



COUNCIL MEETING AGENDA

Monday 16 March 2020
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
10 March 2020

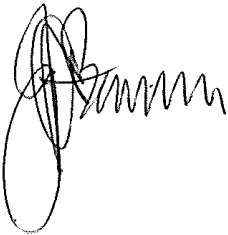
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NOTICE OF MEETING

Notice is hereby given that the next meeting of the Break O'Day Council will be held at the St Helens Council Chambers on Monday 16 March 2020 commencing at 10.00am.

CERTIFICATION

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

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

JOHN BROWN
GENERAL MANAGER

Date: 10 March 2020

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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, staff and members of the public and declare the meeting open at [time].

ACKNOWLEDGEMENT OF COUNTRY

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

03/20.1.0 ATTENDANCE

03/20.1.1 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 Kylie Wright

03/20.1.2 Apologies

Nil.

03/20.1.3 Leave of Absence

Councillor Lesa Whittaker

03/20.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews

03/20.2.0 PUBLIC QUESTION TIME

03/20.2.1 Climate Change Emergency – Mrs B Rubenach, St Marys

- (a) In light of the recent local and national bushfires and the scientific reports that the East Coast of Tasmania is a worldwide ocean warming “hot spot” will Break O’Day Council now declare and support Climate Emergency? (if not, why not?)
- (b) Will Break O’Day Council now accept, prepare and implement plans and policies consistent to Climate Emergency? (if not, why not?)

Reply

Council acknowledged Climate Change is a serious concern for Break O’Day in December 2019 and is taking action. At its Meeting that month (12/19.15.7) Councillors received a *Climate Change Action Plan 2020*, which followed a review of progress with its 2013 *Responding to Climate Change - Break O’Day Council Municipal Management Plan* (available on Council's website). Councillors decided they all needed to participate in overseeing the implementation of these next Climate Change priorities in Break O’Day.

03/20.2.2 Bushfire Local Forums – Mrs B Rubenach, St Marys

Forward: We are 5th generation descendants of aussie rural people thus “the land is our blood”. Therefore, we believe that before any proposed Royal Commission into bushfires etc begins there needs to be local forums. These forums would:

- (a) collect local knowledge and experiences (past and present) from locals familiar with local environment and rural living.
- (b) Formulate ideas, programs, policies etc relevant to locals for local needs.
- (c) Present these findings to both State and Federal Governments.

One example of our personal concerns:

Fuel/hazard reduction burns has been generational family land management practices but for the past few years we have considered such practices unsafe here in Gray. The change in weather patterns has left even the surrounding rainforests dry – even the mosses would quickly ignite at the touch of a spark!

- We can no longer “read the weather signs” – the clouds don’t drop rain – the winds are unpredictable, changing swiftly in strength and direction.

- In the past 2 years we have considered only 4 days satisfactory to burn even small rubbish heaps (eg 3 cubic metres), and even then we've had a hose on hand "just in case".

Even if things return to "normal" it may take years for things to return to "normal". We have a responsibility to work collectively to do what we can to bring changes in our changing world.

Will Break O'Day Council conduct and sponsor public forums in various towns in the Municipality based on our above mentioned ideas, or something similar?

Reply

Discussions have been held with Tasmania Fire Service in relation to what is proposed as part of the State's response to the Royal Commission into the 2019-2020 fire season. Currently waiting on a response from Tasmania Fire Service – once information is received from the Tasmania Fire Service – a response will be provided to the questions raised.

03/20.3.0 DECLARATION OF PECUNIARY INTEREST OF A COUNCILLOR OR CLOSE ASSOCIATE

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

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

03/20.4.0 CONFIRMATION OF MINUTES

03/20.4.1 Confirmation of Minutes – Council Meeting 17 February 2020

OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 17 February 2020 be confirmed.

03/20.5.0 COUNCIL WORKSHOPS HELD SINCE 17 FEBRUARY 2020 COUNCIL MEETING

There was a Workshop held on Monday 2 March 2020 – the following items were listed for discussion.

