

COUNCIL AGENDA

Monday 16 July 2018

Council Chambers



John Brown
General Manager
Break O'Day Council
9 July 2018

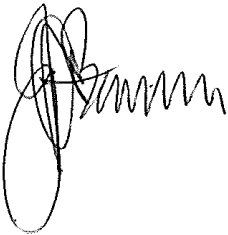
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NOTICE OF MEETING

Notice is hereby given that the next meeting of the Break O'Day Council will be held at the St Helens Council Chambers on Monday 16 July 2018 commencing at 10.00am.

CERTIFICATION

Pursuant to the provisions of Section 65 of the *Local Government Act 1993*, I hereby certify that the advice, information and recommendations contained within this Agenda have been given by a person who has the qualifications and / or experience necessary to give such advice, information and recommendations or such advice was obtained and taken into account in providing the general advice contained within the Agenda.

A handwritten signature in black ink, appearing to read 'John Brown', with a large, stylized initial 'J' and 'B'.

JOHN BROWN
GENERAL MANAGER

Date: 9 July 2018

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ACKNOWLEDGEMENT OF COUNTRY

We would like to acknowledge the Tasmanian Aboriginals as the traditional custodians of the land on which we meet today, and pay respect to the elders past and present.

07/18.1.0 ATTENDANCE

07/18.1.1 Present

Mayor Mick Tucker
Councillor Janet Drummond
Councillor Barry LeFevre
Councillor Glenn McGuinness
Councillor Margaret Osborne OAM
Councillor Hannah Rubenach-Quinn
Councillor John Tucker
Councillor Kylie Wright

07/18.1.2 Apologies

Deputy Mayor John McGiveron

07/18.1.3 Leave of Absence

Nil.

07/18.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews

DECLARATION OF PECUNIARY INTEREST OF A COUNCILLOR OR CLOSE ASSOCIATE

Section 48 or 55 of the Local Government Act 1993 requires that a Councillor or Officer who has an interest in any matter to be discussed at a Council Meeting that will be attended by the Councillor or Officer must disclose the nature of the interest in a written notice given to the General Manager before the meeting; or at the meeting before the matter is discussed.

A Councillor or Officer who makes a disclosure under Section 48 or 55 must not preside at the part of the meeting relating to the matter; or participate in; or be present during any discussion or decision making procedure relating to the matter, unless allowed by the Council.

CONFIRMATION OF MINUTES**Confirmation of Minutes – Council Meeting 25 June 2018****OFFICER'S RECOMMENDATION:**

That the minutes of the Council Meeting held on the 25 June 2018 be confirmed.

07/18.5.0 COUNCIL WORKSHOPS HELD SINCE 25 JUNE 2018 COUNCIL MEETING

There was a Workshop held on Monday 2 July 2018 – the following items were listed for discussion.

- Presentation – Parks & Wildlife Services
- Presentation – East Coast Tourism
- 2018-2019 Annual Plan
- 2018-19 Federal Election
- Policy – LG28 Work Health & Safety
- Review of the Operation of St Helens Tip Shop
- Vehicle for the Break O'Day Business Enterprise Centre (BEC)
- Fingal Streetscape Project – Preliminary Streetscape Concept
- Waste Management System - Kerbside Recyclables Collection
- Binalong Bay – Local Township Plan
- Mathinna – Local Township Plan
- Policy Review – EP10 “On-Street Dining”
- Proposed Mural – Portland Hall
- Local Government Association of Tasmania (LGAT) - Review – Fire Services Act 1979
- Select Committee on the Short Stay Accommodation Industry in Tasmania
- Replacement of Plaque Stolen from the Skate Park

07/18.6.0

PLANNING AUTHORITY

Pursuant to Section 25 of the *Local Government (Meeting Procedures) Regulations 2015* the Mayor informed the Council that it was now acting as a Planning Authority under the *Land Use Planning and Approvals Act 1993*.

07/18.6.1

DA 098-2018 – Construction of a New Dwelling 6 Reason Way, Binalong Bay

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Rebecca Green, Planning Consultant
FILE REFERENCE	DA 098-2018
ASSOCIATED REPORTS AND DOCUMENTS	Site Plan Plans and Elevations Written Submission Council Certificate specifying AWTS Waste water report (<i>Circulated under separate cover</i>) GIS image Representations (2)

OFFICER'S RECOMMENDATION:

After due consideration of the representations received pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Council Interim Planning Scheme 2013* that the application for **Dwelling** on land situated at **6 Reason Way, Binalong Bay** described in Certificate of Title CT 169424/1 be **APPROVED** subject to the following conditions:

1. Development must accord with the Development Application DA 098-2018 received by Council 13 April 2018, together with all submitted documentation received and forming part of the development application, except as varied by conditions of this Planning Permit.
2. All runoff from the proposed building must be disposed of within the confines of the property by means that will not result in soil erosion or other stormwater nuisance. Soakage drains must be of sufficient size to absorb stormwater runoff and not create any new point sources of discharge into the defined watercourse.
3. The areas shown to be set aside for vehicle access and car parking must be:
 - a. Completed prior to the use of the development commencing;
 - b. Designed and laid out in accordance with provisions of E6.0 of the *Break O'Day Interim Planning Scheme 2013*;
 - c. Provided with space for access turning and manoeuvring of vehicles on-site to enable them to enter and leave the site in a forward direction;
 - d. Constructed with a pervious dust free surface and drained in a manner that will not cause either a dust or stormwater nuisance to occupants of adjoining properties.
4. Effluent disposal is subject to a technical assessment and issue of a Plumbing Permit by Council's *Plumbing Permit Authority*.

5. Native vegetation must not be removed outside that necessitated by the proposed development.
6. All building wastes are to be removed to the appropriate waste disposal facility to prevent an environmental nuisance being caused outside of the works site.
7. Any damage that may occur to any Council infrastructure during the construction of the proposed dwelling must be reinstated to the satisfaction of Council and at the cost of the developer.

ADVICE:

- All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within two (2) metres of any Council owned infrastructure must be done in consultation with Council's Manager Works and Infrastructure.
- Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
- The introduction of non-native plant species and plant species not of local provenance should be avoided and environmental weeds regularly monitored and targeted for removal.
- Activities associated with construction works are not to be performed outside the permissible time frames listed:

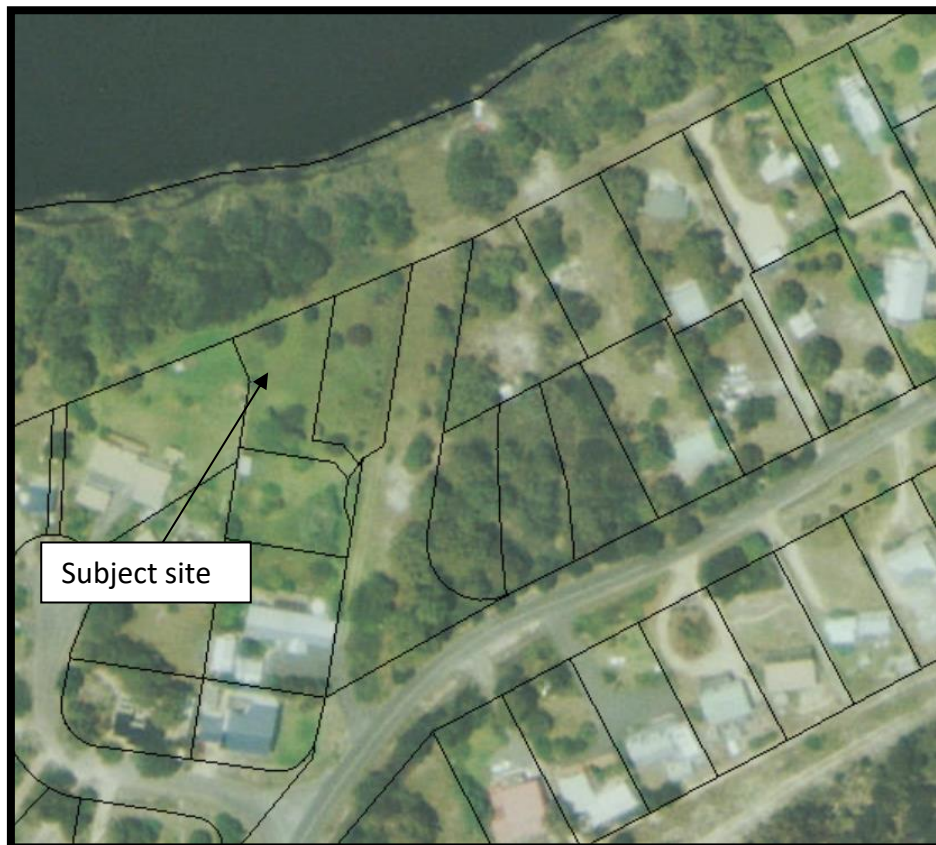
Mon-Friday 7 am to 6 pm

Saturday 9 am to 6 pm

Sunday and public holidays 10 am to 6 pm

PROPOSAL SUMMARY:

Application is made for the construction of a new dwelling on an existing property at 6 Reason Way, Binalong Bay. Residential use of the proposed dwelling in the Low Density Residential Zone of Binalong Bay is a permitted use without qualifications, under Table 12.2 of the *Break O'Day Interim Planning Scheme 2013*.



Subject site (looking west)



Subject site (looking northwest)



Subject site (looking north)



View looking toward subject site from Reason Way



Existing crossover

PREVIOUS COUNCIL CONSIDERATION:

There has been no previous consideration by Council for this development.

OFFICER'S REPORT:

1. The Proposal

Break O'Day Council received an application on 13 April 2018 from Engineering Plus on behalf of A & K Wallace for the use and construction of a single dwelling at 6 Reason Way, Binalong Bay.

The lot is vacant and measuring a total area of 866m².

The dwelling is to be a single storey dwelling and accommodate two (2) bedrooms, toilet, bathroom, living and kitchen/dining/laundry. A deck is proposed to the north of the dwelling.

Dwelling waste water will be disposed of on-site through an Aerated Wastewater Treatment System, with the issuance of a Plumbing Permit forming a condition of this Permit. The original application provided for a septic tank, which was advertised, however upon receipt of representations, a Council Certificate specifying the requirement of an AWTS only must be provided on this lot was revealed. The proposal was then re-advertised with the inclusion of an AWTS.

An extension of time to assess the development application was requested to 23 July 2018.

2. Applicable Planning Scheme Provisions

Part 12 Low Density Residential Zone

E6 Car Parking and Sustainable Transport Code

E9 Water Quality Code

E16 On-Site Wastewater Management Code

3. Referrals

The application was referred to Council's Environmental Health Officer for comment, who has provided the following response:

"The system is compliant from a planning perspective and meets the Director's Guidelines."

4. Assessment

The application has met the acceptable solutions for all issues, except for reliance upon nine (9) performance criteria as detailed below;

- 1) 12.4.1.4 Rear and Side Setbacks P2
- 2) 12.4.1.5 Location of Car Parking P1
- 3) 12.4.4.2 Stormwater Disposal P1
- 4) E16.6.1 Use and Lot Size P1
- 5) – 8) E16.7.1 Onsite Wastewater Management P1.1, P1.2, P1.3 and P2
- 9) E16.7.2 Surface and Ground Water Impacts P1

Detailed assessment against the provisions of the *Break O'Day Interim Planning Scheme 2013* is provided below. **The proposal is deemed to comply with the performance criteria applicable.**

12 Low Density Residential Zone

12.1 Zone Purpose

12.1.1 Zone Purpose Statements

12.1.1.1 To provide for residential use or development on larger lots in residential areas where there are infrastructure or environmental constraints that limit development.

12.1.1.2 To provide for non-residential uses that are compatible with residential amenity.

12.1.1.3 To ensure that development respects the natural and conservation values of the land and is designed to mitigate any visual impacts of development on public views.

12.2 Use Table

The proposed use fits the use class of Residential, being a single dwelling which is a Permitted use within the Low Density Residential Zone.

Residential as defined by the Scheme means:

“use of land for self-contained or shared living accommodation. Examples include an ancillary dwelling, boarding house, communal residence, home-based business, hostel, residential aged care home, residential college, respite centre, retirement village and single or multiple dwellings.”

12.3 Use Standards

12.3.1 Amenity

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 If for permitted or no permit required uses.	A1 The proposed use is permitted. The proposal complies with the Acceptable Solution.
A2 Commercial vehicles for discretionary uses must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	A2 Not applicable.
A3 If for permitted or no permit required uses.	A3 The proposed use is permitted. The proposal complies with the Acceptable Solution.

12.3.2 Low Density Residential Character – Not applicable as the proposed is for a permitted use.

12.4 Development Standards

12.4.1 Residential density for multiple dwellings – n/a

12.4.1.1 Site Coverage

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 The site coverage must not exceed 20%, unless the existing lot is less than 1000m ² , in which case maximum site coverage is 30%.	A1 The site has an area of 866m ² . The proposed development covers an area of 13.8%. The proposal complies with the Acceptable Solution.

12.4.1.2 Building Height

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 Building height must not exceed 8 metres.	A1 The height of the dwelling from natural ground level to the highest point is 4.35 metres. The proposal complies with the Acceptable Solution.

12.4.1.3 Frontage Setbacks

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1.1 Primary frontage setbacks must be a minimum:</p> <ul style="list-style-type: none"> a) Of 5m; and b) For infill lots, within the range of the frontage setbacks of buildings on adjoining lots, indicated by the hatched section in Figure 12.4.1.3 below; and <p>A1.2 Buildings must be set back a minimum of 3m from any other frontage.</p>	<p>A1 The proposal is at least 14.175 metres from the primary frontage. The proposal complies with the Acceptable Solution.</p>

12.4.1.4 Rear and Side Setback

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1 Buildings must be set back 5m from the rear boundary.</p>	<p>A1 The dwelling is located a minimum 5 metres from the rear boundary. The proposal complies with the Acceptable Solution.</p>
<p>P2 Building setback to the side boundary must be appropriate to the location, having regard to the:</p> <ul style="list-style-type: none"> a) Ability to provide adequate private open space for the dwelling; and b) Character of the area and location of dwellings on lots in the surrounding area; and c) Impact on the amenity and privacy of habitable room windows and private open space of existing and adjoining dwellings; and d) Impact on the solar access of habitable room windows and private open space of adjoining dwellings; and e) Locations of existing buildings and private open space areas; and f) Size and proportions of the lot; and g) Extent to which the slope and retaining walls or fences reduce or increase the impact of the proposed variation. 	<p>P2 Due to the width of the lot, the building is to be located a minimum of 1.875m off western boundary, with the protrusion of an open platform which would hold air conditioning units and water services which will be 900mm from the western boundary. The dwelling has a minimal footprint and therefore with the width of only 3.3m and located with a northerly aspect, the proposal is not likely to cause privacy concerns or overshadowing concerns to neighbouring properties. The end walls do not have any windows, and to the east is a drainage line with no immediate lot adjacent. To the west is a vacant lot, with outbuildings only. The corresponding acceptable solution was recently amended by the TPC to increase side setback from 1m to 3m. Therefore, predominantly existing development is closer to boundaries.</p> <p>The proposal is considered compliant with the performance criteria.</p>

12.4.1.5 Location of Car Parking

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>P1 Car parking facilities must be:</p> <ul style="list-style-type: none"> a) Close and convenient to dwellings and residential buildings; and b) Located to minimise visual impact to the streetscape; and c) Provided in a form that is appropriate to the area and development. 	<p>P1 There is no proposed garage or carport for this development. Car parking will be located in the front of the dwelling approximately 12.0m from the front boundary.</p> <p>The proposal is considered compliant with the performance criteria.</p>

12.4.1.6 Outbuildings and Ancillary Structures

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 Outbuildings must not have a: <ul style="list-style-type: none"> a) Combined gross floor area of greater than 81m²; and b) Maximum wall height of greater than 4m; and c) Maximum height greater than 5m. 	A1 Not applicable.
A2 A swimming pool for private use must be located: <ul style="list-style-type: none"> a) Behind the primary frontage setback; or b) In the rear yard. 	A2 Not applicable.

12.4.1.7 Filling of Sites – not applicable. No filling of the site is proposed.

12.4.2 Clause 12.4.2.1 only applies to development other than the Residential Use Class – not applicable.

12.4.3 Subdivision – Not applicable.

12.4.4 Clause 12.4.4.1 and 12.4.4.2 applies to all development other than subdivision.

12.4.4.1 Frontage Fences for Single Dwellings – not applicable to this proposal, no front fence is proposed.

12.4.4.2 Stormwater Disposal

Acceptable Solutions/Performance Criteria	Proposed Solutions
P1 Run off must be managed through integrated stormwater management techniques by means that will not cause soil erosion or flooding nuisance to adjoining lots.	P1 The proposal relies upon assessment against the performance criteria as the overflow will be managed on site. The run off from the building is to be directed to on-site water storage tank (24,000l) and the overflow will be directed to onsite absorption trenches. The proposal is compliant with the performance criteria.

Part E Codes

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 The number of car parking spaces must not be less than the requirements of: <ul style="list-style-type: none"> a) Table E6.1; or b) A parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone). 	A1 Table E6.1 requires: <i>Residential use in any other zone or any other residential use in the General Residential zone – 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 dwellings.</i> The proposal provides 2 spaces for the 2 bedroom single dwelling. The proposal complies with the Acceptable Solution.

6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1 All car parking, access strips manoeuvring and circulation spaces must be:</p> <ul style="list-style-type: none"> a) Formed to an adequate level and drained; and b) Except for a single dwelling, provided with an impervious all weather seal; and c) Except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces. 	<p>A1 The proposal meets the relevant acceptable solution requirements.</p>

E6.7.2 Design and Layout of Car Parking

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1.1 Where providing for 4 or more spaces, parking areas (other than for parking located in garages and carports for a dwelling in the General Residential Zone) must be located behind the building line; and</p> <p>A1.2 Within the general residential zone, provision for turning must not be located within the front setback for residential buildings or multiple dwellings.</p>	<p>Not applicable.</p>
<p>A2.1 Car parking and manoeuvring space must:</p> <ul style="list-style-type: none"> a) Have a gradient of 10% or less; and b) Where providing for more than 4 cars, provide for vehicles to enter and exit the site in a forward direction; and c) Have a width of vehicular access no less than prescribed in Table E6.2; and d) Have a combined width of access and manoeuvring space adjacent to parking spaces not less than as prescribed in Table E6.3 where any of the following apply: <ul style="list-style-type: none"> i) There are three or more car parking spaces; and ii) Where parking is more than 30m driving distance from the road; or iii) Where the sole vehicle access is to a category 1, 2, 3 or 4 road; and <p>A2.2 The layout of car spaces and access ways must be designed in accordance with Australian Standards AS 2890.1-2004 Parking Facilities, Part 1: Off Road Car Parking.</p>	<p>A2 The gradient of car parking and manoeuvring spaces is less than 10%. The proposal provides for less than 4 parking spaces.</p> <p>All access and manoeuvring space adjacent to the parking spaces on the lot complies with Table E6.3. The proposal complies with the Acceptable Solution.</p>

E6.7.3 Parking for Persons with a Disability – not applicable

E6.7.4 Loading and Unloading of Vehicles, Drop-off and Pickup – not applicable

E6.8 Provisions for Sustainable Transport

E6.8.1- E6.8.4 – Not used in this Planning Scheme.

E6.8.5 Pedestrian Walkways

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 Pedestrian access must be provided for in accordance with Table E6.5.	A1 No separate access is required given the car parking space number. The proposal complies with the Acceptable Solution.

E9 Water Quality Code

E9.6.1 Development and Construction Practices and Riparian Vegetation

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 Native vegetation is retained within: a) 40m of a wetland, watercourse or mean high water mark; and b) A Water catchment area – inner buffer.	A1 No native vegetation removal is proposed. The lot is a cleared of any native vegetation except for grasses.
A2 A wetland must not be filled, drained, piped or channelled.	A2 Not applicable. No alteration is proposed.
A3 A watercourse must not be filled, piped or channelled except to provide a culvert for access purposed.	A3 Not applicable. No alteration is proposed.

E9.6.2 Water Quality Management

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 All stormwater must be: a) Connected to a reticulated stormwater system; or b) Where ground surface runoff is collected, diverted through a sediment and grease trap or artificial wetlands prior to being discharged into a natural wetland or watercourse; or c) Diverted to an on-site system that contained stormwater within the site.	A1 b) Rainwater from the proposed development is to be harvested from the building roofs and stored in a water storage tank. The proposal complies with the Acceptable Solution.
A2.1 No new point source discharge directly into a wetland or watercourse. A2.2 For existing point source discharges into a wetland or watercourse there is to be no more than 10% increase over the discharge which existed at the effective date.	A2.1 No point source discharge is proposed. A2.2 Not applicable. The proposal complies with the Acceptable Solution.
A3 No acceptable solutions. P3 Quarries and borrow pits must not have a detrimental effect on water quality or natural processes.	P3 Not applicable.

E9.6.3 Construction of Roads – not applicable.

E9.6.4 Access

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 No acceptable solution. P1 New access points to wetlands and watercourses are provided in a way that minimises: a) Their occurrence; and b) The disturbance to vegetation and hydrological features from use or development.	P1 No new access point is proposed. Not applicable.
A2 No acceptable solution. P2 Accesses and pathways are constructed to prevent erosion, sedimentation and siltation as a result of runoff or degradation of path materials.	P2 Not applicable.

E9.6.5 Sediment and Erosion Control – not applicable.

E9.6.6 Water Catchment Areas – not applicable.

E16 On-Site Wastewater Management Code

E16.6 Use Standards

E16.6.1 Use and Lot Size

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 Residential uses that rely on onsite wastewater management must: a) Be on a site with minimum area of 2,000m ² ; and b) Have four bedrooms or less. P1 Residential use on sites less than 2,000m ² or with more than four bedrooms that rely on onsite wastewater management must be able to accommodate: a) The proposed residence and associated buildings and structures; b) Private open space; c) Vehicle manoeuvring and car parking; d) Hardstand and paved areas; and e) Onsite wastewater management infrastructure.	P1 The lot as an area of 866m ² . The proposed dwelling will have 2 bedrooms. The plans submitted with the planning application demonstrate that the property can accommodate all items listed in P1 a) through to e). An amended wastewater report including an AWTs prepared by Protek Consulting details the size of the required waste water infrastructure and this is shown to scale on the proposed plans. The proposal is compliant with the performance criteria.
A2 Non-residential uses that rely on onsite wastewater management must be on a site with minimum area of 5,000m ² .	Not applicable.

E16.7 Development Standards

E16.7.1 Onsite Wastewater Management

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>P1.1 Buildings and structures must not be placed over onsite wastewater infrastructure; and</p> <p>P1.2 Buildings and structures within 3m of onsite wastewater infrastructure must not have a detrimental impact on the operation or integrity of the onsite wastewater management infrastructure; and</p> <p>P1.3 Onsite wastewater management must not have a detrimental impact on the foundations or footings of buildings or structures.</p>	<p>P1.1 No buildings or structures will be placed over onsite wastewater infrastructure.</p> <p>P1.2 and P1.3 The land application area is located so that the risk of waste water reducing the bearing capacity of a buildings footing is acceptably low.</p> <p>The proposal is compliant with the performance criteria.</p>
<p>P2 Hardstand, paved areas, car parking and vehicle manoeuvring areas must:</p> <p>a) Not be located above or below each other; and</p> <p>b) Have no detrimental impact on the operation or integrity of the onsite waste water management infrastructure.</p>	<p>P2 An amended wastewater report including an AWTs prepared by Protek Consulting, Appendix A of AS/NZS 1547:2012 has been completed that demonstrates that the risk is acceptable.</p> <p>The proposal is compliant with the performance criteria.</p>
<p>A3 Private Open Space must not be used for surface irrigation of treated wastewater.</p>	<p>A3 Not applicable. An AWTs is proposed and adequate space is provided for Private Open Space.</p>
<p>A4 Onsite wastewater management infrastructure must be on lots with an average slope of 10% or less.</p>	<p>A4 The average slope of the subject site is less than 10%.</p> <p>The proposal complies with the Acceptable Solution.</p>

E16.7.2 Surface and Ground Water Impacts

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>P1 Onsite wastewater management infrastructure within 100m of a wetland or watercourse or coastal marine area must have no detrimental impacts on the water quality or integrity of the wetland or watercourse or coastal marine area.</p>	<p>P1 An amended wastewater report including an AWTs prepared by Protek Consulting, Appendix A of AS/NZS 1547:2012 has been completed that demonstrates that the risk is acceptable.</p> <p>The proposal is compliant with the performance criteria.</p>
<p>A2 Onsite wastewater management infrastructure must have a minimum separation distance of 50m from a downslope bore, well or other artificial water supply.</p>	<p>A2 There are no known bores within 50 metres of the proposed location of the wastewater infrastructure. The proposal complies with the Acceptable Solution.</p>
<p>A3 Vertical separation between groundwater and the land used to apply effluent, including reserved areas, must be no less than 1.5m.</p>	<p>A3 There is no groundwater on the property as identified by Protek Consulting. The proposal complies with the Acceptable Solution.</p>
<p>A4 Vertical separation between a limiting layer and the land used to apply effluent, including reserved areas, must be no less than 1.5m.</p>	<p>A4 There are no 'limiting layers' identified by Protek Consulting. The proposal complies with the Acceptable Solution.</p>

5. Representations

The application was first advertised with the inclusion of a septic tank from 21 April to 7 May 2018 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. Two (2) representations were received prior to the closing date and time.

The representations each raised a matter that a Council Certificate applies to the subject land requiring an AWTS for onsite waste water infrastructure and concerns in relation to the septic system originally proposed. This matter was raised with the applicant. An amended proposal with a waste water design for an AWTS was then submitted to Council and the application was re-advertised from 16 June to 29 June 2019. It is noted that both representors did not resubmit their representations, however it is worth noting their original concerns and a response. The representations are as follows:-

Representation 1	Response
Council certificate SP 169424 states that "onsite waste water disposal for Lot 3 and 4 is to be an aerated waste water treatment system only".	This matter has now been addressed through provision of an amended wastewater design and re-advertising of the proposal.
Concerns in relation to proximity of western boundary to the septic tank.	This matter has now been addressed through provision of an amended wastewater design and re-advertising of the proposal.
Setback of septic tank to future dwelling on Lot 3.	An amended wastewater report including an AWTS prepared by Protek Consulting, Appendix A of AS/NZS 1547:2012 has been completed that demonstrates that the risk is acceptable.
Concerns regarding proximity of the future absorption trenches to the watercourse.	An amended wastewater report including an AWTS prepared by Protek Consulting, Appendix A of AS/NZS 1547:2012 has been completed that demonstrates that the risk is acceptable. Effluent disposal is subject to a technical assessment and issue of a Plumbing Permit by Council's <i>Plumbing Permit Authority</i> . Council's Environmental Health Officer has assessed the proposal in relation to the planning scheme and advises that <i>"The system is compliant from a planning perspective and meets the Director's Guidelines."</i>

Representation 2	Response
Council certificate SP 169424 states that "onsite waste water disposal for Lot 3 and 4 is to be an aerated waste water treatment system only".	This matter has now been addressed through provision of an amended wastewater design and re-advertising of the proposal.
Concerns in relation to minimum vertical separation and that Bore Hole 3 met groundwater at 400mm.	An amended wastewater report including an AWTS prepared by Protek Consulting, Appendix A of AS/NZS 1547:2012 has been completed that demonstrates that the risk is acceptable. Effluent disposal is subject to a technical assessment and issue of a Plumbing Permit by Council's <i>Plumbing Permit Authority</i> . Council's Environmental Health Officer has assessed the proposal in relation to the planning scheme and advises that <i>"The system is compliant from a planning perspective and meets the Director's Guidelines."</i>
Concerns regarding proximity of the system to the watercourse.	An amended wastewater report including an AWTS prepared by Protek Consulting, Appendix A of AS/NZS 1547:2012 has been completed that demonstrates that the risk is acceptable. Effluent disposal is subject to a technical assessment and issue of a Plumbing Permit by Council's <i>Plumbing Permit Authority</i> . Council's Environmental Health Officer has assessed the proposal in relation to the planning scheme and advises that <i>"The system is compliant from a planning perspective and meets the Director's Guidelines."</i>

The recommendation for approval has been made following due consideration of the representations and comments.

6. Mediation

Nil.

7. Conclusion

In accordance with 8.10 of the *Break O' Day Interim Planning Scheme 2013*, the application has been assessed against the objectives of the Scheme, in particular the Low Density Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and nine (9) Performance Criterion; the received representations have been considered. It is recommended for approval with conditions normally set to this type of development.

LEGISLATION / STRATEGIC PLAN & POLICIES:

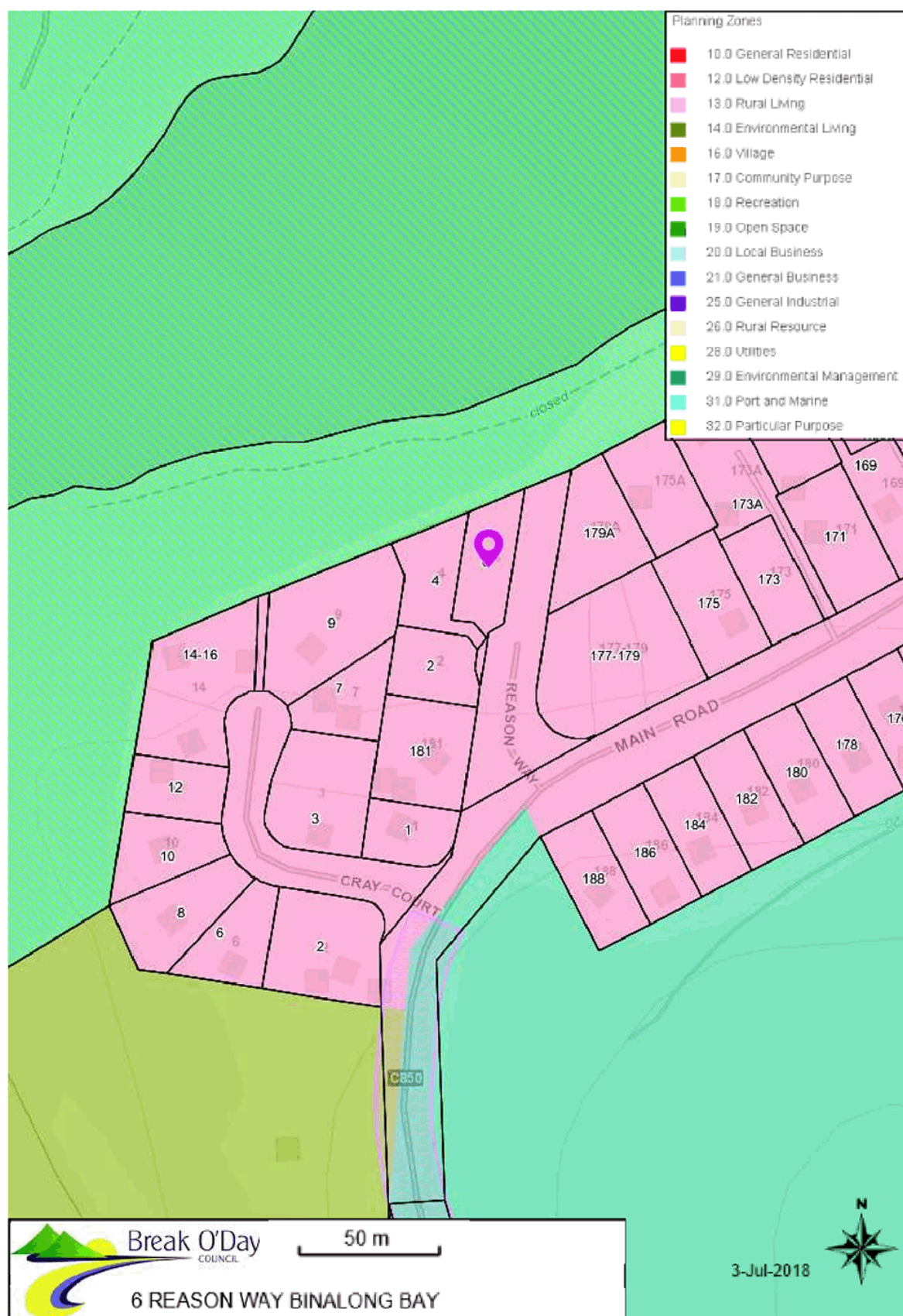
Break O' Day Interim Planning Scheme 2013;
Land Use Planning and Approvals Act 1993;
Local Government (Building and Miscellaneous Provisions) Act 1993.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable, all costs of the development are the responsibility of the developer.

VOTING REQUIREMENTS:

Simple Majority.



The Mayor advised the Council that it had now concluded its meeting as a Planning Authority under Section 25 of the Local Government (Meeting Procedures) Regulations.

07/18.7.0 PETITIONS

Nil.

07/18.8.0 NOTICES OF MOTION

07/18.8.1 Notice of Motion – Naming of Road off Aulichs Road, St Marys – Cllr J Drummond

MOTION:

A report is sought providing advice in accordance with the requirements of *Section 65 of the Local Government Act 1993* for the information of Council at a future meeting and consider any advice as required from relevant State Agencies:

That Council work with the Nomenclature Board of Tasmania to provide a name to a currently unnamed road whose junction is with Aulichs Road, St Marys TAS 7215 (off Irish Town Road, St Marys TAS 7215).

SUBMISSION IN SUPPORT OF MOTION:

I have received requests from residents who are building in the currently unnamed road off Aulichs Road, St Marys TAS 7215, that Council assist with the provision of a name to the road on which they are building.

There are currently approximately 5-6 properties on this road, and the petitioner has concerns about emergency service vehicles finding the properties along this road, particularly during any bush fire event.

07/18.9.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil.

07/18.10.0 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Regulation 29 of the Local Government (Meeting Procedures) Regulations 2005 specifies that in putting a Question Without Notice a Councillor must not offer an argument or opinion, draw any inference or make any imputations except so far as may be necessary to explain the question.

The Chairperson must not permit any debate of a Question without Notice or its answer.

07/18.11.0**MAYOR'S & COUNCILLOR'S COMMUNICATIONS****07/18.11.1****Mayor's Communications for Period Ending 16 July 2018**

27.06.2018	St Helens	– Combined Probus Club of Scamander – Birthday Luncheon
29.06.2018	St Helens	– Meeting with representatives from Ochre Health
30.06.2018	St Helens	– RSL Annual Reunion lunch
02.07.2018	St Helens	– Council Workshop
12.07.2018	Bicheno	– East Coast Candidates Election Forum
04.06.2018	St Helens	– Council Workshop
13.07.2018	St Helens	– Christmas in July – Eating with Friends, Fingal Valley Neighbourhood House
13.07.2018	St Helens	– St Helens Lions Club Changeover
16.07.2018	St Helens	– Council Meeting

07/18.11.2**Councillor's Reports for Period Ending 16 July 2018**

This is for Councillors to provide a report for any Committees they are Council Representatives on and will be given at the Council Meeting.

- St Helens and Districts Chamber of Commerce and Tourism –Clr Barry LeFevre
- NRM Special Committee – Clr Margaret Osborne
- Barway Committee – Clr John McGiveron
- Regional Tourism Organisation (RTO) – Clr Glenn McGuinness
- Titley Shack & Binalong Bay Reference Group – Clr Glenn McGuinness
- Mental Health Action Group – Clr Barry LeFevre
- Disability Access Committee – Clr Janet Drummond

07/18.12.0 BUSINESS AND CORPORATE SERVICES

07/18.12.1 Corporate Services Department Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\018\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which have been dealt with in the Business and Corporate Service Department since the previous Council Meeting.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

OUTSTANDING REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
07/17.12.6.159	17 July 2017	That management negotiate with relevant representatives of the State Government's ownership and responsibility for operation, maintenance and long term repair of the entire St Helens Wharf.	Have received a disappointing reply from the Minister and considering options for our next step.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
06/18.12.4.129	25 June 2018	That Council adopt the amendments to Policy LG11 Rates Remissions and Exemptions as in the attached document.	Council documents and website updated accordingly.
06/18.12.5.130	25 June 2018	That Council adopt the 2018-2019 Budget Estimates document inclusive of: 1. Budget Income Statement 2. Budgeted Statement of Financial Position 3. Budgeted Cash Flow Statement and Rates Resolution	Council documents and website updated accordingly; issuing of rate notices, information and public notices commenced.

Motion Number	Meeting Date	Council Decision	Comments
06/18.13.3.133	25 June 2018	That Policy AM03 Street Lighting Policy, as amended, be adopted.	Council documents and website updated accordingly.
06/18.13.4.134	25 June 2018	That Policy AM08 Subdivision New Works & Infrastructure Construction Policy, as amended, be adopted.	Council documents and website updated accordingly.
06/18.13.5.135	25 June 2018	That Policy AM14 Mowing Policy, as amended, be adopted.	Council documents and website updated accordingly.
06/18.16.2.145	25 June 2018	That Council agree to fund the Break O'Day Business Enterprise Centre (BEC) \$28,000 (GST inclusive) for the financial year 2018/2019.	Included in Council's 2018/2019 budget and will be paid when invoiced.

