

# COUNCIL MEETING AGENDA

Monday 15 February 2021  
Council Chambers, St Helens

John Brown, General Manager  
Break O'Day Council  
8 February 2021

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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 15 February 2021 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.



**JOHN BROWN**

**GENERAL MANAGER**

Date: 8 February 2021

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## AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

As determined by Break O'Day Council in March 2019 all Ordinary, Special and Annual General Meetings of Council are to be audio recorded and a link will be available on the Break O'Day Council website where the public can listen to audio recordings of previous Council Meetings.

*In accordance with the Local Government Act 1993 and Regulation 33 of the Local Government (Meeting Procedures) Regulations 2015, these audio files will be retained by Council for at least six (6) months and made available for listening online within seven (7) days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the audio recording of the meeting and a transcript of the recording will not be prepared.*

## OPENING

*The Mayor to welcome Councillors and staff and declare the meeting open at [time].*

## ACKNOWLEDGEMENT OF COUNTRY

*We acknowledge the Traditional Custodians of the land on which we work and live, the Palawa people of this land Tasmania, and recognise their continuing connection to the lands, skies and waters. We pay respects to the Elders Past, present and future.*

### 02/21.1.0 ATTENDANCE

#### 02/21.1.1 Present

Mayor Mick Tucker  
Deputy Mayor John McGiveron  
Councillor Kristi Chapple  
Councillor Janet Drummond  
Councillor Barry LeFevre  
Councillor Glenn McGuinness  
Councillor Margaret Osborne OAM  
Councillor Lesa Whittaker  
Councillor Kylie Wright

#### 02/21.1.2 Apologies

Nil

### 02/21.1.3 Leave of Absence

Nil

### 02/21.1.4 Staff in Attendance

General Manager, John Brown  
Executive Assistant, Angela Matthews

## 02/21.2.0 PUBLIC QUESTION TIME

### 02/21.2.1 Existing Water Retention Site Rear of 12 Scamander Avenue, Scamander – Mr & Mrs Rayner, Scamander

Over the past three (3) months in Wrinklers Drive and Sunrise Court nearly every week end there has been children playing, riding bikes and generally just being children (which is great being outside). We see a problem which is safety issue and that is water retaining in a holding pond when it has rained, it is concerning in regarding the possibility of a drowning and from a layman's eye this is not acceptable way of dealing with stormwater runoff from Wrinklers Drive and Sunrise Court. We have looked at the Northrop report ref 128 done for Council that clearly states that it is ineffective due to high ground water and a high risk rating. We ask that it be piped and holding pond filled in and left as open space. Also as the area develops there will be more stormwater going to this holding pond and needs to be dealt with correctly.

#### Reply

The matters raised in this public question time submission have been addressed by Council several times, starting with Development Application (DA) representations in 2007 and subsequently via the planning appeals process under Resource Management and Planning Appeal Tribunal (RMPAT). A current review of Council records shows that due diligence was exercised on behalf of Council throughout the DA process and the first two (2) stages of this development. Further to that the Developer and their agents followed the statutory procedures and complied with the directions of RMPAT. All of the planning processes envisage both the development and use of the land, including normal civic activities which happen in a mature residential environment. Stormwater systems are designed to adopted standards which are consistent State-wide, and this development was no exception. The remarks written by consultants engaged by Council in the wake of extreme weather conditions which occurred in 2011, quoted in this submission, do not detract from that status.

1. As the Council is aware the water retention basin at Wrinklers Drive, Scamander is Council owned land. Could Council please tell me why they don't maintain that property, cutting grass, trimming trees etc?

**Reply**

- General property maintenance has been guided by the preference of neighbouring land owners to beautify the facility to their liking. Council has cooperated and provides a green waste removal service - typically on an annual basis.
  - Council removes silt build-up on an as required basis.
2. Page 104 of the 2014 Northrop report, ref#128. Recommendation, existing W.R.B., rear of 12 Scamander Avenue, Scamander, ineffective due to High Ground Water. Risk rating HIGH.

Could Council please inform my wife and I why the Council is still allowing water to run into the W.R.B. when an independent report has informed the Council that it does not work.

**Reply**

These matters raised in this public question time submission have been addressed by Council several times, starting with Development Application (DA) representations in 2007 and subsequently via the planning appeals process under Resource Management and Planning Appeal Tribunal (RMPAT). A current review of Council records shows that due diligence was exercised on behalf of Council throughout the DA process and the first two (2) stages of this development. Further that the Developer and their agents followed the statutory procedures and complied with the directions of RMPAT. All of the planning processes envisage both the development and use of the land, including normal civic activities which happen in a mature residential environment. Stormwater systems are designed to adopted standards which are consistent State-wide, and this development was no exception. The remarks written by consultants engaged by Council in the wake of extreme weather conditions which occurred in 2011, quoted in this submission, do not detract from that status.

3. As the current W.R.B. has a number of issues:
  - a. Does not support water removal due to unsuitable soil infiltration.
  - b. Water depth in excess of 1 metre before overflow activates, causing a safety issue.
  - c. Overflow was an emergency action in 2011 no permanent fix has been taken since.
  - d. The overflow not effective due to levels.

Has the Council considered removal of the W.R.B. and running the stormwater into the stormwater system, as there is a pipe at our back fence and one the other side of the W.R.B.

**Reply**

Refer to answer to Question 2.

4. The 2014 Northrop Report, also clearly states, that soil infiltration, as a means of discharging water runoff is not viable. Where ground water tables are high or soils exhibit poor infiltration properties including silica sands, both of which are incorporated into the W.R.B.

Please explain why the Council continues to use this W.R.B.?

## Reply

Refer to answer to Question 2.

### 02/21.2.3 Water Retention Basin at Wrinklers Drive, Scamander – Ms D Kelly, Scamander

I am a resident, living in an ancillary dwelling in Scamander Avenue, Scamander. Directly behind the main property is the Water Retention Basin at Wrinklers Drive, Scamander. This basin is on Council owned land. There are three (3) main issues that I see with this basin.

When there is downpour, the basin fills and does not drain effectively, the only maintenance is done by residents and there is a significant safety risk when this basin is full and when it is in the process of draining.

- Firstly, Break O'Day Council are aware that the basin at Wrinklers Drive, Scamander is ineffective due to high ground water. The risk of water damage is high. This is mentioned on page 104 of the 2014 Northrop Report. The basin is directly behind both 12 and 14 Scamander Avenue. If the basin floods, these properties have in the past and will in the future, suffer significant water damage. Due to the amount of rain we have had recently, the ground water level is very high and the basin is not draining entirely. Please address this matter, as it is very concerning.
- Secondly, there is little to no maintenance done by the Break O'Day Council to the Water Retention Basin at Wrinklers Drive. It is the Council's responsibility to keep this area clear of high grass as it is a fire hazard. There is a high possibility of it becoming a haven for snakes, especially at this time of year. Leading up to the basin, along the nature strip in this section of Wrinklers Drive, the waist high grass looks disgraceful.
- Lastly, the basin at Wrinklers Drive is not fenced and there are no warning signs that there is an exposed water hazard present. There are families living in this area and many more that will be moving into the new subdivision in time to come. Could the Break O'Day Council please consider the risk to young children. We have had a few incidences of young children being attracted to the basin. It looks like a swimming hole. Please consider some form of signage or better still, fence off the basin. If I had a swimming pool, I would be required to have adequate pool fencing to endeavor to prevent accidental drowning by a third party. This basin poses a significant drowning risk to young children.



## Reply

The matters raised in this public question time submission have been addressed by Council several times, starting with Development Application (DA) representations in 2007 and subsequently via the planning appeals process under Resource Management and Planning Appeal Tribunal (RMPAT). A current review of Council records shows that due diligence was exercised on behalf of Council throughout the DA process and the first two (2) stages of this development. Further that the Developer and their agents followed the statutory procedures and complied with the directions of RMPAT. All of the planning processes envisage both the development and use of the land, including normal civic activities which happen in a mature residential environment. Stormwater systems are designed to adopted standards which are consistent State-wide, and this development was no exception. The remarks written by consultants engaged by Council in the wake of extreme weather conditions which occurred in 2011, quoted in this submission, do not detract from that status.

Council removes silt build-up on an as required basis. General property maintenance has been guided by the preference of neighbouring land owners to beautify the facility to their liking. Council has cooperated and provides a green waste removal service - typically on an annual basis.

### 02/21.3.0 DECLARATION OF INTERESTS 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.*

### 02/21.4.0 CONFIRMATION OF MINUTES

#### 02/21.4.1 Confirmation of Minutes – Council Meeting 18 January 2021

#### OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 18 January 2021 be confirmed.

## **02/21.5.0 COUNCIL WORKSHOPS HELD SINCE 18 JANUARY 2021 COUNCIL MEETING**

There was a Workshop held on Monday 1 February 2021 – the following items were listed for discussion along with a presentation regarding the Creative Cities Project.

- Australian Local Government Association (ALGA) – 2021 National General Assembly (NGA) of Local Government – Call for Motions
- Break O’Day Strategic Plan 2017-2027
- 2021-2022 State Budget Consultation
- Policy – LG07 – Procurement (Code for Tenders and Contracts) Policy
- Reduced Facility Hire Fees – Zumba
- Animal Control Report
- Family and Domestic Violence
- Request for Funds – Youth Collective North East Coast Tasmania (YCNECT)
- Bay of Fires Master Plan
- Northern Regional Cat Management Strategy
- December 2020 NRM Committee Meeting Minutes
- Draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy
- Community Wellbeing Pilot Project – Update & Roll Out
- Maintenance of Terrys Hill Road, Goshen
- Covenants, Both Positive and Burdening

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.

## 02/21.6.1

### DA 087-2020 – Legalisation of Vegetation Removal, Earthworks, Drainage Works and Retaining Wall – 444 Binalong Bay Road, St Helens

ACTION	DECISION
PROPONENT	GHD Pty Ltd
OFFICER	Deb Szekely, Senior Planning Officer
FILE REFERENCE	DA 087-2020
ASSOCIATED REPORTS AND DOCUMENTS	Approved Plans and Documents – DA087-2020 – Version 2 Planning Report – DA087-2020 Additional Information – DA087-2020

#### OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for **LEGALISATION OF VEGETATION REMOVAL, EARTHWORKS, DRAINAGE WORKS AND RETAINING WALL** on land situated at **444 BINALONG BAY ROAD, ST HELENS** described in Certificate of Title LEASE/LICENCE - AGREEMENT NO. 70982 be **APPROVED** subject to the following conditions:

1. Development must be carried out in accordance with the approved plans and documents listed as follows, except as varied by conditions on this Planning Permit.

Approved Plans and Documents			
Plan/Document Name	Reference Number	Prepared By	Dated
Site Plan	Job Number 200605 Sheet 1 of 1 Edition V.01	East Coast Surveying	08/07/2020
Licence Area – Binalong Bay Road	Job 010602	East Coast Surveying	21/06/2001
Annotated Licence Area	Job 010602	East Coast Surveying	21/06/2001
Annotated Site Plan	Job Number 200605 Sheet 1 of 1 Edition V.01	East Coast Surveying	08/07/2020
Retaining Wall Floor Plan	-	GHD Pty Ltd	20/10/2020
Site Works Plan and Cross Section	SK001 Rev A	GHD Pty Ltd	01/12/2020
Landscape Management Plan	SK 12543136-LA01	GHD Woodhead	December 2020
Flora and Fauna Assessment	12534002-22281-5	Dean Heinze Senior Ecologist	01/08/2020

2. Ensure that colours of predominant surfaces harmonise with the colours of adjacent bushland vegetation and should include natural tones of green, grey and brown.

3. Provide landscaping on site generally in accordance with the approved Landscape Management Plan. The landscaping plan must also include replacement plantings of *Melaleuca ericifolia* (50% of stems) and removal of the Sandhill Sward Sedge as it is considered inappropriate for this site. The landscaping is to be maintained at all times, including weed management, to ensure plantings reach maturity. Substantial establishment of landscaping must be evidential within six (6) months of receiving the planning permit.
4. Application must be made, and consent received from the Department of Primary Industry, Parks, Water and the Environment (DPIPWE), Crown Land Services, to extend the Crown Lease area to include the approved works and development. A copy of the approved extended Crown Lease Area is to be provided to Council within three (3) months of receipt of the same.
5. Locate any stockpiles of construction and landscaping materials and other site debris clear of drainage lines and clear of any position from which it could be washed into any drain, waterway or coastal foreshore.
6. Carry out the development to ensure that any public land, including the Coastal foreshore is protected from ponding or nuisance from stormwater as a result of any works undertaken.
7. Provide an all-weather accessible surface to the site works area to ensure sediment is not transported off site and in particular into adjoining coastal waters.
8. Works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
9. Standard *Phytophthora* hygiene measures must be implemented for the construction and maintenance of works in accordance with and using the *Weed and Disease Planning and Hygiene Guidelines - Preventing the spread of weeds and diseases in Tasmania* (DPIPWE 2015, Eds. K. Stewart & M. Askey-Doran. DPIPWE, Hobart, Tas).

## ADVICE

- 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.
- 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*
- 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 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.

## INTRODUCTION:

The applicant is seeking approval for the legalisation of native vegetation removal and earthworks and also proposed drainage works and the construction of a retaining wall. The applicant, GHD Pty Ltd has prepared an application for ACA Aquaculture (Oyster Farming) that addresses works that have occurred outside of the lease area and on Crown land. The operators have historically and mistakenly, been operating outside of the Crown Lease Area. This eventuated in the clearing of native vegetation and conducting earth works to create a levelled area for the operations. The two diagrams below (Figures 1 & 2) demonstrate the Crown Licence Area (1477 m<sup>2</sup>) and the area of infringement (144 m<sup>2</sup>).

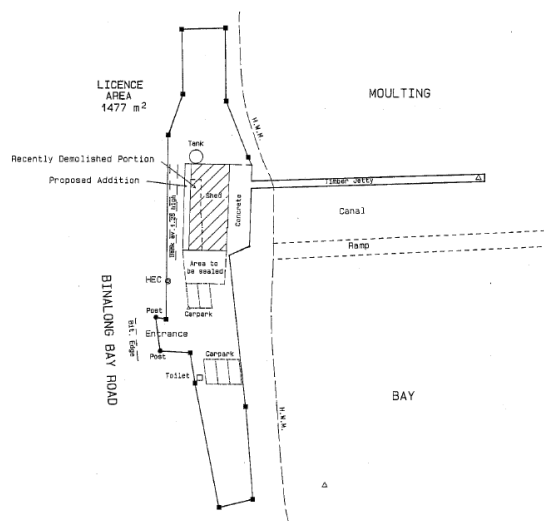


Figure 1 – Licence Area

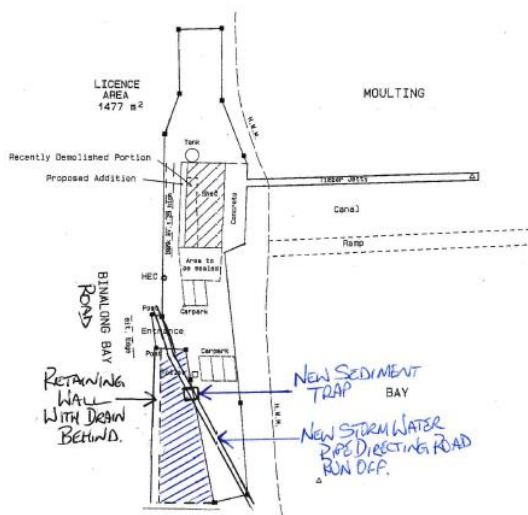


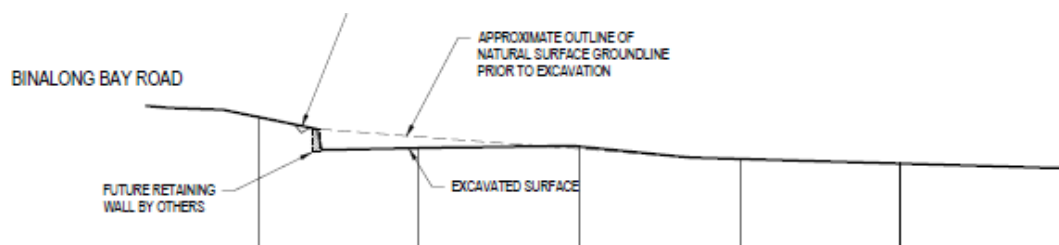
Figure 2 – Licence Area and area of infringement

It is expected that a portion of the native vegetation (Figure 3) included individuals of *Melaleuca ericifolia* classified as threatened under Schedule 3A of the Tasmanian Nature Conservation Act 2002. Additionally, native vegetation removed is believed to have included species representative of Coastal forest (TASVEG DAC). The proposed development includes a Landscape Management Plan to address this.



**Figure 3 – Vegetation adjacent to the earthworks and bordering Binalong Bay Rd.**

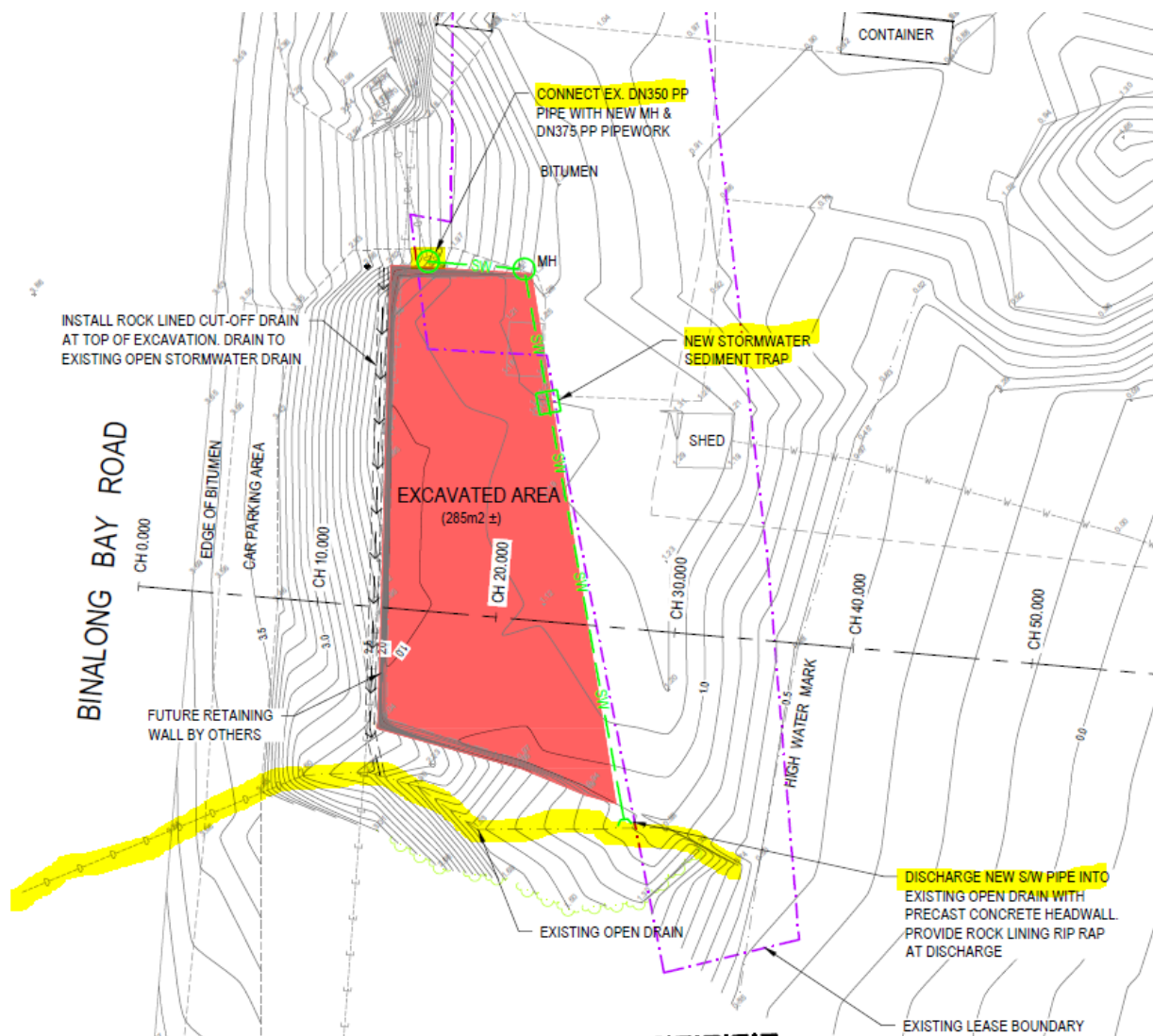
The proposed development includes retrospective consideration of earthworks associated with levelling the area and creating an embankment that responds to the change in contour levels moving from the road (Binalong Bay Rd) to the coastal foreshore. A proposed retaining wall, varying in height (<1m – 1.2m) and 24.7m in length, parallel to the road, addresses the change in contour levels and the creation of a levelled area.



**Figure 4 – Proposed Retaining Wall – Longitudinal Section**

Currently, a minor tributary west of Binalong Bay Rd has historically been diverted through a culvert under the road and drains south of the site. Drainage from behind the retaining wall will be connected to the same. Additionally, there is a stormwater grate norther of the development area that historically drained road reserve stormwater through the site. The Stormwater pipe will be re-connected and pass through a new stormwater sediment trap and discharge to the existing open stormwater drain (Figures 6&7). Overall stormwater management is detailed below. (Figure 5).





**Figure 5 – Stormwater Management**



**Figures 6 & 7 Stormwater Pipe to be reconnected - drainage from road reserve**



**Figures 8, 9 & 10 – Stormwater – redirected minor tributary.**



## PREVIOUS COUNCIL CONSIDERATION:

Not applicable.

## OFFICER'S REPORT:

### 1. The proposal

ACA Aquaculture proposes to legalise native vegetation removal and earthworks undertaken outside of the Crown Lease area, to facilitate the expansion of the site capacity at 444 Binalong Bay Road, Moulting Bay. Works will also include the installation of drainage infrastructure. Additionally, the development area (144m<sup>2</sup>) will include the construction of a retaining wall. The applicant is currently seek permission from the Crown to extend the lease area and consent to lodge the development application has been obtained from the Department of Primary Industry, Parks, Water and the Environment (DPIPWE), Crown Land Services.

### 2. Applicable Planning Assessment

29 Environmental Management Zone;  
E5 Flood Prone Areas Code;  
E6 Car Parking and Sustainable Transport Code;  
E7 Scenic Management Code;  
E8 Biodiversity Code;  
E9 Water Quality Code.

### 3. Referrals

Department of Primary Industry, Parks, Water and the Environment (DPIPWE), Crown Land Services.

### 4. Assessment

The application met the acceptable solutions for all issues except for reliance upon the performance criteria detailed below:

#### *Break O'Day Interim Planning Scheme 2013*

- 29.2 Use Table;
- 29.4.1 Building Design and Siting P3, P11;
- E5.6.1 Flood and Coastal Inundation P1;
- E7.6.1 Scenic Management – Tourist Road Corridor P1;
- E8.6.1 Habitat and Vegetation Management P1, P2;
- E9.6.1 Development and Construction Practices and Riparian Vegetation P1.

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

### Planning Assessment

#### **29 Environmental Management Zone**

#### **29.2 Use Table**

The relevant Use Class (Resource Development) is a discretionary use class within the Environmental Management Zone.

### 29.4.1 Building Design and Siting

Acceptable Solution	Performance Criteria
A3 Buildings must be set back a) a minimum of 10m to all boundaries; or b) in accordance with a Reserve Activities Assessment approved under the National Parks and Reserves Management Act 2002 or Nature Conservation Act 2002..	P3 Building setback must protect the natural values of the site or reduce the risk from natural hazards.

#### **Performance Criteria Assessment**

*In this instance, the building refers to the construction of a retaining wall. The retaining wall is to be sited approximately 4m to the property boundary. The retaining wall is necessary to protect the embankment and retained vegetation west of the development area. The slope of the land alters from the road level to the water level of Georges Bay and use of the lease area requires the land to be stabilised through the use of a retaining wall. The retaining wall will enable the effective separation of the use from remaining natural vegetation on the road reserve and within the site boundaries. It will further address the stormwater runoff from the road which currently traverses the site. The proposed development includes addressing stormwater from the road reserve via a new sediment trap and directing stormwater from behind the proposed retaining wall to an existing open drain.*

*The proposed development satisfies the performance criteria.*

Acceptable Solution	Performance Criteria
A11 Single unbroken walls are not to exceed 15m in length.	P11 The Horizontal scale of elements must not dominate natural landscapes.

#### **Performance Criteria Assessment**

*The proposed retaining wall is 24.7m in length and relies on demonstrating the performance criteria is satisfied. The proposed retaining wall has a varied height ranging from <1m to 1.2m and is situated below the level of the road to the west and screened by existing native vegetation from the road. The ground level at which the retaining wall is positioned and the presence of screening vegetation, ensures it will not dominate the natural landscape.*



*Location of proposed retaining wall and vegetation screening.*

*The proposed development satisfies the performance criteria.*

## E5 Flood Prone Areas Code

### E5.6.1 Flooding and Coastal Inundation

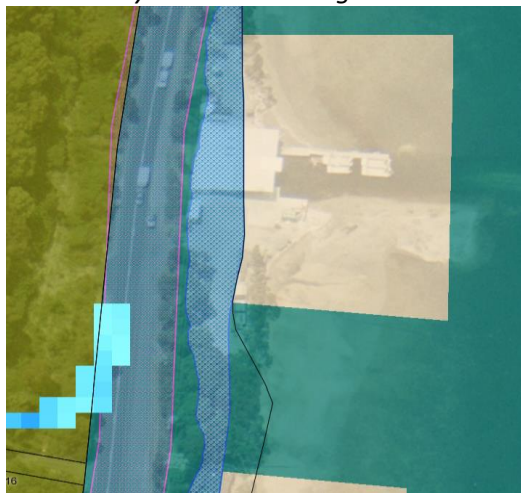
Acceptable Solution	Performance Criteria
A1 No acceptable solution.	<p>P1.1 It must be demonstrated that development:</p> <ul style="list-style-type: none"> <li>a) where direct access to the water is not necessary to the function of the use, is located where it is subject to a low risk, in accordance with the risk assessment in E5.7 a); or</li> <li>b) where direct access to the water is necessary to the function of the use, that the risk to life, property and the environment is mitigated to a medium risk level in accordance with the risk assessment in E5.7.</li> </ul> <p>P1.2 development subject to medium risk in accordance with the risk assessment in E5.7 must demonstrate that the risk to life, property and the environment is mitigated through structural methods or site works to a low risk level in accordance with the risk assessment in E5.7.</p> <p>P1.3 Where mitigation of flood impacts is proposed or required, the application must demonstrate that:</p> <ul style="list-style-type: none"> <li>a) the works will not unduly interfere with natural coastal or water course processes through restriction or changes to flow; and</li> <li>b) the works will not result in an increase in the extent of flooding on other land or increase the risk to other structures;</li> <li>c) inundation will not result in pollution of the watercourse or coast through appropriate location of effluent disposal or the storage of materials; and</li> <li>d) where mitigation works are proposed to be carried out outside the boundaries of the site, such works are part of an approved hazard reduction plan covering the area in which the works are proposed.</li> </ul>

#### Performance Criteria Assessment

P1.1 (a) Not Applicable;

P1.1 (b)

*The site is affected by the existing Planning Scheme mapping identifying Flood Prone Hazard areas forming part of the Break O'Day Interim Planning Scheme 2013.*



*Recently Council has adopted flood mapping developed as part of a commissioned investigation by Water Technology which included the following reports:*

*R01- Inception Report (Water Technology 2019a);*

*R02 – Hydrology Report (Water Technology 2019b); and*

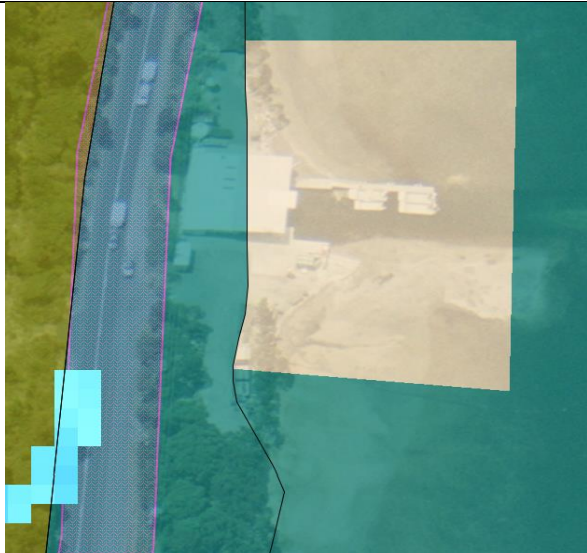
*R03 – Hydraulics Report (Water Technology 2019c).*

*These reports are referenced as:*

*Inglis, L & Li, A (2019), Hydrology Report: Break O'Day Flood Mapping (parts R01, R02, R03). Water Technologies, 15 Business Park Drive Notting Hill Victoria 3168.*

*The site is not affected by the recently adopted Flood Prone Areas mapping.*





Inglis, L. and Li, A (2019) in document R03, confirm the 1% AEP stormwater inundation maps produced as part of the Flood Study can be used to replace the existing planning Flood Prone Area Maps.

It is confirmed that the new mapping and the report recommendations are directly applicable to this site.

As the site is not subject to the new flood hazard mapping, the proposed use is therefore considered to have demonstrated that the risk to life and property has been mitigated to a Low Risk level. The site is not subject to a medium risk.

P1.2 – Not applicable;

P1.3 – Not applicable.

The proposed use is considered to satisfy the performance criteria in this instance.

## E6 Car Parking and Sustainable Transport Code

The proposed development does not change or intensify the existing approved car-parking provisions on-site as the development area is outside the current Crown Lease area. No further assessment against the Car Parking and Sustainable Transport Code, is required.

## E7 Scenic Management Code

Acceptable Solution	Performance Criteria
A1 Development (not including subdivision) must be fully screened by existing vegetation or other features when viewed from the road within the tourist road corridor.	<p>P1 Development (not including subdivision) must be screened when viewed from the road within the tourist road corridor having regard to:</p> <ul style="list-style-type: none"> <li>a) the impact on skylines, ridgelines and prominent locations; and</li> <li>b) the proximity to the road and the impact on views from the road; and</li> <li>c) the need for the development to be prominent to the road; and</li> <li>d) the specific requirements of a resource development use; and</li> <li>e) the retention or establishment of vegetation to provide screening in combination with other requirements for hazard management; and</li> <li>f) whether existing native or significant exotic vegetation within the tourist road corridor is managed to retain the visual values of a touring route; and</li> <li>g) whether development for forestry or plantation forestry is in accordance with the 'Conservation of Natural and Cultural Values – Landscape' section of the Forest Practices Code; and</li> <li>h) the design and/or treatment of development including: <ul style="list-style-type: none"> <li>i) the bulk and form of buildings including materials and finishes;</li> <li>ii) earthworks for cut or fill;</li> <li>iii) complementing the physical (built or natural) characteristics of the site.</li> </ul> </li> </ul>

### **Performance Criteria Assessment**

*The acceptable solution assumes that the existing development is fully screened, which is not the case. The vegetation that was removed was not part of the existing vegetation currently providing partial screening from the tourist road corridor and has not altered the existing situation with respect to views when travelling along Binalong Bay Road.*

*The proposed development is for the legalisation of vegetation removal, retaining wall, earthworks and drainage work associated with an existing approved oyster farm lease. The existing approved development is not fully screened from the tourist road corridor and the removal of vegetation did not alter this as roadside vegetation was not removed. In effect, the screening from the tourist road corridor has not altered and the existing vistas remain unaltered. The proposed retaining wall is no more visible from the road as are the existing operations and as such the expected view when travelling on the tourist road corridor will remain as is currently experienced.*

*As the existing approved development has been in place historically, it forms part of the views associated with Georges Bay and the tourist route to Binalong Bay. Roadside vegetation has been retained and the visitor experience along Binalong Bay largely remains unaltered as a result of this proposed development.*

*The proposed development satisfies the performance criteria in this instance.*

## **E8 Biodiversity Code**

### **E8.6.1 Habitat and Vegetation Management**

<b>Acceptable Solution</b>	<b>Performance Criteria</b>
A1.1 Clearance or disturbance of priority habitat is in accordance with a certified Forest Practices Plan or; A1.2 Development does not clear or disturb native vegetation within areas identified as priority habitat.	P1 Clearance or disturbance of native vegetation within priority habitat may be allowed where a flora and fauna report prepared by a suitably qualified person demonstrates that development does not unduly compromise the representation of species or vegetation communities in the bioregion having regard to the: a) quality and extent of the vegetation or habitat affected by the proposal, including the maintenance of species diversity and its value as a wildlife corridor; and b) means of removal; and c) value of riparian vegetation in protecting habitat values; and d) impacts of siting of development (including effluent disposal) and vegetation clearance or excavations, , in proximity to habitat or vegetation; and e) need for and adequacy of proposed vegetation or habitat management; and f) conservation outcomes and long-term security of any offset in accordance with the General Offset Principles for the RMPS, Department of Primary Industries, Parks, Water and Environment.

### **Performance Criteria Assessment**

*Clearance of native vegetation within the Priority Habitat overlay has occurred without approval. Clearance occurred when the applicant removed native vegetation to create the level work area and required the inclusion of a retaining wall. This area has been previously used by the applicant and vegetation was already significantly disturbed due to the applicant working outside of their designated Crown Lease area. The applicant has submitted a Natural Values Assessment prepared by a suitably qualified person (Senior Ecologist). An on-ground assessment was conducted and the site was consistent with DAC Eucalyptus amygdalina coastal forest and woodland (TASVEG classification). The vegetation is dominated by Kunzea, Prickly Box, Black Peppermint and Bull oak, however south of the site, there is a stand of Melaleuca ericifolia (Coast Paperbark) and may qualify as Melaleuca ericifolia swamp forest (NME) Importantly NME is classified as threatened under Schedule 3A of the Tasmanian Nature Conservation Act 2002. Overall the report found that patches of native vegetation in the immediate vicinity of the site are degraded due to their small size and proximity to road and electricity infrastructure and the current operations of the oyster farm. The applicant was requested to submit a landscape plans that demonstrated how the cleared area could be revegetated in line with the current development proposal. Any development permit will be conditioned to carry out the revegetation works in line with the submitted Landscape Management Plan. Further conditions will be imposed to include Melaleuca ericifolia within the planting schedule to supplement existing stands of M. ericifolia.*

*The proposed development satisfies the performance criteria.*



Photo above demonstrates vegetation in the immediate vicinity to the site, including a remnant patch of Melaleuca.

Acceptable Solution	Performance Criteria
A2 Clearance or disturbance of native vegetation is in accordance with a certified Forest Practices Plan.	<p>P2.1 Clearance or disturbance of native vegetation must be consistent with the purpose of this Code and not unduly compromise the representation of species or vegetation communities of significance in the bioregion having regard to the:</p> <ul style="list-style-type: none"> <li>a) quality and extent of the vegetation or habitat affected by the proposal, including the maintenance of species diversity and its value as a wildlife corridor; and</li> <li>b) means of removal; and</li> <li>c) value of riparian vegetation in protecting habitat values; and</li> <li>d) impacts of siting of development (including effluent disposal) and vegetation clearance or excavations, , in proximity to habitat or vegetation; and</li> <li>e) need for and adequacy of proposed vegetation or habitat management; and</li> <li>f) conservation outcomes and long-term security of any offset in accordance with the General Offset Principles for the RMPS, Department of Primary Industries, Parks, Water and Environment.</li> </ul>
<p><b>Performance Criteria Assessment</b></p> <p><i>Clearance of native vegetation within the Priority Habitat overlay has occurred without approval. Clearance occurred when the applicant removed native vegetation to create the level work area and required the inclusion of a retaining wall. This area has been previously used by the applicant and vegetation was already significantly disturbed due to the applicant working outside of their designated Crown Lease area. The applicant has submitted a Natural Values Assessment prepared by a suitably qualified person (Senior Ecologist). An on-ground assessment was conducted and the site was consistent with DAC Eucalyptus amygdalina coastal forest and woodland (TASVEG classification). The vegetation is dominated by Kunzea, Prickly Box, Black Peppermint and Bull oak, however south of the site, there is a stand of Melaleuca ericifolia (Coast Paperbark) and may qualify as Melaleuca ericifolia swamp forest (NME) Importantly NME is classified as threatened under Schedule 3A of the Tasmanian Nature Conservation Act 2002. Overall the report found that patches of native vegetation in the immediate vicinity of the site are degraded due to their small size and proximity to road and electricity infrastructure and the current operations of the oyster farm. The applicant was requested to submit a landscape plans that demonstrated how the cleared area could be revegetated in line with the current development proposal. Any development permit will be conditioned to carry out the revegetation works in line with the submitted Landscape Management Plan. Further conditions will be imposed to include Melaleuca ericifolia within the planting schedule.</i></p>	

*The removal of native vegetation has been addressed through the Landscape Management Plan and the delineation of the work area will be further realised through a requirement for the applicant to apply for an increase in the crown lease area. The landscape area will provide a buffer and clear delineation of the development area to ensure no further illegal clearing is likely to occur due to not understanding the lease area boundaries. The applicant will be required to maintain the landscaping and ensure the survival of the same through to maturity.*

*The proposed development satisfies the performance criteria.*

## **E9 Water Quality Code**

### **E9.6.1 Development and Construction Practices and Riparian Vegetation**

<b>Acceptable Solution</b>	<b>Performance Criteria</b>
<p>A1 Native vegetation is retained within:</p> <p>a) 40m of a wetland, watercourse or mean high water mark; and</p> <p>b) a Water catchment area - inner buffer.</p>	<p>P1 Native vegetation removal must submit a soil and water management plan to demonstrate:</p> <p>a) revegetation and weed control of areas of bare soil; and</p> <p>b) the management of runoff so that impacts from storm events up to at least the 1 in 5 year storm are not increased; and</p> <p>c) that disturbance to vegetation and the ecological values of riparian vegetation will not detrimentally affect hydrological features and functions.</p>

#### **Performance Criteria Assessment**

*Clearance of native vegetation occurred when the applicant removed native vegetation to create the level work area and required the inclusion of a retaining wall. This area has been previously used by the applicant and vegetation was already significantly disturbed due to the applicant working outside of their designated Crown Lease area. The applicant has submitted a Natural Values Assessment prepared by a suitably qualified person (Senior Ecologist). An on-ground assessment was conducted and the site was consistent with DAC Eucalyptus amygdalina coastal forest and woodland (TASVEG classification). The vegetation is dominated by Kunzea, Prickly Box, Black Peppermint and Bull oak, however south of the site, there is a stand of Melaleuca ericifolia (Coast Paperbark) and may qualify as Melaleuca ericifolia swamp forest (NME) Importantly NME is classified as threatened under Schedule 3A of the Tasmanian Nature Conservation Act 2002. Overall the report found that patches of native vegetation in the immediate vicinity of the site are degraded due to their small size and proximity to road and electricity infrastructure and the current operations of the oyster farm. The applicant was requested to submit a landscape plans that demonstrated how the cleared area could be revegetated in line with the current development proposal. Any development permit will be conditioned to carry out the revegetation works in line with the submitted Landscape Management Plan. Further conditions will be imposed to include Melaleuca ericifolia within the planting schedule.*


*The landscaping plan and the proposed retaining wall and drainage works will improve the existing situation with respect to stormwater runoff by providing landscaped areas to disturbed soil, managing the slope stability and providing for a gross pollutant trap to assist with water quality of stormwater leaving the site. Currently stormwater enters the site from the road reserve and is moving through disturbed areas with bare soil. The proposed development will markedly improve the existing disturbed site. Any development permit will be conditioned to employ methods to reduce loss of sediment from the site.*

*The proposed development satisfies the performance criteria.*



## 5. Representations

The application was advertised 16 January 2021 to 1 February 2021 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. One (1) representation was received prior to the closing date and time. The representation is as follows:

Issue	Response
<p>Works have been undertaken on public land which has included clearing of <i>Eucalyptus amygdalina</i> forest and the threatened vegetation community <i>Melaleuca ericifolia</i> swamp forest. It may be that such works would not have been approved on public land under the provisions of the Environmental Management Zone and the Biodiversity Code.</p> <p>In order to satisfactorily offset the works undertaken we request Council insert permit conditions which address the issue of screening and reestablishment of <i>Melaleuca ericifolia</i> (as per comments below) which appears to be absent from the "Landscape Management Plan" (Appendix B).</p>	<p>The applicant has submitted a Landscape Management Plan but has not included <i>Melaleuca ericifolia</i> within the planting schedule. This was an omission of the plan that had already been identified. The planning permit is to be conditioned to include <i>Melaleuca ericifolia</i> within the planting schedule.</p>
<p>In addition we request that the proponent be required via a inserted planning permit condition to undertake weed management (i.e. Blackberries, Spanish Heath etc.) in the remnant public bushland surrounding the lease area (see attached map with public land area shaded orange) as compensation for clearing coastal vegetation on public land without a permit.</p> 	<p>The Representor is requesting Council to condition works outside of the lease area of the proposed development. The test of the validity of a condition has been articulated by the High Court and has described as:</p> <ul style="list-style-type: none"><li>a) Is for a planning purpose and not for an ulterior purpose; and</li><li>b) One that must fairly and reasonably relate to the proposed development; and</li><li>c) Must not be so unreasonable that no reasonable planning authority could have imposed it.</li></ul> <p>The Representor is requesting Council to impose a condition to require the operator of the development to engage in weed eradication works within public land and outside of the Crown lease area. Whilst weed management within the area of development and in which requires an extension to the Crown Lease area, is reasonable and relevant, weed management works further into Crown/Public land is not considered to be for a planning purpose and does not fairly and reasonably relate to the proposed development.</p>

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 Environmental Management Zone and all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and Performance Criterion and the received representation has been considered. It is recommended for approval with conditions.

### LEGISLATION & POLICIES:

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

### BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

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

### VOTING REQUIREMENTS:

Simple Majority.

ACTION	DECISION
PROPONENT	A. Coyne
OFFICER	Rebecca Green, Planning Consultant
FILE REFERENCE	DA 296-2020
ASSOCIATED REPORTS AND DOCUMENTS	Proposed Plans & Elevations Written Submission Representations (2) Representation received outside statutory exhibition period (received 7 January 2021)

**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 **5 Halcyon Grove, St Helens (to be known as 8 Murray Street, St Helens)** described in Certificate of Title CT 176484/2 be **APPROVED** subject to the following conditions:

1. Development must be carried out in accordance with the approved plans and documents listed as follows, except as varied by conditions on this Planning Permit.

Approved Plans / Documents			
Plan / Document Name	Reference Number	Prepared By	Dated
Site Plan, Floor Plans, Site Drainage, Elevations, 3D views	Job No: 20014 Sheet No's: A01-A07	Streamline Buildings Designs	05/11/20 Revision: A
Planning Compliance Report	-	Michael Kelly – Streamline Building Designs	Unknown

2. All stormwater runoff from the proposed building must be detained by on-site water storage systems and overflow disposed of by means to Council's reticulated network via one point of discharge only for the subject land that will not result in soil erosion or other stormwater nuisance.  
Stormwater must be discharged to the kerb in accordance with standard drawing TSD-SW29-v2 (attached). The connection must be completed by a licenced plumber and financed by the developer.
3. The proposed extension of the crossover/access must be completed in accordance with standard drawing TSD-R09-v1 (attached).  
*A Works Permit must be obtained before commencing any work on the crossover/access and the stormwater connection (application form attached).*
4. 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.
5. 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 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Manager.
- Activities associated with 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 use and construction of a single dwelling at land currently identified as 5 Halcyon Grove, St Helens (lot 2 of approved subdivision forming part of DA 050-2017). Lot 2 is to be known as 8 Murray Street, St Helens, noting that three titles are still identified on the LIST as forming part of 5 Halcyon Grove, with Lot 2 only just recently being transferred to a different owner. Details of the current address and future address were included within the public notification documentation to assist in identification of the subject site.

DA 050-2017 included approval for a 3-lot subdivision - boundary adjustment, 2 x dwellings, carport and garage at land identified at 5 and 9 Halcyon Grove, St Helens. Stage 1 only was completed – subdivision component to this day.

This proposal (DA 296-2020) is a new application for a single dwelling at Lot 2, with any approval of such and consideration over riding the previous approval should the developer wish to invoke such approval, and must be considered on its own merit within this subject application.









#### **PREVIOUS COUNCIL CONSIDERATION:**

DA 050-2017 – 3 Lot boundary adjustment, 2 x dwelling, carport and garage.

#### **OFFICER'S REPORT:**

##### **1. The Proposal**

Break O'Day Council received an application on 26 November 2020 from Andrew Coyne (new property owner) for use and development of a new single dwelling at land to be known as 8 Murray Street, St Helens. The land is currently identified as Lot 2 of 5 Halcyon Grove, St Helens, with frontage to Murray Street.

The subject site is a vacant fully serviced lot comprising an area of 400m<sup>2</sup>. An existing concrete vehicle access is provided to the lot in the south-eastern corner with a proposed extension to the north of this existing access proposed. The site is clear of vegetation and slopes down to the east.



#### 4. Assessment

The application has met the acceptable solutions for all issues, except for reliance upon one (1) performance criteria as detailed below;

##### 1) 10.4.3 Site Coverage and Private Open Space P2

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.**

#### Planning Assessment

##### 10 General Residential Zone

##### 10.1 Zone Purpose

##### 10.1.1 Zone Purpose Statements

**10.1.1.1 To provide for residential use or development that accommodates a range of dwelling types at suburban densities, where full infrastructure services are available or can be provided.**

**10.1.1.2 To provide for compatible non-residential uses that primarily serve the local community.**

**10.1.1.3 Non-residential uses are not to be at a level that distorts the primacy of residential uses within the zones, or adversely affect residential amenity through noise, activity outside of business hours traffic generation and movement or other off site impacts.**

**10.1.1.4 To encourage residential development that respects the neighbourhood character and provides a high standard of residential amenity.**

##### 10.2 Use Table

The proposed use fits the use class of Residential, being a single dwelling, which is a No Permit Required use within the General 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.”

##### 10.3.1 Amenity

Acceptable Solutions	Proposed Solutions
A1 If for permitted or no permit required uses.	A1 The proposed is a No Permit Required Use. Acceptable solution met.
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. The proposed is a No Permit Required Use. Acceptable solution met.
A3 If for permitted or no permit required uses.	A3 The proposed is a No Permit Required Use. Acceptable solution met.

##### 10.3.2 Residential Character – Discretionary Uses

Not applicable. The application is for a No Permit Required Residential Use (Single Dwelling). Acceptable solution met.

#### 10.4 Development Standards

##### 10.4.1 Residential density for multiple dwellings

Not applicable. The proposed is for a single dwelling only.

### 10.4.2 Setbacks and building envelope for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m into the frontage setback, must have a setback from a frontage that is:</p> <ul style="list-style-type: none"> <li>(a) If the frontage is a primary frontage, at least 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or</li> <li>(b) If the frontage is not a primary frontage, at least 3m, or, if the setback from the frontage is less than 3m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or</li> <li>(c) If for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or</li> <li>(d) If the development is on land that abuts a road specified in Tables 10.4.2, at least that specified for the road.</li> </ul>	<p>A1 The proposed dwelling is to be located at least 5.593 metres from the primary frontage. Acceptable solution met.</p>
<p>A2 A garage or carport must have a setback from a primary frontage of at least:</p> <ul style="list-style-type: none"> <li>(a) 5.5m, or alternatively 1m behind the façade of the dwelling; or</li> <li>(b) The same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or</li> <li>(c) 1m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10m from the frontage.</li> </ul>	<p>A2 The proposal complies. The carport component of the proposed dwelling is located at least 5.593m from the primary frontage. Acceptable solution met.</p>
<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6m horizontally beyond the building envelope, must:</p> <ul style="list-style-type: none"> <li>(a) Be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by: <ul style="list-style-type: none"> <li>(i) A distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a lot with an adjoining frontage; and</li> <li>(ii) Projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above natural ground level at the side boundaries and a distance of 4m from the rear boundary to a building height of not more than 8.5m above natural ground level; and</li> </ul> </li> <li>(b) Only have a setback within 1.5m of a side boundary if the dwelling: <ul style="list-style-type: none"> <li>(i) Does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining lot; or</li> <li>(ii) Does not exceed a total length of 9m or one-third the length of the side boundary (whichever is the lesser).</li> </ul> </li> </ul>	<p>A3 The proposed dwelling is contained within the prescribed building envelope. The proposed dwelling is to be located 4.0m to the rear boundary, 3.144m to the side (southern) boundary and 3.575m to the side (northern) boundary. The height of the building is not more than 8.5m above natural ground level at any given point of the site (max. 7.4m).</p> <p>Acceptable solution met.</p>



### 10.4.3 Site coverage and private open space for all dwellings

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1 Dwellings must have:</p> <ul style="list-style-type: none"> <li>(a) a site coverage of not more than 50% (excluding eaves up to 0.6 m); and</li> <li>(b) for multiple dwellings, a total area of private open space of not less than 60 m<sup>2</sup> associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> <li>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</li> </ul>	<p>A1 The proposed dwelling will have a site coverage of less than 50 per cent (25.94%) and will provide an area greater than 25 per cent that is free of impervious surfaces. Acceptable solution met.</p>
<p>A2 A dwelling must have an area of private open space that:</p> <ul style="list-style-type: none"> <li>(a) is in one location and is at least: <ul style="list-style-type: none"> <li>(i) 24 m<sup>2</sup>; or</li> <li>(ii) 12 m<sup>2</sup>, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> </ul> </li> <li>(b) has a minimum horizontal dimension of: <ul style="list-style-type: none"> <li>(i) 4 m; or</li> <li>(ii) 2 m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> </ul> </li> <li>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</li> <li>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least 3 hours of sunlight to 50% of the area between 9.00am and 3.00pm on the 21<sup>st</sup> June; and</li> <li>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</li> <li>(f) has a gradient not steeper than 1 in 10; and</li> <li>(g) is not used for vehicle access or parking.</li> </ul>	<p>P2 The proposed dwelling will be provided with an area of dedicated private open space of 29.1m<sup>2</sup> off the main living area in the form of an open balcony and covered patio. The balcony has been orientated to the east to receive direct sunlight in the morning whilst the patio on the southern side has been covered and partially enclosed with privacy screens to provide an outdoor living space that is protected from the elements and usable at night time.</p> <p>On the ground floor level, due to the dwellings small footprint, is area for landscaping and outdoor living that is mostly positioned to the north, east and west allowing adequate sunlight and easy access and capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play.</p> <p>Performance criteria met.</p>
<p>P2 A dwelling must have private open space that:</p> <ul style="list-style-type: none"> <li>(a) includes an area that is capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and that is: <ul style="list-style-type: none"> <li>(i) conveniently located in relation to a living area of the dwelling; and</li> <li>(ii) orientated to take advantage of sunlight.</li> </ul> </li> </ul>	

#### 10.4.4 Sunlight and overshadowing for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</p>	<p>A1 The dwelling will have the main living/dining room windows facing between 30 degrees west of north and 30 degrees east of north. Acceptable solution met.</p>
<p>A2 A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</p> <ul style="list-style-type: none"> <li>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B): <ul style="list-style-type: none"> <li>(i) at a distance of 3 m from the window; and</li> <li>(ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal.</li> </ul> </li> <li>(b) The multiple dwelling does not cause the habitable room to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21<sup>st</sup> June.</li> <li>(c) That part, of a multiple dwelling, consisting of: <ul style="list-style-type: none"> <li>(i) an outbuilding with a building height no more than 2.4 m; or</li> <li>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling.</li> </ul> </li> </ul>	<p>A2 Not applicable. This application does not propose multiple dwellings.</p>
<p>A3 A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):</p> <ul style="list-style-type: none"> <li>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C): <ul style="list-style-type: none"> <li>(i) at a distance of 3 m from the northern edge of the private open space; and</li> <li>(ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal.</li> </ul> </li> <li>(b) The multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21<sup>st</sup> June.</li> <li>(c) That part, of a multiple dwelling, consisting of: <ul style="list-style-type: none"> <li>(i) an outbuilding with a building height no more than 2.4 m; or</li> <li>(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling.</li> </ul> </li> </ul>	<p>A3 Not applicable. This application does not involve multiple dwellings.</p>

### 10.4.5 Width of openings for garages and carports for all dwellings

Acceptable Solutions	Proposed Solution
A1 A garage or carport within 12 m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6 m or half the width of the frontage (whichever is the lesser).	A1 The carport is less than 3.6m in width/opening. Acceptable solution met.