- 2019 / 2020 Annual Plan – December Quarterly Review
- Australian Local Government Association (ALGA) – 2020 National General Assembly (NGA) of Local Government – Call for Motions
- Council Priority Projects
- Review of Long Term Financial Plan
- Draft Policy – Water Bottle Refilling Stations
- Roads to Recovery Funding Allocation
- Animal Control Report
- Free Rubbish Vouchers
- Community Funding Program 2019 - 2020
- Scamander – Local Township Plan
- Local Provisions Schedule (LPS) - Update
- Domestic Water Tanks
- St Helens and Surrounds Structure Plan and Parkside Subdivision Decision
- Portable Signage Compliance
- DA042-2019 – Extension to St Helens Marine Rescue Building – Marina Parade, St Helens
- Ten (10) Year Toilet Block Replacement Program
- App Development
- St Helens Health Precinct Site

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.

DA 252-2019 – Combined Walk/Cycle Bridge, Elevated Walkway and Path – St Helens

ACTION	DECISION
PROPONENT	Council
OFFICER	Chloe Lyne, Planning Consultant
FILE REFERENCE	DA 252-2019
ASSOCIATED REPORTS AND DOCUMENTS	Development Application report Development Plans Ecological Assessment Vegetation Management Plan

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 A Combined Walk/Cycle Bridge, Elevated Walkway and Path on land situated at Southern End of Marina Parade, along North of Tasman Highway to North of 30 Tasman Highway, St Helens be **APPROVED** subject to the following conditions:

1. Development must accord with the Development Application DA 252-2019 received by Council 14 January 2020 with all submitted documentation received and forming part of the development application, except as varied by conditions on this Planning Permit.
2. Prior to works commencing, a *Soil and Water Management Plan* must be submitted to Council for approval by the Planning Coordinator. When approved, the plan will be endorsed and will then form part of the permit. It must be prepared in accordance with *Guidelines for Soil and Water Management*, published by Hobart City Council and available on Council's website: ([http://www.bodc.tas.gov.au/webdata/resources/files/Guidelines for Soil and Water Management.pdf](http://www.bodc.tas.gov.au/webdata/resources/files/Guidelines%20for%20Soil%20and%20Water%20Management.pdf)). All works associated with the development must be conducted in accordance with the approved *Soil and Water Management Plan*.
3. Prior to any works commencing, a construction management plan must be submitted for approval by the Manager Infrastructure & Development Services. When approved, the plan will be endorsed and will then form part of the permit. The plan must detail:
 - a. Site induction for all workers and visitors to the site. This must cover the hygiene and plant identification protocols as detailed below.
 - b. Hygiene protocols in accordance with the latest edition of the *Tasmanian Washdown Guidelines for Weed and Disease Control (DPIPWE)*. All construction vehicles and machinery must be washed down and disinfected to prevent the introduction and/or spread of weeds or pathogens, specifically *Phytophthora Cinnamomi* (root rot).

- c. A site supervisor that must inspect vehicles and machinery according to the sample washdown register at Appendix 2 in the latest edition of the *Tasmanian Washdown Guidelines for Weed and Disease Control (DPIPWE)*.
 - d. Identification of all plants/patches to be avoided during construction.
- 4. Prior to any works commencing, a Weed and Disease Management Plan must be submitted for approval by the Planning Coordinator. When approved, the plan will be endorsed and will then form part of the permit. The plan must include:
 - a. Management actions aimed to minimise the risk of distributing highly invasive weed species to other parts of the municipality;
 - b. Details of management of vegetation debris and topsoil either via on site disposal or if off-site disposal in accordance with municipal regulations and the provision of the *Tasmanian Weed Management Act 199* in relation to declared weeds; and
 - c. Be 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).
 - d. Details of how works will minimise disturbance as far as practical to the marine environment associated with the Golden Fleece Bridge area.
- 5. Works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
- 6. All works must be conducted in accordance with *Environmental Best Practice Guidelines for Undertaking Works in Waterways and Wetlands in Tasmania* as outlined in the Department of Primary Industries, Parks, Water and Environment publication 'Waterways and Wetlands Works Manual 2003'.
- 7. Site benching through cut and fill must be in keeping with the physical and environmental capabilities of the site.
- 8. The colours of external surfaces of the bridge must be the same shades and tones of the surrounding landscape and vegetation elements.
- 9. Native vegetation must not be removed outside that necessitated by the proposed development (this includes the clearing of vegetation to retain or expand views or vistas) unless consented to by Council.
- 10. Prior to the commencement of works, all plants (or patches of the species) identified for protection from taking and/or disturbance be appropriately flagged to minimise the risk of inadvertent disturbance (flagging tape may be sufficient but barrier mesh or equivalent may be warranted, depending on the distance of works from the plants:
- 11. The final detailed engineering plans must be provided to the Department of State Growth as part of an application for a works permit to cover all aspects of the construction located within the Tasman Highway reservation.