Staff Movements:

One (1) front counter administration officer has returned from maternity leave.

Meetings Attended:

- Secretary to Audit Panel Meeting.
- Various meetings on site with financial audit team from Tasmanian Audit Office.
- Various meetings relating to One Night Stand.
- Undertake asset management internal audit with Works & Infrastructure staff.
- Meeting with relevant staff to review playground replacement plan consultation feedback.
- With Councillors and managers, met with representatives of Ochre Health.

Other Issues:

Investments – Term Deposits

BENDIGO:

\$1,017,110.31	2.55%	Maturing 30/07/18
\$1,011,376.00	2.55%	Maturing 13/08/18
\$1,011,250.65	2.55%	Maturing 14/08/18
\$1,023,129.39	2.55%	Maturing 03/09/18
\$1,000,000.00	2.60%	Maturing 19/09/18
\$1,500,000.00	2.60%	Maturing 20/09/18
\$1,525,572.03	2.60%	Maturing 01/10/18

Right to Information (RTI) Requests

Nil.

132 and 337 Certificates

	132	337
June 2018	64	42
May 2018	90	50
June 2017	45	29

Debtors/Creditors @ 4 July 2018

DEBTORS INFORMATION

Invoices Raised

Current		Previous Year	
Month	YTD 17/18	Month	YTD 16/17
62	899	66	801

CREDITORS INFORMATION

Payments Made

Current		Previous Year	
Month	YTD 17/18	Month	YTD 16/17
203	4200	295	4451

The Work Health & Safety Coordinator attended the following meetings:

Date	Meeting
25/06/2018	Council meeting
26/06/2018	Fortnightly meeting with Manager Corporate Services
27/06/2018	One Night Stand (ONS) weekly meeting
27/06/2018	WHS contractor induction with new contractor
28/06/2018	Corporate Services staff meeting
28/06/2018	Playground Replacement Plan review meeting
03/07/2018	Toolbox meeting at St Helens Depot
03/07/2018	Council staff meeting
04/07/2018	ONS weekly meeting
05/07/2018	Information session with Barbara Longue and indoor workers
10/07/2018 to 13/07/2018	Annual leave
16/07/2018	Council meeting

During the period of **14 June to 5 July 2018** the following vandalism was reported to Council:

Discovered 21 June 2018

The ramp and curved section of the northern end of the Scamander skate park was sprayed with graffiti. Estimated labour and material cost amounts to \$376.

Update on Council's Insurance Renewal for 2018/2019 Financial Year

Public Liability and Professional Indemnity Insurance

Public and Product Liability

This policy covers legal liability to third parties for bodily injury and /or property damage caused by an occurrence in connection with the Council business.

Professional Indemnity

This part of the policy covers any claim for breach of professional duty first made against Council and notified to MAV Insurance Liability Mutual Insurance (LMI) arising out of any negligent act, error or omission committed by Council in connection with the business.

The contribution to participate in the MAV LMI scheme for 2018/2019 has increased on average by 5%. This is determined by Council's claims experience and revenue in accordance with the insurers pricing model.

Coverage of \$600M for each and every public liability claim and \$600M per member for professional indemnity claims is confirmed, subject to one reinstatement (i.e. \$1.2B in total PI claims per member). These coverage limits provide sufficient protection for scheme members with catastrophic risks such as a bushfire or a fire in a building with flammable cladding. Expert and independent advice was sought about the risks faced by members and the low appetite for uninsured risk in Local Government.

As a result Council's premium has increased by \$2,050.40.

Councillors & Officers Liability / Company Reimbursement

This policy covers Council Officers and Councillors and the whole of Council against loss arising from any claim(s) made by reason of any wrongful act committed or alleged to have been committed by them in their capacity of Directors (Councillors) and Officers of Council.

The deteriorating trends in claims and the growth in the plaintiff class action industry in Australia are resulting in insurance companies rethinking their strategies.

One of the leading assessor for the insurance statistics stated '*that the D&O insurance in Australia is loss making and is expected to have premium growth in 2018. Furthermore, the key risks in D&O are competition, the economy and class actions. 2017 was a reasonably good year for the insurance industry as there were signs of a (much needed) hardening of rates in some commercial lines (Commercial Property and D&O in particular)*'.

Council's insurance broker suggests that a number of claims are exceeding the premium pool by a significant margin, and some insurers are leaving the market as a result. Insurers are declining to renew policies if they cannot achieve premium increases.

Listed companies are wearing much of the increases; however Local Government has experienced some high profile events with extensive media coverage in NSW, VIC and QLD, and Tasmania which have highlighted to Insurers the potential exposures within Local Government.

Consequently Council's premium has increased by \$1,633.50.

Industrial Special Risk (ISR)

This insurance covers all risk or direct physical loss or damage on Council property, personal property, stock and supplies, business interruption, including the extensions of coverage applying at the specific locations.

The current property market has hardened significantly and is one of the toughest seen in many years. Insurers are pushing for increases at a minimum of 15 – 20%, with some clients seeing increases of up to 80% with little or no support from the market for their business.

Across Australia Councils are experiencing increases in their ISR premiums, largely due to poor claims histories, but also due to insurers being increasingly uncomfortable with the risk exposures Councils face. Predominantly jetty claims were reported Australia wide. **Council has experienced a 10% increase on last year with asset values increasing by \$1,056,000.00.**

Due to Council's good claims experience the insurance premium has increased by \$4,223.00.

Motor Vehicle

This policy covers all of Council's vehicles and plants.

Across all commercial fleets there is a determined push for increases of 10% and above, however Council's insurance broker was successful in negotiating renewal with our current insurer with an 2.17% increase on last year which is considered to be low in the current market. **Consequently Council's premium has slightly decreased by \$913.35.**

Corporate Practices Protection

This policy covers liability for fines or penalties arising out of breaches of all acts administered by Commonwealth, State and Local Government as well as innocent parties. Furthermore, it covers legal costs for the requirement to attend any prosecution or inquiry (criminal or otherwise), any investigation, examination, or other proceeding and any other writ or summons that is not coverable under any other policy of general insurance unless specifically excluded.

There are no changes to the premium or deductibles.

Airport Liability

This policy covers the liability to the general public as owner / operator of the premise, the St Helens aerodrome.

There are no changes to the premium or deductibles.

Combined General Liability / Casual Hirers Liability

This policy covers various hirers of Council owned and controlled facilities.

Although stamp duty was adjusted, no changes to the premium or deductibles were experienced.

Group Personal Accident

This policy covers Councillors and their accompanying spouses, partners/defactos as well as Council representatives on various Sub-committees, Authorities, Boards and in connection with any other Council business, as well as volunteer workers.

The insurer reviewed its policy and brought it to a more sustainable level and as a result Council's premium has increased by \$278.30.

Business Travel

This policy provides indemnity only in connection with a journey undertaken or to be undertaken by an insured person and a journey must involve overnight accommodation or travelling to a destination more than 50 kilometres distances from either the normal place of residents or the normal place of work of the insured person. This policy covers Councillors, Consultants and Employees of Council including accompanying spouses, defactos and partners whilst on authorised business travel and/or incidental to business or trade.

There are no changes to the premium or deductibles.

Workers Compensation

This policy covers all of Council's employees.

With the removal of the first five (5) working days and \$200 medical deductibles from 1 January 2018, insurers are concerned about the impact on total claim costs, as well as additional administrative costs. The Asbestos Levy was reduced from 3.5% to 3% from renewal onwards.

Given current market conditions and Council's claims results for 2016/2017 (6 workers compensation claims plus increases in frequency and cost) a rate increase of 10% was expected, however Council's insurance broker successfully negotiated renewal with no increase in rate. The rate will remain at 1.78%.

Council has forecasted a wage increase of 15% which has impacted on the premium.

For 2016/2017 the claims experience discount (CED) is nil, however for 2017/2018, the CED is currently estimated at \$9,315.63. This is due to the number of claims being reduced to two (2) claims.

Consequently the premium has been increased by \$10,013.77.

RATES INFORMATION as at 5 July 2018						
This financial Year						
2018/2019	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,141,391.88	0.00	7,141,391.88	-	3,112.57	54,576.35
Waste	1,151,304.00	0.00	1,151,304.00			
Wheelie	411,595.00	0.00	411,595.00			
Recycling	231,894.00	0.00	231,894.00			
Fire	346,194.93	0.00	346,194.93			
TOTAL	9,282,379.81	0.00	9,282,379.81	-	3,112.57	54,576.35
Last Financial Year						
2017/2018	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	6,847,751.29	-	6,847,751.29	-	2,086.52	51,921.02
Waste	1,101,260.00	-	1,101,260.00			
Wheelie	391,067.10	-	391,067.10			
Recycling	103,225.00	-	103,225.00			
Fire	333,669.22	78.00	333,747.22			
TOTAL	8,776,972.61	78.00	8,777,050.61	-	2,086.52	51,921.02
Instalments						
2018/2019		Instalment \$	Outstanding \$	Outstanding %		
12 September 2017	Instalment 1	2,308,189.46	2,135,636.94	92.52%		
14 November 2017	Instalment 2	2,306,538.00	2,179,906.16	94.51%		
6 February 2018	Instalment 3	2,306,538.00	2,187,931.13	94.86%		
1 May 2018	Instalment 4	2,306,538.00	2,194,737.60	95.15%		
	TOTAL:	9,227,803.46	8,698,211.83	94.26%		
2017/2018		Instalment \$	Outstanding \$	Outstanding %		
12 September 2016	Instalment 1	2,192,572.61	2,006,318.85	91.51%		
14 November 2016	Instalment 2	2,194,800.00	2,049,402.14	93.38%		
6 February 2017	Instalment 3	2,194,800.00	2,062,217.28	93.96%		
2 May 2017	Instalment 4	2,194,800.00	2,069,439.58	94.29%		
	TOTAL:	8,776,972.61	8,187,377.85	93.28%		
Discount						
	Discount	No. of	Total Ratable	% of total		
2018/2019	1,361.06	48	6,470	0.74%		
2017/2018	876.25	66	6,461	1.02%		

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Services – To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategy

- Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.
- Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	David Doyle, Finance Manager
FILE REFERENCE	018\018\001\
ASSOCIATED REPORTS AND DOCUMENTS	Financial Reports

OFFICER'S RECOMMENDATION:

That the following reports for the month ending 30 June 2018 be received:

1. Trading Account Summary
2. Profit and Loss Statements
3. Financial Position
4. Cash Flow
5. Capital Expenditure

INTRODUCTION:

Presented to Council are the monthly financial statements.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

The financial statements as shown below show the financial position of Council as at 30 June 2018.

Trading Account Summary

Council's current position for the month ending 30 June 2018 is summarised as follows:-

CASH AT BEGINNING OF PERIOD	7,603,884
TOTAL INCOME FOR PERIOD	3,110,817
TOTAL AVAILABLE FUNDS	10,714,701
LESS TOTAL EXPENDITURE	1,290,480
CASH AT END OF PERIOD	9,424,221
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	14,175

N.B. Cashflows in the short term are not equivalent to accounting surplus or deficit and therefore cash flows in the above statement will not necessarily equal figures shown elsewhere in this report.

Income Statement				
2017-2018				
	2016-2017 Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget
INCOME				
Rates and Charges	8,613,858	8,792,061	8,768,659	8,768,659
User Charges	934,313	1,134,026	772,591	772,591
Grants	3,075,143	3,037,197	2,892,666	2,892,666
Reimbursements	45,940	50,399	13,500	13,500
Other Income	223,775	275,546	183,500	183,500
Investment Income	863,874	743,436	719,000	719,000
Total Income	13,756,903	14,032,665	13,349,917	13,349,917
Capital Income				
Capital grants	1,283,291	2,300,486	3,817,340	3,817,340
Profit or Loss on Sale of Assets	-49,540	77,707	40,000	40,000
Total Income	14,990,654	16,410,859	17,207,257	17,207,257
EXPENSES				
Employee Expenses	3,934,591	4,255,484	4,837,195	4,837,195
Materials and Services	4,655,976	4,268,237	4,284,515	4,284,515
Depreciation and amortisation	3,359,005	3,401,154	3,405,211	3,405,211
Other expenses	1,603,486	714,955	720,161	720,161
Total Expenses	13,553,058	12,639,830	13,247,082	13,247,082
FAGs in advance	1,377,088			
Net Operating Surplus\ (Deficit)	1,580,933	1,392,836	102,835	102,835
Net Surplus\ (Deficit)	2,814,684	3,771,029	3,960,175	3,960,175

Profit & Loss Statement							
2017-2018							
		Month Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	% of Annual Budget used	Comments
1600	Revenues						
1610	Rates in Advance	-	-				
1611	General Rate	8,133	6,863,745	6,845,289	6,845,289	100%	
1612	Waste Charges	(1)	1,099,400	1,091,230	1,091,230	101%	
1613	Fire Levy	217	336,539	332,279	332,279	101%	
1614	Tips & Transfer Stations	20,995	143,024	122,424	122,424	117%	
1615	Recycling Charges	14	107,076	104,000	104,000	103%	
1616	Early Settlement Discounts	-	(131,291)	(115,696)	(115,696)	113%	
1617	Wheelie Bin Charges	(822)	373,568	389,133	389,133	96%	
	Total Rates	28,536	8,792,061	8,768,659	8,768,659	100%	
	Environmental Health						
1621	Waste Disposal Fees	-	-		-		
1622	Inspection Fees	-	160	6,000	6,000	3%	
1623	Health/Food Licence Fees and Fines	(300)	16,427	14,000	14,000	117%	
1624	Immunisations	1,660	2,440	1,000	1,000	244%	
1625	Sampling	-	-		-		
1626	Place of Assembly Licence	-	-	-	-		
	Total Environmental Health	1,360	19,026	21,000	21,000	91%	
	Municipal Inspector						
1631	Kennel Licences	(40)	1,480	1,200	1,200	123%	
1632	Dog Registrations	21,759	34,157	50,100	50,100	68%	
1633	Dog Impoundment Fees & Fines	220	2,201	2,500	2,500	88%	
1634	Dog Replacement Tags	65	205	-	-		
1635	Caravan Fees and Fines	55,250	108,758	50,000	50,000	218%	
1636	Fire Abatement Charges	-	-	2,000	2,000	0%	
1637	Infringement Notices	3,021	20,400	17,000	17,000	120%	
	Total Municipal inspector	80,275	167,201	122,800	122,800	136%	
	Building Services						
1641	Building Fees	3,740	43,158	30,000	30,000	144%	
1643	Building Search Fees	180	578	1,200	1,200	48%	
1644	Permit Administration	4,435	43,345	12,000	12,000	361%	
1650	Private Building Surveying Fees and Similar	-	-		-		

		Month Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	% of Annual Budget used	Comments
1649	Privately Certified Permit Fee	-	-		-		
1658	Illegal Building Fees	-	-	1,000	1,000	0%	
	Total Building Services	8,355	87,081	44,200	44,200	197%	
	Plumbing Services						
1642	Plumbing	3,605	44,030	40,000	40,000	110%	
1646	Plumbing Inspections	-	-		-		
	Total Plumbing Services	3,605	44,030	40,000	40,000	110%	
	Building Surveying						
1645	Building Inspections	3,701	41,660	40,000	40,000	104%	
1647	Certificates of Likely Compliance	2,221	26,532	22,000	22,000	121%	
	Total Building Surveying	17,882	199,303	146,200	146,200	136%	
	Planning Services						
1651	Development Application Fees	9,370	56,543	45,000	45,000	126%	
1653	Subdivision Fees	-	19,130	3,500	3,500	547%	
1654	Advertising Fee	8,400	59,809	42,000	42,000	142%	
1655	Adhesion Orders	-	420	500	500	84%	
1656	Engineering Fees	214	4,922	2,000	2,000	246%	
1657	Public Open Space	-	5,057		-		
1652	Planning Scheme	-	-	-	-		
	Total Planning Services	17,984	145,881	93,000	93,000	157%	
	Total Planning And Building Control Fees	35,866	345,184	239,200	239,200	144%	
	Government Fees Levies						
1661	B.C.I Training Levy	4,739	73,411	30,000	30,000	245%	
1662	Building Permit Levy	2,369	36,720	17,000	17,000	216%	
1663	132 & 337 Certificates	8,765	110,763	70,000	70,000	158%	
1664	Section 137 Property Sales	-	22,275		-		
1665	SES Contributions	-	-		-		
1666	Right to Information	-	-	-	-		
	Total Government Fees Levies	15,873	243,170	117,000	117,000	208%	
	Investment Income						
1671	Interest Income	24,273	186,099	137,000	137,000	136%	
1672		-	-		-		
1674	Guarantee Fees - TasWater	-	26,664	30,000	30,000	89%	

		Month Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	% of Annual Budget used	Comments
1675	Tax Equivalents - TasWater	-	171,790	110,000	110,000	156%	
1676	Dividends - TasWater	225,298	358,882	442,000	442,000	81%	
	Total Investment Income	249,571	743,436	719,000	719,000	103%	
	Sales Hire and Commission						
1681	Sales	127,405	202,498	140,100	140,100	145%	
1682	Commission	131	14,908	16,491	16,491	90%	
1683	Equipment Hire	9	202	-	-		
1684	Facilities and Hall Hire	7,064	65,460	45,000	45,000	145%	
1685	Facilities Leases	6,279	74,634	70,000	70,000	107%	
1686	Public Liability Blanket Cover	-	91	-	-		
1687	History Room Other Income	142	1,653	1,000	1,000	165%	
	Total Sales Hire and Commission	141,030	359,445	272,591	272,591	132%	
	Other Income						
1761	Late Payment Penalties inc Interest	4,107	92,930	100,000	100,000	93%	
1763	Heavy Vehicle Contributions	-	72,642	38,500	38,500	189%	
1764	Non-monetary Contributions	2,384	27,384	-	-		Croquet clubhouse shelter
1765	Private Works	12,267	44,879	20,000	20,000	224%	
1766	Cemetery	4,014	33,095	25,000	25,000	132%	
1767	Contributions	-	-	-	-		
1768	Miscellaneous Income	14	4,615	-	-		
	Total Other Income	22,786	275,546	183,500	183,500	150%	
	Reimbursements						
1771	Collection Costs	-	-	2,000	2,000	0%	
1772	Insurance Recoveries	-	-	-	-		
1773	Workers Comp. Recoveries	-	3,752	1,500	1,500	250%	
1774	Training Fees Re-imbursements	-	180		-		
1775	Roundings	10	10	-	-		
1776	Miscellaneous Reimbursements	291	24,429	10,000	10,000	244%	
1778	GST free reimbursements	392	22,029	-	-		
	Total Reimbursements	693	50,399	13,500	13,500	373%	
					-		
	Gain or Loss on Sale of Assets				-		
1781	Profit or Loss on Sale of Assets	51,182	77,707	40,000	40,000	194%	
	Total Gain or Loss on Sale of Assets	51,182	77,707	40,000	40,000	194%	

		Month Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	% of Annual Budget used	Comments
	Grant Income						
	Operating Grants			-			
1792	Financial Assistance Grant	1,462,513	2,916,049	2,732,946	2,732,946	107%	
1794	State Grants - Other	-	39,975	106,220	106,220	38%	
1794	Learner Driver Mentor Grant		16,945	19,000	19,000	89%	
1794	Regional Workforce Development Plan	-	30,000				
1796	NRM Facilitator	-	34,228	34,500	34,500	99%	
	Total Operating Grants	1,462,513	3,037,197	2,892,666	2,892,666	105%	
	Capital Grants						
1791	Roads to Recovery	-	882,033	882,033	882,033	100%	
1791	Old Tasman Hotel			25,000	25,000	0%	
1791	Wattle Creek Bridge			75,000	75,000	0%	
1791	Mountain Bike Trails			1,600,000	1,600,000	0%	Federal Govt contribution
1791	Federal Grants Capital			-			
1793	State Grants - Other	-	1,103	1,103	1,103	100%	
1793	Flood Claim - 2016 Floods	648,147	648,147				
1793	Workspace Renovations - History Rooms		15,000	30,000	30,000	50%	
1793	Golden Fleece Rivulet Bridge	-	395,525	395,525	395,525	100%	
1793	St Marys & Upper Scamander Bridges		300,000	300,000	300,000	100%	
1793	Mountain Bike Trails			500,000	500,000	0%	State Govt contribution
1793	Commercial Kitchen fit out - Community Stadium		50,000		-		
1795	Other Grants	-	8,679	8,679	8,679	100%	
	Total Capital Grants	648,147	2,300,486	3,817,340	3,817,340	60%	
	Total Revenue	2,737,833	16,410,859	17,207,257	17,207,256	95%	
	Expenses						
	Employee Costs						
1811	Salaries and Wages	218,704	2,950,313	3,331,657	3,331,657	89%	
1812	On Costs	95,237	1,281,054	1,482,839	1,482,839	86%	
1813	Overtime Payments	1,306	24,117	22,700	22,700	106%	
	Total Employee Costs	315,247	4,255,484	4,837,195	4,837,195	88%	
	Energy Costs						
1851	Electricity	3,360	160,050	198,700	198,700	81%	
	Total Energy Costs	3,360	160,050	198,700	198,700	81%	

		Month Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	% of Annual Budget used	Comments
	Materials and Contracts						
1861	Advertising	216	55,848	46,350	46,350	120%	
1862	Accom Receipts & Park Passes - Hist Rm	-	-	-	-		
1863	Bank Charges - GST	1,690	22,483	24,200	24,200	93%	
1864	Books Manuals Publications	101	2,678	4,790	4,790	56%	
1865	Catering	784	12,124	14,100	14,100	86%	
1866	Bank Charges - FREE	56	898	2,000	2,000	45%	
1867	Computer Hardware Purchase	276	11,960	10,000	10,000	120%	
1868	Computer Software Purchase	285	4,254	-	-		
1869	Computer Internet Charges	160	1,150	2,550	2,550	45%	
1870	Computer Licence and Maintenance Fees	9,146	192,911	203,000	203,000	95%	
1871	Commission Paid	-	7		-		
1872	Corporate Membership	-	119,415	146,990	146,990	81%	
1873	Debt Collection	186	16,427	16,000	16,000	103%	
1875	Public Liability Insurance	-	-	-	-		
1876	Stock Purchases for Resale	-	35,183	45,000	45,000	78%	
1890	Equipment Hire and Leasing	2,529	35,276	38,000	38,000	93%	
1891	Equipment Maintenance and Minor Purchases	-	7,293	17,700	17,700	41%	
1893	Internet Billpay Costs	388	6,365	7,000	7,000	91%	
1894	IVR Charges	-	-		-		
1895	Licensing and Licence Costs	2,876	43,409	38,350	38,350	113%	
1896	Land and Building Rental or Leasing Costs	-	4,835	17,600	17,600	27%	
1897	Materials	45,936	226,695	273,800	273,800	83%	
1898	Phone Calls Rental Fax	7,294	40,005	43,406	43,406	92%	
1899	Postage/Freight	3,838	31,397	24,010	24,010	131%	
1900	Printing/Laminating	332	18,347	20,400	20,400	90%	
1901	Property Insurance	-	83,040	76,430	76,430	109%	
1902	Room Hire	-	1,719	700	700	246%	
1904	Royalties and Copyright Licences	-	-	5,000	5,000	0%	
1905	Stationery	524	9,652	8,000	8,000	121%	
1906	Water and Property rates Payable	18,810	87,957	51,800	51,800	170%	
1907	Misc	-	-	-	-		
1908	Petty Cash Differences Written Off	-	-		-		
	Total Materials and Contracts	95,427	1,071,328	1,137,176	1,137,176	94%	

		Month Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	% of Annual Budget used	Comments
	Contractor Costs						
1971	Contractors	107,003	1,045,938	607,200	607,200	172%	
1972	Cleaning Contractors	3,167	166,521	170,350	170,350	98%	
1973	Waste Management Contractors	1,150	750,858	981,315	981,315	77%	
	Total Contractor Costs	111,320	1,963,316	1,758,865	1,758,865	112%	
	Professional Fees						
1991	Analysis Fees	-	654	-	-		
1992	Audit Fees	15,000	35,800	36,000	36,000	99%	
1993	Legal Fees	5,511	39,676	28,500	28,500	139%	
1994	Internal Audit Fees	1,542	6,253	7,000	7,000	89%	
1995	Revaluation Fees- Municipal only	3,100	29,800	28,000	28,000	106%	
1996	Professional Fees - Grant funded	-	73,280	77,500	77,500	95%	
1997	Professional Fees - Strategic Projects	-	-	174,000	174,000	0%	
1998	Other Professional Fees	23,921	226,778	279,904	279,904	81%	
	Total Professional Fees	49,074	412,242	630,904	630,904	65%	
	Plant Hire						
2101	Plant Hire - Internal	27,430	585,628	960,500	960,500	61%	
2102	Plant Hire - External	-	1,978	5,500	5,500	36%	
2103	Registration and MAIB	-	31,235	33,778	33,778	92%	
2104	Insurance Premiums	-	21,488	23,200	23,200	93%	
2105	Plant Repairs and Maintenance	5,668	112,910	99,800	99,800	113%	
2140	Plant Hire Recovered	(51,363)	(690,758)	(1,132,500)	(1,132,500)	61%	
2141	Fuel	20,534	148,692	148,500	148,500	100%	
2142	Fuel Credit	-	(30,178)	(10,000)	(10,000)	302%	
2143	Fuel Write Offs	-	-		-		
	Total Plant Hire	2,270	180,995	128,778	128,778	141%	
	Government Fees and Levies						
2253	Local Government Levy	-	-		-		
2254	B.C.I Levy #See GL2257 Building Permit Levy	-	-		-		
2255	Fire Levy	-	332,279	332,279	332,279	100%	
2257	Building Permit Levy	1,639	34,791	15,000	15,000	232%	
2258	Land Tax	-	45,615	52,813	52,813	86%	
2259	Training Levy	4,445	67,621	30,000	30,000	225%	
	Total Government Fees and Levies	6,084	480,306	430,092	430,092	112%	

		Month Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	% of Annual Budget used	Comments
	Depreciation						
2301	Depreciation Land Freehold	-	-		-		
2302	Amortisation Land Leasehold	-	-		-		
2304	Depreciation Historical Assets	14	168	168	168	100%	
2305	Depreciation Buildings	17,817	211,849	212,710	212,710	100%	
2306	Depreciation Roads and Streets	143,882	1,726,584	1,726,585	1,726,585	100%	
2307	Depreciation Bridges	36,708	440,496	440,500	440,500	100%	
2308	Depreciation Plant & Equipment	25,048	307,036	300,622	300,622	102%	
2309	Depreciation Minor Plant and Equipment	-	-		-		
2310	Depreciation Stormwater Infrastructure	27,658	331,896	331,900	331,900	100%	
2311	Depreciation Furniture	16,805	198,110	205,362	205,362	96%	
2312	Depreciation Land Improvements	14,094	163,019	165,364	165,364	99%	
2313	Amortisation of Municipal Valuation	1,833	21,996	22,000	22,000	100%	
	Total Depreciation	283,859	3,401,154	3,405,211	3,405,211	100%	
	Other Expenses						
2401	Interest Payable	143,876	349,333	349,332	349,332	100%	
2402	Compensation to 3rd Parties	-	-		-		
2403	Bad & Doubtful Debts	-	3,482		-		
2404	Grants and Community Support Given	2,018	114,573	135,100	135,100	85%	
2405	Rate Remissions	794	62,625	55,000	55,000	114%	
2406	Revenue foregone by donation	-	80	-	-		
2407	Waiver of Fees and Lease etc	1,172	6,185	-	-		
2408	Refunds/Reimbursements	-	957	-	-		
2409	Council Member Expenses	1,915	15,010	18,000	18,000	83%	
2410	Council Member Allowances	13,647	162,711	162,729	162,729	100%	
	Total Other Expenses	163,423	714,955	720,161	720,161	99%	
	Total Expenses	1,030,065	12,639,830	13,247,082	13,247,082	95%	
	FAG's received prior year in advance						
	Net Surplus\ (Deficit) before Capital amounts	1,008,440	1,392,836	102,835	102,835		
	Capital Grants	648,147	2,300,486	3,817,340	3,817,340		
	Profit or Loss on Sale of Assets	51,182	77,707	40,000	40,000		
	Net Surplus\ (Deficit)	1,707,769	3,771,029	3,960,175	3,960,175		

Profit And Loss Statement				
2017-2018				
	Month Actual	Year to Date Actual	2017-2018 Revised Budget	Comments
Business & Corporate Services				
Total Investment Income	249,571	743,436	719,000	
Total Sales Hire and Commission	739	7,119	6,000	
Total Other Income	-	4,586	-	
Total Reimbursements	402	21,066	-	
Total Operating Grants	-	500	-	
Total Capital Grants	-	16,103	31,103	
Total Revenue	250,713	792,811	756,103	
Total Employee Costs	61,101	712,444	824,177	
Total Energy Costs	-	4,539	5,800	
Total Materials and Contracts	19,818	463,743	472,080	
Total Contractor Costs	100	6,767	7,900	
Total Professional Fees	1,542	18,586	49,000	
Total Plant Hire	261	10,568	12,100	
Total Government Fees and Levies	-	137	180	
Total Depreciation	15,713	183,738	220,900	
Total Other Expenses	-	305	-	
Total Expenses	98,534	1,400,826	1,592,137	
Net Surplus\ (Deficit) before Capital Income	152,179	(624,118)	(867,137)	
Net Surplus\ (Deficit)	152,179	(608,016)	(836,034)	
Development Services				
Total Environmental Health	1,360	19,026	21,000	
Total Municipal inspector	58,430	123,103	59,000	
Total Planning And Building Control Fees	35,652	340,262	237,200	
Total Government Fees Levies	15,873	220,895	117,000	
Total Sales Hire and Commission	128	1,097	1,300	
Total Reimbursements	-	935	-	
Total Gain or Loss on Sale of Assets	-	8,236	-	
Total Operating Grants	-	33,728	34,500	
Total Revenue	111,443	747,282	470,000	
Total Employee Costs	45,201	709,320	854,839	
Total Materials and Contracts	1,214	40,952	37,910	
Total Contractor Costs	80	2,744	57,000	
Total Professional Fees	10,693	151,504	169,400	
Total Plant Hire	1,291	13,332	14,128	
Total Government Fees and Levies	6,084	102,412	45,000	
Total Depreciation	1,196	11,672	18,420	
Total Other Expenses	1,150	4,299	1,000	
Total Expenses	66,908	1,036,234	1,197,697	
Net Surplus\ (Deficit) before Capital Income	44,535	(288,952)	(727,697)	
Net Surplus\ (Deficit)	44,535	(288,952)	(727,697)	

	Month Actual	Year to Date Actual	2017-2018 Revised Budget	Comments
Community Services				
Total Sales Hire and Commission	-	100	-	
Total Reimbursements	-	1,988	-	
Total Gain or Loss on Sale of Assets	-	10,915	-	
Total Operating Grants	-	21,920	47,720	
Total Revenue	-	34,923	47,720	
Total Employee Costs	18,869	217,974	281,268	
Total Energy Costs	-	17	-	
Total Materials and Contracts	646	12,386	28,950	
Total Contractor Costs	-	25,000	25,000	
Total Professional Fees	-	12,652	8,000	
Total Plant Hire	15	13,179	10,750	
Total Depreciation	1,990	24,736	23,184	
Total Other Expenses	2,018	114,453	134,100	
Total Expenses	23,538	420,398	511,252	
			-	
Net Surplus\ (Deficit) before Capital Income	(23,538)	(385,475)	(463,532)	
Net Surplus\ (Deficit)	(23,538)	(385,475)	(463,532)	
Works and Infrastructure				
Total Rates	20,186	1,723,068	1,706,787	
Total Municipal inspector	21,855	44,108	63,800	
Total Planning And Building Control Fees	214	4,922	2,000	
Total Sales Hire and Commission	131,638	259,365	160,000	
Total Other Income	18,679	178,030	83,500	
Total Reimbursements	233	13,472	1,500	
Total Gain or Loss on Sale of Assets	51,182	48,046	40,000	
Total Operating Grants	795,776	1,582,293	1,475,305	
Total Capital Grants	648,147	2,284,384	3,786,237	
Total Revenue	1,687,910	6,137,687	7,319,128	
Total Employee Costs	135,864	1,886,432	2,057,756	
Total Energy Costs	3,360	151,609	187,900	
Total Materials and Contracts	69,769	380,156	404,470	
Total Contractor Costs	111,140	1,922,773	1,664,115	
Total Professional Fees	11,779	49,919	134,004	
Total Plant Hire	703	139,445	86,500	
Total Government Fees and Levies	-	42,197	48,354	
Total Depreciation	263,207	3,160,300	3,119,959	
Total Other Expenses	143,898	352,071	349,332	
Total Expenses	739,722	8,084,902	8,052,390	
			-	
Net Surplus\ (Deficit) before Capital Income	300,040	(4,231,599)	(4,519,499)	
Net Surplus\ (Deficit)	948,187	(1,947,215)	(733,262)	

	Month Actual	Year to Date Actual	2017-2018 Revised Budget	Comments
Visitor Information Centre, History Room and Tourism				
Total Sales Hire and Commission	8,526	76,228	92,000	
Total Reimbursements	-	36	-	
Total Gain or Loss on Sale of Assets	-	(514)	-	
Total Revenue	8,526	75,751	92,000	
Total Employee Costs	8,625	113,869	115,705	
Total Energy Costs	-	3,885	5,000	
Total Materials and Contracts	557	48,700	49,700	
Total Contractor Costs	-	6,033	4,850	
Total Professional Fees	-	9,751	9,000	
Total Plant Hire	-	315	-	
Total Government Fees and Levies	-	1,231	1,600	
Total Depreciation	906	10,516	10,446	
Total Expenses	10,088	194,299	196,301	
			-	
Net Surplus\ (Deficit) before Capital Income	(1,562)	(118,548)	(104,301)	
Net Surplus\ (Deficit)	(1,562)	(118,548)	(104,301)	
Governance and Members Expenses				
Total Rates	8,350	7,068,993	7,061,872	
Total Government Fees Levies	-	22,275	-	
Total Sales Hire and Commission	-	15,535	13,291	
Total Other Income	4,107	92,930	100,000	
Total Reimbursements	58	12,903	12,000	
Total Gain or Loss on Sale of Assets	-	3,660	-	
Total Operating Grants	666,737	1,398,756	1,335,142	
Total Revenue	679,242	8,615,042	8,522,305	
Total Employee Costs	45,587	615,444	703,450	
Total Materials and Contracts	3,423	125,390	144,066	
Total Professional Fees	25,061	169,829	261,500	
Total Plant Hire	-	4,156	5,300	
Total Government Fees and Levies	-	334,330	334,958	
Total Depreciation	847	10,193	12,302	
Total Other Expenses	16,356	243,828	235,729	
Total Expenses	91,274	1,503,170	1,697,305	
			-	
Net Surplus\ (Deficit) before Capital Income	587,969	7,111,872	6,825,001	
Net Surplus\ (Deficit)	587,969	7,111,872	6,825,001	

	Month Actual	Year to Date Actual	2017-2018 Revised Budget	Comments
Council Total				
Total Rates	28,536	8,792,061	8,768,659	
Total Environmental Health	1,360	19,026	21,000	
Total Municipal inspector	80,275	167,201	122,800	
Total Planning And Building Control Fees	35,866	345,184	239,200	
Total Government Fees Levies	15,873	243,170	117,000	
Total Investment Income	249,571	743,436	719,000	
Total Sales Hire and Commission	141,030	359,445	272,591	
Total Other Income	22,786	275,546	183,500	
Total Reimbursements	693	50,399	13,500	
Total Gain or Loss on Sale of Assets	51,182	77,707	40,000	
Total Operating Grants	1,462,513	3,037,197	2,892,666	
Total Capital Grants	648,147	2,300,486	3,817,340	
Total Revenue	2,737,833	16,410,859	17,207,257	
Total Employee Costs	315,247	4,255,484	4,837,195	
Total Energy Costs	3,360	160,050	198,700	
Total Materials and Contracts	95,427	1,071,328	1,137,176	
Total Contractor Costs	111,320	1,963,316	1,758,865	
Total Professional Fees	49,074	412,242	630,904	
Total Plant Hire	2,270	180,995	128,778	
Total Government Fees and Levies	6,084	480,306	430,092	
Total Depreciation	283,859	3,401,154	3,405,211	
Total Other Expenses	163,423	714,955	720,161	
Total Expenses	1,030,065	12,639,830	13,247,082	
Net Surplus\ (Deficit) before Capital Income	1,059,622	1,392,836	102,835	
Capital Income	648,147	2,378,194	3,857,340	
Net Surplus\ (Deficit)	1,707,769	3,771,029	3,960,175	