### 10.4.6 Privacy for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1 m above natural ground level must have a permanently fixed screen to a height of at least 1.7 m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:</p> <ul style="list-style-type: none"> <li>(a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3 m from the side boundary; and</li> <li>(b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4 m from the rear boundary; and</li> <li>(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6 m: <ul style="list-style-type: none"> <li>(i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or</li> <li>(ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.</li> </ul> </li> </ul>	<p>A1 The proposed first floor level balcony and covered patio are at least 3.0m from any property side boundary and at least 4.0m to the rear boundary. Acceptable solution met.</p>
<p>A2 A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1 m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b):</p> <ul style="list-style-type: none"> <li>(a) The window or glazed door: <ul style="list-style-type: none"> <li>(i) is to have a setback of at least 3 m from a side boundary; and</li> <li>(ii) is to have a setback of at least 4 m from a rear boundary; and</li> <li>(iii) if the dwelling is a multiple dwelling, is to be at least 6 m from a window or glazed door, to a habitable room, of another dwelling on the same site; and</li> <li>(iv) if the dwelling is a multiple dwelling, is to be at least 6 m from the private open space of another dwelling on the same site.</li> </ul> </li> <li>(b) The window or glazed door: <ul style="list-style-type: none"> <li>(i) is to be offset, in the horizontal plane, at least 1.5 m from the edge of a window or glazed door, to a habitable room of another dwelling; or</li> <li>(ii) is to have a sill height of at least 1.7 m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or</li> <li>(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7 m above floor level, with a uniform transparency of not more than 25%.</li> </ul> </li> </ul>	<p>A2 All windows fitting the description are offset appropriately from rear and side boundaries. Acceptable solution met.</p>

Acceptable Solutions	Proposed Solutions
<p>A3 A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:</p> <ul style="list-style-type: none"> <li>(a) 2.5 m; or</li> <li>(b) 1 m if: <ul style="list-style-type: none"> <li>(i) it is separated by a screen of at least 1.7 m in height; or</li> <li>(ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7 m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level.</li> </ul> </li> </ul>	<p>A3 Not applicable. This application does not propose or require a shared driveway or parking space.</p>

#### 10.4.7 Frontage fences for all dwellings

Acceptable Solutions	Proposed Solution
<p>A1 A fence (including a free-standing wall) within 4.5 m of a frontage must have a height above natural ground level of not more than:</p> <ul style="list-style-type: none"> <li>(a) 1.2 m if the fence is solid; or</li> <li>(b) 1.8 m, if any part of the fence that is within 4.5 m of a primary frontage has openings above a height of 1.2 m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).</li> </ul>	<p>A1 Not applicable, no frontage fence was included within the proposal plans.</p>

**10.4.8 – 10.4.14**– Not applicable.

#### 10.4.15 Subdivision

Not applicable. This application does not propose a subdivision.

#### 10.4.16.1 Stormwater Disposal

Acceptable Solutions	Proposed Solutions
<p>A1 All run off from buildings must be directed into on-site water storage tanks and the overflow from the tanks disposed of into the Council maintained roadside drain or the reticulated stormwater system.</p>	<p>A1 Stormwater from the buildings will be directed to a storage tank with the overflow connected to the reticulated stormwater system. Acceptable solution met.</p>

#### 10.4.16.2 Filling of sites

Acceptable Solutions	Proposed Solution
<p>A1 Fill must be;</p> <ul style="list-style-type: none"> <li>a) No more than 50m<sup>3</sup>, and</li> <li>b) Clean fill, and</li> <li>c) Located more than 2m from any boundary.</li> </ul>	<p>A1 Not applicable. This application does not propose any site fill as the dwelling will have a framed floor.</p>

## Codes

### E6 Car Parking and Sustainable Transport Code

#### E6.6 Use Standards

##### E6.6.1 Car Parking Numbers

Acceptable Solutions	Proposed Solution
<p>A1 The number of car parking spaces must not be less than the requirements of:</p> <ul style="list-style-type: none"> <li>a) Table E6.1; or</li> <li>b) a parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone).</li> </ul>	<p>A1 A minimum of 2 car parking spaces have been shown in compliance with Table E6.1. Acceptable solution met.</p>

## 6.7 Development Standards

### E6.7.1 Construction of Car Parking Spaces and Access Strips

Acceptable Solutions	Proposed Solution
<p>A1 All car parking, access strips manoeuvring and circulation spaces must be:</p> <ul style="list-style-type: none"> <li>a) formed to an adequate level and drained; and</li> <li>b) except for a single dwelling, provided with an impervious all weather seal; and</li> <li>c) except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces.</li> </ul>	<p>A1 All car parking, access strips, manoeuvring and circulation spaces will be formed to an adequate level and drained to ensure that they are useable in all weather conditions. Acceptable solution met.</p>

### E6.7.2 Design and Layout of Car Parking

Acceptable Solutions	Proposed Solution
<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>A1.1 Not applicable. This application does not require or propose 4 or more parking spaces; and</p> <p>A1.2 Vehicular turning will not be located within the front setback for the residential building. Acceptable solution met.</p>
<p>A2.1 Car parking and manoeuvring space must:</p> <ul style="list-style-type: none"> <li>a) have a gradient of 10% or less; and</li> <li>b) where providing for more than 4 cars, provide for vehicles to enter and exit the site in a forward direction; and</li> <li>c) have a width of vehicular access no less than prescribed in Table E6.2; and</li> <li>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"> <li>i) there are three or more car parking spaces; and</li> <li>ii) where parking is more than 30m driving distance from the road; or</li> <li>iii) where the sole vehicle access is to a category 1, 2, 3 or 4 road; and</li> </ul> </li> </ul> <p>A2.2 The layout of car spaces and access ways must be designed in accordance with <i>Australian Standards AS 2890.1 - 2004 Parking Facilities, Part 1: Off Road Car Parking</i>.</p>	<p>A2.1 Car parking and manoeuvring space will:</p> <ul style="list-style-type: none"> <li>a) have a gradient of 10% or less; and</li> <li>b) not applicable; and</li> <li>c) have a width of vehicular access no less than prescribed in Table E6.2; and</li> <li>d) not applicable as none of the following apply; and</li> </ul> <p>A2.2 The layout of car spaces and access ways must be designed in accordance with <i>Australian Standards AS 2890.1 - 2004 Parking Facilities, Part 1: Off Road Car Parking</i>. Acceptable solutions met.</p>



### E6.7.3 Parking for Persons with a Disability

Not applicable. This proposal is not required to provide disabled parking.

### E6.7.4 Loading and Unloading of Vehicles, Drop-off and Pickup

Not applicable.

### E6.8 Provisions for Sustainable Transport

Not applicable. This application is not required to provide pedestrian walkways.

## 5. Representations

The application was advertised 12 December 2020 to 5 January 2021 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. Two (2) representations were received prior to the closing date and time. A further representation from one (1) of the original representors was received on 7 January 2021 further to their initial representation received 15 December 2020, matters within this further letter have also been addressed below due to this not being a further additional representor and only additional matters of concern raised and further expanded from one of the two original representors, and that the notice on the property boundary did have to be relocated. The representations are as follows:-

Issues	Response
Concerns the new driveway should not been too close to the car entry of 1 Murray Street and stormwater runoff.	The proposal does not propose a new point of access, an existing access from the road edge to the property boundary was constructed as part of the subdivision – boundary adjustment application to Murray Street. The proposal includes an extension to this to provide for wider access to the property. The access was originally assessed in terms of location as being compliant for safety and efficiency and no further requirements are needed for the extension only. No relevant provision of the planning scheme warrants consideration of the extension nor is a performance criteria. Council's works department have considered the extension and have advised this to be acceptable. No further consideration of this matter is required as part of this assessment.
Concerns in relation to privacy particularly overlooking from a two (2) storey residence.	As detailed earlier within the assessment, the height of the dwelling complies with the acceptable solution in terms of building height (less than 8.5m in height above natural ground level). No performance criteria in relation to height is to be relied upon. No further consideration of this matter is required as part of this assessment.
Address of advertised DA is number 5 Halcyon Grove, and location of public notice on wrong property.	The public notice was initially put upon the property boundary of 5 Halcyon Grove, Lot 1 and fronting Halcyon Grove. Upon receipt of advice (a phone call and a representation received 15 December), Council officers removed the notice from Lot 1 and affixed this to Lot 2 property boundary fronting Murray Street by 15 December. As detailed earlier within this report, the LIST still identifies the subject site as having an address as 5 Halcyon Grove due to the vacant lot nature of the lot currently and previous subdivision, however the public notice also detailed that the subject site is to be known as 8 Murray Street. The public notice was clear in terms of location of the development, and plans were available that referenced the subject site. Upon receipt of advice that the notice on the property boundary was on the incorrect title and street frontage, the notice was relocated. No further consideration of this matter is required as part of this assessment.

Issues	Response
Concerns that single storey dwellings were approved only and not 6 metre high building.	The proposal is a new application and is to be considered against the relevant provisions of the planning scheme applicable at the time of the lodgment of the application. The proposal meets the acceptable solution in terms of building height. There is no discretion sought (performance criteria relied upon) in relation to height. No further consideration of this matter is required as part of this assessment.
Further concerns received 7 January 2021 were in relation to height and building envelope and overlooking and overshadowing.	As detailed within the planning assessment section of this report, the proposal has been assessed against the provisions relevant within the General Residential zone, the proposal is compliant with all acceptable solutions including height, setback and building envelope. The only one performance criteria relied upon is in relation to the orientation of the dedicated private open space, the proposal however is considered to meet the corresponding performance criteria. The issues raised by the representor has no further need for consideration as the acceptable solutions applicable to these matters of concern have been met.

The recommendation for approval has been made following due consideration of the representation 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 General Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and one (1) 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.*

## 02/21.7.0 PETITIONS

Nil.

## 02/21.8.0 NOTICES OF MOTION

### 02/21.8.1 Notice of Motion – Update St Helens Main Street – Cllr M Osborne

#### **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 given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:*

That the Council consider an update of the St Helens Main Street as a project for the Community Infrastructure. Program Extension.

#### **SUBMISSION IN SUPPORT OF MOTION:**

This would be an opportunity to do work on the main business Centre, in Break O'Day. We need to upgrade the Main Street starting at the Tully Street end and working down to meet up with the new work already planned at the Bayside end. We need more pullover bays to cater for tourist as as soon as they get in the Main Street they are looking for somewhere to pull over. We need to update the tree surrounds and gardens and check all tree roots and add more seats and bike racks.

## 02/21.9.0 COUNCILLOR'S QUESTIONS ON NOTICE

### 02/21.9.1 Question on Notice - Stainless Steel Bin Tops – Cllr M Osborne

Do we have a cleaning plan for the stainless steel bin tops in the main street.

#### **Reply**

A cleaning plan was implemented in the first week of February 2021.

## 02/21.10.0

## 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.*

## 02/21.11.0

## MAYOR'S & COUNCILLOR'S COMMUNICATIONS

### 02/21.11.1

### Mayor's Communications for Period Ending 15 February 2021

22.01.2021	<b>Launceston</b>	– Meeting with Northern Councils – Potential North East Riding Event
26.01.2021	<b>St Helens</b>	– Australia Day Awards Presentation Event
27.01.2021	<b>St Helens</b>	– Break O'Day Council Annual General Meeting
01.02.2021	<b>St Helens</b>	– Council Workshop
03.02.2021	<b>St Helens</b>	– Meeting with Cassy O'Connor MP
04.02.2021	<b>Launceston</b>	– Taswater Owners Representatives Quarterly Briefing
15.02.2021	<b>St Helens</b>	– Opening of Sports Court, St Helens District High School
15.02.2021	<b>St Helens</b>	– Council Meeting

### 02/21.11.2

### Councillor's Reports for Period Ending 15 February 2021

*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 Margaret Osborne OAM
- NRM Special Committee – Clr Janet Drummond
- Barway Committee – Clr John McGiveron
- East Coast Tasmania Tourism (ECTT) – Clr Glenn McGuinness
- Mental Health Action Group – Clr Barry LeFevre
- Disability Access Committee – Clr Janet Drummond

## 02/21.12.0 BUSINESS AND CORPORATE SERVICES

### 02/21.12.1 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
12/20.12.7.233	21 December 2020	That Council approve waiving the facility hire fee by amending the lease agreement to include use of the stadium toilets without charge.	Lease agreement being amended.

#### COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
12/20.12.6.232	21 December 2020	Request for Reduced Facility Hire Fee – Zumba - That this item be deferred.	Completed new item presented to February meeting.

#### Corporate Services Staffing and Other Activities:

All Corporate Services staff have now returned from leave. One (1) reception admin officer is training with building and planning admin staff one (1) day each week. A casual admin officer is ensuring reception services are operating normally.



The covid relief for food licences which were free of charge for new or renewed licences for six (6) months has now expired. Council is starting to receive new food licence applications and these are charged at full cost but pro-rata for the reduced period covered.

The state archive team remind local governments of our obligations to manage records when events may have a potential impact. Accordingly, our archive storage building was checked and weather security was confirmed immediately following significant rain events in both December and January.

Rate revenues, as identified in the statistics, are operating normally. The third instalment due on 2 February 2021 went well with no issues, payments are came in quite strongly with only \$1.3m remaining for this financial year.

Creditors payments are operating normally again after the Christmas Break. Larger, capital works project payments are flowing through as staff and businesses return to normal operations. Debtors are also operating normally with a small number of stalled accounts responding to debt recovery measures. As Council is aware, Outstanding Debtor balances are generally relatively small but appear greater due to the need to issue debtor invoices for grant funds.

#### **Meetings Attended:**

Normal face to face Corporate Services team meetings and manager-team member meetings have resumed.

#### **Other Issues:**

##### *Investments – Term Deposits*

##### **BENDIGO:**

\$1,003,498.88	0.35%	Maturing 08/02/2021
\$1,006,847.17	0.35%	Maturing 16/02/2021
\$1,000,000.00	0.30%	Maturing 04/03/2021
\$1,001,371.23	0.30%	Maturing 09/03/2021
\$1,009,610.60	0.30%	Maturing 11/03/2021
\$1,009,530.68	0.30%	Maturing 11/03/2021

##### **CBA:**

\$1,010,647.52	0.35%	Maturing 04/02/2021
\$1,014,217.34	0.35%	Maturing 22/02/2021
\$2,005,982.53	0.35%	Maturing 24/02/2021

## Right to Information (RTI) Requests

An RTI request was received in September 2020 and satisfied in October 2020. There has been since a further request from the applicant to supply more detailed breakdown of this information. As this is a large volume of information, it is still being worked through.

Another request was received in October and satisfied in November. A request for an internal review of the information supplied was received upon the office reopening in 2021 and has been reviewed by the General Manager and a response provided.

No new requests have been received.

## 132 and 337 Certificates

	132	337
January 2021	68	38
December 2020	82	44
January 2020	76	38

The municipality is still receiving good sales with a slight decrease only in 132 certificates from this time last year.

## Debtors/Creditors @ 3 February 2021

### DEBTORS INFORMATION

#### Invoices Raised

Current			Previous Year	
Month	Mth Value	YTD 20/21	Month	YTD 19/20
47	\$609,699.00	424	76	519

Amount invoiced is high due to a couple of Grant invoices raised \$175,000 for Old Tas Hotel Fingal claim and \$400,000 BoF Trails Final Claim.

### CREDITORS INFORMATION

#### Payments Made

Current			Previous Year	
Month	Mth Value	YTD 20/21	Month	YTD 19/20
351	\$961,802.00	2599	365	2738

As per normal after Christmas break.

## Work Health & Safety Coordinator

### OFFICER'S REPORT:

The Work Health & Safety Coordinator attended various internal meetings related to risk management and work health and safety (WHS)

Undergone consultation with outdoor workers regarding new safe work method statements or procedures, hazards and risk controls.

Regular meetings with the corporate service manager, indoor council staff meetings and other risk management meetings/discussions.

Facilitated fortnightly restore mobility sessions with the St Marys and St Helens Depots workers, as well as with indoor workers at the Council Chambers.

Undertook WHS/Human Resources induction with one new indoor worker.

Attended specialist appointment with injured worker in Launceston in my capacity as Return-to-Work- Coordinator.

Liaised to another injured worker at St Helens Hospital as well as the emergency GP, the insurer and his supervisor/manager about the new workers' compensation claim.

Assisted staff with COVID enquires and continuous liaised with Manager Community Services concerning compliance with COVID safety plans supplied by community groups. Met with community members to assist with the completion of the Tasmanian Government's COVID Safety Plan for events in 2021.

During the period of **18 January to 3 February 2021 no vandalism was reported to Council.**

### RISK REGISTER QUARTERLY REPORT

Review of risk register in **February 2020** in accordance with the **six (6) monthly** (HIGH and EXTREME) and **12 monthly** (MEDIUM and LOW) review schedule.

#### Executive Summary

- **105 risks are now listed on the risk register as per 20 November 2020**
- 1 risk reviewed by NRM Facilitator on 19 January 2021
- 1 risk reviewed by MIDS on 20 January 2021
- 1 risk reviewed by Communications Coordinator on 28 January 2021
- **105 risks are now listed on the risk register as per 1 February 2021.**

RATES INFORMATION as at 4 February 2021						
This financial Year						
2020/2021	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,388,664.92	66,592.85	7,455,257.77	25,851.76	13,845.19	157,035.27
Waste	1,226,004.00	4,856.08	1,230,860.08			
Wheelie	452,119.20	4,535.27	456,654.47			
Recycling	253,536.00	938.19	254,474.19			
Fire	364,983.85	939.27	365,923.12			
<b>TOTAL</b>	<b>9,685,307.97</b>	<b>77,861.66</b>	<b>9,763,169.63</b>	<b>25,851.76</b>	<b>13,845.19</b>	<b>157,035.27</b>
Last Financial Year						
2019/2020	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,313,018.65	67,625.13	7,380,643.78	27,744.69	21,639.22	61,921.83
Waste	1,186,206.00	5,278.50	1,191,484.50			
Wheelie	429,934.75	4,137.50	434,072.25			
Recycling	242,865.00	1,214.12	244,079.12			
Fire	365,043.55	961.37	366,004.92			
<b>TOTAL</b>	<b>9,537,067.95</b>	<b>79,216.62</b>	<b>9,616,284.57</b>	<b>27,744.69</b>	<b>21,639.22</b>	<b>61,921.83</b>
Instalments						
2020/2021		Instalment \$	Outstanding \$	Outstanding %		
8 September 2020	Instalment 1	2,422,220.97	61,410.57	2.54%		
10 November 2020	Instalment 2	2,421,029.00	85,710.81	3.54%		
2 February 2021	Instalment 3	2,421,029.00	334,104.69	13.80%		
4 May 2021	Instalment 4	2,421,029.00	869,145.10	35.90%		
	<b>TOTAL:</b>	<b>9,685,307.97</b>	<b>1,350,371.17</b>	<b>13.94%</b>		
2019/2020						
		Instalment \$	Outstanding \$	Outstanding %		
10 September 2019	Instalment 1	2,382,877.95	52,660.13	2.21%		
12 November 2019	Instalment 2	2,384,730.00	93,533.75	3.92%		
4 February 2020	Instalment 3	2,384,730.00	314,726.37	13.20%		
5 May 2020	Instalment 4	2,384,730.00	945,790.88	39.66%		
	<b>TOTAL:</b>	<b>9,537,067.95</b>	<b>1,406,711.13</b>	<b>14.75%</b>		
Discount						
	Discount	No. of	Total Ratable	% of total		
<b>2020/2021</b>	157,917.78	3,477	6,476	53.69%		
<b>2019/2020</b>	145,747.62	3,272	6,461	50.64%		

## **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.

### *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.

## **LEGISLATION & POLICIES:**

Nil.

## **BUDGET AND FINANCIAL IMPLICATIONS:**

Not applicable.

## **VOTING REQUIREMENTS:**

Simple Majority.



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

**OFFICER'S RECOMMENDATION:**

That the following reports for the month ending 31 January 2021 be received:

1. Trading Account Summary
2. Income Statement
3. Profit and Loss Statements
4. Financial Position
5. Cash Flow
6. 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 31 January 2021.

### Trading Account Summary

Council's current position for the month ending 31 January is summarised as follows:-

CASH AT BEGINNING OF PERIOD	11,566,613
TOTAL INCOME FOR PERIOD	493,757
TOTAL AVAILABLE FUNDS	12,060,370
LESS TOTAL EXPENDITURE	1,395,482
CASH AT END OF PERIOD	10,664,888
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	9,695

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.

<b>Income Statement 2020-2021</b>				
	<b>2019-2020 Actual</b>	<b>Year to Date Actual</b>	<b>Year to Date Budget</b>	<b>2020-2021 Estimate</b>
<b>INCOME</b>				
Rates and Charges	9,850,188	9,712,560	9,643,408	9,730,958
User Charges	1,099,845	523,559	382,476	830,591
Grants	3,078,651	781,167	766,926	3,000,411
Other Income	420,306	168,955	82,667	152,000
Investment Income	406,309	25,506	71,500	344,000
<b>Total Income</b>	<b>14,855,299</b>	<b>11,211,747</b>	<b>10,946,976</b>	<b>14,057,960</b>
<b>Capital Income</b>				
Capital grants	5,220,216	2,905,462	767,000	4,091,000
Profit or Loss on Sale of Assets	(318,269)	5,500	-	25,000
<b>Total Income</b>	<b>19,757,246</b>	<b>14,122,709</b>	<b>11,713,976</b>	<b>18,173,960</b>
<b>EXPENSES</b>				
Employee Expenses	4,539,148	2,919,653	2,756,198	5,512,396
Materials and Services	4,215,435	2,813,222	2,402,511	4,561,591
Depreciation and amortisation	3,732,684	1,966,486	1,827,847	3,659,093
Other expenses	1,584,106	489,953	530,856	857,586
<b>Total Expenses</b>	<b>14,071,373</b>	<b>8,189,315</b>	<b>7,517,411</b>	<b>14,590,665</b>
FAGs in advance				
<b>Net Operating Surplus\ (Deficit)</b>	<b>783,926</b>	<b>3,022,432</b>	<b>3,429,565</b>	<b>(532,705)</b>
<b>Net Surplus\ (Deficit)</b>	<b>5,685,873</b>	<b>5,933,394</b>	<b>4,196,565</b>	<b>3,583,295</b>

Profit & Loss Statement							
2020-2021							
		Month Actual	Year to Date Actual	Year to Date Budget	2020-2021 Budget	% of Annual Budget used	Comments
<b>1600</b>	<b>Revenues</b>						
1611	General Rate	655	7,455,258	7,389,216	7,389,216	101%	
1612	Waste Charges	(189)	1,230,860	1,226,004	1,226,004	100%	
1613	Fire Levy	(83)	365,923	364,927	364,927	100%	
1614	Tips & Transfer Stations	19,962	107,323	87,550	175,100	61%	
1615	Recycling Charges	274	254,474	253,592	253,592	100%	
1616	Early Settlement Discounts	(39)	(157,918)	(130,000)	(130,000)	121%	
1617	Wheelie Bin Charges	1,031	456,639	452,119	452,119	101%	
	<b>Total Rates</b>	<b>21,611</b>	<b>9,712,560</b>	<b>9,643,408</b>	<b>9,730,958</b>	100%	
	<b>Environmental Health</b>						
1622	Inspection Fees	-	-	3,000	6,000	0%	
1623	Health/Food Licence Fees and Fines	488	938	1,000	14,000	7%	
1624	Immunisations	-	-	-	1,000	0%	
	<b>Total Environmental Health</b>	<b>488</b>	<b>938</b>	<b>4,000</b>	<b>21,000</b>	4%	
	<b>Municipal Inspector</b>						
1631	Kennel Licences	-	(30)	-	1,200	-3%	
1632	Dog Registrations	185	8,492	7,000	50,100	17%	
1633	Dog Impoundment Fees & Fines	-	491	1,250	2,500	20%	
1634	Dog Replacement Tags	20	110	-	-		
1635	Caravan Fees and Fines	249	64,206	50,000	50,000	128%	
1636	Fire Abatement Charges	-	-	1,000	2,000	0%	
1637	Infringement Notices	344	1,694	8,750	17,500	10%	
	<b>Total Municipal inspector</b>	<b>798</b>	<b>74,963</b>	<b>68,000</b>	<b>123,300</b>	61%	
	<b>Building Control Fees</b>						
1641	Building Fees	100	5,530	15,000	30,000	18%	
1642	Plumbing	5,725	25,800	25,000	50,000	52%	
1643	Building Search Fees	60	60	600	1,200	5%	
1644	Permit Administration	5,975	22,975	17,500	35,000	66%	
1645	Building Inspections	8,155	33,182	20,000	40,000	83%	
1647	Certificates of Likely Compliance	6,632	25,627	11,000	22,000	116%	
1651	Development Application Fees	8,686	57,253	25,000	50,000	115%	
1653	Subdivision Fees	730	1,630	1,750	3,500	47%	

		Month Actual	Year to Date Actual	Year to Date Budget	2020-2021 Budget	% of Annual Budget used	Comments
1654	Advertising Fee	7,600	56,425	25,000	50,000	113%	
1655	Adhesion Orders	-	-	250	500	0%	
1656	Engineering Fees	1,498	6,206	1,000	2,000	310%	
	<b>Total Planning And Building Control Fees</b>	<b>45,160</b>	<b>234,687</b>	<b>142,100</b>	<b>284,200</b>	83%	
	<b>Government Fees Levies</b>						
1661	B.C.I Training Levy	5,531	24,387	15,000	30,000	81%	
1662	Building Permit Levy	2,766	12,194	8,500	17,000	72%	
1663	132 & 337 Certificates	17,580	77,650	40,000	80,000	97%	
1664	Section 137 Property Sales	-	781	-	-		
1666	Right to Information	-	81	-	-		
	<b>Total Government Fees Levies</b>	<b>25,876</b>	<b>115,092</b>	<b>63,500</b>	<b>127,000</b>	91%	
	<b>Investment Income</b>						
1671	Interest Income	211	25,506	71,500	150,000	17%	
1676	Dividends - TasWater	-	-	-	194,000	0%	
	<b>Total Investment Income</b>	<b>211</b>	<b>25,506</b>	<b>71,500</b>	<b>344,000</b>	7%	
	<b>Sales Hire and Commission</b>						
1681	Sales	5,509	21,163	42,108	127,600	17%	
1682	Commission	3	7,964	7,618	16,491	48%	
1684	Facilities and Hall Hire	2,120	17,735	18,150	55,000	32%	
1685	Facilities Leases	21,852	51,017	36,500	75,000	68%	
1687	History Room Other Income	-	-	500	1,000	0%	
	<b>Total Sales Hire and Commission</b>	<b>29,483</b>	<b>97,878</b>	<b>104,876</b>	<b>275,091</b>	36%	
	<b>Other Income</b>						
1761	Late Payment Penalties inc Interest	1,838	38,335	56,667	100,000	38%	
1765	Private Works	4,461	75,344	10,000	20,000	377%	Construction of Cunningham St Jetty
1766	Cemetery	-	5,418	12,500	25,000	22%	
1767	Contributions	-	1,177	-	-		
1768	Miscellaneous Income	-	52	-	-		
	<b>Total Other Income</b>	<b>6,299</b>	<b>120,327</b>	<b>79,167</b>	<b>145,000</b>	83%	
	<b>Reimbursements</b>						
1773	Workers Comp. Recoveries	-	-	1,000	2,000	0%	



		Month Actual	Year to Date Actual	Year to Date Budget	2020- 2021 Budget	% of Annual Budget used	Comments
1775	Roundings	-	(135)	-	-		
1776	Miscellaneous Reimbursements	589	16,423	2,500	5,000	328%	
1778	GST free reimbursements	1,015	32,340	-	-		
	<b>Total Reimbursements</b>	<b>1,604</b>	<b>48,628</b>	<b>3,500</b>	<b>7,000</b>	695%	
	<b>Gain or Loss on Sale of Assets</b>						
1781	Profit or Loss on Sale of Assets	-	5,500	-	25,000	22%	
	<b>Total Gain or Loss on Sale of Assets</b>	<b>-</b>	<b>5,500</b>	<b>-</b>	<b>25,000</b>	22%	
	<b>Grant Income</b>						
	<b>Operating Grants</b>			-			
1792	Financial Assistance Grant	-	710,036	746,926	2,980,411	24%	
1794	State Grants - Other	-	51,100	-	-		
1794	Learner Driver Mentor Grant		20,032	20,000	20,000	100%	
	<b>Total Operating Grants</b>	<b>-</b>	<b>781,167</b>	<b>766,926</b>	<b>3,000,411</b>	26%	
	<b>Capital Grants</b>						
1791	Roads to Recovery	(1,085,000)	822,436	267,000	971,000	85%	
1791	DCF Round 2 Projects	-	500,000	500,000	1,000,000	50%	
1791	CDG Georges Bay Walking Trail	1,260,000	1,260,000		2,100,000	60%	
1791	Turf Mower	-	-	-	20,000	0%	
1791	Other Grants	-	166,276	-			
1793	Skyline Drive Junction	-	156,750				
	<b>Total Capital Grants</b>	<b>175,000</b>	<b>2,905,462</b>	<b>767,000</b>	<b>4,091,000</b>	71%	
	<b>Total Revenue</b>	<b>306,531</b>	<b>14,122,709</b>	<b>11,713,976</b>	<b>18,173,960</b>	78%	
	<b>Expenses</b>						
	<b>Employee Costs</b>						
1811	Salaries and Wages	209,690	2,014,555	1,895,506	3,791,012	53%	
1812	On Costs	81,714	864,252	841,922	1,683,844	51%	
1813	Overtime Payments	7,633	40,847	18,770	37,540	109%	
	<b>Total Employee Costs</b>	<b>299,037</b>	<b>2,919,653</b>	<b>2,756,198</b>	<b>5,512,396</b>	53%	
	<b>Energy Costs</b>						
1851	Electricity	9,445	76,644	71,742	143,875	53%	
	<b>Total Energy Costs</b>	<b>9,445</b>	<b>76,644</b>	<b>71,742</b>	<b>143,875</b>	53%	

		Month Actual	Year to Date Actual	Year to Date Budget	2020-2021 Budget	% of Annual Budget used	Comments
	<b>Materials and Contracts</b>						
1861	Advertising	3,780	47,914	24,250	48,500	99%	
1863	Bank Charges - GST	944	16,773	12,100	24,200	69%	
1864	Books Manuals Publications	-	797	2,045	4,090	19%	
1865	Catering	228	5,965	7,200	14,400	41%	
1866	Bank Charges - FREE	46	350	500	1,000	35%	
1867	Computer Hardware Purchase	1,796	13,144	6,000	12,000	110%	
1869	Computer Internet Charges	-	-	1,000	2,000	0%	
1870	Computer Licence and Maintenance Fees	4,241	142,643	133,650	205,000	70%	
1872	Corporate Membership	-	66,304	115,790	144,790	46%	
1873	Debt Collection	-	8,508	8,000	16,000	53%	
1876	Stock Purchases for Resale	269	7,050	37,500	45,000	16%	
1890	Equipment Hire and Leasing	823	13,966	19,250	38,500	36%	
1891	Equipment Maintenance and Minor Purchases	-	1,025	5,850	11,700	9%	
1893	Internet Billpay Costs	81	4,622	3,500	7,000	66%	
1895	Licensing and Licence Costs	-	29,896	15,000	39,379	76%	
1896	Land and Building Rental or Leasing Costs	3,625	36,579	9,000	9,000	406%	
1897	Materials	9,272	209,708	167,722	335,445	63%	
1898	Phone Calls Rental Fax	2,868	20,364	19,545	39,090	52%	
1899	Postage/Freight	125	16,095	11,505	23,010	70%	
1900	Printing/Laminating	-	-	2,500	5,000	0%	
1901	Property Insurance	-	127,186	100,000	109,300	116%	
1902	Room Hire	-	1,093	625	1,250	87%	
1904	Royalties and Production Licences	-	-	2,500	5,000	0%	
1905	Stationery	1,150	10,176	8,250	16,500	62%	
1906	Water and Property rates Payable	87	48,567	64,980	105,800	46%	
	<b>Total Materials and Contracts</b>	<b>29,336</b>	<b>828,726</b>	<b>778,262</b>	<b>1,262,954</b>	<b>66%</b>	
	<b>Contractor Costs</b>						
1971	Contractors	87,353	526,501	396,150	792,300	66%	
1972	Cleaning Contractors	3,808	113,392	94,865	189,730	60%	
1973	Waste Management Contractors	(44,445)	511,323	548,596	1,135,788	45%	
	<b>Total Contractor Costs</b>	<b>46,717</b>	<b>1,151,215</b>	<b>1,039,611</b>	<b>2,117,818</b>	<b>54%</b>	
	<b>Professional Fees</b>						
1992	Audit Fees	1,700	16,040	22,672	40,000	40%	

		Month Actual	Year to Date Actual	Year to Date Budget	2020- 2021 Budget	% of Annual Budget used	Comments
1993	Legal Fees	-	36,469	13,000	26,000	140%	
1994	Internal Audit Fees	-	10,753	3,250	6,500	165%	
1995	Revaluation Fees- Municipal only	-	8,850	14,000	28,000	32%	
1997	Professional Fees - Strategic Projects	-	-	-	70,000	0%	
1998	Other Professional Fees	13,368	174,788	127,350	254,700	69%	
	<b>Total Professional Fees</b>	<b>15,068</b>	<b>246,900</b>	<b>180,272</b>	<b>425,200</b>	<b>58%</b>	
	<b>Plant Hire</b>						
2101	Plant Hire - Internal	59,352	447,095	258,150	516,300	87%	
2102	Plant Hire - External	-	2,389	2,750	5,500	43%	
2103	Registration and MAIB	-	40,429	39,672	39,672	102%	
2104	Insurance Premiums	-	25,431	41,773	41,773	61%	
2105	Plant Repairs and Maintenance	26,437	187,566	56,000	112,000	167%	
2140	Plant Hire Recovered	(60,992)	(484,893)	(360,000)	(720,000)	67%	
2141	Fuel	(11,000)	55,608	82,250	164,500	34%	
2142	Fuel Credit	-	(7,163)	(7,500)	(15,000)	48%	
	<b>Total Plant Hire</b>	<b>13,797</b>	<b>266,463</b>	<b>113,095</b>	<b>144,745</b>	<b>184%</b>	
	<b>Government Fees and Levies</b>						
2255	Fire Levy	-	182,463	182,529	365,186	50%	
2257	Building Permit Levy	-	7,538	7,500	15,000	50%	
2258	Land Tax	871	33,290	14,500	56,813	59%	
2259	Training Levy	-	19,984	15,000	30,000	67%	
	<b>Total Government Fees and Levies</b>	<b>871</b>	<b>243,275</b>	<b>219,529</b>	<b>466,999</b>	<b>52%</b>	
	<b>Depreciation</b>						
2305	Depreciation Buildings	-	99,159	118,161	236,323	42%	
2306	Depreciation Roads and Streets	152,167	1,065,169	913,000	1,826,000	58%	
2307	Depreciation Bridges	38,050	266,350	228,300	456,600	58%	
2308	Depreciation Plant & Equipment	-	178,082	205,434	410,868	43%	
2310	Depreciation Stormwater Infrastructure	27,658	193,606	165,948	331,896	58%	
2311	Depreciation Furniture	-	59,721	78,703	157,405	38%	
2312	Depreciation Land Improvements	1,750	91,798	107,501	215,001	43%	
2313	Amortisation of Municipal Valuation	1,800	12,600	10,800	25,000	50%	

		Month Actual	Year to Date Actual	Year to Date Budget	2020- 2021 Budget	% of Annual Budget used	Comments
	<b>Total Depreciation</b>	<b>221,425</b>	<b>1,966,486</b>	<b>1,827,847</b>	<b>3,659,093</b>	54%	
	<b>Other Expenses</b>						
2401	Interest Payable	-	158,127	181,177	335,328	47%	
2403	Bad & Doubtful Debts	-	249		-		
2404	Grants and Community Support Given	4,482	38,936	100,100	179,100	22%	
2405	Rate Remissions	-	157,035	156,000	156,000	101%	Includes \$99k Covid19 rate relief
2407	Waiver of Fees and Lease etc	-	4,491	-	-		
2408	Refunds/Reimbursements	-	24,545	-	-		
2409	Council Member Expenses	191	5,367	9,000	18,000	30%	
2410	Council Member Allowances	14,643	101,202	84,579	169,158	60%	
	<b>Total Other Expenses</b>	<b>19,316</b>	<b>489,953</b>	<b>530,856</b>	<b>857,586</b>	57%	
	<b>Total Expenses</b>	<b>655,010</b>	<b>8,189,315</b>	<b>7,517,411</b>	<b>14,590,665</b>	56%	
	<b>Net Surplus\ (Deficit) before Capital amounts</b>	<b>(523,479)</b>	<b>3,022,432</b>	<b>3,429,565</b>	<b>(532,705)</b>		
	Capital Grants	175,000	2,905,462	767,000	4,091,000		
	Profit or Loss on Sale of Assets	-	5,500	-	25,000		
	<b>Net Surplus\ (Deficit)</b>	<b>(348,479)</b>	<b>5,933,394</b>	<b>4,196,565</b>	<b>3,583,295</b>		

Profit And Loss Statement				
2020-2021				
	Month Actual	Year to Date Actual	2020-2021 Budget	Comments
<b>Business and Corporate Services</b>				
Total Government Fees Levies		81	-	
Total Investment Income	211	25,506	344,000	
Total Sales Hire and Commission		16	6,000	
Total Reimbursements	-	1,701	-	
<b>Total Revenue</b>	<b>211</b>	<b>27,304</b>	<b>350,000</b>	
Total Employee Costs	39,307	401,700	817,408	
Total Energy Costs	-	-	5,800	
Total Materials and Contracts	9,795	331,971	497,450	
Total Contractor Costs		1,911	7,900	
Total Professional Fees	3,315	10,795	10,500	
Total Plant Hire	1,231	8,523	13,573	
Total Government Fees and Levies	-	-	180	
Total Depreciation	1,800	56,341	157,064	
Total Other Expenses		345	-	
<b>Total Expenses</b>	<b>55,448</b>	<b>811,586</b>	<b>1,509,875</b>	
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(55,236)</b>	<b>(784,282)</b>	<b>(1,159,875)</b>	
<b>Net Surplus\ (Deficit)</b>	<b>(55,236)</b>	<b>(784,282)</b>	<b>(1,159,875)</b>	
<b>Development Services</b>				
Total Environmental Health	488	938	21,000	
Total Municipal inspector	249	64,206	59,500	
Total Planning And Building Control Fees	43,662	243,267	282,200	
Total Government Fees Levies	25,876	114,231	127,000	
Total Sales Hire and Commission		632	1,300	
Total Operating Grants		25,000	-	
<b>Total Revenue</b>	<b>70,276</b>	<b>448,275</b>	<b>491,000</b>	
Total Employee Costs	42,898	436,653	841,637	
Total Materials and Contracts	204	26,467	50,910	
Total Contractor Costs		1,042	10,000	
Total Professional Fees	8,871	112,905	142,700	
Total Plant Hire	215	5,718	8,807	
Total Government Fees and Levies		27,522	45,000	
Total Depreciation		7,711	19,740	
Total Other Expenses	3,982	11,392	34,500	
<b>Total Expenses</b>	<b>56,169</b>	<b>629,411</b>	<b>1,153,293</b>	
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>14,107</b>	<b>(181,136)</b>	<b>(662,293)</b>	
<b>Net Surplus\ (Deficit)</b>	<b>14,107</b>	<b>(181,136)</b>	<b>(662,293)</b>	

	Month Actual	Year to Date Actual	2020-2021 Budget	Comments
<b>Community Services</b>				
Total Sales Hire and Commission	64	64	-	
Total Other Income		1,177	-	
Total Reimbursements		2,008	-	
Total Operating Grants		40,032	20,000	
Total Capital Grants		(160,406)	2,100,000	
<b>Total Revenue</b>	<b>64</b>	<b>(117,126)</b>	<b>2,120,000</b>	
Total Employee Costs	9,386	133,823	281,043	
Total Energy Costs	61	61	-	
Total Materials and Contracts	632	4,430	26,950	
Total Contractor Costs		25,000	30,000	
Total Professional Fees			10,000	
Total Plant Hire	459	10,474	12,744	
Total Depreciation		5,897	16,212	
Total Other Expenses	500	54,955	144,600	
<b>Total Expenses</b>	<b>11,038</b>	<b>234,640</b>	<b>521,549</b>	
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(10,974)</b>	<b>(191,359)</b>	<b>(501,549)</b>	
<b>Net Surplus\ (Deficit)</b>	<b>(10,974)</b>	<b>(351,765)</b>	<b>1,598,451</b>	
<b>Works and Infrastructure</b>				
Total Rates	21,078	2,049,297	2,106,815	
Total Municipal inspector	549	10,757	63,800	
Total Planning And Building Control Fees	1,498	6,420	2,000	
Total Sales Hire and Commission	24,376	69,538	175,000	
Total Other Income	4,461	80,814	45,000	
Total Reimbursements	589	14,204	2,000	
Total Gain or Loss on Sale of Assets		5,500	25,000	
Total Operating Grants		416,809	1,608,892	
Total Capital Grants	175,000	2,562,889	1,991,000	
<b>Total Revenue</b>	<b>227,551</b>	<b>5,216,229</b>	<b>6,019,507</b>	
Total Employee Costs	168,097	1,456,983	2,682,349	
Total Energy Costs	7,777	71,803	133,075	
Total Materials and Contracts	14,776	335,490	493,444	
Total Contractor Costs	46,717	1,115,271	2,065,068	
Total Professional Fees		30,178	44,000	
Total Plant Hire	11,617	235,920	99,978	
Total Government Fees and Levies	871	30,994	52,354	
Total Depreciation	219,625	1,881,524	3,442,005	
Total Other Expenses		163,019	335,328	
<b>Total Expenses</b>	<b>469,480</b>	<b>5,321,182</b>	<b>9,347,600</b>	
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(416,930)</b>	<b>(2,667,842)</b>	<b>(5,319,094)</b>	
<b>Net Surplus\ (Deficit)</b>	<b>(241,930)</b>	<b>(104,953)</b>	<b>(3,328,094)</b>	



	Month Actual	Year to Date Actual	2020-2021 Budget	Comments
<b>Visitor Information Centre</b>				
Total Sales Hire and Commission	5,198	20,017	79,500	
<b>Total Revenue</b>	<b>5,198</b>	<b>20,017</b>	<b>79,500</b>	
Total Employee Costs	12,208	93,968	138,312	
Total Energy Costs	1,607	4,779	5,000	
Total Materials and Contracts	587	25,330	51,700	
Total Contractor Costs		6,612	4,850	
Total Plant Hire	60	475	-	
Total Government Fees and Levies		918	1,600	
Total Depreciation		8,513	8,472	
<b>Total Expenses</b>	<b>14,462</b>	<b>140,596</b>	<b>209,934</b>	
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(9,263)</b>	<b>(120,578)</b>	<b>130,434</b>	
<b>Net Surplus\ (Deficit)</b>	<b>(9,263)</b>	<b>(120,578)</b>	<b>130,434</b>	
<b>Governance and Members Expenses</b>				
Total Rates	533	7,663,263	7,624,143	
Total Government Fees Levies		781	-	
Total Sales Hire and Commission		7,765	13,291	
Total Other Income	1,838	38,335	100,000	
Total Reimbursements	1,015	30,716	5,000	
Total Operating Grants		299,326	1,371,520	
Total Capital Grants		502,979	-	
<b>Total Revenue</b>	<b>3,386</b>	<b>8,543,165</b>	<b>9,113,954</b>	
Total Employee Costs	27,140	396,526	751,646	
Total Materials and Contracts	3,343	105,036	142,500	
Total Contractor Costs		1,380	-	
Total Professional Fees	2,882	93,021	218,000	
Total Plant Hire	215	5,354	9,645	
Total Government Fees and Levies		183,841	367,865	
Total Depreciation		6,500	15,600	
Total Other Expenses	14,834	260,243	343,158	
<b>Total Expenses</b>	<b>48,414</b>	<b>1,051,901</b>	<b>1,848,414</b>	
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(45,028)</b>	<b>6,988,285</b>	<b>7,265,539.19</b>	
<b>Net Surplus\ (Deficit)</b>	<b>(45,028)</b>	<b>7,491,264</b>	<b>7,265,539</b>	

	Month Actual	Year to Date Actual	2020-2021 Budget	Comments
<b>Council Total</b>				
Total Rates	21,611	9,712,560	9,730,958	
Total Environmental Health	488	938	21,000	
Total Municipal inspector	798	74,963	123,300	
Total Planning And Building Control Fees	45,160	249,687	284,200	
Total Government Fees Levies	25,876	115,092	127,000	
Total Investment Income	211	25,506	344,000	
Total Sales Hire and Commission	29,638	98,033	275,091	
Total Other Income	6,299	120,327	145,000	
Total Reimbursements	1,604	48,628	7,000	
Total Gain or Loss on Sale of Assets		5,500	25,000	
Total Operating Grants		781,167	3,000,411	
Total Capital Grants	175,000	2,905,462	4,091,000	
<b>Total Revenue</b>	<b>306,685</b>	<b>14,137,864</b>	<b>18,173,960</b>	
Total Employee Costs	299,037	2,919,653	5,512,396	
Total Energy Costs	9,445	76,644	143,875	
Total Materials and Contracts	29,336	828,726	1,262,954	
Total Contractor Costs	46,717	1,151,215	2,117,818	
Total Professional Fees	15,068	246,900	425,200	
Total Plant Hire	13,797	266,463	144,745	
Total Government Fees and Levies	871	243,275	466,999	
Total Depreciation	221,425	1,966,486	3,659,093	
Total Other Expenses	19,316	489,953	857,586	
<b>Total Expenses</b>	<b>655,010</b>	<b>8,189,315</b>	<b>14,590,665</b>	
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(523,325)</b>	<b>3,043,087</b>	<b>(532,705)</b>	
Capital Income	175,000	2,905,462	4,116,000	
<b>Net Surplus\ (Deficit)</b>	<b>(348,325)</b>	<b>5,948,549</b>	<b>3,583,295</b>	

Financial Position					
2020-2021					
	2019-2020 Actual	Year to Date Actual	Year to Date Budget	2020-2021 Budget	Comments
<b>Current Assets</b>					
Cash	10,256,813	11,070,649	8,497,357	3,737,243	
Receivables	1,093,391	2,342,144	2,580,075	750,000	
Inventories	63,905	220,937	120,000	120,000	
Other Current Assets	60,433	95,857	45,000	45,000	
<b>Total Current Assets</b>	<b>11,474,542</b>	<b>13,729,588</b>	<b>11,242,431</b>	<b>4,652,243</b>	
<b>Non Current Assets</b>					
Property Plant and Equipment	154,921,761	158,214,794	158,352,769	148,149,134	
Investment in TasWater	34,537,566	29,582,956	29,582,956	38,672,525	
Other Non Current Assets	176,326	63,800	95,000	95,000	
<b>Total Non -Current Assets</b>	<b>189,635,653</b>	<b>187,861,550</b>	<b>188,030,726</b>	<b>186,916,659</b>	
<b>Total Assets</b>	<b>201,110,195</b>	<b>201,591,138</b>	<b>199,273,157</b>	<b>191,568,902</b>	
<b>Current Liabilities</b>					
Payables	1,548,015	1,490,450	1,284,964	950,000	
Interest Bearing and Other Liabilities	368,056	183,226	183,226	356,256	
Contract Liabilities	344,516	-	-		Grants & Rates in advance
Provisions	829,258	743,901	853,572	853,572	
<b>Total Current Liabilities</b>	<b>3,089,845</b>	<b>2,417,577</b>	<b>2,321,762</b>	<b>2,159,828</b>	
<b>Non Current Liabilities</b>					
Interest Bearing and Other Liabilities	8,169,452	8,169,452	8,169,452	8,128,118	
Provisions	549,757	549,756	569,414	569,414	
<b>Total Non Current Liabilities</b>	<b>8,719,209</b>	<b>8,719,208</b>	<b>,738,866</b>	<b>8,697,532</b>	
<b>Total Liabilities</b>	<b>11,809,054</b>	<b>11,136,785</b>	<b>11,060,628</b>	<b>10,857,360</b>	
<b>Net Assets</b>	<b>189,301,141</b>	<b>190,454,353</b>	<b>188,212,529</b>	<b>180,711,542</b>	
<b>EQUITY</b>					
Accumulated surplus	38,895,988	38,503,330	36,261,507	34,862,149	
Asset revaluation reserve	149,925,764	151,471,634	151,471,634	145,384,764	
Other reserves	479,389	479,389	479,389	464,629	
<b>TOTAL EQUITY</b>	<b>189,301,141</b>	<b>190,454,353</b>	<b>188,212,529</b>	<b>180,711,542</b>	
Other Reserves - detailed separately	479,389	479,389	479,389	464,628	
Employee Provisions	1,379,015	1,293,657	1,422,986	1,422,986	
Unallocated accumulated surplus	8,398,409	9,297,603	6,594,982	1,849,629	
<b>Total cash available</b>	<b>10,256,813</b>	<b>11,070,649</b>	<b>8,497,357</b>	<b>3,737,243</b>	
Note: This reflects the cash position and does not include Payables and Receivables					

<b>Other Reserves</b>				
<b><u>2020-2021</u></b>				
	<b>Other Reserves 1/7/20</b>	<b>Reserves new 2020-2021</b>	<b>Reserves used 2020- 2021</b>	<b>Remaining 30/6/2021</b>
<b>Public Open Space</b>				
Binalong Bay	3,362			3,362
Ansons Bay	4,907			4,907
Beaumaris	2,229			2,229
Scamander	3,750			3,750
St Helens	26,242			26,242
St Marys	32,509			32,509
Stieglitz	6,752			6,752
<b>Total Public Open Space</b>	<b>79,751</b>	-	-	<b>79,751</b>
<b>General Reserves</b>				
Community Development	12,500			12,500
Fingal Tennis Court	14,500			14,500
137 Trust Seizures	372,638	-		372,638
<b>Total General Reserves</b>	<b>399,638</b>	-	-	<b>399,638</b>
<b>Total Other Reserves</b>	<b>479,389</b>	-	-	<b>479,389</b>

Estimated Cash Flow					
2020-2021					
	2019-2020 Actual	Year to Date Actual	Year to Date Budget	2020-2021 Budget	Comments
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>					
<b>RECEIPTS</b>					
Operating Receipts	14,993,252	10,803,290	8,495,848	14,057,960	
<b>PAYMENTS</b>					
Operating payments	(10,478,245)	(7,482,515)	(5,465,786)	(10,931,572)	
<b>NET CASH FROM OPERATING</b>	<b>4,515,007</b>	<b>3,320,775</b>	<b>3,030,062</b>	<b>3,126,388</b>	
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>					
<b>RECEIPTS</b>					
Proceeds from sale of Plant & Equipment	18,363	5,500	-	25,000	
<b>PAYMENTS</b>					
Payment for property, plant and equipment	(8,021,282)	(5,258,855)	(5,397,473)	(10,794,945)	
Capital Grants	5,405,286	2,905,462	767,000	4,091,000	
Payments for financial assets	-				
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(2,597,633)</b>	<b>(2,347,893)</b>	<b>(4,630,473)</b>	<b>(6,678,945)</b>	
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>					
<b>RECEIPTS</b>					
Proceeds from borrowings	-	-	-	-	
<b>PAYMENTS</b>					
Repayment of borrowings	(340,941)	(173,030)	(173,030)	(356,256)	
Repayment of Lease Liabilities	(11,800)				
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>(352,741)</b>	<b>(173,030)</b>	<b>(173,030)</b>	<b>(356,256)</b>	
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	<b>1,564,633</b>	<b>799,852</b>	<b>(1,773,440)</b>	<b>(3,908,813)</b>	
<b>CASH AT BEGINNING OF YEAR</b>	<b>8,692,180</b>	<b>10,270,797</b>	<b>10,270,797</b>	<b>7,646,056</b>	
<b>CASH AT END OF PERIOD</b>	<b>10,256,813</b>	<b>11,070,649</b>	<b>8,497,357</b>	<b>3,737,243</b>	