NOTE: A valid works permit is required for all works undertaken in the State Road (Tasman Highway) reservation. Details of the permit process and application forms can be found at: <http://www.transport.tas.gov.au/road/permits/general-works>.

Applications must be received by the Department of State Growth a minimum of twenty (20) business days prior to the expected commencement date for works in order to allow sufficient time for the application to be assessed. No works are to be undertaken until a written permit has been issued.'

ADVICE

- A permit under the *Tasmanian Threatened Species Protection Act 1995* will be required to take individuals of *Austrostipa blackii* (crested speargrass) if all individuals/patches cannot be protected during construction.
- Activities associated with construction works are not to be performed outside the permissible time frame listed:
 - o Monday-Friday 7am to 6pm
 - o Saturday 9am to 6pm
 - o Sunday and public holidays 10am to 6pm

INTRODUCTION:

Approval is sought to construct a new aluminium footbridge adjacent to the existing Golden Fleece Bridge (Tasman Hwy), as well as a new elevated walking and cycling path along the southern foreshore of St Georges Bay, St Helens. The proposed shared pathway is to provide a link between St Helen's Wharf at the northern extent and the existing shared pathway along the foreshore to at the southern extent (opposite the Homelea visitor accommodation).



The application was advertised for the statutory period of 14 days during which time one (1) representation was received.

PREVIOUS COUNCIL CONSIDERATION:

Proposal not previously considered.

OFFICER'S REPORT:

1. The Proposal

Approval is sought to construct a new aluminium footbridge adjacent to the existing Golden Fleece Bridge (Tasman Hwy), as well as a new elevated walking and cycling path along the southern foreshore of St Georges Bay, St Helens. The proposed shared pathway is to provide a link between St Helen's Wharf at the northern extent and the existing shared pathway along the foreshore to at the southern extent (opposite the Homelea visitor accommodation).

The bridge and walkway can be broken down into 3 components as shown in Figure 1 below:

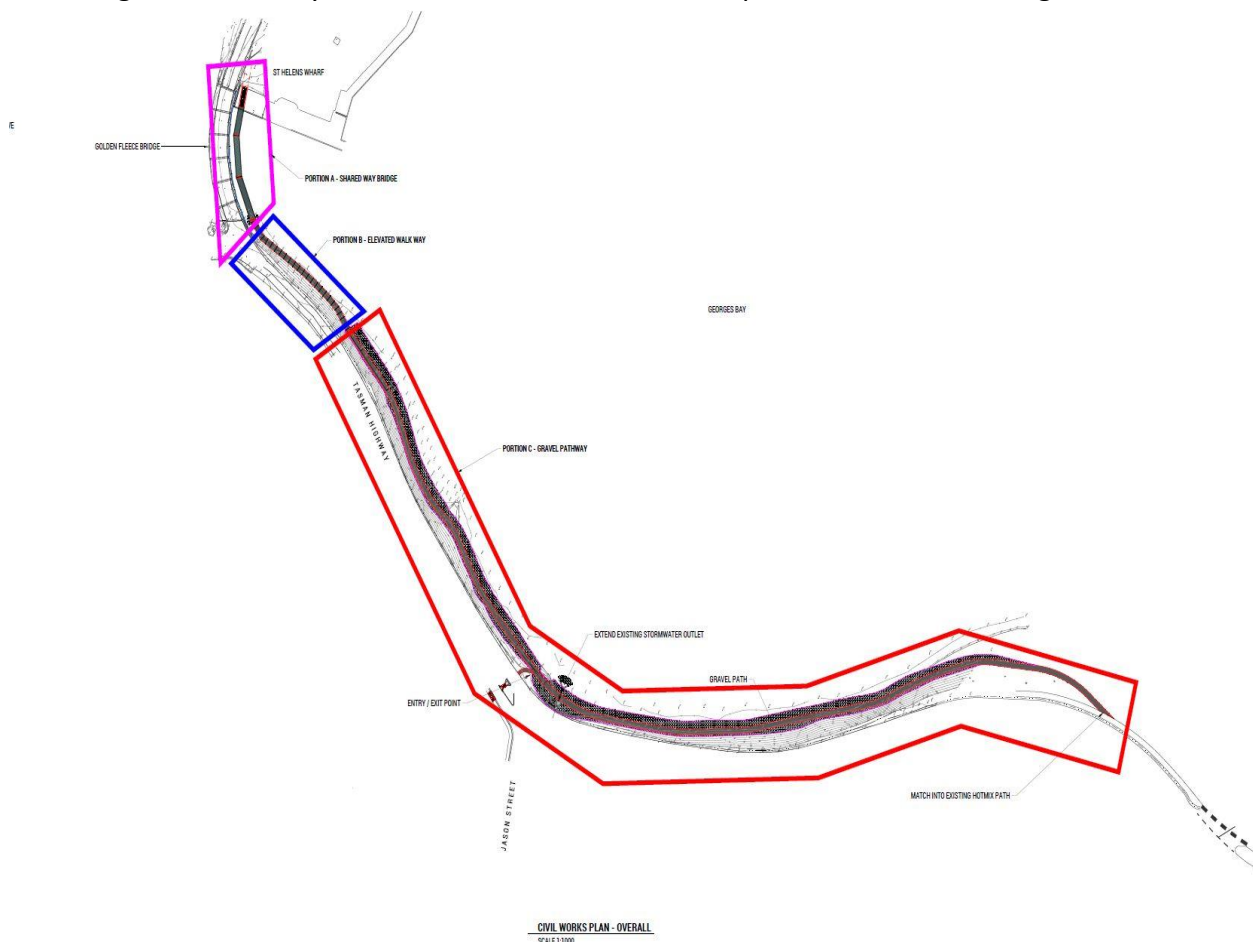


Figure 1: Overall plan

The first component (annotated purple) is the ramp off the wharf and the bridge. The bridge will have an overall width of 2.98 metres and be constructed in aluminium with aluminium mesh screening on the handrails. The bridge deck will sit at 2.55 AHD.



Photo 1: Location of new shared pathway bridge (situated on the RHS of the Golden Fleece Bridge pictured).

The second component (blue) is a short section of elevated walkway from the southern bridge abutment adjacent to a steep section of the bank within which it would not be possible to construct a walkway without significant excavation of the bank which would compromise the integrity and have environmental impacts. A typical section of the elevated path is shown in Figure 2 below.

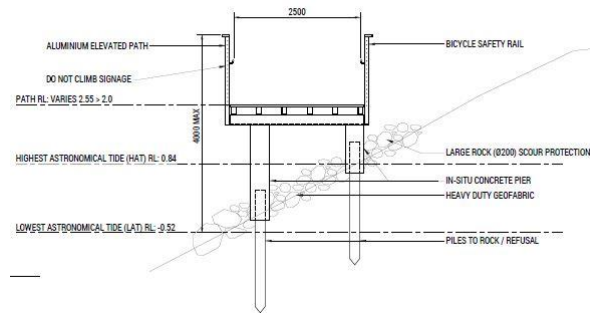


Figure 2: Typical Elevated Path Detail

The third component (annotated in red in figure 1) comprises a gravel pathway and the installation of rock wave breaks below. The path has a width of 2.5 metres and is shown in the two sections below.