Financial Position					
2017-2018					
	2016-2017 Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	Comments
Current Assets					
Cash	7,231,061	9,424,221	3,571,070	3,770,069	
Receivables	1,067,395	687,452	416,436	600,000	
Inventories	137,844	57,159	120,000	120,000	
Other Current Assets	79,587	236,008	30,000	30,000	
Total Current Assets	8,515,887	10,404,840	4,137,506	4,520,069	
Non Current Assets					
Property Plant and Equipment	137,793,902	140,062,559	140,125,232	137,719,104	
Investment in TasWater	33,285,899	33,285,899	33,285,899	33,068,952	
Other Non Current Assets	50,392	63,800	74,000	74,000	
Total Non -Current Assets	171,130,193	173,412,258	173,485,131	170,862,056	
Total Assets	179,646,080	183,817,098	177,622,636	175,382,125	
Current Liabilities					
Payables	1,586,243	687,373	888,292	850,000	
Interest Bearing Liabilities	312,292	-	-	326,296	
Provisions	664,164	714,200	584,822	584,822	
Total Current Liabilities	2,562,699	1,401,573	1,473,114	1,761,118	
Non Current Liabilities					
Interest Bearing Liabilities	7,651,611	9,151,611	9,151,611	9,151,610	
Provisions	520,964	520,964	382,913	382,913	
Total Non Current Liabilities	8,172,575	9,672,574	9,534,524	9,534,523	
Total Liabilities	10,735,274	11,074,148	11,007,638	11,295,641	
Net Assets	168,910,806	172,742,950	166,614,998	164,086,484	
EQUITY					
Accumulated surplus	27,196,620	28,579,003	22,451,052	26,121,685	
Asset revaluation reserve	141,015,979	143,813,516	143,813,516	137,509,604	
Other reserves	698,207	350,431	350,431	455,195	
TOTAL EQUITY	168,910,806	172,742,950	166,614,998	164,086,484	
Other Reserves - detailed separately	698,207	352,660	352,660	455,195	
Employee Provisions	1,185,128	1,235,164	967,735	967,735	
Unallocated accumulated surplus	5,347,726	7,836,397	2,250,675	2,347,139	
Total cash available	7,231,061	9,424,221	3,571,070	3,770,069	
Note: This reflects the cash position and does not include Payables and Receivables					

Other Reserves				
2017-2018				
	Other Reserves 1/7/2017	Reserves new 2017-2018	Reserves used 2017-2018	Remaining 2017- 2018
Public Open Space				
Binalong Bay	3,362			3,362
Ansons Bay	2,229			2,229
Beaumaris	4,907			4,907
Scamander	23,398			23,398
St Helens	27,452			27,452
St Marys	3,750			3,750
Stieglitz	6,752			6,752
Total Public Open Space	71,850	-	-	71,850
General Reserves				
Community Development	12,500			12,500
137 Trust Seizures	238,805			238,805
Total General Reserves	251,305	-	-	251,305
Grant Proceeds Reserve				
Roads to recovery	62,937		(62,937)	-
Georges Bay/Parnella Landslide	165,847		(165,847)	-
26Ten Community Grant	31,370		(31,370)	-
Learner Driver	21,804		(21,299)	505
Projectors for Stadium	14,000			14,000
St Marys Flood Risk Management \$40k Grant	21,923		(21,923)	-
Public Toilet at Poimena, Blue Tier Regional	9,919		(9,919)	-
Asset Management Planning (LGAT)	5,000		(5,000)	-
Safer Communities	27,252		(27,252)	-
Community Infrastructure Fund Grant	15,000			15,000
Total Grant Reserves	375,052	-	- 345,547	29,505
Total Other Reserves	698,207	-	- 345,547	352,660

Estimated Cash Flow

2017-2018

	2016-2017 Actual	Year to Date Actual	Year to Date Budget	2017-2018 Revised Budget	Comments
CASH FLOWS FROM OPERATING ACTIVITIES					
RECEIPTS					
Operating Receipts	15,337,523	13,399,009	13,349,917	13,349,917	
PAYMENTS					
Operating payments	9,924,853	9,035,210	9,841,871	9,841,871	
NET CASH FROM OPERATING	5,412,670	4,363,799	3,508,046	3,508,046	
CASH FLOWS FROM INVESTING ACTIVITIES					
RECEIPTS					
Proceeds from sale of Plant & Equipment	334,365	77,707	40,000	239,000	
PAYMENTS					
Payment for property, plant and equipment	6,217,559	5,736,541	12,213,085	12,213,085	
Payments for financial assets	30,000				
NET CASH FROM INVESTING ACTIVITIES	(5,913,194)	(5,658,833)	(12,173,085)	(11,974,085)	
CASH FLOWS FROM FINANCING ACTIVITIES					
RECEIPTS					
Proceeds from borrowings	-	1,500,000	1,500,000	1,500,000	
Capital Grants	959,691	2,300,486	3,817,340	3,817,340	
PAYMENTS					
Repayment of borrowings	298,900	312,292	312,292	312,292	
NET CASH FROM FINANCING ACTIVITIES	660,791	3,488,194	5,005,048	5,005,048	
NET INCREASE (DECREASE) IN CASH HELD	160,267	2,193,160	(3,659,991)	(3,460,991)	
CASH AT BEGINNING OF YEAR	7,070,793	7,231,061	7,231,061	7,231,060	
CASH AT END OF PERIOD	7,231,060	9,424,221	3,571,070	3,770,069	

Capital Expenditure								
2017-2018								
Project Code	Additional Project Code	Details	Month Actuals	Year to Date Actual	2016-2017 C/F Budget	2017-2018 Budget	Revised Budget 2017-2018 + C/F	Comments
		PLANT & EQUIPMENT						
		Replacement of the following vehicles						
CF015		Nissan Pathfinder R52 4x4 Auto	-	39,890		36,000	36,000	
CF016		Subaru Forester 2.0D-L CVT Auto	34,192	34,192		36,000	36,000	
CF017		Toyota Hilux 4x4 SR5 Diesel Dual Cab	-	49,952		48,000	48,000	
CF018		Subaru Forester Wagon 2.0 D-S Manual	-	36,025		42,000	42,000	
CF020		Ferris IS3200 61" Mower	-	19,851		32,000	32,000	
CF021		Reach Arm Slasher	-	-		85,000	85,000	
CF022		1032 JCB Backhoe	-	-		155,000	155,000	
CF023		1226 Ute 2WD Tipper	-	-		27,000	27,000	
CF024		Subaru Forester Wagon 2.0 D-LCVT Auto	-	33,123		47,000	47,000	
CF010		Ford Ranger 4x4 XL (Replaced 1299)	-	40,464		40,000	40,000	
CF011		1019 Stirling 10 Yrd	-	655		180,000	180,000	
CF012		1040 Mitsubishi Triton 2wd single cab white	-	-		38,000	38,000	
CD010		Replace Ford Ranger 4X2 Single Cab	-	-	24,025		24,025	
		Other plant						
CE040		Temporary Site Fencing	-	-		5,000	5,000	
CF030		Virtual Fence	7,178	7,178		10,000	10,000	
CF031		Additional Security Camera - St Helens Depot	-	7,634		10,000	10,000	
CF032		Loader for St Helens WTS	-	-		180,000	180,000	
CF033		Outboard motor	-	1,090		2,000	2,000	
CF040		Small Plant	-	2,199		2,500	2,500	
CF034		Mower Trailer	-	10,920		10,000	10,000	
CF005		Water Tank - 3,000lt	-	2,192		2,500	2,500	
CF070		Greenline 2 Glass Door Fridge	-	2,200			-	
		TOTAL PLANT & EQUIPMENT	41,370	287,564	24,025	988,000	1,012,025	
		FURNITURE & IT						
CF055		VIC - Printer M2001SP	-	1,682		3,000	3,000	VIC
CD730		Hall Furniture Replacement	-	-		6,000	6,000	
CE085		Additional sit down/stand up desks	-	-		2,000	2,000	
CE060		IT - Server Upgrades	-	37,987		30,000	30,000	Server/switches

Project Code	Additional Project Code	Details	Month Actuals	Year to Date Actual	2016-2017 C/F Budget	2017-2018 Budget	Revised Budget 2017-2018 + C/F	Comments
CF060		St Marys Hall Projector System	-	12,273		22,000	22,000	
CE070		Planning & Reporting Software	-	38,116	35,000		35,000	
CE075		Asset Management Software	-	-	35,000		35,000	
CE055		Break O Day Community Stadium - Furniture	-	47,932		48,000	48,000	Catering furniture and equipment
CE080		Desktop/Laptops/Monitors	-	19,469		20,000	20,000	7 desktops, 1 laptop, monitors
CF065		Paper Folding Machine PF-440	-	3,844				
CF075		ICS Pacific Vaccine Fridge Pharma 1000 - 145L	-	2,085				
CE056		Break O'Day Community Stadium - Projectors	-	-	14,000		14,000	Grant funds \$14k
		TOTAL FURNITURE & IT	-	161,705	84,000	131,000	215,000	
		BUILDINGS						
CF705		Weldborough Amenities	-	146		110,000	110,000	
CF710		PAL System - Aerodrome Lighting	-	7,710			7,710	
CE705		Portland Hall Upgrades	-	9,371	3,330	20,000	23,330	Disabled Toilet Addition & New Portico
CE710		Break O Day Community Stadium - Renovation of Existing Changerooms/Kiosk Fit Out	-	75,891	19,500	30,000	49,500	Plus grant funds \$50,000. Total new budget \$99,500
CE720		Break O Day Community Centre - Kiosk Design	-	4,035			-	
CC810		St Helens Sports Complex Football Club Changeroom Facility - Stage 1 Contingency	640	63,715	62,830		62,830	
CB895	CB895a	St Marys Toilet Block Replacement	-	111,321	95,890		95,890	Completed - Includes \$11k internal plant hire not included in budget
CD725		Mathinna Shower and Toilet Block	-	627			-	
CE725		Beaumaris Toilet Block & BBQ	-	78,667	73,030		73,030	Completed
CE755		BBQ Shelter at St Marys Rec Ground & Demolition Conceptual considerations for existing buildings that have reached end of useful life	-	1,171	5,000	30,000	35,000	Construction Phase
CD815		Wrinklers Lagoon, Scamander - toilet block design	-	286	4,400	85,000	89,400	Construction Phase
CE735		Fingal Sports Complex Toilet Block Demolition	-	-	5,000		5,000	

Project Code	Additional Project Code	Details	Month Actuals	Year to Date Actual	2016-2017 C/F Budget	2017-2018 Budget	Revised Budget 2017-2018 + C/F	Comments
CD715		Annual Repainting Program - ongoing	-	-		10,000	10,000	
CD720		Annual Asbestos removal Program	-	-		15,000	15,000	Refer to Asbestos Management Plan
CD750		Annual Lock replacement program	-	10,960		10,000	10,000	Refer to Jacksons quotation
CE740		Council - Solar Panels Installation	-	37,432	39,440	25,000	64,440	
CE745		Bus Shelter - Mangana	-	-			-	
CE750		Airport Hangers	-	143			-	Completed
CC730		Old Tasmanian Hotel Upgrades in Accordance with Conservation Management Plan	146	6,599	-	50,000	50,000	Annual commitment to Heritage upgrades and renovations + grant funding pending
CE765		7 x Wireless CCTV Cameras (Installation)	-	27,640			27,640	Grant \$27k received 2016/17
CE770		Workspace Renovations - History Rooms	-	-			30,000	Grant \$30k received
		TOTAL BUILDINGS	786	435,713	308,420	385,000	758,770	
		PARKS, RESERVES & OTHER						
CE715		Break O Day Community Centre - External Upgrades	-	-		10,000	10,000	Design Engineering
CF810		Fingal Cemetery Master Plan	-	-		20,000	20,000	Implement master plan
CE815		Mathinna Cemetery Master Plan	-	20,515		20,000	20,000	
CE820	Cc835	Street furniture & signage	-	27,278		20,000	20,000	
CE825		Street lighting - LED Implementation	-	329,552	200,000	166,000	366,000	Completed
CF820		Mountain Bike Trails - Poimena to Bay of Fires	1,900	31,698		2,350,000	2,350,000	Grant funding of \$2.1M
CF820A		Mountain Bike Trails - Stacked Loops-St Helens	8,500	46,138		0	0	
CE805		Kirwans Jetty	-	-	7,500		7,500	
CE810		Replace Harbour Point sign - Binalong Bay	-	58			-	
CD807	CD805	Blue Derby Mountain bike trail - minor works	150	3,646			-	
Operating		St Marys Rivulet Flood Prevention Works near Flat Bridge	-	-	40,000		40,000	
CD810		Stieglitz Beach BBQ	-	7,333			-	Completed
CD830		Jetty Upgrades - Moulting Bay	380	522	110,000		110,000	
CD830A		Jetty Upgrades - Talbot Street	1,046	87,137			-	

Project Code	Additional Project Code	Details	Month Actuals	Year to Date Actual	2016-2017 C/F Budget	2017-2018 Budget	Revised Budget 2017-2018 + C/F	Comments
CD830B		Jetty Upgrades - Cunningham Street	-	8,895			-	
CF805		Walkway - Foreshore/Parnella	-	983			-	
CF825		Parnella foreshore protection works	-	50,476			-	
CF815		Scamander Reserve Playground - Replacement	12,765	104,070	10,000	70,000	80,000	Annual Program
CF830		Erosion Barriers - O'Connors Beach	-	121,965	-	-	-	
		TOTAL PARKS, RESERVES & OTHER	23,981	718,300	367,500	2,656,000	3,023,500	
		ROADS						
		STREETSCAPES						
CE140		Main Street & Storey Street St Marys - PART 2	7,174	655,102		500,000	740,000	Main Street East of bridge - engineering design & construction
CF105		Fingal Streetscape	4,052	4,052		20,000	20,000	Replace existing kerb & footpaths - design work (particularly intersection re outstands, trees, etc)
CC140		Cecilia Street (St Helens)	3,720	3,720		15,000	15,000	Bayside section (Circassian St down) and intersection with esplanade - engineering design
CE110		Scamander entrance at Wrinklers	-	8,066	100,000		100,000	
		TOTAL STREETSCAPES	14,947	670,941	100,000	535,000	875,000	
		FOOTPATHS						
CF110		Stieglitz - St Helens Point Road (Chimney Heights to Jetty Road link) (0.08km)	1,189	1,369		14,000	14,000	Estimated 80m of 1.5m wide concrete footpath.
CF115		St Helens - Penelope Street (Tasman Highway to Big4 Caravan Park)	8,485	38,084		54,000	54,000	Estimated 300m of 1.5m wide concrete footpath.
CF120		St Helens shopping centre footpaths	-	12,273		15,000	15,000	
CF125		Medea Cove Footpath/Road options	-	2,288		25,000	25,000	Investigation & design
CE120		Hilltop Drive, Binalong Bay (Main Rd/Reserve St)	-	6,975			-	Completed
CE125		St Marys Sports/Golf Club Carpark Seal	-	28,732				
CE130		St Helens - Footpath access to Sports Complex	-	6,266			-	

Project Code	Additional Project Code	Details	Month Actuals	Year to Date Actual	2016-2017 C/F Budget	2017-2018 Budget	Revised Budget 2017-2018 + C/F	Comments
CE135		Annual replacement of damaged footpaths	- 3,869	-		15,000	15,000	
CD105		Binalong Bay Foreshore Master Plan inc Titley Shack Surrounds	3,672	33,197	5,640		30,640	
CF130		Parkside Foreshore Footpath	-	-		0	0	
		TOTAL FOOTPATHS	9,477	129,185	5,640	123,000	153,640	
		KERB & CHANNEL						
CE160		St Helens Point Road (Parnella)	638	9,637	100,000	100,000	200,000	
CF660A		Annie Street, St Helens	-	3,000				
CE165		Treloggen Drive, Binalong Bay	-	7,600		58,000	58,000	Install K&G on high-side to stop stormwater flow across road and damaging road pavement - Stage 2
CF155		Andrews Court, Binalong Bay	-	-		24,000	24,000	
CE155		Wattle Drive, Scamander	842	48,599	27,890	15,000	42,890	
CE170		Fletchers Court, Binalong Bay	-	-	23,000		23,000	
CC155		Young Street, St Helens	3,098	90,153	82,000	18,000	100,000	
CD165		Tully St, St Helens Kerb	-	-	5,000		5,000	
		TOTAL KERB & CHANNEL	4,577	158,989	237,890	215,000	452,890	
		RESHEETING						
CF310		Anchor Road, Pyengana	29,802	29,802		25,000	25,000	Minor resheet - Start to end; 4.9km
CF315		Ansons Bay Township unsealed streets	-	-		30,000	30,000	
CE320		Lottah Road, Pyengana	-	11,462		75,000	75,000	Start to end; 7.5km
CF355		Lottah Road, Goshen	81,489	81,489			-	
CF305		Ansons Bay Road, Ansons Bay	113,327	141,058				4.7km-6 year annual cycle
CF320		North Ansons Bay Road, Ansons Bay	-	51,433		64,000	64,000	3.2km-6 year annual cycle
CF325		Upper Scamander Road, Scamander	28,461	34,074		20,000	20,000	1.0km-6 year annual cycle
CF330		Upper Esk Road, Mathinna	-	-		0	0	
CF335		Old Highway, Seymour	-	5,410		10,000	10,000	
		Irishtown/Germantown/Dublintown Roads	-	-		30,000	30,000	1.5km-10 year annual cycle
CF340		Irish Town Road, St Marys	4,943	32,318		0	0	
CF345		German Town Road, St Marys	-	-		0	0	
CF350		Dublin Town Road, St Marys	-	-		0	0	

Project Code	Additional Project Code	Details	Month Actuals	Year to Date Actual	2016-2017 C/F Budget	2017-2018 Budget	Revised Budget 2017-2018 + C/F	Comments
		Mathinna Plains/Upper Esk/Roses Tier/Tyne Roads				60,000	60,000	3.0km-8 year annual cycle
CD305		Mathinna Plains Road	46,298	75,308	24,000		24,000	
CD310		Tyne River Road	-	-	49,770		49,770	
CD315		Roses Tier Road	33,186	54,645	70,000		70,000	
		TOTAL RESHEETING	337,506	516,998	143,770	314,000	457,770	
		RESEALS						
CE430		Brown St, Fingal	-	1,200	-	-	-	
CF405		Talbot Street, Fingal (East & West)	-	-	-	-	-	
CF410		High Street, Mathinna	-	3,341	-	-	-	
CF415		Rossarden Road, Mangana (RTR)	-	127,792	-	190,000	190,000	
CF420		The Flat Road, St Marys	-	5,797	-	-	-	
CF425		Harefield Road, St Marys	-	9,962	-	-	-	
CF430		Legge Street, Fingal	-	-	-	-	-	
CF435		Rossarden Road, Mathinna	-	6,695	-	-	-	
CF440		Fraser Street, Fingal	-	13,316	-	-	-	
CF445		Clarke Street, Mathinna	-	10,049	-	-	-	
CF450		Cornwall Road, Cornwall	-	23,229	-	-	-	
CF455		Dunn Street, Mathinna	-	5,025	-	-	-	
CF460		Gardiners Creek Road, St Marys	-	18,363	-	-	-	
CF465		Mathinna Plains Road, Mathinna	-	101,851	-	-	-	
CF470		Russell Street, Fingal	-	1,282	-	-	-	
CF475		Main Street, St Marys (Frank-Cameron Sts) - Asphalting - (DIER)	-	53,531	-	-	-	
CF480		Stieglitz Street, Falmouth	-	7,171	-	-	-	
CF485		Medeas Cove Esplanade - Intersection Annie St	-	-	-	-	-	
		To be allocated	-	-		335,000	335,000	
		TOTAL RESEALS	-	388,604	-	525,000	525,000	
		ROADS OTHER						
		Dig Outs - to be allocated				300,000	300,000	
CE530		Jason Street, St Helens Dig Out	-	-		20,000	20,000	
CF505		Atlas Drive, St Helens Retaining Wall	-	2,000		7,500	7,500	Engineering Design
							-	
		Road Reconstruction					-	
CF510		West St, St Helens Seal	-	-		40,000	40,000	
CF515		Gardens Road - Widening & Drainage	-	-		200,000	200,000	

Project Code	Additional Project Code	Details	Month Actuals	Year to Date Actual	2016-2017 C/F Budget	2017-2018 Budget	Revised Budget 2017-2018 + C/F	Comments
CC555		Parnella Landslip Area Stage 1 & 2	35,690	431,859	167,270		167,270	
		Mangana (Intersection of Argyle & Elizabeth Sts	-	-		0	0	
CF525		Rossarden Road, Mangana - Bridge Approach Flood Repairs	24,820	24,820				
CF520		St Helens Point Road Upgrade including bank stabilisation	-	-		0	0	
		TOTAL ROADS OTHER	10,870	458,679	167,270	567,500	734,770	
		ROADS TOTAL	355,637	2,323,396	654,570	2,279,500	3,199,070	
		BRIDGES						
CF205		B1244 Ransons River (Fitzgeralds Rd, Goulds Country)	-	-		240,700	210,700	
CF210		B1532 Workers Creek FO (Upper Scamander Rd)	-	155,901		179,800	159,800	Completed - RTR funded
CE204		B7002 Wattle Creek (upper Scamander Road)	-	160,896		222,500	180,500	Completed
		Install/upgrade traffic barriers to 3 bridges	-	-		130,000	130,000	
CE201		B2379 Green Valley Creek (Harefield Road, St Marys)	-	143,587	217,790		147,790	Completed
CE202		B4696 BOD River Tributary (Harefield Rd, St Marys)	-	135,725	142,800		142,800	Completed
CE203		B5316 St Patricks Creek (Cloverbanks Road, St Marys)	-	128,028	221,660		221,660	Completed
CC203		B1941 Golden Fleece Rivulet (Argonaut Road, St Helens)	-	299,844	332,290		332,290	Completed
CD201		B1128 Scamander River (Ryans Road)	-	2,272			-	
CC205		B2117 - St Marys Rivulet	-	-	14,000		14,000	
CF215		B4650 - Forester Creek (Ansons Bay Road) RTR	128	865			287,000	Funded by Roads to Recovery
CF220		B2805 - Otway Creek (Rossarden Road) RTR?	349	-			-	Funded by Roads to Recovery?
		TOTAL BRIDGES	128	1,027,118	928,540	773,000	1,826,540	
		STORMWATER						
CF665		Beauty Bay Access Track Improvements	-	-		6,000	6,000	Install channel for access track from car park to walking track.
CE655		Minor Stormwater Jobs	-	14,465		50,000	50,000	
CF655		Parnella Stormwater Stage 1	7,117	31,998	250,000	1,000,000	1,250,000	Accelerated works program loan

Project Code	Additional Project Code	Details	Month Actuals	Year to Date Actual	2016-2017 C/F Budget	2017-2018 Budget	Revised Budget 2017-2018 + C/F	Comments
CF657		Parnella Stormwater Stage 2	137	37,815			-	
CF660		Annie St, St Helens Stormwater	90,534	299,023		185,000	185,000	
CE660		Alexander St, Cornwall (installation of main & connection of side entry pits)	14,441	14,441	30,000		30,000	
CE675		Tasman Highway SEPs and UG pipe beside Pelican Sands	- 119	-			-	
CD655		Implement SWMP priorities	-	40,258	70,000		70,000	
CD665		Sunrise Court	-	418			-	
		TOTAL STORMWATER	112,109	438,419	350,000	1,241,000	1,591,000	
		WASTE MANAGEMENT						
CF610		Fingal WTS Retaining Wall Replacement	91	591		130,000	130,000	Retaining wall over waste bin needs replacement for safety reasons.
CF605		MGB's to Implement Recycling	-	192,318		240,000	240,000	
CE605		St Helens Waste Oil Facility Replacement	-	4,904	-		-	
CE610		St Marys WTS Retaining Wall Replacement	182	4,733	160,000		160,000	
CE615	CA605	Scamander WTS Retaining Wall Reinforcement	-	-	52,000		52,000	
CE620		Rehabilitation of former Stieglitz Tip	-	5,505		2,500	2,500	
CE625		Rehabilitation of former Binalong Bay Tip	-	-	2,680		2,680	
CE630		Cardboard Compactor	12,627	12,627			-	
		WASTE MANAGEMENT TOTAL	12,900	220,678	214,680	372,500	587,180	
		Total Capital expenditure	546,562	5,736,541	2,931,735	8,826,000	12,213,085	

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	040\028\002\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which are being dealt with by the Visitor Information Centre.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:**Staff Movements:**

Staff are taking the opportunity to take some leave while things are quiet. Many volunteers also take the opportunity to take some time off.

Meetings Attended/Other information:

The VIC is very quiet as normal for this time of year. Stocktake is complete and tidying and organising of brochures and other information is underway in preparation for the busier times of year.

An audit was undertaken by the Visitor Information Network during the month, part of the VIC accreditation process.

Council received the results of the annual survey undertaken by Visitor Information Centres, including St Helens. Results are relatively unchanged from previous years:

2018 Tasmanian Visitor Information Centres Survey

Age

Answer Choices	Responses	
under 25	5.63%	4
25 - 34	19.72%	14
35 - 44	14.08%	10
45 - 54	15.49%	11
55 - 64	25.35%	18
65+	19.72%	14
Answered		71

How do you rate your experience at this visitor centre today?

Very dissatisfied	0.00%	0
Dissatisfied	0.00%	0
Neither satisfied nor dissatisfied	1.37%	1
Satisfied	30.14%	22
Very satisfied	68.49%	50
Total		73

How much influence did information received from this visitor centre have on your holiday plans? e.g. things to see and do, places to stay etc.

None	1.37%	1
Very little	0.00%	0
Some	6.85%	5
Considerable	42.47%	31
High	49.32%	36
Total		73

Why did you call at this Visitor Information Centre today? (tick all that apply)

Answer Choices	Responses	
Find out about accommodation	28.77%	21
Find out about attractions/activities in the area	49.32%	36
Pick up maps	54.79%	40
Pick up printed brochures	30.14%	22
Get transport advice	6.85%	5
Make a booking	10.96%	8
Get directions	35.62%	26
Purchase souvenirs, maps, Parks Passes	17.81%	13
Use facilities (e.g. toilets, internet)	8.22%	6
Other (please specify)	2.74%	2
Answered		73

The History Room Curator provided the following update:

- **Bendigo Bank Funding:** Submitted a funding application for adjustable shelving in Backroom.
- **Banner Project:** Small banner being used as a director in the Foyer of the centre and have hung the Maritime banner in the museum. The Textile Triptych has been taken down and awaiting dry cleaning n Launceston.
- **CIF Fund:** Meeting with Development Section staff Weds 4 July 2018 at Council regarding this project. Also spoke with TasWater regarding requirements associated with the sewer line and manhole access. Resolved with Chris Triebe that the easiest solution would be to amend proposed extension to avoid manhole and to seek advice from Consulting Engineers. These are the next steps to be undertaken. Deed of Variation to be therefore sought from Dept of State Growth to reflect the proposal.
- **School Visits:** Three 1/2 classes from St Helens school came into the museum as well as middle primary students over 2 days to see the Bark Canoe and the Heritage Exhibition as part of NAIDOC week.
- **Donations:**
 Scott Halton – 4 x books
 John O'Hara – Microfilm Reader
 Tim McManus – Ashford spinning wheel
 Council – Old local maps and booklet
- **Latest Statistics:** HR Entry Concession – 16 Families/Couples – 33 Total – 49 (2017-30; 2016-35; 2015-38).
 Takings \$213.00 Donations \$51.40 Total \$264.40 (2017-\$171.50; 2016-\$194.05; 2015-\$443.00).
 Volunteer Hours 156 hours for the month of June 2018 averaging out to 31.2 hours per week.

Statistics:**Door Counts:**

Month/Year	Visitor Numbers	Daily Average	History Room
June 2007	1,196	39.87	
June 2008	1,106	36.87	
June 2009	915	30.50	
June 2010	821	27.37	
June 2011	943	31.43	
June 2012	883	29.43	60
June 2013	766	25.53	62
June 2014	880	29.33	54
June 2015	1,038	34.60	38
June 2016	803	26.77	35
June 2017	918	30.60	30
June 2018	820	27.33	49

Revenue 2017/2018:

Month	VIC Sales	HR Entry	HR Donations
July	2,892.45	176.00	0.00
August	1,519.80	119.00	59.70
September	3,917.25	334.00	59.65
October	6,234.31	479.00	64.65
November	6,716.31	403.00	84.70
December	6,300.25	276.00	96.30
January	10,817.80	518.00	112.05
February	10,908.30	831.00	620.45
March	11,484.50	930.00	278.30
April	6,217.10	508.00	135.00
May	2,765.00	357.00	90.45
June	1,486.86	213.00	51.40

Revenue 2016/2017:

Month	VIC Sales	HR Entry	HR Donations
July	1,753.85	373.00	67.40
August	2,305.20	182.00	40.10
September	5,028.86	390.00	126.25
October	5,674.50	636.00	173.50
November	7,843.85	609.00	157.00
December	4,603.00	435.00	61.50
January	10,232.40	634.00	163.50
February	11,412.70	816.00	204.00
March	10,907.75	809.00	184.45
April	5,017.30	391.00	143.10
May	3,634.70	365.00	100.00
June	2,244.76	136.00	35.50

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Economy - To foster innovation and develop vibrant and growing local economies which offer opportunities for employment and development of businesses across a range of industry sectors.

Strategies

Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses' to live and work in BOD.

Annual Plan 2017-2018

Goal

Economy - To foster innovation and develop vibrant and growing local economies which offer opportunities for employment and development of businesses across a range of industry sectors.

Key Focus Area

- Tourism – Broadening, lengthening and improving the visitor experience through development of attractions and activities; promotion and signage; and great customer service.
- Assess and improve the customer experience delivered through the St Helens Visitor Information Centre.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/18.12.4 Audit Panel – Receipt of Minutes

ACTION	DECISION
PROPONENT	Secretary to the Audit Panel
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\005\024\
ASSOCIATED REPORTS AND DOCUMENTS	Minutes of Audit Panel Meeting 25 June 2018 Audit Panel Chairman's Report Audit Panel Work Plan

OFFICER'S RECOMMENDATION:

That Council receive the minutes of the Audit Panel 25 June 2018 and the Report of the Audit Panel Chairman, and Council approve the Audit Panel Workplan and accept the recommendation that the Audit Panel Working Group be convened to review the Audit Panel Charter.

INTRODUCTION:

Council's Audit Panel meets every three (3) months and the minutes of each meeting are required to be provided to Council.

PREVIOUS COUNCIL CONSIDERATION:

Minutes of Audit Panel meetings are provided to, and considered by Council, following those meetings, four (4) times per year.

This specific set of Minutes has not previously been considered.

OFFICER'S REPORT:

As per the minutes, the Audit Panel received and reviewed various elements of Council's financial performance, internal and external audit activities, management of risk and review of policies. No issues were identified to specifically bring to the attention of Council.

The Chairman's annual report was considered and received by the Audit Panel and recommended to Council for receipt. The Chairman has recommended that the Audit Panel Charter be reviewed by the Audit Panel Working Group (the secretaries to the Audit Panels of Break O'Day, George Town, Meander Valley and West Tamar) and included elements for review arising from the most recent DPAC/LGAT/TAO Audit Panel Guidelines.

The Panel considered the annual Work Plan and recommended that Council endorse the plan as amended.

Although the Audit Panel has not officially received the minutes, the Panel Chairman has reviewed the minutes.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

Services - To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategies

- Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.
- Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

Annual Plan 2017-2018

Corporate Planning Activities

Key Focus Area

- Financial Management - Fulfil legislative and governance responsibilities and its decision making supported by sustainable policies and procedures.
- Maintain financial viability and accountability in budgeting and administration.

LEGISLATION & POLICIES:

Local Government (Audit Panels) Order 2014.

Division 4 – Audit Panels of Local Government Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



Minutes of the Meeting of the Audit Panel

Meeting Time and Date: Monday 25 June 2018 8.30 am
Meeting Venue: Break O'Day Council Library

Present: S J Hernyk (Chair); Clr J McGiveron
In attendance: General Manager – J Brown (GM); Manager Corporate Services
– B Hoogland (MCS)
Apologies: Clr J Tucker; Mr Robert Luciano, Tasmania Audit Office

Order of Business:

Item 1 – Declaration of Pecuniary Interests/Conflict of Interests

The Chairman advised that he has taken up a position of Panel member of the Launceston City Council Audit Committee

Item 2 – Adoption of Previous Minutes

Minutes of the Meeting 19 February 2018 were accepted as circulated, having been received by Council at the March 2018 Monthly Meeting

Item 3 – Business Arising

Nil

Item 4 - Outstanding from Previous Meetings – Action Sheet

Nil

Order of Business – Governance and Strategy:

Item 5 – Review Strategic Plans

The General Manager advised the meeting of the status of Strategic Planning, noting that Council is about 12 months into a relatively new Strategic Plan (2017 – 2027). Council is undertaking site meetings at communities and townships to develop Local Area Plans. The Panel received this report.

Item 6 – Budget Review

The Chairman noted discrepancies between year to date actuals and 2018-2019 budgeted revenue items and MCS confirmed that these relating to the timing of revenue streams (eg dog registrations). The meeting noted some of the budgeted financial ratios are outside of identified targets but that, as per Council's Long Term Financial Plan, Council is moving towards achieving the targets. The meeting received and noted the 2018-2019 budget.

Item 7 - Review of Annual Plan

MCS updated the Panel on the newly implemented Envisio planning and reporting software, used to provide Council with a report on the achievement of Annual Planning objectives to the May Council Meeting and the 2018/2019 Annual Plan. MCS noted that objectives in the 2017-2018 reporting were "ongoing" which meant reports were not as meaningful whereas in 2018-2019 reporting will be specific dates. GM noted that the 2018-2019 Annual Plan was provided to Council very late and therefore it is expected that Council will refer this back to Workshop and decision in July rather than at today's Council Meeting. The Panel received this report.

Item 8 – Review Policies and Procedures

The Panel noted the circulated report on policy reviews and Policy Review Schedule and noted some progress in reviewing and adopting Policies, with the appointment of a Manager of Infrastructure and Development Services and follow up through the Envisio system. The Panel received the reports.

Order of Business – Financial Reporting

Item 9 - Financial Reports

The Panel noted the circulated end of month financial reports and received the reports.

Item 9 - Special Reports

Nil

Item 11 – Australian Accounting Standards

MCS reported that he and the Finance Officer attended recent information updates by Tasmanian Audit Office and that there were no changes to the Standards that would impact 2017-2018 financial statements and reporting but that there will be changes for 2018-2019. The Panel received this report.

Order of Business – Internal Audit

Item 12 – Internal Audit Report

The Panel received the circulated audit reports and the MCS updated the panel with respect to the reciprocal audits of Risk Management with West Tamar Council. MCS also noted that the Asset Management Internal Audit will be undertaken shortly and will include reviews of processes with the AMP such as achievement of KPIs.

Item 13 – Internal Audit Schedule

The Panel received the circulated Internal Audit schedule for 2018-2019

Order of Business – External Audit

Item 14 – External Audit Report

Nil

Order of Business – Risk Management and Compliance

Item 15 – Risk Framework and Register

Nil

Item 16 – Risk Update

The Panel received the circulated report

Item 17 - Ethical and lawful behaviour/culture

Nil

Item 18 – Internal and Fraud Controls

GM and MCS confirmed no incidents, claims or notifiable events

Order of Business – Audit Panel Performance

Item 19 - Report to Council on Execution of Duties

The Panel received the Chairman's Report which was circulated and worked through the issues raised. The Panel recommended that Council receive the report and accept the recommendations including a review of the Audit Panel Charter.

Item 20 – Panel discussion of previous performance recommendations

The meeting considered the actions proposed arising from the performance review in December 2017 and the response to the recommendations arising from that review. The meeting considered the responses to the recommendations appropriate and adequate and no further action required.

Order of Business – Other Business

Item 21 – Review of Annual Work Plan

The Audit Panel considered the circulated revised Work Plan, noting some suggested reduction in the frequency of review of a couple of items and changing in the timing of others to more appropriate align with Council actions. The Panel recommended Council approve the Work Plan for 2018/2019.

Item 22 – Other Business

Nil

Item 23 - Meeting Close/Next meeting Date

The meeting closed at 9.15am, the next meeting has been scheduled for 17 September 2017

Break O'Day Council

Annual report of the Audit Panel to the Council for 2017-18

This report explains how the Audit Panel discharged their responsibilities during 2017-18. The report also outlines the Panel's plan for 2018-19.

The key purpose of this report is to: -

- achieve greater awareness of the purpose, role and objectives of the Audit Panel;
- outline the outcomes achieved by the Panel; and
- provide council with information on the future objectives of the Panel.

The Audit Panel comprises three members, two Councillors, Councillor John Tucker and Councillor John McGiveron (Councillor Hannah Rubenach-Quinn also acted as an alternate) and the independent Chairman, Steven Hernyk.

The objective of the Audit Panel is to review Council's performance under section 85A of the Act. In particular, the Panel must review:

- the Council's financial system, financial governance arrangements and financial management
- all plans of the Council (including strategic, financial management, and asset management plans)
- the accounting, internal control, anti-fraud and anti-corruption, risk managed policies, systems and controls that the Council has in place to safeguard its long-term financial position; and
- any other matters specified in an order under section 85B of the Act.