## Capital Expenditure

**2020-2021**

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	<b>PLANT &amp; EQUIPMENT</b>						
	<b>Replacement of the following vehicles</b>						
CI010	John Deere Turf Mower		4,873		40,000	40,000	Requires co-funding from SHFC
CH020	Skoda Karoq SL 2.01 TSI		38,866				Purchased Dec 2020 No trade
CH048	Garbage truck	-	-	(370,000)	370,000	-	Purchased June 2020
CH049	2nd hand back up garbage truck		131,735		120,000	120,000	Budget workshop 1/6/20
CI015	1226 Ute 2WD Tipper	-	-		30,000	30,000	
CI020	1316 Maintenance Van - Building Mtce Officer		50,424		45,000	45,000	
CI025	1294 Dual Cab Ute 4WD	-	-		40,000	40,000	
CI005	Small Plant - VARIOUS		41,825		42,000	42,000	
	<b>TOTAL PLANT &amp; EQUIPMENT</b>	-	<b>267,722</b>	<b>(370,000)</b>	<b>687,000</b>	<b>317,000</b>	
	<b>FURNITURE &amp; IT</b>						
CI070	Additional sit down/stand up desks	-	-		2,500	2,500	
CI055	IT - Server Upgrades 2020/21		28,826		25,000	25,000	
CI075	Council Chambers New Furniture	-	-		15,000	15,000	\$8700 to CI065 as advised 12 Aug 2020
CI060	Desktop/Laptops/Monitors 2020/21		12,063		10,000	10,000	
CI065	Printers/Copiers - Main Office		10,485		12,000	12,000	
	History Room acquisition reserve	-	-		1,000	1,000	
CH075	Town Christmas Decorations		4,959			-	
CD730	Hall Furniture Replacement	-	-	3,000		3,000	
CI080	Microwave Tower		16,865			-	
CH065	Audio visual equip		5,395			-	Chamber
	<b>TOTAL FURNITURE &amp; IT</b>	-	<b>78,593</b>	<b>3,000</b>	<b>65,500</b>	<b>68,500</b>	
	<b>BUILDINGS</b>						
CC730 A	Old Tasmanian Hotel - Lift	26,095	216,466		213,000	213,000	DCF Round 2 Potential Project



Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CC730	Old Tasmanian Hotel Upgrades in Accordance with Conservation Mgt Plan		19,220		25,000	25,000	Annual commitment to Heritage upgrades and renovations
CI705	St Helens Works Depot		8,778		20,000	20,000	New 6m X 6m store building for Community Services
CI710	St Marys Railway Station Upgrades	-	-		25,000	25,000	Upgrades to Building to be scoped out
CI715	BBQ Shelter - St Marys Community Space	2,465	4,963			-	as requested by JI & JB
CH730	Portland Hall Upgrades		42,635	34,610	50,000	84,610	Electrical Upgrades, Replace Western Facing Windows & Storage room alterations
CE770	Workspace Renovations - History Rooms	-	-	27,270		27,270	
CF705	Weldborough Amenities	-	-	124,400		124,400	
CH705	Install 1 X Bus Shelter - High St, Mathinna	-	-			-	As per community consultation in April 2018
CH735	Fingal Park Shelter	-	-			-	As per community consultation in April 2018
CH710	St Helens Waste Transfer Station Tip Shop	-	-			-	New Addition to Tip Shop
CH715	Fingal Sports Complex - Toilet Addition	-	-			-	As per community consultation in April 2018
CH720	Four Mile Creek Community Hub	-	-	57,880		57,880	FOFMC
CH725	Break O Day Community Stadium - Upgrades		22,788	30,000		30,000	Roof Replacement to original amenities section
CG725	Scamander Sports Complex Disabled Toilet & Improvements	-	-			-	
	<b>TOTAL BUILDINGS</b>	<b>28,560</b>	<b>314,850</b>	<b>274,160</b>	<b>333,000</b>	<b>607,160</b>	

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	<b>PARKS, RESERVES &amp; OTHER</b>						
<b>CX805 *</b>	St Marys Sports Complex (DA 129-20)		32,431		45,000	45,000	DCF Funding - New Implement and Buggy Shed exCI805
<b>CX810 *</b>	St Marys Sports Centre (Bowls/Golf Clubhouse)		51,325		45,000	45,000	DCF Funding - Internal Alterations
<b>CX815 *</b>	Scamander Surf Life Saving Club		17,273		19,745	19,745	DCF Funding - Fitout of Amenities
<b>CX820 *</b>	St Marys Football Ground	381	101,511		110,020	110,020	DCF Funding - Irrigation System
<b>CX825 *</b>	St Marys Community Space	2,621	37,733		35,000	35,000	DCF Round 2 Potential Project
<b>CX830 *</b>	Mathinna Cemetery Master Plan	1,820	18,635		50,000	50,000	DCF Round 2 Potential Project
<b>CX835 *</b>	Fingal Cemetery Master Plan	5,834	8,964		100,000	100,000	DCF Round 2 Potential Project
<b>CX840 *</b>	Fingal Valley Tracks	8,432	39,834		139,500	139,500	DCF Round 2 Potential Project
<b>CX870 *</b>	Wombat Walk - Footpath Upgrade	-	13,976		-	-	DCF Round 2 Potential Project
<b>CX845 *</b>	Drought Protection Plan	-	-		10,000	10,000	DCF Round 2 Potential Project
<b>CI810</b>	St Helens Sports Complex	-	-		50,000	50,000	Reroof and Repaint& waterproof - Athletics Building
<b>CH870</b>	Shade structure - Flagstaff tail head		24,942		25,000	25,000	TBC
<b>CI815</b>	Shade Structures - Scamander Reserve	-	-		25,000	25,000	TBC
<b>CI805</b>	Street furniture & signage		6,540		20,000	20,000	
<b>CI820</b>	Playground equipment replacement program	-	-		20,000	20,000	St Helens Foreshore - Playground Fence replacement
<b>CI825</b>	Playground equipment replacement program	-	-		50,000	50,000	10 sites at \$5K each
<b>CI845</b>	St Helens rec ground - Carpark Area	-	-		15,000	15,000	
<b>CI830</b>	Resheet airport runway	-	-		100,000	100,000	
	Pyengana Rec ground	-	-		40,000	40,000	Cancel. Budgeted twice

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CI835	St Helens Boat Ramp Project		20,000			-	\$98308.60 total - Council \$20000 Contribution ex GST
CF135 *	Georges Bay Walking Trail/St Helens Foreshore Path	22	2,001,195		2,223,510	2,223,510	Community Development Grant Funded \$2.1M
CH865	Swimcart to Binalong Bay - MTB Trail		5,509			-	
CH805	St Marys Cemetery Master Plan	-	-			-	DCP
CH810	St Helens Cemetery Master Plan	-	-	50,000		50,000	
CH815	Dog exercise area St Helens Improvements		8,255	10,000		10,000	
CH820	Medeas Cove & Annie St intersection	-	-			-	Installation of crash barrier
CE715	Break O Day Community Stadium - External Upgrades	-	-			-	as per Council decision 10/19.17.3 Moved \$150k to CH530
CH530	Car Parking & MTB Hub - Cecilia St Carpark	42,675	226,131			-	as per Council decision 10/19.17.3
CH825	Cornwall Playground Upgrade (Slide Only)		5,690	5,000		5,000	Cornwall - Slide Only
CH830	Binalong Bay Playground site improvements	-	-			-	
CD815	Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building	-	-	89,400		89,400	
CE820	Street furniture & signage	-	-	8,860		8,860	New Code created for 2020/21
	<b>Jetty upgrades - TBA</b>	-	-			-	Grant funded
CD830 B	Jetty Upgrades - Cunningham Street	-	-			-	completed
CH835	St Helens Rec ground - Football Grounds	-	-			-	completed
	Break O Day Community Stadium	-	-			-	completed
CH840	St Helens Croquet Playing Field	-	-	30,000		30,000	
CF810	Fingal Cemetery Master Plan	-	-	40,000		40,000	
CE815	Mathinna Cemetery Master Plan	-	-	20,000		20,000	

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CF825	Parnella foreshore protection works		46,247			-	C/f to CF805
CF805	Parnella/Foreshore Walkway		1,500	249,010		249,010	Moved from Footpaths
CG825	Street lighting - LED Implementation	-	-			-	C/f to CF805
CH845	Street banner pole refurbishment St Helens	-	-			-	completed
CH850	Scamander Sports - Bowls Green Shade Structure	-	-			-	Replacement
CH855	Flood Levee - Groom Street, St Marys Flood Mit.	2,813	173,580				Flood Mitigation Funding
CH860	Flood Warning System - St Marys Flood Mitigation		10,458				Flood Mitigation Funding
CI850	Bike Racks - Multiple Locations	-	-				Funding AC/810
CF820 *	Mountain Bike Trails - Poimena to Bay of Fires	1,200	45,624			-	
CF820 A*	Mountain Bike Trails - Stacked Loops-St Helens		389,486			-	
CI840	Flagstaff MTB Carpark Sealing	64,085	82,567			-	Funding Aust Govt Nov 2020 \$100K
CI855	Shared Pathway - Binalong Bay	137	137			-	Funding Aust Govt Nov 2020 \$40239
CI860	Shared Pathway - Kirwans Beach	-	-			-	Funding Aust Govt Nov 2020 \$35K
CI865	Shared Pathway - Scamander	-	-			-	Funding Aust Govt Nov 2020 \$108167
CI870	Shared Pathway - Foreshore to Circassian	-	-			-	Funding Aust Govt Nov 2020 \$185K
CI875	Pavement Rehabilitation - St Helens Pt Rd	-	-			-	Funding Aust Govt Nov 2020 \$170K
CI880	Tourism Information Signage - Multiple	-	-			-	Funding Aust Govt Nov 2020 \$9K
	<b>TOTAL PARKS, RESERVES &amp; OTHER</b>	<b>130,019</b>	<b>3,369,540</b>	<b>502,270</b>	<b>3,122,775</b>	<b>3,625,045</b>	
						-	
	<b>ROADS</b>					-	
	<b>STREETSCAPES</b>					-	
CX850 *	Mathinna Streetscape Improvements	23,449	136,127		208,035	208,035	DCF Round 2 Project Grant

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CE110	Scamander entrance at Wrinklers	-	-	193,500		193,500	
CE105	Cecilia St (Circassian to Esplanade)	-	-			-	completed
CF105	Fingal Streetscape - Stage 2	-	-	40,000		40,000	Outstand Construction in 2020/21 - Can we make a new project code so as to close out the streetscape project?
CI130	Fingal Streetscape - 2020/21	-	-			-	NEW CODE for 2020/21 as requested
CG120	Fingal Streetscape - Stage 3	-	-			-	Completed - part of Drought funding
	<b>TOTAL STREETSCAPES</b>	<b>23,449</b>	<b>136,127</b>	<b>233,500</b>	<b>208,035</b>	<b>441,535</b>	
						-	
	<b>FOOTPATHS</b>					-	
CG115	Annual replacement of damaged footpaths		16,097	30,000	15,000	45,000	Covid 19 restrictions - defer work
CI110	Akaroa - Akaroa Ave	-	-		7,200	7,200	
CI115	Akaroa - Cannell Place	-	-		6,300	6,300	
CI120	Binalong Bay - Coffey Drive	-	-		13,000	13,000	
CI125	Binalong Bay - Barnett Close	-	-		7,000	7,000	
CI105	Scamander - Scamander Ave		34,676		60,000	60,000	
	St Helens - Existing Sub-division	-	-		125,000	125,000	southern side of GF Bridge.
CI135	St Helens Point Road Pavement Remediation		7,727				which will be funded by the \$650,000 bucket from the Local Road Community Infrastructure Program Fund (LRCI). This funding has not been finalized yet as JB has to sign the nomination form.

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CH105	Binalong Bay Footpath - Main Road	-	-	30,000		30,000	Covid 19 restrictions - defer work
CF130	Parkside Foreshore Footpath		3,500			-	
CH110	Binalong Bay - Highcrest to Bevan Streets		1,458	3,000		3,000	Covid 19 restrictions - defer work
CH115	Fingal - Talbot Street	-	-	30,000		30,000	completed
CH120	Scamander - Scamander Ave		16,882	41,118		41,118	completed
CH125	Stieglitz - Chimney Heights		2,384	3,000		3,000	completed
CF125	Medea Cove Footpath/Road options		375	70,265		70,265	Covid 19 restrictions - defer work
CG110	Storey St, St Marys		59,723	50,000		50,000	Covid 19 restrictions - defer work
	<b>TOTAL FOOTPATHS</b>	-	<b>142,822</b>	<b>257,383</b>	<b>233,500</b>	<b>490,883</b>	
						-	
	<b>KERB &amp; CHANNEL</b>				-	-	
CI160	St Helens Point Road (Parnella SW Catchment 2)	-	-		150,000	150,000	
CI155	Atlas Drive - Landslip Control	-	-		40,000	40,000	
		-	-			-	
CH155	Byatt Court, Scamander	-	-	46,000		46,000	Covid 19 restrictions - defer work
	<b>Replacements TBA</b>	-	-	22,000		22,000	Covid 19 restrictions - defer work
CI165	Jason Street, St Helens	3,400	11,582			-	
CG155	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	20,000		20,000	Covid 19 restrictions - defer work
CG160	Penelope St St Helens	-	-			-	completed
CG165	Helen Grove, St Helens (Northern Side)	-	-			-	completed
CE165	Treloggen Drive, Binalong Bay	-	-	50,360		50,360	Covid 19 restrictions - defer work
CG170	Aerodrome Road, Stieglitz	-	-			-	completed
	<b>TOTAL KERB &amp; CHANNEL</b>	<b>3,400</b>	<b>11,582</b>	<b>138,360</b>	<b>190,000</b>	<b>328,360</b>	
						-	
	<b>RESHEETING</b>					-	
	2285 - North Ansons Bay Rd	-	-		30,000	30,000	



Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	2286 - North Ansons Bay Rd	-	-		30,000	30,000	
	40 - Anchor Rd	-	-		10,100	10,100	
	39 - Anchor Rd	-	-		10,800	10,800	
	41 - Anchor Rd	-	-		16,400	16,400	
CI305	906 - Ansons Bay Rd (Priory Rd)	4,090	48,608		9,400	9,400	
CI305	903 - Ansons Bay Rd (Priory Rd)	-			44,900	44,900	
CI305	910 - Ansons Bay Rd (Priory Rd)	-			25,800	25,800	
CI305	909 - Ansons Bay Rd (Priory Rd)	-			25,700	25,700	
CI305	908 - Ansons Bay Rd (Priory Rd)	-			18,300	18,300	
CI305	907 - Ansons Bay Rd (Priory Rd)	-			18,100	18,100	
CI305	904 - Ansons Bay Rd (Priory Rd)	-			16,000	16,000	
	46 - Church Hill Rd	-	-		2,800	2,800	
	1081 - Sorell St	-	-		6,700	6,700	
	1024 - Franks St Fingal	-	-		3,400	3,400	
	1187 - Honeymoon Pt Rd	-	-		6,200	6,200	
	1178 - Jeanerret Beach Rd	-	-		800	800	
	47 - Johnston Rd	-	-		8,100	8,100	
	1053 - Louisa St	-	-		2,800	2,800	
	1051 - Louisa St	-	-		3,700	3,700	
CI310	948 - Reids Rd	1,316	18,994		23,800	23,800	
CI310	946 - Reids Rd	-			20,400	20,400	
CI310	945 - Reids Rd	-			21,600	21,600	
	704 - U/N 1 Stieglitz	-	-		4,600	4,600	
	999 - Victoria St Part C	-	-		1,400	1,400	
	998 - Victoria St Part C	-	-		360	360	
	997 - Victoria St Part C	-	-		2,100	2,100	
CH325	2054 - Brooks Rd		173			-	
	2138 - Franks St Fingal	-	-	3,795		3,795	
CH305	2161 - Groves Rd	-	-			-	
CH305	2160 - Groves Rd	-	-			-	
CH310	2285 - North Ansons Bay Rd		271			-	
CH310	2286 - North Ansons Bay Rd					-	
	2258 - McKerchers Rd	-	-	8,190		8,190	
	2259 - McKerchers Rd	-	-	9,623		9,623	
	2260 - McKerchers Rd	-	-	2,662		2,662	
	2380 - Tims Creek Rd	-	-	6,880		6,880	
	2392 - Tyne Rd	-	-	6,370		6,370	

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	2393 - Tyne Rd	-	-	7,262		7,262	
	2394 - Tyne Rd	-	-	6,166		6,166	
	2303 - Old Roses Tier Rd	-	-	6,848		6,848	
<b>CH320</b>	2015 - Ansons Bay Rd (Priory Rd)		2,903			-	
	2016 - Ansons Bay Rd (Priory Rd)	-	-			-	completed
	2008 - Ansons Bay Rd (Priory Rd)	-	-			-	completed
	2011 - Ansons Bay Rd (Priory Rd)	-	-			-	completed
	2012 - Ansons Bay Rd (Priory Rd)	-	-			-	completed
	2013 - Ansons Bay Rd (Priory Rd)	-	-			-	completed
	2014 - Ansons Bay Rd (Priory Rd)	-	-			-	completed
	2017 - Ansons Bay Rd (Priory Rd)	-	-			-	completed
	2176 - Honeymoon Point Rd	-	-	1,401		1,401	
	2331 - Reids Rd	-	-			-	
	2332 - Reids Rd	-	-			-	
	2333 - Reids Rd	-	-			-	
<b>CG310</b>	Reids Rd		3,579	20,000		20,000	Only c/f \$20k
<b>CF355</b>	Lottah Road, Pyengana	-	-			-	Cancel
<b>CF325</b>	Upper Scamander Road, Scamander	-	-			-	Cancel
	Fingal Streets	-	-	6,500		6,500	
<b>CG345</b>	German Town Road, St Marys	-	-	6,980		6,980	
<b>CG350</b>	Dublin Town Road, St Marys	-	-	15,000		15,000	
	Falmouth Streets	-	-	-		-	
	Mathinna Plains Road	-	-			-	Cancel
<b>CH315</b>	Ansons Bay Road, Ansons Bay		1,082	-		-	
<b>CH310</b>	North Ansons Bay Road, Ansons Bay		-	-		-	
	<b>TOTAL RESHEETING</b>	<b>5,406</b>	<b>75,610</b>	<b>107,677</b>	<b>364,260</b>	<b>471,937</b>	
						-	
	<b>RESEALS</b>					-	
	Cornwall Alexander and William Streets (North of Lennox)	-	-		12,000	12,000	
<b>CI490</b>	1013 - Stieglitz St S/R Fingal	-	-		5,400	5,400	

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CI455	266 - Upper Esk Rd	-	-		33,800	33,800	
CI440	1092 - Legge St Fingal	-	-		13,900	13,900	
	263 - Upper Esk Rd	-	-		47,000	47,000	CI455
	253 - Upper Esk Rd	-	-		22,000	22,000	CI455
	256 - Upper Esk Rd	-	-		34,000	34,000	CI455
	254 - Upper Esk Rd	-	-		20,500	20,500	CI455
	258 - Upper Esk Rd	-	-		36,500	36,500	CI455
	271 - Upper Esk Rd	-	-		7,000	7,000	CI455
	260 - Upper Esk Rd	-	-		4,000	4,000	CI455
CI435	Wrinklers Lagoon Carpark	-	-				
CI460	Giblin Street, Mathinna	4,565	4,565			-	
CI480	Barnett Close, Binalong Bay	-	-			-	
CI410	370 - Penelope St	-	-		3,200	3,200	
CI445	1071 - Grant St Fingal	-	-		18,500	18,500	
CI465	635 - Butler St	2,107	2,107		1,100	1,100	
CI470	634 - Dunn St	23,526	23,526		8,000	8,000	
CI475	615 - High St Mathinna	1,405	1,405		4,500	4,500	
CI405	653 - Thomas St Scamander		11,494		5,500	5,500	
CI407	Lawry Heights St Helens	-	-			-	Not in Tender - SEE CI595
CI408	Doric Grove St Helens	-	-			-	Not in Tender - SEE CI595
CI450	303 - Mangana Rd	-	-		50,000	50,000	
CI420	The Gardens Road	-	-		52,000	52,000	
CH405	799 - Acacia Dve	-	-			-	completed
CH410	731 - Aerodrome Rd	-	-			-	completed
CH415	673 - Akaroa Ave	-	-			-	completed
CH420	683 - Cannell Pl	-	-			-	completed
CH425	434 - Circassian St	-	-			-	completed
CH425	433 - Circassian St	-	-			-	completed
CH430	788 - Coffey Ct	-	-			-	completed
CH435	379 - Douglas Crt (turning circle only)	-	-			-	TBA
CH440	526 - Fresh Water St	-	-			-	completed
CH440	525 - Fresh Water St	-	-			-	completed
CH445	564 - Hodgman St	-	-			-	completed
CH450	792 - King St Binalong Bay	-	-			-	completed
CH450	791 - King St Binalong Bay	-	-			-	completed
CH453	Talbot Street, Fingal	-	-			-	completed
CH455	58 - Lottah Rd	-	-			-	completed
CH460	760 - Main Rd Binalong Bay	-	-			-	completed
CH460	766 - Main Rd Binalong Bay	-	-			-	completed
CH460	762 - Main Rd Binalong Bay	-	-			-	completed
CH465	670 - Maori Pl	-	-			-	completed

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CH470	389 - Medeas Cove Esp	-	-			-	completed
CH473	Heather Place	-	-			-	completed
CH475	1257 - Melaleuca St	-	-			-	completed
CH480	- Quail St parking	-	-			-	completed
CH485	951 - Reids Rd		6,541	7,290		7,290	Bridge approaches - new seal
CH485	947 - Reids Rd		-	6,210		6,210	Bridge approaches - new seal
CH487	758 - Reserve St	-	-			-	completed
CH488	549 - Rest Area C/P	-	-			-	completed
CH490	541 - Scamander Ave	-	-			-	Cancel
CH490	543 - Scamander Ave	-	-			-	Cancel
CH490	540 - Scamander Ave	-	-			-	Cancel
CH491	512 - Seaview Ave (turning circle only)	-	-			-	completed
CH492	71 - St Columba Falls Rd	-	-			-	completed
CH492	69 - St Columba Falls Rd	-	-			-	Cancel
CH493	Beaumaris Avenue	-	-			-	
CH494	380 - Susan Crt (turning circle only)	-	-			-	Completed
CH495	St Marys - Esk Main Road Storey to Groom Street	-	-	50,000		50,000	Deferred by DSG to coincide with DSG Road Sealing Programme in 2020/2021
CH490	Scamander Ave - Bridge to IGA	-	-	-		-	See R2R 2019/2020 project list
	<b>TOTAL RESEALS</b>	<b>31,602</b>	<b>49,637</b>	<b>63,500</b>	<b>378,900</b>	<b>442,400</b>	
						-	
	<b>ROAD RECONSTRUCTION / DIGOUTS</b>					-	
CI505	Walker Street, St Helens	17,708	19,183		20,000	20,000	
CI510	Mangana Road		61,816		60,000	60,000	
CI515	Upper Esk Road		5,802		120,000	120,000	
CI520	Upper Scamander Road		32,813		25,000	25,000	
CI525	Gardens Road		11,396		15,000	15,000	
CI530	Medeas Cove Esplanade Reconstruction	10,541	12,670		250,000	250,000	
CI540	Skyline Drive Intersection Upgrade	46	46			-	Funding Aust Govt \$220000 Contribution
		-	-			-	
	<b>ROAD CONSTRUCTION (NEW)</b>	-	-			-	

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CI485	St Marys - Car Park Sealing behind St Marys Hall	-	-		45,000	45,000	
CI425	Pyengana Rec Ground Entrance Road	-	-		45,000	45,000	
CI545	216 - Mathinna Plains Road		4,735		185,000	185,000	
CH515	Ansons Bay Road - Gravel Stabilisation	-	-		30,000	30,000	
	<b>Road Intersection Upgrade Works</b>	-	-	50,000	50,000	100,000	
CI590	Alexander/William Sts Cornwall - Intersection Upgrade		9,118				
CI595	Lawry Heights/Doric Grove - Intersection Upg.		17,835				
	<b>Crash Barrier - Multiple Culverts</b>	-	-		50,000	50,000	
CI550	Mathinna Road Barriers B0846		24,405			-	
CI555	Mathinna Road Barriers B1845		29,940			-	
CI560	Mangana Road Culvert SW3637		760			-	
CX860 *	Cornwall - Gravel Road Sealing - CAMPBELL	-	15,446		75,100	75,100	DCF Round 2 Potential Project ex CI540
CX865 *	Cornwall - Gravel Road Sealing - LENNOX	-	24,936			-	DCF Round 2 Potential Project ex CI541
	Road Sealing Program	-	-		350,000	350,000	
CI430	Lottah Road, Goulds County/Lottah - 200m	-	-		240,000	240,000	
CI431	Lottah Road, Goulds County/Lottah - 400m		1,300			-	
CH550	Brown Street, Fingal - Pavement Remediation	-	-			-	Project to use all Road Reconstruction/ Dig Out Budget
CH565	Lottah Road - Part 1 - CH 2.3-3.1		564			-	
CH570	Lottah Road - Part 2 - CH 3.5-3.7	-	-				
CH575	Lottah Road - Part 3 - CH 4.8		49			-	
CH580	Lottah Road - Part 4 - CH 6.8-6.95		26,733	20,000		20,000	In progress RTR funded CFWD \$20K for sealing in late Spring 2020
CF515	The Gardens Road RTR	-	-			-	
CG540	Ansons Bay Rd dig out	-	-			-	

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CG545	Rex Ct St Helens dig out	-	-	27,540		27,540	
CG550	St Helens Pt Rd dig out		36,394	50,000		50,000	
CH505	St Helens Pt Rd (Parkside)		10,163	789,838		789,838	Project to be rescoped and requires grant funding \$375K
CH510	Atlas Drive - Retaining Wall Anchor	-	-	40,000		40,000	Deferred to coincide with bridge works at Georges Bay sharedway - Spring 2020
CH515	Ansons Bay Road - Gravel Stabilisation	-	-	-		-	
CI535	Gardens Road - Sight Distance Works	1,030	21,345	400,000		400,000	Subject to successful \$200k Black Spot funding application
CH546	Grant Street, Falmouth - Sealing	-	-				
CH545	Franks Street, Falmouth - Sealing	-	-			-	
CH520	Talbot St, Fingal - Off Hwy Reconstruction/DigOut	-	-			-	Gleadow St to Brown St
CH555	Talbot to Percy Street, Fingal - Reconstruction		94				
CH525	Crash Barrier - Fingal Bridge	-	-			-	Mathinna Rd - DSG Bridge
	<b>ROAD ASSET MANAGEMENT</b>	-	-			-	
	Sealed Roads - Condition Assessments	-	-			-	
CH560	Road Network - Sign Replacement	-	-		15,000	15,000	
CG520	Beaumaris Ave		24			-	
CG505	St Helens Pt Rd, between Cunningham and Talbot Street	94	4,887			-	
	<b>TOTAL ROADS OTHER</b>	<b>29,419</b>	<b>372,454</b>	<b>1,377,378</b>	<b>1,575,100</b>	<b>2,952,478</b>	
						-	
	<b>ROADS TOTAL</b>	<b>93,275</b>	<b>788,232</b>	<b>2,177,798</b>	<b>2,949,795</b>	<b>5,127,593</b>	
						-	



Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	<b>BRIDGES</b>		-			-	-
<b>CI210</b>	B2398 - Intake Bridge, Pyengana	198	42,182		220,000	220,000	Replace structure with 25T load limit
<b>CI205</b>	B3617 - Mt Elephant Rd		14,894		18,000	18,000	Replace Deck - brought forward from 2021-22
<b>CG205</b>	B185 Gillies Road, St Marys	-	-	-		-	Replace Deck
<b>CG220</b>	B2293 Cecilia St, St Helens		9,671	31,671		31,671	Reallocate to another bridge in 2020/2021
<b>CG210</b>	B760 Bent St, Mathinna	-	-	-		-	
<b>CG215</b>	B1675 Lower Germantown Road, St Marys	-	-	-		-	
<b>CG230</b>	B2809 Argyle St, Mangana	-	-			-	Cancel
<b>CG235</b>	B3765 Argonaut Road, St Helens (Upper Golden Fleece)	-	-	-		-	completed
<b>CG245</b>	B7032 Davis Gully Road, Four Mile Creek	-	-	-		-	completed
<b>CG250</b>	B7027 Mathinna Plains Road	-	-	15,000		15,000	Culvert Extension - CFWD to 2020/2021
<b>CH220</b>	B2006 - Reids Rd, Priory	-	-	-		-	completed
<b>CH225</b>	B2809 - Argyle St, Mangana	-	-	-		-	Works Completed and Invoices to be processed
<b>CG240</b>	B7004 Richardson Road, St Marys	-	-	-		-	completed
<b>CH230</b>	B7005 - Tims Ck Rd	-	-	-		-	Replace Deck
<b>CH235</b>	B2242 - Hodges Rd	-	-	-		-	Works Completed yet to be invoiced
<b>CH215</b>	B2191 - Fletchers Creek, Reids Rd	-	-	-		-	completed
<b>CH205</b>	Footpath Bridge at Fingal Culvert		16,874			-	completed
<b>CG225</b>	B2792 Four Mile Creek Road		323,665	240,000		240,000	Contract awarded in April 2020 to be completed before end Sep 2020

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CH240	B2117 The Flat Road Bridge, St Marys		3,395			-	Flood Mitigation Funding Due December 2019
	<b>Install/upgrade traffic barriers</b>	-	-	-		-	
CH245	B2006 - Reids Road - Barrier Upgrade	-	-			-	completed
CH535	Medeas Cove Esp/Annie St Int - Barrier Upgrade	-	-			-	completed
CH540	Gardens Road Twin Culverts - Barrier Upgrade	-	-			-	completed
CH210	B7043 Mathinna Road, Fingal (DSG)	-	-	-		-	completed
	<b>TOTAL BRIDGES</b>	<b>198</b>	<b>391,338</b>	<b>286,671</b>	<b>238,000</b>	<b>524,671</b>	
	<b>STORMWATER</b>						
CI660	Minor stormwater Jobs		21,290		50,000	50,000	
CI655	Falmouth St St Helens	-	-		30,000	30,000	Penelope to Halcyon
CX855 *	Alexander St Cornwall	91	18,220		61,950	61,950	DCF Round 2 Potential Project ex CI660
CI685	Treloggens Track	-	-		30,000	30,000	
CH660	Minor stormwater Jobs 2019/20	-	-			-	completed
CD655	Implement SWMP priorities	26	185			-	
CG665	Freshwater Street / Lade Court (Beaumaris)	-	-	70,000		70,000	Install new stormwater r pipe rear of Freshwater Street properties to prevent Lade Court properties flooding.
CG670	Medea St - Opposite Doepel St	-	-	45,000		45,000	115m of open drain
CF657	Parnella Stormwater Stage 2	-	-			-	Civilscape retention not previously costed
CF665	Beauty Bay Access track improvements		289			-	completed
CH655	Beaumaris Ave	-	-	25,000		25,000	New Stormwater r main
	<b>TOTAL STORMWATER</b>	<b>117</b>	<b>39,984</b>	<b>140,000</b>	<b>171,950</b>	<b>311,950</b>	
						-	

Project Code	Details	Month Actuals	Year to Date Actual	Budget expected to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	<b>WASTE MANAGEMENT</b>					-	
CI630	Rehabilitation of former Binalong Bay Tip	-	-		5,000	5,000	
CI620	Scamander waste oil facility	-	-		13,000	13,000	
CI605	St Helens WTS - test Bore	-	-		15,000	15,000	
CI610	Scamander WTS - Test Bores (2)	455	455		45,000	45,000	
CI635	Scamander WTS - Leachate Retention pond	1,120	1,120		20,000	20,000	
CI615	Scamander WTS - Inert Landfill		1,590		20,000	20,000	
CI625	St Marys WTS Oil Station	-	-		13,000	13,000	
CI640	Waste Shredder	-	-	30,000	20,000	50,000	
CH605	St Helens WTS - Polystyrene Densifier	-	-	-		-	
CH610	Scamander WTS - Reseal entrance road	5,430	5,430			-	
CG605	Reconstruction & seal entrance to St Helens WTS	-	-			-	
CE615	Scamander WTS retaining wall replacement	-	-	52,000		52,000	Contingency for potential future site modification
	Recycling facilities	-	-			-	
CE625	Rehabilitation of former Binalong Bay Tip	-	-			-	
CF610	Fingal WTS Retaining Wall Replacement	-	-			-	
	<b>WASTE MANAGEMENT TOTAL</b>	<b>7,005</b>	<b>8,595</b>	<b>82,000</b>	<b>151,000</b>	<b>233,000</b>	
						-	
	<b>Total Capital expenditure</b>	<b>259,175</b>	<b>5,258,855</b>	<b>3,095,899</b>	<b>7,719,020</b>	<b>10,814,919</b>	

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:**

The VIC is continuing to operate normally with the slightly reduced operating hours as advised previously.

Low visitor numbers compared with previous years continue to reflect the impact of pandemic travel restrictions.

**Meetings Attended/Other information:**

VIC staff noted:

- Starting to get a few phone and email enquiries from people on the mainland wanting information posted out for their upcoming travels to the East Coast.
- Still find many people want information in brochure form (even the young ones) especially maps and information regarding walks.
- Have had a few people come in for information and maps for the mountain bike trails.
- It does seem as if the reduced fares for travel on the Spirit may be having some impact from comments made by customers.

The History Room Curator provided the following additional information:

- New Negative Scanner: Problems have been resolved and this is now being used to have historic images ready for the graphic designer working on the 2 banners for the next exhibition
- Advertising: Approached by 'Explore' magazine with its new format and will continue with this outlet
- RANT Grant: This was unsuccessful for the exhibition
- Arts Tasmania Grant: This was successful so we can look forward to hosting the National Archives travelling exhibition from November 2021
- Tin Dragon: The sculpture received some more TLC through the depot staff with new placement of panels on additional granite rocks. Very much appreciated
- Anchor Wheel and Stampers: New water pump installed and the model is receiving some repairs and maintenance as well
- Book Launch: Invitations are out and is scheduled for Sunday 28<sup>th</sup> February 2012 at the Portland Hall
- New Mountings of Firearms: Will approach the St Helens Mens Shed to see about the making of these as we have plans for requirements
- Stats: Comparison of years figures –

	2019	2020
Entry	\$6 352.00	\$3 361.00
Donations	\$1 422.05	\$1 039.05
Total	\$7 774.05	\$4 400.05

Visitation		
Families/Couples	974	440
Concessions	501	386
Total	1475	826

26 hours / week average volunteer hours for 2020

## Statistics:

### Door Counts:

Month/Year	Visitor Numbers	Daily Average	History Room
January 2010	4,805	155.00	
January 2011	4,471	144.23	158
January 2012	4,981	160.68	126
January 2013	5,046	162.77	112
January 2014	6,250	201.61	150
January 2015	6,208	200.25	153
January 2016	6,711	216.48	136
January 2017	5,505	177.58	135
January 2018	4,756	153.42	118
January 2019	5,008	161.55	179
January 2020	3,917	126.36	146
January 2021	2,069	66.74	90

**Revenue 2019/2020:**

Month	VIC Sales	HR Entry	HR Donations
July	1,531.55	209.00	236.20
August	2,261.05	162.00	28.00
September	3,974.85	379.00	59.30
October	6,219.40	456.00	61.00
November	9,928.75	680.00	108.30
December	9,181.90	486.00	47.10
January	11,386.71	674.00	94.65
February	9,025.60	703.00	210.10
March	8,237.44	700.00	186.80
April	NIL	NIL	NIL
May	NIL	NIL	NIL
June	537.20	34.00	16.00

**Revenue 2020/2021:**

Month	VIC Sales	HR Entry	HR Donations
July	2,335.55	194.00	121.65
August	1,774.39	111.00	78.05
September	1,642.36	216.00	83.10
October	1,791.61	372.00	73.45
November	2,022.22	137.00	105.05
December	3,963.18	217.00	65.15
January	3,922.85	420.00	113.25

**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.

**Annual Plan 2019-2020***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 2.1.2*

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

*Action 2.1.2.9*

Assess and improve the customer experience delivered through the St Helens Visitor Information Centre.

**LEGISLATION & POLICIES:**

Nil.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not applicable.

**VOTING REQUIREMENTS:**

Simple Majority.



ACTION	DECISION
PROPONENT	Ms L McKinnon, Zumba Instructor
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	20/22355
ASSOCIATED REPORTS AND DOCUMENTS	Nil

**OFFICER'S RECOMMENDATION:**

That the application for reduced fees for Zumba not be approved.

**INTRODUCTION:**

Council has received a request for a reduction in fees for facility hire for Zumba classes.

**PREVIOUS COUNCIL CONSIDERATION:**

This matter was considered at two (2) recent Council Workshops.

Council annually reviews fees & charges as an element of budget deliberations.

**OFFICER'S REPORT:**

Council's current adopted facility hire rate as per Fees & Charges 2020/2021 for Not For Profit Organisations is \$20 per hour. Council also has an adopted bond for Halls of \$210 and a non-refundable booking fee of \$25.

Ms McKinnon's indicates the nature of the Zumba classes, the benefits they provide to community and requests a reduced hire rate and waiving of the bond and booking fee.

Council endeavours to balance encouraging sporting, recreational and social opportunities for the community with users pays or at least some cost recovery of the maintenance of facilities. It is noted that Council is already providing the community organisation/not-for-profit rate for the current facility hire.

**STRATEGIC PLAN & ANNUAL PLAN:**

Strategic Plan 2017 – 2027

*Goal*

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

*Strategy*

Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community.

*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*

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:**

Absolute Majority.

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Bob Hoogland, Manager Corporate Services
<b>FILE REFERENCE</b>	002\024\007\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Draft Policy – LG07 Procurement (Code for Tenders and Contracts)

**OFFICER’S RECOMMENDATION:**

That Policy LG07 Procurement (Code for Tenders and Contracts) be amended as recommended.

**INTRODUCTION:**

Break O’Day Council’s procurement procedures were audited by Tasmanian Audit Office (TAO). The resulting recommendations have been incorporated into these amendments.

**PREVIOUS COUNCIL CONSIDERATION:**

Adopted 19 March 2012 – Minute No. 03/12.15.4.069  
 Amended 18 February 2013 – Minute No. 02/13.15.8.63  
 Amended 16 September 2013 – Minute No. 09/13.15.6.263  
 Amended 20 April 2015 – Minute No. 04/15.11.7.90  
 Amended 14 December 2015 – Minute No. 12/15.11.4.318  
 Amended 21 November 2016 – Minute No. 11/16.12.4.254  
 Amended 16 December 2019 – Minute No. 12/19.12.5.294

This specific amendment has been considered at a recent Council Workshop and by Council’s Audit Panel.

**OFFICER’S REPORT:**

Break O’Day Council’s procurement procedures were audited by Tasmanian Audit Office (TAO). The resulting recommendations have been incorporated into these amendments.

The final report of the TAO specifically recommends recognition of the Multiple-stage Tender section of the Local Government (General) Regulations 2015 (LGR), even though Council does not actually use these. In reviewing the Policy, it is also noted that Council’s Policy does not recognise Multiple-use registers so the Policy has been amended to specifically note these.

In the process of communicating findings, prior to the final report, TAO noted that Council’s Policy does not identify the specific adoption of a lower open tender value, that is, tendering above \$100,000 rather than \$250,000 and the Policy has been amended to specifically note 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.

### *Strategy*

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 LG07 PROCUREMENT POLICY (Code for Tenders and Contracts)

<b>DEPARTMENT:</b>	Governance
<b>RESPONSIBLE OFFICER:</b>	General Manager
<b>LINK TO STRATEGIC PLAN:</b>	<p>Maintain financial viability and accountability in budgeting and administration</p> <p>Ensure Council fulfils its legislative and governance responsibilities and its decision making, supported by sustainable policies and procedures</p>
<b>STATUTORY AUTHORITY:</b>	<p>Local Government Act 1993</p> <p>Local Government (General) Regulations 2005</p>
<b>OBJECTIVE:</b>	<p>This Council is committed to a procurement system that will produce the best value for money, quality goods and services to our residents and ratepayers, open and effective competition, enhancement of the capabilities of local business and industry and that treats all tenderers in a timely and fair manner. To help achieve this, the Policy sets out the steps that the Council will follow when procuring and includes legislative compliance with respect to the Code for Tenders and Contracts</p>
<b>POLICY INFORMATION:</b>	<p>Adopted 19 March 2012 – Minute No. 03/12.15.4.069</p> <p>Amended 18 February 2013 – Minute No. 02/13.15.8.63</p> <p>Amended 16 September 2013 – Minute No. 09/13.15.6.263</p> <p>Amended 20 April 2015 – Minute No. 04/15.11.7.90</p> <p>Amended 14 December 2015 – Minute No. 12/15.11.4.318</p> <p>Amended 21 November 2016 – Minute No. 11/16.12.4.254</p> <p>Amended 16 December 2019 – Minute No. 12/19.12.5.294</p>

## POLICY

### 1. APPLICATION

This Code applies to all tendering which the Council is obliged to conduct under the *Local Government Act 1993* (the Act). The Code gives guidance particularly for tendering in which the Council receives a tender from its own staff.

Other standards, codes and guidelines may be relevant to the Council's tendering and procurement. For example, the Australian Standard Code of Tendering AS4120-1994 applies generally and has now been adopted on a nearly universal basis by governments, sub-contractors and suppliers. This code restates the ethical principles applying to all parties in the tendering process and then describes all steps in the tendering process under the headings of obligations of the principal and of tenders.

Adherence to this code provides for minimum acceptable levels of behaviour from those involved in the tender process but does not minimise all areas of potential risk and associated liability.

## 2. DEFINITIONS

**Contractor** - a contractor is defined as a person or organization, external to Council, engaged under a contract for service (other than as an employee) to provide specified services to Council. A contractor generally works under the supervision of a Council Manager to provide services which are not readily available in the Council.

**Expression of Interest** – is a means of identifying potential suppliers or contractors interested in a particular project which may ultimately submit a formal tender or quotation. This allows the Council to shortlist potential suppliers before seeking detailed offers, depending on technical, financial and managerial capacity, thus restricting the issue of formal tenders to those suppliers with demonstrated capacity.

**Open/Public Tender** – the formal process of publicly inviting offers through an advertisement in a local newspaper to supply goods and services, or purchase surplus items, normally involving specifications and detailed documentation.

**Procurement** – the entire process by which all resources are obtained by an entity, including planning, design, standards determination, specification writing, selection of suppliers, financing, contract administration, disposals and other related functions.

**Tender** – is a formal offer to supply goods or services at a stated cost. A tender may be public (advertised) or selective (bids from selected contractors sought).

**Tender Committee** – includes Elected members designated by Council to oversee the opening of Tenders and review recommendations of the Tender Evaluation Panel.

**Tender Evaluation Panel** – is formed of Council Officers for the purpose of reviewing Tenders according to the evaluation criteria and making recommendation to the Tender Committee/Council.

## 3. GUIDELINES

There are a number of tendering and procurement thresholds that require different levels of involvement in planning and executing the purchase. The following table refers to the thresholds and summarises what purchasing method Council utilises based on the total dollar value of the purchase.

In all procurement, Council will allow “local businesses” a preferential procurement advantage of 7.5%. This means that, in considering verbal quotes and written quotes, those of a local business can be accepted if it is no more than 7.5% more than that of a competing quote. For consideration in tenders, this should be factored into that portion of the evaluation of the tender, where price is considered. For the purposes of this Policy, a local business is defined as one which is operating from within the boundaries of the Break O'Day municipality.

Procurement Value	Minimum Requirement
\$5,000 and below	No quote required
Between \$5,000 and \$10,000	<b>Verbal Quotations</b> Where possible, at least three (3) verbal quotations will be obtained, of which we will seek at least one (1) from a local business* (if available).
Between \$10,000 and \$100,000	<b>Written Quotations</b> Where possible, at least three (3) written quotations will be obtained, of which we will seek at least one (1) from a local business* (if available).
\$100,000 and greater	<b>Public Tender</b> <ul style="list-style-type: none"> <li>Tenders will be advertised in the Saturday edition of The Examiner newspaper.</li> </ul>



	<ul style="list-style-type: none"> <li>• Each of our tenders will be advertised on our own website.</li> <li>• We will seek at least one (1) tender from a local business (if available)</li> </ul>
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However, where procurement is undertaken with a value greater than \$50,000 or through an advertised process, and the officer or evaluation panel have determined to progress other than with the cheapest quote/tender, the matter will be referred for review by the Tender Committee. It is noted that the requirement for tender is set at \$250,000 and Council has adopted a lower amount of \$100,000.

#### 4. STANDING ARRANGEMENTS

For the procurement of goods and services that are required on a regular basis, testing of the market may only be required no less than every two (2) years. This may be by quotation as per this policy (eg cleaning products or contracted roadside slashing) or a tender process eg casual plant hire for a register of pre-approved contractors. Any such process should be able to take into account changes to the market (eg cleaning products reviewed if new products become available) or a new contractor to the municipality being allowed to tender inclusion on the register.

Price may not necessarily be the only factor in any procurement decision but any decision should be justifiable and, if necessary, documented.

Each Council employee has an authorised limit as to procurement expenditure. These limits are reviewed from time to time.

#### 5. PRINCIPLES

5.1 To achieve its objective, Council will ensure that the tender process is fair to all parties, and use its best endeavours to demonstrate that fairness to tenderers and potential tenderers. More specifically, it will:

- a) Clearly separate its role as a “purchaser” from that as a “provider” of services;
- b) Apply the same conditions of tendering to an in-house tenderer as it does to an external tenderer in each tendering process;
- c) Produce tender documents that clearly specify the Council's required outcomes to allow tenderers to bid for and price work accurately;
- d) Package work put to tender in a manner which encourages competition and the best outcome for residents and ratepayers;
- e) Not participate in, and actively discourage other parties from, improper tendering practices such as collusion, misrepresentation and disclosure of confidential information;
- f) Require any conflict of interest to be disclosed immediately;
- g) Have regard to the cost of tendering to tenderers, residents and ratepayers and seek to contain that cost.

5.2 Council promotes a policy of supporting local business, ie within the municipal area, in the first instance where the local business is able to supply goods and services which are equivalent value and standard to external sources.

#### 6. MOTOR VEHICLES AND PLANT

Motor Vehicles and Plant may only be purchased where a specific budget has been allocated for their procurement or by a specific decision of Council.

As well as procurement through the quote/tender options identified in the guidelines, Motor Vehicles and Plant may have access to State or Local Government purchasing arrangements with pre-approved tendering processes.



Where a trade-in is potentially part of the procurement process (that is, a vehicle being purchased is replacing an existing vehicle or vehicles are being disposed of to fund a new vehicle):

- At least two (2) quotes must be obtained for purchase/trade-in
- The trade-in value is to be used as the undisclosed reserve in sale by tender process
- Disposal will be to the greater of tendered or traded-in price

All Motor Vehicles and Plant procurements will be reported in the monthly Departmental Reports to Council, as soon as practicable after their procurement. These reports will include:

- Process used
- Comparisons with budget of purchase cost and trade-in (if applicable)

## 7. TENDERING PROCESS

- 7.1 Specifications – Council has responsibility to its residents and ratepayers to ensure services are properly delivered. It will therefore develop specifications that clearly set out the Council's expectations. Most specifications will focus on outcomes and quality requirements, rather than particular ways of delivering a service. Some specifications may include both input and output requirements for a service.

The tender documents will require tender proposals to indicate how the performance standards will be met, and how the tenderer would measure the satisfaction levels of service users.

The tender documents will require the tenderers compliance with Council's Occupational Health and Safety Policy.

In developing specifications, the Council will consider the requirements of service users and may seek the views of the providers of the existing service and others providing similar services, whether in the public or private sector.

Council will identify in the specifications any Council assets to be made available to tenderers, whether in-house or external, and may set costs, terms and conditions for the use of the assets.

No potential tenderer, in-house or external will have access to the final specifications prior to their formal approval and public release by the Council.

- 7.2 Public notice is required under the Act to start a tender process. The Council will advertise in the Public Notice Section of the Saturday edition of The Examiner Newspaper and may advertise in other newspapers or publications where appropriate. The Council will also place information on the tender on its website.

When advertising the Council will specify:

- a) The nature of the goods or services required;
- b) Any identification details allocated to the contract;
- c) Where the tender is to be lodged;
- d) That tenders will be accepted via facsimile and/or email;
- e) Particulars identifying a person from whom further or detailed information relating to the tender can be obtained; and
- f) The period within which the tender is to be lodged.

- 7.3 Variations to a tender – where Council seeks to amend or extend the closing date for a tender it will advertise the variation/s in the Examiner newspaper and on its website. If tender documents have been issued or a written tender has already been received then the General Manager will ensure the notification of recipients of the tender documentation and any tenderer in writing of the variation/s to the tender.
- 7.4 Expression of Interest – Council may use an “expression of interest” process before it invites tenders. If so, it will advertise publicly the purpose and nature of the contract or project and the date by which it will invite tenders. The aim at the expression of interest stage is not to elicit tenders, but rather to assess the capacity of the respondents to undertake the work or project, and to refine the specifications. The Council will make the evaluation criteria for registration available to all respondents.

Council may invite tenders from some, all or none of the registrants, by the advertised date. If the Council does not invite tenders by that date, it will write to all registrants advising when tenders are to be invited. Respondents who are not invited to tender will be advising in writing. Council will use this list of registrants to invite tenders for the advertised contract or project only.

- 7.5 Invitation to Tender – Council will offer the same tender documents to all those who respond to an invitation to tender. A copy of this Code will be attached to all tender documents.

Council may impose a fee for tender documentation related to the cost of printing the tender documentation. Council will not impose any additional fee for tender documentation unless it refunds the fee to each tenderer who submits a conforming tender. Council will not request a tender deposit. In all cases Council will seek to minimise the cost to suppliers of participating in the tender process.

The tender documents will include the tender evaluation criteria and identify the order of importance accorded to the criteria.

In addition, the Council will ensure that prospective tenderers are provided with all relevant information, including:

- a) Details of the goods or services required;
- b) Details of the duration of the contract, including extensions;
- c) Any mandatory tender specifications and contract conditions; and
- d) A reference to the Council's code of tendering.

If Council gives advice, written or verbal, to a respondent clarifying the meaning of the tender documentation, it will give the same information to all respondents in writing. Council will keep a written record of any such verbal advice. Council will respect the confidentiality of a respondent who discloses information which has commercial or intellectual property value. Council will consider conducting a pre-tender briefing and may determine not to give additional information apart from the briefing.

Tenderers will generally be given a minimum of 21 days from the date on which tenders were invited in which to submit tenders. All tenders must be in writing and in Council's required format, if stated. The submission period is determined by the nature of the tender and Council will advise respondents in writing when it invites tenders if a longer or shorter submission period is to apply.

Late tenders will be treated as a non-conforming tender.

Any proposal that does not conform to the tender conditions may be rejected as non-conforming. The General Manager will ensure the notification of any tenderer of the rejection and the reasons for the rejection.

Council will acknowledge receipt of all tenders in writing.

- 7.6 In-house Tenders – As an employer, Council will assist its staff to become more competitive. As the same time, Council is aware that competition must be fair, and be seen to be fair, to all parties.

Accordingly, Council will treat an in-house tenderer on the same terms as an external tenderer. Council will ensure there is a clear separation between the in-house tenderers and those who have responsibility for evaluating the tenders.

In-house tenders will be prepared on the basis that all direct costs and indirect or overhead costs attributable to the tender are included.