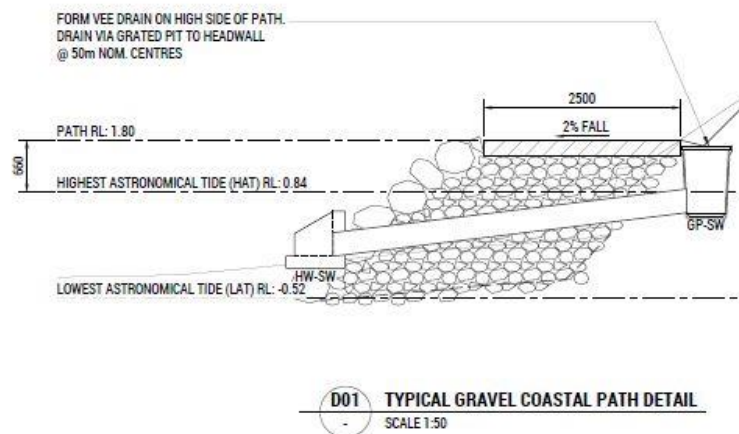


Figure 3: Typical gravel coastal path detail

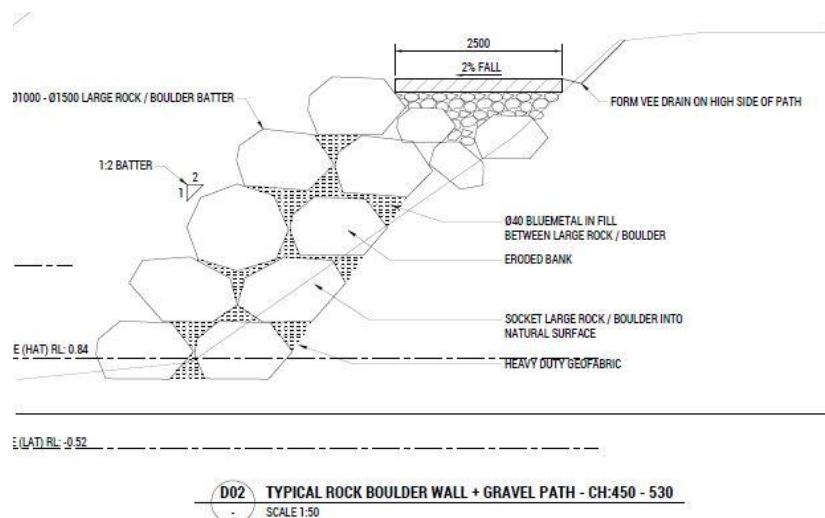


Figure 4: Typical rock boulder wall and gravel path

Some minor vegetation removal is required to facilitate the construction. The path has been designed to minimise vegetation removal and all mature eucalypts will remain. the Arbor Tas report accompanying the application has assessed the health of all the trees along the proposed walkway route to ensure safety for future users.

A total of two (2) trees are recommended for removal, being tree D (Monterey Pine) and Tree H (Maritime Pine) The report also recommends pruning of a number of other trees.

2. Applicable Planning Scheme Provisions

28.0 - Utilities Zone

29.0 - Environmental Management Zone

31.0 - Port and Marine Zone

E4.0 – Road and Railway Assets Code

E5.0 – Flood Prone Areas Code

E6.0 – Car Parking and Sustainable Transport Code

E8.0 - Biodiversity Code

E9.0 - Water Quality Code

3. Referrals

State Growth

The application was referred to State Growth. The following response was received:

'I advise that the Department does not object to the proposal. However, it is noted that some physical works will be required within the State Road reservation.

In this regard it will be appreciated if you can arrange to include the below as a condition (and subsequent note) on any permit issued by Council;

- The final detailed engineering plans must be provided to the Department of State Growth as part of an application for a works permit to cover all aspects of the construction located within the Tasman Highway reservation.*

NOTE: A valid works permit is required for all works undertaken in the State Road (Tasman Highway) reservation. Details of the permit process and application forms can be found at: <http://www.transport.tas.gov.au/road/permits/general-works>. Applications must be received by the Department of State Growth a minimum of twenty (20) business days prior to the expected commencement date for works in order to allow sufficient time for the application to be assessed. No works are to be undertaken until a written permit has been issued.'

TasWater

The application was referred to TasWater. The following response was received:

'Pursuant to the Water and Sewerage Industry Act 2008 (TAS) Section 56P(1) TasWater has assessed the application for the above mentioned permit and has determined that the proposed development does not require a submission from TasWater.'