These functions are set out in detail in the Audit Panel Charter that was adopted by the Council in December 2014 and amended in August 2016 consequent to a review.

Council's external auditor, the Tasmanian Audit Office (TAO), attended meetings with the Panel and separately with the Chairman during the year. The Audit Panel considered all reports from the TAO on their activities undertaken in reviewing and auditing the internal control environment. The independent audit of the financial statements of the Council for 2017 was reviewed by the Audit Panel.

Key Activities in 2017-18

Audit Panel:

- Developed and approved the panel's annual work plan for 2017-18
- Reviewed the external audit strategy for financial year 2017-18
- Reviewed the accounting policies and draft financial report for 2016-17
- Monitored the effectiveness of Council's risk management processes and controls, including a review of the insurance portfolio
- Received regulatory updates to maintain current knowledge of contemporary governance practice and legislative requirements
- The Chairman attend external seminars on governance and audit presented by the Tasmanian Audit Office and LGAT. Other Panel Members attended an LGAT seminar.
- The Chairman convened a meeting of other Audit Panel Chairman in Northern Tasmania to discuss issues that existed and best practice matters. This year the Director of Local Government and a representative Chairman from Southern Tasmania were invited to attend.

Program for 2018-19

Recently the Audit Panel reviewed its work program for 2017-18. The program is based on the functions listed in the charter and on priorities drawn from Council's Annual Plan. Key functions for the year ahead include:

- Monitor Council's risk management processes and controls
- Monitor the 2018-19 external audit process and the internal audit work program
- Review the financial statements and accounting policies for the financial year 2017-18
- Evaluate the performance of external auditors

Given the maturity of the Panel, some functions that were being addressed at each meeting have been re-scheduled to now occur only once or twice a year e.g. the review of the Council Annual Plan.

Other Matters

1. Local Government Act

Arising from amendments to the Local Government Act 1993, Local Government Audit Panel Guidelines have been revised by the Local Government Division of the Department of Premier and Cabinet in collaboration with The Tasmanian Audit office and the Local Government Association of Tasmania.

In addition to the issuance of these guidelines, a "Model Code of Conduct for Members of the Audit Panel" issued and a "Model Audit Panel Charter" was revised to reflect all additional material in the guidelines.

I Recommend that the "Audit Panel Working Group" comprising representatives from George Town, Meander Valley, West Tamar and the Break O'Day Councils convene to consider making changes to the Audit Panel Charter.

The following are my suggested changes for consideration by the "Audit Panel Working Group" and then by Council: -

- **Composition and tenure** - adopt the guideline suggested changes around eligibility of "a Commissioner" "Officers of Council", or "Officers or Councillors of Other councils"
- **Functions** - provide the additional function recommended in the guidelines of other activities within the Panel's remit
- **Key Areas** - expand these to cover "systems of internal control", risk management framework and procurement
- **Reporting** - include the suggested "Annual Report to the Council" matters
- **Resources** - provide for the suggested matters in the revised guidelines
- **Interests** - provide for Audit Panel Members to notify the General Manager in writing of the interest within seven days of declaring the interests
- **Confidentiality** - adopt the guideline recommendation
- **Code of Conduct** - adopt the guideline recommendation and also the suggested "Model Code of Conduct for Members of the Audit Panel" to be adopted and form an annexure to the Charter

- **Review of Charter** - I suggest that this be amended to a biannual review rather than annually as is the case now and it be required to be submitted to Council

2. Internal Audit

It is pleasing to report that the level of internal audit activity has been maintained within the council.

Internal audit activity enables Management and the Council to have greater assurance that there is compliance with policy procedure and internal control. Also the Audit Panel is charged with dealing with many matters but without a robust internal audit function its ability to fulfil its responsibilities is restricted.

3. Audit Panel Work Plan for 2018-19

Attached to this report is the proposed work plan of the Audit Panel for the next twelve months for approval by Council. The Audit Panel's meeting in June 2018 recommended this work plan to Council for approval.

4. Performance Review of the Panel.

The panel conducted a performance review at the end of last year and identified areas where the Panel believe improvement could be achieved. The Panel developed an action plan and addressed the matters highlighted in the review.

Attendance record

The audit panel meeting and attendance record was: -

Attendance	Possible	Actual
Steven Hernyk	4	4
John McGiveron	4	4
John Tucker	3	3
Hannah Rubenach-Quinn	1	1

I commend my fellow Panel members for their contributions and thanks also to the Management team who provided strong support the Audit Panel.

Steven Hernyk

Chairperson
Audit Panel

Proposed Meeting Dates 2018/2019	17 September	17 December	18 February	20 June
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AGENDA ITEM	September	December	February	June
Standing Items				
1. Declaration of Pecuniary Interests/conflict of interest	√	√	√	√
2. Adoption of Previous Minutes	√	√	√	√
3. Outstanding from previous meeting - Action Sheet	√	√	√	√
4. Review Annual Meeting Schedule and Work Plan	√	√	√	√
Governance and Strategy				
5. Review of Council Strategic Plan				√
6. Review 10-Year Financial Plan			√	
7. Review Financial Management Strategy (Sustainability)			√	
8. Review preliminary Budget parameters and assumptions			√	
9. Review annual budget and report to Council				√
10. Review Annual Plan	√			
11. Review Long-Term Strategic Asset Management Plan	√			
12. Review Asset Management Strategy	√			
13. Review Asset Management Policy	√			
14. Review policies and procedures	√	√	√	√
15. Review performance of plans, strategies and policies including performance against identified benchmarks		√		
16. Assessment of governance and operating processes integration with financial management practices of the Council	√			
Financial and Management Reporting				
17. Review most current results and report any relevant findings to council	√	√	√	√
18. Review any business unit, special financial reports or other outside professional consultants reports pertaining to finance, tax, strategy or legal matters	√	√	√	√
19. Review annual financial report, audit report and management representation letter (for advice to GM) and make recommendation to Council including meeting with Tas Audit Office representative	√			
20. Review the impact of changes to Australian Accounting Standards				√
Internal Audit				
21. Consider any available audit reports	√	√	√	√
22. Review management's implementation of audit recommendations	√		√	
23. Review and approve annual internal audit program and alignment with risks			√	
24. Review the adequacy of internal audit resources for consideration in Council's annual budget and review performance of internal auditors			√	
External Audit				
25. Consider any available audit reports	√	√	√	√
26. Review management's implementation of audit recommendations	√		√	
27. Review and approve external audit plan including meeting with Tas Audit Office representative				√
28. Consider any performance audit reports that will be undertaken by the Tas Audit Office and address implications for the Council	√	√	√	√
Risk Management and Performance				
29. Annual review of risk management framework policies		√		
30. Receive material risk management reports (risk profile, risk management and treatment and periodical/rotational risk review)	√		√	

31.	Monitor ethical standards and any related party transactions to determine the systems of control are adequate and review how ethical and lawful behaviour and culture is promoted within the Council.				√
32.	Review the procedure for Council's compliance with relevant laws, legislation and Council policies			√	
33.	Review internal and fraud management controls			√	
34.	Review business continuity plan		√		
35.	Review processes to manage insurable risks and existing insurance cover			√	
36.	Review delegation processes and exercise of these			√	
37.	Review tendering arrangements and advise Council			√	
38.	Review WH&S management processes		√		
39.	Monitor any major claims or lawsuits by or against the Council and complaints against the Council	√	√	√	√
40.	Oversee the investigation of any instances of suspected cases of fraud or other illegal and unethical behaviour	√	√	√	√
Audit Panel Performance					
41.	Review Audit Panel Charter and make any recommendations for change to the Council for adoption (every 2nd year)		√		
42.	Report to Council regarding execution of duties and responsibilities by the Audit Panel				√
43.	Initiate bi-annual Audit Committee performance self-assessment (every 2nd year)				√
Other					
44.	Review issues relating to National competition policy			√	
45.					
46.					

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	040\082\005\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council pay to BEC the proceeds of the insurance payout on the writing off of the vehicle on loan to BEC.

INTRODUCTION:

The vehicle on loan to BEC has been written off. Management has been discussing with BEC options for future vehicle assistance.

PREVIOUS COUNCIL CONSIDERATION:

Council enters into an annual financial support agreement for BEC and generally supports the activities of BEC. This matter was considered at a recent Council Workshop.

OFFICER'S REPORT:

Council has previously assisted BEC by accepting a Ford Focus vehicle onto our fixed asset system on behalf of BEC in 2009. The vehicle was fully maintained and operating/running costs funded, by BEC.

Following a collision with a wallaby, BEC's insurer is writing off the vehicle rather than repairing it. Management and BEC explored and discussed options for assisting BEC with a vehicle but Council does not have spare vehicles that can be re-purposed and has not budgeted for such assistance.

However, the vehicle has no value on Council's system and Council has not budgeted for the receipt of the insurance payout (approximately \$5,000). On that basis, it is recommended that Council pay the proceeds of the insurance payout to BEC. BEC can then utilise those funds to leverage additional funding for a replacement vehicle or otherwise utilise the funds to procure transportation options.

Council may still assist with procurement of a vehicle through our systems to access local government fleet discounts but not financially.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

Services - To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategies

Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

Nil.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

As identified in the report.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – LG28 Work Health & Safety

OFFICER’S RECOMMENDATION:

That Policy LG28 – Work Health & Safety, as amended, be adopted.

INTRODUCTION:

Council has a schedule for regular review of Policies. This Policy is now due for review according to that Schedule, being three (3) years since the last review.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute 03/12.15.4.069; Amended 19 August 2013 – Minute 08/13.15.6.231; Amended 18 May 2015 – Minute No 05/15.11.9.127.

This specific amendment has been considered at a recent Council Workshop.

OFFICER’S REPORT:

Council has a schedule for regular review of Policies. This Policy is now due for review according to that Schedule, being three (3) years since the last review.

Minor amendments only have been recommended to the report, particularly recognising Council’s Strategic Plan has changed since the Policy was adopted and relevant Policies and Procedures are under review and better referred to generally rather than specifically.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

Services - To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategies

Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO LG28 WORK HEALTH & SAFETY POLICY

DEPARTMENT:	Governance
RESPONSIBLE OFFICER:	Human Resources Manager
LINK TO STRATEGIC PLAN:	Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs
STATUTORY AUTHORITY:	Workplace Health and Safety Act 2012
OBJECTIVE:	Break O' Day Council (Council) is committed to ensuring a safe and healthy work environment and work activities in accordance with the Work Health and Safety Act 2012 (the Act), its amendments, regulations, related Code of Practices and Australian Standards. It is designed primarily to ensure that all parties understand their responsibilities and duties under the Act.
POLICY INFORMATION:	Adopted 19 March 2012 – Minute 03/12.15.4.069 Amended 19 August 2013 – Minute 08/13.15.6.231 Amended 18 May 2015 – Minute No 05/15.11.9.127

POLICY

1. SCOPE

This policy applies to all paid workers, volunteers, councillors, contractors and visitors while visiting or conducting business or any other activities that are under the management, control, influence of or in participation with, Council.

2. POLICY STATEMENT

Workers will be consulted and encouraged to assist in the provision of a safe and healthy work environment and to comply with the Work Health and Safety Act 2012. Council aims to develop and maintain a culture that supports the highest standard of health and safety within all Council work areas and activities.

Council is committed to establishing and maintaining a proactive Health & Safety Committee. The Committee is responsible for maintaining a permanent forum for communication between workers and management on health and safety issues.



3. RESPONSIBILITIES

In accordance with the Work Health and Safety Act 2012, s19, s28 and s29 the duties and responsibilities are outlined as follows

3.1. DUTIES OF COUNCIL

Council must ensure so far as is reasonably practicable, the health and safety of workers engaged, or caused to be engaged by Council and workers whose activities in carrying out work are influenced by Council while the workers are at work.

Council must ensure, so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business.

Furthermore, Council must as far as is reasonably practicable:

- provide and maintain a work environment without risks to health and safety
- provide and maintain safe plant and structures
- provide and maintain safe systems of work
- ensure the safe use, handling and storage of plant, structures and substances
- provide adequate facilities for the welfare at work of workers in carrying out work for the business, including ensuring access to those facilities
- provide any information, training, instruction or supervision that is necessary to protect all person from risks to their health and safety arising from work carried out as part of the conduct of the Council
- ensure that the health of workers and the conditions of the workplace are monitored for the purpose of preventing illness or injury of workers arising from the conduct of the business

3.2. DUTIES OF WORKERS

While at work, a worker must:

- take reasonable care for his or her own health and safety
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons
- comply, so far as the worker is reasonably able, with any reasonable instruction that is given by Council to allow the person to comply with the Work Health and Safety Act 2012
- cooperate with any reasonable policy or procedure of Council relating to health and safety at the workplace that has been notified to workers

3.3. DUTIES OF OTHER PERSONS AT THE WORKPLACE

A person (eg contractor, visitor) at the workplace must:

- take reasonable care for his or her own health and safety
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons
- comply, so far as they are reasonably able, with any reasonable instruction that is given by Council to allow Council to comply with the Work Health and Safety Act 2012



4. RELATED POLICIES, REGULATIONS AND STANDARD OPERATING PROCEDURES

Work Health and Safety Act 2012
Work Health and Safety Regulations 2012
Relevant Policies and Procedures of Council
SOP – Sharps Handling
SOP – Incident Reporting

5. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager.

ACTION	DECISION
PROPONENT	St Helens Hospital Auxiliary
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	18/8167
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council authorise management to negotiate a further Memorandum of Understanding with St Helens Hospital Auxiliary for a three (3) years with an optional 3 year extension.

INTRODUCTION:

St Helens Hospital Auxiliary has approached Council with a proposal to operate the St Helens Tip Shop with volunteers, increasing recycling and generating additional funds for the support of St Helens Hospital subsequent to an approved trial.

PREVIOUS COUNCIL CONSIDERATION:

Council approved the initial trial operation of the St Helens Tip Shop at the December 2016 Council Meeting:

12/16.12.4.274 *That Council accept the proposal of the St Helens Hospital Auxiliary to operate the St Helens Tip Shop and management be authorised to enter into a Memorandum of Understanding for a trial period of 18 months.*

This matter was considered at recent Council Workshops

OFFICER'S REPORT:

Council received a report confirming the success of the trial of the operation of the St Helens Tip Shop by the Hospital Auxiliary and requesting that this now be formalised into a longer term agreement. "Success" was identified in terms of:

- Quantities of items recycled.
- Funds raised for the St Helens Hospital through the auxiliary.
- The tip shop was operated without incident, interference with operation of the waste transfer station operation.
- The tip shop has been welcomed and supported by the community.

Management/staff confirmed the report and the successful trial and recommended the formalisation of an agreement. A draft agreement has been negotiated with the St Helens Hospital Auxiliary and Council approval is sought to formalise this.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

Services - To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategies

- Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.
- Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

Nil.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

07/18.13.0 WORKS AND INFRASTRUCTURE

07/18.13.1 Works and Infrastructure Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	014\002\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

This is a monthly summary update of the works undertaken through the Works and Infrastructure Department for the previous month and a summary of the works proposed for the coming month, and information on other items relating to Council's infrastructure assets and capital works programs.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

OUTSTANDING REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
05/17.13.3.115	15 May 2017	That Council authorises the Works Department to make an application to the Department of State Growth (DSG) to change the linemarking on St Helens Point Road between Aerodrome Road and Chimney Heights to a single continuous white line using thermoplastic lines, including cats eye reflectors and that Council allocates the budget to undertake the work if it is approved by DSG.	This won't be actioned until the Parnella stormwater project is substantially completed.
10/17.8.2.219	16 October 2017	A report is sought providing advice in accordance with the requirements of <i>Section 65</i> of the <i>Local Government Act 1993</i> for the information of Council at a future meeting, and consider any advice as required from relevant State Agencies: That Council extend the free green waste days to all year-round at all waste disposal sites that are set up to accept green waste.	A report will be prepared by the Infrastructure and Development Services Manager at the August 2018 Councillor workshop for discussion.

Motion Number	Meeting Date	Council Decision	Comments
12/17.12.6.265	18 December 2017	That Council approve the installation of extension of the fencing of the open drain at Fingal Recreation Ground, as recommended, from budgeted maintenance allocations.	Fence sections have been ordered. There is a long delivery lead time and once received will be installed.
02/18.13.3.40	19 February 2018	That Council provide a permanent hard rubbish collection service at Mathinna twice per year for a week per event to enable residents to dispose of large household items.	Works Support Officer to organise contractor and advise residents. Skip bin modifications completed, aiming for the first collection to be in June 2018.
03/18.8.1.51	19 March 2018	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council investigate all options for the walking path at Fingal.	MIDS will provide a report to June Workshop.
03/18.13.3.64	19 March 2018	That Council receives the Flood Risk Management Report – St Marys Flood Risk Study report produced by its St Marys Flood Risk Management project. That Council staff progress investigation of the implementation and costs of the flood mitigation options recommended by the Flood Risk Management Report of vegetation reduction, modification of The Flat road bridge and a Groom Street levee bank, to enable decisions on initial flood mitigation works to be undertaken and future works priorities.	Contractor plus council have removed vegetation identified in the report from the river bank. A quote for bridge works has been received. NRM officer to brief councillors at the August 2018 workshop.
04/18.8.1.76	16 April 2018	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council investigate the feasibility of constructing a pathway from St Helens to connect to Binalong Bay from the end of where it stops at present to connect with the paths/tracks in Binalong Bay.	Preliminary investigations have commenced. A report will be presented to Councillors for discussion at the October 2018 councillor workshop.

Motion Number	Meeting Date	Council Decision	Comments
05/18.8.1.107	21 May 2018	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council do a report into the connecting of the walkway from St Helens wharf and across to the start of the walkway which goes around the bay opposite Homelea accommodation on Tasman Highway. The report should include a full costing and engineering requirements to have a fully supported walkway across and alongside of the Golden Fleece Bridge around the rocks on the south side of the bridge and across to connect up with the existing walkway.	A Feasibility report and project costings is being developed. Intent is to present options to Council at the August 2018 councillor workshop for information and discussion.
06/18.8.1.125	25 June 2018	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council: <ol style="list-style-type: none"> 1. Put in a small seat and a small table/bench right next to the shower. 2. Put a one (1) meter wide cement path from the shower to the toilet block. 3. Put a coat of clear sealer on the shower base like the footpaths in the street have on them to seal the cement. 	Works have been scheduled for Spring 2018.
06/18.13.6.136	25 June 2018	That Council give consideration to making an allocation of \$3,715 in the 2018/2019 budget for the provision and siting of signage and standard Council picnic table with chair at the St Marys Community Space at Groom Street.	Works have been scheduled to commence in August 2018.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
12/17.8.3.258	18 December 2017	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council petition the State Government to create a safe crossing place on Main Street, St Marys.	C Duplicated by action from 7 May 2018.

FACILITIES ROUTINE MAINTENANCE UPDATE

Standard monthly activities:

- Monthly preventative maintenance inspections.
- Maintenance work on various buildings, as picked up in preventative inspections.
- Responding to customer service requests.

June 2018 Completed Works	July 2018 Programmed Works
<ul style="list-style-type: none"> • General facilities maintenance. • Routine Building checklist inspections and repairs as required. • Routine playground checklist inspections and repairs as required. • Gutters/spouting cleaned at Fingal Recreation building. 	<ul style="list-style-type: none"> • General facilities maintenance. • Routine Building checklist inspections and repairs as required. • Routine playground checklist inspections and repairs as required.

TOWNS AND PARKS ROUTINE MAINTENANCE UPDATE

Standard monthly activities:

- Programmed town maintenance including mowing, edging, trimming etc. in various townships.

June 2018 Completed Works	July 2018 Programmed Works
<ul style="list-style-type: none"> • Mowing/ground maintenance all areas. • Ongoing garden maintenance continued in town areas. • Tree maintenance where required. • Playground maintenance- soft fall replenishing. • Extra attention given to towns for long weekend events. 	<ul style="list-style-type: none"> • Mowing/ground maintenance all areas. • Ongoing garden maintenance to continue in town areas. • Tree maintenance where required. • Edge trimming and gutter cleaning.

ROADS ROUTINE MAINTENANCE UPDATE

June 2018 Completed Works	July 2018 Programmed Works
<ul style="list-style-type: none"> • Maintenance grade - St Marys roads where required. • Dakins Road had some maintenance works done with some funding provided by the logging contractor as per agreement. • Rossarden Road flood damaged section and bridge approach asphalted corrected and overlayed. • Sealed road patching all areas. • Footpath repairs in town area and edging. • Replacement and maintenance of signage including installation of new where required. • Drainage works in various areas. 	<ul style="list-style-type: none"> • Maintenance grade - St Marys roads where required. • Sealed road patching all areas. • Footpath repairs in town area and edging. • Replacement and maintenance of signage including installation of new where required. • Drainage works in various areas. • Dig outs on Cornwall Road.

OTHER PROJECTS

June 2018 Completed Work	July 2018 Programmed Work
Maintenance Works <ul style="list-style-type: none"> Monthly boat ramp inspections and cleaning. Attended to Customer Service Requests as required. 	Maintenance Works <ul style="list-style-type: none"> Monthly boat ramp inspections and cleaning. Attend to Customer Service Requests as required.

WASTE MANAGEMENT ACTIVITIES

June 2018 Completed Works	July 2018 Programmed Work
<ul style="list-style-type: none"> Removal of scrap steel. 	<ul style="list-style-type: none"> Improvements to St Helens WTS around traffic flow and the Reuse/recycle facility will commence. Removal of tyres. St Helens Inert waste compacted and covered.

CAPITAL WORKS

- All work completion dates are subject to change due to inclement weather and latent conditions. Extensions of time can also be caused by changes in the scope of works and by delays caused by Council or other authorities like Telstra, TasWater, TasNetworks and NBN.

Project	June 2018	July 2018
Reseal program.		Tender advertised. Closes 25 July 2018.
St Marys Streetscape.	COMPLETED.	
Minor Stormwater works.	Upgrade stormwater infrastructure.	Upgrade stormwater infrastructure, to continue.
Re-sheeting program.	Lottah Road completed. Anchor Road completed.	Champ St Seymour Start Roses Tier followed by Tyne Road.
Gardens Road widening.		Start preparation for road widening and associated drainage.
Guardrail installation on prioritised Locations.		Seeking quotations from suppliers/installers.
Street furniture upgrades and new.		Start placement of settings at various locations in BOD.
Cunningham Jetty replacement.		Review of engineering drawings.
St Helens Point Road footpath between Jetty Road and Chimney Heights.	Footpath construction commenced.	To be completed end of July.
Alexandra St Cornwall Stormwater.	Install new pits and connect to new system with alterations to existing to commission.	Completed (road crossings to be sealed in warmer weather).

WEED MANAGEMENT REPORT

Weed of the month – Bridal creeper

Over the last month the following treatments were undertaken:

- Exotic grasses at the Stieglitz boat ramp
- Blackberry, exotic grasses and thistles at O’Connors beach

This time of year is largely composed of follow up treatment, particularly for Spanish heath and pampas.

Follow up treatments included:

- Scamander tip
- Pyengana tip
- Bluebell creeper – St. Helens Point Road
- Blue periwinkle – Kings Park
- Spanish heath – St. Helens Point Road (various locations)
- Mignonette – Stieglitz tip
- Spanish heath – Reids Road (several locations)

Meetings with Tim Reid and Polly Buchhorn.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategy

- Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.
- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- Develop and maintain infrastructure assets in line with affordable long-term strategies.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Municipal Inspector
FILE REFERENCE	003\003\018\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

This is a monthly update for animal control undertaken since the last meeting of Council.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

This is a monthly update of the complaints and work that has been done and the action that has been taken for each complaint for the month of June 2018:

8 June 2018

- Animal Control Officer conducted a site visit to a property in Medeas Cove Esplanade, St Helens. Owners needed to supply microchip details for their dog and change the registration over to Break O'Day from another Council. Previous warnings had been sent. The house was vacant and dog owners have moved – monitor.
- Animal Control Officer followed up on a complaint of a barking dog in Tully Street, St Helens. Conducted a bark monitor from 10.50am to 11.40am – no barking. The dog was sitting at the front gate the entire time and didn't worry or bark when I went to the front door to see if anyone was home. Spoke to one of the neighbours (only one home) who stated that dog barks every now and then (excessively) but doesn't bother him and he doesn't hear it at all at night. Left bark education sheet with had written note about the complaint and also suggested a screen be placed on the gates so the dog can't see external activities – monitor.
- Animal Control Officer received a complaint about three (3) sheep living in a yard in High Street, Mathinna. Checked Council records and found no neighbour issues so advised complainant if he felt it was animal cruelty that he needed to ring the RSPCA, provided phone number.
- Collected dog from Osprey Drive, Stieglitz that had been involved in the attack of a smaller dog a few weeks earlier. Transported to the Dogs Home of Tasmania for rehoming with some elderly owners.
- St Marys Patrol.
- Fingal Patrol.

12 June 2018

- Animal Control Officer issued a caution notice to the owner of a dog at large wandering Main Road, St Marys causing a traffic hazard.

15 June 2018

- Animal Control Officer received a report of a dingo looking dog wandering the streets around Skyline Drive, Beaumaris and showing some signs of aggression. Checked a property in the area that it may belong to which looked like it had recent additional fencing around the front gate – patrol and monitor.
- Animal Control Officer issued an infringement to a resident from Ansons Bay Road, St Helens for unregistered dog. Owners had been previously spoken to about registration and verbal warnings issued. Owners claimed that they hadn't received mail and hadn't been home and that the dog was registered in Northern Midlands and they had just found the tag. Owners also provided footage of another dog in their yard playing with their dog which looks very similar and they believe it comes from up on the hill. They were advised infringements maybe revoked provided they get the dogs registration sorted within a couple of days.
- Conducted a bark monitor at a property in Tully Street, St Helens from 10.30am to 11.10am and dog did bark constantly. Spoke to complainant and left a note and bark education sheet for owner to call and discuss. Animal Control Officer called back to property late in the afternoon and saw the owner who had just got home and had a discussion about the issue. Owner believes other dogs set his off but will buy a bark collar if required – further investigated required.
- Animal Control Officer followed up on a complaint from a resident from Main Road, Binalong Bay about barking dogs. Conducted a bark monitor from 12.38pm to 1.30pm. Dogs barked at everyone that walked past and every car that stopped close to the property. Left hand written note and bark education sheets to let them know that Council has received further complaints and they need to curb dogs behaviour and to call and discuss – monitor and further investigations.
- Animal Control Officer received complaints of barking dogs from two (2) separate properties in Lade Court, Beaumaris. Conducted a site visit to properties and found one of them had no one at home including dog. Left a bark education sheet and note advising owner of the complaints about his dog barking excessively at times and to please curb behaviour. Conducted a short bark monitor and dog from the other property barked a few time whilst present in the court. This dog can see external activities so it may help to screen the fence. It looks like the owner has placed some new high fences already to hopefully help the barking problem. Animal Control officer spoke to owner of second property and explained that it is mostly when she is not home. She advised that she had bought some sort of muzzle which helps stop the dog from barking and that she will use when not on the property. Received a call from a neighbour in the court who advised there is a brown dog that wanders into the court that sets the others off. He was advised to take a photo if he can next time he witnesses the dog wandering in the area – monitor. Called back into the area later in the day to see if the brown dog was present wandering, couldn't find anything at 3.53pm and no dogs barking in the court.
- St Marys Recreation Ground Patrol – No dogs present 4.30pm.
- Fingal Patrol – No dogs present 4.55pm.

20 June 2018

- St Helens Patrol.
- Animal Control Officer conducted another bark monitor at a property in Tully Street, St Helens at 10.40am. There were lots of machinery operating close by, dog was quiet but had another younger dog there.
- Also conducted another bark monitor at a property in Main Road, Binalong Bay at 11.38am. Dogs at property barked excessively at times.
- Binalong Bay Patrol.
- Received a call from the Council Works Department of a report of a wandering dog in Tully/Cecilia Street, St Helens. Patrolled the area but couldn't find anything.
- Received a report of a wandering dog again in Ansons Bay Road, St Helens over the weekend. Spoke to the owners of the dog by phone who were away and their mother was looking after the dog. Discussed with them that they must make sure the dog is secure if they go away and this is last and final warning regardless of who is in control of the dog.
- Animal Control Officer received a report from a lady of a stray dog on her property in Tasman Highway, St Helens showing signs of aggression. Arrived at the property and found dog at the front door showing signs of aggression and timidity. It took some time to catch the dog and impound – no microchip found.

28 June 2018

- Animal Control Officer spoke to the RSPCA about the mistreatment of a dog being left at a property in Petrel Place, St Helens for a few days with no one present. Advised the RSPCA that Council had been monitoring the situation and now had the dog and will not be returning back to the owners. The RSPCA will interview the owners and ensure that they don't replace with another dog until they are in a situation where the dog can be looked after properly.
- Conducted a property inspection in Douglas Court, St Helens and could only see two (2) dogs but there maybe a third present – monitor.
- Received reports of a dog at large wandering in Medea Street, St Helens at times last week. Information supplied suggested the address the dog may have come from. Animal Control Officer went to the property and spoke to the owners wife who stated that they were looking after the dog for the week whilst the owner was away and the dog kept jumping the fence and wandering out the front so they ended up putting the dog in the shed until it went back home to Launceston on the 24 June. Found only one (1) Kelpie present at the property when visited.
- Animal Control Officer received a report of a minor dog attack. A lady staying in Scamander walked past a property in Scamander Avenue, Scamander and a dog came out and grabbed her on the back of the left leg. There was a lady out front of the property washing her car and called the dog away straight away and hadn't realised that the dog was not with her. She apologised to the lady and made sure she was alright. The complainant just wanted us to know and make sure this doesn't happen to a child. Called into the property twice but no one was home. Spoke to dog owner over the phone who was away in Launceston and will meet him next Thursday.
- Dog that was impounded last week was released, registered and fees paid by owners partner. A warning was given about wandering around over a five (5) day period.
- Bark monitor again at property in Tully Street, St Helens from 12pm to 12.40pm – no barking.
- Bark monitor again at property in Main Road, Binalong Bay at 1pm – no dogs present.

- Animal Control Officer followed up with residents from Osprey Drive, Stieglitz that surrendered their dog for rehoming. All things sorted with the neighbours and everything all good now and all parties happy.
- Went to a property in Irish Town Road, St Marys for an inspection but no one was home at 4.16pm – revisit.
- St Marys Recreation Ground Patrol.
 - Only one (1) dog owner exercising a dog.
- Checked dog in Russell Street, Fingal for de-sexing and microchip number.
- Animal Control Officer had a meeting at 5.15pm with a couple from Russell Street, Fingal regarding walking their dog off lead past a neighbours and it wandering onto the property upsetting his cats. Told them to walk their dog somewhere else and make sure that the dog is on a lead at all times when walking anywhere near the neighbours property and if they chose not too and Council receives photos they will be infringed. They were happy with that and understand. Also advised outcome with complainant who was also happy – monitor.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Environment - To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do.

Strategy

Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/18.13.3 Policy – AM16 Kerb Profile

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Kristina Freshney, Works Support Officer
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – AM16 Kerb Profile Management Policy

OFFICER'S RECOMMENDATION:

That Policy AM16 Kerb Profile Policy, as amended, be adopted.

INTRODUCTION:

Council has a schedule for regular review of Policies with this Policy now due for revision.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 22 June 2015 – Minute No 06/15.12.4.158.

The policy amendments were discussed at the July 2018 Workshop.

OFFICER'S REPORT:

This Policy was adopted in June 2015 and is therefore due for revision.

Only minor changes have been recommended to the policy recognising that Council's Strategic Plan has changed since the Policy was adopted.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 - 2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategy

- Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.
- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- Develop and maintain infrastructure assets in line with affordable long-term strategies.

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

ASSET MANAGEMENT POLICY AM16 KERB PROFILE

DEPARTMENT:	Works and Infrastructure
RESPONSIBLE OFFICER:	Manager Works—and—Infrastructure <u>and Development Services</u>
LINK TO STRATEGIC PLAN:	<u>To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors. Build capacity to improve community spirit and enhance a sense of wellbeing</u>
STATUTORY AUTHORITY:	Nil.
OBJECTIVE:	The objective of this policy is <u>are</u> to ensure approved kerb profiles are used for both construction of new kerbs or replacement of existing kerbs for roads in business districts within the municipality.
POLICY INFORMATION:	Adopted 22 June 2015 – Minute No 06/15.12.4.158.
POLICY	

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1. SCOPE

This policy applies to all public roads within business districts in the municipality, including roads fronting the following organisations or business types:

- Community and welfare
- Hospital and health
- Educational institutions
- Police and emergency services
- Tourism
- Entertainment
- Food and beverage

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1. KERB PROFILES

The Council adopts the LGAT/IPWEA Tasmanian Standard Drawings for the design and construction of Road and Stormwater infrastructure.

•2. Allowable ~~k~~Kerb profiles shall be from the following list:are:

- Type KC
- Type KCS
- Type BK

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4.3. INTERFACE BETWEEN ROADSIDE/OFF-STREET CAR PARKING AND TRAVELLING LANES

Allowable ~~k~~Kerb profiles shall be from the following list:are:

- Vee channel
- Type KC Vehicular Crossing profile
- Type KCM Vehicular Crossing profile
- Type KCS Vehicular Crossing profile

2.4. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager.

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07/18.13.4 Policy – EP04 Waste Management Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Kristina Freshney, Works Support Officer
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – EP04 Waste Management Policy

OFFICER’S RECOMMENDATION:

That Policy EP04 Waste Management Policy, as amended, be adopted.

INTRODUCTION:

Council has a schedule for regular review of Policies and this Policy is now due for revision.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 17 September 2012 – Minute No 09/12.15.7.255.

Amended 16 September 2013 – Minute No. 09/13.11.7.245.

Amended 21 August 2014 – Minute No 08/14.11.11.236.

The policy amendments were discussed at the July 2018 Workshop.

OFFICER’S REPORT:

This Policy was previously reviewed in August 2014 and is therefore due for revision.

Minor amendments have been recommended to the policy, particularly recognising that Council’s Strategic Plan has changed since the Policy was adopted.

Kerbside collection services and township bin collections are now recognised in the policy including upsizing requests, additional service requests and fee waivers for replacement bins.

The policy outlines the provision of bins for community events held on public land.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 - 2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategy

- Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.
- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- Develop and maintain infrastructure assets in line with affordable long-term strategies.

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO EP04 WASTE MANAGEMENT POLICY

DEPARTMENT:	Works and Infrastructure
RESPONSIBLE OFFICER:	Manager Works and Infrastructure <u>Infrastructure and Development Services</u>
LINK TO STRATEGIC PLAN:	<u>To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors. Improve service levels and environmental responsibility of waste management practices</u>
STATUTORY AUTHORITY:	<u>N/A Tasmanian Environmental Protection Authority</u>
OBJECTIVE:	<p>To maintain the Break O'Day Council waste transfer station and inert landfill/tip sites to a high standard within budget constraints and <u>ensure they comply with permit conditions.</u></p> <p><u>To manage bin collections (recycling, general waste and town litter bin) in accordance with current contracts, in accordance with licences and permits from the Environmental Protection Authority (EPA).</u></p>
POLICY INFORMATION:	<p>Adopted 17 September 2012 – Minute No 09/12.15.7.255</p> <p>Amended 16 September 2013 – Minute No. 09/13.11.7.245</p> <p>Amended 21 August 2014 – Minute No 08/14.11.11.236</p>

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POLICY

1. INTRODUCTION

Council operates seven (7) waste transfer ~~tips~~ stations within the Municipality located at:

- St Helens
- Scamander
- St Marys
- Fingal
- Pyengana
- Ansons Bay
- Weldborough

The Council also And provides kerbside collection services for general waste and recycling and town litter bin collections.

Four (4) sites are operated and managed by an external contractor.

- ~~St Helens~~
- ~~Scamander~~
- ~~St Marys~~
- ~~Fingal~~

2. SITES

All sites other than Weldborough are accessible by the public during opening hours for the dumping-disposal of waste-waste and recyclable materials. Residents of Weldborough can obtain access to the Weldborough site by application to Council's Works Department.

Fees apply for the disposing of waste materials; the current fees are available in Council's Schedule of Fees and Charges.

The types of waste material acceptable at each site varies and a current list is maintained on Council's website, the following outlines these materials for each site:

An Infrastructure charge is adopted annually by Council and levied on rates notices which partially funds the compliance and operational costs of the 7 waste transfer stations.