In allocating overhead costs to in-house tenders, a Council will only exclude those costs which it would continue to incur even if all its services were contracted out. The excluded overhead costs are limited to:

- **Governance Costs:** conduct of elections; administrative support for Councillors; Council meetings; making and enforcing local laws; property valuations; making and levying rates and charges; other statutory duties not related to the tender;
- **Strategic Management of Services Costs:** long term planning and supervision of all services, including tendering and contract administration costs;
- **Core Corporate Costs:** administrative support for the governance and strategic management of services functions.

- 7.7 Tender evaluation – Council will establish a Tender Committee and Tender Evaluation Panel. The Tender Committee will consist of at least two (2) elected members, appointed by Council, The Tender Evaluation Panel will consist of management/staff appropriate to the consideration of each specific tender. As a matter of good practice, where there is an in-house tender, at least one member of the Panel will be a person who is independent of Council and who has expertise relevant to the tender. The tender evaluation report will disclose the names of the panel members. No member of a panel will be involved in preparing the in-house tender, be responsible for direct supervision of the in-house tenderer if it is successful, or have any interest in an external tender.

The Committee will officially open the Tenders. The Panel will evaluate tenders according to the tender evaluation criteria which may or may not be outlined in the tender documentation.

The Panel will provide a written tender evaluation report on its reasoning behind awarding/recommending a particular tender, to the Committee and consider any recommendations of the Committee

- 7.8 Award of contract – Council may negotiate with tenderers to determine the award of the contract but must have regard to the scope of the invitation to tender at all times. Council will not trade the process of one tenderer against that of another tenderer. Council will exhaust negotiations with one tenderer before beginning negotiations with another tenderer.





The decision to award a contract will be made by Council or its delegated officer. If there is an in-house tender, the written report on the award of the contract prepared by the tender evaluation panel will be presented to meeting of Council. Council will award the contract on the basis of the best quality and value for money for the community, keeping in mind the recommendations of the Panel and Committee, based on the criteria for evaluation.

Council will promptly notify the successful tenderer by telephone and in writing, and unsuccessful tenderers will be notified in writing. It will advise them of:

- The successful contractor
- The tender outcome, although tender price will not generally be disclosed due to Commercial in Confidence considerations.  
The reasons for the award of the contract

Unsuccessful tenderers may request feedback on their tender, if desired, including, but not limited to, general advice on price competitiveness

- 7.9 Multiple-stage tenders and Multiple-use registers – Council does not generally utilise multiple-staged tenders or multiple-use registers. If Council chooses to use a multiple-stage tender or a multiple-use register, Council will comply with the requirements of Local Government (General) Regulations 2015 on each and every occasion of that use.

## **8. COMPLAINTS PROCESS**

Council will deal promptly with any complaints about its tendering process. Each complaint will be recorded in writing and the complainant given an opportunity to discuss his or her complaint with the General Manager or a delegated senior officer.

## **9. EXEMPTIONS**

The Regulations provide that Councils must publicly invite tenders for the purchase of goods and services with a value in excess of \$250,000.

Council is committed to encouraging open and effective competition between suppliers with the objective of obtaining value for money and enhancing opportunities for local businesses.

However, Council may choose not to issue a tender or use a quotation process where the goods and services sought relate to:

- a) An emergency if, in the opinion of the General Manager, there is insufficient time to invite tenders for the goods or services required in that emergency;
- b) A contract for goods or services supplied or provided by, or obtained through, an agency of a State or of the Commonwealth;
- c) A contract for goods or services supplied or provided by another Council, a single authority, a joint authority or the Local Government Association of Tasmania;
- d) A contract for goods or services in respect of which the Council is exempted under another Act from the requirement to invite a tender;
- e) A contract for goods or services that is entered into at public auction;
- f) A contract for insurance entered into through a broker;
- g) A contract arising when the Council is directed to acquire goods or services due to a claim made under a contract of insurance;
- h) A contract for goods or services if the Council resolves by absolute majority and states the reasons for the decision, that a satisfactory result would not be achieved by inviting tenders because of –
- i) Extenuating circumstances; or



- j) Remoteness of the locality; or
- k) The unavailability of competitive or reliable tenderers;
- l) A contract of employment with a person as an employee of the Council.

## **11. REPORTING**

11.1 Council will publish in its Annual Report in relation to all contracts for the supply or provision of goods and services valued at or above \$100,000 (excluding GST), awarded or entered in the financial year, including extensions granted:

- a) A description of the contract;
- b) The period of the contract;
- c) The periods of any options for extending the contract;
- d) The value of any tender awarded or, if a tender was not required, the value of the contract ex. GST;
- e) The business name of the successful contractor; and
- f) The business address of the successful contractor.

11.2 Where an exemption has been granted from a tender process the following details will be reported in Council's Annual Report:

- a) A brief description of the reason for not inviting public tenders;
- b) A description of the goods or services acquired;
- c) The value of the goods or services acquired; and
- d) The name of the supplier.

## **12. CONFIDENTIALITY**

Council treats information provided by suppliers as confidential and will not provide this information to unauthorised persons.

## **13. RESPONSIBILITIES**

The responsibility for ensuring that this policy is adhered to rests with all staff involved in the procurement of goods and services, particularly Management.

## **14. RELATED DOCUMENTS**

Contractor Handbook  
Australian Standards on Contracts  
Grievance Policy  
Customer Service Charter  
Vehicle Policy  
Disposal of Assets Policy  
Official Purchase Orders procedure

## **15. MONITORING AND REVIEW**

The 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.

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Secretary to the Audit Panel
<b>OFFICER</b>	Bob Hoogland, Manager Corporate Services
<b>FILE REFERENCE</b>	018\005\024\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Minutes of Audit Panel Meeting 1 February 2021

**OFFICER'S RECOMMENDATION:**

That Council receive the minutes of the Audit Panel 1 February 2021.

**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 report has not been considered by Council.

**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. Legislation requires these minutes to be provided to Council.

The Audit Panel recommended the Council adopt Policy LG07 - Procurement but this is reported separately to Council and there are no other specific recommendations requiring Council consideration.

**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:**

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 1 February 2021 8.30 am  
**Meeting Venue:** Break O'Day Council Library

**Present:** A Gray (Chair); Clr L Whittaker; Clr B LeFevre  
**In attendance:** General Manager – J Brown (GM); Manager Corporate Services – B Hoogland (MCS)

**Apology:** Nil

### Order of Business:

#### Item 1 – Declaration of Pecuniary Interests/Conflict of Interests

Nil

#### Item 2 – Adoption of Previous Minutes

Minutes of the Meeting 7 December 2020 were accepted as circulated, having been received by Council at the January 2021 Meeting

#### Item 3 – Business Arising

Clr LeFevre noted the difficulty in reviewing agenda items arising from the distribution by email compared with the single pdf format of Council Workshop and Meeting agendas. The Audit panel request management investigate the option of providing Audit Panel reports in a similar format to Council Workshop/Meeting agendas.

#### Item 4 - Outstanding from Previous Meetings – Action Sheet

Internal Audit Schedule – the schedule was circulated and considered by the Audit Panel. MCS noted MVC was unable to undertake the Risk Management audit and other options would be sought. The Audit Panel noted the importance of endeavouring to complete the internal audits prior to the end of financial year. The matter is complete.

### Order of Business – Governance and Strategy:

#### Item 5 – Review 10 Year Term Financial Plan

The Audit Panel considered the Long Term Financial Plan as circulated. MCS noted that the LTFP was unchanged from the last meeting and has been adopted in principle by Council.

The Chair acknowledged that this was reviewed at the previous meeting and no further action was required. The Meeting received the report.

Item 6 – Review Financial Management Strategy (FMS)

The meeting considered the Strategy as circulated, noting that this was reviewed and considered in detail by Council and the Audit Panel 18 months ago. The Chair asked if any significant changes had occurred. MCS confirmed that, considering the very high level of the FMS, no significant change had occurred. The Audit Panel received the Financial Management Strategy.

Item 7 – Review Preliminary Budget parameters and assumptions

The Audit Panel received the update from MCS on the budget process and the GM with respect to initial budget meetings and considerations. GM confirmed that there were no significant matters of concern with respect to development of the 2020-2021 budget at this stage. The Audit Panel received the verbal report.

Item 8 – Review Policies and Procedures

The meeting considered a Report reviewing Policy LG07 Procurement and the draft amended Policy, noting the intent to address the TAO's recommendations arising from the recent audit. The Audit Panel recommended the adoption of the amended Policy by Council.

The Panel also considered the circulated Policy and Procedure Review Schedules. MCS noted a delay in reviewing Policy LG30 Public Interest Disclosures with a draft being considered by the Ombudsman's office and GM noted the delay in reviewing Policy CB03 Community Engagement due to proposed legislation. GM and MCS noted the change from Envisio to Cascade will continue to ensure appropriate follow up of Policies and Procedures. MCS noted the initial review of Procedures is continuing. The Audit panel received the report.

**Order of Business – Financial Reporting**

Item 9 - Financial Reports

The Panel considered the circulated end of month financial report as at 31 December 2020 received at the January 2021 Council Meeting. The Audit Panel received the report.

Item 10 - Special Reports

Nil

**Order of Business – Internal Audit**

Item 11 – Internal Audit Reports

The Chair noted that consideration of the circulated Internal Audit Schedule was completed as a matter outstanding from previous meetings. The Audit Panel considered the Internal Audit Register and outstanding items. Clr LeFevre noted the suggestion of improvements to Customer Service request tracking of outstanding items. MCS notes that Council's TRIM record system is used for customer service tracking and improvement to this capability is limited. GM noted that improvements can and are being undertaken at a staff management level rather than by automating systems. The Chair noted that updating Procedures LG07 and LG07(a) were outstanding since July 2019 and requested that priority be applied to addressing this. The Audit Panel received the reports.

#### **Order of Business – External Audit**

##### Item 12 – External Audit Reports

MCS noted that no reports were received or expected at this time of year. The next report would be an Audit Strategy/Plan which would become available prior to the next Audit Panel meeting. The Chair noted that Audit Strategies tend to differ minimally from year to year and consideration by the Panel between meetings through circulation was appropriate.

The GM noted the TAO had commenced a performance audit of local government GM contracts and performance review processes and initial information requests and responses were underway. No specific local government audits had commenced.

#### **Order of Business – Risk Management and Compliance**

##### Item 13 – Risk Management Reports

The meeting considered the circulated risk management Framework, Policy and verbal update of risk reviews and reporting. The Audit Panel received the reports.

##### Item 14 – Review Procedure for Compliance with relevant Legislation

The GM noted that LGAT reviews changes in legislation utilising Simmons Wolfhagen solicitors and advised local government of relevant action if required. The Audit Panel received the verbal report from GM with respect to this matter.

##### Item 15 – Review Internal/Fraud Management Controls

The Audit Panel considered the circulated Policy and Procedure. The Chair noted the controls seemed appropriate. The Chair asked about awareness of the contents of the documents and GM noted annual reminders to inside and outside staff including information from the Integrity Commission through staff meetings. The Panel received the reports.

#### Item 16 – Review process to manage insurance cover

The Audit Panel received circulated documents and the verbal update of MCS.

#### Item 17 – Review Delegations

The GM noted that updates to delegations was similar to legislation supplemented by any staff changes. Executive Officer annually reviews the register in addition. The Panel received the report.

#### Item 18 – Review Tendering Arrangements

MCS noted tendering arrangements as per the circulated Policy LG07. Cllr LeFevre noted the appropriateness of the processes. The Audit panel received the report.

#### Item 19 – Monitor/Oversee claims/lawsuits/instances of fraud

The Chair queried if there were any reportable instances to be brought to the attention of the Panel. GM/MCS confirmed that there had been no such instances. GM noted a recent incident, although not significant, which did involve obtaining legal advice which was valuable not just for the incident but applicable to future similar incidents. GM also noted the northern region local government shared services project had achieved sharing of legal advice for Councils.

The Audit Panel received the verbal report.

#### **Order of Business – Other Business**

#### Item 20 – National Competition Policies

The Audit Panel considered the circulated reports including the review of Significant Business Activities (SBA) and the specific Ministerial exemption for competition relating to free camping provision at Fingal. The Chair queried the frequency of reviews of SBA. MCS advised these were reviewed at least every two years. The Audit panel received the reports.

#### Item 21 – Other Business

MCS noted that an Asset Management Strategy revision was nearing completions and MIDS had hoped to have this available for Audit panel consideration at this meeting. It is expected that this would be able to be circulated to the Audit panel prior to the next meeting for consideration at that meeting.

GM noted that a review of Council's accounting software of underway, with Xero being considered as a replacement for Navision, noting that a broader review of local government software was underway as part of the northern region shared services project. Audit Panel members noted positive experience with Xero software.

Item 22 - Meeting Close/Next Meeting Date

The meeting closed at 9.35am, the next meeting has been scheduled for 07 June 2021

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
04/18.16.4.102	16 April 2018	<ol style="list-style-type: none"> <li>Pursuant to section 14 of the <i>Local Government (Highways) Act</i> 1982 (the <b>Act</b>), for the Council to discuss and consider the closure of the following assets for the public benefit due to "lack of use".               <ol style="list-style-type: none"> <li>The closure of Bridge 3462 over the George River providing current access to Yosts Flat.</li> <li>The closure of Grimstones Road from chainage 910m to end of road at chainage 4,680m.</li> </ol>               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.             </li> <li>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.</li> </ol>	<p>In-progress</p> <p>Refer to Closed Council Resolution 11/18.17.3.</p>

Motion Number	Meeting Date	Council Decision	Comments
11/19.8.1.266	18 November 2019	<p><i>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 given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <ol style="list-style-type: none"> <li>1. That Council investigates the best route for a dual access, (bike/pedestrian), dual direction track between Swimcart Beach and the “yet to be built” dual access Binalong Bay Rd. track.</li> <li>2. That Council seeks funding to enable this track to be built as soon as practical.</li> </ol>	Investigations commenced and potential route(s) are in initial stages of discussion with PWS.
11/19.13.3.274	18 November 2019	That Council consult with the St Marys Community to ascertain specific night-time usage requirement at the recreational ground, prior to giving consideration to commit \$35,000 to lighting infrastructure renewal.	<p>Resource and funding priority has been assigned to the installation of an in-ground irrigation system under the Drought Communities Program – nearing completion.</p> <p>Community consultation plan prepared and invoked.</p>
02/20.8.1.13	17 February 2020	<p><i>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 given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.</p>	The item refers to the St Helens foreshore playground. The playground and other foreshore infrastructure is to be considered as part of the Marine Facilities Strategy (Georges Bay).
11/20.8.1.203	16 November 2020	That Council approach the Department of State Growth to investigate the possibility of reducing the speed limit on the Tasman Highway heading northwest towards Scottsdale from 80km per hour to 60 km per hour to View Street.	In-progress Item raised with State Growth for consideration and response. MIDS to advise Council in due course.
11/20.13.3.215	16 November 2020	That Council make submission for a Safety Audit of the intersection of Upper Scamander Road and the Tasman Highway under the 2021/2022 Black Spot program at cost to the programme.	To be addressed at next round of Black Spot program—expected to be during July/Aug 2021.



Motion Number	Meeting Date	Council Decision	Comments
12/20.8.1.225	21 December 2020	<i>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 given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council investigate vehicle and pedestrian access from Annie Street to the community garden with a total of approximately 4.5 meters in width.	Under investigation.
01/21.8.1.14	18 January 2021	Notice of Motion – Maintenance of Terrys Hill Road, Goshen – Cllr K Wright - That this matter be workshopped.	Investigation being undertaken and for next Council Workshop in March 2021
01/21.13.3.22	18 January 2021	That Council endorse the following projects for nomination for funding under the Local Roads and Community Infrastructure Program (extension): <ul style="list-style-type: none"> <li>• St Helens Point Road (Parnella Stormwater Catchment 2)</li> <li>• O'Connors Beach – Shared Pathway</li> <li>• Footpath Upgrade – Beaumaris</li> <li>• Footpath Upgrade – St Marys</li> </ul> That Council engage in community consultation with the Falmouth Community for the sealing of Franks Street and Morrison Street, Falmouth.	In-Progress Endorsed project nominations submitted to the Australian Government in January 2021. Currently waiting on AG notice of approval. Community consultation with the Falmouth Community to be actioned.

#### COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
10/20.13.3.189	19 October 2020	<ol style="list-style-type: none"> <li>1. That Councillors receive the letter from the residents of Lower Germantown Road and Denneys Road, St Marys.</li> <li>2. That Council engage the services of a qualified Traffic Engineer to undertake an assessment of Lower Germantown and Denney's roads against AS1742 Part 4, before considering and submitting an application for a speed limit change to the Department of State Growth.</li> </ol>	Completed Road Assessment Report received and Agenda Report prepared for February Council Meeting.

<b>Asset Maintenance</b>	
<b>Facilities</b>	<ul style="list-style-type: none"> <li>Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds.</li> <li>Maintenance identified during inspection and managed via TRIM record.</li> <li>St Helens Memorial Park toilets have been refurbished.</li> </ul>
<b>Town &amp; Parks</b>	<ul style="list-style-type: none"> <li>Mowing/ground maintenance – all areas.</li> <li>Garden/tree maintenance and weeding where required.</li> <li>Soft-fall has been replenished at playgrounds.</li> <li>Footpath Maintenance and repairs where required.</li> <li>Boat Ramp Inspections and cleaning.</li> <li>Drought Communities Project has started with outdoor projects in St Marys and Fingal Valley.</li> </ul>
<b>Roads</b>	<ul style="list-style-type: none"> <li>Sealed road patching – all areas</li> <li>Tree maintenance pruning</li> <li>Stormwater system pit cleaning and pipe unblocking</li> <li>Road side slashing is continuing throughout the municipality</li> <li>Grading of North Ansons Bay Road following recent December floods completed</li> <li>Maintenance grading of Policemans Point and Eddystone Point Road in progress</li> </ul>
<b>MTB</b>	<ul style="list-style-type: none"> <li>Routine track maintenance</li> </ul>

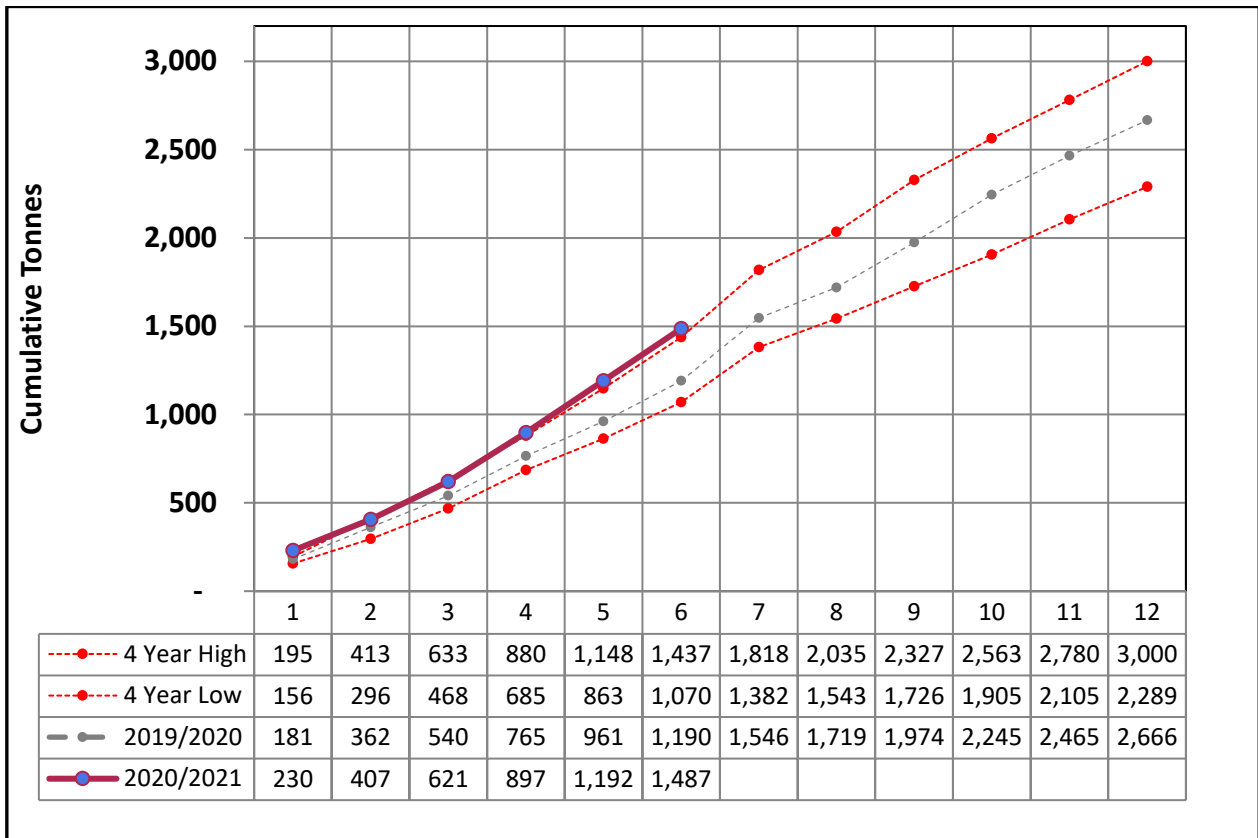
<b>Flood Damage December 2020 – Infrastructure Remediation</b>
<ul style="list-style-type: none"> <li>Some residual areas still receiving work</li> </ul>

<b>Weed Management – Targeted weeds</b>	
<b>Falmouth</b>	<ul style="list-style-type: none"> <li>Broad weeds</li> </ul>
<b>St Helens</b>	<ul style="list-style-type: none"> <li>Broad weeds</li> </ul>
<b>Aerodrome</b>	<ul style="list-style-type: none"> <li>Spanish Heath, thistles, mullein</li> </ul>

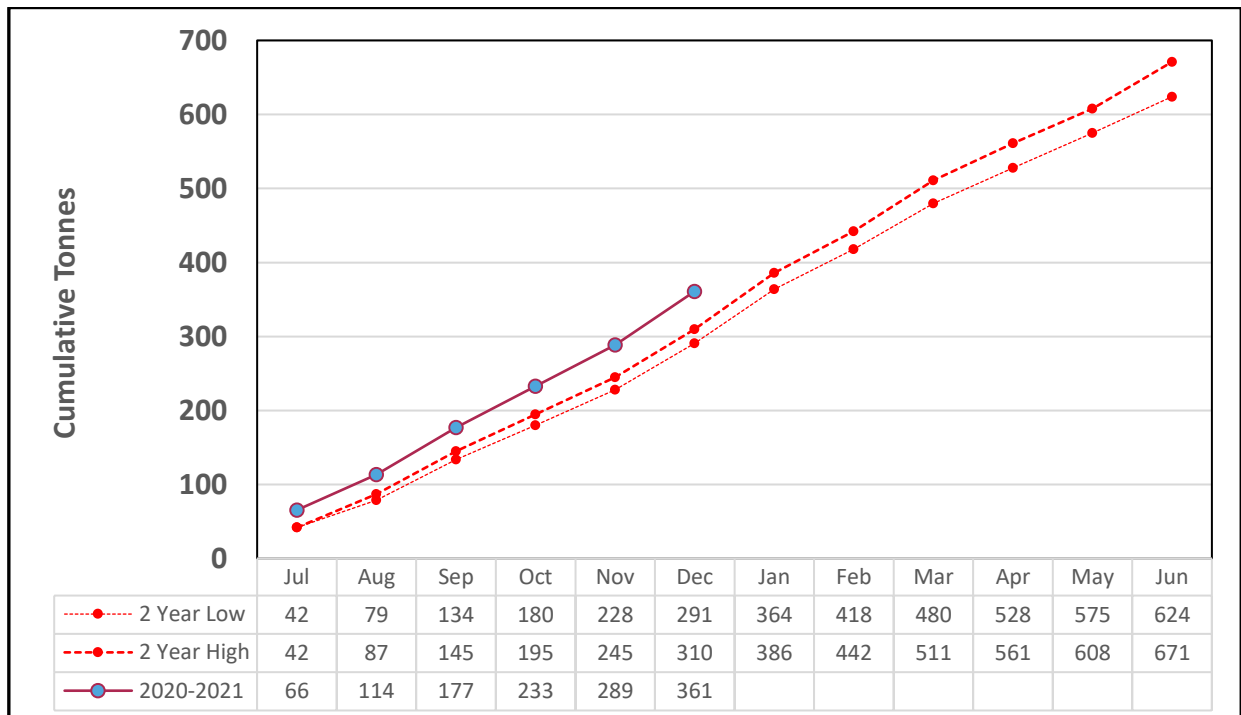
<b>Asset Management</b>
<ul style="list-style-type: none"> <li>Bridge Management System updated after the 2020 bridge inspections by AusSpan.</li> <li>Strategic Asset Management Plan – in-progress.</li> <li>Traffic counts are currently being undertaken to gather data in relation to speed and numbers at the MTB trail crossings</li> </ul>

<b>Waste Management</b>	
<b>Kerbside Collection – Co-mingled Recyclables</b>	<ul style="list-style-type: none"> <li>Stream contamination (non-recyclables) remains problematic resulting in higher cost burden to Council and rate payers.</li> </ul>
<b>Green Waste</b>	<ul style="list-style-type: none"> <li>Stockpile of double mulched available for sale at the St Helens WTS on Wednesday and Saturday, between 10AM and 2PM. Interest in material is increasing.</li> </ul>

## Waste Management - Municipal General Waste to Copping Landfill (July – December 2020)



## Kerbside Co-Mingled Recyclables collected by JJ's Waste (July to December 2020)



Note: Waste quantities unavailable for previous calendar month due to invoicing cycle out of phase with monthly report submission.

## CAPITAL WORKS SUMMARY

Details	Update
Ansons Bay Road - Stabilisation	In-progress.
Bridge 2398 Intake Bridge at Pyengana (Replacement)	Pre-cast components under manufacture.
DCP Project – Cornwall Stormwater Part B	In-progress.
DCP Project – Cornwall Road Sealing	In-progress.
DCP Project – St Marys Recreational Ground Irrigation System	System is almost complete. Water Header Tank installed. Pump and commissioning of the system to follow.
DCP Mathinna Streetscape Improvements	In-progress. Footpath replacement completed. Storm-water works scheduled for Feb/March 2021.
DCP Mathinna Cemetery Master Plan	In-progress.
DCP Fingal Valley Tracks	In-progress.
DCP Fingal Cemetery Master Plan	Works have commenced with gate refurbishment and fencing renewal (in-progress).
Flood Levee – Groom St, St Marys	In-progress.
Gardens Road – Sight Distance Improvements	Works scheduled to commence Feb 2021
<b>Medeas Cove Esplanade – Road Segment Reconstruction</b>	<b>Completed.</b>
Road Re-sealing program	Preparation works complete. Re-seal activity by contractor to re-commence from the second week of February.
Road Re-sheeting program	In-progress.
Scamander WTS – Inert Landfill	In-progress.
St Helens Point Road Kerb & Channel Works	Construction works scheduled for February-early April.
Upper Esk Road – Pavement Digout and Repair	In-progress

## 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.

<b>ACTION</b>	<b>INFORMATION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Municipal Inspector
<b>FILE REFERENCE</b>	003\003\018\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	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:**

Dog control – Activity summary January 2021.

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye	St Helens	St Marys	TOTALS
<b>Dogs Impounded</b>													1		1
<b>Dogs in Prohibited Area</b>															0
<b>Dogs Rehomed or sent to Dogs Home</b>													1		1
<b>Livestock Complaints</b>															0
<b>Barking Dog</b>								1						2	3
<b>Bark Monitor</b>														1	1
<b>Bark Abatement Notice</b>															0
<b>Wandering Dog or Off Lead</b>	2	1			1					1			3		8

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye	St Helens	St Marys	TOTALS
Verbal Warnings	2	3						1	2	1			4	1	14
Letter/Email warnings and reminders	1	1												2	4
Patrol	2	8		2		1		2	4		2		11	4	36
Dog Attack - on another animal (Serious)															0
Dog Attack/Harassment - on another animal (Minor)										2					2
Dog Attack - on a person (Serious)															0
Dog Attack/Harassment - on a person (Minor)															0
Dog - chasing a person													1		0
Declared Dangerous dogs															0
Dangerous Dogs Euthanised															0
Unregistered Dog - Notice to Register													2		0
Dogs Registered															0
Infringement Notice Issued	1														1
Pending Dog Registration Checks															0
Caution Notice Issued		1													1
Verbal Warnings /Education Sheets Maps															0
Infringement Notice - Disputes in Progress															0
Infringement - Time Extension request															0
Infringement Notice - Revoked															0
Kennel Licence - No Licence															0
Kennel Licence - Issued															0



Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye	St Helens	St Marys	TOTALS
Rooster Complaints															0
Other	1	1			2		1						2	1	8
Cat Complaints															0
Lost Dogs															0
Illegal Camping															0
<b>TOTALS</b>	<b>9</b>	<b>15</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>25</b>	<b>11</b>	<b>83</b>

#### 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.

### 02/21.13.3 Speed Limit Reduction – Lower Germantown Road and Denneys Road, St Marys

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	20/17338
ASSOCIATED REPORTS AND DOCUMENTS	Traffic & Civil Services – Traffic Engineering Advice: Lower German Town Road and Denneys Road Speed Limit Review, Lower German Town.

#### OFFICER'S RECOMMENDATION:

1. That Council receive traffic-engineering advice prepared by Traffic Civil Services (TCS) "German Town Road and Denney's Road Speed Limit Review, Lower German Town".
2. That Council does not support the case for the installation of a posted speed limit of less than 80km/hr on Lower German Town Road or Denneys Road as guided by AS1742.4 Speed Controls or Austroads Guide to Traffic Management Part 5.
3. That Council adopt the TCS Assessment Recommendations as stated:
  - *"Use relevant Warning signs and advisory speed signs where there are hazards in the road alignment rather than post speed limit signs.*
  - *Install a W5-102 Gravel Road – Drive Carefully Warning sign (W5-102) at the start of Lower German Town Road".*

#### INTRODUCTION:

Traffic Civil Services (TCS) was engaged to undertake an assessment of provide Lower Germantown and Denney's roads against AS1742 Manual of uniform traffic control devices – Part 4: Speed Controls.

AS1742-Part 4 specifies the traffic control devices required for the regulatory control of traffic speed and gives guidance on how speed limits should be determined and applied, with the objective of providing road authorities throughout Australia with a set of uniform requirements and guidelines for the regulatory management of traffic speeds.

TCS has provided qualified traffic engineering advice, attached.

## PREVIOUS COUNCIL CONSIDERATION:

**10/20.13.3.189**

Moved: Clr M Osborne / Seconded: Clr K Wright

1. That Councillors receive the letter from the residents of Lower Germantown Road and Denneys Road, St Marys.
2. That Council engage the services of a qualified Traffic Engineer to undertake an assessment of Lower Germantown and Denney's roads against AS1742 Part 4, before considering and submitting an application for a speed limit change to the Department of State Growth.

**CARRIED UNANIMOUSLY**

## OFFICER'S REPORT:

### **TCS Assessment Basis**

The TCS assessment is based on:

- Background information – Letter from residents and council Agenda Report 10/20.13.3, rural property access functions and a check that the default speed limit is 80km/hr.
- A review of the five (5) year reported crash history.
- Site Inspection
- Relevant standards and guidelines
  - AS1742.4 – Speed Controls (2008)
  - Austroads Guide to Traffic Management, Part 5: Road Management (2017) that provides guidance on the application of speed limits.

### **TCS Assessment Conclusions**

- “Neither AS1742.4 Speed Controls or Austroads Guide to Traffic Management Part 5 support the case for installation of a posted speed limit of less than 80km/h on Lower German Town Road or Denneys Road.
- Where the speed environment is less than 80km/h, AS1742.4 advises use of relevant Warning signs and Advisory speed signs. There is no justification for introducing a posted speed limit less than the default 80 km/h as the situation has a very low crash risk.
- Often in Tasmania on low volume low speed environment unsealed rural roads Gravel Road Drive Carefully Warning Signs (W5-102) are used to increase drive awareness to the need to drive to the conditions and drive carefully”.

### **TCS Assessment Recommendations**

- “Use relevant Warning signs and advisory speed signs where there are hazards in the road alignment rather than post speed limit signs.
- Council consider installation of a W5-102 Gravel Road - Drive Carefully Warning sign (W5-102) at the start of Lower German Town Road”

## ***Officer Recommendations***

That Council receive traffic-engineering advice prepared by Traffic Civil Services (TCS) “German Town Road and Denney’s Road Speed Limit Review, Lower German Town”.

That Council does not support the case for the installation of a posted speed limit of less than 80km/hr on Lower German Town Road or Denneys Road as guided by AS1742.4 Speed Controls or Austroads Guide to Traffic Management Part 5.

That Council adopt the TCS Assessment Recommendations as stated:

- Use relevant Warning signs and advisory speed signs where there are hazards in the road alignment rather than post speed limit signs.
- Install a W5-102 Gravel Road – *Drive Carefully Warning sign (W5-102)* at the start of Lower German Town Road.

## **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*

- 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.

### *Key Focus Area*

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

## **LEGISLATION & POLICIES:**

- Local Government Act 1993
- Local Government (Highways) Act 1982

## **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

Signage cost estimate is \$500. The current 2020-2021 budget can accommodate the placement of required signage.

## **VOTING REQUIREMENTS:**

Simple Majority.



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22 January 2020

Mr David Jolly

Manager Infrastructure and Development Services

Break O' Day Council

32-34 Georges Bay Esplanade, ST HELENS, TAS 7303

**TRAFFIC ENGINEERING ADVICE: LOWER GERMAN TOWN ROAD AND  
DENNEYS ROAD SPEED LIMIT REVIEW, LOWER GERMANTOWN.**

This letter is to provide traffic engineering advice on the outcome of the speed limit review of Lower German Town Road and Denneys Road, Lower Germantown, based on:

- background
- review of 5 year reported crash history.
- site inspection
- relevant standards and guidelines
  - AS1742.4 – Speed Controls (2008)
  - Austroads Guide to Traffic Man. Part 5: Road Management (2017)

### 1) Background

Lower German Town Road and Denneys Road have rural property access functions and the General Unsealed Rural Default speed limit of 80km/h applies. Figure 1 shows the road locations.

**Figure 1 – Lower German Town Road and Denneys Road**



### 2) Traffic data from site observations 16<sup>th</sup> Nov 2020.

From observed traffic movement during the site inspection traffic activity was in the order of 4 vph which indicates an estimated AADT of 40 vpd.

Based on the number of property accesses on Denneys Road(4) and Lower German Town Road (9) estimate AADT is some 50 vpd.

These estimates indicate a very low traffic activity level.

### 3) 5 Year reported crash history

The Department of State Growth crash report records no crashes over the last 5 years on Lower German Town Road or Denneys Road as of 19<sup>th</sup> November 2020.

#### **4) Site Inspection**

A site inspection was conducted 16th November 2020 to appraise the situation.

##### **Lower German Town Road**

The characteristic unsealed road width of Lower German Town Road varies between 2.8m and 4.2m with no shoulders and is some 2.4km in length.

The road alignment meanders with numerous horizontal and vertical curves, none of which are signed.

A Gravel Road Warning and 40km/h Advisory Speed sign is provided just north of the Esk Main Road junction, see Figure 2.

The density of roadside development is very low with:

- 6 rural property accesses over the first 1.0km i.e an access density of 165m per access where the speed environment varies between 40 and 50km/h. Typical road width on this section is 2.8m.
- 3 rural property accesses over the next 1.4km i.e an access density of 465m per access where the speed environment varies between 60 and 50km/h at the end. Typical road width on this section is 4.0m.

There is negligible pedestrian or cyclist activity and no pedestrian facilities though the roadsides are relatively pedestrian friendly for the standard of the road.

See site photos taken at regular intervals along the road attached Appendix A showing the nature of the road.

**Figure 2 – Typical cross section of Lower German Town Road**



##### **Roadside hazards within 80km/h zone:**

- **Narrow cross section < 4.0m wide**
- **No shoulders**
- **Narrow unsigned bridge 4.45m wide, see Figures 3 & 4**
- **Vertical and horizontal curves**
- **Roadside hazards e.g. trees of diameter > 100mm close to the edge of the road.**



**Figure 3 – Ferntree Glen Creek Bridge northern approach**



**Figure 4 – Ferntree Glen Creek southern approach**



### ***Denneys Road***

The characteristic unsealed road width of Denneys Road is 3.0m with no shoulders and is 1.5km in length.

The road alignment meanders with some horizontal and vertical curves, none of which are signed.

The density of roadside development is very low with 4 rural property accesses over 1.5km i.e an access density of 380m per access where the speed environment varies between 50 and 25km/h.

There is negligible pedestrian or cyclist activity and no pedestrian facilities though the roadsides are relatively pedestrian friendly for the standard of the road.

See site photos taken at regular intervals along the road are attached in Appendix B showing the nature of the road.

### **Road Standard**

In both cases Lower German Town Road and Denneys Road are a suitable standard and fit for purpose for the level of traffic activity and speed environment.

### **Austroads Safe System Assessment**

From Austroads Safe System Assessment Methodology, Lower German Town Road and Denneys Road have:

- Low exposure – traffic activity < 50vpd.
- Low likelihood – fit for purpose road infrastructure for rural property access with an unsigned one lane bridge and roadside trees.
- Low crash severity – the speed environment is typically < 50km/h.

Accordingly, both roads are assessed as having a very low crash risk.

### **5) Relevant standards and guidelines**

#### **Tasmanian Default Unsealed Rural Road Speed Limit**

- 80km/h currently applies.

#### **AS1742.4 – 2008 Speed Controls**

##### *Section 2.1.2 General Principles*

*(c) Where the speed limit exceeds the maximum safe speed of travel due to an isolated geometric deficiency or hazard, advisory speed signs displayed in conjunction with relevant warning signs (see AS1742.2) shall be used to advise drivers of the need to reduce speed. Speed limits shall not be applied specifically for this purpose.*

*(d) Speed limits other than default urban or default rural limits shall not be applied to unsealed roads. An exception to this requirement shall be the application of speed limits less than 50km/h to roads that are not traffic routes.*

### Section 2.3 - Speed Zone Establishment

- Section 2.3.2 Primary determination of speed limit as per Table 2.1  
Sparsely built-up area – 80km/h (Table 2.1)
- Section 2.3.3 Permitted adjustments to speed limits
  - (a) Adjustment limits – does not help in this case.
  - (b) Adjustments related to speed environment.
    - i. Roadside development – is sparsely built-up implying 80km/h zone.
    - ii. Road characteristics – fit for purpose.
    - iii. Traffic characteristics – very low volume.
  - (c) Adjustments related to crash history – no reported crash history over 5 years.
- Section 2.3.4 Length of linear speed zone as per Table 2.2  
Require minimum length of 800m for an 80km/h zone (Table 2.2).  
This is satisfied.

### **Austroads Guide to Traffic Management Part 5: Road Management (2017)**

- Section 6 - Justification for 60 km/h for rural unsealed roads is a severe crash rate as per Table 6.5 in sparsely built up areas  
  
Lower German Town Road and Denneys Road have no reported crash histories over 5 years.

## 6) Conclusions

Neither AS1742.4 Speed Controls or Austroads Guide to Traffic Management Part 5 support the case for installation of a posted speed limit of less than 80km/h on Lower German Town Road or Denneys Road.

Where the speed environment is less than 80km/h, AS1742.4 advises use of relevant Warning signs and Advisory speed signs.

There is no justification for introducing a posted speed limit less than the default 80 km/h as the situation has a very low crash risk.

Often in Tasmania on low volume low speed environment unsealed rural roads Gravel Road Drive Carefully Warning Signs (W5-102) are used to increase drive awareness to the need to drive to the conditions and drive carefully, see Figure 5. See Appendix C for standard drawing layout.

**Figure 5 – Gravel Road – Drive Carefully Warning sign W5-102.**



### **7) Recommendations**

- Use relevant Warning signs and advisory speed signs where there are hazards in the road alignment rather than post speed limit signs.
- Council consider installation of a W5-102 *Gravel Road - Drive Carefully* Warning sign (W5-102) at the start of Lower German Town Road.

### **8) Assessor Credentials**

Richard Burk is a qualified Traffic and Civil Engineer with over 33 years of experience with State and Local Government in the Roads and Traffic industry in Tasmania. Richard has previously represented Tasmania on various national committees including the Austroads Traffic Management Working Group. Visit [www.trafficandcivil.com.au](http://www.trafficandcivil.com.au).

Yours sincerely



**Richard Burk**

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### **Appendices**

**Appendix A – Lower German Town Road Photos**

**Appendix B – Denneys Road Photos**

**Appendix C – Gravel Road Drive Carefully warning sign.**



**Appendix A – Lower German Town Road**



Looking North from  
Esk Main Road

















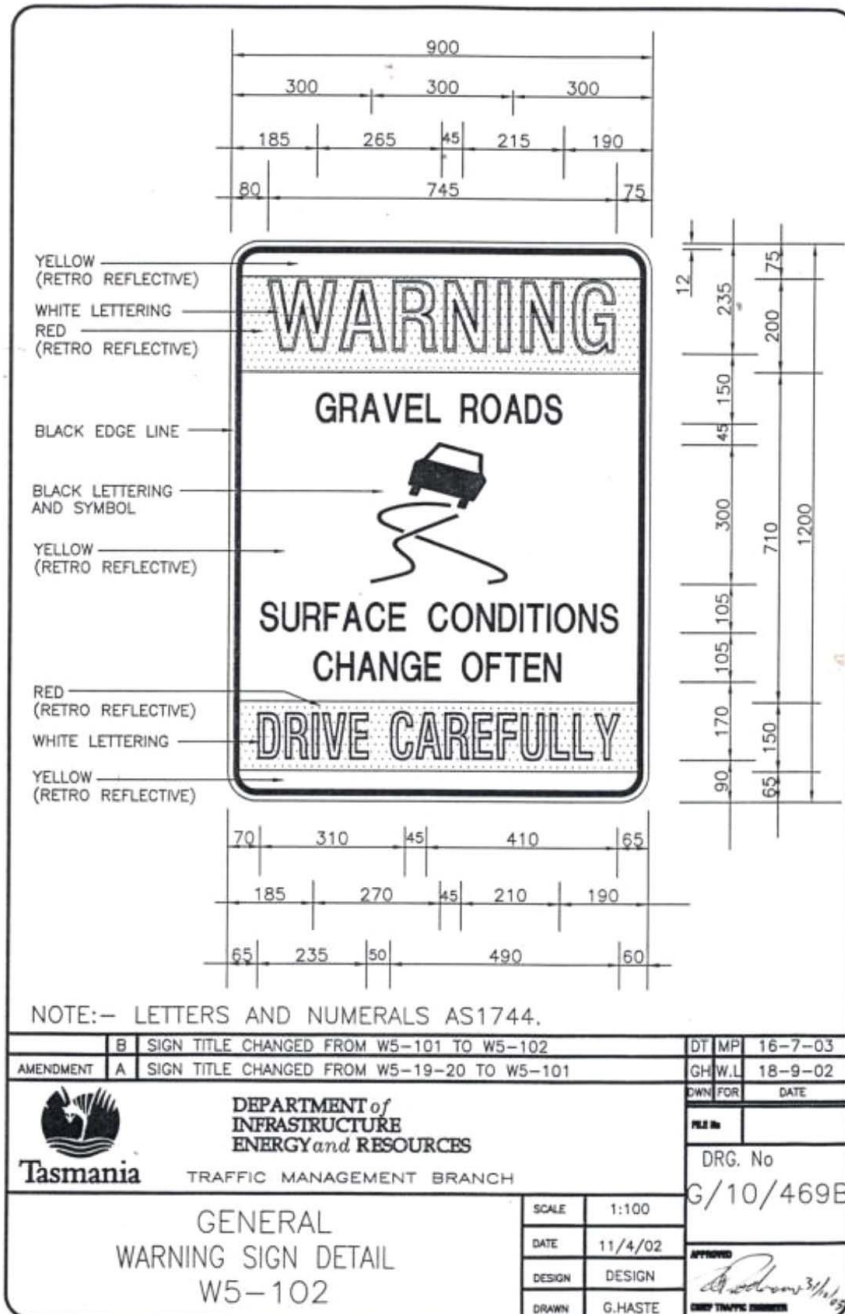
***Appendix B – Denneys Road***



Looking West from  
Lower German Town  
Road



**Appendix C – Gravel Road Drive Carefully warning sign.**



## 02/21.14.0 COMMUNITY DEVELOPMENT

### 02/21.14.1 Community Services Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager 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
05/18.14.2.117	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.	PWS in discussion with the Gardens community as to the location of the temporary toilet.
08/18.8.2.182	20 August 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 work with the Fingal Valley Neighbourhood House, the SES, local police and others to establish a Driver Reviver Site in Fingal at the Council owned Park and Public Toilet Facility on the Esk Highway. This site ideally should be operational before Christmas and operate through until after the Easter long weekend.	Awaiting a response from SES as to why this did not occur and when they intend to commence this project in our Municipality. Project held up by COVID as SES currently doing checks on people who are in home quarantine



Motion Number	Meeting Date	Council Decision	Comments
03/19.8.2.47	18 March 2019	<i>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 given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council look at building a mountain bike and walking tracks in the Fingal Valley, and have it shovel ready for funding at the next State election.	This to be developed further as part of the Recreational Trails Strategy.
09/19.14.3.229	16 September 2019	That Council: 1. Replace the fence and fix the steps on the Medea Cove side of Kings Park; 2. Work with Tasmania Fire Service to undertake an assessment as to whether Kings Park is currently a fire risk to adjoining properties; 3. Commence the process to develop some walking trails and interpretative signage that helps to create a narrative that acts to generate a positive user experience within the Kings Park area.	Advised the Works Department of Council decision to replace the fence and fix the steps.  Walking trails to be discussed during the development of the Recreational Trails Strategy.
11/19.14.3.277	18 November 2019	1. That Council in principle adopt the draft Disability Action Plan; and 2. That Council seek community feedback in relation to the draft Disability Action Plan.	Finalising process due to Covid 19 has been put on hold as required to go back to committee. Meeting of committee to be scheduled for February, 2021.
12/19.14.2.303	16 December 2019	1. That Council support the Department of Communities Tasmania to undertake an examination of the feasibility of the key options identified. 2. That Council commence discussions with Department of Communities Tasmania to transfer the green space at the front of the old Hospital (corner Circassian and Cecilia Street) to Council for community use.	Council provided a response to Department of Communities Tasmania.  Hospital currently being used by Ochre as a Respiratory Clinic.
02/20.14.3.22	17 February 2020	That Council develop a brief and call for Expressions of Interest to develop a Marine Facilities Master Plan for Georges Bay.	Draft document finalised – currently seeking feedback on what it would cost.
04/20.14.3.63	20 April 2020	That Council seek feedback from the sporting and recreational group users of the St Helens Sports Complex with the objective of consolidating proposed projects and preparing an updated master planning document to guide the Council in its future decision-making.	Letter forwarded inviting comments from user organisations

Motion Number	Meeting Date	Council Decision	Comments
07/20.14.5.124	20 July 2020	That taking into account the community comment: 1. Council restrict the project to the area between the dune and the road referring all other matters to Parks & Wildlife Service to address as it is outside Council's leased area. 2. Council design and build a toilet facility in approximately the same location as the existing toilet facility which blends with the surrounding environment. 3. That Council utilise the existing bus shelter at Wrinklers; and 4. That Council undertake the traffic movement improvements as identified with the Traffic Impact Assessment to improve the flow of traffic at the site and to correct the issue of sight distance that has occurred since the upgrade of the Wrinklers Bridge located on the Tasman Highway.	Council received draft design of proposed toilet block – currently with staff seeking feedback from community.
08/20.8.2.134	17 August 2020	<i>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 given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council consider the development of a Domestic/Family and Sexual Violence Strategy in order to demonstrate our commitment to making our community safer for everyone impacted by the trauma of interpersonal violence.	To be discussed further after presentation – item for December workshop

#### COMPLETED REPORTS:

Nil

#### Council Community Grants/Sponsorship 2020-2021:

Program and Initiatives	2020-2021
<b>Community Services</b>	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000

Program and Initiatives	2020-2021
<b>Community Event Funding</b>	
Seniors Day	3,000
Australia Day Event	5,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
St Helens Car Show (including Woodchopping	10,000
Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride -	500
Game Fishing	2,000
Marketing Greater Esk Tourism	2,500
Volunteer Week	2,500
Bay of Fires Winter Arts Festival	14,000
St Marys Car & Bike Show	2,000
East Coast Masters Golf Tournament	2,000
Triathlon	2,000
World Supermodel	500
Mental Health Week	500
Mountains to the Sea Trail Fest	3,000
<b>Council Sponsorship</b>	
Funding for BEC Directory	2,000
Community car donation	2,500
St Helens Marine Rescue	3,000
Suicide Prevention Golf Day	1,000
Business Enterprise Centre	28,000

Updates on current projects being managed by Community Services:

### **St Helens Mountain Bike Network**

Visitor numbers on the trails over the December – January holiday period were excellent with record numbers across all trails.

The weather was generally favourable and the trail surfaces overall withstood the amount of traffic and the rain we had over this period.

We have received positive feedback on the sealed carpark at Flagstaff which kept dust down and the new sun shade shelters providing that extra covered space when resting / recuperating at the trail head.

### **The Bay of Fires Trail**

The Bay of Fires trail was closed for a short period over the holidays due to the continued wet weather being experienced on the Blue Tier. The rider numbers for the Bay of Fires trail over this period was the biggest for a single month since last January just after opening.

We are continuing to monitor and manage the trail depending on the condition and specifically the amount of rain occurring to ensure the longevity of the trail surface.

We are now focusing on key aspect of maintaining the whole network to a high standard with a priority to ensure the trails identified for the Dragon Trail event in March being in prime condition for the event.

### **Brand and Marketing**

In early December the St Helens MTB network was visited by Huw Kingston, an adventure journalist, and Flow MTB, both financed by Tourism Tasmania to produce content on our network as well as Derby and Maydena.

Huw's article, along with another by Scott Mattern have been published in the latest edition of MTB Australia.

Flow has produced two (2) videos, one featuring the Bay of Fires trail and one the stacked loop network as well as other attractions including learning to surf with the surf school and kayaking with Secret Rivers. This are currently in the review phase and will be released in the next few months. We have had the opportunity to review the videos and they are really engaging and we hope with Flow's massive reach on the digital platform that the content will create more interest in our networks.

Tourism Tasmania has also started a marketing campaign for Tasmanian MTB trails to NZ.

### **Community Events**

Community Services have been working closely with event organisers to help them develop their COVID safety plans and hold successful events.

### **Australia Day Award Winners**

Break O'Day Council hosted the area's Australia Day Celebration on Tuesday 26 January at the Portland Hall, St Helens. The event started at 10 am with the official Australia Day Awards presented by Mayor Mick Tucker and Australia Day Ambassador, Robyn Moore.

Robyn Moore is a multi-skilled Communicator and an Educator, who has been changing peoples' perception through the power of the word for over 40 years.

Robyn was the National Communicator of the year, is an Ambassador for the Australia Day Council, Dragons Abreast Australia, the Australian Childhood Foundation and has been National Patron of Make-A-Wish Australia for 26 years...recently winning the "International Make-A-Wish Volunteer of the Year" Award. Robyn's Australia Day Address was one of inspiration and had the audience captivated all the way through.

Below is a list of the Break O'Day Australian Citizen Awards as well as the Mayor's special Award winners.

### **Australia Day Citizen of the Year Award- Wayne Cubitt and Dale Richards**

Wayne has been connected with our community for approximately 24 years – firstly as a holiday maker and then choosing to make our community his home. Wayne is an active and hardworking member of all organisations that he is part of and if an organisation comes to him for help – he will not say NO – because we don't think he knows how.

Wayne worked closely with the St Helens District High School students in supporting them to be part of the ANZAC Day and Remembrance Day services. Wayne also finds time to visit residents at Medea Park Residential Care in his spare time. Wayne was also instrumental in bringing the Stonehaven Cup to St Helens on 2020.

Dale has been the face of helping stranded motorists for a very long time but like all our volunteers many sit under the radar. Dale is one of these – he has been involved with the Masonic Lodge for a number of years and through his connection with this organisation. Dale is a strong member of the St Helens Masonic Lodge and although I cannot tell you specifically what Dale does within this organization, I can tell you that the work that Dale undertakes with the Lodge has impacted on the lives of many people in our community. Like previously advised Dale has been a respected member of the St Helens Volunteer Fire Brigade for approximately 40 years.