4. Planning Assessment

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

- 1) Clause 19.4.2 Landscaping P1, P2
- 2) Clause 31.3.2 Amenity P1
- 3) Clause 5.6.1 Flooding and Coastal Inundation P1.1 and P1.2
- 4) Clause E8.6.1 Habitat and Vegetation Management P1, P2.1
- 5) Clause 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* is provided below. **The proposal is deemed to comply with the performance criteria applicable.**

Use

The proposed shared pathway incorporating a bridge is categorised under the Utilities use class. In accordance with Table , Utilities is defined as:

'use of land for utilities and infrastructure including:

(a) telecommunications;

(b) electricity generation;

(c) transmitting or distributing gas, oil, or power;

(d) transport networks;

(e) collecting, treating, transmitting, storing or distributing water; or

(f) collecting, treating, or disposing of storm or floodwater, sewage, or sullage.

Examples include an electrical sub-station or powerline, gas, water or sewerage main, optic fibre main or distribution hub, pumping station, railway line, retarding basin, road, sewage treatment plant, storm or flood water drain, water storage dam and weir.'

28 Utilities Zone

In accordance with Table 28.2 the Utilities Use Class is permitted within the Utilities Zone.

28.3 Use Standards

28.3.1 Capacity of existing utilities

Objective To ensure that uses do not compromise the capacity of utility services.	
Acceptable Solutions	Performance Criteria
A1 If for permitted or no permit required uses.	P1 The proposal must not unreasonably compromise or reduce the operational efficiency of the utility having regard to: a) existing land use practices; and b) the location of the use in relation to the utility; and c) any required buffers or setbacks; and d) the management of access.
Complies with A1 Utilities is a permitted use in the zone	

28.4 Development Standards

28.4.1 Building Design and Siting

<p>Objective</p> <p>To ensure that the siting and design of development:</p> <p>a) considers the impacts to adjoining lots; and</p> <p>b) furthers the local area objectives and desired future character statements for the area, if any.</p>	
Acceptable Solutions	Performance Criteria
<p>A1 Height must not exceed:</p> <p>a) 10m; or</p> <p>b) 15 m for ancillary antenna and masts for communication devices.</p>	<p>P1.1 Height must:</p> <p>a) minimise the visual impact having regard to:</p> <p>i) prevailing character of the landscape or urban pattern of the surrounding area; and</p> <p>ii) form and materials; and</p> <p>iii) the contours or slope of the land; and</p> <p>iv) existing screening or the ability to implement/establish screening through works or landscaping; and</p> <p>v) The functional requirements of the proposed development or use; and</p> <p>b) protect the amenity of residential uses in the area from unreasonable impacts having regard to:</p> <p>i) the surrounding pattern of development; and</p> <p>ii) the existing degree of overlooking and overshadowing; and</p> <p>iii) methods to reduce visual impact; or</p> <p>P1.2 Where development is unavoidably prominent in the landscape, it must provide a significant community benefit.</p>
<p>Complies with A1</p> <p>The bridge will have a deck height of 2.2 metres above the seabed. The handrail has a height of 1.8m. The elevated path will have a maximum height of 4 metres including the handrail.</p>	
<p>A2 Buildings must be set back from all boundaries a minimum distance of 3m.</p>	<p>P2 Building setbacks must:</p> <p>a) complement existing building setbacks in the immediate area; and</p> <p>b) minimise adverse impacts on adjoining land uses having regard to:</p> <p>i) the form of the building; and</p> <p>ii) the contours or slope of the land; and</p> <p>iii) methods to reduce visual impact; and</p> <p>c) protect the amenity of adjoining residential uses from unreasonable impacts of overshadowing and overlooking having regard to:</p> <p>i) the surrounding pattern of development; and</p> <p>ii) the existing degree of overlooking and overshadowing; and</p> <p>iii) methods to reduce overlooking and overshadowing.</p>
<p>Not applicable</p> <p>the proposed works do not meet the definition of building under the Land Use Planning and Approvals Act 1993.</p>	

E29 Environmental Management Zone

Utilities is a discretionary use class within the zone.

29 Environmental Management Zone

29.3 Use Standards

29.3.1 Reserved Land

Acceptable Solutions	Performance Criteria
A1 Use on reserved land is in accordance with a Reserve Activities Assessment approved under the <i>National Parks and Reserves Management Act 2002</i> or <i>Nature Conservation Act 2002</i> .	P1 No performance criteria.
Complies with A1 None of the works will occur on reserved land as defined by the National Parks and Reserves Management Act 2002.	