ST HELENS

Accepted	Not-Accepted
Household-waste	Asbestos
Green-waste	-
Builders-waste	-
Batteries	-
Tyres	-
Steel-and-scrap-car-bodies	-

SCAMANDER

Accepted	Not-Accepted
Household-waste	Builders-waste
Green-waste	-
Asbestos-(with-prior-approval-of-Council)	-
Steel-and-scrap-car-bodies	-

ST MARYS

Accepted	Not-Accepted
Household-waste-	Asbestos
Green-waste	-
Builders-waste	-
Steel-and-scrap-car-bodies	-

ANSONS BAY, FINGAL, PYENGANA

Accepted	Not-Accepted
Household-waste	All-other-goods
Green-waste	-

3. WASTE TRANSFER STATION DISPOSAL FEES

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Council annually adopts the fees and charges for disposal of the different waste streams at the Waste Transfer Stations. The current Schedule of Fees & Charges is available on Council's website.

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3.1 Waste Transfer Station Site Fee Waivers

The following not for profit or government organisations have been approved for waiver of site fees with the following conditions:

Organisation	Site	Type of Rubbish to be Disposed
Parks & Wildlife Services	St Helens	All excluding asbestos and biological waste
St Helens Neighbourhood House Op Shop	St Helens	Non useable clothing or household items
Tasmanian Ambulance Service – St Helens Branch	St Helens	Green Waste Only
The Anglican Parish of St Helens	St Helens	Furniture

All waivers listed above will be recorded as donations to these organisations. All new applications for site fee waivers should be made in writing and marked for the attention of the General Manager. Approvals will be decided by Council.

3.2 Green waste 'fee free' days

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Each year from 1 November to 28 February (29 February in a Leap year), Council offers a 'fee free' day every Sunday for the disposal of green waste.

- Residential customers only (no commercial green waste)
- St Helens, Scamander and St Marys sites only.

4. KERBSIDE COLLECTIONS

Kerbside collection services are provided in set areas of the municipality for general waste and recycling. All non-vacant properties within the collection area are charged for the collection service.

The service is provided by a contractor in accordance with a current contract which is managed by the Works Department.

A calendar outlining collection dates and locations is produced for each calendar year and distributed to all households within the collection area.

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4.1 Bin Ownership

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Mobile Garbage Bins (MGB)'s remain the property of Break O'Day Council and must be returned to Council if no longer required.

Bins are allocated to properties and remain at the property following sale of the said property or relocation of a tenant.

The standard service provides an allocation of one 140L MGB for general waste (red lid) and one 240L MGB for recycling (yellow lid) per residence.

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3.5 REPLACEMENT AND CHARGING OF KERBSIDE COLLECTION WHEELIE BINS

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The process for the cost of replacement of mobile wheelie bins for kerbside collection is as follows:

All waivers listed above will be recorded as donations to these organisations:

4.2 Green waste 'fee free' days

Each year from 1 November to 28 February (29 February in a Leap year), Council offers a 'fee free' day every week for the disposal of green waste:

- Every **Sunday** during the above period.
- Residential customers only (no commercial green waste)
- St Helens, Scamander and St Marys sites only.

5. OTHER RELATED DOCUMENTS

Council's current Schedule of Fees and Charges:

6. RESPONSIBILITIES

The responsibility for ensuring that this policy is adhered to rests with the Manager of Works and Infrastructure and delegated staff.

7.8. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager. This Policy will be reviewed annually in line with the Council's Policy framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the Mayor and the General Manager.

07/18.13.5 Policy – EP07 Weed Management Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Kristina Freshney, Works Support Officer
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – EP07 Weed Management Policy

OFFICER'S RECOMMENDATION:

That Policy EP07 Weed Management Policy, as amended, be adopted.

INTRODUCTION:

Council has a schedule for regular review of Policies with this Policy now due for revision.

This Policy is currently titled 'EP07 Vegetation and Vegetation Control Policy' however general vegetation management is covered in AM14 Mowing Policy hence the recommendation to change the policy name and focus to cover weed management.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069.

The policy amendments were discussed at the July 2018 Workshop.

OFFICER'S REPORT:

This Policy was previously reviewed in March 2012 and is therefore due for revision.

Changes have been recommended to the policy recognising that Council's Strategic Plan has changed since the Policy was adopted.

This Policy is currently titled 'EP07 Vegetation and Vegetation Control Policy' however general vegetation management is covered in AM14 Mowing Policy hence the recommendation to change the policy name and focus to cover weed management.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 - 2027

Goal

Environment - To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do.

Strategy

Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



POLICY NO EP07
~~VEGETATION AND VEGETATION WEED CONTROL MANAGEMENT~~
POLICY

DEPARTMENT:	Works and Infrastructure
RESPONSIBLE OFFICER:	Manager Works and Infrastructure <u>and Development Services</u>
LINK TO STRATEGIC PLAN:	<u>To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do. Ensure sustainable management of natural and built resources is respectful to our unique location.</u>
STATUTORY AUTHORITY:	<u>Council Spraying Guidelines</u> <u>Environmental Management & Pollution Control Act 1994</u> <u>State Government DPI/PWE Code of Practice for Spraying in Public Places Guidelines</u> <u>Work Health & Safety Act 2012</u>
OBJECTIVE:	The objective of this policy is to ensure that the most appropriate option is used for <u>vegetation weed</u> control <u>throughout the Break O'Day Municipality</u> , and that where necessary public notification takes place in accordance with this policy.
POLICY INFORMATION:	Adopted 19 March 2012 – Minute No 03/12.15.4.069

POLICY

1. INTRODUCTION

This policy serves to provide guidance in relation to the management of vegetation weed management within the municipal area on Council owned or controlled property. The management of other vegetation is covered in Policy No. AM14 Mowing Policy.

2. DEFINITION

Weed: A weed is a plant considered undesirable in a particular location, "a plant in the wrong place".

3. PROCESS

Management methods utilised for the control of weeds may include removal by hand or mechanical means if possible and the use of chemical herbicides when deemed appropriate by the Works Operations Manager.

Council shall abide by the Code of Practice for Spraying in Public Places, issued by the Department of Primary Industries, Parks, Water and Environment when using chemical herbicides, which outlines the minimum acceptable standards for spraying of weeds in public places.

#EP07 – Vegetation and Vegetation Control Weed Management Policy
Page 1 of 5

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Council employees required to conduct weed control will be trained in Chemical Handling prior to undertaking any chemical herbicide spraying and will follow all safety instructions detailed by the manufacturer of the product being used.

#EP07 – ~~*Vegetation and Vegetation Control*~~*Weed Management* Policy
Page 2 of 5

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4. DO NOT SPRAY REGISTER

Section 26 of the Code of Practice provides property owners the opportunity to request Council not to spray chemical herbicide on land adjoining their property. Property owners may apply to be included on Council's "Do Not Spray" register subject to the owner undertaking weed and vegetation control to the satisfaction of the Council.

4.1 An application by property owners wishing to be included on Council's "Do Not Spray" register must include a proposed weed control plan detailing how they intend to control the problem themselves.

The property owners weed control plan must ensure:

- control of all weed species;
- the road frontage is kept clear and/or tidy;
- drainage and or paths are kept free of obstruction and fully operational at all times;
- kerbs, footpaths and gutters are kept free of vegetation growth;
- it applies to the entire frontage including the side and rear of the property if abutting a Council road reserve;
- Removal of existing trees and shrubs on the road reservation does not occur without permission from Council.

The plan must be approved by Council's Works Department before the property owners details are added to the register.

4.2 Once included on the register if in the opinion of Council a weed problem is not dealt with satisfactorily, the Council will advise the property owner in writing that maintenance must occur within fourteen (14) days of the date of the correspondence.

Failure by the owner to conduct maintenance upon request of Council will result in Council undertaking, without further notice, any necessary work to remove weeds including herbicide spraying if necessary.

Should this occur the property owner will be removed from the register and Council will resume responsibility for the maintenance of the land including the use of chemical herbicides if necessary.

4.3 Should a property change ownership the new owner will need to make application to be included on the register if they so wish.

4.4 Tenants of a property will need to provide written confirmation from the landlord in support of a request before being included on the register.

4.5 Council officers and contractors engaged to carry out chemical herbicide spraying must abide by the Do Not Spray Register.

4.6 The No Spray Register will be maintained by Councils Works Department.

5. RECORD KEEPING

Council will keep a record of all chemical herbicide spraying undertaken within the municipality by Council employees and contractors engaged by Council.

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2. IDENTIFICATION

Vegetation control relates to tree and shrub management, grass and weed control on Council maintained reserves, playgrounds, recreation areas, footpaths, nature strips, roads, parking areas and stormwater drains.

The methods that are to be considered when vegetation control includes:

- Mechanical hoeing or whipper snipping;
- Hand or machine removal or suppression;
- Herbicidal spraying or weed wiping;
- Heavy slashing with "SCRUBBUSTA" type units;
- Improved design or construction;
- Mulching

In making a decision, consideration needs to be given to effectiveness of the method, environmental considerations, size of the problem, potential costs of the methods and permanently resolving the problem.

3. FOOTPATHS

Clearing of weeds or grass growing within the footpath, or soil or gravel lying upon the surface of the path, and edging of footpaths to remove encroaching grass, the build-up of soil and organic matter and weeds to restore the clear width to the nominal width of the path is to be by hand or mechanical means, such as hoes, spades, edging tools, whipper snippers, brooms etc. Herbicidal spraying is not allowed for edge treatment in any case, but in severe cases of grass or weed infestation within a footpath where hand or mechanical treatment is unable to obtain satisfactory removal or suppression, weed wiping or spot spraying is permitted subject to prior authorisation by a supervising officer and is to be recorded under an appropriate procedure.

4. HERBICIDAL SPRAYING ACTIVITIES

All employees carrying out this activity must be trained and work to the specified guidelines of the Chemical Safety Handbook.

Particular attention has to be paid to wind drift. A wind meter should be used to test conditions. A spray activities log will be kept and conditions recorded. Previous written undertakings not to spray frontages of a property are to be checked and complied with keeping in mind that persons who reject spraying in front of their properties also agree to control weeds effectively or Council has the right to use appropriate methods of control which may include spraying.

5. PUBLIC NOTIFICATION

a) Urban Areas

The requirement for public notification applies to Herbicidal spraying within the main urban areas but excludes small individual tasks that arise from time to time.

- Council news to refer to forthcoming activities prior to spraying commencing; or
- Advertisement to indicate periods in which spraying will take place, general locations and purpose of spraying in the local paper; and

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- Notice should be 7 days in advance to allow any property owners who don't want spraying to occur to state their objection and notify Council of the methods of weed control they will undertake (spraying guidelines); and
- Signage as required in work practices should be erected where practical

b) Rural Areas

Heavy slashing activities such as "scrubbusta" work should be advertised at least 14 days in advance where there are neighbouring properties who may object. Objections will be considered on their merits, with road safety being the governing criteria.

6. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation, or related policies, procedures or if deemed necessary by the Mayor and the General Manager.

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07/18.14.0 COMMUNITY DEVELOPMENT

07/18.14.1 Community Services Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Erica Lowry, Community Services
FILE REFERENCE	011\034\006\
ASSOCIATED REPORT AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which are being dealt with by the Community Services Department.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

OUTSTANDING REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
05/15.13.4.135	18 May 2015	<ol style="list-style-type: none">1. Increase General Manager's delegation for waiver of fees from \$350 to \$750.2. That a review of the leased facilities is undertaken within the next financial year with a view to charges being applied.	Delegations updated. To be reviewed in 2018.
06/17.14.3.139	26 June 2017	That Council extend their current lease area of the Binalong Bay Foreshore to include Grants Lagoon and Skeleton Bay to the high tide water mark.	Conversations have commenced in relation to request to extend lease. Awaiting on lease agreement from Parks & Wildlife. Raised each time there is a meeting between PWS staff and Council Officer.

Motion Number	Meeting Date	Council Decision	Comments
10/17.8.4.221	16 October 2017	<p>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting, and consider any advice as required from relevant State Agencies:</p> <p>a. That the Break O'Day Council (BODC) liaise with the Glamorgan Spring Bay Council (GSBC) with regard to their project of engaging the Monash University architecture school to design foreshore access features such as lookouts, paths, seating and toilets which together make up an architecture trail from south to north. GSBC have commenced the project by approving the "loo with a view" at Swansea.</p> <p>b. That we investigate funding avenues in order to carry out a similar (long term) project in Break O'Day, so that the whole project forms a part of the Great Eastern Drive experience.</p> <p>c. That we request Ross Brewin of Monash University to address Break O'Day Council in a manner similar to his talk to East Coast Tourism. This to take place as soon as he is available for a workshop.</p>	<p>Ross Brewin was asked to provide a quote for the work that would need to be undertaken – currently waiting on this quote.</p> <p>Council has received quotes for the Gardens and Wrinklers project – not to look at the whole coastline</p> <p>Following up with Ross Brewin – project to commence in 2019.</p>
02/18.7.1.24	19 February 2018	<p>That Council receive the petition.</p> <p>That Council consider the request as part of the outcomes from the community consultation process for this site which has just been completed.</p>	Actioned.
03/18.14.1.65	19 March 2018	That Council continue with the loo with a view project.	Project to commence in 2019.
05/18.14.2.117	21 May 2018	Council to take over ownership of the toilet block to be built at The Gardens with Council entering into an agreement with Parks & Wildlife (PWS) who will maintain and service the toilet block.	Advised PWS of Council decision and written to landowners providing an update.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
09/13.13.6.256	16 September 2013	That Council under Section 178 of the Local Government Act 1993 authorise the General Manager to sell Certificate of Title Volume 228953 Folio 1 (Fingal Tennis Court) situated at 17 Grant Street, Fingal.	Completed.
03/15.7.4.59	16 March 2015	<p>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice as required from relevant State Agencies.</p> <p>That Council erect signs at the entrance to each of the towns in our Municipality which are on tourist routes.</p> <p>These signs to read "Welcome to St Helens" etc. and the "Welcome to" part to be in Chinese as well as English. Most European visitors speak fairly good English but this is not the case with the increasing numbers of Chinese.</p>	Completed general support for multilingual signage within Tourism Tasmania and ECT not apparent.

Motion Number	Meeting Date	Council Decision	Comments
03/16.8.1.50	21 March 2016	A report is sought providing advice in accordance with the requirements of <i>Section 65</i> of the <i>Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: A report from the potential user groups on an event sign for the stadium on the corner of Tully and Young Streets St Helens.	Completed electronic signage installed to provide information currently being modified to allow remote changes and switching.
02/17.8.2.23	20 February 2017	<ol style="list-style-type: none"> 1. That Council rescind its motion 12/16.14.4 refusing the request to take over the lease of Jetty 020815 from the existing lessee and enter into a new lease arrangement with Crown Land Services for this jetty located between Beauty Bay and Kirwans Beach once all repairs works have been undertaken in accordance with the instructions provided by Crown Land Services to the current lessee. 2. That Council take over the lease of Jetty 020815 from the existing lessee and enter into a new lease arrangement with Crown Land Services for this jetty located between Beauty Bay and Kirwans Beach once all repairs works have been undertaken in accordance with the instructions provided by Crown Land Services to the current lessee. 	Completed.
03/17.8.2.56	20 March 2017	That Council work with local service providers, to support, advocate and where necessary, lobby for retention of the funding for preventative clinical, and allied health services, in the Break O'Day municipality.	This item is ongoing and is undertaken in line with Councils Strategic and Annual Plans - Completed.
04/18.14.4.95	16 April 2018	That Council advise that the Seymour Action Group project was unsuccessful under the Community Grants Program however Council officers request they provide additional information for clarification eg how many members do they have, are they an incorporated body, around land management responsibilities, clarification around daily rate for contractors and management of this site into the future. Council will also seek advice from the Weeds Officer, NRM Facilitator and NRM Committee on land management activities.	Completed - Agenda item prepared for June Council meeting.
05/18.8.2.108	21 May 2018	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council include in its 2018-2019 budget, consideration for the hosting and sponsorship of events to celebrate International Women's Day within the Break O'Day Municipality.	Completed Council decision at June meeting.

2018-2019 Programs and Initiatives

Program and Initiatives	2018 - 2019
Community Services	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000
Council Sponsorship	
Funding for BEC Directory	2,000
Star FM Advertising	10,000
Community car donation	2,500
St Helens Girl Guides – Sangaree	2,500
St Helens Marine Rescue	3,000
Suicide Prevention Golf Day	1,000
Emergency Services Operational Costs	
SES Operations	17,000
Emergency Planning/Management	6,000
Community Event Funding	
Seniors Day	3,000
Australia Day Event	4,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
St Helens Car Show (including Woodchopping)	7,000
Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride -	500
Game Fishing	2,000
Marketing Greater Esk Tourism	2,500
Volunteer Week	2,500
Break O'Day Woodcraft Guild	2,500
Fun in the Sun	500
Bay of Fires Art Prize	10,000
Bay of Fires Market	4,000
St Marys Memorial Service funding	500
Triathlon	2,000
St Marys Community Car & Bike show	2,000
East Coast Masters Golf Tournament	1,500

Updates on current projects being managed by Community Services:

Safer Community Meeting & Network Meeting- Standing Item

Minutes will be provided to Councillors on receipt of same – there has not been a meeting for a few months.

Mountain Bike Trail – Poimena to Bay of Fires – Standing Item

A Development Application has been completed and has been lodged. An initial assessment will be undertaken by another Council. Advertising of the Development Application will occur in the very near future.

Tender specifications for the construction of this trail and the St Helens MTB Network have been prepared and advertising of the Tender will occur during the DA period. Awarding of the Tender will be dependent on development approval being received and any unforeseen impact of the conditions of approval.

A branding and marketing brief has also been prepared for the MTB Project and this will be advertised shortly to enable the initial branding and marketing to be developed.

Mountain Bike Trail – St Helens MTB Network Trail – Standing Item

A Development Application has been completed and has been lodged. An initial assessment will be undertaken by another Council. Advertising of the Development Application will occur in the very near future.

Events

Community Services team have been supporting the committees of the following groups with their events in relation to assistance with planning and delivery of same:

Delivery

- Bay of Fires Winters Arts Festival
- St Marys Community Car & Bike Show

Planning

- triple j One Night Stand

Community Engagement

Draft Township Plans are currently being developed for Fingal and Ansons Bay.

Leaner Driver Program

This program has continued to support our youth and disengaged, unlicensed drivers in not only gaining their licences, but also addressing issues of social isolation, lack of self-confidence and self-worth. There are three new Mentors who have commenced driving hours for the month of October. A big thank you to those in our community who volunteer their valuable time to assist with this program:

We currently have three active (3) three Mentors on the books.

There were 13 active Leaners and 0 now on the waiting list, with driving hours for June sitting at 62 hours.

Results for the month:

Two (1) Learners failed their L2 Licences.

One (4) Learners passed their P1 Licences.

Facebook Posts:

**Break O'Day Council** ✓
June 27 at 4:02 PM · 🌐

Lynsey is on her way!

Lynsey has been mentored in the Get In2 Gear Learner Drive Mentor Program for 15 months. She came to the program with a body full of nerves and no idea where to start.

Her numerous mentors helped and guided her into taking control of the vehicle and most of all her self-confidence.

Unfortunately during the 15 months Lynsey has been a part of the Get In2 Gear program, she fell quite ill and needed some time away. Once her health improved enough to drive again, she has been more determined than ever, by being punctual, respecting her mentors and the program by ensuring she allowed enough notice if she fell unwell.

Lynsey has been a fully committed learner who has displayed sheer determination to reach her goal.

For someone who said that would never drive the St Marys Pass, Get In2 Gear is so proud of her safe and momentous achievement today of her Provisional Licence.

Lynsey's advice to other learners is to 'try not to be too nervous, if you know you are doing something wrong, then practice, practice, practice and don't give up'.

Get In2 Gear are so proud of you today Lynsey and we look forward to sharing the roads safely with you in the future.



 **1,615 people** reached

Boost Post

  Natasha Lowe, Kristie Ruediger and 41 others

14 Comments 2 Shares

triple j - One Night Stand (ONS)

Community Engagement

- Tuesday 5 June, Council Officers held a Community Group information session regarding the ONS Food Vendor EOI process. At this meeting a couple of members of BODC community groups presented that all community groups could work in collaboration and submit one single application.
- Tuesday 19 June, Council Officers were invited to present at a Chamber of Commerce meeting and detail an overview of the ONS event and an update of where Council is at in regards to the planning stages.
- Wednesday 27 June, Council Officers were invited to a Chamber of Commerce 'Get to Know your Neighbour' business meeting, for an overview and an update.

Update

- Council is currently working on Traffic Management plan with triple j and Department of State Growth.
- Council Officers are currently working on a parking strategy.
- Council Officers are currently working on a transport strategy, including providing some busses to the BOD communities.
- Council Officers are currently working closely with triple j and Production Managers in regards to the ONS event.
- Council Officers are currently working on a Volunteer Application pack and process, prior to seeking volunteers for the day.
- Council is working with Emergency Management Agencies in collaboration with Production Managers, to ensure a safe and successful event.
- Council Officers are hosting Business Information Sessions:
 - St Helens – 5:30pm, 4 July 2018 at Portland Hall,
 - St Marys – 4:00pm, 9 July 2018 at St Marys Hall,
 - Scamander – 3:30pm, 11 July 2018 at Scamander Sports Complex.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Community - To strengthen our sense of community and lifestyle through opportunities for people to connect and feel valued.

Strategy

- Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.
- Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/18.14.2 Binalong Bay – Local Township Plan 2018-2020

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	041\003\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Binalong Bay Local Township Plan

OFFICER'S RECOMMENDATION:

That Council adopt and implement the Binalong Bay Local Township Plan 2018-2020.

INTRODUCTION:

The purpose of a township plan is to provide a framework to work on priorities and address issues, opportunities and projects identified by the local community through the strategic planning process and also identified through the development of the Binalong Bay Foreshore Master Plan.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 2 July 2018.

OFFICER'S REPORT:

Council staff conducted a drop in session with Binalong Bay residents on Saturday 10 March, 2018 for the purpose of gathering information to develop a Local Township Plan for Binalong Bay, approximately 50 people took the opportunity to participate. The starting point for the process was to review the information received during the community conversation in Binalong Bay as part of Council's strategic plan process in early 2017. From this review some key themes were identified which formed a starting point for further discussion with the local community. The key themes identified were:

- The Foreshore
- Parking – Traffic
- Commercial Developments

The following are the comments that were voiced at the drop in session by community members:

Community feedback
<ul style="list-style-type: none">• Open lagoon – late November in time for Christmas• Open Grants Lagoon once a year• Lagoon needs opening for guaranteed water quality and tourists• Open Grants Lagoon once a year• Open Grants Lagoon once a year• Open Grants Lagoon regularly to stop infestation of lagoon• Foreshore and lagoon is being destroyed – lagoon stagnant
<ul style="list-style-type: none">• More toilets at Main Beach and Skeleton Bay

Community feedback
<ul style="list-style-type: none"> • Signage advising of footpaths • Appropriate signage throughout Binalong Bay • Gardens and Binalong Bay gross info board (sic) • Information board at Humbug Intersection • Information bay at Humbug intersection
<ul style="list-style-type: none"> • Yes dogs beach
<ul style="list-style-type: none"> • Accessible footpath around the lagoon and foreshore please • First priority – Gulch to Viewing Platform footpath • Foreshore footpath from Main car park to Skeleton Bay • Like the idea of a walkway – improves safety for pedestrians and need to be mindful of bike/walker mix • More walking paths please • Investigate footpath to Skeleton Bay • Shared bike/footpath St Helens to Skeleton Bay • More walking paths • Possible track around Grants Lagoon to prevent trampling over vegetation and fishing platform • More walking paths • Footpath on Foreshore side as identified in Foreshore Master Plan and constructed from gravel • Pedestrian footpath access from boat ramp along to Skeleton Road and then extend track along to Skeleton Bay carpark • Foot track to Skeleton Bay • Footpaths could be extended to get people off the road • Don't need 100 car parks along foreshore – need pathway to connect the areas • In favour of walking/bike track plus bike track to Moulting Bay to connect St Helens • Ensure safe bikeways and pathways for all, Binalong itself and into St Helens
<ul style="list-style-type: none"> • I believe parking is a major problem during peak times and will become more so if the Darwin is sunk off Binalong Bay • Main car park should be a drive through • Remove bollards at end of parking area at big beach to enable flow through of traffic – vehicles get trapped • Main beach entrance car park drive through extend to west • Organisation of Main Beach car park (exit) • More parking • Increase parking areas to remove parking cars off the road • More car parking • Clear vegetation around Girl statue for car parking – desperate for car parking • Extend entrance car park west to statue • Car parking from main beach car park to statue • Not enough car parking for tourists • Build a carpark ie., near the Girl Statue • Extended car parking to accommodate extra people visiting the area • Car parking is an issue – maximise current areas <u>but</u> no further encroachment on Boat Harbour Green • Parking – walk through Binalong Bay – foreshore trail – this will control impact and address the safety issues which are currently occurring • Protect environment and increase parking • Parking must only be located where no vegetation clearing is required • Parking located where no vegetation removed

Community feedback	
<ul style="list-style-type: none"> • The Foreshore needs attention and beautifying • Lower vegetation along foreshore for the view • Clear vegetation on foreshore • Clear out weeds and thin out vegetation • Clear weeds from Foreshore and thin out vegetation • Foreshore vegetation is deteriorating due to lack of management – especially weeds – blackberries etc • Vegetation needs clearing on foreshore 	
<ul style="list-style-type: none"> • Many, many more rubbish bins on Foreshore • Rubbish bins – just not enough 	
<ul style="list-style-type: none"> • Foreshore erosion and weed infestation – soon to be Blackberry Bay • Beach access always eroding – difficult for all age access 	
<ul style="list-style-type: none"> • More pop up vans for a quick coffee etc – having them in amongst vegetation so not impacting on views • Pop up food vans in summer • Pop up food vans in summer and long weekends • Pop up vans – diverse and short term – no enviro impact and long term business • Food vans during main season parked on green areas • Food vans during summer • Happy for pop up vans which are taken away 	
<ul style="list-style-type: none"> • No commercial development on Foreshore • We don't need commercial zone – Binalong is beautiful because of its natural state – focus on St Helens its looking sad • No more commercial development on the foreshore – tourists love it as it is • No commercial zoning • No commercial zone • Whinging public minorities • No commercial infrastructure • Refrain commercial developments – leave foreshore in natural state • No more commercial developments • No commercial zone • Leave foreshore free of commercial development • Wouldn't like to see any commercial development here – we love our little town as it is • No commercial developments along seaside of foreshore • No commercial development – leave foreshore as it is • No commercial zoning extension from Lichen Restaurant to Boat Harbour due to environmental impact – consider land west of Cray Court • No further commercial development • No further commercial development 	
<ul style="list-style-type: none"> • More commercial – lets go people • Increase commercial zoning – attach to existing zoning • More sensible commercial should be allowed • A take away shop and milk and bread and newspaper – tourists need a quick bite • Identify land – intersection The Gardens and Binalong Bay Road – sensitive development – services The Gardens and Binalong Bay 	
<ul style="list-style-type: none"> • Destruction of vegetation between Grants Lagoon and Lyall Road – illegal track being put through on Crown Land 	
<p>Ensure vegetation is maintained as native as far as possible and remove weeds – refrain from herbicides as much as possible – note brown border at curbing at present from Bayview Avenue towards car park/toilet area</p>	

From these comments, Council officers reviewed the information and developed a draft Binalong Bay Local Township Plan which was then circulated to those who attended the drop in session seeking their feedback on the draft plan. This included representatives of a number of local community organisations who have taken an interest in the area or represent the local community.

Given the extent of the consultation and participation which has occurred with the local community of Binalong Bay to develop the Local Township Plan, a further consultation process is unlikely to lead to significant changes. Should circumstances at Binalong Bay change significantly in the near future, Council can review the Local Township Plan and undertake community consultation at that time.

LEGISLATION & POLICIES:

Nil.

STRATEGIC PLAN & ANNUAL PLAN:

Achieving the Vision

	COUNCIL ROLE	COMMUNITY ROLE
Working together	...build and maintain strong relationships and partnerships through consultation, engagement and collaboration.	...be an active and engaged community participant through contribution and collaboration
We will...	...support and facilitate our community	...support the contribution of community groups.

Strategic Plan 2017-2027

Goal

Community - To strengthen our sense of community and lifestyle through opportunities for people to connect and feel valued

Strategies

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The actions listed will need to be costed and budgeted for in any future budgets or seek external funding.

VOTING REQUIREMENTS:

Simple Majority.

Binalong Bay

Local Township Plan

2018-2020



During the development of Council's Strategic Plan, Council advised townships meetings that we would come back and talk to individual communities about what they saw as important for the future in their township and how Council could work with them to develop these ideas.

On Saturday 10 March, 2018 we held a "drop in session" at Binalong Bay where Council officers met with community members seeking their feedback on the following broad themes:

- The Foreshore
- Parking – Traffic
- Commercial Development
- Other issues

This Township Plan will take into account Binalong Bay's future addressing issues around community needs.



Results and emerging issues from the drop in session:

Common themes that arose from this session were the need for additional parking and the need for a foreshore footpath.

Other themes that arose were:

- Opening of Grants Lagoon;
- Increased signage;
- Management of foreshore vegetation; and
- No commercial developments but investigate an area to be defined for “pop up” businesses to address the busy tourism season.

The township plan will address:

- Protecting and enhancing the environmental values of Binalong Bay;
- Ensuring there are enough community facilities to meet Binalong Bay’s future needs;
- Transport and movement related issues including trails and pedestrian safety; and
- Supporting tourism.

Action List

Action	Who
1. Opening of Grants Lagoon	
1.1. Talk to PWS around protocols for opening up Grants Lagoon – may be look at different protocols for different lagoons – as each coastal lagoon is different	Council/PWS
2. Additional Toilets	
2.1. Audit of toilet facilities with Binalong Bay area	Council
2.2. Look at increasing the capacity of existing toilet facilities	
3. Improved Signage	
3.1. Undertake audit of signage to identify gaps	Council/PWS
3.2. Look at appropriate signage and consistency of messages	
4. Off Lead Dog Areas	
4.1. To be considered in Dog Management Policy consultation process	Council
5. Foreshore footpath	
5.1. Work with relevant State Government Department to extend Council’s current lease around foreshore area – Binalong Bay	Council
5.2. Once Council receives extension of its existing lease area planning to commence re – ecological searches and commencement of the Reserve Activity, Assessment (RAA) and AHT	
5.3. Design to be undertaken on the basis of it being a shared use trail.	
5.4. Budget allocation	

Action	Who
6. Increased Car Parking	
6.1. Council to look at a solution regarding increased parking – better utilisation of space and identify additional land for potential car parking	Council
6.2. Planning to commence regarding ecological searches and commencement of the Reserve Activity, Assessment (RAA) and AHT	
6.3. Design to be undertaken	
6.4. Budget allocation to project	
7. Foreshore – management of weeds	
7.1. Community form working bees and work with Council's Weeds Officer in conjunction with PWS	Council/Community/PWS
8. Additional rubbish bins	
8.1. Council to undertake an audit of number of bins, locations and size of same – may need to increase size or number during identified peak periods	Council
9. Rezone land for pop up food vans	Council
9.1. Investigate options under the planning scheme that will allow for food service use within the Environmental Management zone. This may require a scheme amendment as this use is currently prohibited.	

Reporting back to the Community:

Council will provide a quarterly update to advise of progress of actions listed above and any additional items that have been listed for comment/action. When required community meetings will be arranged to progress or discuss actions.

Any correspondence to Council in relation to these plans to be forwarded to admin@bodc.tas.gov.au

The Binalong Bay Local Township Plan has a term of two (2) years expiring on 31 December 2020 – after this period, the action list will be reviewed.



07/18.14.3 Mathinna – Local Township Plan 2018-2020

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	041\013\002\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Mathinna Local Township Plan

OFFICER'S RECOMMENDATION:

That Council adopt and implement the Mathinna Local Township Plan 2018-2020.

INTRODUCTION:

The purpose of a township plan is to provide a framework to work on priorities and address issues, opportunities and projects identified by the local community through the strategic planning process.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 2 July 2018.

OFFICER'S REPORT:

Council staff conducted a drop in session with Mathinna residents on Wednesday 18 April, 2018 for the purpose of gathering information to develop a Local Township Plan for Mathinna, approximately 15 people took the opportunity to participate. The starting point for the process was to review the information received during the community conversation in Mathinna as part of Council's strategic plan process in early 2017. From this review some key themes were identified which formed a starting point for further discussion with the local community. The key themes identified were:

- Developing a history trail throughout the township;
- RV Friendly accreditation; and
- Infrastructure within the township eg, bus shelter and picnic tables.

Below are the comments that were voiced at the drop in session by the community.

Comment

Other Issues:

- Communicate health services better – develop a flyer advising of what is available within our community and these to be available at the Post Office
- Tidy Town 2020 - A MUST
- Murals on fences
- Investigate with CMCA to make Mathinna RV Friendly
- Install a dump point for self-contained campers
- Look at fence heights within Mathinna – some are too high – illegal?
- Dunn Street – waterway smells – wastewater from houses – septic/grey water
- Drainage issues 28 & 32 High Street – water running off road into houses and sheds
- Water pooling and not running away behind houses in High Street – sway drain
- 2 High Street – sewerage issue – reported to Council at least 40 times

Comment
<p><u>Infrastructure:</u></p> <ul style="list-style-type: none"> • Recreation Ground – Pump track • Within the existing BBQ area – add another picnic table • Within the existing Playground area – add another picnic table • Investigate a walking track around the existing recreation area – main purpose – exercise and fresh air • Bus shelter – install 2 – where the old phone booth was and outside the recreation area
<p><u>Tourism:</u></p> <ul style="list-style-type: none"> • Capture the history of Mathinna and develop interpretative panels to be place in relevant places throughout the township • Preserve the Cemetery behind the Catholic Church – 2 graves – bush fence around Catholic Church Cemetery and develop a history trail • Maintenance of Mathinna Falls Road • White Gum Reserve – Claytons Road
<p><u>Main Street:</u></p> <ul style="list-style-type: none"> • Footpath – upgrade for the people with walkers – wider even surface – all the way from the cross roads to the monument • Street furniture to be included in the development of the pathway on the left hand side going up the main street - people need to be able to rest - Giblin Street and opposite the recreation ground • Entrance to Post Office – gravel was out down 2017 – mostly washed away – needs something done as people with walking sticks etc find it difficult to manage

From these comments, Council officers reviewed the information and developed a draft Mathinna Bay Local Township Plan which was then circulated to those who attended the drop in session on 11 May 2018 seeking their feedback on the draft plan. This included representatives of a number of local community organisations who have taken an interest in the area or represent the local community.

Given the extent of the consultation and participation which has occurred with the local community of Mathinna to develop the Local Township Plan, a further consultation process is unlikely to lead to significant changes. Should circumstances at Mathinna change significantly in the near future, Council can review the Local Township Plan and undertake community consultation at that time.

LEGISLATION & POLICIES:

Nil.

STRATEGIC PLAN & ANNUAL PLAN:

Achieving the Vision

	COUNCIL ROLE	COMMUNITY ROLE
Working together	...build and maintain strong relationships and partnerships through consultation, engagement and collaboration.	...be an active and engaged community participant through contribution and collaboration
We will...	...support and facilitate our community	...support the contribution of community groups.

Strategic Plan 2017-2027

Goal

Community - To strengthen our sense of community and lifestyle through opportunities for people to connect and feel valued

Strategies

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The actions listed will need to be costed and budgeted for in any future budgets or seek external funding.

VOTING REQUIREMENTS:

Simple Majority.

Mathinna

Local Township Plan

2018-2022



During the development of Council's Strategic Plan Council advised townships that we would come back and talk to our communities about what they saw as important for the future and how Council could work with them to develop these ideas.

On Wednesday, 18th April, 2018 we held a "drop in session" at Mathinna where Council officers met with community members seeking their feedback on the following issues:

- Infrastructure
- Tourism
- Main Street
- Other issues

This Local Township Plan will take into account Mathinna's future addressing issues around community needs.



Results and emerging issues from the drop in session:

Common themes that arose from this session were the need for a footpath through the main street with additional seating along the footpath.

Other themes that arose were:

- Developing a history trail throughout the township'
- RV Friendly accreditation; and
- Infrastructure within the township eg., bus shelter and picnic tables.

The township plan will address:

- Ensuring there are enough community facilities to meet Mathinna's future needs;
- Maintain the character of Mathinna;
- Create a healthy place to live, where all residents are connected by pathways; and
- Supporting tourism.