### **Australia Day Young Citizen of the Year Award – Zoe Bucknell**

Zoe has been an integral part of bringing women's and girls' football to the East Coast, she was very keen from the outset. Our inaugural team last year saw Zoe take a senior role in training sessions, try out for State Girls football team without having even playing a game of football and she developed into a mentor for the younger team mates. Zoe was named Captain of the team and was an astounding leader for all her team, with her friendly smile and ongoing encouragement throughout each and every game and training session. Zoe was always very keen to learn new skills from her coaches and mentors and a pleasure to work with.

Zoe would participate each week in two (2) training sessions, and then play on Saturdays as well as assisting with the Junior Auskick program. During her time at school Zoe also undertook with a few of her friends to start girl's football sessions during lunch times at school. She was also very quick to assist and participate in the East Coast Giants football training sessions when needed. She is a well-spoken thoughtful person who would take time to thank the teams sponsors by visiting them in the places of business and at the end of year dinner provided a heartfelt thank you speech to all the training staff.

### **Mayor's Special Awards**

The first award was awarded to **Cullen Dwyer**

Cullen is a member of our community who volunteers as a member of the St Helens Volunteer Fire Brigade – but on a certain day in January 2021 – maybe he was in the right place at the right time but he risked his life to swim to save that of a young girl visiting our community. Cullen we did hear that at one time you did question what you were doing but you continued to swim to her assistance and stayed with her until Peter Jamieson could get there with a boat.

### Break O'Day Municipality Excellence Award

The Committee made a decision this year to award it to two (2) recipients, those being: - **Heidi Howe and Fiona Lowe**

Heidi not only runs a very busy business in our community but still finds time to volunteer within our community. She is currently a board member of Possum M'agic and was an inaugural member of the Bay of Fires event. In 2020 Heidi was the instigator of the Bay of Fires Art Market in a new format due to Covid 19. Heidi brought together a group of volunteers to organise an event – in a short space of time – in a time when things were being cancelled - Congratulations Heidi – we appreciate all that she does for our community.

Fiona has been instrumental in having netball played throughout our community. Fiona instigated the Net Set Go program, with approximately 60 participants at St Marys, many have now joined the association to ensure that we have continued growth within the Netball Association. Fiona is not only committed to netball but has also been involved in junior football in St Marys with her son.

Fiona is an excellent junior coach encouraging girls and boys to play the game. With Fiona, playing the game is more important than winning. Congratulations Fiona - there are many young people who appreciate the start that you give them to sport.



### St Marys Community Space Opening

Break O'Day Council covered the public liability insurance for this event.

### Events

#### ***Delivered - 2021***

#### January

- St Helens Game Fishing Club Shark Fishing Competition
- Georges Bay Dragon Boat event



## Planned

### February

- 21 - Break O'Day Tri Challenge

### March

- 5 – 8 - St Helens Game Fishing Classic
- 12 – 13 - Ten Days on the Island – ‘If These Halls could Talk’
- 18 – 20 - Dragon Trail MTB

### When International Borders revert to normal

- World Top 50 Supermodel Competition – On secret location filming

## Ten Days on the Island 2021

Ten Days on the Island 2021 will fill all corners of the island across three weekends in March (5–21 March) with a program that will ignite connections with communities from St Helens to Zeehan and Stanley to Sorell as well as Burnie, Launceston and Hobart.

The international arts Festival program features over 45 events with more than 450 participating Tasmanian artists and community members exploring this extraordinary island and its inhabitants.

*“Creating the 2021 edition of Ten Days on the Island has been a festival-making journey unlike any other. We are proud to present a program that celebrates the brilliance, innovation and ingenuity of lutruwita/Tasmania’s global local artists. I thank the artists who have shown great faith and passion in creating work for our Festival and welcome audiences to celebrate with them.”*

– Lindy Hume, Artistic Director

## IF THESE HALLS COULD TALK





The centrepiece of our 2021 Festival is *If These Halls Could Talk* – a pan-Tasmanian series of art adventures in community halls across lutruwita/Tasmania, spanning Zeehan in the West to Glen Huon in the South. We have selected ten beloved gathering places and their communities and lovingly matched them with artists, companies, projects and ideas. A year in the making, it's now time to share these special events – many of them world premieres – with our audiences.

What better way to journey through the diverse and scenic landscapes of our heart-shaped island than through an adventure trail of charming community halls, experiencing the brilliance of some of Tasmania's finest creative storytellers? If these halls could talk, we think they would say: 'Welcome, come on in – we've made something beautiful, especially for you!'



12 - 13 MARCH [SHARE](#)

**N+ NE**

IF THESE HALLS COULD TALK

## Van Diemen's Fiddles: Whispering Walls

PRESENTED BY TEN DAYS ON THE ISLAND AND VAN DIEMEN'S BAND

60 MINS

[ADD TO FAVOURITES](#)

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Portland Memorial Hall will be transformed into a portal blending present and past through this live multimedia event.

Van Diemen's Fiddles are three of lutruwita/ Tasmania's finest musicians – Julia Fredersdorff, Emily Sheppard and Rachel Meyers. They will make music inspired by dances, stories, people and the land, alongside electronics and visuals from Mac40Media's Caleb Miller. This world premiere has been curated in response to the communities of St Helens and its surrounds.

When you attend the concert, you will unlock an exclusive audio walk created by the musicians. This geolocated walk will guide you along the Georges Bay foreshore with a soundtrack inspired by the region, including stories of the area shared by locals.

CREDITS



## TICKETS

### GENERAL ADMISSION

FULL PRICE : \$35.00

CONCESSION : \$30.00

GROUP (6+) : \$31.50

MULTIPACK : \$31.50

## DATES & TIMES

### PORTLAND MEMORIAL HALL

Fri 12 March 2021 7:00 pm

[BOOK NOW](#)



### PORTLAND MEMORIAL HALL

Sat 13 March 2021 2:00 pm

[BOOK NOW](#)





## Acknowledgement of Country

The Dragon Trail mountain bike event will be held on *Iutruwita* (Tasmania) Aboriginal land. We acknowledge, with deep respect the traditional owners of the land we will be traveling on, the *palawa* people.

The *palawa* people belong to the oldest continuing culture in the world. They cared and protected Country for thousands of years. They knew this land, they lived on the land and they died on these lands. We honour them.

Through the Dragon Trail event we pay our respects to elders past and present and to the many Aboriginal people that did not make elder status and to the Tasmanian Aboriginal community that continue to care for Country.

We acknowledge that it is a privilege to stand on Country and walk in the footsteps, or ride along trails, of those before us. Along the river banks, among the ferns and seas that continue to run through the veins of the Tasmanian Aboriginal community.

We recognise a history of truth which acknowledges the impacts of invasion and colonisation upon Aboriginal people resulting in the forcible removal from their lands.

Our Tasmania Island is deeply unique, with spectacular landscapes and with our cities and towns surrounded by bushland, wilderness, mountain ranges and beaches.

We stand for a future that profoundly respects and acknowledges Aboriginal perspectives, culture, language and history. We support the continued effort to fight for Aboriginal justice and rights paving the way for a strong future.

Photo: Flow Mountain Bike





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# Welcome

## LOUISE FOULKES

Event Director

To the elites who will be fighting hard for the podium, through to those just hoping their legs will keep turning long enough to roll into the finish line each evening, welcome ... it is going to be an epic event. To the officials and staff coming to assist, as well as all of the supporters in the region who have taken a punt on this new event, thank you.

After close to 20 years of countless adventure events across Australia and around the world, it has been an absolute privilege to return to my Tasmanian roots and be an active part of the new chapter in the history of the North East, Mountain Biking.

The trails, the environment, the culture, it's simply a fabulous area to be running this race. After a year that has been challenging to us all in countless different ways, it is time to hit the trails, smash the body and replenish the soul. See you there!



## MICK TUCKER

Mayor, Break O'Day Council

Welcome one and all to the beautiful east coast of Tasmania and the St Helens Mountain Bike Trails.

Our whole community is excited and ready to welcome you all to our little patch of paradise for what will be the first official event of our MTB network.

Our trails have been specially built to really highlight our unique natural environment and we hope that you get a chance to appreciate the scenery as you pedal madly through the network, if not, we hope you have left some time to just relax while you are here as well as sample some of our delectable produce and friendly businesses.

This is an exciting opportunity for all of us and it has been our pleasure to work with the Geocentric team and support this event. On behalf of the Break O'Day community I would like to wish you all good luck and a safe and fun race.



## Trail of the Tin Dragon

The Dragon Trail MTB is named as it loosely follows the driving route known as the Trail of the Tin Dragon.

The Tin Dragon Trail is the story of the Chinese who were lured to the area to mine tin in the 1870s. They were called the Celestial Sojourners because most came for a limited time and never intended to make Australia their home; they were here to make their fortune and then return to China. By 1890 over 1,000 Chinese lived in the state forming the largest migrant group from a non-English speaking background.



The MTB route passes several key areas on the Trail of the Tin Dragon. Starting in the town of Branxholm there is a red bridge across the Ringarooma River painted with Chinese symbols and characters. It marks the scene of a riot that occurred in 1871 between European and Chinese miners. At the time tensions were high as Chinese outnumbered Europeans 10 to 1 and the Europeans were concerned about losing local jobs.

Part way through Day 1 of racing, the event passes through Moorina and a cemetery where there is a memorial to the Chinese miners who are buried there. There is a stove in which to burn offerings to their spirits.

Day 1 finishes at Weldborough. During the 19th century, Weldborough had the largest Chinese community on any tin field in Australia. It was a cultural centre for the Chinese miners and they set up a system of village life similar to that in their home land, centered around the community Joss house, the Guan Di Temple. The temple is now on display in Launceston's Queen Victoria Museum.

Weldborough at it's peak had 700 Chinese miners who slept 3 shifts to a bed in the pub. Of note, Weldborough also had Tasmania's first casino where Mahjong and Fan-Tan were played.

It is worth taking some time in the evening to browse the snippets of history that adorn the walls in the Weldborough Hotel. There is also an interpretive walk across the road winding above an old tin mining site, not far from the finish line.

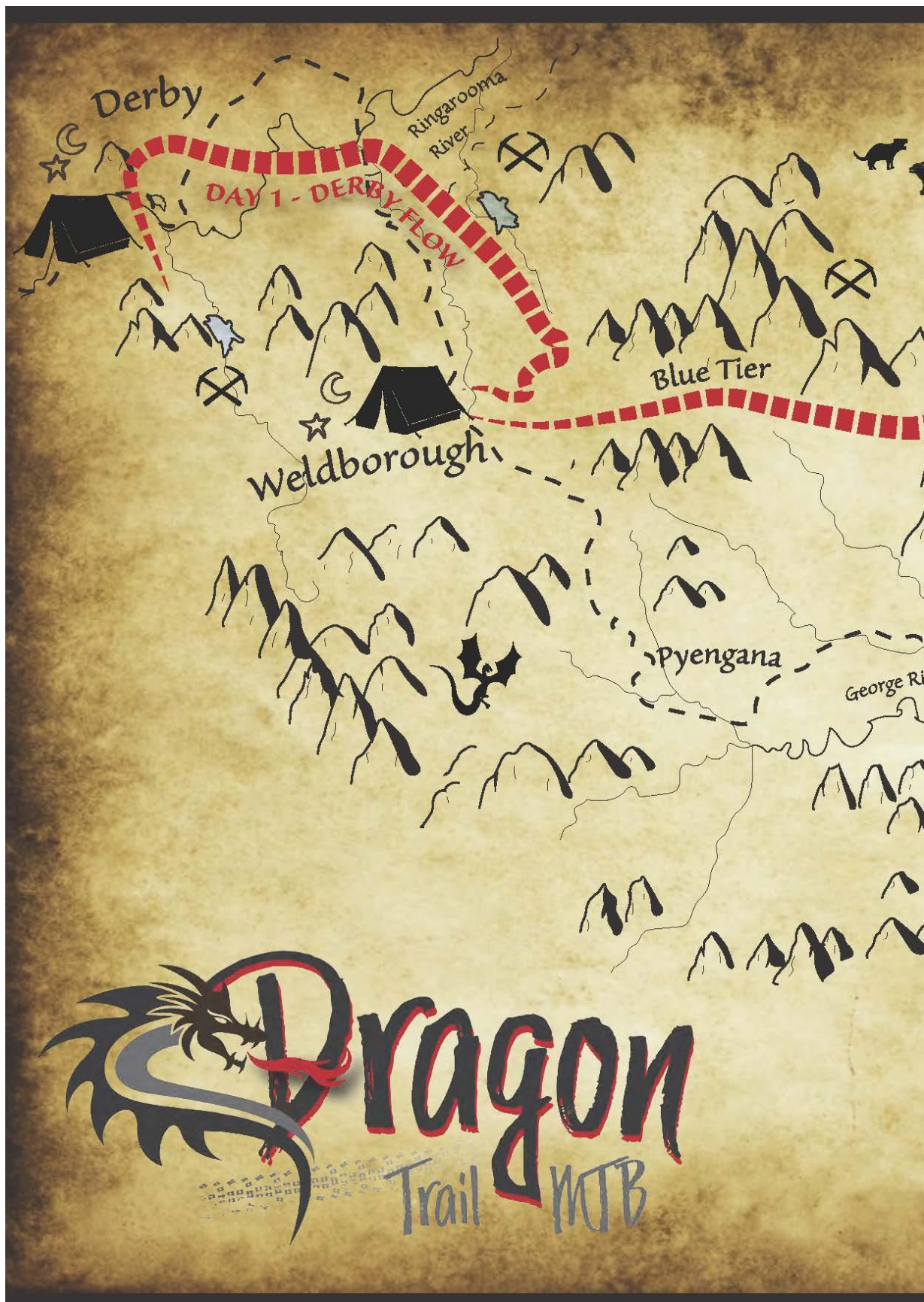
On Day 2 riders climb up and over the mountain called Blue Tier. Between 1875 and 1996 Blue Tier produced more than 11,000 tonnes of tin. It is hard to imagine, but at one point it was the worlds largest open-cut tin mine with hundreds of miners wandering the forests eager to make their fortunes. Where the aid station is on the very top, there was a town called Poimena which had two hotels, a blacksmith, butcher, three stores, and a few residential cottages. It is long gone now and nature has claimed the tier back as her own.

Day 2 finishes at St Helens which is officially the end of the Trail of the Tin Dragon. St Helens was an important port for the miners and also another area that Chinese looked for alluvial tin. The route on Day 3 climbs Flagstaff Hill and follows Cascade creek which has mining relics throughout.

St Helens houses a great history room located at the visitors information centre. This has a detailed display devoted to the Trail of the Tin Dragon. Fittingly, the Dragon Trail MTB Perpetual Trophy will be hosted there between events.

Pictures from: "Tasmania's Chinese Heritage: An Historical Record of Chinese Sites in Norht East Tasmania" by Helen Vivian  
St Helens History Room - Helene Chung's Family Background: Tasmanian Tin Miners, Addicts and Merchants <http://www.ourtasmania.com.au/>







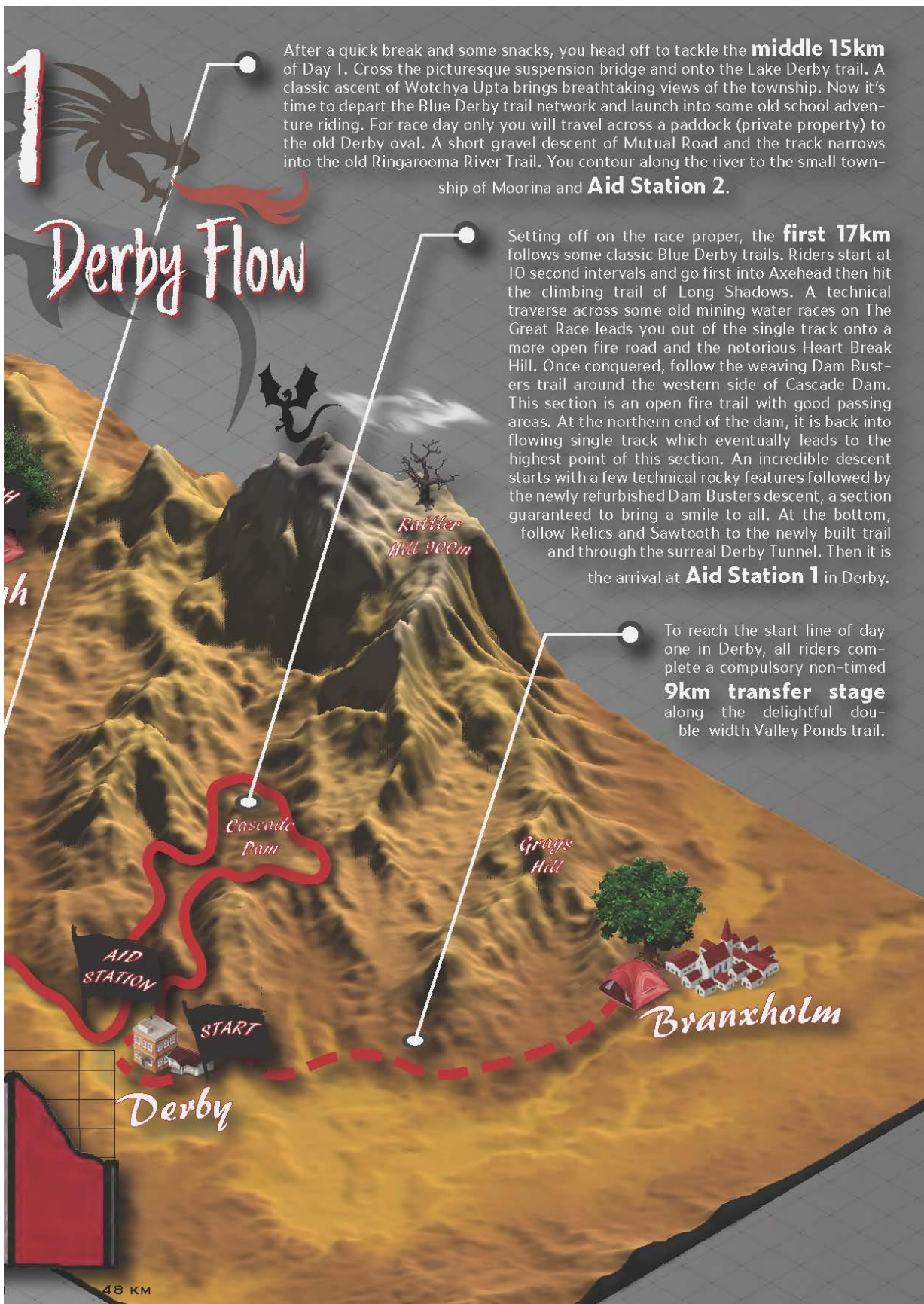




Day one concludes with a **final 16km** section having two distinct personalities. The first is gravel grind up the scenic Frome Road, time to get your legs into a groove and give your brain a rest. This forestry road is wide, well maintained and has a consistent rideable gradient. Once past Frome Lake, the final section of this trail narrows and becomes steeper and rougher until it arrives at the Big Chook trailhead. At this high point of 580m, you need to switch back on for a 5km descent of groomed mountain biking bliss – the perfect trail to finish off the first day of the Dragon Trail. Big Chook launches you along a short section of gravel road to a triumphant **finish** at the historic Weldborough Hotel. Clean up, kick back and enjoy a beer with some classic local cuisine around a campfire with your friends









This is the longest and biggest day of the Dragon Trail, an epic 58km wilderness stage that has something for everyone. Your journey starts from the Weldborough Hotel at 10-second intervals (based on your finish time from the previous day - fastest riders first to reduce congestion).

This **first 17km** section begins with a short gravel road taking you to the perfect good morning trail - the lovely Little Chook. This cruisy 3km of single track passes through spectacular Myrtle Beech forests and winds its way through a maze of moss-covered mullock heaps from the old tin mining days.

Now it is time to tackle the biggest and toughest ascent of the entire race, the 400m vertical climb to the top of Blue Tier. This daunting route has been a classic amongst the old school riding fraternity and featured prominently in the pre-machine built trail era of mountain biking in the region, admittedly, more often ridden in the opposite direction. It is an adventure and one not to be undertaken lightly.

The first half of the climb is scenic through some beautiful myrtle forest along the old and bumpy 4wd trail Emu Flat Road. A high point at 580m, catch your breath and hold tight down a short and rough trail to a flatter area used by prospectors.

The second half of the Blue Tier Ascent is firmly in adventure territory and all riders will likely be on and off their bikes through the technical terrain. The ascent to the sub-alpine summit of "The Tier" begins up 3.5km of steep and rugged 4wd trail including large boulder gardens to navigate. The next 4km of this section is less steep but features narrow and rocky single track and multiple crossings of crystal clear alpine streams. The final few kilometers take you to the old mining town of Poimena at 570m the

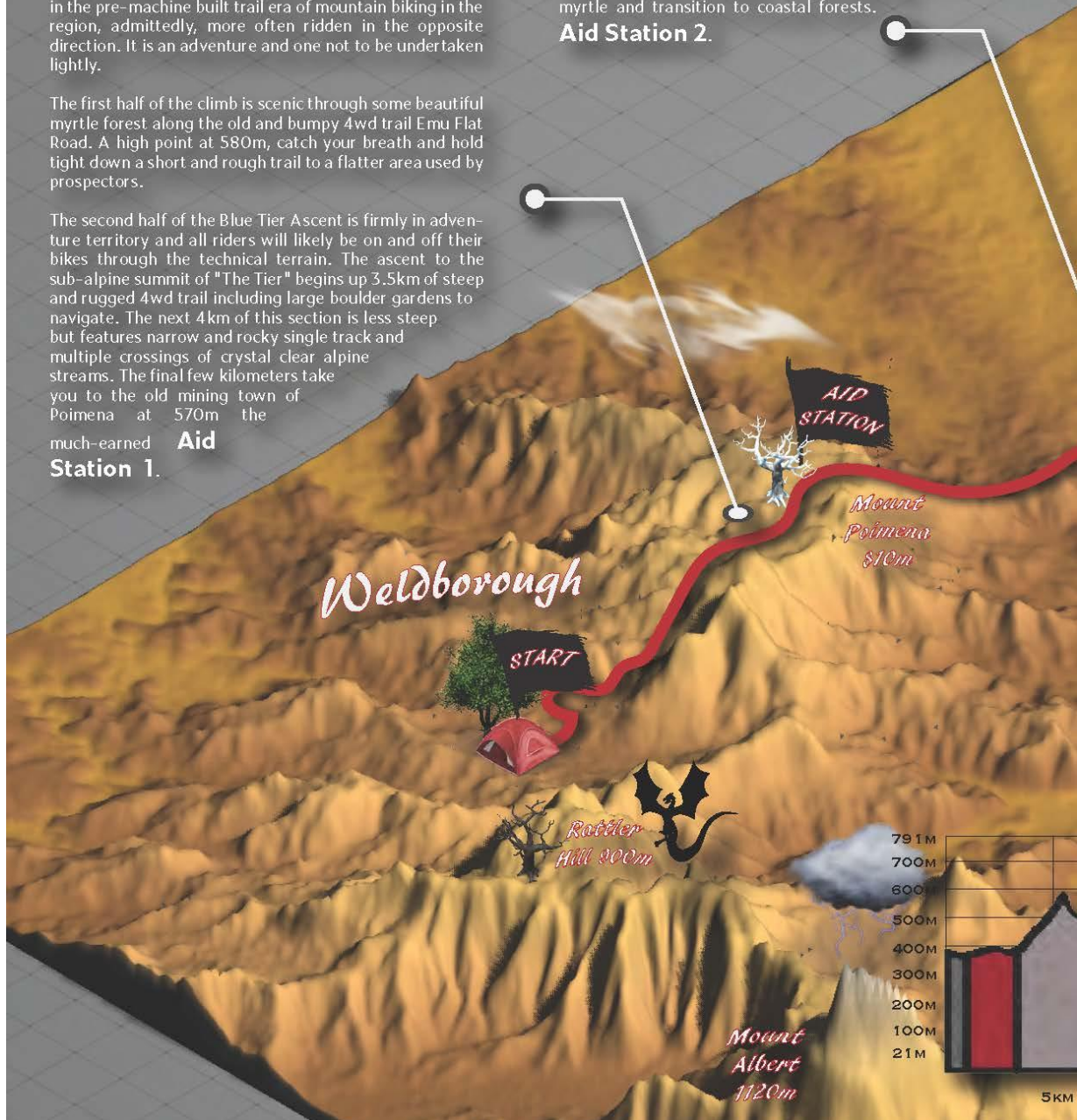
much-earned **Aid Station 1.**

Once recovered, you return to a more modern groomed single track and follow the stunning Bay of Fires trail to the coast. The **middle 19km** to the second Aid Station and has two has three distinct sections.

Save some energy because the first 13kms is one of the best flow descents in the world. It begins with a 2 km traverse and has views down to the coast and to St Helens, where the camp is for the end of the day. The next 6km sees 400m of altitude loss down a fast flow trail ducking majestic myrtle trees and rolling around huge tree ferns. A short climb through Giant Ash trees leads you into the final 5kms of speedy descent, a perfect flow trail if ever there was one built.

Continue on the Bay of Fires trail for another 7kms of forestry roads - an opportunity to rest your brain and shake out your hands - as you leave the myrtle and transition to coastal forests.

**Aid Station 2.**





The **final 22km** of the Bay of Fires trail begins with 5km of undulating forestry road before going into a masterpiece of single track ascent. The trail weaves its way through a playground of granite monolith boulders with glimpses of the coast. The day concludes with a stunning 7km flowing descent to the **finish line** at Swimcart Beach at the famous Bay of Fires.

Either ride to the campsite at St Helens or relax on one of the shuttles provided by the race.

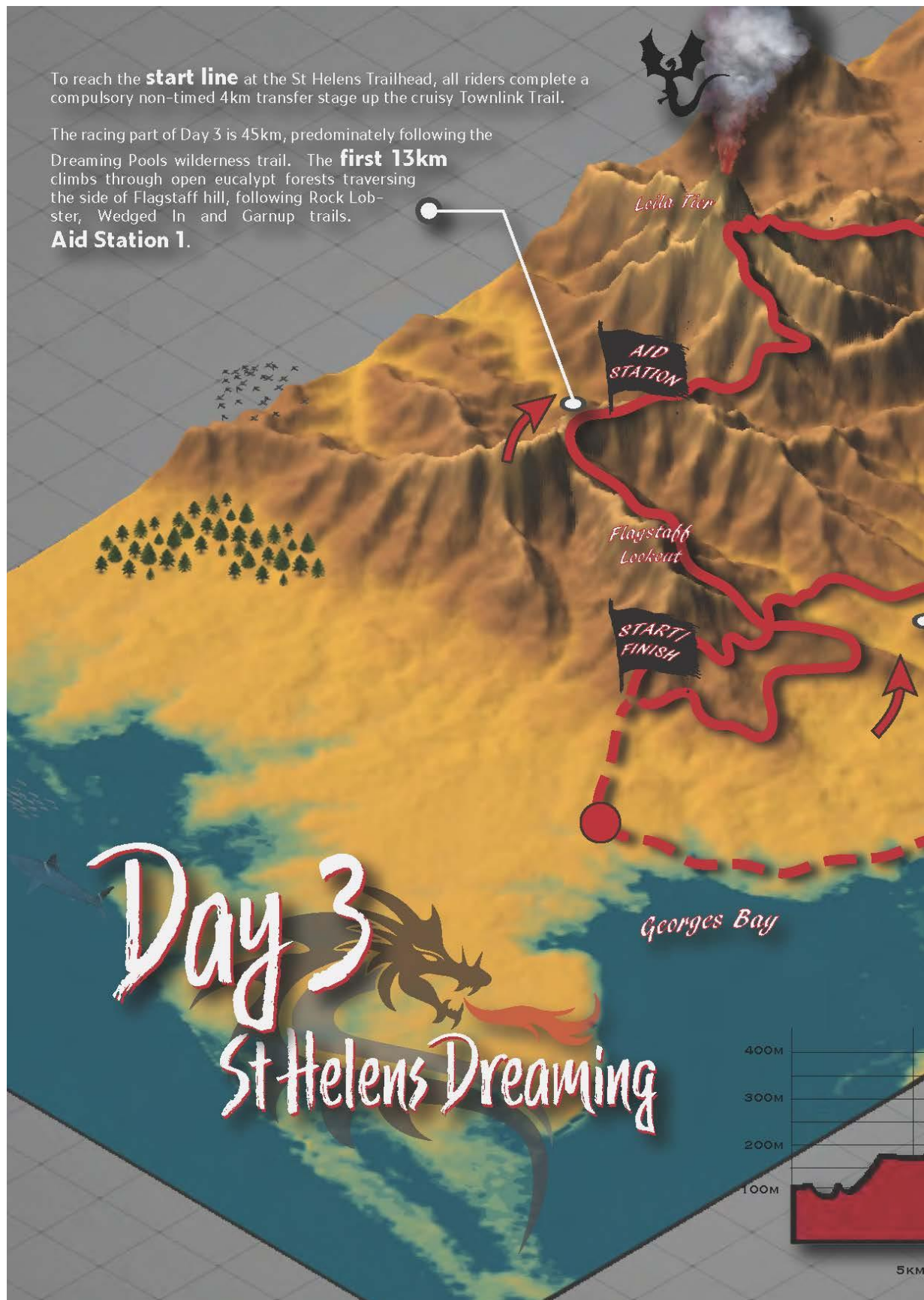


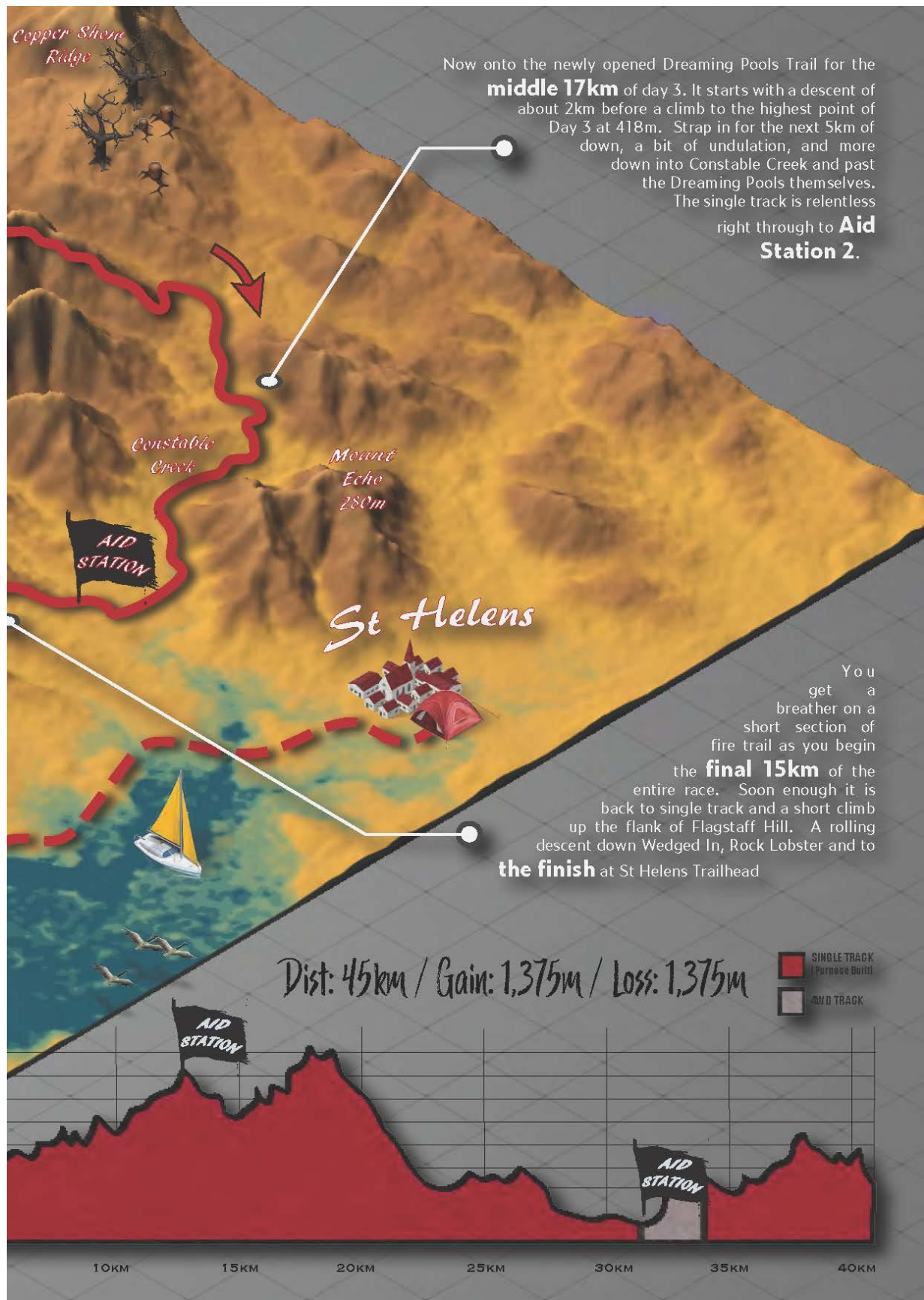


To reach the **start line** at the St Helens Trailhead, all riders complete a compulsory non-timed 4km transfer stage up the cruisy Townlink Trail.

The racing part of Day 3 is 45km, predominately following the Dreaming Pools wilderness trail. The **first 13km** climbs through open eucalypt forests traversing the side of Flagstaff hill, following Rock Lobster, Wedged In and Garnup trails.

#### Aid Station 1.







## Transfer Stages

On Day 1 and 3 there are compulsory transfer stages to get to the start line. In the spirit of keeping things fair and reducing parking issues at the start lines, all riders must complete the transfer stages (and will be checked off by officials en route). These are beautiful cruises and a great way to warm up for each day.

**Day 1** – Follow the Branhholm Link / Valley Ponds route that leaves from the Branhholm Oval. It is a gentle, mainly downhill, 10km route to Derby. Please note that the trail crosses the highway at one point and follows it for 200m as you enter Derby. It is important that you understand that no roads are closed. You MUST follow road rules at all times as well as making sure you are traveling in groups of less than 10. Allow 45 to 60min.

**Day 3** – There are two sections to this. The first is non-compulsory. From the Campsite, it is a 4km flat scenic roll to the start of the compulsory transfer stage. Leave camp and head south on Young St. At a T-intersection, turn left onto Medea Cove Esplanade. Follow this until you reach the main street of town next to a bridge. CROSS the main street carefully, and ride onto the cycle / pedestrian bridge (DO NOT follow main road – it is narrow, highly trafficked and horrible for cyclists). Instead follow the off road cycle / pedestrian path along the edge of the Bay to access Townlink trail. Note – you need to cross the highway carefully to access Townlink. Again, no roads are closed, you must follow road rules and ride in groups of less than 10.

It is compulsory that all riders access the start by riding up the Townlink Trail. Again, you will be checked in here. Riding this route keeps things fair and reduces congestion at the trail head. Townlink is a 3.8km shared MTB and pedestrian trail. You gain 118m of elevation over the route.

## Start Times

This race is packed with mind-blowing single track, and some out of this world's best flow descents. To maximise your enjoyment and to minimise potential bottlenecks and tricky overtaking, riders will begin each stage at 10 second intervals. This has also been necessary due to COVID and needing to spread out riders where we possibly can. The aim will be that the fastest riders set off first on each stage.

**Start Order/ Time.** There will be a short Prologue at Branhholm prior to the race start to determine the time and order you will set off on the Day 1. Fastest rider departs first, slowest rider last. Details will be confirmed closer to the race. Day 2 start order will be determined by Day 1 times – the fastest rider on Day 1 is the first rider to depart on Day 2. Day 3 starting order will be based on your cumulative time of Day 1 and 2.

The start order list & times will be advertised on the Dragon Trail Facebook and Instagram Account the night before. Each rider will have a starting position and an approximate start time. I.e. Starting position 232, approximate time 9:21am. You must collect a sticker each evening from HQ with your starting position and place this onto your MTB Plate in the designated space. This is the position number that the start marshaling crew will be looking for.



**Start Chute.** Plan to arrive at the start marshaling area 10 minutes before your start time, please maintain physical distance from other riders due to COVID. Take a look at everyone's number plates for the starting order and ensure you are positioned correctly. Approach the start line in order – when you are called, move forward without delay. Go immediately when told by the official!

Your actual race time starts approx 10m past the chute to ensure RFID tags don't accidentally trigger early. Don't loiter in front of the start chute cheering other riders or your time might be inadvertently started!

Each rider will have their unique start time, and your overall stage time is your finish time subtract your start time. Your overall race time is the sum of days 1, 2 & 3 times. (Prologue is excluded). If for some reason you have a big issue on the course (e.g. a severe mechanical issue), which would put you in an inappropriate starting position the following day, please talk to HQ and they will assist. We are investigating the option for a very small group of the top positioned elites to depart each day head to head in their group. Details TBC.

## Aid Stations & Bags

There are TWO Aid Stations on the course each day, roughly one third and two thirds through the stage. At each of station you will find your **Aid Bag**, a **Mobile Mechanic**, and **First Aid** support. Unfortunately due to the remote locations and additional COVID procedures required, there is no access for spectators to these points.

In response to COVID, we are altering the way the Aid Stations on the course are operated. Each rider will be provided with 3 "Aid Bags" to put their personal race resupply food/ drink and other items. This system reduces viral transmission risks with communal food stations and water fill up points.

**Bag 1 - (RED)** - Aid Station 1

**Bag 2 - (GREY)** - Aid Station 2

**Bag 3 - (BLACK)** - Start / Finish Line



**Bag 1 & 2 Details** - Aid Stations - At the start of each day, come and collect some local snacks from HQ and place them into your Aid Bags.

Also any of your own bars, gels, spares and water (with lids secured tightly!). Drop them into the allocated collection bins before your start. These will be transported out to Aid Station 1 and Aid Station 2.

At each aid station, bags will be lined up in numerical race number order. They will be spread out with clear signage indicating where your bag will be. Collect what you need then place your used bag into the bins indicated, ready to be moved back to camp. At the end of the day, collect your bags from the bins and repeat!

**Bag 3 Details** - Start / Finish - We know how frustrating it can be to freeze while you wait to start, or desperately need a jumper or change of clothes when you end a stage. Bring Bag 3 with you to the start line and just before you head off, place it in an allocated bin next to the start line. The tub will be transported to the finish line ready and waiting for you. We recommend you put in some specific finish line snacks and something dry/warm to wear until you get to the camp site. We don't take responsibility for any precious items in bags.

## Mandatory Gear

You must carry items of mandatory gear in the Dragon Trail event. Many of the trails you are riding are remote and adventurous. In particular Day 2 has an alpine section, Blue Tier, where can be windy and cold. It has even been known to snow up there in summer! The following items are mandatory and the minimum requirement. You will need to make your own decision on additional items:

- Emergency foil blanket/ space blanket
- Triangular bandage & 2 x crepe bandages (suitable for snake bite) & adhesive dressing
- Medical gloves
- Bike repair kit (at minimum a tube, pump/ inflation, multi tool and chain link)
- Mobile phone - all carriers have intermittent coverage

In inclement weather, organisers may mandate riders also carry:

- Jacket and/or thermal top



Photo Stu Gibson



## Social Hub

At the end of the day it's time to kick back at the Social Hub. Bring your camp chair and be inspired by a mix of laid back acoustic vibes and spicy street food. Our stalls and artists will sate your appetite for everything that isn't on two wheels. Held over three venues, the Social Hub's first incarnation is in Branhholm and makes full use of the sunny oval of the football/cricket club, set amongst the surrounding gums and pine forest. Next stop is the sublime village of Weldborough where the Social Hub is located on the lush grassy paddocks at the foot of Blue Tier. The Social Hub finishes at the vibrant coastal town of St Helens where the Dragon Trail event culminates. Come and enjoy! (Please note: only riders and registered supporters can enter the Social Hub)

### Saddle Sores & Stories

Huw Kingston is an adventurer, speaker, entrepreneur, former cafe owner, event director, environmentalist, writer, ski guide, mountain bike guide, tour leader, parliamentary candidate and grandfather. This leaves him never short of a story to tell. And he does so with passion and humour.



*Weldborough Thu 7pm*

### John Beswick

Brothers' Home is the story of the small town in North East Tasmania now known as Derby. Join author and historian John Beswick and delight in it's curious and checked past through tin mining, timber and more.

*Branhholm Wed 7pm*

### Trail Tales

Maintaining the Dream with Pete Coleborn – A look behind the shovels and machines that keep the Derby trails in top shape.

*Branhholm Wed 6pm*

### Yoga

With a focus on stretching, relax your mind and body after a tough day on the trails. Free session, all riders welcome. BYO towel or mat.

*Daily 6pm*

### Borys Extreme Stunts

Join Borys for a unique entertainment experience. Jaw dropping stunts with a touch of humour. Afterwards learn some tricks in his workshop.

*Weldborough Thu 4pm.*

*St Helens Sat 2pm.*



### Pete Cornelius

Pete Cornelius has been a working musician since the age of 13, who impresses his audience with his toneful guitar and soulful vocals. His style is steeped in heartfelt blues, greasy funk & soul with Americana overtones.



*St Helens Fri 8pm*

### Mike Blewitt / Imogen Smith

If these handlebars could talk – Mike and Imogen – elite riders and writers – share a story or two.

*Weldborough Thu 6:30pm*

### Zero to Axeman in 60 sec

Watch the chips fly as Break O'Day Mayor Mick Tucker demonstrates the finer points of wood chopping.

*St Helens Fri 6:30pm*



Photos: Flow Mountain Bike





## Meet the Maker

Talking to local Tasmania brewers about all things beer and cider.

*Tin Bar, daily*

## Being in the Moment

Karen Hill is an Australian professional mountain biker, sports nutritionist and world traveller. Outside of her love for two wheels, Karen has a PhD in nutrition and works for the Victorian Public Sector Commission in the Aboriginal Employment Unit.

*St Helens Fri 6:30pm*

## Majhong Den

Learn to play this ancient chinese game and join others each evening for a social game or two.

*The Athenaeum, daily*

## Willie Smiths Cider

It all starts with the cleanest air, the best soil, and the purest water on earth. Combine this with 4 generations of growing apples the right way.

*Tin Bar, daily*

## Manchild Brewing

Born at the headwaters of the Golden Fleece Rivulet, some say he is part platypus, part brewer and all beard. He has consumed so much craft beer it now flows from his monotremetic pores. So he bottles it.

*Tin Bar, daily*

## Wheel & Spoke Stage

Backdrop sculptured by artist, environmentalist and passionate wombat carer, Addy from Recycle Artz.

## Country Spit Roast

Serving at the Weldborough Hotel.

*Weldborough Thu 6pm*

## Paella Night

Try this Spanish rice dish that includes different combinations of vegetables, meats and seafood.

*Weldborough Thu 6pm*

## Little Rivers Beer Co

Little Rivers Brewing Co. is a Tasmanian boutique style craft brewery crafting easy drinking beverages using superior ingredients and clever combinations. The results... A beer less ordinary.

*Tin Bar, daily*

## Spice it Up

An assortment of delicious curries and Asian dishes.

*St Helens Fri 6pm*

## Gummy Shark Burgers

A local specialty of the St Helens Marine Rescue.

*Swimcart Beach Fri*

## The Athenaeum

Come and listen at the sanctuary of Athena at Athens, built by the Roman emperor Hadrian, and frequented by poets and scholars.

Photo: Flow Mountain Bike

## Tin Bar

If you love a craft beer, or even a cider, then meet us at the Tin Bar! Located under the big red tent in the Social Hub, this licensed bar is where you can find a carefully cultivated selection of beer, wine, cider and more. Local suppliers such as Little Rivers Brewing Co, Iron House Brewery, Willie Smith will treat your palette with their brews. The Tin Bar takes its name from the rich tin mining history of the region.

*Open daily 11am to 10pm*



**WEDNESDAY - 17 March 2021**

	Social Hub & Village Green	Tin Bar	Wheel & Spoke Stage	The Athenaeum
Earlier				
5:00 pm				
6:00 pm	Yoga on the Green		Live Music	Trail Tales
7:00 pm		Meet the Maker - Little Rivers Brewing		Derby History Chat
8:00 pm	Opening & Welcome To Country			
9:00 pm			Live Music (TBC)	Mahjong Den - Learning Mahjong
10:00 pm				

**THURSDAY - 18 March 2021**

	Social Hub & Village Green	Tin Bar	Wheel & Spoke Stage	The Athenaeum
Earlier	Borys Extreme Bicycle Stunts			
5:00 pm	Borys Workshop		Live Music	Weldborough History Chat
6:00 pm	Yoga on the Green			Mike & Imogen
7:00 pm			Saddle Sores & Stories Huw Kingston	
8:00 pm		Meet the Maker	Live Music	Mahjong Den - Social Play
9:00 pm		Drinks & Dragons - Fan Tan		
10:00 pm				

## FRIDAY - 19 March 2021

	Social Hub & Village Green		Tin Bar	Wheel & Spoke Stage	The Athenaeum
Earlier					
5:00 pm					
6:00 pm	Yoga on the Green	Wood Chopping		Live Music	Natural Blue Tier
7:00 pm			Meet the Maker		Being in the Moment Karen Hill
8:00 pm				Pete Cornelius	Mahjong Den - Social Play
9:00 pm			Drinks & Dragons - Fan-Tan		
10:00 pm					

## SATURDAY - 20 March 2021

	St Helens Trailhead	St Helens Trailhead	Tin Bar	Social Hub & Village Green
Earlier				
12:00 pm				
1:00 pm	Presentations - Overall Event Podium	Skidz 4 Kids		
2:00 pm		Borys Extreme Bicycle Stunts		
3:00 pm		Borys Workshop		
4:00 pm	Presentations - Age Groups			
5:00 pm				
6:00 pm				Yoga on the Green
7:00 pm			Live Music	

## To and From the Event

**Airport Transfers** – We want to make your trip as easy as possible and have a number of transfers between Launceston Airport and the race. Yes – we can collect you, your bike and your luggage from the airport and transfer you to the race. Transfers will be on buses, and mountain bikes will be transported in trucks (packed in your bike box or bike bag). Each airport transfer costs \$66pp including your bike and personal bag.

**Bringing Your Own Car** – If you have family or friends with you who are looking after your car that's great. But if not, we can help! You can leave your vehicle at Camp 1 (Bransholm) while you race. Then afterward you can book on one of the event transfers back to your car. Schedule details on the website. Transfers from Camp 3 (St Helens) to Camp 1 (Bransholm) are by bus with bikes transported on a bike trailer, cost \$44 pp including bikes and personal bag.

## Bags & Bikes

**Personal Bag** – Each rider will have 1 personal bag moved between each of the Race Camps. These bags must be handed into the Camp Manager prior to departing for the start time. Bags must be no bigger than your normal sized large duffel bag or suitcase and weigh no more than 30kgs. All your personal equipment you aren't riding the stage with, including any food you are bringing, your sleeping mats/bags, bike spares and your camping tents (if you are BYO tent) must be stowed inside the bag for transport. If you have selected the Deluxe Camping Option, your tent/chair/light/mat does NOT need to fit inside your personal bag. All care will be taken with the transport of the bags but note they will likely be stacked on top of each other during transport moves.

**Excess Bags** – For those catching airport transfers, your excess gear including your bike boxes/bike bags will be transported directly from Camp 1 to Camp 3. Give them to the Camp Manager at Camp 1 and they will be moved to a storage area at Camp 3 where you can collect them on your arrival. Note that they are NOT available at Camp 2.

**The Stables** – Each evening riders have the option of securing their bikes in "The Stables". These sites are manned through the night by race officials. Access is permitted to event riders only prior to 10pm and after 6am.

**Camp Chairs** – In a change due to COVID, every rider staying at the camp sites will be given a chair to use for the duration. Bring it to the Social Hub each evening to relax and return it to the organisers at the end of the event.

Photo: Stu Gibson





### Your Bike Need Some Love?

Tune Cycles, who specialise in mobile bike maintenance and repair services, are bringing their mechanics & workshops to the Dragon Trail. The team will be set up at each camp offering service, repair and bike washes. Their mechanics will also be out on the course at key check points offering emergency support to keep you moving.

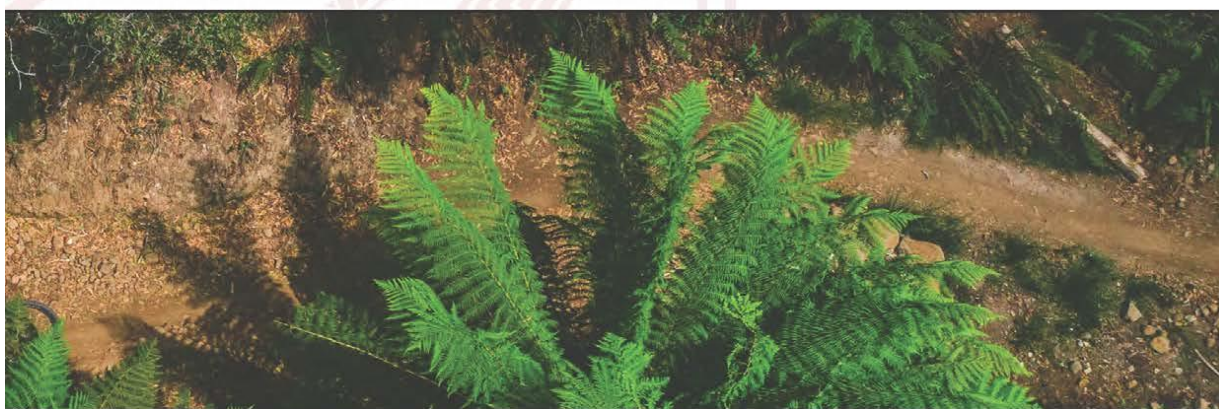
Tune Cycles have a range of early bird Service Packs available so you can spend more time socialising at camp and less time worrying about tomorrow. To book any of these packs, log back into your entry, scroll down and make your choice.



### Catch You if You Fall

Austere Risk – There is a LOT of single track in this race, some incredible descents and all in areas a long way from medical help. While we of course hope no one has a serious accident, if it does happen we are lucky enough to have engaged Austere Risk to be in charge of medical and emergency response across the course.

Austere Risk are bringing together a team of paramedics who live at, and love, the trails you are riding on. In fact Austere Risk has together the emergency management plan for Break O'Day Council for the entire St Helens Trail Network. See those kilometre markers? That's their work. Let's hope you don't need them out there, but if you do, you will be in good hands.



## Food

**Campsite Breakfast** – You have two options – bring your own breakfast or you can pre-order one of our breakfast boxes. If you are bringing your own food, don't forget to bring plates, bowls and utensils. There will be a camp kitchen available at each site with kettles for hot water and a sink to wash up. The camp kitchens are basic and have a microwave but no stove top. There will also be a coffee van on site.

**Snacks on Course** – There are 2 Aid stations each day where you can get access to your Aid Bags and snacks. (See more information in Aid Station section)

**Finish Line** – At the finish line make sure you have some money with you as a number community groups are cooking up local treats especially for hungry riders. Additionally, you can put some extra food into your Aid Bag that will be at the finish line waiting for you.

**Late Lunch / Dinner** – There will be some fantastic food options available to purchase at the end of each day. Each campground will have various food options/ food trucks/ local vendors. Open during afternoons & evenings. Alternately if you bring your own dinner, there is the camp kitchen available to prepare it.



Photo: Jasper Da Seymour

## Deluxe Camping Equipment

Want the luxury of arriving at a campsite and having your camping equipment provided for you? Simply can't fit all that extra camping gear in your luggage? A deluxe tent all to yourself, a camp chair, tent lights, and a foam mat are a part of this package. Tents are a roomy "3 person" size with a floor space of 2.8 x 2.25m. If you already have an entry and would like to add deluxe camping you can do so through the website.

The event COVID plan means we will allocate you a tent at the start of the event and you will retain this exact same tent for the duration of the race. Additional space has been acquired at the campgrounds to facilitate a greater spread of tents and physical distancing.