29.4 Development Standards

29.4.1 Building Design and Siting

Acceptable Solutions	Performance Criteria
A1 The curtilage for development must: a) not exceed 20% of the site; or b) be in accordance with a Reserve Activities Assessment approved under the <i>National Parks and Reserves Management Act 2002</i> or <i>Nature Conservation Act 2002</i> .	P1 An area greater than 20% of the site may be used where the development is for a driveway or for the management of natural hazards.
Complies with A1 The development curtilage will not exceed 20% of the entire site noting that the Crown owned land along the foreshore extends around St George's Bay and the estuary.	
A2 Building height must: a) not exceed 6m; or b) be in accordance with a Reserve Activities Assessment approved under the <i>National Parks and Reserves Management Act 2002</i> or <i>Nature Conservation Act 2002</i> .	P2 Building height must blend with the surrounding landscape and not be individually prominent.
Not applicable The proposed works do not meet the definition of building under the Land Use Planning and Approvals Act 1993.	
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 <i>National Parks and Reserves Management Act 2002</i> or <i>Nature Conservation Act 2002</i> .	P3 Building setback must protect the natural values of the site or reduce the risk from natural hazards.
Not applicable The proposed works do not meet the definition of building under the Land Use Planning and Approvals Act 1993.	

Acceptable Solutions		Performance Criteria	
A4	Buildings for a sensitive use must be set back a minimum of 200m to the rural resource zone.	P4	Buildings for sensitive use must be designed and sited to protect uses in the rural resource zone from likely constraint, having regard to the: <ul style="list-style-type: none"> a) locations of existing buildings; and b) size and proportions of the lot; and c) nature of the rural resources that are, or may potentially be conducted; and d) extent to which the topography or existing vegetation screening may reduce or increase the impact of the proposed variation.
Not applicable The proposed works do not meet the definition of building under the Land Use Planning and Approvals Act 1993.			
A5	The colours of external surfaces must be the same shades and tones of the surrounding landscape and vegetation elements.	P5	No Performance criteria
Complies with A5 The plans specify that coastal themed colours (green, white and blue) are to be used in the finishes. A condition of permit will reflect this.			
A6	Reflective materials, excluding windows, must not be used as visible external elements in buildings.	P6	Reflective materials, excluding windows, with a high initial reflectivity must become non reflective within a period of 12 months from the date of installation or that the reflective materials will not be visible from off the site.
Complies with A6 The materials proposed to be used in the construction of the bridge and shared pathway are not reflective. The bridge railing is finished in aluminium mesh screening with an aluminium handrail leading up to it.			
A7	On sites with a slope greater than 1:10, site benching through cut and fill must be less than 20% of the site coverage of the proposed building(s).	P7	On sites with a slope greater than 1:10, site benching through cut and fill greater than 20% of the site coverage of the proposed building(s) must ensure the site works are appropriate to the physical and environmental capabilities of the site having regard to:- <ul style="list-style-type: none"> a) The risk of erosion, and b) The stability of the land, and c) The visual impact of the building on adjoining sites.
Not applicable.			
A8	Rainwater runoff from roofs must be collected by means of roof guttering, downpipes and rainwater tanks.	P8	Alternative methods of dealing with rainwater runoff from roofs must avoid erosion, flooding, siltation, pollution or contamination of ground or surface waters.
Not applicable.			
A9	Exterior building lighting is limited to that necessary to allow safe and secure movement of pedestrians and to allow movement around the building at night. Lighting must not be used as a means of displaying the presence of buildings to be visible from outside the site.	P6	Additional lighting must be in a location and an amount that is appropriate to the needs of pedestrians and other building users and does not make the building visible from outside the site boundaries.
Not applicable.			

Acceptable Solutions	Performance Criteria
A10 Where a development is part of a larger complex, each component of the development must be connected by walking tracks.	P7 No performance criteria.
Complies with A10 The development itself is a walking track.	
A11 Single unbroken walls are not to exceed 15m in length.	P8 The horizontal scale of elements must not dominate natural landscapes.
Not applicable	
A12 Roofs must be: a) pitched at an angle of less than 30 degrees and can be either hipped or gabled, or b) curved at radius no greater than 12.5m.	P9 Rooves pitched at angles greater than 30 degrees or curved at a radius greater than 12.5m must have a roof form that is appropriate to the features of the site and surrounding landscape and is compatible with the overall design concept of the development.
Not applicable.	