Action List

Action	Who
1. Health Services Directory	
1.1. Work with NGO's and service providers to compile a flyer listing available services within our community	Community/ Council/ NGS's
2. Tidy Town 2020	
2.1. Maintain nature strips, recreation grounds and footpaths within town centre	Community/Council
2.2. Landowners to maintain own properties	Residents
3. CMCA Friendly	
3.1. Contact CMCA and see if Mathinna fits within guidelines for an RV Friendly Town	Council
3.2. Install a dump point for self-contained campers	Council
4. Stormwater Issues	
4.1. Undertake minor works to divert stormwater off Main Street to an existing drain	Council
4.2. Consult with Crown Land Services to investigate fully water pooling off their land and impacting on houses	Council/Crown Land Services



Action	Who
5. Infrastructure	
5.1. Consult with youth to identify the need for additional recreational infrastructure	Council/Community
5.2. Install additional picnic tables within existing BBQ area and playground area at Recreation Ground	Council
5.3. Investigate and scope a walking track around existing recreation area	Council
5.4. Construct 2 x bus shelters – listed for Budget allocation 2019-2020	Council
6. Tourism	
6.1. Work with the community to establish a history trail and placement of interpretation panels	Community/Council
6.2. Preserve the grave located within the Catholic Church Cemetery	Community/Catholic Church Diocese
6.3. Maintain roads into Mathinna Falls and Evercreech to a suitable standard	PWS/Council
7. Main Street	
7.1. Prepare cost estimates to upgrade existing footpath along Main Street – wider even surface	Council
7.2. Street furniture to be included in the design of an upgraded footpath	Council

Reporting back to the Community:

Council will provide a quarterly update to advise of progress of actions listed above and any additional items that have been listed for comment/action. When required community meetings will be arranged to progress or discuss actions.

Any correspondence to Council in relation to these plans to be forwarded to admin@bodc.tas.gov.au

The Mathinna Local Township Plan has a term of two (2) years expiring on 31 December 2020 – after this period, the action list will be reviewed.



07/18.14.4 Request for Council Partnership – triple j One Night Stand

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Erica Lowry, Community Services Project Officer
FILE REFERENCE	005\040\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council confirm support for the One Night Stand event at St Helens with a financial contribution of up to \$50,000 and waive the hire fees of any Council owned facilities that may be used for the event.

INTRODUCTION:

St Helens has been announced as the venue for triple j's One Night Stand concert following a nomination by a member of the Break O'Day community. The concert is for all ages and will be televised on ABC and broadcast on triple j. It provides youth with access to a drug, alcohol and entry free music concert.

PREVIOUS COUNCIL CONSIDERATION:

No previous Council consideration.

OFFICER'S REPORT:

Over the past 15 years, the One Night Stand has taken the best of the best in Aussie music far and wide to regional parts of Australia that don't often get the big live music experience, and they put on a full scale, all-ages, drug and alcohol concert for free.

The concert has never been to Tasmania in the past. So far, they've travelled across Australia to locations including Mount Isa QLD (2017), Geraldton WA (2016), Mildura VIC (2014), Dubbo NSW (2013), Dalby QLD (2012), Tumby Bay SA (2011), Alice Springs NT (2010), Sale VIC (2009), Collie WA (2008), Cowra NSW (2007), Port Pirie SA (2006), Ayr QLD (2005) and Natimuk VIC (2004).

triple j will bring five (5) bands plus guests to town. One Break O'Day artist will get to open the show via a triple j Unearthed competition. The concert is live on the radio around Australia, and will spend the weeks leading up to the event profiling the area and showing it off to the rest of the country.

The ABC will work with the Council to put the One Night Stand event together. The ABC covers most concert production and broadcast costs. They ask that Council cover broader event costs (or arrange for the provision of), including ambulance and first aid, police, traffic management, fire safety, site security, PPCA costs as well as covering fencing, toilets, lighting, water, electricity.

They have also asked Council to coordinate 10 local (community group) food vendors and the gold coin volunteers, (usually the local group receiving the gold coin donations, coordinate these volunteers). Council has been advised by triple j that Council's costs are generally around \$50,000 and there is no cash payment to triple j or ABC required.

The benefits for the local community are both cultural and financial, with young people being entertained and local businesses seeing an influx of tourists not just for the day of the concert but in the lead up and post the event. It is expected that the majority of visitors will spend 2 – 5 nights in the area with a potentially longer stay for interstate visitors

One Night Stand concerts usually attract between 7,000 – 15,000 concert goers, and it is expected that as this is the first time in Tasmania and the interest which triple j has seen through social media etc that the St Helens concert could be at the upper end of this range. It is also one of the smallest Australian regional towns the concert has ever been too. The date is Saturday 1 September, although the concert date is Saturday 1 September production setup commences from mid-week.

The local application made, aimed towards the youth of Break O'Day not having any access to concerts or bands of this calibre, the high suicide rate and the opportunity for all the community to attend, experience the bands that triple J bring to town and support the free family friendly event, whilst being drug and alcohol free.

There will be a gold coin donation encouraged for the concert goers on entry and all the proceeds will go to a local youth supportive community group. The applicant, along with Council Officers nominated a local community group yet to be announced.

There is also opportunities for local community groups to provide food vans/stalls so they can also capitalise on the huge financial opportunity.

On top if this, there will also be opportunities for some of the local youth who have an interest in production and music, to be involved with pulling the event together and VIP backstage.

Council's Community Services department have held a number of teleconferences with the City of Greater Geraldton's Coordinator Events & Venues to gather information and learnings from their experience with the event. The direct economic benefit for Geraldton was \$1.4m and the Coordinator quoted "it really has put Geraldton on the map. It also really helped build relationships between retailers, hoteliers and community groups, as they all benefited financially."

The concert is to be at the St Helens Sports Complex, on the Football oval and the East Coast Swans Football Club President has approved for the oval to be used and they will push the date for resurfacing of the oval out a week or two (2), for the event to go ahead.

There will be a huge marketing and promotional campaign on ABC and triple j radio for a month leading up to the event. Discussions have occurred with East Coast Tourism and Tourism Tasmania regarding the broader exposure opportunities which are going to be generated through this event and how best they can be leveraged. Additional support is being pursued by East Coast Tourism.

Support from the State Government has been sought through a meeting between the Mayor and Premier. A very positive reception to the event coming here was received from the Premier. A request for funding support has been made as this event is a major event for Tasmania and will bring a significant economic benefit not just to the East Coast but more broadly to Tasmania. The Premier advised that the State Government would assist Council to deliver the event through the normal activities of its various agencies. The support and assistance of these agencies has been readily apparent through the initial preparations for the event.

A number of forums have been conducted over the last three (3) weeks involving community organisations, local businesses and leaders (community champions) from a number of surrounding communities. It is apparent that there is great support and a willingness to assist in delivering a memorable event.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017 – 2027

Goal

Community - To strengthen our sense of community and lifestyle through opportunities for people to connect and feel valued.

Strategies

- Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.
- Foster and support leadership within the community to share the responsibility for securing the future we desire.

Goal

Economy - To foster innovation and develop vibrant and growing local economies which offer opportunities for employment and development of businesses across a range of industry sectors.

Strategies

- Develop and highlight opportunities which exist and can be realised in a manner that respects the natural environment and lifestyle of the BOD area.
- Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses' to live and work in BOD.
- Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focussed service delivery.

BUDGET AND FINANCIAL IMPLICATIONS:

At this stage a detailed cost to Council is still being developed as quotations are obtained and the delivery of the event including site layout is finalised.

Provision of \$50,000 included in the 2018-2019 budget adopted by Council at its meeting on 25 June 2018. A substantial contribution from the State Government will assist in reducing this cost to Council.

In addition to the financial costs to Council, a commitment of substantial human resources to the facilitating and supporting the delivery of the event is required.

VOTING REQUIREMENTS:

Absolute Majority.

07/18.15.0 DEVELOPMENT SERVICES

07/18.15.1 Development Services Report

ACTION	INFORMATION
PROPONENT	Department
OFFICER	Development Services
FILE REFERENCE	031\013\003\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which have been dealt with by the Development Services Department since the previous Council meeting.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:

OUTSTANDING REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
12/17.8.1.256	18 December 2017	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council when considering the overall St Marys Recreation ground plan, consider installing a display board or cabinet, so that campers can gain a quick overview of what businesses/services are available in St Marys and surrounding towns.	The recommendations from this Council decision were included on the Agenda for the St Marys Sports Complex Master Plan meeting held for 1 March 2018. Planning currently underway which will be further workshopped with Community Consultation prior to Council report.

Motion Number	Meeting Date	Council Decision	Comments
12/17.8.2.257	18 December 2017	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council when considering the overall St Marys Recreation ground plan, consider installing a power source to the area now used by The Stables Markets, within the pacing club lease area.	The recommendations from this Council decision have been included on the Agenda for the St Marys Sports Complex Master Plan meeting scheduled for 1 March 2018. Planning currently underway which will be further workshopped with Community Consultation prior to Council report.
12/17.15.7.274	18 December 2017	Council investigate issues and options for ground level chemical toilet waste emptying facilities at existing campground toilets servicing coastal camping areas, particularly in the southern Bay of Fires, in cooperation with the Parks and Wildlife Service.	Investigation of issues and options in progress – PWS is yet to provide comment and express interest.
02/18.8.1.25	19 February 2018	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council request a report on the cost of purchase and installation of a clock in the three (3) locations, St Helens, St Marys and Fingal.	Building Services Coordinator investigating options for report to August workshop.
02/18.15.6.48	19 February 2018	<ol style="list-style-type: none"> 1. That Council defer a decision on a revised Dog Management Policy until the Parks & Wildlife Service have completed a Reserve Activity Assessment (RAA) of the areas covered by the draft Policy taking into account the Dog Management Framework which they have developed. 2. That Council following completion of the RAA process by Parks & Wildlife Service consider the outcomes of that process and determine whether the changes proposed are sufficient to require a further public consultation process prior to a decision being made on a revised Dog Management Policy. 3. That Council advise submitters of the amended process and provide them with a copy of the analysis of submissions which has been prepared. 	On hold.

Motion Number	Meeting Date	Council Decision	Comments
04/18.8.2.77	16 April 2018	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council investigate the need, potential locations and costs for public access parenting rooms throughout our municipality.	
06/18.15.4.142	25 June 2018	Council approve the use of the name "Salter Lane" for the road currently un-named off Story Street, St Marys. The road is 85m south of the Story Street intersection with Main Street St Marys and runs in an east – west direction for 115m.	Name will be lodged with Nomenclature office for declaration.
06/18.15.5.143	25 June 2018	<ol style="list-style-type: none"> 1. That Council grant permission to lodge a Development Application for the proposed 15m X 4m Prefabricated Steel Shed located at the Scamander Sports Complex; 2. That Council support the construction of the proposed 15m X 4m Prefabricated Steel Shed subject to Planning and Building approvals. 	Applicant Advised of decision. Pending Development Application.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
02/18.15.5.47	19 February 2018	Council receive the <i>Flood Study Report – St Marys Flood Risk Investigation (R02v04)</i> report produced by its St Marys Flood Risk Management project and make it available to the public.	Complete.
06/18.6.1.123	25 June 2018	DA042-2018 – Ancillary Dwelling and Rear Fence – 6 Bayvista Rise, St Helens	Permit posted 2 July 2018.
06/18.6.2.124	25 June 2018	DA054-2018 – Dwelling / Visitor Accommodation – 74A Main Road, Binalong Bay	Permit posted 2 July 2018.

RMPAT and TPC Cases:

Nil.

BUILDING SERVICES

Projects Completed in the 2018/2019 financial year

Nil.

Projects ongoing – Capital Works Program (Includes carried over projects previous financial years)

Description	Location	Updates
Design Works for Future Upgrades to Portland Hall	Portland Hall, St Helens	<ul style="list-style-type: none"> Currently awaiting finalised Concept Plan from Designer.
St Marys Recreation Complex Master Planning & New BBQ Facility	St Marys Recreation Complex	<ul style="list-style-type: none"> Meeting Held Thursday 1 February at 3.00pm at St Marys Sports Complex. Minutes of Meeting sent to attendee's. Further Meeting onsite held 28 June 2018 with critical stake holders. Design Concept received and currently being finalised. Council Agenda Item to be prepared once a draft design has been completed.
Old Tasmanian Hotel Redevelopment (Stage 1 – Toilet renovations)	Fingal	<ul style="list-style-type: none"> Design and estimates currently being prepared for Western Wall stabilisation in consultation with Tasmanian Heritage Council.
Prioritised Annual Asbestos Removal Program	Various	<ul style="list-style-type: none"> Laboratory Testing of Materials completed, works currently being scheduled.
Solar Panels	Depot	<ul style="list-style-type: none"> Solar Panels completed to Portland Hall. Solar Panel Install for Depot to commence and be completed in August 2018.
Replacement of Floor Coverings – Fingal Online Access Centre	Fingal Online Access Centre	<ul style="list-style-type: none"> Pending receipt of final quotations Works to commence in July 2018.

Approved Capital Works Program – Current Financial Year - not yet started

Description	Location	Updates
New Amenities building	Wrinklers lagoon carpark	<ul style="list-style-type: none"> Works scoping underway.
Demolition Amenities building	Fingal Sports Complex	<ul style="list-style-type: none"> No progress to date Community consultation to take place prior to any works commencing.
New Public Toilet Facility	The Gardens	<ul style="list-style-type: none"> Designer engaged; Project on hold pending further advice from Parks & Wildlife. Currently investigating alternative site.
Prioritised Annual Repainting Program	Various	<ul style="list-style-type: none"> Currently investigating proposed site/location.
Design Plans for External Upgrades to Car park	St Helens Sports Complex	<ul style="list-style-type: none"> Estimates and further details currently being completed by Councils Engineer prior to consideration by Council.
New St Marys BBQ Facility	Lions Parks (Behind Library and adjacent to New Toilet Block)	<ul style="list-style-type: none"> Pending receipt of amended plans; Subject to New Planning Application.

Description	Location	Updates
St Marys Sports Centre – Upgrades	St Marys Sports Centre (Golf/Bowls Clubhouse)	<ul style="list-style-type: none"> Pending meeting with committee and engagement of designer.
St Helens Aerodrome Hanger Door Extensions	St Helens Aerodrome	<ul style="list-style-type: none"> Pending finalisation of quotations.
Scamander Sports Complex Internal Alterations	Scamander Sports Complex	<ul style="list-style-type: none"> Pending meeting with committee and engagement of designer.
St Helens Foreshore Toilet Block Renovations	St Helens Foreshore Toilet	<ul style="list-style-type: none"> Scope of works to be completed.

NRM

Meetings

14 June. 2018	St Helens	<ul style="list-style-type: none"> Update with PWS on their evaluation of Council's draft Dog Policy.
28 June 2018	St Helens	<ul style="list-style-type: none"> Briefing with northern Regional Cat Management Coordinator.
30 June 2018	St Helens	<ul style="list-style-type: none"> George River and Flood Management field day with Lower George Riverworks Trust.

St Marys Rivulet flood management

- Modelling data and reporting to complete the flood management study project outputs has been delivered, marking the end of the project consultancy. Remaining are final reporting for Council's grant funding and further flood mitigation, which will be on-going.
- Planning for raising The Flat bridge above design flood levels (flood mitigation Option D) is incorporating road design standards in an effective design. Cost is expected to be significant and beyond current budget allocations. Restoration work for the vegetation clearing undertaken at the end of Groom Street is being considered for spring (tree planting).
- The project has identified further priorities to mitigate flood risks in St Marys and planning a continuing program will be raised with Council.

Agricultural Landscape Rehabilitation Scheme funding for landholders

- The George River and Flood Management Field Day was filled a bus with 24 people to look at best practice, findings of an investigation by a river geomorphologist engaged by the Riverworks, and to consider priorities for an action plan.
- Two key findings of the investigation and day are: that the situation on the floodplain is complex and has serious flood risks that have no quick fix - but that works to stabilize old mining sand sediments at Priory and on the floodplain could be undertaken with exiting best practice riverworks to reduce the risks.

Cat management

- The DPIPW northern Regional Cat Management Coordinator (hosted by NRM North) visited to discuss future activities from the Tasmanian Cat Management Plan and learn about cat management in Break O'Day. Council will keep in contact with developments and opportunities.

- The Cat Tracker Australia project is reviewing continuation of the project after suspended cat tracking in late March 2018.

Dog management

- The Parks and Wildlife Service is expected to finally share its assessment of dog management in Break O'Day during July so Council's Dog Management Policy process review can progress.
- Outcomes and implications for a revised Policy will then be brought to Council for discussion, including further public consultation on revising the policy.

On-going on the NRM desk

- Break O'Day Council NRM Committee Meeting – NRM Strategy review.
- Weed Action Plan, facilitating funding and participation for Georges catchment and Bay management and other Action Plan priorities.
- MTB project support.
- Irapuna/Bay of Fires Community Weekend on 13-15 July with community partners and Wildcare/PWS.

Environmental Health

No report was available.

Immunisations

The *Public Health Act 1997* requires that Councils offer immunisations against a number of diseases. The following table provides details of the rate of immunisations provided by Council through its school immunisation program.

MONTH	2016/2017		2017/2018	
	Persons	Vaccinations	Persons	Vaccinations
July - December	45	56	123	123
January - June	130	195	128	174
TOTAL	175	251	251	297

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

Environment – To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do.

Strategy

- Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.
- Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.

LEGISLATION & POLICIES:

Not applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

INFORMATION

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
118-2018	Stieglitz	Construction of Amenities Block	S58	23	23
086-2018	St Helens	COU Shed to Remove Extension & Additions, Deck & New Shed	S57	41	40
127-2018	Stieglitz	Dwelling & Garage	NPR	6	6
133-2018	Stieglitz	Shed	S58	5	5
034-2018	Binalong Bay	Dwelling Additions, Shed, Fence, Deck & Pool	S57	122	39
087-2018	Ansons Bay	Amenities Block & Boat Shed	S57	70	39
115-2018	Binalong Bay	Extension to Deck & Pool	S58	37	15
117-2018	Beaumaris	Demolition of Existing & Construction of New Shed	S57	37	29
093-2018	St Marys	Dwelling, Shipping Container & Relocation of Onsite Studio	S57	43	37
142-2018	Stieglitz	Deck	S58	7	7
223-2017	Mathinna	Dwelling & Shed	S57	197	27
046-2017 AMEND	St Helens	Minor Amendment To	S56	16	16
067-2018	St Helens	Shed	S57	82	82
116-2018`	Beaumaris	Dwelling & Shed	S57	45	45
120-2018	St Helens	Demolition of Shed & New Shed	S57	37	37
032-2018	Binalong Bay	COU - Visitor Accommodation	S58	3	3
036-2018	Binalong Bay	COU - Visitor Accommodation	S58	98	6
224-2017	St Helens	COU - Naval Museum	S57	209	33
061-2018	Seymour	Dwelling, Carport & Shed	S57	38	37

INFORMATION

Building Services Approvals Report

June 2018

No.	BA No.	Town	Development	Value
1	2016 / 00173	Goulds Country	New Telecommunications Tower	\$250,000.00
2	2018 / 00131	St Helens	New Solar Panels (10KW) (38 panels)	\$5,000.00
3	2017 / 00183	Falmouth	New Dwelling & Shed	\$200,000.00
4	2017 / 00009	Stieglitz	New Garage & Carport	\$27,400.00
5	2017 / 00103 - RE-ASSESS	Falmouth	Refurbishment, alterations & additions (Reassessment)	\$0.00
6	2018 / 00083	St Helens	New Dwelling	\$210,000.00
7	2018 / 00001	St Helens	New Dwelling	\$205,000.00
8	2018 / 00110	Scamander	New Ablution Block	\$40,000.00
9	2014 / 00181 - AMEND	St Helens	New, Alterations & Additions (Kiosk Fit out)	\$40,000.00
10	2018 / 00004	St Helens	New Dwelling	\$178,500.00
11	2017 / 00190	Binalong Bay	New Dwelling, Boat Shed & Deck	\$586,414.00
12	2018 / 00049	Scamander	New Dwelling	\$120,000.00
13	2018 / 00116	Beaumaris	New Dwelling & Shed	\$420,000.00
14	2017 / 00212	St Helens	New Telecommunications Tower	\$150,000.00
ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE			2016/2017	2017/2018
			\$15,209,923.00	\$34,562,462.00
ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH		MONTH	2017	2018
		June	\$399,972.00	\$2,432,314.00
NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE		MONTH	2016/2017	2017/2018
		June	160	139

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Jake Ihnen, Building Services Coordinator
FILE REFERENCE	004\005\006\
ASSOCIATED REPORTS AND DOCUMENTS	Letter and Elevation Plan provided by the St Helens-St Marys RSL Sub-Branch Inc

OFFICER'S RECOMMENDATION:

That Council provide in-principle support to progress funding for the installation of a painted Mural to the South Facing Elevation/Wall of the Portland Hall.

INTRODUCTION:

The Break O Day Council have received correspondence from the St Helens-St Marys RSL Sub-Branch Inc seeking in-principle support to install a Mural to the Southern Wall of the Portland Hall, St Helens.

PREVIOUS COUNCIL CONSIDERATION:

Previous July Council Workshop discussion.

OFFICER'S REPORT:

The Break O Day Council has received correspondence from the St Helens-St Marys RSL Sub-Branch Incl. seeking in-principle support to install a Mural to the Southern Wall of the Portland Hall, St Helens. The attached correspondence provides a summary of the intent in relation to the proposal Mural.

Council officers have considered the request and the proposal will provide a feature and focal point for visitors to St. Helens. The considerations are:

1. **Ongoing maintenance and up-keep** - This has been confirmed with the RSL-Sub Branch that they accept future responsibility and maintenance of the mural.
2. **Future planning for additions improvements to the southern side of the facility** – This has been considered and there are no proposed additions under councils 4-year capital forecast to the southern side of the building.
3. **Potential Planning Approvals** – This will be confirmed on receipt of the final design.
4. **Vandalism** – It has been confirmed that the use of vandal resistant finish to allow removal of graffiti has been included in the quotation (see attached).

The proponent has provided confirmation that the grant funding will be obtained for the entire cost estimated at \$18,000 which includes scaffolding, materials, labour etc.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors

Strategies

Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.

BUDGET AND FINANCIAL IMPLICATIONS:

Operational Costings:

Preventative Maintenance: \$100 p/a.

Capital Cost:

The proponent has provided confirmation that grant funding will be obtained for the entire cost estimated at \$18,000 which includes scaffolding, materials, labour etc.

VOTING REQUIREMENTS:

Simple Majority.



ST HELENS-ST MARYS RSL SUB BRANCH INC

The Price of Liberty is Eternal Vigilance

President: Mr Gary Graham

Phone: 63725727 email: gazz045@gmail.com

Secretary: Mrs Lee Snadden ph 63763061

Postal Address: Gary Graham 64 Scamander Avenue



The Mayor and Councillors
Break o Day Council
St Helens

Dear Councillors

Our Sub Branch believes there may be DVA funds available for a significant project in the St Helens Memorial Park commemorating the WW1 period and we want to run our thoughts past Council. Your approval in principle is necessary before we can proceed any further.

The Project we have started to assemble ideas and costs on is to have a large mural painted on the Southern wall of the Hall

We engaged a professional Mural painter, Mr Sam Fenton to come up with a concept sketch, themes and costs. He has submitted a proposal to us which we believe would enhance the Hall and Park and look attractive from Cecilia Street and the Park itself, he has cleverly worked several themes into the Mural which works around and incorporates the various odd shapes of the building and windows, he calls it "War and Peace"

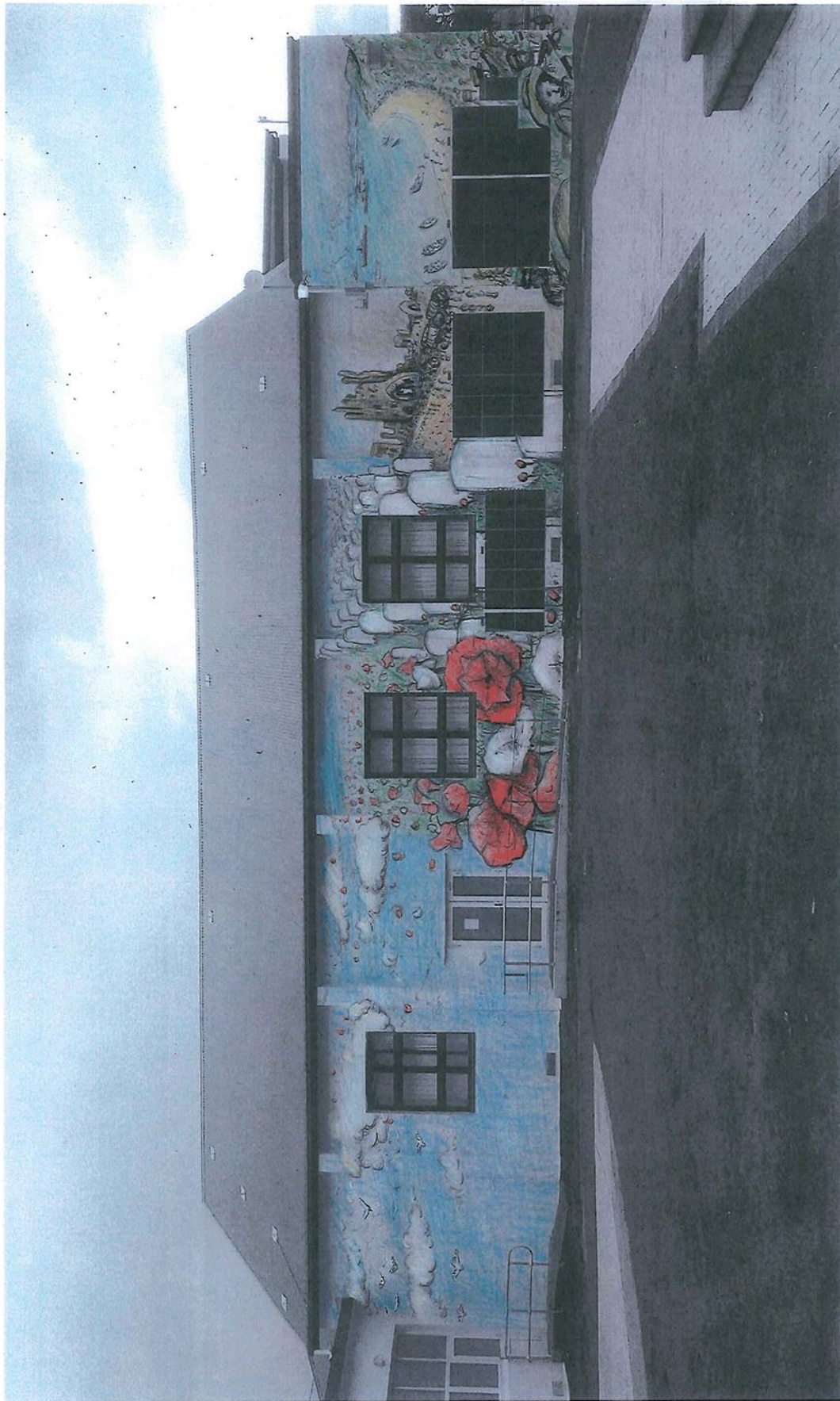
I have enclosed a print of the concept Mural which gives a good idea of what it would look like and would like to meet with Council or management to hear your reaction to the proposal. We would not be seeking any contribution from Council apart from your time to consider it and we have no guarantee that it could happen even if Council approves.

Yours Faithfully
Gary Graham

Enclosed: Concept Drawing in colour

President
St Helens - St Marys RSL Sub Branch Inc.

Lest We Forget



Design for - War (Defence) & Peace (Negotiation) Mural - St Helens RSL - © Stenton 2018

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Infrastructure & Development Services Manager
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Policy No EP10 “On-Street Dining” Minute No 12/14.11.7.355 – Adopted 15 December 2014

OFFICER’S RECOMMENDATION:

That Policy EP10 On-Street Dining, as amended is adopted.

INTRODUCTION:

Council has a schedule for regular review of policies with this policy now due for revision.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 15 December 2014 – Minute No 12/14.11.7.355.

The policy amendments were discussed at the July 2018 Workshop.

OFFICER’S REPORT:

This Policy has not been reviewed since its adoption on 15 December 2014.

Minor amendments to the policy are recommended that link the Policy with the Break O’Day Council Interim Planning Scheme.

The Policy will require updating prior to the next scheduled review by the Council in 2021 to coincide with the future release of the Tasmanian Planning Scheme.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017- 2027

Goal

Economy - To foster innovation and develop vibrant and growing local economies which offer opportunities for employment and development of businesses across a range of industry sectors.

Strategies

- Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses’ to live and work in BOD.
- Support and encourage innovation and growth in the economy through local leadership, infrastructure provision; support services and customer focussed service delivery.

Key Focus Area

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

LEGISLATION & POLICIES:

Local Government (Highways) Act 1982.

Local Government Act (1993).

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO EP10 ON STREET DINING

DEPARTMENT:	Development Services
RESPONSIBLE OFFICER:	Manager Infrastructure & Development Services
LINK TO STRATEGIC PLAN:	Ensure sustainable management of natural and built resources is respectful to our unique location
STATUTORY AUTHORITY:	Local Government (Highways) Act 1982 Local Government Act (1993)
OBJECTIVE:	To establish a framework that encourages appropriate on street dining and manages impact on the use of footpaths as access corridors
POLICY INFORMATION:	Adopted 15 December 2014 – Minute No 12/14.11.7.355

POLICY

1. SCOPE

This policy applies to townships and shopping precincts within the Break O' Day Council municipality.

2. POLICY

In accordance with the controls set out in Section 21 of the Local Government (Highways) Act 1982 Council will support street dining in any urban area where there is an adequate and properly formed footpath and roadway adjacent to the premises making an application for a permit subject to the following:-

2.1 Method of Control

- (a) Street dining is to be controlled by the issue of Council Outdoor Dining Permit (Permit) that applies to street dining on the pavement area immediately outside the food premises.
- (b) Permits will only be issued to food premises that are registered by Council's Environmental Health Officer and which comply with the Tasmanian Food Act 2003.
- (c) Permits will specify the conditions of use outlined by this policy.
- (d) Permits may be cancelled if policy requirements are not complied with, following due warning for non-compliance.
- (e) Notwithstanding the fact that policy guidelines can be satisfied, Council is under no obligation to issue a Permit and each Permit is issued solely at Council's discretion.
- (f) Permits will be issued or renewed annually from 1st July.

2.2 Outdoor Dining Permits

Council will issue successful applicants with an Outdoor Dining Permit that will be from the date of issue to 30 June. No fee will be charged by Council. The applicant will be responsible for applying to renew the Permit on an annual basis.

2.3 Indemnity

Permit holders are to hold a public and products liability insurance cover extending over the area designated for street dining. Council is to be named on the policy and cover must be to a minimum value of \$5 million.

A certificate of insurance must be produced which covers the term of the Permit proposed, and must not be cancelled during the duration of the Permit.

2.4 Operational Requirements

- (a) All equipment, furniture and signs must be removed at cessation of each days trading by the Permit holder including screens and support posts. Footpath sockets must be plugged.
- (b) Umbrellas must be removed or lowered if weather renders them potentially unsafe.
- (c) The Permit holder must maintain dining furniture in a clean condition and comply with the requirements of Council's Environmental Health Officer.
- (d) The Permit holder must maintain all areas of encroachment, and adjacent areas, in a clean and sanitary manner including, but not limited to: emptying waste bins; washing pavements on a daily basis; promptly cleaning/washing away any liquid, food, debris, broken glass or waste from the area resulting from the activity.
- (e) The Permit Holder shall not dispose of table waste into existing street litter bins.

2.5 Health and Other Regulations

Any other permits required by law must be obtained by the permit holder, and any other Council regulations must be complied with.

2.6 Guidelines for Placement of Street Dining Furniture

- (a) Street dining is permitted in two zones:-
 - Shopfront Zone: parallel strip abutting and running the length of the shopfront
 - Kerb Zone: parallel strip running the length of the shopfront, 900mm back from the kerb.

A minimum clear width of 1.7m for pedestrians shall be maintained at all times between the two zones.

Street dining may be allowed to within 600mm of a kerb where no parking occurs. Where parking occurs, a width of 1.2m shall be maintained every 6m to allow access from parked vehicles to the footpath. Where street crossing points occur a 2m wide unobstructed access is to be maintained.

- (b) No encroachment is allowed beyond the side boundaries of any property.
- (c) No furniture is to be placed within 1m of any street furniture or street tree.
- (d) The permit holder is responsible for maintaining the required clearances at all times.
- (e) Outdoor dining is not permitted adjacent to disabled parking bays, loading zones, bus stops or taxi ranks.
- (f) Notwithstanding the above, where clearances specified cannot be achieved, Council may allow the placement of dining furniture if the applicant can demonstrate to Council's satisfaction that it will not cause danger or obstruction to footpath users.

2.7 Furniture Design Parameters

(a) (i) Tables and Chairs

Tables and chairs to be strongly constructed and designed for a public environment.

(ii) Screens

Screens defining the outer dining areas to be based on removable posts, set in sockets installed by Council at the applicant's cost or secured to the satisfaction of Council. Posts and screen frames to be colour compatible with street furniture. Screen material to be durable vinyl or other approved material, colour compatible with frames and other street furniture.

(iii) Umbrellas

Umbrellas to be of durable construction, designed for a public environment and set in suitably designed and weighted bases capable of securing an umbrella in strong/gusty wind-conditions.

- (b) Advertising logo or signs are not permitted on tables. However, logos only, may be permitted on umbrellas, screens and chair backs.
- (c) Special furniture or furniture not complying with guidelines may be submitted for consideration.

2.8 Guidelines for Portable Pavement Signs

Signage shall comply with the purpose, application, definition and standards of the Break O'Day Interim Planning Scheme 2013, section E15 'Signs Code'.

Portable signs shall meet the signage standards described in Section E15.3 and E15.4.2 as they apply for:

- All portable signs
- "A"-frame and "T" signs
- Seasonal Produce Signs
- Menu Board signs.



2.9 Application Process

- (a) An applicant is required to submit the following:-
 - i. A written application together with a plan to a suitable scale showing the size, the number of tables and chairs, screens and other furniture proposed including photographs or other illustrations.
 - ii. A copy of public liability insurance showing indemnity in favour of the Council
- (b) When all information has been received Council will decide within fourteen days whether to issue a Permit. In the event of approval, the applicant will have to meet all the requirements of the Permit before commencement of street dining. Where an application is refused, Council will provide grounds for refusal.
- (c) In the event of an application being refused the applicant has the right to appeal within twenty one days, to the General Manager for a review of the decision.

3. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	002\012\001\
ASSOCIATED REPORTS AND DOCUMENTS	LGAT State Budget Fact Sheet

OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various issues which are being dealt with by the General Manager and with other Council Officers where required.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report – Council consideration at previous meetings.

OFFICER'S REPORT:**OUTSTANDING REPORTS:**

Motion Number	Meeting Date	Council Decision	Comments
04/16.16.6.104	18 April 2016	<ol style="list-style-type: none"> 1. That Council's existing software systems be expanded to include Corporate Management software and Asset Management software which meets the current and foreseeable future needs of the organisation. 2. Further investigation be undertaken to identify the most cost effective IT solutions to meet Council's requirements. 3. Council consider appropriate funding to meet this need. 	<p>Planning/reporting software has been installed and is being used.</p> <p>Asset management software is a priority for the Shared Services project but an interim option is being considered for the shorter term.</p>

Motion Number	Meeting Date	Council Decision	Comments
04/18.16.4.102	16 April 2018	<p>1. Pursuant to section 14 of the <i>Local Government (Highways) Act 1982</i> (the Act), for the Council to discuss and consider the closure of the following assets for the public benefit due to “lack of use”.</p> <p>(i) The closure of Bridge 3462 over the George River providing current access to Yosts Flat.</p> <p>(ii) The closure of Grimstones Road from chainage 910m to end of road at chainage 4,680m.</p> <p>resolves that the part of Grimstones Road, Goshen as marked on the plan annexed and marked “A” should be closed to all traffic for the public benefit.</p> <p>2. Council delegates its functions and powers pursuant to section 14(1)(b) of the Act to the General Manager and authorises the General Manager to take such steps as may be necessary to comply with each of the requirements of that section in relation to the closure of Bridge 3462 over the George River providing current access to Yosts Flat and the closure of Grimstones Road from chainage 910m to end of road at chainage 4,680m.</p>	<p>The original period for public comment closed on Monday 4 June 2018.</p> <p>An objector brought to our attention a spelling error in the advertisement so Officer’s sought advice and it was recommended to readvertise to ensure there is no doubt of anyone being misled. Amended advertising commenced 25 June closing COB 23 July 2018.</p>

COMPLETED

Nil

Meetings & Events Attended:

25.06.18	St Helens	– One Night Stand, Community Champions forum was held which attracted representatives from a number of local communities. Support and willingness to assist and take ownership was great.
27.06.18	St Helens	– Parkside Avenue Closure, participation in a teleconference for the Magistrates Court Administrative Hearing. Involved listening and confirming documentation and Affidavits to the Magistrate.
27.06.18	St Helens	– Break O’Day Chamber of Commerce and Tourism Function.
28.06.18	St Helens	– Parks & Wildlife Services, meeting with Chris Colley (Northern Regional Manager) to discuss a number of ongoing mutual projects/issues including Parkside coastal erosion, Poimena site plan and toilet; Gardens toilet; Coastal Camping Strategy; Binalong Bay foreshore and lagoon; and Dog Management Policy.