## Minimum Waste

From the get go, Dragon Trail was designed to be a Minimal Waste Event. Frustratingly, COVID has thrown a spanner in our works. It has made us use more plastic and single use items than we would like. However, we committed to this ambition and will be doing everything we can. We are still providing recycling bins across the event, having riders use their own water bottles at aid stations, carbon off-setting all staff travel and providing riders with keep cups for the future.



Photo: Stu Gibson



# Supporters

23

A huge thank you to all the supporters of the Dragon Trail event!!!



## Trail Maintenance Donation

We are proud to be supporting the upkeep of the fabulous trails on the Dragon Trail route by making a significant donation to trail maintenance sections of both the Dorset Council and Break O'Day Council. We love their vision in creating the trails, and their commitment to keep them world class!

## Youth

Council's Community Service Project officer continues to support the locally developed Youth Collective North East Coast Tasmania (YCNECT) in their development of youth events and activities.

Youth Collective North East Coast Tasmania (YCNECT) is a community-based, non-profit organisation that provides a range of services, support & programs designed to address the needs and wishes of Young People living in Tasmania's North East Coast region.





# YCNECT

Youth Collective  
North East  
Coast  
TAS

## Contact us

ycnect@gmail.com  
 ycnect on Facebook  
 coming soon on Insta

Allison **0457 362 620**  
 Tani **0422 742 297**  
 Jaben **0439 576 476**

### YCNECT is a Youth-led organisation

YCNECT engages all relevant government and community organisations to deliver positive changes for Young People. Help us to help you! Get involved and have your voice heard to make your world a better place.

### Our Story

YCNECT is a new grassroots organisation formed to provide programs, advocacy support and better life opportunities for Young People living in the north east coastal region of Tasmania.

Our mission is to provide Young People with the capacities and resources to empower themselves, assist in developing their programs and ideas and create changes that have positive lasting outcomes for young people.

YCNECT aims to provide programs and events based around:

- Art, music, film
- Job skills development,
- Physical and mental health,
- Community development projects
- Recreation & drop-in based services
- Technology, innovation & multimedia to name a few

YCNECT also seeks to engage with local businesses and social organisations to create a wide variety of opportunities and events for local Young People





### Programs, events, drop in, outreach and support services to cater for all Young People living in North Eastern Tasmania



### YCNECT meetups

Youth Collective meetups happen every month & are open to Young People 12 - 25.

By coming along, you can contribute to shaping events and programs in your community that benefit you.

Look out for posters in your community for meetup details or check the YCNECT Facebook page!

### **Driver Reviver Program**

This project has been put on hold due to Covid 19.

### **Proposed Binalong Bay Swimcart trail**

A conceptual design is currently being worked up in relation to trail alignment.

### **Bay of Fires Master Plan**

Draft brief currently being finalised in conjunction with PWS. Conversations to continue with PWS as to who will lead this process, Council's preference is to assist PWS in the development of this Master Plan. External funding for this project will be required.

### **Leaner Driver Mentor Program**

On Road Hours:	55
Learners in the car:	7
Learners on waiting list:	5
Mentors:	4

## **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.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	002\017\007\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

**OFFICER'S RECOMMENDATION:**

That Council in conjunction with Parks & Wildlife (PWS) establish a Steering Committee to undertake the Bay of Fires Master Plan project with priority given to the finalisation of the Project Scope and development of Terms of Reference for the Steering Committee.

**INTRODUCTION:**

Clr McGuinness sought a report in relation to the development of a Master Plan for the area known as The Bay of Fires.

**PREVIOUS COUNCIL CONSIDERATION:**

*Notice of Motion – Clr G McGuinness – 20 May 2019*

*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 given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:*

To invite the State Government to join a conversation with Break O'Day Council to commence a Bay of Fires Master Plan.

*Ultimately this is to include but not exclusive to....*

- *Parks and Wildlife Service*
- *Break O' Day Council*
- *Department Of State Growth*
- *Tas. Aboriginal Community*
- *Heritage Tasmania*
- *Friends of Eddystone Point*
- *John Tucker MHA and Mhari Tucker, as owners of The Gardens pastoral property*
- *Residents of BOF settlements*
- *CMCA*
- *Taswater*
- *East Coast Tourism*



### *Major items for discussion....*

- *Parking at pressure points - Binalong Bay, The Gardens and Larapuna*
- *Provision of further infrastructure, eg. Boat ramps, interpretation sites, designated coastal walks, further access etc*
- *Provision of more food outlets*
- *The future of reticulated water and sewerage*
- *Provision of more interpretation sites*
- *Protection of historical sites, both European and Aboriginal*
- *A discussion of the roles of Mt William National Park, Mt Pearson State Reserve, Humbug Point State Reserve, various coastal state reserves and the conservation area north of The Gardens*
- *Maintenance of the highly popular free camping sites along the BOF precinct*
- *Bushfire management*
- *Flood management*
- *Accommodation*
- *Pressure on The Gardens Road from the Reids Road Intersection*
- *Any other valid points*

### **CARRIED UNANIMOUSLY**

Previous February Workshop discussion.

### **OFFICER'S REPORT:**

#### **Background on project:**

Proposed scope of works subject to Steering Committee approval:

Council and PWS will seek a suitably qualified consultant, or team of consultants, to prepare a Master Plan that will deliver a high quality environmentally, economically and socially sustainable Bay of Fires visitor experience for the next 20 years.

The consultants will develop a Master Plan (in consultation with key stakeholders and the local community) which includes but is not limited to the following:

- Examination of the challenges the area faces including
- coastal camping popularity leading to pressures for additional areas and the provision/maintenance of infrastructure
- environmental impacts through pressures arising from coastal camping, and activity of visitors and residents of the area
- increase in the number of day visitors to the area
- traffic related matters including road and parking particularly in peak periods—with a particular focus on parking at pressure points- Binalong Bay, The Gardens and Larapuna – the development of a conceptual traffic management plan for the key locations examining parking options
- Having regard to the environmental, geological, ecological and aboriginal heritage constraints which exist within the Study area

- Addressing the visitor experience including the provision of information sites in key locations and the interpretation sites at determined localities
- Future coastal infrastructure requirements having regard to the existing infrastructure, eg. Boat ramps and launching sites, designated coastal pathways, beach and other access points
- How Binalong Bay as a residential area connects to the reserves that surround it
- Need for access to commercial services such as food and retail outlets
- The future of reticulated water and sewerage
- Interaction between the use and needs of the local community and visitors, what services should be separate, and what can be inclusive
- Consideration of the indigenous heritage of the Study area having regard to:
  - Protection of indigenous heritage sites
  - Development of sensitive and appropriate interpretation material for the area
- Reviewing European heritage and identifying interpretation material for the area
- Consideration of the existing Reserve system classification of existing areas, Doctors Peak, Mt. Pearson State Reserve, Humbug Pt. State Reserve, various coastal state reserves and the conservation area north of The Gardens
- Future management options for the popular camping sites within the scope area as well as considering the opportunity to introduce a form of low cost camping fee and the potential impact this would have on the use of these sites by visitors and consequential impact on the local economy
- Potential impacts of climate change with respect to impact on infrastructure developments ie sea level rise, coastal inundation, flood and fire risks in general

### **Governance Structure:**

PWS and Council will oversee this Project. Day-to-day project management will be provided by Council who will be the primary contact point for the Consultant and point of liaison with members of the Steering Committee. The engagement of the Consultant and management of funds allocated for the Project will be undertaken by Break O'Day Council in consultation with a representative from Parks & Wildlife Service.

The Steering Committee will comprise (but not be limited to) the following to:

- Independent Chair
- Break O'Day Council Representative
- Member of the Destination Action Plan (DAP) Group
- East Coast Regional Tourism Board Representative
- Project Sponsor – Parks and Wildlife Service
- Local environmental group member – by expression of interest
- Local Indigenous elder – by expression of interest
- 2 x local community members – by expression of interest
- Project Manager (Break O'Day Council) (non-voting member, secretariat)

The listed organisations are expected to select a representative who can make a positive contribution to the Committee in addition to representing their stakeholders. Furthermore, committee members are expected to have relevant skills suitable for advancing the project. The membership term is for the duration of the current funded project. Committee membership and term can be amended following an excepted motion tabled at a meeting.

The function of the Steering Committee is to:

- Act as a liaison between the Consultant, Break O’Day Council and Parks & Wildlife (the team) and the represented stakeholder groups;
- Accurately circulate progress updates and critical news to their represented stakeholder groups; and
- Take care to represent the concerns or feedback of their individual stakeholder groups accurately, honestly and with respect.

#### **LEGISLATION & POLICIES:**

Strategic Plan 2017-2027

##### *Goal*

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

#### **STRATEGIC PLAN & ANNUAL PLAN:**

Not Applicable.

#### **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

Cost estimates for the overall project to deliver a Bay of Fires Master Plan are between \$80,000 and \$100,000. PWS have committed \$50,000 to assist with the cost of delivering this project.

At this stage, with the forming of the Steering Committee, there will be no costs for the inkind work that Council staff will be doing,

#### **VOTING REQUIREMENTS:**

Simple Majority.

### 02/21.14.3 Request for Funds – Youth Collective North East Coast Tasmania (YCNECT)

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	011\028\002\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

#### OFFICER'S RECOMMENDATION:

That Council support YCNECT by providing financial support in the sum of \$3,300 to assist them provide mobile outreach youth workers to support and engage young people in the community between the ages of 10 and 25 years.

#### INTRODUCTION:

Council has received a request for funding from YCNECT to assist them with the 10% contribution required to fulfil their grant requirements in relation to the recent success they achieved with Tasmania Community Fund.

#### PREVIOUS COUNCIL CONSIDERATION:

February Workshop discussion.

#### OFFICER'S REPORT:

The Mobile Outreach pilot program is focused on connecting and engaging young people ages 10-25 within in regional East Coast area. The program will employ two part time outreach workers (youth workers) and a program manager who will work throughout the region with young people to increase connections, reduce social isolation and improve the resilience of young people. Outreach staff will be available for young people to engage with at schools, Neighbourhood Houses, local parks and other locations that young people attend regularly. YCNECT will utilize the St Helens Neighbourhood House van to set up at various locations in the region in order to be accessible to young people whom reside remotely and are unable to participate in programs and services, including education due to transport and/or affordability concerns. Mobile outreach workers will undertake various activities with youth in the area, including but not limited to :

- acting as a point of connectivity and provision of social supports
- help young people identify and address challenges in their lives
- connect and refer young people to relevant, local services and organisations (including mental health supports, emergency relief, accommodation, education etc).
- support the achievement of practical goals set out by the young people themselves (i.e. sourcing employment, initiating a project, joining a group, learning a skill etc)
- liaise with key stakeholders (this includes parents, schools, youth advisory committee etc) to ensure service provision remains targeted, on track and current. - conduct group sessions and activities based on feedback from young people and the Youth Steering Committee
- attend local schools at set days/times as determined via collaboration with senior staff

- attend remote locations and areas that young people congregate to provide mobile outreach (including Fingal, Mathinna, Mangana, Scamander, Beaumaris, Pyengana, Falmouth, Cornwall etc)
- report back to program manager and the Youth Steering Committee In the event of a future lockdown due to Covid-19, the mobile outreach team will connect with young people remotely via phone, SMS messages, online groups and other platforms that are identified by young people. Essentially, the mobile outreach team will meet young people where they are at to ensure that isolation is reduced and connectivity is maintained. This will ensure that any negative impacts of Covid-19, such as anxiety and social isolation are decreased. YCNECT has connected with St Helens District High School and St Mary's District High School to survey the students to determine what mobile youth outreach should look like and how these supports can be most effective taking into consideration recent and future impacts of the current situation related to Covid-19.

These results are embedded into program delivery and outcomes.

Outcome measures will be collected throughout the pilot including:

- The number of young people engaging with the program
- Referrals made to other programs and services
- Achievement of goals as determined by the young person
- Engagement of young people with services and programs in the community
- Participant satisfaction in YCNECT programs and services

Expected beneficial outcomes of the mobile outreach program for participants are:

- increased social connectivity for young people in the community
- increased engagement with programs and services that are currently operating
- increased engagement with positive social networks and activities
- increased engagement with education whether in the school or remotely
- increased sense of well-being and access to meaningful activities
- decreased participation in risk taking behaviours

The Mobile Outreach Pilot program will work proactively with other organisations and service providers in the community including St Helens District High School, St Mary's District High School, St Helens Neighbourhood House, Fingal Valley Neighbourhood House, HUB4Health, Break O'Day Council, Royal Flying Doctors Service and other providers as needed. YCNECT has developed and fostered strong working relationships with these organisations in order to ensure there is no duplication of services and that access to services is streamlined and timely for young people.

YCNECT has entered into an agreement with the St Helens Neighbourhood House to auspice funds for the pilot. The House will also provide a working space for the outreach staff as needed and access to a van to conduct mobile outreach in various communities. Hub4Health has provided a working space in St Mary's for outreach staff to use as well.



The Pilot will be managed by YCNECT program staff in conjunction with the St Helens Neighbourhood House Manager and Finance Officer. The 0.2 program manager will ensure that program development and implementation is aligned with funding requirements, manage administrative activities, conduct supervisions, engage with the community and support the outreach workers ongoing. The program manager will communicate regularly with the YCNECT committee and the Youth Steering Committee to ensure that program services align with mission and values of YCNECT and the needs of young people in the community.

#### **STRATEGIC LAN & ANNUAL PLAN:**

Strategic Plan 2017 – 2027

##### *Goal*

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.

#### **LEGISLATION & POLICIES:**

Not applicable.

#### **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

There are budget implications to Council, the \$3,300 requested by YCNECT has not been identified in the 2020-2021 budget document.

#### **VOTING REQUIREMENTS:**

Absolute Majority.

## 02/21.14.4 Family and Domestic Violence

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	20/15674
ASSOCIATED REPORTS AND DOCUMENTS	Nil

### OFFICER'S RECOMMENDATION:

Break O'Day Council does not tolerate any form of domestic violence and to provide support to our community, we will:

- work with the community in making them aware that there are organisations within our community who can assist if impacted by family and domestic violence; and
- provide information through our webpage, social media and newsletter to our community of materials and services available to anyone in need.

### INTRODUCTION:

Council had recently discussed this issue at the August workshop and followed up with a presentation from Tricia Males who spoke about family and domestic violence and how Local Government can become involved. Local Government can build support in addressing the issue by forming partnerships with community stakeholders such as domestic and family violence services, specialist community organisations and other community services to discuss what prevention and other activities could work in the community.

### PREVIOUS COUNCIL CONSIDERATION:

Notice of Motion – Cllr Drummond – August, 2020 Council meeting.  
Council workshop – August, 2020 & February, 2021.

### OFFICER'S REPORT:

If you or someone you know is impacted by family violence call the Safe at Home Family Violence Response and Referral Line on 1800 633 937.

Family and domestic violence is defined as conduct that is violent, threatening, coercive, controlling or intended to cause the family or household member to be fearful. It can include, but is not limited to:

- physical, verbal, emotional, sexual or psychological abuse
- intentional or unintentional neglect
- financial abuse, such as controlling money, monitoring, neglect or interfering with employment
- legal abuse, such as intimidating, exhausting, exploiting or disempowering someone
- stalking
- harm to an animal or property

- controlling the social, employment or family relationships or a person's decision making power
- controlling spiritual or cultural participation
- exposing children to the effects of these behaviours

The term 'family and domestic violence' because violent behaviour is not necessarily limited to members of families connected by kinship or marriage, but may also include:

- past or current intimate relationships, including people who are dating or living together, regardless of their gender or sexuality
- relationships involving carers, where care is provided to older people, or people with a disability or medical condition
- service providers
- relatives and guardians
- other culturally recognised family groups

We recognise that both men and women can use violence. One in six women and one in sixteen men has experienced physical or sexual violence from a current or previous cohabiting partner since the age of 15. Survivors of family and domestic violence can be from any age group including children, adults and the elderly.

We recognise that a person suffering a form of family and domestic violence may not wish to take action, and the effects of abuse is an individual experience with no single response to its causes or effects. If a child, or another person is in immediate danger a call to 000 should be made.

Safe at Home is Tasmania's integrated criminal justice to family violence and is underpinned by the Family Violence Act 2004. In 2019 the Tasmanian Government launched the Safe Homes Families Communities – Tasmania's action plan for family and sexual violence 2019 – 2022. The aim of this document is to improve the service system for adults and children who have experienced family and sexual violence at an agency level. The Tasmanian Government are investing \$26 million over three (3) years to prevent and respond to family and sexual violence as well as strengthening the service system.

Another initiative of Safe at Home is the Family Violence Counselling and Support Service. This service includes:

- Information, counselling and support;
- Information and support to family and friends;
- Arranging assistance from police;
- Assisting in organising a safe place to stay;
- Referrals to Legal Aid and/or Court Support;
- Act as an advocate in accessing assistance e.g. Housing, Centrelink;
- Liaise with Government and non-government sector on behalf of clients; and
- Group work programs for affected adults, children and young people.

What can we do as a community?

- Hold a morning or afternoon tea to raise awareness with our community about the issue;
- Support White Ribbon Australia by promoting their services to the community;
- Promote amongst our community what services are available e.g, by having available information at workplaces, sporting venues etc

- Promote family and domestic violence with our young people eg., promote the document Now you have heard us – Young people’s experiences of domestic and family violence;
- Promote the following contact information, support and counselling:
  - contact 1800RESPECT on 1800 737 732;
  - visit [www.1800respect.org.au](http://www.1800respect.org.au). This service is free, confidential and open 24 hours a day;
  - 1800ElderAbuse (1800 353 374) for free information and advice around abuse of older Australians;
  - National Disability Abuse and Neglect Hotline (1800 880 052) for a free, independent and confidential service to report abuse and neglect of people with disability.

The information below has been taken from a new online toolkit that has been developed by Our Watch – who is a national leader in the primary prevention of violence against women and their children. It states that as Local Government is the closest level of government to the community that we are in a place to drive social change to reduce violence against adults, young people and children.

Safe Homes Families Communities have recently developed some additional material eg., postcards and posters providing additional information as to what services are available:



**“My partner always makes me feel guilty when I go out with my friends. They send me hundreds of text messages, checking where I am and who I’m talking to.”**

**THIS IS EMOTIONAL ABUSE AND IT IS FAMILY VIOLENCE.**

Help and support is available.

Contact a specialist service or visit [www.safefromviolence.tas.gov.au](http://www.safefromviolence.tas.gov.au) for more information.

**SAFE HOMES FAMILIES COMMUNITIES**

**Tasmanian Government**

What can Local Government can do?

- **Engage leaders across local government:** to promote and encourage others to act to increase gender equality in the workplace.
- **Build support in addressing the issue:** develop a working group inside local government to act to increase gender equality in the workplace. A steering committee that includes community members may be a good option to help guide activities targeting the community.
- **Work in partnership with domestic and family violence services, prevention agencies, specialist community organisations and other community services:** develop partnerships with relevant agencies and services to discuss what prevention activities could work in the community.
- **Talk about violence against women:** become involved in national awareness-raising events and use well known campaign material to keep the messages consistent.
- **Investigate what activities and materials other local governments are using:** when looking at pre-existing material and programs consider how material might need to be adapted to the needs of your community. Also look for activities that have been evaluated to assess the level of success.
- **Facilitate activities that are led by violence against women prevention services:** organise domestic and family violence organisations to facilitate workshops and forums for the community using local government facilities.
- **Develop an understanding of risks and benefits of violence against women prevention work:** commence by becoming aware of what your local government's end goals will be, this could be done when establishing a monitoring and evaluation process. Understand what your risks could be and communicate them accordingly.

#### STRATEGIC LAN & ANNUAL PLAN:

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.

#### LEGISLATION & POLICIES:

Not Applicable.

#### BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable at this stage as matter only for discussion as to whether this be progressed.

#### VOTING REQUIREMENTS:

Simple Majority.



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
03/20.6.4.30	16 March 2020	Break O'Day Draft Local Provisions Schedule (Tasmanian Planning Scheme) (LPS)	Officers attended meeting 30 July 2020 with Tasmanian Planning Commission for post lodgement conference for the Break O 'Day draft Local Provisions Schedule (Statewide Planning Scheme). A request for further information has been received from TPC for which a response is currently being finalised.
04/20.15.3.66	20 April 2020	That Council ask the Tasmanian Government to provide it with information including the economic and social implications for Break O'Day community of possible changes to Future Potential Production Forest Land in Break O'Day municipality.	After a follow-up request no specific information has been provided to date. Research shall be conducted to inform Council, as best as can be, at a future Workshop - so Council can consider its position in the meantime, regarding the future of FPPF Land in Break O'Day.

Motion Number	Meeting Date	Council Decision	Comments
11/20.15.2.219	16 November 2020	<ol style="list-style-type: none"> <li>1. That Council's strategy for implementing its Dog Management Policy is to work in cooperation with the Parks and Wildlife Service with what resources Council and they have available and includes: joint targeted compliance actions with publicity, coordinated signage for dog access zones and to develop strategies for effective communication and education together.</li> <li>2. That Council seek commitment from the Parks and Wildlife Service to work cooperatively with Council to implement consistent and coordinated management of dogs in the municipality through Council's public processes for Dog Management Policy and Declared Areas, while recognising our different roles, objectives and responsibilities, and means for achieving them.</li> </ol>	Request to formalise cooperation with Council sent to Parks & Wildlife and awaiting response.
11/20.15.3.220	16 November 2020	<ol style="list-style-type: none"> <li>1. That Council participate in a new project addressing Lower George floodplain priorities in partnership with the Lower George Riverworks Trust.</li> <li>2. That Council contribute \$4,000 towards the cost of the project plus in-kind resources.</li> </ol>	Actioned Grant Deed executed with SES and project is underway.

#### COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
10/20.15.4.196	19 October 2020	<ol style="list-style-type: none"> <li>1. That Council grant \$3,000 of Drought Weeds funding to an application for support of gorse control at St Marys on the Cullenswood, Millbrook and Sunnybanks properties.</li> <li>2. That the offer of Break O'Day Drought Weeds Grants to farmers continue until funds are fully committed and with proactive support to farmers to develop projects meeting the Guidelines for municipal Drought Weeds Grants 2020.</li> </ol>	Completed.
01/21.6.1.2	19 January 2021	DA176-2020 – Telecommunications Tower – 21174 Tasman Highway, Chain of Lagoons	Permit issued 20 January 2021.
01/21.6.2.3	19 January 2021	DA256-2020 – Dwelling and Shed – 13 Cobrooga Drive, St Helens	Permit issued 20 January 2021.
01/21.6.3.4	19 January 2021	DA272-2020 – New Dwelling (Residential and Visitor) – 17 Maori Place, Akaroa	Permit issued 20 January 2021.
01/21.6.4.5	19 January 2021	DA077-2020 – Single Dwelling – Lot 1 – Tasman Highway, St Helens	Permit issued 20 January 2021.
01/21.6.5.6	19 January 2021	DA078-2020 – Single Dwelling – Lot 2 – Tasman Highway, St Helens	Permit issued 20 January 2021.

Motion Number	Meeting Date	Council Decision	Comments
01/21.6.6.7	19 January 2021	DA079-2020 – Single Dwelling – Lot 3 – Tasman Highway, St Helens	Permit issued 20 January 2021.
01/21.6.7.8	19 January 2021	DA080-2020 – Single Dwelling – Lot 4 – Tasman Highway, St Helens	Permit issued 20 January 2021.
01/21.6.8.9	19 January 2021	DA081-2020 – Single Dwelling – Lot 5 – Tasman Highway, St Helens	Permit issued 20 January 2021.
01/21.6.9.10	19 January 2021	DA082-2020 – Single Dwelling – Lot 6 – Tasman Highway, St Helens	Permit issued 20 January 2021.
01/21.6.10.11	19 January 2021	DA084-2020 – Single Dwelling – Lot 7 – Tasman Highway, St Helens	Permit issued 20 January 2021.
01/21.6.11.12	19 January 2021	DA085-2020 – Single Dwelling – Lot 8 – Tasman Highway, St Helens	Permit issued 20 January 2021.
01/21.15.2.25	19 January 2021	<ol style="list-style-type: none"> <li>1. That Council grant \$1,645 of Drought Weeds funding to an application for support of horehound control at Germantown on the Seaview Farm property.</li> <li>2. That Council grant \$3,982 of Drought Weeds funding to an application for support of thistle control at Fingal on the Malahide property.</li> </ol>	Actioned and complete.

#### KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS:

- ✓ Finalisation of response to Tasmanian Planning Commission in collaboration with GHD;
- ✓ Orienteering of New Council Planner – Maria Baas;
- ✓ Recruitment on Environmental Health Officer ongoing in conjunction with Northern Midlands Council.

## PLANNING REPORT

The following table provides data on the number of applications approved for the month including statistical information on the average days to approve and the type of approval that was issued under the *Land Use Planning and Approvals Act 1993*:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	EOFY 2019/2020
<b>NPR</b>	2	3	6	8	2	2	3						26	
<b>Permitted</b>	3	3	4	2	2	6	2						22	
<b>Discretionary</b>	10	13	22	20	27	16	26						134	
<b>Amendment</b>		1	1	2	1	3	2						10	
<b>Strata</b>		1				1	1						3	
<b>Final Plan</b>				4	1	1	1						7	
<b>Adhesion</b>	1												1	
<b>Petition to Amend Sealed Plan</b>					1		1						2	
<b>Total applications</b>	16	21	33	36	34	29	36						205	259

<b>Ave Days to Approve Nett *</b>	29.3	32.47	31.33	30.5	30.67	23.06	54.05						33.06	
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\* Calculated as Monthly Combined Nett Days to Approve/Total Applications

The following table provides specific detail in relation to the planning approvals issued for the month:  
January 2021


DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
262-2020	St Helens	2 x Dwellings & Sheds	S57	69	42
123-2020	St Helens	Shed, Screening Wall and Additional Access	S57	97	51
251-2020	St Marys	Shed & Carport	S57	42	39
288-2020	Scamander	Change of Use – Visitor Accommodation	S57	37	37
287-2020	Four Mile Creek	Telecommunications Tower	S57	47	42
151-2020	St Helens	Demolition & New Dwelling & Carport	S57	183	42
211-2020 AMEND	Scamander	Removal of Conditions 3 & 4	S56 AMEND	1	1
340-2020	St Helens	Dwelling	NPR	3	3
336-2020	The Gardens	Petition to Amend Sealed Plan	S58	28	28
164-2020	St Helens	Awning Facia Sign	S58	28	28
250-2020	Scamander	Dwelling	S57	92	92
176-2020	Chain of Lagoons	Telecommunications Tower	S57	97	97
256-2020	St Helens	Dwelling & Shed	S57	86	86
272-2020	Akaroa	New Dwelling (Residential & Visitor Accommodation Use) & Shed	S57	62	61
077-2020	St Helens	Single Dwelling Lot 1	S57	100	99
078-2020	St Helens	Single Dwelling Lot 2	S57	100	99
079-2020	St Helens	Single Dwelling Lot 3	S57	100	99
085-2020	St Helens	Single Dwelling Lot 8	S57	100	99
080-2020	St Helens	Single Dwelling Lot 4	S57	101	100
081-2020	St Helens	Single Dwelling Lot 5	S57	101	100
082-2020	St Helens	Single Dwelling Lot 8	S57	101	100
084-2020	St Helens	Single Dwelling Lot 7	S57	101	100
073-2020 STRATA	St Helens	Stage Development Scheme	STRATA	42	7
334-2020	Stieglitz	Shed Extension	NPR	12	9
303-2020	Scamander	Dwelling & 2 x Shipping Containers	S57	49	45
240-2020	Ansons Bay	Carport	S57	54	49
020-2020 AMEND	St Helens	Relocation of Two Car Parking Spaces on Lot 2 from Northern Boundary to Tandem Spaces at Unit 12 and 14	S56 AMEND	48	48
010-2021	St Helens	Patio Cover	NPR	7	7
297-2020	Cornwall	Dwelling	S57	43	42
233-2020	Ansons Bay	Final Plan of Survey	S57	45	44
292-2020	Fingal	Pool House	S57	73	52
321-2020	Cornwall	Shed & Carport	S57	49	49
341-2020	Akaroa	Change of Use to Visitor Accommodation	S58	15	14
166-2020	Ansons Bay	Dwelling	S57	43	42
252-2008 FINAL 2	Beaumaris	Final Plan of Survey	FINAL	51	51
266-2020	Stieglitz	Pool House	S57	81	42

**TOTAL: 36**



## BUILDING REPORT

### Projects Completed in the 2020/2021 financial year

Description	Location	Updates
Re-Roof of Amenities Section	Bendigo Bank Community Stadium	Completed August 2020.
New Shade Structure	Flagstaff Trail Head	Completed November 2020. 
Internal Fit-out	Scamander Surf Life Saving Club	Completed December 2020

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

Description	Location	Updates
Old Tasmanian Hotel Restoration Project Stage 1 – Complete First Floor Restoration, Reroof, External Repaint, New Access. Stage 2 – New Lift, Accessible Toilet & Rear Veranda	Fingal	<ul style="list-style-type: none"> <li>• Milestone 2 Report Approved by Grant funding body;</li> <li>• Stage 1 Completed 31 July 2020;</li> <li>• Stage 2 Works commenced and scheduled for completion by Mid Feb February 2021 and official opening planned for February/March 2021.</li> </ul>
Internal Alterations (Renovation of Men's Toilet & Change rooms)	St Marys Sports Centre	<ul style="list-style-type: none"> <li>• Nearing Completion, minor fit out work outstanding.</li> <li>• Scheduled for Completion end March 2021.</li> </ul>


Description	Location	Updates
Additions & Upgrades to Portland Hall	Portland Hall, St Helens	<ul style="list-style-type: none"> <li>• Works almost completed, minor electrical works outstanding.</li> <li>• Scoping of works commenced for new budget allocation.</li> </ul>
Demolish Existing Buggy Shed & Install New	St Marys Sports Centre	<ul style="list-style-type: none"> <li>• Nearing Completion, external concreting remains outstanding.</li> <li>• Scheduled for Completion end March 2021.</li> </ul>
BBQ Shelter	St Marys Community Space	<ul style="list-style-type: none"> <li>• Works nearing Completion.</li> </ul>


#### 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"> <li>• Building Designer now engaged. Design concepts currently being prepared for consideration;</li> <li>• Regulatory approvals required.</li> </ul>
Community Services Storage Shed	St Helens Works Depot	<ul style="list-style-type: none"> <li>• Development Application approval pending.</li> </ul>
Building upgrades	St Marys Railway Station	<ul style="list-style-type: none"> <li>• Works scoping and scheduling of works to be confirmed.</li> </ul>
Weldborough Amenities Building	Weldborough	<ul style="list-style-type: none"> <li>• Site and scoping of works on hold.</li> </ul>
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> <li>• Works scoping and scheduling of works to be confirmed.</li> </ul>
New Shade Structure	Scamander Reserve	<ul style="list-style-type: none"> <li>• Concept plans developed;</li> <li>• Final costings currently underway.</li> </ul>
Four Mile Creek Community Hub	Four Mile Creek Reserve	<ul style="list-style-type: none"> <li>• Design work now finalised;</li> <li>• Development Application lodged.</li> </ul>
Marine Rescue Additions	St Helens Foreshore	<ul style="list-style-type: none"> <li>• Works schedule compromised due to unknown location of existing services and redesign required.</li> </ul>

The below table provides a summary of the building approval issued for the month including comparisons to the previous financial year.

No.	BA No.	Town	Development	Value
1	2020 / 00039	Scamander	New Dwelling incorporating Deck	\$127,000.00
2	2020 / 00253	St Helens	Alterations/Additions & New - Dwelling (Alterations/Additions), Deck (New) & Shed (New)	\$85,000.00
3	2020 / 00271	Falmouth	New Dwelling incorporating Deck & Garage	\$204,000.00
4	2020 / 00188	St Marys	New Dwelling incorporating Deck	\$100,000.00
5	2020 / 00260	Scamander	New Dwelling	\$136,000.00
6	2020 / 00237	St Helens	New Office incorporating Workshop Area & Four Storage Sheds	\$355,000.00
7	2020 / 00130	Stieglitz	New Dwelling incorporating Verandas, Carport & Shed	\$396,000.00
8	2020 / 00174	St Helens	New Shed & Carport	\$26,000.00
9	2020 / 00151 - STAGE 1	St Helens	Demolition - Dwelling	\$0.00
10	2020 / 00141	Akaroa	Additions & Alterations - Dwelling incorporating Deck & Carport	\$470,000.00
11	2020 / 00125	St Helens	New Dwelling incorporating Garage & Carport	\$100,000.00
12	2019 / 00139 - STAGE 1	Falmouth	Conservation, Restoration & Alterations - Heritage Listed Homestead	\$200,000.00
13	2020 / 00187	Fingal	New Dwelling incorporating Deck & Carport & Shed with Amenities	\$142,000.00
14	2020 / 00169	Fingal	New Dwelling incorporating Deck & Carport	\$148,500.00
15	2020 / 00199	Scamander	New Dwelling & Deck	\$56,000.00
16	2020 / 00039	Scamander	Addition - Dwelling incorporating Deck	\$127,000.00
<b>ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE</b>			<b>2019/2020</b>	<b>2020/2021</b>
			\$13,009,807.00	10,222,553.00
<b>ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH</b>		<b>MONTH</b>	<b>2019/2020</b>	<b>2020/2021</b>
		January	\$1,183,000.00	\$2,545,500.00
<b>NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE</b>		<b>MONTH</b>	<b>2019/2020</b>	<b>2020/2021</b>
		December	86	89

Description	Updates
Cat Management	Council is considering the Northern Regional Cat Management Strategy for endorsement at this meeting. West Tamar, George Town, Northern Midlands Councils have already endorsed the strategy and other partners, Launceston City Council, RSPCA, Just Cats, PWS and AVA, are considering support for the strategy also. Implementation will then start on this cooperative regional approach to the Tasmanian Cat Management Plan and legislation amendments due to come into effect in 2021.
Flood Risk Management	<p>A floodgate is being fabricated to complete construction of the Grant Street flood levee, part of Council's St Marys Flood Management project. This projects automated St Marys Flash Flood Warning system is undergoing testing and a report on priorities for management of channel vegetation below Story Street is being finalised.</p>  <p>Flood risk information provided to assist planning of flood safe development proposals.</p>
Weed Management	The Drought Weeds project continues with farmer support and grant project planning. Binalong Bay foreshore reserve surveyed to plan weed strategies for the Township Plan. Control of council weeds, information and advice to landholders and compliance are ongoing.

Description	Updates
Community engagement in Environment and NRM	<p>The Parks and Wildlife Services (PWS) 'Bay of Fires Discovery Ranger' ran coastal, wildlife and bushwalking activities through January for hundreds of visitors and residents enjoying the Break O'Day environment over summer. Council lent support by helping promote the activities calendar and contributing a sea spurge activity to a 'Irapuna Discovery Day' at Eddystone Point.</p> 

## PUBLIC HEALTH REPORT

### Recreational Water Quality

The *Public Health Act 1997* requires that Councils to monitor recreational waters (including public pools and spars) using the Tasmanian Recreational Water Quality Guidelines.

Runoff from heavy rain affected some sampling sites initially in January but all locations returned good water quality results with confirmation follow-up tests.

Recreational water	9 December 2020		5 & 11 January 2021	
	Ente/100*	Rec. WQ <sup>#</sup>	Ente/100*	Rec. WQ <sup>#</sup>
Henderson Lagoon	<10	Good	10	Good
Scamander River mouth	<10	Good	<10	Good
Wrinklers Lagoon	10	Good	41	Good
Yarmouth Creek	<10	Good	30	Good
Beauty Bay	<10	Good	10	Good
Grants Lagoon footbridge	<10	Good	10	Good
Grants Lagoon mouth A	N/A		31	Good
Grants Lagoon mouth B	N/A		10	Good
Grants Lagoon (camp ground)	N/A		20	Good
Denison Rivulet	10	Good	86	Good

\* Enterococci /100ml    # Recreational WQ class

The results for water samples indicate conditions for all these waters are safe for swimming according to the Tasmanian Recreational Water Quality Guidelines. All natural waters may be subject to local poorer water quality from time to time due to weather or other conditions.



## 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	2020/2021		2019/2020	
	Persons	Vaccinations	Persons	Vaccinations
July - December	50	58	50	53
January - June			72	98
TOTAL	50	58	122	151

### Sharps Container Exchange Program as at 9 December 2020

Current Year	Previous Year
YTD 20/21	YTD 19/20
14	3

## 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.

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Polly Buchhorn, NRM Facilitator
<b>FILE REFERENCE</b>	003\001\003\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Northern Regional Cat Management Strategy - Draft V10.1 Summary – Development of the Northern Regional Cat Management Strategy

**OFFICER'S RECOMMENDATION:**

That Council endorse the *Northern Tasmania Regional Cat Management Strategy (2020—2030) Draft V10.1* for its management of cats in cooperation with other councils and stakeholders in the region.

**INTRODUCTION:**

Council has been participating in a regional working group, representing Councils, animal welfare and shelter groups in the northern region and state government, to develop the Northern Regional Cat Management Strategy.

Those councils and peak groups are currently endorsing the final draft of the strategy individually; ready for implementation to start in 2021, as changes to state legislation come into effect.

**PREVIOUS COUNCIL CONSIDERATION:**

**05/14.14.6.139** *Moved: Clr Johns/ Seconded: Clr Osborne*

*That Council initiate and fund the Feral Cat Management Program in 2014/2015.*

**CARRIED UNANIMOUSLY**

**09/19.15.9.235** *Moved: Clr K Wright / Seconded: Clr K Chapple*

*That Council consider changes proposed in the draft Bill to amend the Cat Management Act 2009 and note the following:*

- Council receive and support the changes but note Council's concerns around any financial implications on Council arising.*

**CARRIED UNANIMOUSLY**

Council discussed the draft Northern Tasmania Regional Cat Management Strategy (2020—2030) at its February 2021 Workshop and regional cooperation on cat management and drafting of the Strategy at Workshops in 2020.

## OFFICER'S REPORT:

The Northern Regional Cat Management Strategy provides a shared focus to coordinate priorities and actions using limited collective resources for greatest effect in the region.

- A common intent across the region for strategic priorities and joint action, with flexibility for participation
- Productive use of the resources of Council and others and aligned with state initiatives and investment
- The right for Council to determine its commitment of resources to actions for priorities it shares with the region
- Greater capacity from collaboration to address difficult cat management issues and avoid conflicting directions

A copy of the Northern Regional Cat Management Strategy (Draft V10.1) and a summary of its development are attached.

The Strategy identifies ten strategic issues as priorities for the region, drawing on the *State Cat Management Plan 2017-2022* and anticipating amendments to the Cat Management Act.

1. De-sexing and microchipping
2. Responsible cat ownership
3. Protecting significant conservation, commercial and community assets
4. Nuisance and stray cats
5. Feral cats
6. Cat breeding and hoarding
7. Professional cat management capacity
8. Shared regional cat management facilities and resources
9. Voluntary compliance
10. Improved knowledge to better inform cat management

The strategy includes directions, actions and indicators for achieving outcomes for the strategic issues above and arrangements for governance and implementation. There is flexibility for collaboration and implementation in the region:

*The strategy recognises that each participating organisation has different resources and priorities, and that implementation roles need to be voluntary and flexible at the local level, while still achieving the regional vision and desired outcomes.*

The Regional General Managers Forum retains oversight of the strategy and its implementation. The Northern Cat Management Coordinator, hosted by NRM North, will continue to support a regional Cat Management Working Group representing councils and organizations as a collaborative implementation group developing three (3) year forward and annual action plans. Council and others in the region can participate in priority actions at their discretion, according to the time and resources they have and are able to make available.

The Tasmanian Government funds three regional Cat Management Coordinators to implement its State Cat Management Plan 2017-22. This state plan followed a review of the Cat Management Act 2009, input from a state expert reference group and community consultation and submissions.

Provisions of a subsequent Cat Management Amendment Act 2019 are expected to commence early in 2021.

Changes to state legislation will bring more opportunity and expectations in the community for cat management. The regional strategy brings some challenges, such as raising expectations for Council to act, the cost of actions, and continuity with state and regional partners. However, it provides a means to cooperate regionally and use resources more efficiently and effectively. It also allows for participation according to individual capacity and priorities. Acting alone would be more costly and risky, with less benefit for people, agriculture and the environment of Break O'Day. The strategy reduces risks of being out of step with community expectations and with other councils, stakeholders and experts.

## **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.
- Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.

Break O'Day Environment and NRM Strategy 2019

### *1.2 Biosecurity*

Aim 1.2.3: Domestic cats are cared for responsibly, enabling management of stray and feral cats at priority locations.

## **LEGISLATION & POLICIES:**

*Cat Management Act 2009, Cat Management Act 2019*

## **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

Participation in actions to implement regional cat management priorities would be subject to funding decisions by Council and management of Council's operations implementing the Action Plan. Implementation arrangements in the Regional Cat Management Strategy aim to coordinate with Council annual planning.

Council's current 2020/21 budget includes some funding for cat management, in anticipation of this Strategy being finalised and the region being keen to start some cat management activities.

## **VOTING REQUIREMENTS:**

Simple Majority.

## Northern Tasmania

### Regional Cat Management Strategy (2020—2030)

*Working together for responsible cat management across Northern Tasmania*

**WORKING DRAFT DECEMBER 2020**

**– NOT FOR FURTHER DISTRIBUTION –**

Prepared by NRM North in collaboration with the Northern Regional Cat Management Working Group (CMWG) and (list partner logos on front cover with agreement)

This report should be cited as:

NRM North (2021) *Northern Tasmania Regional Cat Management Strategy (2020—2030)*. Internal report, 21 pp.

This strategy is based on the draft facilitated and written by Terry Harper from TerraFormDesign





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## 1. Introduction

The *Northern Tasmania Regional Cat Management Strategy 2020-2030* (the strategy) has been developed to provide an aspirational and long-term framework within which partner organisations can voluntarily contribute, collaborate and align cat management efforts within their region, towards agreed and shared outcomes.

The strategy sought collaboration from a range of partner organisations who operate within the Northern Tasmania NRM region. Partner organisations which participated in the development of the strategy include the Tasmanian Government, City of Launceston, Meander Valley Council, Break O'Day Council, George Town Council, West Tamar Council, Northern Midlands Council, Tasmania Parks & Wildlife Service, NRM North, RSPCA Tasmania and Just Cats Tasmania.

There are ten primary cat management issues for northern Tasmania addressed by the strategy, and implementation frameworks have been designed to allow for varied local requirements and resources, whilst achieving the desired outcomes.

Key directions and major initiatives emerging from the strategy include exploring the feasibility of providing an annual cat de-sexing and microchipping program in the region, a voluntary record of cat owner's details to enable the return of lost and wandering cats, identification of priority areas to develop a pro-active approach to protect conservation, commercial and community assets from roaming cats, participation in the development and implementation of Welfare Standard for Cats and trapping of stray cats, the promotion of measures to ensure cat breeding is only by registered breeders, and the establishment of a network to support efficient operation of shared cat management facilities.

To ensure the success and delivery of this *Northern Regional Cat Management Strategy 2020-2030*, partner organisations are calling upon the support of all community members to ensure that the strategy has wide-reaching benefits sought through efficient implementation to minimize costs.

Each strategic direction has been assigned an indicative priority, with the first annual implementation plan initially focusing on those activities deemed to be deliverable now (1-2 years). Each subsequent annual implementation plan will identify projects and activities to be undertaken during the following 12-month period and outline any budget allocations, delivery responsibilities, key performance indicators and critical process improvements to strengthen the working partnership of stakeholders.

## 2. Rationale

Since their introduction in the early 1800's cats have become a part of daily life for many Tasmanians. An estimated one in five residents own a domestic cat and self-sustaining populations of stray and feral cats can now be found in many parts of the state. As for most of Australia, diverse community views make cat management in Tasmania a difficult and often emotive issue that requires strong collaboration and stakeholder engagement to consider the many competing issues and interests and deliver sustainable change.

The *Cat Management Act 2009* (the Act) and the *Tasmanian Cat Management Plan 2017-2022* provide a consistent state-wide framework to address growing community expectations that the rights and benefits of cat ownership are balanced with the need to manage risks and be responsible. Amendments to the *Cat Management Act 2009* will further contribute to addressing issues related to cat management throughout northern Tasmania. The main legislative changes and management principles for responsible cat ownership and management are summarised below (see text boxes).

Objectives of the *Tasmanian Cat Management Plan 2017-2022*

Objective 1	Tasmanian pet cat owners manage their cats responsibly
Objective 2	Increased community awareness, participation and commitment in cat management
Objective 3	Best practice techniques are used to guide the planning, management and control of stray and feral cats
Objective 4	Improved knowledge about feral, stray and domestic cats to better inform management
Objective 5	Minimise impacts of cats in areas with important conservation values and agricultural assets
Objective 6	Undertake legislative change to create an effective framework for managing cats and support other objectives
Objective 7	The roles and responsibilities related to cat management are clearly defined and understood by the Tasmanian community

Summary of amendments to the *Cat Management Act 2009*

- Compulsory de-sexing of cats from four months of age.
- Compulsory microchipping from four months of age.
- Removal of care agreements.
- Limiting to four, the maximum number of cats to be kept at a property without a permit.
- Increased measures to protect private land from straying and feral cats—including trapping or seizure of cats (but not destruction) on private property regardless of proximity to other residences as long as returned to owner or taken to a cat management facility.
- Commencing Section 24 of the Act that requires a cat to be microchipped and desexed before being reclaimed from a cat management facility.
- Replacing the State Government registration of cat breeders with a permit system to breed cats.

The strategy seeks to emphasise cat welfare outcomes and broader benefits for the Tasmanian community, environment and businesses. It recognises that a collaborative and pragmatic approach is required to reflect shared stakeholder priorities and build on existing capabilities and resources. Genuine engagement with government, industry and community partners and strong ownership among all stakeholders is critical for this initiative to deliver sustainable long-term change. The strategy addresses 10 primary cat management issues and adopts a proactive and pragmatic approach that integrates state-wide approaches with regional priorities and community expectations.

### 3. Scope

#### Geography

The northern Tasmanian region, for the purpose of this strategy, covers 25,200 square kilometres with eight municipalities including Break O'Day, Dorset, George Town, Launceston, Meander Valley, Northern Midlands, West Tamar, and Flinders (covering the eastern Bass Strait islands) (Figure 1).



Figure 1 Map of northern Tasmania municipalities.

More than 143,000 people live in the northern region in major urban areas around Launceston and the Tamar Valley and many smaller towns servicing a diversity of rural and coastal communities. The strategy addresses a collaborative approach to cat management in the northern region.

Research by Animal Medicines Australia (2016) found nearly three in ten households across Australia have cats (29%), with an average of 1.4 cats kept per household. With an estimated 60,000 households, this suggests there may be about 25,000 domestic cats living in the northern region. While no scientific studies have been undertaken, the region could also support a stray or feral cat population of about 25,000 animals assuming an average density of one animal per km<sup>2</sup>.



All cats in Tasmania are the same species (*Felis catus*) and are often conveniently categorised as either domestic, stray or feral. In this strategy:

- While primarily concerned with the management of domestic and stray cats in and near settled areas, this strategy recognises the significant role feral cat management plays in broader cat management, including efforts by primary producers and conservation land managers. A significant proportion of the region is state conservation lands (e.g. national parks) where feral cat management is a critical priority (Figure 2). The framework provides broad guidance for collaborating organisations voluntarily engaged in feral cat management to support an integrated approach in the landscape.





## 4. Our vision and guiding principles

### Vision

*To see the Tasmanian community proactively and responsibly managing cats for the benefit of cat welfare, human health and well-being, native wildlife, and agriculture.*

The Tasmania Cat Management Project (TCMP) is a state-wide initiative to engage the Tasmanian community and key stakeholders in promoting responsible cat ownership and management in line with the *Tasmanian Cat Management Plan 2017-2022* (see below for further details).

The mission of the Tasmanian Cat Management Project is “*To instil a confident and collaborative approach to managing domestic and stray cats, with a focus on building effective partnerships across local and state government, industry, and the community to support the implementation of responsible cat management*”.

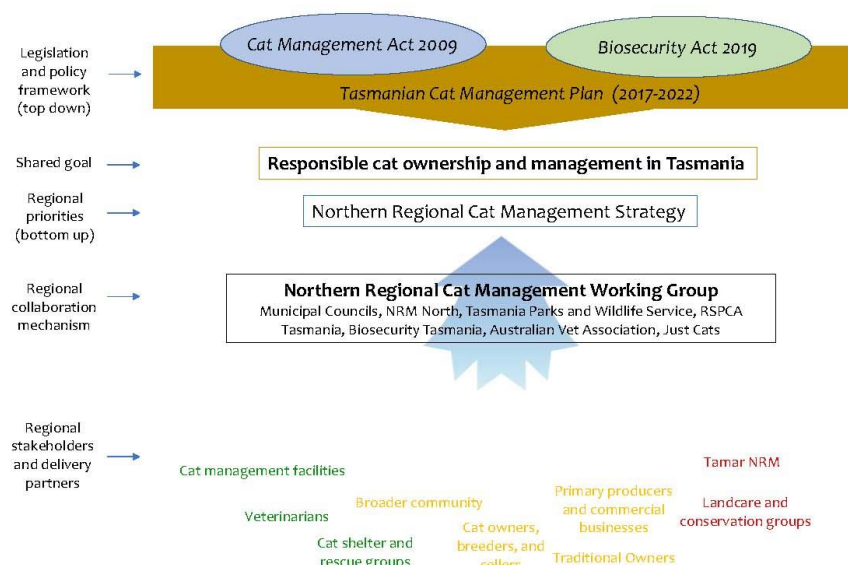
### Guiding principles

- The best outcomes result from working in collaboration.
- Animal welfare is a primary management consideration.
- Domestic pet cats can contribute to the wellbeing of their owners.
- The needs of cat owners must be balanced with the needs of others.
- Responsible cat ownership is highly valued.
- Cat management and education should be proactive.
- Significant assets must be protected from potential impacts of cats.
- Everyone has a role to play in responsible cat ownership and management.

## 5. Collaborative approach

Managing cats is a shared responsibility across all parts of the community including individual cat owners and non-cat owners, breeders, veterinarians, state and local governments, businesses and the not-for-profit animal welfare sector and others. Everyone has a role to play and by working together in a planned way, cats can continue contributing to our quality of life with minimal impact on the environment, commercial enterprises, and others in the community.

The *Cat Management Act 2009*, *Biosecurity Act 2019* and the *Tasmanian Cat Management Plan 2017-2022* provide the legislative and policy framework to achieve the broad goal of responsible cat ownership and management in Tasmania (Figure 3). The strategy outlines priorities for the northern region that balance state-wide directions and local community expectations with the interests and capacity of regional stakeholders and potential delivery partners.



Draft 26/11/20

Figure 3 Overarching collaborative governance arrangements for cat management in the northern region

## 6. Governance arrangements

### Governance Structure

The Tasmanian Cat Management Project is a state-wide initiative funded by the Tasmanian Government to progress the objectives of the *Tasmanian Cat Management Plan*. State government funding from 2018 to 2021 for the project includes the employment of three cat management coordinators in each of three regions in Tasmania. In the northern region, the Cat Management Coordinator position is hosted by NRM North, the regional natural resource management organisation.

A state-wide steering committee provides support and direction to the regional coordinators but does not oversee cat management activities at a regional level and has no direct role in development or implementation of the strategy (Figure 4).

As one of the objectives of the Tasmanian Cat Management Plan, a regional Cat Management Working Group (CMWG) was convened by NRM North in 2018. This group meets quarterly, providing a forum for information-sharing and strategic planning for cat management initiatives in the northern region. The Working Group is comprised of representatives from key stakeholder organisations including local government (City of Launceston, West Tamar, George Town, Northern Midlands, Meander Valley, Flinders Island, Dorset and Break O' Day), the Australian Veterinary Association, RSPCA, Just Cats, NRM North and the Tasmanian Government (represented by the Tasmanian Parks and Wildlife Service and Biosecurity Tasmania as part of the Department of Primary Industries, Parks, Water and the Environment).

General managers of local government in the northern region meet regularly to discuss a broad range of issues. It was from this forum that a request was made to NRM North in its role as a partner in the Tasmanian Cat Management Project and host of the northern region cat management coordinator, to facilitate the development of a cat management strategy for the region. It was agreed that it would be appropriate for the cat management coordinator to work with the CMWG to develop the strategy for endorsement by the participating local governments.

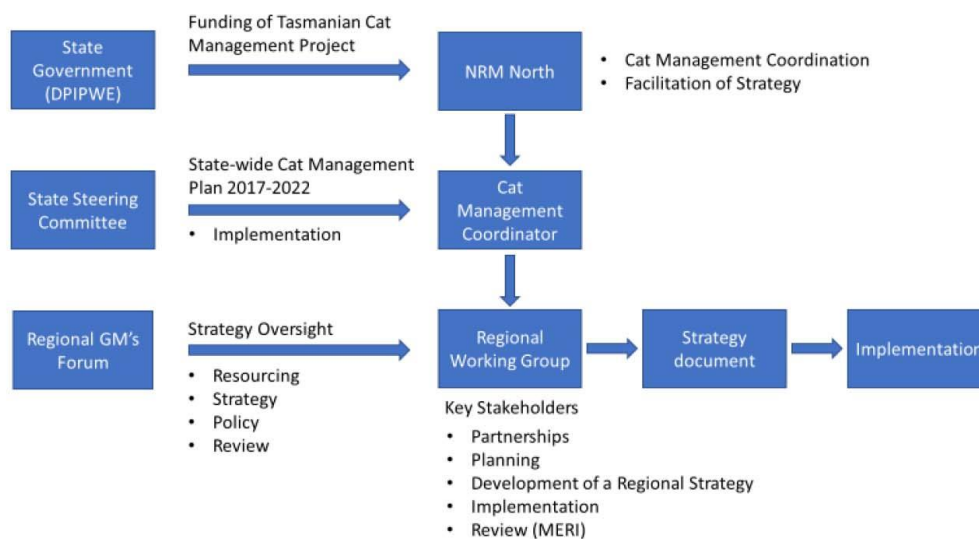


Figure 4 Summary of the governance structure that applies to the Northern Regional Cat Management Strategy.

### Governance Responsibilities

Although implementation of the strategy will require involvement of other stakeholders, the northern region local government general manager forum, comprising general managers of participating councils, retains oversight of the strategy development and implementation process, in close consultation with NRM North. Their role includes endorsing the strategy and associated annual implementation plans, reviewing progress towards the strategy objectives, and considering policy requirements, challenges, and opportunities from a local government perspective which may influence strategy implementation. The support of the general managers' forum is also important in terms of maintaining collaborative participation of local government representatives on the CMWG.

NRM North's current role is coordination and facilitation of the strategy development and implementation process, undertaken through the employment of the regional cat management coordinator, the convening of the CMWG, and regular communication with the general managers forum.

The CMWG has existing terms of reference and meets, at a minimum, on a quarterly basis. The CMWG is responsible for planning and initiating activities identified in the strategy's implementation planning process. CMWG members or the organisations they represent may be responsible for implementing actions, as identified in the implementation planning process. The terms of reference for the CMWG are consistent with a planning and implementation role for the regional strategy, with the proposed role and function of the group being as follows:

- identifying common ground and employing a collaborative approach to promote responsible cat ownership and cat management in the northern region;
- sharing information and facilitating communication between stakeholders regarding cat management, and identifying ways to ensure input from the community is incorporated in ongoing planning;
- developing annual implementation plans in collaboration with relevant stakeholders, containing practical and agreed actions to achieve the short and long-term outcomes of the strategy;



- requests to councils for activity funding in time for consideration through the council budget cycle (approximately November of each year) (refer to figure 5); and
- monitoring and reporting on strategy implementation and evaluation of progress towards the desired outcomes, with reports to be provided to participating organisations and the General managers forum, along with recommendations for review and improvement of the strategy and its implementation.

### Governance Processes and Implementation

The strategy recognises that each participating organisation has different resources and priorities, and that implementation roles need to be voluntary and flexible at the local level, while still achieving the regional vision and desired outcomes.

The key mechanism proposed to achieve the outcomes of the strategy is through the development of implementation plans (see below for further detail). To provide a longer-term approach but maintain flexibility, it is proposed to develop a three-year rolling implementation plan with an annual review. Greater detail would be included for the upcoming financial year at each annual review.

The proposed annual timeline for the implementation process is provided in figure 5. The CMWG would typically commence the implementation plan development in October each year. At this stage, input from CMWG members would include both recommending the highest priority actions from the strategy that are feasible to implement, as well as indicating the capacity of their own organisation to support and participate in each activity. In this way, participating organisations will have the opportunity at an early stage to indicate the level of resources they are able to contribute to a collaborative effort.

The implementation plan iteration would be finalised by November in order for any resource requests to be considered by individual local governments (and other stakeholders) in line with their budget cycle.

Activities would commence in July each year, with an interim report on implementation progress to be provided to the general managers' forum in November each year, to facilitate consideration of the subsequent implementation plan and resource request. An annual report on activities, outcomes and expenditure will be provided to the general managers forum and stakeholders in June each year.

Reporting on the regional strategy will also be incorporated into other existing reporting cycles, including:

- NRM North annual report and yearbook content, due 30 June annually; and
- NRM North contractual reporting to the Tasmanian Government for the TCMP, due 15 September annually until 2021.

A comprehensive evaluation and review of the regional strategy is to be undertaken after three years (by June 2023).

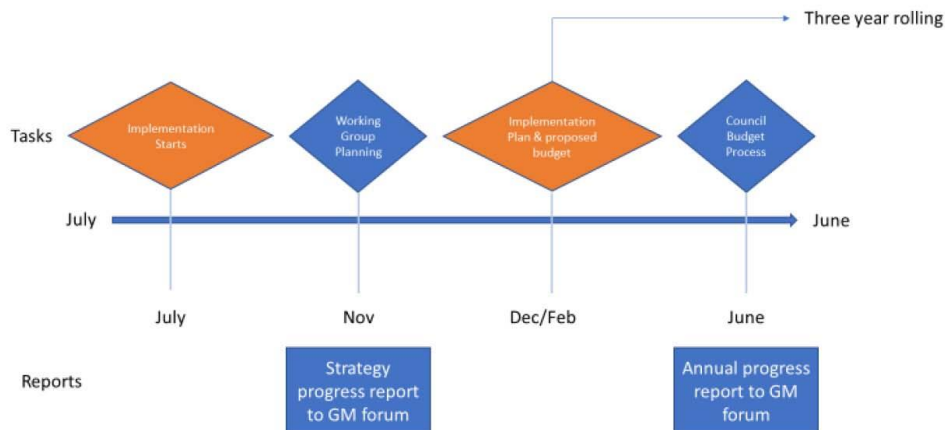


Figure 5 Annual northern regional cat management implementation planning, budgeting and reporting cycle.

### Annual implementation plan

The indicative priority for each strategic direction is shown in the body of the document including now (1-2 years), next (3-5 years), and later (5-10 years). Priorities will be further refined in the annual implementation plan. For larger initiatives, a mini-project plan may be required to guide implementation efforts.

The proposed annual implementation plan will identify the:

- priority projects that will be undertaken during the next 12-month period to give effect to the broader directions outlined in the strategy;
- budget allocations and delivery responsibilities for agreed priority projects;
- key deliverable and performance indicators for implementation activities; and
- critical process improvement initiatives to further strengthen capability of the partnership.

The aim is to provide a clear whole of region perspective on all priority actions required to give effect to the broader directions outlined in the strategy. Ideally the annual implementation plan should be as big as necessary but as small as possible—it is expected to be a brief document built around a table of key tasks, lead and support responsibilities, summary budget allocation and other essential supporting information.

### Implementation tools

Cat management approaches vary across communities in northern Tasmania. A consistent approach in terms of policies, agreed actions and advice is advantageous for the community and for partners contributing to this strategy.

Potential implementation tools and strategies to drive desired change in attitudes and behaviour include:

- education through information sharing and communication;
- social marketing;
- intelligent data collection and analysis;
- incentives (and disincentives);
- regulation and enforcement;
- innovation and technology; and
- partnerships and collaboration.



## 7. Strategic directions for cat management in northern Tasmania

The primary cat management issues for northern Tasmania to be addressed by the strategy include:

1. De-sexing and microchipping
2. Responsible cat ownership
3. Protecting significant conservation, commercial and community assets
4. Nuisance and stray cats
5. Feral cats
6. Cat breeding and hoarding (permitting and animal welfare)
7. Professional cat management capacity
8. Shared regional cat management facilities and resources
9. Voluntary compliance
10. Improved knowledge to better inform cat management

For each of the primary cat management issues the implementation framework identifies:

- essential **background** information (where are we now?)
- long-term **desired outcome** (where do we want to be?)
- **strategic directions** and potential actions to work towards achieving the desired outcome including proposed timing—including now (1-2 years), next (3-5 years) and later (5-10 years) (how are we going to get there?)
- and **success indicators** including targets and performance measures where possible (how will we know we are on track?)

### 7.1 De-sexing and microchipping

#### Background

Microchipped cats, whose owners keep their contact details current, can be easily identified and reunited with their owners. This also reduces the risk of rehoming or the possibility of euthanising an owned cat. A challenge nationally is inaccurate owner details and the lack of integration across microchip registries and data sharing. The amendments to the *Cat Management Act 2009* will require all cats to be microchipped and de-sexed; municipal councils will continue to be able to establish by-laws for an owner identification system where it is considered necessary to support local planning and improved cat management.

Unwanted litters of cats can cause overcrowding at local cat management facilities. Dumped kittens can turn into feral cats, posing a threat to local wildlife. Unless kept by a permitted breeder, all cats are required to be de-sexed from four months of age.

#### Desired outcome

*For all domestic cats to be de-sexed and identified by microchip from four months of age, and owners to keep their contact details on microchip registries up to date.*

#### Strategic directions

- a) Identify the potential barriers to owners voluntarily having their cats de-sexed or microchipped and explore strategies to overcome these barriers (e.g. subsidies to overcome affordability, education to address lack of awareness, and mobile programs for geographic isolation). (now)
- b) Investigate the feasibility of providing an annual subsidised cat de-sexing and microchipping program across participating municipalities in the northern region (this could include free microchip detail checks and updating of owner contact details). (now)
- c) Promote the requirement for and benefits of cat de-sexing and microchipping through a variety of media using consistent messages across all partners. (now)

- d) Investigate options for improved up to date cat ownership records in conjunction with microchip registry providers, veterinary practices, cat management facilities and potential online and third-party providers. (next)
- e) Support moves towards a nationally consistent owner identification scheme. (next)
- f) Explore options for a voluntary record of cat owners' details to assist with local planning for improved cat management and for the return of lost or wandering cats. (next)
- g) Return lost or wandering cats to identifiable owners preferably through cat management facilities working in collaboration with councils, local veterinary practices and other partners. (now)

#### Success indicators

- De-sexing and microchipping rates in domestic cats presenting at cat management facilities and veterinary practices.
- Improved cat owner identification system to allow return of cats presenting at cat management facilities and veterinary practices.

## 7.2 Responsible cat ownership

### Background

Cat ownership is a right and a responsibility. A priority outcome of this strategy is to help people understand how they can be a responsible cat owner beyond simply feeding a cat. It includes:

- Making sure the cat is de-sexed and identified as a pet (by microchipping and ensuring up to date owner identification details are recorded).
- Surrendering unwanted cats and kittens to a cat management facility (not dumping them).
- Keeping cats from roaming to ensure their wellbeing and preventing them from killing native wildlife or becoming a nuisance to neighbours and other community members.
- Not feeding or making food available for stray cats.

Emergency planning for pets is also an important part of household emergency preparations to help ensure the safe care of cats in time of crisis (e.g. disaster response or family crisis situations).

### Desired outcome

*For all cat owners to understand and enthusiastically practice responsible cat ownership.*

### Strategic directions

- a) Provide advice, links and resources about responsible cat ownership on a shared website maintained over the long-term (e.g. tassiecat.com) including resources that can be easily printed if required. (now)
- b) Work with Stakeholders to develop and deliver a suite of educational materials (e.g. presentations, videos, talks, training sessions, workshops) for use in schools and the broader community to help bring about generational change in attitudes towards responsible cat ownership. (now)
- c) Identify opportunities for funding and partnerships to deliver affordable responsible pet ownership programs for the community including, where possible, support for community groups that promote responsible pet ownership. (next)
- d) Explore potential ways of recognising and celebrating responsible cat ownership, promoting proper valuing of cats as pets and the potential quality of life benefits for cat owners. (next)
- e) Educate residents about how to plan for their pets in emergencies and work with local agencies to refine a process for handling the care of pets in emergency situations. (now)
- f) Promote adoption of cat containment in the interests of cat welfare, conservation and good neighbour relations. (now)

### Success indicators

- Number of reported or collected roaming and dumped cats.
- Rates of microchipping, de-sexing and up to date owner details.

- Number and frequency of unique website visits.
- Rates of voluntary containment based on community surveys and veterinarian records.

### 7.3 Protecting significant conservation, commercial and community assets

#### Background

Northern Tasmania contains many significant conservation, commercial and community assets that could be impacted by roaming cats and deserve special cat management attention. These can include:

- Areas of high environmental significance such as national parks, conservation reserves and other natural wildlife habitat in coastal areas and wetlands that are home to birds and small ground dwelling animals.
- Valuable commercial and agricultural assets such as aquaculture operations and areas with livestock that are susceptible to cat-borne disease transfer and other impacts.
- Critical community assets like built up residential areas, waste management facilities, entertainment precincts, and primary tourist attractions.

The *Cat Management Act 2009* allows for cat management actions to be undertaken in prohibited areas which include:

- any area of land that is managed by a public authority, or Agency within the meaning of the *State Service Act 2000*, and is reserved land<sup>1</sup>; and
- private land that is reserved land.

In addition, the Act allows for local government, after consulting with its local community, to also declare an area of council-controlled land as a cat prohibited area or land within the municipal area of the council to be a cat management area. Cat management action and other measures may be undertaken by the land managers of these areas. Community-led action has a clear role in protecting significant areas.

#### Desired outcome

*To have significant conservation, commercial and community assets identified (mapped) with appropriate strategies identified to mitigate cat related risks at priority sites.*

#### Strategic directions

- Develop agreed criteria and a consistent regional approach to progressively assess the region and identify (map) significant conservation, commercial and community assets susceptible to impacts from roaming cats. (now)
- Identify proactive cat management and control activities for priority areas including declaring prohibited areas or cat management areas where necessary. (now)
- Subject to available resources, establish a proactive approach to manage risks in and adjacent to identified priority areas including potentially undertaking spot checks as part of broader patrol programs and upgrading signage where necessary to highlight the increased risks and rationale for increased cat management efforts at priority sites. (next)
- Use priority areas as demonstration case studies that promote best practice and encourage collaborative approaches at other sites (e.g. in conjunction with new residential development). (now and next)
- Explore the feasibility of volunteer cat management officers to help protect significant conservation, community and commercial assets. (next)
- Support landowners, managers, community and conservation organisations to actively manage cats within identified priority areas and using approved approaches. (now)

<sup>1</sup> Reserved land includes reserved land under the *Nature Conservation Act 2002*; land subject to a conservation covenant under part 5 of the *Nature Conservation Act 2002*; public reserves under the *Crown Lands Act 1976*; permanent timber production zone land under the *Forest Management Act 2013*; and private timber reserves under the *Forestry Practices Act 1985*.



#### Success indicators

- Completed maps of significant regional conservation, agricultural and community assets.
- Number of voluntary community-led cat management initiatives.
- Number of case studies published.

### 7.4 Nuisance and stray cats

#### Background

Many cats do not have an identifiable owner (but still rely on humans for most of their needs) and even those that are owned can stray onto private property and cause issues. Complaints about nuisance and stray cats can be complicated and very difficult to resolve. While potentially well intended, making food available for stray cats can increase their numbers and compound impacts on wildlife and neighbours. Stray cats will interact with and diffuse into the feral cat population. Containment to private property is expected for all other domestic pets and is considered best practice when keeping cats.

Keeping cats indoors or in an enclosed area outside is the best way to keep them safe and prevent them from wandering and causing a nuisance to neighbours. A contained cat is less likely to be hurt in fights, pick up diseases, be hit by a car or cause a nuisance or prey on native animals. A cat spraying, toileting or disrupting domestic or native animals may provoke anger from neighbours.

#### Desired outcome

*To reduce the impact of nuisance cats by encouraging owners to contain their cats to their property, preventing the feeding of stray cats, educating the community against dumping unwanted cats, and encouraging reporting of stray cats to protect identified significant conservation, commercial and community assets.*

#### Strategic directions

- a) Hold community education sessions for responsible cat management including the benefits of containment (and dispel the 'right to roam' ethos). (now)
- b) Promote cost effective containment options including through potential partnerships with not-for-profit community organisations (e.g. men's sheds/welfare training providers etc.). (now)
- c) Promote containment to ensure animal welfare, reduce nuisance complaints and minimise impacts on native wildlife and explore the potential need for compulsory containment in the long-term. (now)
- d) Explore options to fund and administer a region-wide cat trap loan scheme for use by property owners dealing with nuisance cats. Include advice on their safe and appropriate use to meet animal welfare and other obligations (including potentially at the point of sale, hire or loan). (now)
- e) Advocate for a consistent state-wide approach to reduce the population of stray cats. (now)
- f) Identify options for mediation and conflict resolution services where required to resolve serious neighbourhood disputes. (now)
- g) Develop targeted education and behaviour change programs to significantly reduce deliberate and unintended feeding of stray cats. (now)
- h) Explore options to establish community-based cat management areas where there are ongoing significant issues associated with stray and nuisance cats. (now and next)

#### Success indicators

- Number and location of complaints about nuisance and stray cats.
- Use of loan cat traps and number of cats caught.
- Reported instances of stray cat feeding.

## 7.5 Feral cats

### Background

Feral cats can have a significant impact on native wildlife and livestock through predation, competition and disease transmission. The amendments to the *Cat Management Act 2009* will permit:

- a person to trap, seize or detain a cat on their land regardless of the proximity to other residences, provided the cat is returned to the owner if possible, or taken to a cat management facility;
- cat management action (includes trap, seize, detain, humanely destroy) that may be undertaken by primary producers.

A person will retain the right to humanely destroy a cat on their land if the cat is found more than 1km from the nearest residence. Cat prohibited areas and cat management areas will continue to allow for cat management action (trap, seize, detain, humanely destroy) to be undertaken regardless of proximity to the nearest residence.

While primarily concerned with the management of domestic and stray cats, this strategy recognises that feral cat management (e.g. on national parks) can be mutually beneficial in terms of reducing impacts on significant conservation, commercial and community assets within nearby council-controlled areas. Feral cats are found throughout the state however and continuous management effort is required to protect specific assets. Under the *Biosecurity Act 2019*, feral cats are managed as a biosecurity risk or impact and industry, landowners, community or government can develop an approved biosecurity program for their control.

This strategy recognises that a long-term, collaborative and integrated approach to cat management across the landscape is best practice and provides flexibility for individual organisations to voluntarily engage in feral cat management programs where it aligns with their organisational priorities.

### Desired outcome

*To ensure best practice techniques to manage feral cats are developed and implemented to support integrated cat management across all land tenures in the northern region.*

### Strategic directions

- a) Participate in consultation regarding state-wide (feral) cat management initiatives and, subject to available resources, participate in feral cat management where it aligns with local community priorities and integrates with complementary initiatives. (now)
- b) Consider adopting the *Model Code of Practice for the Humane Control of Feral Cats* including related standard operating procedures (Sharp and Saunders, 2012). (now and next)
- c) Participate in developing and implementing the *Welfare Standard for Cats* which includes best practice for trapping and euthanasia of stray and feral cats. (now and next)
- d) Ensure that cat control programs are coordinated strategically across different land-tenures, are integrated with local control programs of other species, complement relevant local cat management activities and are formalised under the *Biosecurity Act* where appropriate and necessary. (now and next)
- e) Support programs to educate the community about what a real feral cat is (i.e. on the far end of the wild and uncontrolled spectrum). (now)

### Success indicators

- The number of feral cat management projects supported or undertaken with collaborating partners and application of best management practices.



## 7.6 Cat breeding and hoarding (permitting and animal welfare)

### Background

The breeding of cats by unregistered breeders is an offence under the *Cat Management Act 2009*. The amendments to the Act will require a person who wishes to breed a cat to either be a member of a cat organisation or hold a permit to breed a cat. As with the *Dog Control Act 2000*, there will be a limit of four cats allowed to be kept on a property without a permit (exclusions will apply to members of a cat organisation; holders of a cat breeding permit; vet practices; cat boarding facilities; and approved cat foster carers).

Without professional management, keeping an excessive number of cats on a single property can compromise cat welfare and cause community conflict. Unless they are siblings from the same litter, keeping multiple cats can impact on their wellbeing and from a welfare perspective best practice is for households to keep only a single cat.

Cat hoarding is where individuals keep a very large number of cats as pets without the ability to properly house or care for them, while at the same time denying this inability and inadvertently compromising their welfare. Extreme situations of cat hoarding require careful management to ensure the welfare of both the cats and people involved.

This strategy recognises that achieving animal welfare objectives and responsible cat ownership is fundamental to uphold the right for cat ownership in Tasmania.

### Desired outcome

*For all cat breeding in the region to be only undertaken by registered or permitted breeders and animal welfare standards maintained including by discouraging the keeping of multiple cats and preventing cat hoarding.*

### Strategic directions

- a) Promote measures to ensure cat breeding is only by registered cat breeders and thereby stopping 'backyard breeding of cats'. (now)
- b) Develop and maintain shared publicly available listing of all registered cat breeders in the region. (now)
- c) Encourage community members to report suspected unauthorised cat breeding to ensure compliance with the *Cat Management Act 2009*. (now and next)
- d) Liaise with animal welfare organisations on suspected animal cruelty cases. (now)
- e) Provide information to the community on new legislative requirements regarding cat management including links to new legislation fact sheets and related resources. (now)
- f) Work towards developing Tasmanian cat breeding standards (Code of Practice or Welfare Standards for domestic pet ownership). (now)
- g) Explore options to develop a preventative and integrated response strategy for cat hoarding. (next and later)

### Success indicators

- Number of registered and reported unregistered cat breeding cases.
- Number of reported instances of cat hoarding resolved successfully and outstanding cases.

## 7.7 Professional cat management capacity

### Background

Responsibility for cat management in the northern region is shared across many organisations and is often undertaken as part of a broader range of responsibilities. Currently, resources for cat management in each individual organisation and local government area are very limited and a collaborative approach that makes best use of existing resources and expertise is considered essential.

Qualified and competent staff with the knowledge and tools to do a professional job will need to be developed incrementally over time to deliver the high standards of service expected by the communities of northern Tasmania.

#### Desired outcome

*To have improved professional cat management capacity that is shared across all collaborating cat management partners in the northern region.*

#### Strategic directions

- a) Focus on strengthening a collaborative approach across all organisations involved in cat management in the northern region to harness available resources and expertise. This could include exploring the option of introducing ‘cat rangers’ (or similar) that work across multiple municipalities. (next)
- b) Support development of a Welfare Standard or Code of Practice for responsible cat management to ensure consistent high professional standards are applied across the northern region. (now)
- c) Develop and deliver annual training to support implementation of the *Cat Management Act 2009* including for animal management officers regarding common law nuisance and humane cat control methods. (now)

#### Success indicators

- Number of “Rangers” appointed.
- Number of training sessions conducted.

### 7.8 Shared regional cat management facilities and resources

#### Background

Cat management facilities can be established to receive stray, lost and surrendered cats. Cats in their care will be scanned for microchips to establish ownership. Under the *Cat Management Act 2009* the facility is required to hold microchipped cats for five days to provide cat owners with time to look for lost pets. After this time the cat management facility may rehome, sell or euthanise the animal.

Cat management facilities are expensive to operate and not every community has access to a nearby facility. Experience elsewhere has shown that a shared facility serving multiple communities and operated by a suitable not-for-profit organisation with support from a network of voluntary temporary carers can be a viable approach. This approach could include a network of participating veterinarians, community-based organisations and councils working with volunteer carers and transporters to enable rural and remote communities to access shared regional facilities and cat management facilities. Potential collaborative cost sharing arrangements across the region are expected to make such an approach sustainable.

Many veterinarian practices receive healthy stray cats from the community which they temporarily house and attempt to find the owners. The preferred practice is for these animals to be presented directly to a cat management facility as soon as practicable.

The amendments to the Act allow cat management facilities to nominate a person, business or organisation to hold and care for cats on their behalf.

#### Desired outcome

*To progressively develop a network of partners to enable rural and remote communities’ access to shared regional resources including cat management facilities to service the northern region.*

#### Strategic directions

- a) Work with cat management facilities to identify potential partners, locations, and arrangements for local cat management services across the region (this includes undertaking a cost benefit analysis and developing a business case for alternative delivery models). (now)
- b) Consider maintaining temporary holding facilities as a short-term alternative to impoundment. (now)
- c) Progressively establish a network of temporary holding facilities, voluntary cat foster carers and transporters to support efficient operation of the shared cat management facility. (next)
- d) Promote the use of cat management facilities through existing communication channels. (now)
- e) Develop and promote consistent cat receiving guidelines for veterinarian practices. (now)
- f) Ensure that all cats are de-sexed and microchipped prior to being released from a cat management facility. (now)
- g) Contribute where required to developing and implementing a state-wide Code of Practice for cat management facilities. (now)

#### Success indicators

- Access to cat management facilities, cost of operation, number of cats received and outcome trends.
- Code of Practice for cat management facilities.
- Business case and feasibility study completed.

### 7.9 Voluntary compliance

#### Background

The *Cat Management Act 2009* and *Cat Management Plan* identify a range of obligations for responsible cat ownership and provide the option for councils to establish additional powers where necessary to support greater compliance with community expectations. Voluntary compliance, where individual cat owners do the right thing and voluntarily meet their legal and moral obligations to care for and contain their cats, is by far the most practical and preferred approach. Stronger enforcement action (e.g. fines and prosecution) is only appropriate where there have been serious breaches of the rules (for example, deliberate, repeated failure to appropriately care for animals).

A long-term education campaign will be required to change the culture and lift the understanding and knowledge of the community of the new state-wide legislative requirements applying to cats. This approach acknowledges that some confusion continues to exist in the community, including about the difference between dog and cat management requirements.

#### Desired outcome

*For all cat owners and community members to voluntarily comply with their legal and moral rights and obligations for responsible cat ownership and management.*

#### Strategic directions

- a) Continue to focus on education and preventative measures to help the majority of people do the right thing most of the time to reduce the likelihood of cat related conflict and issues. (now)
- b) Use clear consistent communications across multiple channels to promote cat ownership rights and responsibilities and encourage responsible cat management by all parties and high levels of voluntary compliance with community expectations. This includes using communication networks with cat interests and local and state government communication networks. (now and next)
- c) Continue to liaise with DPIPW around compliance roles and responsibilities across all organisations involved in cat management in the northern region. (now and next)
- d) Monitor rates of voluntary compliance and consider the cost benefit analysis of implementing stronger compliance mechanisms at the regional level to address identified significant issues. (now and next)



- e) Subject to available resources, undertake proactive compliance efforts where a risk assessment has highlighted priority threats to significant conservation community and commercial assets. (next)

#### Success indicators

- Reported rates of non-compliance and likely reasons.
- Knowledge of cat management legislation in community improved and supported.

### 7.10 Improved knowledge to better inform cat management

#### Background

Improved knowledge about the number, distribution and behaviour of cats is essential to designing effective programs to manage and minimise their impact on highly valued conservation, community and commercial assets in the region and generally achieve responsible cat ownership and management. Existing research about cats and cat ownership in Tasmania is limited and cannot be applied to all environments and different communities (including cat owner attitudes, behaviours and barriers to behaviour change). Filling these gaps in knowledge will be a continuing challenge to ensure that available resources are directed towards the highest priorities using the most cost-effective management actions. Consistent approaches to collecting basic information across all parts of the region will be an important first step to better understand the scale of existing problems and to identify practical long-term solutions.

#### Desired outcome

*To have cat management in the region guided by best available science and regionally relevant data to support evidence-based decision making.*

#### Strategic directions

- a) Work towards standard data collection and reporting systems so that all organisations involved in cat management in the northern region have shared access to basic information (e.g. community complaints to councils, surrendered cats, microchipping rates etc.). (now)
- b) Identify priority knowledge gaps and pragmatic options to fill these gaps with qualitative and quantitative research and monitoring (e.g. facilitating university projects). (now)
- c) Where possible use monitoring strategies before, during and after any targeted cat management activity to measure impact and effectiveness. (now and next)
- d) Participate in state-wide and national programs to keep abreast of developments and continually improve evidence-based decision making for cat management. (now and next)
- e) Participate in citizen science projects for data collection related to cat home ranges and impacts in urban environments and related projects. (next)
- f) Promote the voluntary use of reporting portals such as *FeralCatScan* for monitoring feral and stray cats by the community. (now)

#### Success indicators

- Number of cat management organisations using consistent data collection processes and reporting mechanisms in northern region.
- Adequacy of information for evidence-based decision making.

## 8. Additional resources

For more information on responsible cat ownership and management refer to [tassiecat.com](http://tassiecat.com) and [dipwe.tas.gov.au/invasive-species](http://dipwe.tas.gov.au/invasive-species)

Commonwealth of Australia (2015) *Threat abatement plan for predation by feral cats*. Department of the Environment, Canberra

DPIPWE (2017) *Tasmanian Cat Management Plan 2017-2022*. Biosecurity Tasmania. Department of Primary Industries, Parks, Water and Environment.

Sharp, T., & Saunders, G. (2012) *Model code of practice for the humane control of feral cats*. Invasive Animals Corporative Research Centre.



## Draft Northern Regional Cat Management Strategy: Summary of Development

Prepared by Shane Westley, Regional Cat Management Coordinator, NRM North, Feb 2020.

Updated November 2020.

- In April 2019, there was a request to NRM North from several northern councils, via the General Managers' forum, to undertake a facilitated process with council representatives to improve domestic and stray cat management in the Northern region.
- Consequently, a subcommittee of the the Northern Regional Cat Management Working Group (CMWG) was established to develop a *Northern Regional Cat Management Strategy* (the strategy).
- This activity is consistent with the *State Cat Management Plan 2017-22*, which supports regional plans and strategies to address domestic, stray and feral cat management.
- The strategy is intended as a guidance document for key partners and stakeholders, such as Cat Management Facilities, RSPCA, the Australian Veterinary Association, the Tasmanian Parks & Wildlife Service, State Government and NRM North.
- The strategy guides future cat management activities by identifying and prioritising suitable actions and providing a framework for collaboration between councils and key stakeholders.
- Public consultation on the strategy was considered, however, due to the timeframe and available resources, the decision was to produce a strategy with input from councils, key partners and industry stakeholders, and consider community consultation if appropriate for initiatives which may flow on from implementation of the strategy.
- A consultant (TerraForm Design) was engaged by NRM North to facilitate the strategy development process.
- The strategy working group is a sub-committee of the CMWG, consisting of council representatives and key stakeholder representatives who participated in three facilitated workshops and reviewed draft documents out of session.
- Throughout the process, regular updates were provided to stakeholders, and a wireframe document and final draft of the strategy were circulated to the strategy working group and Council General Managers on 2 September and 17 December 2019 respectively.
- The strategy is not intended to bind stakeholders to being responsible for the activities identified, rather it is an aspirational document that provides direction for future cat management activities. It requires collaboration to implement, while retaining flexibility to enable stakeholders to engage as appropriate and where resources permit.
- The strategy document has six sections and two appendices, with a focus on ten cat management issues for northern Tasmania and the associated strategic directions which will guide implementation activities. Table 1 shows the ten issues and the desired outcomes as reflected in the draft strategy. For each of the ten issues, detailed actions are also included in the strategy.
- The strategy also refers to the development of annual implementation plans which will guide activities and assist in determining roles and resources required to implement activities over the subsequent 12 months.

- At the General Managers' meeting on 24 January 2020, it was resolved that individual participating councils would workshop the draft strategy prior to endorsement, final design and publication.
- During March and April, NRM North staff provided presentations to two Councils on the draft strategy. Unfortunately, presentations to other participating councils were cancelled or postponed due to COVID-19 restrictions. Several councils have since indicated their willingness to endorse the strategy, while others are yet to consider the draft fully, due to other imperatives ensuring from the COVID-19 crisis.

Table 1: The ten cat management issues and corresponding desired outcomes as identified in the draft *Northern Regional Cat Management Strategy*

Cat management issue	Desired outcome of Northern Regional Cat Management Strategy implementation
1. De-sexing and microchipping	For all domestic cats to be de-sexed and identified by microchip from four months of age, and owners to keep their contact details on microchip registries up to date.
2. Responsible cat ownership	For all cat owners to understand and enthusiastically practice responsible cat ownership.
3. Protecting significant conservation, commercial and community assets	To have significant conservation, commercial and community assets identified (mapped) with appropriate strategies identified to mitigate cat related risks at priority sites
4. Nuisance and stray cats	To reduce the impact of nuisance cats by encouraging owners to contain their cats to their property, preventing the feeding of stray cats, educating the community against dumping unwanted cats, and encouraging reporting of stray cats to protect identified significant conservation, commercial and community assets.
5. Feral cats	To ensure best practice techniques to manage feral cats are developed and implemented to support integrated cat management across all land tenures in northern region.
6. Cat breeding and hoarding (permitting and animal welfare)	For all cat breeding in the region to be only undertaken by registered or permitted breeders and animal welfare standards maintained including by discouraging the keeping of multiple cats and preventing cat hoarding.
7. Professional cat management capacity	To have improved professional cat management capacity that is shared across all collaborating cat management partners in northern region.
8. Shared regional cat management facilities and resources	To progressively develop a network of partners to enable rural and remote communities' access to shared regional resources including cat management facilities to service the northern region.
9. Voluntary compliance	For all cat owners and community members to voluntarily comply with their legal and moral rights and obligations for responsible cat ownership and management.
10. Improved knowledge to better inform cat management	To have cat management in the region guided by best available science and regionally relevant data to support evidence-based decision making.

**Attachment 1:** Timeline of development of Draft Northern Regional Cat Management Strategy



### 02/21.15.3 December 2020 NRM Committee Meeting Minutes

ACTION	DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\002\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Minutes - NRM Special Committee Meeting - 16 Dec 2020

#### OFFICER'S RECOMMENDATION:

That Council receive the Minutes of NRM Committee Meetings of 16 December 2020, acknowledging any advice and considering recommendations from the Committee for further Council attention.

#### INTRODUCTION:

The Break O'Day NRM Special Committee met on 16 December 2020 at the St Helens Marine Rescue building on St Helens Wharf.

#### PREVIOUS COUNCIL CONSIDERATION:

**12/20.15.2.239** Moved: Clr K Wright / Seconded: Clr L Whittaker

*That Council receives the Minutes of NRM Committee Meeting of 4 August 2020, acknowledging from the Committee for future Council attention: advice regarding biodiversity assessments in its planning approvals process, and a recommendation regarding facilitating capacity to treat small marine oil spills at St Helens.*

#### **CARRIED UNANIMOUSLY**

Council discussed the draft Minutes at its February 2021 Workshop.

#### OFFICER'S REPORT:

Draft Minutes from the NRM Committee's December 2020 Meeting are attached for Councils attention and to be formally received at a Council Meeting.

The Minutes include one recommendation from the Committee to Council in relation to cat management.

- Recommendation: Council establish a system of cat registration in Break O'Day to enable engagement of cat owners in 'responsible cat management' and management of cat populations in Break O'Day.

Council is also considering at this Meeting the draft *Northern Regional Cat Management Strategy* for endorsement. The strategy provides a regional focus for coordinating priorities and actions on cat management. It would be appropriate to address the NRM Committee recommendation for cat registration in Break O'Day in that forum, integrating it with other cat management priorities for Break O'Day and the region.

The table below lists outstanding NRM Committee actions or advice to Council following the meeting, to be noted and/or considered for further attention by Council.

	Item	Status
16 Nov. 2017		
6.1.2	That Council take a motion to LGAT that all Councils join together to fund and establish a process that provides education on managing our beaches. This would include reference to dog management, protection of shorebirds and wildlife and the safe use of our beaches by people in Tasmania. This may include lobbying the State Government for funding.	To Action. Pending current development with PWS of cooperative implementation of dog policy.
25 February 2020		
6.1.3	That Council consider the information it has available to it, taking into consideration the implications for economic, social and environmental values, to determine its position on possible changes to FPPF land in Break O'Day.	To Action
4 August 2020		
5.1.1	Draft guidelines and application form for a youth focussed 'Velvet Worm NRM Action Awards' program for 2020/21 for NRM Committee review to consider for recommendation to Council.	To Action
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	To Action
16 December 2020		
4.1.1	Draft guidelines and application form for a youth focussed 'Velvet Worm NRM Action Awards' program for 2020/21 to NRM Committee members to review ahead of referral to Council. Released at start of school year.	To Action
6.3.1	Council establish a system of cat registration in Break O'Day to enable engagement of cat owners in 'responsible cat management' and management of cat populations in Break O'Day.	To Action



## **STRATEGIC PLAN & ANNUAL PLAN:**

Strategic Plan 2017 – 2027

Environment

*Goal*

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.
- Increase the community's awareness of the natural environment; the pressures it faces; and actions we can take to sustain it and what it provides.
- 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.

## **LEGISLATION & POLICIES:**

Local Government Act 1993 – Section 24 Special Committees

Local Government (Meeting Procedures) Regulations 2015

## **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

Nil.

## **VOTING REQUIREMENTS:**

Simple Majority.



## Minutes

### NRM SPECIAL COMMITTEE MEETING

**Wednesday 16 December 2020**  
**12:30 – 3:00pm**

ST HELENS MARINE RESCUE ASSN.  
Meeting room, St Helens Wharf, from 12 noon

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## 1 Attendance

Present: Councillor Janet Drummond (Break O'Day Council - Chair); Cllr Lesa Whittaker (Break O'Day Council); Lionel Poole (Parks and Wildlife Service); Howard Jones (Community Representative); Todd Dudley (NE Bioregional Network); Tim Rhodes (Agriculture Industry); Craig Lockwood (Marine Aquaculture)

Apologies: Cllr Lesa Whittaker (Break O'Day Council);  
Meeting note taking: Polly Buchhorn, NRM Facilitator.

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## 2 Confirmation Minutes of Meeting

### 2.1 Minutes of Meeting

Howard Jones pointed out that at Item 3.1 'Waterbug Bioblitz' should read 'Waterbug Blitz'.

- 2.1.1 Motion: That the minutes of meeting held on Tuesday 4 August 2020 be amended to correct spelling of 'Waterbug Blitz' (Item 3.1) and be confirmed.

Moved: H. Jones

Seconded: T. Dudley

Carried

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## 3 Declaration of interest of a member or close associate

Nil to declare.

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## 4 Business arising from the previous meeting

### 4.1 'Velvet Worm NRM Action Awards' program for 2020/21 - NRM recognition

The NRM Facilitator reported on drafting guidelines and application form for 'Velvet Worm NRM Action Awards' small grants, to recognize achievements for NRM in Break O'Day with a focus on youth activities.

Guidelines are based on the previous Velvet Worm Awards. A budget of \$1500-2000 is available this year for this small grants recognition program. A key focus is activities involving young people in Break O'Day. The current *Environment and NRM Strategy* provides a broad agenda of priorities for activities to be addressing. Other criteria for

the awards would be the public benefit provided for the Break O'Day community and the capacity and motivation the applicant/s bring for the activity.

Committee members discussed the NRM recognition program, particularly timing and promotion. February was considered too early for the youth focus as schools would have not been back long enough to detail activities and prepare applications. Promotion and inviting applications should be timed for start of the school year. Suggestions for promotion included clubs and associations (schools and community) and direct contact with School Associations; plus usual media channels.

- 4.1.1 Action: NRM Facilitator to provide draft guidelines and application form for a youth focussed 'Velvet Worm NRM Action Awards' program for 2020/21 to NRM Committee members to review ahead of referral to Council.

#### **4.2 Monitoring of Environment and NRM - Waterbug Blitz**

Howard Jones reported that Anglers Alliance were working with Waterbug Blitz in Tasmania to organise training opportunities.

#### **4.3 Sunken boats not being removed from Georges Bay**

Howard Jones reported that TAR Fish had written to Minister Barnett on this issue. The Government responded with commitment to work with stakeholders to find solutions. One option being considered is third party insurance or an alternative funding-pool to cover the removal of sunk vessels. However, the legal situation made things quite complicated.

Craig Lockwood raised the related risk of sewage pollution in the Bay and the idle boat sewage pump-out facility on the wharf.

The NRM Facilitator confirmed that the planned action to advocate and promote use of the wharf pump out station remains outstanding.

This boat sewage action was discussed further by members, including suggestions for a demonstration vessel and questions around enforcement of state health directions prohibiting discharges into the Bay from boats.

#### **4.4 Shorebird protection project**

Todd Dudley reported a brochure was recently printed and copies delivered to residents in Scamander and Beaumaris as part of this community led project to trial increased education and enforcement activity over the bird-breeding season. PWS, NE Bioregional Network, BirdLife Tasmania, Council and NRM North are supporting the trial.

## 5 Outstanding Committee items

A number of past NRM Committee items and decisions remain to be finalised. The status of outstanding items is reported below to track their progress and close completed items.

	Item	Status
16 Nov. 2017		
6.1.2	That Council take a motion to LGAT that all Councils join together to fund and establish a process that provides education on managing our beaches. This would include reference to dog management, protection of shorebirds and wildlife and the safe use of our beaches by people in Tasmania. This may include lobbying the State Government for funding.	On going. Council is writing to PWS asking for formal arrangements for cooperative implementation of dog management and policy.
25 February 2020		
6.1.3	That Council consider the information it has available to it, taking into consideration the implications for economic, social and environmental values, to determine its position on possible changes to FPPF land in Break O'Day.	To Action
4 August 2020		
5.1.1	Draft guidelines and application form for a youth focussed 'Velvet Worm NRM Action Awards' program for 2020/21 for NRM Committee review to consider for recommendation to Council.	To Action
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	To Action
7.2.1	The NRM Committee believes Council should apply the Guidelines for Natural Values Assessments (DPIPWE 2009) as a standard for biodiversity assessments in its planning approvals process.	Complete
7.5.1	That Council implement a previous priority of Council to establish emergency response capacity for marine oil spills at St Helens port, with an action plan and adequate resourcing to avoid oil spill pollution on Georges Bay.	Complete

5.1.1 Recommendation: The Committee receives the report on Outstanding Committee items and updates to their status.

Moved: L. Whittaker

Seconded: L. Poole

Carried



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## 6 Issues

### 6.1 Land use planning authority

Todd Dudley mentioned Burnie City Council had proposed that local government bodies should not be 'Planning Authorities' making decisions to implement the state land use planning and development legislation. Burnie City Council were to consider referring the idea to the Local Government Association of Tasmania for consideration by that state representative body.

Craig Lockwood responded passionately in support of ending the authority of Councils over planning approval. Some argument followed between the members.

Janet Drummond pointed out that there would be some system and procedure in the state for land use planning and development approvals, with the responsibility to assess and determine planning schemes and development approvals lying with someone.

Craig Lockwood indicated that it was from recent experience with a development proposal of his own that he felt planning authority exercised by Councils was not functioning well or fairly. Todd Dudley commented he only sought to bring the Burnie City Council proposal to the Committee's attention.

### 6.2 Dog Management

This item was sought at the previous meeting to be included as a standing item for the Committee to follow.

Janet Drummond noted the recent extension of the St Helens Dog Park but suggested it needed to be improved and developed further as a facility for dog exercise.

Howard Jones commented on seeing many people not complying with dog zone requirements for leads and prohibition. Janet Drummond added she had seen on a Tasmanian camping Facebook site a post encouraging beach access off-lead at Swimcart Beach (with a photo). There continues to be a need for better communication of information and awareness.

### 6.3 Cat Management

The NRM Facilitator reviewed the report on the Tasmanian Cat Management Project (Plan, amendment of legislation, government funding). Regional implementation in the north will be through a strategy developed by a Cat Management Working Group that includes representatives of the Councils and animal welfare and shelter groups and DPIPW.

The strategy addresses ten primary issues for cat management in northern Tasmania. The priorities are with improving 'responsible cat management' for pet and stray/roaming cats, rather than trying to deal with the feral cat population in the wild.

- De-sexing and microchipping
- Responsible cat ownership
- Protecting significant conservation, commercial and community assets
- Nuisance and stray cats
- Feral cats
- Cat breeding and hoarding (permitting and animal welfare)
- Professional cat management capacity
- Shared regional cat management facilities and resources
- Voluntary compliance
- Improved knowledge to better inform cat management

Janet Drummond suggested pet cats should be registered, asking why not? Its provided a means to be communicating with owners and discriminate between owned cats and those that are not. Members discussed cat registration.

6.3.1 Recommendation: Council establish a system of cat registration in Break O'Day to enable engagement of cat owners in 'responsible cat management' and management of cat populations in Break O'Day.

Moved: J. Drummond

Seconded: H. Jones

Carried

#### **6.4 Review and priorities for NRM Action Plan for 2021-2022**

The Committee considered timing of its review of priorities and advice to Council for the 2021/22 financial year plans.

Members agreed earlier, mid-February, was desirable and to bare it in mind when setting future meeting dates.

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### **7 NRM staff update**

The NRM Facilitator reported on current NRM activity. The new Impact Assessment project with a flood mitigation grant was outlined. Other major areas of activity include the continuing flood management projects at St Marys, reviewing council's recreational water quality monitoring program and undertaking sampling of waterways, dog management and weed management including the drought weeds project.

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## 8 Committee Members update and other business

### 8.1 Environmental weed *Kunzea ericoides*

Todd Dudley raised an urgent need to treat a growing threat from the invasive garden escape *Kunzea ericoides* ['burgan']. He was concerned for a number of locations, many Council roads, where its prolific seeding and difficult control made it a significant threat to coastal bushlands.

St Helens aerodrome and Jeanneret Beach/Gardens Roads area were biggest infestations but it was present at other sites from Ansons Bay Road to Beaumaris. The NRM Facilitator reported the aerodrome site was getting ongoing treatment and spraying of the Jeanneret Beach/Gardens Roads site was being planned.

### 8.2 Council Weed officer

Todd Dudley asked about how he and North East Bioregional Network can work with Council's weed officer. He explained his groups does a lot of weed work, for example 1000s of Cape weed from Kings Park, but was not allowed to meet with Council's officer on site. He would like to know how coordination could be discussed.

The NRM Facilitator explained Council's officer managing weeds on council properties was also undertaking parks and gardens work, both two days a week and operational roles. Discussion and coordination of weed priorities would occur at different level and he would look into how that could happen.

### 8.3 North East Bioregional Network

Recent activity and news includes

- Boneseed control
- 15,000 sea spurge removed from Blanche Beach with funding from MAST,
- Skyline Teir restoration project to continue with funding obtained, to also provide health benefits from work for the participants
- Supporting new businesses to create conservation outcomes for them

### 8.4 PWS

Preparing for busy summer season

- Short staffed – recruiting, but expect to be short of capacity over summer
- Making trees in campgrounds safe and clearing fire trails
- East Coast camping project has progressed with fencing, but two new toilets held up, five more toilets to come

**8.5 Agriculture - Tim Rhodes**

Tim commented on the season being the best ever for crops and grazing livestock aren't eating all the pasture growth. Weeds such as thistles are also growing strongly though, and he is concerned about fire fuel levels when/if the growth dries off.

Tim also [earlier in the meeting] had a biosecurity concern to raise. He was aware of an animal disease case where the importing of a bull from interstate that turned out to be diseased, led to the infection of a herd of cows with the disease. He was concerned that it could happen with the biosecurity system in Tasmania and this was discussed briefly.

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**4 Next meeting dates**

The Committee chose the following meeting dates for 2021.

- Tuesday 23 February
- Tuesday 4 May
- Tuesday 27 July
- Tuesday 26 October

Meetings start at 12:30pm with a light lunch, with business starting 1pm, or sooner with agreement of those attending. The preferred venue is the Child and Family Centre at St Helens.

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	002\012\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

**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
07/19.16.2.182	15 July 2019	In accordance with section 156 of the <i>Local Government Act 1993</i> , Council resolves to make a by-law for the regulation of the Trail Networks.	Draft By-Law currently being prepared.

**COMPLETED REPORTS:**

Motion Number	Meeting Date	Council Decision	Comments
12/20.16.4.243	21 December 2020	That Council endorse the Memorandum of Understanding with East Coast Tasmania Tourism for the period 1 July 2020 to 30 June 2023.	Completed and provided to ECTT.



**Meeting and Events attended:**

21.01.2021	<b>Launceston</b>	– George Town Council, meeting involving the Mayor and myself with Mayor and General Manager of George Town Council and Louise Foulkes to discuss the potential for a multi-day MTB event across the north-east of the State involving the 3 MTB networks. Ideas are going to be identified for future discussion.
22.01.2021	<b>St Helens Via web</b>	– Tasmanian Audit Office, meeting with Auditor General and Manager of Performance Audits to discuss issues and concerns relating to our experience with the recent process and comments in relation to forthcoming Audits. A reasonably positive discussion with a further discussion to occur in relation to clarification on specific items in the Procurement Audit.
25.01.2021	<b>Swansea</b>	– East Coast Tourism Tasmania, meeting involving the GSBC General Manager and the Chairperson & CEO of ECTT to discuss a range of matters including Building Better Regions Fund Grant opportunities; Covid Recovery Grant funding from the Federal Government focussed on recovery in the regions; Memorandum of Understanding; and general operational matters.
26.01.2021	<b>St Helens</b>	– Australia Day Awards Event
27.01.2021	<b>St Helens</b>	– Council's Annual General Meeting (AGM)
01.02.2021	<b>St Helens</b>	– Council Workshop
03.02.2021	<b>St Helens</b>	– Poss'm Magic Child Care Centre, meeting with President and Coordinator to discuss current situation with them being at full capacity and their ideas regarding expansion of the service. Council officers will assist where possible.
04.02.2021	<b>Launceston</b>	– TasWater Owner Representatives Quarterly Briefing

**Meetings & Events Not Yet Attended:**

09.02.2021	<b>Launceston</b>	– Launceston Chamber of Commerce Business Excellence Awards – Finalist Interviews
09.02.2021	<b>St Helens</b>	– Wellbeing Project
10.02.2021	<b>St Helens</b>	– BODEC Meeting & Planning Session
15.02.2021	<b>St Helens</b>	– Council Meeting

General – The General Manager held regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with members of the community included Kristen Double & Dhrev (Bayside Inn), Tani Gard (YCNET), Jan Blades, Ron Anderson.

## **Brief Updates:**

### **TasWater Dividends**

The TasWater Chairperson has just reported that their six-monthly results to 31 December 2020 are materially better than they had forecast. As a result the Board considered the situation regarding a Dividend payment and given the improved performance have approved an interim payment of \$5.0M which will be paid to Owner Councils on 15 February 2021. The Board have also considered the potential for a further Dividend payment this financial year and will further consider the matter at their June 2021 Board meeting. The payment of \$5.0M represents 25% of what is normally paid. If a further \$5.0M is paid in June 2021 then the amount received will be in line with the amount identified in Council's 2020-2021 Budget estimates.