28.06.18	St Marys	– St Marys Sports Complex Master Plan, stakeholder group meeting to examine and discuss draft plan for the next stage of future works.
28.06.18	St Helens	– St Helens GP Services, meeting of Council with the CEO and COO of Ochre Health to discuss the resignation of GPs from the practice and plans to address the situation and find a permanent solution.
29.06.18	St Helens	– Northern Tasmania Development Corporation, meeting with Maree Tetlow (Executive Officer). Broad discussion on NTDC and Council projects including the Regional Economic Development Plan, and need for direct communication with Council on NTDC activities.
29.06.18	Launceston	– General Managers Meeting, of the northern region to progress shared services and procurement opportunities; Statewide Planning Scheme regional approach; RSPCA; Local Govt Act Review; and NTDC.
02.07.18	St Helens	– Council Workshop.
04.07.18	St Helens	– One Night Stand – Business Community Session.
09.07.18	St Marys	– One Night Stand – Business Community Session.
11.07.18	Scamander	– One Night Stand – Business Community Session.

Meetings & Events Not Yet Attended:

12.07.18	Bicheno	– LGAT East Coast Candidate Forum.
16.07.18	St Helens	– Council Meeting.

General – regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with community members and organisations included Brett Woolcott, John & Jill Breen, Tony Gardner (St Helens Croquet Club).

Brief Updates:

Parkside Avenue Closure

The process through the Magistrates Court is now complete and the Magistrate has agreed to the partial closure of Parkside Avenue based on the Deeds of Consent which were agreed. We will now progress with the implementation of the Deeds with a focus on the Parkside Avenue works. The decision has been communicated to objectors and we will provide regular updates to them and work directly with those where works relate to their property. Other identified works will now progress through the investigations and design phases with a focus on St Helens Point Road and the adjacent coastal area to address coastal erosion and establish a walking/bike path linkage between Talbot street jetty and O’Connors beach.

Northern Region Shared Services

As part of the shared services project with northern Councils we have been looking at opportunities to drive cost savings through regional procurement processes. The KPMG report highlighted legal services as one opportunity and a brief has been developed for the provision of legal services to participating Councils in the northern region. It will provide Council with a clear indication of rates we should be paying for service provision. Tenders are going to be advertised this weekend in the Examiner and Mercury

LGAT General Meeting

The next General Meeting of LGAT is occurring in conjunction with the AGM in late July. Council has submitted a number of motions for discussion in line with previous Council discussions. A copy of the Agenda has been forwarded to Councillors to provide an opportunity for Councillors to discuss any of the motions on the Agenda with Council's representatives who will be attending this year, Mayor Tucker, Cllrs Osborne and LeFevre.

Local Government Act Review

The State Government have announced that there will be a major review of the Local Government Act during the current term of the Government. In announcing the review the Minister stated *"The scope of the review will be broad, and will ensure that a contemporary framework for local government will:*

- Support greater innovation, flexibility and productivity in the sector, to improve the overall efficiency and effectiveness of the services that councils provide to the Tasmanian community;*
- Minimise the red tape burden on Councils, business and the broader community; and*
- Enhance accountability and transparency across the sector;"*

It is pleasing to see that a more strategic approach is being taken to the Act rather than the adhoc ongoing reactive amendments.

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
St Columba Falls Road, Pyengana	Affixing Common Seal	Adhesion Order	Number 12 – Miscellaneous Powers and Functions to the General Manager
Binalong Bay Road, St Helens	Affixing Common Seal	Amend Sealed Plan	Number 12 – Miscellaneous Powers and Functions to the General Manager

General Manager's Signature Used Under Delegation for Development Services:

04.06.2018	337 Certificate	4/1 Vince Lane, Binalong Bay	3526796
04.06.2018	337 Certificate	19 Sunbeam Crescent, Beaumaris	2123653
05.06.2018	337 Certificate	70 Terry Hills Road, Goshen	2614110
06.06.2018	337 Certificate	25495 Tasman Highway, Goshen	7097749
06.06.2018	337 Certificate	31 Falmouth Street, St Helens	1489100
08.06.2018	337 Certificate	1026 Upper Esk Road, Mathinna	2162249
08.06.2018	337 Certificate	157-165 Scamander Avenue, Scamander	3243227
08.06.2018	337 Certificate	39 MacQuarie Street, Seymour	2190223
08.06.2018	337 Certificate	26 Grant Street, Fingal	6410983
08.06.2018	337 Certificate	19 Cameron Street, St Helens	6793267
08.06.2018	337 Certificate	9 Hodge Court, Stieglitz	6784707
08.06.2018	337 Certificate	9 Stewart Court, St Helens	2997879
08.06.2018	337 Certificate	7381 Esk Main Road, St Marys	2722429

08.06.2018	337 Certificate	8 Cobroga Drive, St Helens	6781178
12.06.2018	337 Certificate	8 MacMichael Terrace, St Helens	6794454
14.06.2018	337 Certificate	18 Kismet Place, St Helens	7386217
15.06.2018	337 Certificate	205 Upper Scamander Road, Upper Scamander	6409915
15.06.2018	337 Certificate	7 Osprey Drive, Stieglitz	7221068
15.06.2018	337 Certificate	28018 Tasman Highway, Pyengana	1497338
18.06.2018	337 Certificate	9 Sunrise Court, Scamander	3091075
18.06.2018	337 Certificate	2 Coffey Drive, Binalong Bay	6809345
19.06.2018	337 Certificate	20 Halcyon Grove, St Helens	6780562
19.06.2018	337 Certificate	12 Mimosa Street, St Helens	6781717
19.06.2018	337 Certificate	27 Kiama Parade, Akaroa	2242193
19.06.2018	337 Certificate	2/84 Tully Street, St Helens	2206248
19.06.2018	337 Certificate	1 Sunnybank Close, St Helens	3195616
19.06.2018	337 Certificate	38 Medeas Cove Esplanade, St Helens	6794809
20.06.2018	337 Certificate	10 View Street, St Helens	7827940
20.06.2018	337 Certificate	87 Scamander Avenue, Scamander	6784096
20.06.2018	337 Certificate	9 Heather Place., St Helens	2566665
20.06.2018	337 Certificate	269 Tasman Highway, Beaumaris	2623260
20.06.2018	337 Certificate	2/28 Tully Street, St Helens	2645144
20.06.2018	337 Certificate	490 German Town Road, St Marys	2593954
27.06.2018	337 Certificate	325 Binalong Bay Road, St Helens	7156382
27.06.2018	337 Certificate	Seymour Street, Fingal	7349694
27.06.2018	337 Certificate	207 Tasman Highway, Beaumaris	6791376
28.06.2018	337 Certificate	336 Gardens Road, Binalong Bay	6807665
28.06.2018	337 Certificate	30 Winifred Drive, Scamander	3059104
28.06.2018	337 Certificate	Lot 1 Claytons Road, Mathinna	2283163
28.06.2018	337 Certificate	20 Cleland Drive, St Helens	7818657
28.06.2018	337 Certificate	5 Nautilus Place, St Helens	2537530
29.06.2018	337 Certificate	109 High Street, Mathinna	3126303
29.06.2018	337 Certificate	221 Tasman Highway, Beaumaris	7148032
29.06.2018	337 Certificate	455 Gardiners Creek Road, St Marys	2618234
29.06.2018	337 Certificate	1/32 Cameron Street, St Helens	2742366

Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded to
28 May 2018	Bridge 4650 Replacement Design & Construction	Contract awarded to Bridge Pro Engineering.
2 July 2018	Parnella Stormwater Stage 2 – Catchment 4	Currently being assessed.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

Services - To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategy

- Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.
- Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.



State Budget Fact Sheet

General overview and economic outlook

The Tasmanian economy is continuing to perform strongly, supporting this with an expected 3.5 per cent growth for 2017-18, followed by 2.25 per cent growth expected for 2018-19. This is in comparison with national economic growth of 3 per cent expected for 2018-19 and global economic growth of 3.8 per cent estimated for 2017 and 3.9 per cent expected in 2018 (estimated by the International Monetary Fund).

Business confidence is reported as high and business investment continues to recover. Employment over 2017-18 is expected to grow by 2.25 per cent, followed by much more modest growth in 2018-19. Unemployment is expected to remain around current levels at 6 per cent for 2017-18 and beyond.

The budget papers indicate a forecast surplus of \$161.9 million is expected for 2018-19, and the Forward Estimates suggest surpluses of over \$100 million for each year of the forecast period. Net Cash and Investments were budgeted to be \$451 million for 2017-18, but estimates indicate an outcome of over \$620 million for the end of June, with \$329 million budgeted for 2018-19.

Annual growth in spending through to 2021-22 is estimated to be around 1.7%, whilst annual growth in revenues over the same period is forecast to be 2.2%.

Key Facts

The expected surplus for 2017-18 of \$75.3 million exceeds the \$54.3 million budgeted

For 2018-19 financial year:

- Total revenue: \$6.2 billion
- Total spending \$6.1 billion
- GST revenue: \$2.5 billion
- Forecast Revenue Growth of 2.1%
- Total Health Spending: \$1.81 billion
- Total Education Spending: \$1.60 billion
- Total Public Order and Safety spending: \$0.59 billion
- Total Infrastructure spending: \$2.6 billion
- Annual revenue growth: 3.0%
- Annual spending growth: 1.6%

Key Expenditure Initiatives/Highlights

Infrastructure Investment

Over the 2018-19 Budget and Forward Estimates period¹ to 2022, the Government will invest a record \$2.6 billion in community infrastructure projects. This figure includes Australian Government co-funding and consists of:

- Roads and bridges (\$1.1 billion);
- Hospitals and health (\$475.6 million);
- Human services and housing (\$205.3 million);
- Schools and education (\$192.2 million);
- Law and order (\$169.7 million);
- Tourism, recreation and culture (\$142.2 million);
- ICT to support service delivery (\$54.2 million); and
- Other infrastructure (\$21 million).

To manage the infrastructure investment the Government will:

- Develop a 30-year Infrastructure Strategy;
- Deliver a 10-year Infrastructure Pipeline of major projects; and
- Establish a construction industry roundtable to ensure that the commercial sector, along with local government, work collaboratively with the State Government to maximise the opportunity and to deliver the investment efficiently and effectively.

Infrastructure Projects of Interest to Local Government

The following infrastructure projects of the 2018-19 financial year will be of interest to councils:

- Roads Program Expenditure: \$316.7 million, major projects including:
 - Midland Highway: \$100.2 million;
 - Infrastructure Maintenance: \$69.9 million;
 - Hobart Airport Interchange: \$25 million;
 - State Road Upgrades - Southern Region: \$11.8 million;
 - Roads of Strategic Importance: \$10 million;
 - Roads Package to Support Tasmania's Visitor Economy: \$7.2 million; and
 - Greater Hobart Traffic Vision: \$3.3 million.
- \$20 million per annum contributions over ten years to TasWater to implement an accelerated infrastructure investment program;
- \$4 million for Improved Statewide Visitor Infrastructure;
- \$1.5 million to repair Parks infrastructure damaged in the June 2016 Floods;
- \$4 million for Burnie and Glenorchy Ambulance Stations;
- \$2.5 million redevelopment of the Midlands Multipurpose Centre at Oatlands, including two more paramedics, and building renovations;
- \$10.5 million for stage two of the King Island Hospital redevelopment;
- \$5.2 million for Kingston Health Centre;
- \$5.5 million for Launceston General Hospital (various upgrades and redevelopment);

¹ Budget and Forward Estimates Period includes the Budget period 2018-19 financial year, plus the Forward Estimates period of 2019-20, 2020-21, and 2021-22 financial years.

- \$142.9 for the Royal Hobart Hospital Redevelopment;
- \$7.8 million for St Helens Hospital Redevelopment;
- \$0.5 million for Sorell Emergency Services Hub; and
- \$10 million over 3 years for new multi-purpose indoor sports facility in Glenorchy.

Other items of interest to Local Government

Planning - iplan Stage Two has received \$1.4 million over the next 2 years to 2020, but no additional funding for planning (Tasmanian Planning Commission or Planning Policy Unit).

Waste:

- The Government is proposing a partnership between the EPA, Community Corrections and Local Government to mobilise offenders on Community Service Orders to assist in the removal of rubbish in parks, reserves and public spaces;
- The *Litter Act 2007* will introduce a new category of offence for more significant cases of dumping; and
- There is \$100,000 provided for a new online application for reporting illegal rubbish disposal.

Other expenditure in the forward estimates (2019 – 2022) includes:

- \$802 million to Roads Program expenditure, including \$121 million for the Bridgewater Bridge;
- \$100 million for the Affordable Housing Strategy II;
- \$96.1 million for the construction of new schools;
- \$16 million for improved statewide visitor infrastructure
- \$12 million to support additional tourism marketing;
- \$9 million to support the next iconic walk;
- \$4 million to establish an Event Attraction Fund;
- \$79.3 million for a new Southern Remand Centre;
- \$45 million towards the cost of a new Northern Prison;
- \$8 million for an upgraded Burnie Court Complex.
- \$11.6 million for Regional and Community Election Commitments;
- \$10 million for a southern Tasmania indoor multi-sports facility;
- \$8 million to undertake a maintenance boost in our parks and reserves;
- \$2.2 million to improve boat and trailer parking for recreational fishing.
- \$80 million to keep water and sewerage prices lower and accelerate the investment in infrastructure;
- \$51 million for the Cradle Mountain Experience (including Australian Government contribution);

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	018\019\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

For discussion.

INTRODUCTION:

In the lead up to the Tasmanian State Election, Council gave consideration as to what it saw as being priorities it would lobby for. With a Federal Election rapidly approaching it is timely to review those priorities to see how they could be translated into the Federal context. The next federal election must be held between 4 August 2018 and 18 May 2019.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 2 July 2018.

OFFICER'S REPORT:

The timing of the next Federal election is the subject of speculation and the forthcoming By-elections in late July 2018 along with disruption within major parties are seen as potentially influencing the timing. If the Government has a good result in these elections it may provide them with the necessary confidence to move early. Also impacting on the timing are State Elections which are going to be held during this period. The Victorian election is on 24 November 2018 and NSW election is on 23 March 2019.

Council has previously considered priorities for lobbying activities as part of the lead up to the State Election campaign and this is used as a starting point for discussion, where progress has been made this is identified:

- St Helens Foreshore/Georges Bay Walkways.
- St Marys Flood mitigation activities.
- St Marys Art Precinct.
- Allied health services (holistically) which includes mental health services.
- Disability supported accommodation facility.
- Hydrotherapy pool.
- Fingal- St Marys Rail Trail.

- ~~Mountain bike trails—Blue Tier and St Helens areas—~~ (Funding secured).
- ~~St Helens Hospital replacement—~~ (Funding secured, State issue).
- ~~Tasman Highway Upgrading program—~~ (Partial funding secured, State issue).
- ~~Adequate Parks and Wildlife funding for roads/trails access (such as Douglas Apsley, South Sister, St Patricks Head).~~
- ~~Georges Bay Marine Infrastructure—~~ (Funding secured, State issue).

Other potential activities for consideration include:

Item	Project
Old Tasmanian Hotel	Restoration works on the 1 st Floor to provide additional space for community activities.
St Marys Community Space	Development of the space for youth and community activities, potentially including a pump track in the vicinity.
Multi-purpose Stadium – Stage 3	Complete visual screen project, Installation of staging, sound and acoustics. Partially quantified and can easily be brought to a ‘shovel ready’ project.
St Helens – Pelican Point and Barway Marine Infrastructure Project	Secured State Government funding of \$2.1million. Ideally another \$2million would be beneficial.

Following discussion with Councillors, the following priorities have been identified:

1. St Helens Foreshore/Georges Bay Walkways.
2. St Marys Flood Mitigation Works.
3. Georges Bay Barway Infrastructure Project.
4. Lower Georges Riverworks Investigations & Planning.
5. Old Tasmanian Hotel Renovations.

From a sectoral perspective, ALGA have identified a number of priorities at the Federal level which form the basis of their lobbying activities. LGAT will seek to mirror some key priorities that have been identified at the national level. These include:

- Seeking to repair funding assistance to LG by restoring the quantum of the Financial Assistance Grants to at least 1 percent of Commonwealth Taxation Revenue with additional funding for priority partners programs (eg Roads to Recovery, Bridges to Renewal).
- \$200M per annum over 5 years for Local Government Higher Productivity Investment Plan to help realise the productive potential of Australia’s freight routes.
- Increased funding for R2R and making Bridges to Renewal funding permanent
- \$300 per annum over four years for a Local Government Community Infrastructure Program
- \$200 million per annum over four years for targeted mitigation program and ensuring councils no worse off under reforms of NDRRA
- \$200 million over four years for LG climate change fund (eg to reduce emissions)
- \$100 million over four years in LG place-based preventative health and activity programs.
- \$100 million per annum smart communities program (to build on smart cities)
- \$100 million over four years for Digital Local Government and Rural/Regional Telecommunication program

It is also likely there will be something around waste and possibly housing affordability in the ALGA documents.

LEGISLATION/STRATEGIC PLAN & POLICIES

Strategic Plan 2017 – 2027

Goal

Environment - To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do.

Strategies:

- Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.
- Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.(For example flood and fire.)

Key Focus Area

Water - Develop and implement strategies and activities to improve water quality and health within our rivers, estuaries and coastal areas and reduce the risks from flooding, inundation and erosion.

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategies:

- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- Develop and maintain infrastructure assets in line with affordable long-term strategies.

Key Focus Area

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

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.

BUDGET AND FINANCIAL IMPLICATIONS:

Funding requests relate to Federal Government sources. Co-funding from Break O'Day Council and other sources yet to be quantified and dependent on extent of commitments.

VOTING REQUIREMENTS

Simple Majority.

07/18.16.3 Select Committee on the Short Stay Accommodation Industry in Tasmania

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	039\002\008\
ASSOCIATED REPORTS AND DOCUMENTS	Information Sheet – New Visitor Accommodation Use

OFFICER'S RECOMMENDATION:

That Council provide a submission to the Select Committee in relation to the impact of short stay accommodation in the Break O'Day area.

INTRODUCTION:

On Tuesday 22 May the Legislative Council resolved that a Select Committee be appointed to inquire into and report upon the short stay accommodation industry in Tasmania. The Local Government Association of Tasmania (LGAT) have provided information to Local Government to ensure they have the opportunity to respond to the Select Committee.

PREVIOUS COUNCIL CONSIDERATION:

Previous July Council Workshop discussion.

OFFICER'S REPORT:

The Select Committee was appointed to inquire into and report upon the short stay accommodation industry in Tasmania, with particular reference to:

1. The growth of short stay accommodation in Tasmania and the changing character of the market including recent trends in online letting of short stay accommodation;
2. The impact of short stay accommodation on the residential housing sector;
3. The impact of short stay accommodation on the tourism sector;
4. Regulatory issues including customer safety, land use planning, neighbourhood amenity and licensing conditions compared to other jurisdictions in Australia and worldwide; and
5. Any other matter incidental thereto.

LGAT will be providing a sectoral submission, so any feedback Council wishes to provide will need to be forwarded by Friday 27 July to enable this to be collated and forwarded to LGAT as they have requested that feedback be provided by Friday 3 August.

The following information has been provided as background by Council's Building Services Coordinator for your information:

The growth in Change of Use (COU) Applications for Dwellings to Short term accommodation has been massive, our application for COU under planning legislation has at least tripled.

Of those applications received for short term accommodation, 95% of applications involve the entire dwelling which requires a Planning Permit. This assessment process is simplified and only gives consideration to matters like car parking, waste water and 'use'.

As a result of advice from Consumer Building and Occupational Licencing (State Government Regulator of the Building Act 2016) to date is that a 'Change of Use' or new 'Occupancy Permit' is not required under the Building Act under the new legislation introduced by parliament (see attached). Instead Council is provided with a 'Self-Assessment Form' and Inherently we now have pre-existing dwellings constructed prior to 1994 which were not subject to stringent safety requirements that are in place today such as construction requirements in bushfire prone areas including evacuation plans, unsafe handrails/balustrades to decks and staircases, hardwired smoke alarms etc.

Investment Properties over 300m² of floor area or more than four (4) bookable rooms for short term accommodation do require a change in classification under the Building Act 2016 and this requires very onerous requirements such as access for persons with a disability to and within the entire dwelling (usually impossible), bushfire requirements, smoke alarms, design by a licensed building designer etc.

The following comments have been received from Councillors or have been noted during discussions:

1. Increase in average weekly rental prices for the lower end of the market has been substantial (the extent of the increase needs to be confirmed/quantified through Real Estate Agents).
2. Vacancy rates for rental properties are extremely low or there are not any (trend needs to be quantified with Real Estate Agents).
3. Unemployed and people working casual and low hour jobs are being forced to leave their jobs and move to an area where it is easier to find affordable accommodation and employment.
4. Sale of Housing Tasmania properties in the Break O'Day area over the last five (5) years equates to:
 - Fingal – 3 houses
 - St Marys – 3 houses
 - St Helens – 3 houses
 - St Helens – block of units
5. Focus of the State Government on Hobart and no 'real' recognition of the impact in regional and remote communities.
6. Impact on ageing population and their capacity to pay.
7. The slowing approval rate for new home construction.
8. Short stay accommodation has met a gap due to lack of commercial investment in new accommodation.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

Infrastructure – To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategies

Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.

Goal

Environment - To balance our use of the natural environment to ensure that it is available for future generations to enjoy as we do.

Strategies

Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.

Goal

To have access to quality services that are responsive to the changing needs of the community and lead to improved health, education and employment outcomes.

Strategies

Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

Nil.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

No financial implications to Council in providing a response to the Select Committee on this matter.

VOTING REQUIREMENTS:

Simple Majority.

VISITOR ACCOMMODATION USE IN A HOME OR DWELLING

Information Sheet – 1 July 2017

NEW VISITOR ACCOMMODATION USE

If you plan to use your existing home, shack or investment property for visitor accommodation, you need to be aware of the Government's reforms to planning and building requirements, supported by simpler processes, which take effect Statewide from 1 July 2017.

Planning and building requirements will vary depending on how you plan to use your property.

A summary of the new arrangements is outlined in the table below. The new arrangements only relate to the use of an existing property where no development is involved.

Type of property	Homes used by their owner or occupier as their main place of residence	Investment properties, shacks, or other existing buildings up to 300m ²	New buildings or existing buildings over 300m ²
Planning Requirements	<p>Exempt from requiring a planning permit if:</p> <ul style="list-style-type: none"> the dwelling is only let while the owner or occupier is on vacation or temporarily absent; or visitors are accommodated in not more than 4 bedrooms in the dwelling. <p>If it does not meet the exemption, a planning permit is required. The use will be 'Permitted' if:</p> <ul style="list-style-type: none"> it is located within a residential zone / activity area; guests are accommodated within an existing building; the building has a gross floor area of not more than 300m²; and all other requirements in the planning scheme are met that are necessary for a 'Permitted' use. 	<p>Planning approval is required. Apply to your local council.</p> <p>Visitor accommodation use is 'Permitted' if:</p> <ul style="list-style-type: none"> located within a residential zone / activity area; guests are accommodation within existing buildings; and the building has a gross floor area of not more than 300m²; and all other requirements in the planning scheme are met that are necessary for a 'Permitted use. 	<p>Planning approval is required. Apply to your local council.</p>

Department of Justice



VISITOR ACCOMMODATION USE IN A HOME OR DWELLING

Type of property	Homes used by their owner or occupier as their main place of residence	Investment properties, shacks, or other existing buildings up to 300m ²	New buildings or existing buildings over 300m ²
Building Requirements	<p>No building permit required, if the home has four or less bookable rooms.</p> <p>A Building Self-assessment Form must be completed if existing dwellings or residential premises are used or intended to be used as visitor accommodation with more than four bookable rooms.</p> <p>Note: if building work is proposed, then building approvals are required. Planning approval may also be required.</p>	<p>A Building Self-assessment Form must be completed if existing dwellings or residential premises are used or intended to be used as visitor accommodation with gross floor area of not more than 300m².</p> <p>Note: if building work is proposed, then building approvals are required. Planning approval may also be required.</p>	<p>Apply to your local council.</p>
What's next?	<p>No further steps are required if exempt from requiring a planning permit.</p> <p>If a planning permit is required, there is a new standard application package, which combines the Planning Permit Application Form with the Building self-assessment Form, to streamline the process.</p> <p>Lodge the standard application package with your local council.</p>	<p>There is a new standard application package, which combines the Planning Permit Application Form with the Building self-assessment Form, to streamline the process.</p> <p>Lodge the standard application package with your local council.</p>	<p>Apply to your local council.</p>
What is involved?	<p>In all cases, check with your insurance company that you have adequate cover etc.</p> <p>If a planning permit is required, complete and sign the standard application package. An application fee of not more than \$250 will apply.</p> <p>Your local council issues a planning permit.</p>	<p>Complete and sign the standard application package. An application fee of not more than \$250 will apply.</p> <p>Your local council issues a planning permit.</p>	<p>Building and planning requirements will be necessary.</p>

EXISTING VISITOR ACCOMMODATION USE

If you currently operate a lawful visitor accommodation use from your home or from another dwelling that you own (i.e. investment property or shack), where you have obtained all relevant planning and building approvals for the use, the Government's reforms to planning and building requirements will not impact you. No further action is necessary.

However, there may be other implications relating to land tax, council rates and electricity tariffs that could potentially affect existing visitor accommodation operators. Please see frequently asked questions below and answers, for further information.

FREQUENTLY ASKED QUESTIONS

Can I renovate or build for visitor accommodation?

Yes, but you must comply with normal planning and building requirements and procedures. Talk to your local council.

The above table applies with regard to the use, not development, of an existing dwelling or residential premises for visitor accommodation. Any proposed building or works will require planning and building approval (unless otherwise exempt).

There are no additional requirements under the *Building Act 2016* for owners or occupiers of a dwelling or residential premises used or intended to be used for short or medium term visitor accommodation, if the property is their main place of residence and has four or less bookable rooms.

However, if building work is required as part of converting the dwelling or residential premises to visitor accommodation then:

- the owner may need to take into account the Access to Premises Standard requirements; and
- if the property is in a bushfire prone area there may be a need to create/review the Bushfire Management Hazard Plan for the property.

I have an apartment. Can I use it for visitor accommodation? Do I need planning or building approval?

Yes, provided you comply with any additional requirements from the body corporate.

The above table applies with regard to the use, not development, of your existing dwelling or building for visitor accommodation. Any proposed building or works will require planning and building approval (unless otherwise exempt).



VISITOR ACCOMMODATION USE IN A HOME OR DWELLING

I have a granny flat. Do I need planning or building approval to use it for visitor accommodation?

Granny flats are considered part of the house (even though they may be under or out the back) of the existing dwelling, if they are connected to the same services as the house.

Therefore, your granny flat may be used for visitor accommodation, in accordance with the arrangements identified in the above table.

The above table applies with regard to the use, not development, of your existing dwelling or building for visitor accommodation. Any proposed building or works will require planning and building approval (unless otherwise exempt).

Do I need insurance?

You should consult with your insurance provider to ensure appropriate coverage.

What is Building Self-assessment? Do I need building approval?

The Building Self-assessment Form can be used to demonstrate minimum building safety standards can be met, but only for circumstances where an owner or occupier plans to use their dwelling or residential premises with more than four bookable rooms, or their investment property or shack that is less than 300m² for visitor accommodation.

If this is the case and the minimum building requirements can be met, building approval is not required. Otherwise, building approval may be required. Talk to your local council.

The Building Self-assessment Form is part of the standard application package that covers both an application for a permitted planning permit and self-assessment declaration that your property meets the minimum building safety standards.

The Building Self-assessment Form sets out the minimum safety standards with respect to an Occupancy Permit, plumbing and essential services.

Will I have to pay land tax?

Land tax implications are separate from the new arrangements for planning and building requirements.

Properties are only exempt from land tax if they are classified as 'principal residence land' or as 'primary production land'.

Where 'principal residence land' is used for purposes other than as the owner's principal residence, land tax may apply.

For further information about land tax, please refer to the State Revenue Office's website at <http://www.sro.tas.gov.au>.

A fact sheet will be available on the website from 1 July 2017.

Will my council rates increase?

The Office of the Valuer General (OVG) provides a Property Classification Code (PCC) to each property, which is applied having regard to the current usage of the property as at date of inspection. This code is divided further to identify different uses with each area.

Local councils utilise OVG data to assess the rates on individual properties based on their individual rating models and rating resolutions.

When local councils approve a change of use for a property to "Visitor Accommodation", they usually request the OVG to undertake a supplementary valuation to review the values and PCC. In the case of a residential property that was changed to Visitor Accommodation, the OVG would in most cases change the PCC from 'RI – House' to a commercial classification 'C52 – Holiday Apartment', if that was the predominant use of the property. The valuation would be reviewed also. These changes are dependent on advice from the local council, when a change of use is approved.

The implication of a change of use from Residential to Visitor Accommodation (entire property, through either the Permitted or Discretionary permit pathway) will trigger reconsideration of the PCC by the OVG. In its determinations, the OVG will reclassify the PCC to the predominant use of the property. A review of the existing value will be undertaken accordingly, which may result in an increase in council rates.

For further information, please contact your local council.

If you believe that your property has been incorrectly valued, please contact the Office of the Valuer General.

Will I have to pay more or less for electricity?

Under the new arrangements, some existing small-scale visitor accommodation providers may find their 'businesses' fall into the exempt category from a planning/building perspective, where they are currently being charged a commercial rate for their electricity. An example may be a B&B that meets the exemption requirements, where the owner or occupier resides in the dwelling as their main place of residence and visitors are accommodated in not more than 4 bedrooms.

Such premises may request to have their residential tariff reinstated from 1 July 2017, by contacting Aurora Energy directly. However, this will be a decision by Aurora Energy, and their acceptance that the dwelling is principally used as a private dwelling.

Aurora Energy customers are assigned to tariff classes on the basis of their "usage and size" and deemed residential where the premises are "used wholly or principally as private residential dwelling(s)".

Aurora Energy will continue to apply the tariff existing at premises until a change is requested by the customer, or unless Aurora Energy is advised of a change by TasNetworks.



VISITOR ACCOMMODATION USE IN A HOME OR DWELLING

For visitor accommodation use in an existing building and not more than 300m², the electricity tariff will still have a residential tariff apply.

If a change of use is reported to Aurora Energy and the electricity costs remain or are anticipated to be below 150 megawatt hours per year, the tariff will be classed as a small business tariff.

For further information, contact Aurora Energy directly on 1300 13 2007, or visit their website at www.auroraenergy.com.au.

Office Use Only
[insert council branding and contact details]
Application no.
Date received:
Fee:
Paid:

Guidance Information

Visitor Accommodation Use in Existing Buildings - Standard Application Package

The Standard Application Package has been approved by the Minister for Planning and Local Government to provide a simple pathway for seeking approval for the use of existing homes or buildings for Visitor Accommodation as prescribed below.

The Standard Application Package comprises a Planning Application Form and a Building Self-assessment Form.

Completed forms must be lodged with the relevant planning/permit authority.

Planning Application Form

The Planning Application Form relates to *Interim Planning Directive No.2 – Exemption and Standards for Visitor Accommodation in Planning Schemes*, issued by the Minister for Planning and Local Government under section 12A(2)(a) of the former provisions of the *Land Use Planning and Approvals Act 1993*, and effective from 1 July 2017.

The Planning Application Form applies to the change of use of an existing building where it is 'Permitted' as set out below:

Planning Scheme	Proposed Use	'Permitted' if:	
Interim planning schemes	Change of use to Visitor Accommodation	Located within the: <ul style="list-style-type: none"> • General Residential Zone • Inner Residential Zone • Low Density Residential Zone • Rural Living Zone • Environmental Living Zone • Village Zone. 	The following applies: <ul style="list-style-type: none"> • guests are accommodated within an existing building; • the building has a gross floor area not more than 300m²; and • all other requirements in the planning scheme are met that are necessary for a 'Permitted' use.
<i>Sullivans Cove Planning Scheme 1996</i>	Change of use to Visitor Accommodation or Bed and Breakfast Establishment	Activity Area 1.0 Inner City Residential (Wapping)	

The Planning Application Form does not apply if:

- the use is exempt from requiring a planning permit, as set out in the table below and in Interim Planning Directive No.2:

i

Planning Scheme	Exempt Qualification	
Interim planning schemes	Visitor Accommodation use in a dwelling (including an ancillary dwelling) if...	(i) the dwelling is used by the owner or occupier as their main place of residence, and only let while the owner or occupier is on vacation or temporarily absent; or (ii) the dwelling is used by the owner or occupier as their main place of residence, and visitors are accommodated in not more than 4 bedrooms.
<i>Flinders Planning Scheme 2000</i>	Visitor Accommodation use in a dwelling unit is exempt from requiring a planning permit, if...	
<i>Sullivans Cove Planning Scheme 1996</i>	Bed and Breakfast Establishment and Visitor Accommodation uses in a dwelling are exempt from requiring a planning permit, if...	

- the use requires a 'discretionary' planning permit under the planning scheme. For example, a change of use to Visitor Accommodation in an existing building greater than 300m², or other planning scheme provisions apply requiring discretionary assessment, such as off-street parking, bushfire planning, heritage, or non-residential use standards in zones (e.g. external lighting requirements).

Applicants should use the standard Council planning application form.

- other uses or if any development (not otherwise exempt) are proposed, in addition to the change of use to Visitor Accommodation.

Applicants should use the standard Council planning application form.

Building Self-assessment Form

The Building Self-assessment Form is mandated under *Director's Determination – Short or Medium Term Visitor Accommodation*, issued by the Director of Building Control under section 20(1)(e) of the *Building Act 2016*, and effective from 1 July 2017.

This Determination applies only to existing dwellings or residential premises where a fee is being charged for the use of short or medium term visitor accommodation.

The Building Self-assessment Form must be completed in the following situations where existing dwellings or residential premises are used or intended to be used as visitor accommodation:

- the dwelling or residential premises is used by the owner or occupier as their main place of residence and it has more than four bookable rooms, or
- the dwelling or residential premises is not used by the owner or occupier and it less than 300m².

The Building Self-assessment Form requires the owner or occupier to declare that the property meets the minimum building standards with respect to an occupancy Permit, plumbing, and essential building services.

There are no requirements under the *Building Act 2016* for owners or occupiers of a dwelling or residential premises used or intended to be used for short or medium term visitor accommodation, if the property is their main place of residence and has four or less bookable rooms.

If building work is required as part of converting the dwelling or residential premises to visitor accommodation:

- the owner may need to take into account the Access to Premises Standard requirements; and
- if the property is in a bushfire prone area there may be a need to create/review the Bushfire Management Hazard Plan for the property.

The Determination and the Building Self-assessment Form apply, irrespective of the planning requirements. The planning and building requirements are mutually exclusive.

ii

**APPLICATION FOR PLANNING PERMIT
CHANGE OF USE OF TO VISITOR ACCOMMODATION**

Section 58 of Land Use Planning and Approvals Act 1993

To: Planning Authority

The Proposal:

(Must tick one)

☐

Interim Planning Schemes:

Change of use to Visitor Accommodation, where guests are accommodated in existing buildings and the gross floor area is not more than 300m²; and the land is within one of the following zones:

- General Residential;
- Inner Residential;
- Low Density Residential;
- Rural Living;
- Environmental Living
- Village.

☐

Sullivans Cove Planning Scheme 1997:

Change of use to Bed and Breakfast Establishment or Visitor Accommodation, where guests are accommodated in existing buildings and the gross floor area is not more than 300m², and the land is within the Activity Area 1.0 Inner City Residential (Wapping).

Description:

Brief description of the proposed change of use, including whether the whole or part of the building(s) are to be used:

Applicant: Who is making the application?

Applicant Name:

Business /

Company Name:

Postal Address:

Phone
No:

Email address:

The Land: Detail address and title particulars of the land for the proposed change of use

Street Address:

Certificate of Title
Reference No.

Describe the way the land is used now:

--

The Owner: Owner's name and address, if land is not in applicant's ownership

(If more than one owner, all names and addresses must be provided)

Owner Name:	<input type="text"/>		
Business / Company Name:	<input type="text"/>		
Postal Address:	<input type="text"/>	Phone No:	<input type="text"/>
	<input type="text"/>	<input type="text"/>	
Email address:	<input type="text"/>		

The Applicant: Is the applicant the owner of the land?

(Must tick one)

☐

Yes - please complete Section A below.

☐

No - please complete Section B below, and if relevant Sections C and D.

Section A: Owner's Verification

I/we am/are the owner(s) of the land. I/we have seen this application.

	<i>Name: [print]</i>	<i>Signed</i>	<i>Date</i>
Owner(s):	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section B: Applicant's Verification

I/we, the applicant declare that the owner /each of the owners of the land have been notified of the intention to make this application.

	<i>Name: [print]</i>	<i>Signed</i>	<i>Date</i>
Applicant:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section C: If the application involves land owned or administered by a council

The consents to the making of this permit application.

	<i>Name: [print]</i>	<i>Signed</i>	<i>Date</i>
General Manager:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section D: If the application involves land owned or administered by the Crown

Consent must be included with the application.