### **Actions Approved under Delegation:**

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
Gardens Road, The Gardens	Affixing Common Seal	Amend Sealed Plan	Number 12 – Miscellaneous Powers and Functions to the General Manager
Skyline Drive, Beaumaris	Affixing Common Seal	Final Plan of Survey	Number 12 – Miscellaneous Powers and Functions to the General Manager

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

11.01.2021	337 Certificate	North Ansons Road, Gladstone	7384430
11.01.2021	337 Certificate	19 Legge Street, Fingal	6411548
12.01.2021	337 Certificate	151 Main Road, Binalong Bay	6797225
12.01.2021	337 Certificate	17 Telemon Street, St Helens	6782218
12.01.2021	337 Certificate	5 Halcyon Grove, St Helens	9560797
12.01.2021	337 Certificate	5 Cherrywood Drive, Scamander	3212703
12.01.2021	337 Certificate	166 St Helens Point Road, Stieglitz	7391120
12.01.2021	337 Certificate	1 Lade Court, Beaumaris	6787887
12.01.2021	337 Certificate	Hills Road, St Marys	9985169
12.01.2021	337 Certificate	26 Talbot Street, Fingal	6412698
12.01.2021	337 Certificate	62 Richardson Road, St Marys	6405172
12.01.2021	337 Certificate	65 Scamander Avenue, Scamander	7155048
12.01.2021	337 Certificate	5 Cobrooga Drive, St Helens	6780378
12.01.2021	337 Certificate	22 Cameron Street, St Marys	6401753
12.01.2021	337 Certificate	Freshwater Street, Beaumaris	9280160
12.01.2021	337 Certificate	35A Falmouth Street, St Helens	2908418
13.01.2021	337 Certificate	3 Mill Court, St Helens	2988729
13.01.2021	337 Certificate	20 Mimosa Street, St Helens	6781688
13.01.2021	337 Certificate	66 Main Road, Binalong Bay	3370031
13.01.2021	337 Certificate	Mitchells Road, St Marys	1776097

19.01.2021	337 Certificate	31 Tully Street, St Helens	7731535
19.01.2021	337 Certificate	13 Sunshine Court, St Helens	7559819
20.01.2021	337 Certificate	40 Tully Street, St Helens	3185952
20.01.2021	337 Certificate	2 Georges Bay Esplanade, St Helens	6794219
20.01.2021	337 Certificate	15 Palm Court, St Helens	2597146
20.01.2021	337 Certificate	14-16 Gray Street, Fingal	6411089
21.01.2021	337 Certificate	5 Hilltop Drive, Binalong Bay	6796900
21.01.2021	337 Certificate	20116 Tasman Highway, Chain of Lagoons	7320939
27.01.2021	337 Certificate	11 Telemon Street, St Helens	6809310
27.01.2021	337 Certificate	211 Binalong Bay Road, St Helens	1788936
27.01.2021	337 Certificate	85 Cecilia Street, St Helens	6793582
28.01.2021	337 Certificate	34 Halcyon Grove, St Helens	6780626
29.01.2021	337 Certificate	138 Argonaut Road, St Helens	6791755
29.01.2021	337 Certificate	34 Scamander Avenue, Scamander	6783640
29.01.2021	337 Certificate	Riverview Road, Scamander	3374024

#### **Tenders and Contracts Awarded:**

<b>Tender Closing Date</b>	<b>Description of Tender</b>	<b>Awarded to</b>
4 November, 2020	Gardens Road – Sight Distance Works	Awarded to Civilscape Contracting Tasmania Pty Ltd

#### **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	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	014\001\022\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

**OFFICER'S RECOMMENDATION:**

That Council agree to change the date of the June Council Meeting to Monday 28 June 2021 commencing at 10.00am.

**INTRODUCTION:**

Due to the Australian Local Government Association (ALGA) General Assembly being held in Canberra from the 20 - 23 June 2021, Council is asked to consider that the June Council Meeting date be postponed to Monday 28 June 2021.

**PREVIOUS COUNCIL CONSIDERATION:**

Council Meeting dates for 2021 were endorsed at the October 2020 Council Meeting.

**OFFICER'S REPORT:**

The matter is listed for consideration as the General Manager and Mayor will be attending the Australian Local Government Association (ALGA) General Assembly.

**STRATEGIC PLAN & ANNUAL PLAN:**

Strategic Plan 2017 – 2027

*Goal*

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

**LEGISLATION & POLICIES:**

Local Government (Meeting Procedures) Regulations 2015 – Part 2, Division 1 - Dates must be established to enable appropriate notification of meeting dates as required under Legislation.

**BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

There are no budget implications to Council.

**VOTING REQUIREMENTS:**

Absolute Majority.

### 02/21.16.3 Northern Tasmania Development Corporation Ltd (NTDC) – Regional Collaboration Framework Endorsement

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	039\011\003\
ASSOCIATED REPORTS AND DOCUMENTS	Northern Tasmania Regional Collaboration Framework (draft)

#### OFFICER'S RECOMMENDATION:

That Council endorses the proposed Regional Collaboration Framework and participates in any formation of a regional position.

#### INTRODUCTION:

The collaboration framework aims for Northern Tasmanian stakeholders and civic leaders to work together and with one voice for the greater good of the region and to put forward projects and policy suggestions it sees as integral for its future.

The collaboration framework will provide the mechanism for Northern Tasmanian stakeholders and the community to bring ideas forward for debate and to provide an understanding of regional priorities ahead of crucial junctures such as State and Federal elections.

#### PREVIOUS COUNCIL CONSIDERATION:

The CEO of Northern Tasmania Development Corporation Ltd (NTDC) presented to Council at the 4 November 2020 Council Workshop.

#### OFFICER'S REPORT:

The concept of a Regional Collaboration Framework began to be discussed after the 2018 State Election and started to solidify after the 2019 Federal Election. It was based on feedback from political parties that what Northern Tasmania wanted as a region was unclear; that different voices, stakeholders and interest groups were arguing for different projects and policies without a unified voice, making it hard for political parties to pick winners.

The RCF concept came from the Launceston Chamber of Commerce and was worked into a draft form by Regional Development Australia - Tasmania before being passed to Northern Tasmania Development Corporation to pursue. A working group of representatives from local government Mayors and management, Northern Tasmania Development Corporation, Regional Development Australia - Tasmania, Launceston Chamber of Commerce and the not-for-profit sector have been developing the collaboration framework for the past few months.

It is at the stage where the working group feels it is ready to be shared with political and community leaders before it seeks to socialise it further with Northern Tasmanian stakeholders and the broader community.



The CEO of NTDC has provided the following as the case for a Regional Collaboration Framework:

*Councils and other stakeholders have known for a long time that economic development is only achievable through alliance and collaboration. At its heart, the collaboration framework aims for Northern Tasmanian stakeholders and civic leaders to work together and with one voice for the greater good of the region and put forward projects and policy suggestions it sees as integral for its future.*

*Northern Tasmania has a cohesive civic leadership, but we need to leverage that goodwill and good leadership into long-term, sustainable economic development energy. This alignment is only achievable through organised collaboration.*

*The collaboration framework will provide the mechanism for Northern Tasmanian stakeholders and the community to bring ideas forward for debate and to provide an understanding of regional priorities ahead of crucial junctures such as state and federal elections.*

*A regional collaboration framework will formalise and organize a process that in the past has been informal and ad hoc. A Regional Collaboration Framework will provide the mechanism for Northern Tasmanian stakeholders to bring ideas forward for debate and decide on regional priorities ahead of crucial junctures.*

*The window of opportunity is wide open before us with both a Federal and State election due in 2022.*

- *State election about March 2022 (Can go anytime or as late as May)*
- *Federal election about May 2022 (Can go anytime or as late as September)*
- *Senator from each party up - Wendy Askew (Lib) Peter Whish-Wilson (Green), Helen Polley (ALP), Eric Abetz (Lib), Anne Urquhart (ALP) and Jonothan Duniam (Lib)*
- *3 of those 6 in the current government in Eric Abetz, Wendy Askew and Jonothan Duniam*
- *Three out of 6 senators from our region in Wendy Askew, Peter Whish-Wilson and Helen Polley*
- *Upper House elections in Rosevears in 2020, Windermere in 2021, McIntyre in 2022 and Launceston in 2023.*

*That is an immense opportunity and make no mistake, both levels of government are already well into their planning and asking interest groups what the region needs and wants.*

*The deep and wide-ranging impacts of COVID-19 have given accelerated impetus to a Regional Collaboration Framework - if we cannot come together now, in the midst of the biggest economic disaster of our time, when will we ever?*

*If the Regional Collaboration Framework succeeds, and it must, it will be both a roadmap and beacon for our future prosperity.*

### **Proposed timeline**

<i>June-August 2020:</i>	<i>Establish Regional Collaboration Framework and identify stakeholders.</i>
<i>October-December:</i>	<i>Stakeholders provide feedback and endorse Regional Collaboration Framework.</i>
<i>January-March 2021:</i>	<i>Stakeholders identify their strategic priorities and share with wider collaboration.</i>
<i>April-June 2021:</i>	<i>Symposium for sharing and agreeing to regional priorities.</i>
<i>July- September 2021:</i>	<i>Socialising and lobbying for those regional priorities.</i>
<i>October-December 2021:</i>	<i>Review progress and traction of Regional Collaboration Framework.</i>
<i>January-March 2022:</i>	<i>Regional Collaboration forum with Premier candidates ahead of state election.</i>
<i>April-June 2022:</i>	<i>Regional Collaboration forum with major party Bass and Lyons candidates ahead of federal election.</i>
<i>January-March 2022:</i>	<i>Community forum with Premier candidates ahead of state election.</i>
<i>April-June 2022:</i>	<i>Community forum with major party Bass and Lyons candidates ahead of federal election.</i>
<i>October-December 2022:</i>	<i>Review progress and celebrate wins.</i>

Support for the Regional Collaboration Framework is very logical as it provides a mechanism which facilitates a united voice for the northern region on matters of regional importance.

### **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*

- Develop and highlight opportunities which exist and can be realised in a manner that respects the natural environment and lifestyle of the BOD area.
- Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focussed service delivery.

#### 2020-2021 Annual Plan

##### *Key Focus Area 6.1.15*

##### Stakeholder Management

##### *Action 6.1.15.1*

##### NTDC

Participate in NTDC activities focussed on developing the regional economy.

### **LEGISLATION & POLICIES:**

Not Applicable.

#### **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

Nil identified.

#### **VOTING REQUIREMENTS:**

Simple Majority.

# Northern Tasmania Regional Collaboration Framework





## With thanks

The Regional Collaboration Framework has been made possible through the dedication and support of the Steering Group.

Tim Holder  
Sue Kilpatrick  
Michael Stretton  
Greg Kieser  
Craig Perkins  
Stephen Brown

Special acknowledgement should be given to the Launceston Chamber of Commerce for proposing the concept of a Regional Collaboration Framework and championing its momentum.



MT STRZELECKI | PHOTO: DIETMAR KAHLES

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## Foreword

Regions that have some shared understanding of 'where they are going' do better.

They are regions that are well positioned to plan and advocate for the social, economic and environmental projects the region needs to position itself for the future.

Regional collaboration is key to achieving some level of agreement about future direction and the regional priority actions and projects to get there. Post COVID-19 recovery makes a shared understanding of what the region needs fundamental.

We have made a start on regional collaboration in Northern Tasmania.

We have a Regional Economic Development Strategy that sets out our strengths and areas for improvement. Albeit developed in a pre-COVID-19 world, the fundamentals will be the same.

NTDC and other regional stakeholders have come together to discuss and ultimately agree on the need for a Regional Collaboration Framework.

This document sets out a road map for Northern Tasmania to understand its future options, craft a shared sense of direction and agree on regional priority projects.

This will not be easy. But achieving worthwhile and long-term objectives rarely is.

It will take courage to share ideas, break down barriers and genuinely collaborate.

It will take maturity to see the value in other perspectives and improvements in your own.

It will take political tact to tread the line between challenging institutions and bringing them along for the journey.

This will not be easy. But that is why it is necessary.

**Professor Sue Kilpatrick**  
NTDC Interim Chair

JANSZ TASMANIA  
PHOTO: TOURISM AUSTRALIA & GRAHAM FREEMAN

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## Case for Regional Collaboration Framework (RCF)

Every great advancement of a people or a region starts with an idea - a spark that captures the imagination.

However, it is the story that drives that idea. That takes it from something nebulous and shapes it with a narrative.

A Regional Collaboration Framework is an idea. At its heart; the desire for stakeholders and civic leaders to work together for the greater good of the region: simple in its utility.

A story can be complex or simple, but invariably contains the prerequisite “who, what, when, where and why”.

And it is the “why” that is most important if you want to advance that idea and have people subscribe to it.

A Regional Collaboration Framework is an idea; the who, what, when and where are elements of the story, but it is the *why* that will galvanise a great advancement in Northern Tasmania.

DRAFT

LIFFEY RIVER | PHOTO: SAMUEL SHELLEY

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## Why?

Northern Tasmania is blessed with many things: relative affordability, world-class food and beverages, a stable climate, clean environment, lifestyle opportunities, quick commutes and a business ethos that is entrepreneurial, innovative and supportive.

It is a beautiful place to live, work and grow.

While we might like to think of ourselves as unique, every regional area has the same thoughts and similar value propositions.

Our competitive advantage is the above blessings, but fundamentally it must be our people: a vibrant, connected and committed community.

But how do we leverage goodwill and good leadership into long-term, sustainable economic development? Before we start to answer that question, we need to start with understanding what economic development is.

Economic development is not just about growth, though that's clearly a component, it encompasses both growth and welfare values.

Whereas economic growth deals with an increase in the level of output, economic development is related to an increase in output coupled with improvement in the social and political welfare of people within an area.

Put simply: economic development is the process by which communities become wealthier and healthier and have higher standards of living and educational attainment.

It is at the regional level where we can truly maximise this economic development so it is important the region understands not only its importance to the economy, but also the diversity that it brings to the national picture and the scope of its opportunity to drive prosperity for the nation as a whole.

Councils and other stakeholders have known for a long time that this is only achievable through alliance and collaboration.

A Regional Collaboration Framework will provide the mechanism for Northern Tasmanian stakeholders to bring ideas forward for debate and decide on regional priorities ahead of crucial junctures.

The deep and wide ranging impacts of COVID-19 have given accelerated impetus to a Regional Collaboration Framework.

It will be both a roadmap and beacon for our future prosperity.



RED BRIDGE, CAMPBELL TOWN  
PHOTO: TOURISM TASMANIA & ROB BURNETT



## What?

A Regional Collaboration Framework need not be complicated, in fact, it cannot be complicated. It needs to be a simple method for gathering ideas, challenging those respectfully, agreeing (or at least accepting a priority) and speaking to them with a united voice at the most influential time.

The reality is the political cycle underpins and overarches the region's need to act collaboratively.

The window of opportunity is wide open before us with both a federal and state election due in 2022.

- State election about March 2022 (can go anytime or as late as May and there are suggestions it may go late 2021)
- Federal election about May 2022 (can go anytime or as late as September)
- Senator from each party up for election - Wendy Askew (Lib) Peter Whish-Wilson (Green), Helen Polley (ALP), Eric Abetz (Lib), Anne Urquhart (ALP) and Jonothan Duniam (Lib)
- 3 of those 6 in current government in Eric Abetz, Wendy Askew and Jonothan Duniam
- Three out of 6 senators from our region in Wendy Askew, Peter Whish-Wilson and Helen Polley

But we should not confine collaboration to this election cycle and instead look ahead to the next federal and state elections due in 2025 and 2026 respectfully.

Similarly, Tasmanian Legislative Council elections and local government elections must be captured in any opportunities to inform and influence regional collaboration.

- Upper House elections in Rosevears in 2020, Windermere in 2021, McIntyre in 2022 and Launceston in 2023.
- Local government elections in 2022 and 2026.

That is an immense opportunity and make no mistake, both levels of government are already well into their planning and asking interest groups what the region needs and wants.

BEACONSFIELD MINE & HERITAGE CENTRE  
PHOTO: TOURISM TASMANIA & TIM HUGHES

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## When?

For a Regional Collaboration Framework to be effective it must focus on the election cycles but extend itself beyond them.

At any time we need to be ready to be able to explain the region's priorities, for example federal COVID-19 stimulus opportunities.

If not, the risk is we get caught in the day to day politics and running of the region and fail to plan for the long-term growth of Northern Tasmania.

The next six years are crucial in the recovery and rebuilding of the regional economy after COVID-19.

Best estimates are that pre COVID-19 levels of gross domestic product will not be achieved for two or three years, while the unemployment rate has the same timeline.

Six years might sound like we have a long time, but the reality is we need to start now with the broader socialisation of this Regional Collaboration Framework concept and move quickly to endorsing its objectives and setting timelines for key implementation and goal achievements.

An **indicative timeline** for the first two years of the Regional Collaboration Framework would be:

June-August 2020	Establish Regional Collaboration Framework and identify stakeholders.
October-December 2020	Stakeholders provide feedback and endorse Regional Collaboration Framework.
January-March 2021	Stakeholders identify their strategic priorities and share with wider collaboration.
April-June 2021	Symposium for sharing and agreeing to regional priorities.
July- September 2021	Socialising and lobbying for those regional priorities.
October-December 2021	Review progress and traction of Regional Collaboration Framework.
January-March 2022	Regional Collaboration forum with Premier candidates ahead of state election.
April-June 2022	Regional Collaboration forum with major party Bass and Lyons candidates ahead of federal election.
January-March 2022	Community forum with Premier candidates ahead of state election.
April-June 2022	Community forum with major party Bass and Lyons candidates ahead of federal election.
October-December 2022	Review progress and celebrate wins.

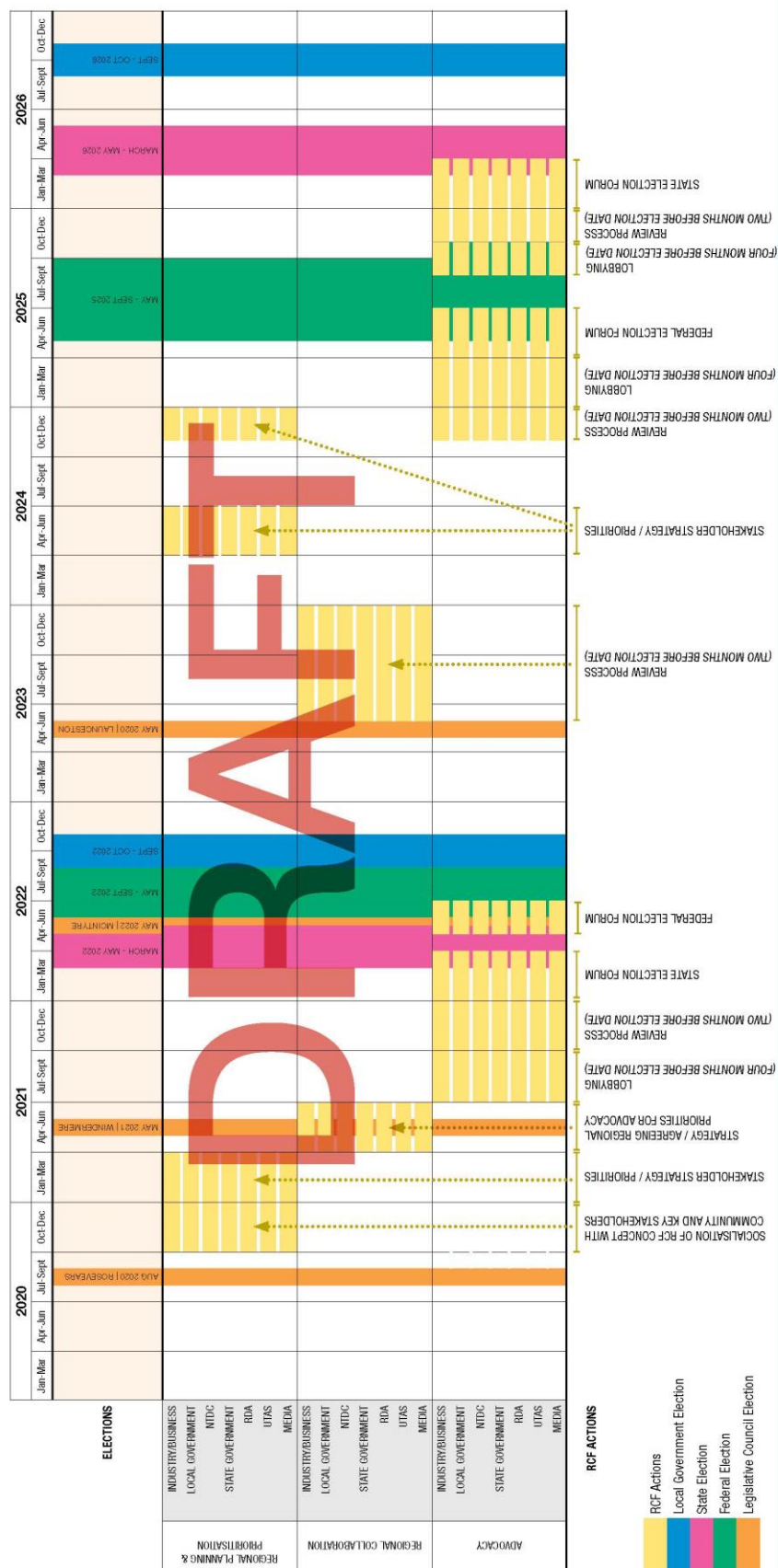


## How?

### TIMELINE 2020-2026

The Regional Collaboration Framework assists to deliver Northern Tasmania prosperity, equity, sustainability and competitive advantage through an effective, focused and aligned approach to working together.

## Mission Statement



# How?

## RCF ACTIONS

### Strategic Planning Sharing and Regional Agreement

Organisations spend a lot of time creating strategic plans that inform annual operating plans. Most are solid strategic documents that help that organisation map out their long-term vision with clear stepping stones. Many marry up with other regional goals of making Northern Tasmania a better place to live, work, do business and contribute to a vibrant community. Very few are widely shared and some sit in a bottom drawer only to be dusted off and rewritten upon their expiry.

And therein lies the disconnect that a RCF seeks to overcome.

Unless we share and speak to our strategic goals, they remain goals at risk of inaction.

The Stakeholder Strategy/Priorities stage of the RCF would bring stakeholders together to share their strategic goals, discuss how it fits with broader regional objectives and commit to a regional approach to agreed priorities.

### Lobbying

Any political lobbying must be timed for key moments of the election cycle. The region must act as a united bloc, if not, voices are dislocated and diluted and the message becomes unclear. Signatories to the RCF would give their imprimatur for NTDC to speak 1:1 with candidates/parties to present the RCF priorities during the lobbying phase. NTDC would also seek support from signatories in this lobbying to add weight to the message. The RCF would secure meetings with party leaders and key advisors to articulate the region's agreed priorities and seek commitments for funding, advocacy or policy changes necessary to achieving those priorities.

A key part of this lobbying process would be speaking an effective and clear message to the community.

### Review/Update

Days, weeks and months soon get away from us as we focus on the day to day running of the region. It will be important to set aside time to review and update RCF signatories on how lobbying is going and what the response has been. This will allow the RCF to assess if its priorities are likely to be agreed to politically and how we might need to ramp up lobbying - more 1:1 discussion, bringing other RCF stakeholders in to reiterate the message, seeking to influence higher up the party chain, media pressure - with enough runway to get our desired outcome.



## RCF Forum

A bipartisan and collegial approach is at the heart of the RCF. We are not picking winners but trying to secure the best outcome for our region. In that spirit, it is suggested RCF signatories arrange an informal and off-the-record conversation with both major party candidates for Bass and Lyons ahead of the federal election and with the would-be Premiers ahead of a state election. A long table lunch where the RCF priorities are reiterated, perhaps with an opportunity for candidates to speak and an informal Q&A session with attendees.

## Public/Community Forum

Strong community engagement and local media voice is necessary for the RCF to gain support and not be seen as elitist. NTDC would seek to arrange a public forum with the major parties Bass and Lyons candidates ahead of the federal election and with the would-be Premier ahead of the state election. We'd suggest it be moderated by local media professionals but be informed by clear goals of the RCF so our projects and priorities get a clear focus and public commitment from the candidates.

## Review Process

After elections the RCF would come back together to review the outcomes, identify areas of improvement and refocus key timelines for the next election cycle. It should also seek clear timelines from the successful party on how they plan to roll out their commitment to RCF initiatives and hold those timelines to account. Finally, the RCF should celebrate its successes and commit to redoubling efforts at regional collaboration.





## Who?

The Regional Collaboration Framework is open to all stakeholders who subscribe to the belief that regions prosper when they work together and that success has many parents.

Stakeholders do not have to commit any funding or resource to the Regional Collaboration Framework, rather they need to subscribe, almost philosophically, to its aims and be willing to share their plans, ideas, successes and failures in a format that encourages learning and supporting each other for the greater good.

Stakeholders will be encouraged to endorse and sign onto the Regional Collaboration Framework and participate actively and fully with the key events and timelines.

This might involve a formal Memorandum of Understanding and media/public launch of the RCF.

# DRAFT

CATARACT GORGE | PHOTO: JARRAD SENG

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## Where?

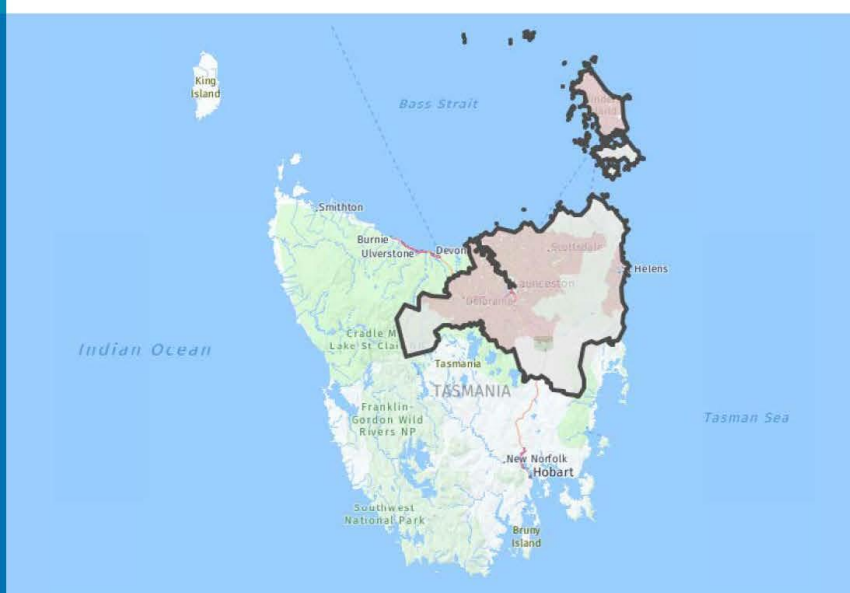
NTDC encompasses seven municipal areas: Break O'Day, Flinders Island, George Town, City of Launceston, Meander Valley, Northern Midlands and West Tamar Council.

About 147,000 people live in the region, which spans 20,000 square kilometres.

The original inhabitants of Northern Tasmania were the Kunnarra Kuna, Leenererter, Leterremairrener, Palawa, Pallitorre, Pangerninghe, Panninher, Pinterrairer, Pyemmairrenerpairrener, Trawlwoolway and Tyerrernotepanner Aboriginal people.

European settlement dates from 1798 when sealing was established at Cape Barren Island, operating until 1828. In 1804 a small party from HMS Buffalo ran aground at the mouth of the Tamar River. A camp was established at George Town, although this was relocated to the western side of the river soon after. In 1806 a military town was set up at Launceston. The township of George Town was established in the 1810s by Governor Macquarie, initially as the major settlement for the colony's north, although this decision was reversed in 1825, with Launceston becoming the major town.

Launceston developed as a commercial, industrial and service hub for Tasmania, becoming an export centre for the mainly pastoral industry. The first land grants were made in the 1830s, with land used mainly for farming and timber-getting. Population was minimal until the 1850s when gold mining commenced, followed by tin mining in the 1870s. Rapid growth took place during the late 1800s, largely due to the mining boom during the 1870s and 1880s. The main industries in the early 1900s were agriculture, mining and forestry. Expansion took place during the post-war years, with growth spreading outwards from the central city.<sup>1</sup>





# Draft Regional Collaboration Framework

## Vision

The Regional Collaboration Framework delivers Northern Tasmania prosperity, equity and sustainability through an effective, focused and aligned approach to working together.

## Objective

- Understands the region's opportunities and challenges in a global context
- For regional stakeholders to understand and respect each other's roles, priorities and expectations of each other

## Rationale

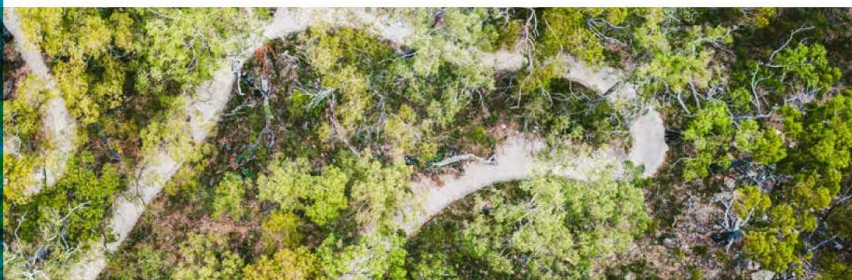
- Regions that work together do better
- Acknowledge that collective influence is greater than that of the sum of individual influences
- Shared understanding of opportunities and problems
- Curate an environment of shared leadership

## The WHY

- To understand opportunities and bring people together around opportunities
- Enable all sectors in the community to work together
- Understanding each other's roles
- Speaking together in harmony
- Signaling regional strengths
- Encourages community aspiration
- Creates a collaborative culture
- Ability to influence policy and funding programs
- Important in good and bad times



ST HELENS MOUNTAIN BIKE TRAILS  
PHOTO: J. DA SEYMOUR PHOTOMEDIA



### When it works it...

- Helps people understand their place in the region
- Signals the strengths and opportunities to utilise our resources effectively
- Creates a stronger regional voice
- Encourages community aspirations
- Leads a collaborative regional culture
- Uses evidence to support outcomes

### When it doesn't work it...

- Becomes bureaucratic
- Prevents individuals and organisations from prosecuting their own priorities
- Key stakeholders undermine and don't share critical information

### The WHAT and WHEN

- Participation from private, public and NfP sectors
- Evidenced based thinking
- Actions and outcome focused
- Standing together
- Shared values and joint interests in priorities
- Collective leadership
- Funding focused
- Tells a compelling story
- Practical format for working together
- Not a burden, it adds value to existing work and is advantageous to be part of



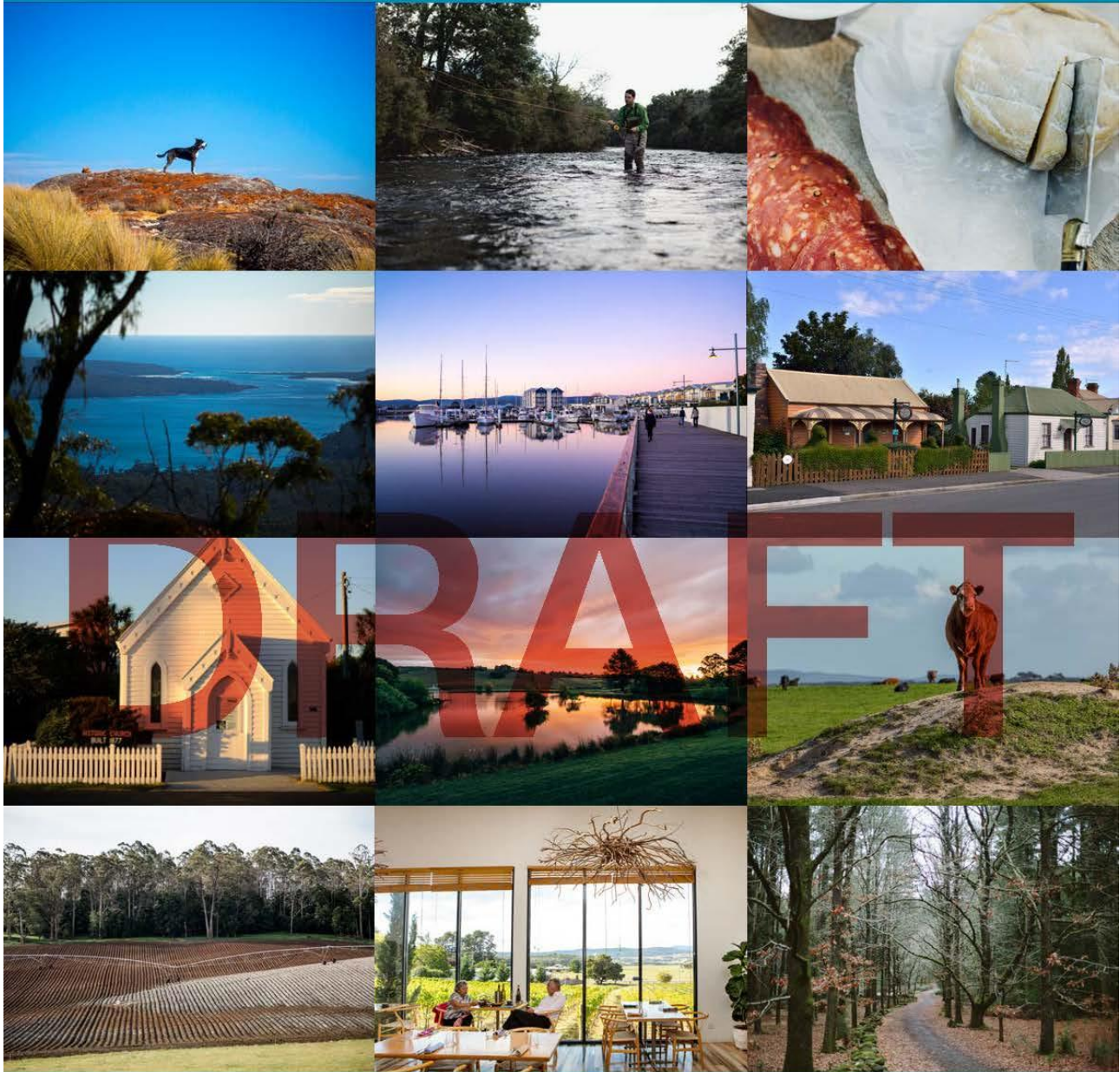
# Draft Regional Collaboration Framework

"How does a Regional Collaboration  
Framework operate?"

Actions	Outcomes	Possible Lead	Timing	Description
Regional Stakeholders Priorities Forum	Create awareness amongst stakeholders of what is important within the region. It is the forum that socialises idea.	NTDC	-	An annual forum is held where all signatories to the RCF must attend and hear other RCF partners present their priority projects of regional significance, and if they have their own, they present them. Projects presented can be the same year on year and don't need to change, just need to remain relevant.  Projects are presented in a way that allows assessment against criteria that links to the agreed targets in NTDC's Regional Economic Development Strategy. Opportunity for discussion.  NTDC collates regional priorities under themes.
Business focused forum	Clarity about what is important for businesses, and what, from a business perspective, will help make Launceston, 'one of the great regional cities of the world'.	Launceston Chamber of Commerce	-	An annual forum is held which provides the opportunity for the business community to share their priorities that will act to create a stronger regional economy.  The event is designed and run for the business community and by the business community.
Reaffirmation Symposium of key regional priorities	One voice communicate signalling our region's priorities	NTDC	-	NTDC attends and distills projects of regional significance to be added to projects from the Regional Stakeholders Priority Forum.  Draws on NTDC collation of regional priority projects from Regional Stakeholders Priority Forum and Business focused forum.  Further discussion to confirm agreed projects to be included in Communicative.
Open forum for asking support for evidenced based emerging projects that have some element of proof of concept.  The forum is designed around themes that support innovation, entrepreneurship, start-ups and a think tank.	<ul style="list-style-type: none"> <li>Linking groups up</li> <li>Gathering resources on shared opportunities</li> <li>Innovation for: <ul style="list-style-type: none"> <li>Industry 4.0</li> <li>LIASD</li> <li>White Space</li> </ul> </li> </ul>	Maybe UTas?	-	This is an opportunity for private sector, NGOs and government sector organisations to test support for new initiatives and projects.







#### COVER PAGE PHOTOS (LEFT TO RIGHT)

NATIONAL PENNY FARTHING CHAMPIONSHIPS | PHOTO: ROB BURNETT  
 ST HELENS | PHOTO: FLOW MOUNTAIN BIKE  
 LOW HEAD LIGHTHOUSE | PHOTO: CHRIS CRERAR  
 TAMAR RIVER | PHOTO: TOURISM TASMANIA AND ROB BURNETT  
 CATARACT GORGE | PHOTO: JARRAD SENG  
 AERIAL NORTH EAST RIVER, FLINDERS ISLAND | PHOTO: LUKE TSCHARKE  
 TROUSERS POINT WALK | PHOTO: DIETMAR KAHLES  
 HOLMOAK VINEYARDS | PHOTO: TOURISM TASMANIA & KATHRYN LEAHY  
 PRINCES SQUARE, LAUNCESTON | PHOTO: CHRIS CRERAR  
 BEN LOMOND | PHOTO: SIMON STURZAKER  
 EVERCREECH FOREST RESERVE | PHOTO: JASON CHARLES HILL  
 THE BIG WICKETS, WESTBURY | PHOTO: CHRIS CRERAR

#### END PAGE PHOTOS (LEFT TO RIGHT)

FLINDERS ISLAND | PHOTO: TOURISM AUSTRALIA & GRAHAM FREEMAN  
 FLY FISHING ON THE MEANDER RIVER | PHOTO: SAMUEL SHELLEY  
 DELAMERE VINEYARDS | PHOTO: ADAM GIBSON  
 VIEW OF GEORGES BAY, ST HELENS | PHOTO: J. DA SEYMOUR PHOTOMEDIA  
 LAUNCESTON SEAPORT | PHOTO: TOURISM TASMANIA & ROB BURNETT  
 WESTBURY GINGERBREAD COTTAGES | PHOTO: CHRIS CRERAR  
 LOW HEAD CHURCH | PHOTO: CHRIS CRERAR  
 JOSEF CHROMY TASMANIA | PHOTO: JEWELS LYNCH  
 FLINDERS ISLAND | PHOTO: DIETMAR KAHLES  
 PHOTO OF AGRICULTURE  
 TIMBRE KITCHEN | PHOTO: KELLY SLATER  
 HOLLYBANK FOREST RESERVE | PHOTO: CULTIVATE PRODUCTIONS

#### 02/21.16.4 Draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	008\001\010\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy

#### OFFICER'S RECOMMENDATION:

That Council note the draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy and await the outcome of the Local Government Act review.

#### INTRODUCTION:

In light of what has been achieved virtually through COVID-19 a Draft Use of Conferencing Technology to Attend Council Meetings and Workshops Policy has been prepared for discussion.

#### PREVIOUS COUNCIL CONSIDERATION:

Motion from Clr Drummond “Carried” at the August 2020 Council Meeting followed up with discussion at the October 2020 and February 2021 Council Workshop.

**08/20.8.1.132**      Moved: Clr J Drummond / Seconded: Clr K Wright

*That Council expressly provide for and regulate virtual attendance for councillors, to participate at meetings via teleconference, video-conference or other means of instant electronic communication.*

**FOR**              *Clr J Drummond, Clr L Whittaker, Clr K Chapple, Clr K Wright, Clr G McGuinness, Clr M Tucker*

**AGAINST**      *Clr J McGiveron, Clr M Osborne, Clr B LeFevre*

**CARRIED**

*Discussion relating to the decision*

- *Clr Wright stated that she agrees completely with Clr Drummond. She personally has felt disengaged at times during her own personal illness.*
- *Clr McGuinness stated that there should be a word of caution, he would hate to see people just not turning up because it is easier.*
- *Clr Osborne stated that she feels that this will change the whole of how we see Council at the moment, there would need to be really strict rules around this. We make a commitment when we stand for Council and this changes the interaction with other Councillors.*
- *Clr McGiveron stated that he doesn't support this. He thinks having the people in the room changes the way we think and operate. It was different when we had everyone on the screen because we had to.*



- *Clr Drummond stated that she agrees with what has been said and there needs to be rules. Clr Drummond sees this as an exception if you can increase your participation.*
- *Clr Wright stated that she also agrees with what has been said but for genuine reasons it is a great idea and certainly has to be controlled, not just for convenience.*
- *Clr LeFevre stated that he supports Clr Osborne and Clr McGiveron with their thoughts, meetings need to be face to face where possible. Clr LeFevre stated that he understands the sentiment behind the genuine sickness but how do we monitor this.*
- *Clr Whittaker stated that she agrees with the motion, however she does understand what people are saying.*
- *The General Manager asked, is the focus is on Council Meetings? Should this include workshops as well? Clr Drummond said yes it could include workshops as well. The General Manager stated that obviously this is a request for a report, there are a few things that need to be addressed. Whilst in COVID certain aspects of meeting Regulations have been set aside, once we come out of the State of Emergency normal Regulations come back into play and currently would not allow Council Meetings to take place this way. The General Manager stated that he senses the feeling that it needs to be constrained in some form. There is a bit of work that will be required to scope it out. It is not necessarily a simple task to do this.*
- *Clr Wright stated that we could restrict it eg each Councillor could only have virtual attendance at two (2) or three (3) meetings per calendar year.*
- *Clr Drummond stated that this would be another way to increase participation in a cautious way.*
- *Clr McGiveron commented that if you are seriously unwell would you really want to sit through a virtual meeting.*

#### **OFFICER'S REPORT:**

During the Covid situation Council has significantly increased its capacity to operate remotely as a result of an investment in technology and training of Councillors and employees. The final step in the technology process has been the installation of a camera in the Council Chambers to provide vision from this room to those participating externally.

The attached draft policy has been prepared as a starting point for comment and discussion for Council, however this will may not necessarily be implemented as is until the outcome of the Local Government Act review is completed and any new recommendations formally endorsed as new Local Government Legislation as currently the Legislation does not allow for Council Meetings to be undertaken remotely.

We have tried to allow for certain situations for this to be able to take place (if Legislation allows) in particular for Councillors who maybe unwell, or vulnerable or through reasonable circumstances unable to attend a meeting in person.

The amount of the room captured by the camera is limited due to the nature of the Council meeting table being so spread out. The camera can be mounted at either end of the room depending on the nature of use but no matter where it is located there will be Councillors either with their backs to the camera or partly so.

From an operational point of view participation by one or more Councillors from an external location would occur through MS Teams which everyone is now familiar with. A consequence of external participation will be the impact on what can be displayed on the screen located behind the Mayor as this is where the external participants will need to be displayed. Currently notes from discussion which occurs is displayed through a WORD document as well as the motion for the item Councillors are considering.

External participation will need to be managed in one of two (2) ways:

1. Display of the external participant(s) only; or
2. A split screen display showing both the external participant(s) and the WORD document.

The effect of using a split screen approach will substantially reduce the amount of text visible in the WORD document. The number of external participants will further determine what is visible, one (1) or two (2) can potentially be arranged down one (1) side but beyond this potentially half of the screen will be taken up. It would be best to demonstrate to Councillors the impact through a live test.

#### **STRATEGIC PLAN:**

Not Applicable.

#### **LEGISLATION & POLICIES:**

##### Local Government (Meeting) Regulations 2015

Unfortunately the ultimate goal that the Motion seeks to achieve is prohibited by the *Local Government (Meeting) Regulations 2015* (Meeting Regulations).

The option for remote/online meetings is only available whilst the provisions of the COVID Act have effect and the notice under section 18 of the COVID Act (Notice) is in force. Without the Notice being in force, there is no ability for Council to conduct its meetings remotely; it is prohibited. The Meeting Regulations specifically prohibits anything other than in person meetings.

Regulation 37(2) states that despite a Council being able to determine any other procedures relating to meetings as it considers appropriate:

*“a council may not determine that a councillor may attend a meeting in any manner that does not consist of the person attending the meeting in person”.*

Unfortunately, because of the express prohibition under regulation 37(2) of the Meeting Regulations, outside of the powers granted to the Council by the Notice, the Council is unable to provide for and regulate attendance for Councillors, to participate in meetings via teleconference, video-conference or other means of instant electronic communication.

So when we get to the point of the Notice no longer being in force, without there being any specific change to regulations 37(2) of the Meeting Regulations, Council will have no option and must conduct its meetings in person in accordance with the strict requirements of the Meeting Regulations. It is extremely unlikely that the Local Government Division would initiate an amendment to the Meeting Regulations at this point in time given the focus on developing the new Local Government Act.

It needs to be noted that the legal provisions relate to Council meetings, they do not apply in the same manner to Council workshops which means that a mix mode of attendance can be achieved.

#### **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

There are no financial implications with receiving this report.

#### **VOTING REQUIREMENTS:**

Simple Majority.

## POLICY NO LG55 USE OF CONFERENCING TECHNOLOGY TO ATTEND COUNCIL MEETINGS AND WORKSHOPS POLICY

<b>DEPARTMENT:</b>	Governance
<b>RESPONSIBLE OFFICER:</b>	General Manager
<b>LINK TO STRATEGIC PLAN:</b>	
<b>STATUTORY AUTHORITY:</b>	Local Government Act 1993 Local Government (Meeting Procedures) Regulations 2015
<b>OBJECTIVE:</b>	To establish a standard set of conditions for the use of conferencing technology by a Councillor/s who is/are unable to physically attend a Council Meeting or Workshop.
<b>POLICY INFORMATION:</b>	Adopted 2021 – Minute No

### POLICY

#### 1. PURPOSE

The intent of this policy is to establish a standard set of conditions for the use of conferencing technology for a Councillor/s who is/are unable to physically attend a Council Meeting or Workshop due to circumstances such as medical condition, weather, or other reasonable constraint.

#### 2. DEFINITIONS

In the *“Use of Conferencing Technology to Attend Council Meetings and Workshops”* policy the following definitions apply:

Conferencing Facilities:	Any or all of the types of conferencing facilities, ie teleconference, video conference, web conference.
Meeting:	Does not include ordinary meetings, special meetings or the Annual General Meeting held in accordance with the Local Government (Meeting Procedures) Regulations 2015. This is for other meetings arranged for Councillors for any other purpose.
Teleconference:	Is where two (2) or more people at the same time can exchange live information by means of a telephone.
Video Conference:	Is defined as an interactive means of communications between two (2) or more locations. The interactivity is accomplished by various means but the most common include a live video and audio feed in both directions (ability to see and hear others).



Web Conference:	Where parties sit at their own computer after logging into a service, which provides a bridge to other participants via a web conferencing connection. Participants will be able to listen, view, and communicate with presenters who are attached to the web conferencing line of communication.
Workshop	As is periodically held by Council to receive presentations and to discuss matters where no decisions are made.

### 3. LEGISLATION

The Local Government Act 1993 and the Local Government (Meeting Procedures) Regulations 2015 does not allow for virtual attendance at Council Meetings.

However, in the absence of clear authority for other circumstances:

- It is deemed that the attendance of a Councillor by teleconference, video conference or web conference, is permissible provided that it allows a person to fully participate in the meeting and enables that person to hear and be heard by all those who are physically in attendance;
- The *Corporations Act 2001, 249S Technology*, makes the following provision '*a company may hold a meeting of its members at two (2) or more venues using any technology that gives the members as a whole a reasonable opportunity to participate*'.

### 4. COUNCILLOR ATTENDANCE

- Councillors must request by email to the General Manager if they require conferencing facilities to be made available to them for a meeting or workshop at least two (2) working days prior to each meeting to allow time to ensure appropriate and relevant documentation is forwarded as required and to confirm compatibility of equipment and notification of telephone numbers (if required) and/or electronic meeting request information.
- The attendance of Councillors may be limited by the capabilities of the conferencing facilities available; arrangements for attendance in this manner will therefore be accepted on the basis of 'first come first served' unless other mitigating circumstances can be established eg medical condition that prevents a Councillor being able to be physically present. No more than two (2) Councillors at any one (1) meeting or workshop will be approved to attend virtually.
- Attendance at meetings and workshops for a Councillor through conferencing facilities will be limited to a maximum of three (3) per year.
- A Councillor who is not physically present at a meeting or workshop is taken to be present at the meeting or workshop if:
  - They attend by means of teleconference, video conference or web conference; and
  - Communication by a conferencing system is established prior to the commencement of the meeting by the Councillor with the members present at the place appointed for the meeting or workshop; and
  - The Councillor is able to hear and be heard by all those physically present; and



- The Councillor has full access to all documents and other information available to those physically present at the meeting or workshop; and
- The Councillor has the same opportunity to participate in the meeting including debates and to register their opinion as if the member was physically present.

## 5. USE OF TELECONFERENCING, VIDEO CONFERENCING AND WEB CONFERENCING FACILITIES

Teleconferencing, video conferencing and web conferencing facilities are to be used in the following manner:

- As a communication tool to attend meetings or workshops only in circumstances where the Councillor would be otherwise unable to attend.
- In making a request to attend by conferencing facilities, the Councillor is to advise which conferencing facility they would like to use.
- The General Manager or his/her delegate will confirm that this facility is available or not.
- Councillors using conferencing facilities must establish contact at least 30 minutes prior to the commencement of the meeting or workshop.
- If established contact cannot be made by no later than 10 minutes prior to the commencement of the meeting or workshop due to failure of the requested conferencing facility the Councillor will be deemed an apology due to not being able to join in virtually.
- In the event of the Councillor vacating the meeting or workshop prior to the adjournment of the meeting or workshop, the said Councillor is to advise the meeting or workshop of such intention, and if they return to the meeting or workshop they are to advise that they have returned.
- The use of conferencing facilities for any other purpose other than Council related business is not permitted unless authority is received from the General Manager or his/her delegate.
- In the event that a Councillor who is not physically present at a meeting or workshop is required to leave the room under section 48(3) of the *Local Government Act 1993*, the General Manager should ensure that the conferencing connection is terminated for the relevant period.

## 6. VOTING

- In the event that a Councillor is not physically present at a meeting and a secret ballot is conducted under regulation 27(4) of the *Local Government Act 1993*, a Councillor who is not physically present is taken to have abstained from the secret ballot and no vote in the negative or positive will be counted.

## 7. RESPONSIBILITIES

The General Manager or his/her delegate is responsible for administering this policy.

## 8. REVIEW

This policy will be reviewed every four (4) years following the Local Government election or more frequently, if dictated by operational demands and with Council's approval.

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

**OFFICER'S RECOMMENDATION:**

That Council provide a submission to the 2021 - 2022 State Budget process reflecting the identified matters from Council.

**INTRODUCTION:**

The State Government has now commenced the consultation process as part of developing the 2021-2022 State Budget, this provides an opportunity for Council to provide a submission advocating for projects, services, activities or policy changes.

**PREVIOUS COUNCIL CONSIDERATION:**

No previous discussion.

**OFFICER'S REPORT:**

The consultation process will provide the Council with an opportunity to identify activities which it believes should be funded through the State Budget in future years. The Tasmanian Government has provided the following guidance in relation to submissions:

*Issues which you may like to address in the submission include:*

- *the environment in which you or your organisation currently operates, including issues you face on a day to day basis;*
- *identification of services that you or your organisation considers should be a high priority for the Government;*
- *links between identified priorities and the Government's long-term Plan for Tasmania's future;*
- *identification of instances where Government goods and services could be delivered more effectively. That is, in a better way, or more successfully;*
- *identification of instances where Government goods and services could be delivered more efficiently, or in a more timely manner; and*
- *identification of options for the funding of goods and services.*

*The information provided in the body of your submission should provide supporting details, information, and discussion in relation to any recommendations. This will assist readers in gaining a good understanding of why the issue is important to you or your organisation.*

Initial consideration of potential items at the Management Team level has identified the following worth consideration for inclusion in a Submission:

- St Helens Police Station Upgrade – to address the aged infrastructure and need for improved facilities meeting current requirements. (This was included in the last two Budget submissions)
- Bay of Fires Master Plan – funding and resources for this project to be commenced
- Tasman Highway (Great Eastern Drive) – advocate for further upgrading works to occur with a focus on Dianas Basin to bottom of St Marys Pass
- Tasman Highway (St Helens to Gladstone turnoff)
- Helicopter landing area & facilities at the St Helens Hospital
- Statewide approach to weed management – increased resources on the ground and supporting activities
- Youth worker in the Break O’Day area

The 2021-2022 Budget submission will need to provide sufficient detail on matters raised to enable the Tasmanian Government agencies to properly consider the information and formulate a position.

## 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*

Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focussed service delivery.

#### *Key Focus Areas*

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

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

#### *Key Focus Areas*

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.

### *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.

### **BUDGET AND FINANCIAL IMPLICATIONS:**

Yet to be identified.

### **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

**02/21.17.0**      **CLOSED COUNCIL**

**02/21.17.1**      **Confirmation of Closed Council Minutes – Council Meeting 18 January 2021**

**02/21.17.2**      **Outstanding Actions List for Closed Council**

*Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2005 that Council move out of Closed Council.*