Declaration (to be completed for all applications)

I declare that the information I have given in this permit application to be true and correct to the best of my knowledge.

	<i>Name: [print]</i>	<i>Signed</i>	<i>Date</i>
Applicant:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Personal Information Protection Statement

As required under the *Personal Information Protection Act 2004*

1. Personal information is managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates, on request to the relevant planning authority.
 2. Information can be used for other purposes permitted by the *Local Government Act 1993* and regulations made by or under that Act, and, if necessary, may be disclosed to other public sector bodies, agents or contractors of the relevant planning authority.
 3. Failure to provide this information may result in your application not being able to be accepted or processed.
-

Planning Application Checklist

The Planning Authority requires the following to assess this Planning Application, with all documentation able to be uploaded as part of the application in the prescribed electronic format:

- (a) Completed Planning Application Form - all relevant sections filled in and signed by land owner and applicant.
 - (b) A copy of the current certificate of title for all land to which the permit sought is to relate (available from Service Tasmania or from www.thelist.tas.gov.au).
 - (c) Either:
 - (i) a basic floor plan of the existing building(s) to scale, including the gross floor area for proposed change of use to visitor accommodation, or
 - (ii) a signed declaration by the applicant confirming the existing building(s) for the proposed change of use to visitor accommodation has a gross floor area no more than 300m².
 - (d) Payment of the prescribed fee (up to \$250.00).
-

BUILDING SELF-ASSESSMENT FORM

Director's Determination – Short or Medium Term Visitor Accommodation

Section 20(1)(e) of Building Act 2016

This form must be completed where an existing dwelling or residential premises is used or intended to be used for short or medium term visitor accommodation, and a fee is being charged for such use, where:

- the dwelling or residential premises is used by the owner or occupier as their main place of residence and it has more than four bookable rooms, or
- the dwelling or residential premises is not used by the owner or occupier and it less than 300m².

The completed form must be lodged with the relevant Permit Authority.

To: Permit Authority
 Address
 Suburb/postcode

Owner / Occupier details:

(Only an owner or occupier may complete this form)

Owner / Occupier:
(Delete one not applicable)

Postal Address:

Phone
No:

Email address:

Address of Existing Dwelling or Residential Premises to be used or intended to be used for Short or Medium Term Visitor Accommodation:

Street Address:

Certificate of Title
Reference No.

Owner / Occupier Declaration:

I/we, as the owner / occupier of the property, declare that the property meets the minimum building requirements as set out below:

Owner/Occupier:
(Delete one not applicable)

Name: *[print]*

Signed

Date

Occupancy Permit:

(Must tick one)

☐

(a) an Occupancy Permit is not required;

OR

☐

(b) an Occupancy Permit has been issued, and the number of occupants stated on the permit is not exceeded.

Plumbing:*(Must tick one)*☐

- (a) the building is connected to a reticulated sewerage system;

OR

☐

- (b) the building has an Accredited On-site wastewater management system (Oswms) that:
- (i) is in good working order and will be maintained to perform to the same standard as it was designed;
 - (ii) has a land application distribution area designed, installed and in good serviceable condition;
 - (iii) the maximum number of occupants of the premises the system is designed for is not exceeded;
 - (iv) there is a maintenance contract in place for the servicing of the system; and
 - (v) the premises:
 - a. is connected to a reticulated drinking water supply system; or
 - b. is provided with a private drinking water supply (including from a tank, well, dam, etc.) that meets Australian Drinking Water Guidelines.

Essential Building Services:*(Must tick one)*☐

- (a) the building has an approved essential maintenance schedule, and fire safety features are maintained in accordance with Part 7 (regulations 72 to 78) of the
- Building Regulations 2016*
- ;

OR

☐

- (b) the building is not required to have an approved essential maintenance schedule, but the following fire safety features are maintained in accordance with manufacturer's instructions:
- (i) hardwired smoke alarms, that are interconnected where there is more than one alarm; or a smoke alarm with a sealed 10-year battery;
 - (ii) smoke alarms fitted as per the National Construction Code, in any hallways outside bedrooms, at least one smoke alarm on each storey and on the lowest point of the ceiling; and
 - (iii) properties within multistorey buildings have exits that are clearly marked and mapped for the visitor.

07/18.16.4 Regional Telecommunications Review 2018

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	039\002\008\
ASSOCIATED REPORTS AND DOCUMENTS	Regional Telecommunications Review 2018 – Issues Paper

OFFICER'S RECOMMENDATION:

That Council make a submission to the review.

INTRODUCTION:

A Regional Telecommunications Independent Review Committee is established every three (3) years under the Telecommunications (Consumer Protection and Service Standards) Act 1999 to conduct a review into telecommunications services in regional, rural and remote parts of Australia. Council and the community have previously raised concerns in relation to a number of matters affecting the Break O'Day area.

PREVIOUS COUNCIL CONSIDERATION:

No previous Council consideration on this matter.

OFFICER'S REPORT:

Council has just received notification of this review through LGAT. The Committee has invited submissions from individuals, businesses, peak bodies and other interested organisations. An issues paper has been provided which outlines key interest areas and they are seeking information on experiences and perspectives. Questions have been provided for guidance and can address those questions it chooses and are not limited to the questions. Submissions will be accepted until 5 August 2018.

1. What are the main barriers to people in regional communities increasing their use of digital technologies and possible solutions for overcoming these barriers?
2. How are people in regional communities currently using their broadband service and how might they increase the benefits of using this technology?
3. What data-intensive activities are occurring in regional, rural and remote Australia? What digital technologies are needed for these?
4. How can regional businesses better utilise digital technologies to maximise economic benefits?
5. What can be done to improve access to and uptake of telecommunications services in remote Indigenous communities?
6. Are there practical examples of how communications services can improve the well-being of people in remote Indigenous communities?
7. What skills do people need to get the most from their digital technologies, and where can they learn these skills?

8. Have you had ongoing issues affecting your satellite or fixed wireless broadband service? If so, how have you overcome these issues?
9. If you are in an area with access to the Sky Muster satellite service and you have not taken it up, why not?
10. What economic or social indicators could be used to guide investment to further improve mobile coverage?
11. Is information readily available regarding how to use devices to improve mobile reception in areas with poor coverage? E.g. information about external antenna equipment?
12. What emerging digital services will be of most benefit to regional businesses and what are the data needs of these services?
13. What broadband services are people using other than those available through the NBN?
14. How can more competition be encouraged in the provision of broadband services in regional Australia?

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

Infrastructure - To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.

Strategies

Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.

Key Focus Areas

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

LEGISLATION & POLICIES:

Nil.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

No financial implications to Council in providing a response to the Review Committee on this matter.

VOTING REQUIREMENTS:

Simple Majority.



Regional Telecommunications Review 2018

Issues Paper



rtirc.gov.au

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2018 Regional Telecommunications Review

A Regional Telecommunications Independent Review Committee (the Committee) is established every three years under Part 9B of the Telecommunications (Consumer Protection and Service Standards) Act 1999 to conduct a review into telecommunications services in regional, rural and remote parts of Australia.

The Committee in 2018 is comprised of Mr Sean Edwards (Chair), Ms Wendy Duncan, Ms Johanna Plante, Ms Robbie Sefton, Ms Kylie Stretton and Mr Paul Weller.

As part of the review, the Committee will consider:

- how regional communities can maximise the economic benefits of digital technologies
- how regional consumers use their broadband services and how they might derive further benefit from it
- the outcomes achieved through the Mobile Black Spot Program, and examine the extent of the existing gaps in mobile coverage in regional Australia.

The Committee will meet face-to-face with communities, business and governments across regional, rural and remote Australia. The Committee will report to the Minister for Regional Communications by 30 September 2018. The Committee's terms of reference are at **Appendix 2**.

Have your say

The Committee welcomes submissions from individuals, businesses, peak bodies and other interested organisations.

This issues paper provides an outline of key interest areas and invites submissions that share a range of experiences and perspectives.

There are questions to provide guidance and you can address all of the questions or just those that are relevant to you in your submission. Your comments are also not limited to the questions.

Submissions will be accepted until 5 August 2018 via:

- the Department of Communications and the Arts' website www.communications.gov.au/rtirc
- email to secretariat@rtirc.gov.au
- post: 2018 Regional Telecommunications Review Secretariat
Department of Communications and the Arts
GPO Box 2154
CANBERRA ACT 2601

Visit www.rtirc.gov.au for more information about the Committee, the review and the consultation process.

Complementary reviews

There are a number of other relevant reviews underway. The Australian Government's Consumer Safeguards Review, which was launched by the Minister for Communications in April 2018, is due to report by the end of the year. There is also the Joint Standing Committee on the National Broadband Network and ongoing work to develop the Universal Service Guarantee for voice and broadband services. The Regional Telecommunications Review will complement this work and share relevant findings where appropriate.

Introduction

Telecommunications services are vital to participate in modern society. Business, education, health, social and safety activities all rely on connecting with others, and those without functional and reliable telecommunications services risk being left out.

There has been great progress towards ensuring all Australians can access telecommunications services. The rollout of the National Broadband Network (NBN) by NBN Co Limited (nbn) is well-advanced and on track for completion by 2020. Significant investment from mobile carriers and the Government's Mobile Black Spot Program has improved mobile coverage in regional and remote Australia. People in regional areas have been quick to take up the opportunities provided by these technologies and, as a result, have realised a range of economic and social benefits.

This review aims to gain a better understanding of how regional Australians use telecommunications services. In particular, it is focused on understanding any barriers to using digital technologies faced by people in regional communities and how these can be overcome. With many government, business and retail services now provided online, the Committee wants to better understand the telecommunications landscape for Australians living and working in regional areas, and examine what is needed going forward.

State of the market

While there are still some challenges to connecting with essential government and businesses services in regional Australia, the telecommunications market in Australia has transformed in the past three years. The NBN rollout is progressing faster in the regions

than in the cities. These services are either already available or the infrastructure is under construction for 92 percent of all homes and businesses outside major urban areas.

- The NBN regional fixed line rollout is approximately 78 percent complete and 1,096,000 premises able to access services. The NBN fixed wireless rollout is well advanced with over three-quarters of the network complete and more than 233,462 properties connected.
- The NBN Sky Muster satellite service became available in April 2016 throughout Australia and to island territories including Norfolk Island, Christmas Island, Lord Howe Island and Cocos (Keeling) Islands. Sky Muster services are available to over 428,000 premises and more than 88,000 premises have taken up the service to date.

Public and private investment in telecommunications has significantly improved the mobile landscape across regional and remote Australia. The Mobile Black Spot Program is delivering 867 mobile base stations. This investment totals more than \$680 million, with contributions from federal, state and local governments and communities. These base stations will provide almost 90,000 square kilometres of new and upgraded handheld mobile phone coverage and over 205,000 square kilometres of new external antenna coverage.

Key areas of interest

How are regional Australians using telecommunications services?

According to the Australian Communications and Media Authority's *Communications Report 2016–17* the volume of data downloaded nationally increased by 43 percent between June 2016 and June 2017 to over 3.1 million terabytes.¹ The mobile handset is now the most frequently used device for accessing the internet. In June 2017, 6.67 million Australian adults had a mobile phone and no fixed line telephone at home.

The Internet of Things is growing rapidly and major telecommunications carriers have committed to trial and roll out new technology. This has the potential to drive significant social and economic impacts.

1. What are the main barriers to people in regional communities increasing their use of digital technologies and possible solutions for overcoming these barriers?
2. How are people in regional communities currently using their broadband service and how might they increase the benefits of using this technology?

Business

Connectivity is a priority in regional areas, which are home to around a quarter of Australia's small businesses.² Regional cities are generating growth and jobs at the same rate as their larger metropolitan counterparts.³ Regional businesses are using innovative approaches to solve problems every day. One example is Therapy Connect, a business founded in Deniliquin, New South Wales, which operates solely online. It is recognised as a leader in the field of providing online speech and occupational therapy support to children and families. It provides services to over 25 regional areas in Australia and into Asia, all from regional bases in New South Wales and Victoria.⁴

It is crucial to understand the significant contribution regional and remote areas make to the national economy. Regional Australia accounts for around 40 percent of Australia's economic output and employs one in three Australians.⁵ Some of Australia's most innovative businesses are based in regional areas, largely in the export, agriculture and tourism industries. In fact, 43 cents of every tourist dollar in Australia is spent in the regions — 63 percent of domestic overnight visitors and 36 percent of international visitors travelled beyond capital cities in the year ending June 2017.⁶ This highlights the importance of consistent communications infrastructure.⁷

1 Australian Communications and Media Authority, 2017, *Communications report 2016–17*, p. 1.

2 Australian Government, The Department of Treasury, 'Backing Small Business: creating jobs, opportunity and growth', p. 20.

3 Regional Australia Institute, 2017, *Investing In National Growth — Regional City Deals*

4 Regional Australia Institute, 2017, *Here's 49 small communities innovating as well as the big cities*.

5 Regional Australia Institute, 2015, *The economic contribution of regions to Australia's prosperity*, p. 4

6 AusTrade, 2018, *Regional Tourism Infrastructure Investment Attraction Strategy 2016–2021*

7 Minister for Trade, Tourism and Investment, 2018, 'Investing in regional tourism', media release, 10 May.



Regional cities have demonstrated they are willing and able to transition to new industries. Research from the Regional Australia Institute shows that service industries such as finance, education, health and professional services are producing more output than traditional industries such as agriculture, mining and manufacturing in regional cities.⁸

Education and Health

Education is among a range of critical services that nbn has prioritised. The company has identified a range of Public Interest Premises, including schools, Indigenous community organisations, not-for-profit organisations, educational and health facilities and local government offices. nbn can provide additional data allowances for these Public Interest Premises over the Sky Muster service.

Another priority is distance education. There are currently over 725 students using the Sky

Muster distance education satellite across regional and remote Australia. This satellite product provides an additional monthly download of 50 gigabytes per student for up to three students at the same site. One of the priorities is to further improve the delivery of education services via Sky Muster with features including multicast video, pooling of data allowances and un-metering of education content for specified websites.

Currently the services are available to distance education and a small number of home-schooled children. Keeping in mind there are limits to the capacity of the Sky Muster service, the Committee is interested in understanding whether there are other students who could benefit from this access.

In the health sector, nbn has partnered with the Royal Flying Doctors Service (RFDS) to provide broadband to 24 bases and 300 remote area clinics across Australia.⁹ Many of these

⁸ The Regional Australia Institute, 2017, *Lighting Up our Great Small Cities: Challenging Misconceptions*, p. 11

⁹ Minister for Regional Communications, 2017, 'Sky Muster to supply broadband to remote Flying Doctor Clinics', media release, 5 July.

remote clinics previously had little or no internet connectivity and will now receive broadband through the Sky Muster satellites.

The Committee is interested in hearing views about the order-of-magnitude increases in data capability that will be required to provide quality education, health and social services to regional Australians.

3. What data-intensive activities are occurring in regional, rural and remote Australia? What digital technologies are needed for these?
4. How can regional businesses better utilise digital technologies to maximise economic benefits?

Remote Indigenous communities

Access to online services offers enormous opportunities for people in remote communities, including extending education, supporting culture and language and growing business opportunities. On this point, the NBN Sky Muster satellite service will enable remote Indigenous communities to take advantage of the social and economic benefits of the NBN. The satellite service provides broadband internet access with enough capacity for everything from basic web browsing and banking to more advanced services such as e-health and distance education.¹⁰

There are 93 Indigenous community organisations registered as Public Interest Premises. The Northern Territory has the highest number with 45. Many of these organisations use the Public Interest Premises product to offer Wi-Fi in remote Indigenous communities. The Department of the Prime Minister and Cabinet maintain and monitor about 300 Wi-Fi Telephones and 245 Community Payphones in remote Indigenous communities.

However, getting and keeping remote communities connected can be difficult.¹¹ There are a number of barriers to internet access in remote communities including language barriers, affordability and awareness of what is available. Evidence suggests that a community Wi-Fi model may help to overcome these barriers and increase access to the internet in remote communities.

The 2015 Regional Telecommunications Review Independent Committee (the 2015 Committee) flagged in its report that some isolated Indigenous communities may be better suited to infrastructure that supports mobile connectivity or Wi-Fi, as many Indigenous Australians have bypassed desktop computers, opting instead for portable devices and wireless connectivity.¹² Research from the Swinburne Institute for Social Research supports this. Their case study research of Ali Curung, an Indigenous community 170 km south of Tennant Creek, found there was a strong preference for mobile devices and prepaid billing services to access the internet.¹³

10 Australian Government, *Closing the Gap: Prime Minister's Report 2018*, Department of Prime Minister and Cabinet, p. 95.

11 Australian Communications Consumer Action Network, 2017, 'Connecting remote Indigenous communities', Hot issues paper.

12 Regional Telecommunications Independent Review Committee, 2015, *Regional Telecommunications Review*, p. 34

13 Swinburne Institute for Social Research, *Home Internet in Remote Indigenous Communities*, June 2015.

The 2017 Australian Digital Inclusion Index Report found that Indigenous Australians have lower digital inclusion than the national average.¹⁴ While the data collected for this report did not extend to remote Indigenous communities, the Committee is interested in better understanding the experiences of people in these communities. The concept of digital inclusion is based on the premise that everyone should be able to make full use of digital technologies and is measured in the report by three measures: access, affordability, and digital ability.¹⁵ This report reveals the digital inclusion of Indigenous Australians in non-remote areas is improving at a faster rate than the national average.¹⁶

Data from this survey also shows that many Indigenous Australians are much more likely to be mobile-only users compared with the total population, and that they are generally willing to

embrace technology, and to go out of their way to learn new things.¹⁷

5. What can be done to improve access to and uptake of telecommunications services in remote Indigenous communities?
6. Are there practical examples of how communications services can improve the well-being of people in remote Indigenous communities?

Digital Literacy

The Committee is interested in exploring more broadly digital inclusion and affordability in regional Australia. Despite the progress in communications services in regional Australia the Australian Digital Inclusion Index of 2017



14 Thomas, J, Barraket, J, Wilson, C, Ewing, S, MacDonald, T, Tucker, J & Rennie, E, 2017, *Measuring Australia's Digital Divide: The Australian Digital Inclusion Index 2017*, RMIT University, Melbourne, for Telstra, p. 7.

15 Thomas, J, Barraket, J, Wilson, C, Ewing, S, MacDonald, T, Tucker, J & Rennie, E, 2017, *Measuring Australia's Digital Divide: The Australian Digital Inclusion Index 2017*, RMIT University, Melbourne, for Telstra, p. 5.

16 Thomas, J, Barraket, J, Wilson, C, Ewing, S, MacDonald, T, Tucker, J & Rennie, E, 2017, *Measuring Australia's Digital Divide: The Australian Digital Inclusion Index 2017*, RMIT University, Melbourne, for Telstra, p. 16.

17 Thomas, J, Barraket, J, Wilson, C, Ewing, S, MacDonald, T, Tucker, J & Rennie, E, 2017, *Measuring Australia's Digital Divide: The Australian Digital Inclusion Index 2017*, RMIT University, Melbourne, for Telstra, p. 18.

found substantial and widening gaps between those who are digitally included and those who are digitally excluded.¹⁸ In general, Australians with low levels of income, education and employment are significantly less digitally included. While some regional areas are substantially below the national average,¹⁹ nationally digital access has improved steadily over the past four years.

Cyber safety

As has been well-canvassed in this paper, the internet is a vital tool for education, research, entertainment and social interaction in a modern day society. While this has created exciting opportunities for users and business, it has also brought about many challenges and concerns for regulators, including a lack of control over content on the internet that may lead to increased opportunity for illegal and antisocial activities.

Online safety is a rapidly changing environment that incorporates a number of wide ranging issues. Issues include cyberbullying, pornography, imagebased abuse, violence against women, violent extremism and child sexual abuse. In 2015, the Government implemented measures to create a safer online environment for Australian children. The key measure was the establishment of the eSafety Commissioner, under the Enhancing Online Safety for Children Act 2015, to help protect Australian children from cyberbullying harm and to take a national leadership role in online safety for children. In December 2015, the functions of the Children's eSafety Commissioner were expanded to include online safety for persons at risk of family or domestic violence, and in 2017, the functions were further expanded to include online safety for all Australians. The eSafety Commissioner administers the cyberbullying complaints scheme, the take-down regime for prohibited content (including child sexual abuse material) and the image-based abuse portal.

The Committee is interested in how equipped regional people are to manage online safety and security.

7. What skills do people need to get the most from their digital technologies, and where can they learn these skills?

Government investment

National Broadband Network

In addition to providing NBN fixed line broadband services to 2.5 million regional premises, the Government is investing around \$2.1 billion in capital expenditure on nbn's fixed wireless network and approximately \$1.9 billion on the Sky Muster satellite service. The fixed wireless rollout is well advanced with over three-quarters of the network complete and more than 233,000 properties connected.

The Sky Muster satellite service has improved access to broadband for many regional and remote Australians. While these satellite services can deliver wholesale speeds of 12/1 Megabits per second (Mbps) or 25/5Mbps, this is not always the experience for everyone.

Actual speeds experienced by end-users can be affected by a range of factors including weather conditions and network configuration. For example, isolated rainfall may affect services in a whole region. After the initial reliability challenges of Sky Muster, the service has stabilised. In October 2017, data allowances were increased and nbn is continuing to look at different ways to improve the satellite service, including plans to introduce new enterprise grade products in early 2019.

Retail service providers have a direct service relationship with customers, and are the connecting factor between nbn and the customer. Consequently, the retail service

18 Thomas, J, Barraket, J, Wilson, C, Ewing, S, MacDonald, T, Tucker, J & Rennie, E, 2017, *Measuring Australia's Digital Divide: The Australian Digital Inclusion Index 2017*, RMIT University, Melbourne, for Telstra, p. 5.

19 Thomas, J, Barraket, J, Wilson, C, Ewing, S, MacDonald, T, Tucker, J & Rennie, E, 2017, *Measuring Australia's Digital Divide: The Australian Digital Inclusion Index 2017*, RMIT University, Melbourne, for Telstra, p. 5.

providers play a critical role in the provision of NBN services. Retail service providers are the first point of contact for customers to get connected and to resolve complaints. The effectiveness of retail service providers can have a significant impact on the customer's NBN experience.

The Committee would like to understand how consumers have managed any ongoing issues with their satellite or fixed wireless services and is also interested in finding out who people turn to as trusted sources of information when dealing with issues.

8. Have you had ongoing issues affecting your satellite or fixed wireless broadband service? If so, how have you overcome these issues?
9. If you are in an area with access to the Sky Muster satellite service and you have not taken it up, why not?

Mobile coverage

Expanding mobile coverage has clear economic, social and public safety benefits for people living, working and travelling in regional and remote Australia. However, it is not always commercially viable for service

providers to invest in expensive infrastructure in areas with small populations or complex geography. To fill this gap, the Commonwealth and state governments have invested in telecommunications infrastructure to improve mobile coverage across Australia through the Mobile Black Spot Program.

The program promotes new investment to improve mobile coverage in regional and remote Australia. The Commonwealth's original \$160 million commitment for rounds 1 and 2 of the program was complemented by \$287 million from the mobile network operators, \$141.2 million from state governments and an additional \$2.2 million from local governments, businesses and community organisations.

Mobile phone operators and network infrastructure providers were asked to put forward proposals to build new or upgraded mobile base stations to deliver improved coverage. Under rounds 1 and 2 there was a requirement to address black spots identified by the public. The Priority Locations round identified sites pre-announced by the Government. The program used a merit-based competitive selection processes to award funding for all three rounds. Proposals were ranked according to assessment criteria outlined in the Program Guidelines, which included coverage benefits and cost.



The Mobile Black Spot Program is delivering substantial improvements to mobile coverage across Australia and carriers have recently announced large regional mobile investment programs.²⁰ However, there continues to be strong demand for further investment in mobile coverage, particularly in regional and remote areas. In addition to the strong demand from areas that have no mobile coverage at all, communities that have poor mobile coverage or experience seasonal congestion are seeking network upgrades.

In the absence of a game-changing technology that fundamentally alters the business case for investing in more remote areas of Australia, it appears that co-investment is the main way

forward to improve mobile coverage. There is now a better understanding of the costs of co-investing in mobile coverage after three rounds of the Mobile Black Spot Program and the associated or standalone state government initiatives. However, it is not always easy to quantify the benefits of improved mobile coverage as it is an enabler across so many parts of everyday life. The Committee is interested in understanding what indicators, economic or otherwise, could be used to guide future co-investment programs.

10. What economic or social indicators could be used to guide investment to further improve mobile coverage?



²⁰ Optus, 2017, 'Our commitment to improving coverage in regional Australia,' 17 August, <https://www.optus.com.au/enterprise/accelerate/communications/our-commitment-to-improving-coverage-in-regional-australia>

Making the most of mobile coverage

As well as infrastructure investments to improve mobile coverage, there are many ways for individuals or businesses to improve their own mobile reception. For example, products such as external antennas, in-building repeaters, or specific mobile phones recommended by the mobile carriers can greatly improve access to coverage in marginal areas. Anecdotally, there seems to be a low level of awareness and understanding of these solutions.

11. Is information readily available regarding how to use devices to improve mobile reception in areas with poor coverage? e.g. information about external antenna equipment?

Alternative and emerging technologies

In addition to major broadband projects such as the NBN, there are commercial fixed wireless providers offering services in many parts of regional Australia. The Wireless Internet Service Provider Association of Australia (WISPAU), an association of 40 wireless service providers, indicates its members provide broadband services to over 200,000 regional Australians. Fixed wireless providers appear to offer a competitively priced alternative to services such as the NBN Sky Muster service. The Committee is interested in the experiences of individuals and businesses who use these services, either as a broadband to the home service or to run their business, i.e. to provide an on-farm Wi-Fi service.

More generally, on-farm Wi-Fi services appear to be increasing in popularity and there are many reported instances of individual farmers investing in innovative approaches to access broadband. With the growing numbers of connected devices that can be used to collect large amounts of data and improve farm productivity, the Committee would appreciate hearing first-hand accounts of the costs and benefits of investing in this type of technology.

As new technologies evolve, competition grows. Providers other than nbn are using medium orbit, geostationary and leased satellites to deliver voice, broadband and Pay TV services. For example, SES Networks, an international satellite company, uses Medium Earth Orbit satellites to service Norfolk Island with high capacity broadband.

Low Earth Orbit satellites have the potential to address some of the issues with the current technology. These satellites have low latency and high capacity broadband. Additionally, the Commonwealth Scientific and Industrial Research Organisation (CSIRO) is developing and trialling a next-gen wireless technology called 'Ngara'. This new 'beam forming' wireless technology could reduce the amount of required spectrum and allow for data to be transmitted over greater distances.

Finally, 5G is expected to be an improvement on previous generations of mobile technology by providing faster download speeds, better connectivity and lower latency over mobile networks. Trials of 5G in Australia are already underway with an expected rollout from 2019.²¹

The Committee is also interested in what work businesses and other organisations are doing to install telecommunications infrastructure and technologies in regional areas, and if there are opportunities for the surrounding communities to benefit.

21 Telstra, 2018, 'Telstra turns on free 5G-enabled Wi-Fi and Australia's first 5G Connected Car', media release, 27 March and Optus, 2018, 'Optus brings 5G to the Commonwealth Games through world first achievement' media release, 5 April.

In general, competition leads to better outcomes for the end-user. It remains to be seen what opportunities these new technologies will present and the Committee is interested in the experiences and ideas of people using services other than the NBN.

12. What emerging digital services will be of most benefit to regional businesses and what are the data needs of these services?
13. What broadband services are people using other than those available through the NBN?
14. How can more competition be encouraged in the provision of broadband services in regional Australia?

Re-thinking consumer protections and policies

Australia has an open and competitive telecommunications market. The industry is subject to extensive and complex consumer and competition regulation. It operates on a commercial basis and regulation is only applied where there are competition or consumer concerns.

Access to quality, reliable, affordable telecommunications services across Australia continues to be a touchstone of Australian telecommunications policy. Effective communications is vital to social wellbeing and economic prosperity. This is particularly true in regional, rural and remote Australia where access to other services may be limited and distance can be a formidable barrier.

The 2015 Committee found that people in regional Australia were moving away from standard telephone services and towards mobile and internet-based services. In particular, the 2015 Committee noted that the standard

telephone service use was of rapidly declining relevance and that regional consumers were moving to mobiles, Voice over Internet Protocol (VoIP) and other social media applications as their primary communication method. As the Mobile Black Spot Program and NBN rollout near completion, this is truer than ever. The relevance of current regulatory frameworks needs to be examined.

A new Universal Service Guarantee

Australia has long had a universal service obligation (USO), which recognises the importance of providing up-to-date telecommunications to regional, rural and remote communities. The USO ensures people across Australia have ready access to fixed voice and payphone services wherever they reside or conduct business. The provision of these services is locked in from 2012 to 2032 under a binding \$5.4 billion 20-year contract with Telstra. Under the contract, Telstra receives \$230 million per annum to provide telephone services, and \$40 million per annum to provide payphone services across Australia. However, consumers are using data and mobile services more and fixed voice and payphone services less. These changes have called into question the relevance of the current USO.

Following the 2015 Regional Telecommunications Review, the Government asked the Productivity Commission to review the future of the USO. In response to the report of the Productivity Commission, the Government indicated in December 2017 it would develop a new Universal Service Guarantee (USG). The USG will modernise the existing USO arrangements by ensuring consumers have access to broadband as well as voice services. The Department of Communications and the Arts is currently developing options for the USG for the Government.

With the rollout of the NBN and the extensive coverage and uptake of mobile services, a key issue in the development of the USG is whether it is still good value for money to fund Telstra to deliver voice and payphone service. Alternatively, would it be better to place greater reliance on alternative networks, potentially freeing up existing USO funding for other purposes? For example, if more consumers could use mobile networks rather than fixed line networks, would there be savings from

supplying copper services that could be directed to further investment in mobile services.

While the Department of Communications and the Arts' work on the USG is a separate process to the 2018 Regional Telecommunications Review, it is of interest to people in regional, rural and remote areas. The Committee is therefore open to hearing community views on the USG and will ensure these are referred to the Government.



Consumer Safeguards Review

The Government is also conducting the Consumer Safeguards Review, which will make recommendations on telecommunications consumer safeguards for post-2020 when the NBN rollout is complete.

The Consumer Safeguards Review is being undertaken in three parts:

- *Redress and complaints handling* – ensuring that consumers have access to an effective redress scheme to handle complaints that provides transparency and holds telecommunications companies accountable for their performance.
- *Reliability of telecommunications services* – ensuring consumers have reliable telecommunications services including reasonable timeframes for connections, fault repairs and appointments and potential compensation or penalties.
- *Choice and fairness in the retail relationship between the customer and their provider* – ensuring consumers are able to make informed choices and are treated fairly in areas such as customer service, contracts, billing, credit and debt management and switching providers.

While the Consumer Safeguards Review is being conducted separately, information from the Regional Telecommunications Review can inform understanding of what is needed for consumer safeguards from a regional perspective. There will be ongoing discussion between the Committee and the Department of Communications and the Arts in regards to the Consumer Safeguards Review. Therefore, the Committee will also consider relevant views from the Consumer Safeguards Review and will endeavour to refer these to Government, particularly if relevant to regional Australians.




Appendix 1 — List of questions

1. What are the main barriers to people in regional communities increasing their use of digital technologies and possible solutions for overcoming these barriers?
2. How are people in regional communities currently using their broadband service and how might they increase the benefits of using this technology?
3. What data-intensive activities are occurring in regional, rural and remote Australia? What digital technologies are needed for these?
4. How can regional businesses better utilise digital technologies to maximise economic benefits?
5. What can be done to improve access to and uptake of telecommunications services in remote Indigenous communities?
6. Are there practical examples of how communications services can improve the well-being of people in remote Indigenous communities?
7. What skills do people need to get the most from their digital technologies, and where can they learn these skills?
8. Have you had ongoing issues affecting your satellite or fixed wireless broadband service? If so, how have you overcome these issues?
9. If you are in an area with access to the Sky Muster satellite service and you have not taken it up, why not?
10. What economic or social indicators could be used to guide investment to further improve mobile coverage?
11. Is information readily available regarding how to use devices to improve mobile reception in areas with poor coverage? E.g. information about external antenna equipment?
12. What emerging digital services will be of most benefit to regional businesses and what are the data needs of these services?
13. What broadband services are people using other than those available through the NBN?
14. How can more competition be encouraged in the provision of broadband services in regional Australia?

Appendix 2 — Terms of Reference

A Regional Telecommunications Independent Review Committee (RTIRC) is established every three years by Part 9B of the *Telecommunications (Consumer Protection and Service Standards) Act 1999* (the Act) to conduct reviews into telecommunications services in regional, rural and remote parts of Australia.

1. The Committee must conduct a review of the adequacy of telecommunications services in regional, rural and remote parts of Australia.
2. In determining the adequacy of those services, the Committee must have regard to whether people in regional, rural and remote parts of Australia have equitable access to telecommunications services that are significant to people in those areas and currently available in one or more urban areas.
3. In conducting the review, the Committee must make provision for public consultation, particularly with people in regional, rural and remote parts of Australia.
4. In conducting the review, the Committee is to have regard to:
 - the Government's policy for the rollout of, and investment in, the National Broadband Network
 - the Government's commitments to a consumer safeguards review and the Universal Service Guarantee
 - the Government's policy for the rollout of, and investment in, the Mobile Black Spot Program.
5. Taking into account Term of Reference 4, the Committee is to:
 - consider how to maximise the economic benefits for regional communities through the use of digital technologies
 - consider how regional consumers use their broadband service and how they might derive more benefit from it
 - undertake an analysis of the coverage achieved under the Mobile Black Spot Program and examine the extent of the existing gaps in mobile coverage in regional Australia.
6. The Committee must prepare a report of the review and give it to the Minister for Regional Communications. The report may set out recommendations to the Government.
7. In formulating a recommendation that the Government should take a particular action, the Committee must assess the costs and benefits of that action.



Regional Telecommunications
Independent Review Committee

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ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	002\036\002\
ASSOCIATED REPORTS AND DOCUMENTS	2018-2019 Annual Plan – <i>Circulated under separate cover</i>

OFFICER'S RECOMMENDATION:

That Council adopt the 2018-2019 Annual Plan.

INTRODUCTION:

Council's management team have prepared a draft 2018-2019 Annual Plan based on discussions which have occurred through Council workshops and the normal budget/planning process. The Annual Plan has been prepared to take into account the matters identified in Council's Strategic Plan and reflects continuity of existing projects and activities where this exists.

PREVIOUS COUNCIL CONSIDERATION:

Annual Plans are adopted annually by Council.
Previous discussion at the July Council Workshop.

OFFICER'S REPORT:

This plan is generally based on the 10 Year Strategic Plan 2017 – 2027 which was adopted last year. The 2018-2019 Annual Plan is using a new format through the recently implemented Envisio software to assist with monitoring progress, delays, etc however it has the general intent as previous plans. Some of the strategies identified in 2017-2018 are carried on, or built on, in the new financial year.

The key themes for 2018-2019 include:

- Developing the vision and ideas which communities have for their individual towns
- Engagement with the community.
- Communication internally and through Council service delivery
- Customer service – internal and external focus (links strongly with the above mentioned items)

Other significant areas of attention in 2018-2019 include:

- Natural resource management, strategic level and on-ground activities
- Waste management including minimisation & recycling
- Asset management
- Financial sustainability
- Stormwater management planning

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

LEGISLATION & POLICIES:

Councils are required each financial year, under Section 71 of the *Local Government Act 1993*, to prepare an Annual Plan.

The Act provides general guidelines for the production of the Annual Plan in that it should:

- Be consistent with the Strategic Plan;
- Include a statement of the manner in which the Council is to meet the goals and objectives of the Strategic Plan;
- Include a summary of the estimates adopted under Section 82; and
- Include a summary of the major strategies to be used in relation to the Council's public health goals and objectives.

A copy of the Annual Plan is provided to the Director of Local Government and the Director of Public Health. A copy is also available at the Council Office for inspection by the public and on Council's website.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The financial implications of the 2018-2019 Annual Plan are detailed in Council adopted budget but are summarised in the Plan.

VOTING REQUIREMENTS:

Simple Majority.

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2015 that Council move into Closed Council.

IN CONFIDENCE

07/18.17.0 CLOSED COUNCIL

07/18.17.1 Confirmation of Closed Council Minutes – Council Meeting 25 June 2018

OFFICER’S RECOMMENDATION:

That the minutes of the Closed Council Meeting held on the 25 June 2018 be confirmed.

07/18.17.2 Outstanding Actions List for Closed Council

07/18.17.3 Sale of properties for non-payment of Rates - Closed Council Item Pursuant To Section 15(2)F Of The Local Government (Meeting Procedures) Regulations 2015

07/18.17.4 Contract 030\001\107\ Parnella Stormwater Stage 2 – Catchment 4- Closed Council Item Pursuant To Section 15(2)D Of The Local Government (Meeting Procedures) Regulations 2015

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2005 that Council move out of Closed Council.