29.4.2 Landscaping

Acceptable Solutions	Performance Criteria
A1 If for permitted or no permit required uses.	P1 Development must be accompanied by a landscape and site management plan that sets out how the entire site will be managed having regard to: a) any retaining walls; and b) retaining any existing native vegetation where it is feasible to do so or required to be retained by another provision of this scheme; and c) the locations of any proposed buildings, driveways, car parking, storage areas, signage and utility services; and d) any fencing; and e) vegetation plantings to be used and where; and f) any pedestrian movement paths; and g) ongoing treatment of the balance of the lot, if any, including maintenance of plantings, weed management and soil and water management.
Complies with P1 Utilities is a discretionary use class in the Environmental Management Zone therefore the application must be assessed against the Performance Criteria. ArborTas has provided a Vegetation Management Plan and EcoTas has provided an ecological assessment of the proposal. The proposal plans show the site layout and all features required under P1 (a), (c) (d) and (f). Whilst there aren't retaining walls as such the works do include rock batters and these are detailed in the proposal plans as per P1(a). The plans clearly indicate that only minor vegetation removal is required. No new plantings are proposed (P1e). The Eco Tas report provides a number of recommendations in relation to the proposal in terms of weed management, protecting threatened flora and fauna. This report will form part of the endorsed documents and the specific recommendations will be included in the permit conditions	

Acceptable Solutions	Performance Criteria
A2 Development must be located on land on which the natural vegetation cover has been removed or significantly disturbed.	P2 New development must be located in a manner that minimises vegetation removal.
Complies with P1 The proposed walkway design has been sited to minimise vegetation removal.	
A3 All new plantings must be undertaken with seeds or rootstock derived from provenance taken within the boundaries of the site, or the vicinity of the site.	P3 Where seeds or rootstock derived from provenance taken within the boundaries of the site is insufficient for the landscaping needs, seeds or rootstock may be used from other lots within the municipal area.
Not applicable. No new plantings are proposed as part of the application.	
A4 Plants listed in Appendix 3 must not be used in landscaping.	P5 No performance criteria.
Not applicable. No new plantings are proposed as part of the application.	

29.4.3 Subdivision

As subdivision does not form part of the proposal, assessment against the provisions has not been provided.

29.4.4 Provision of Infrastructure

Acceptable Solutions	Performance Criteria
A1 No acceptable solution	P1 New roads must be designed to ensure safe movement of vehicles and pedestrians and that native wildlife is protected.
Not applicable No new roads are proposed.	
A2 Footpaths and trails must be a minimum of:- a) 1m wide for walking trails. b) 1.5m wide where required for wheelchair access	P2 Footpaths and trails must be sensitively located to take advantage of landscape features without interfering with natural drainage patterns or water catchment areas.
Complies with A1 All proposed footpaths have a minimum width of 1.5 metres.	

29.4.5 Tourist Operations

Not applicable – the proposal is for the shared pathway which is classified as utilities.

31 Port and Marine Zone

Utilities is a permitted use in accordance with Table 31.2

31.3 Use Standard

31.3.1 Emissions

Objective To ensure that emissions are contained within the site or are managed in such a way as to not cause a loss of amenity to surrounding sensitive uses or impact detrimentally on the environment.	
Acceptable Solutions	Performance Criteria
A1 All waste materials and by-products produced through operations on the site must: a) where stored on site, be in a covered building with connection to reticulated waste and storm water services; or b) be removed and disposed of in accordance with a management plan approved by the Environment Protection Authority; or c) be removed and disposed of by a licensed waste removal operator or disposed of in an approved land fill.	P1 A waste management plan demonstrates how the storage and on-site handling of waste and by-products of the activity will be managed to: a) minimise impacts to the environment; and b) contain and treat emissions from the materials being held or stockpiled on the site (particularly waste and storm water); and c) prevent views of the subject materials from outside of the site.
Complies with A1 The use will not create any waste materials or emissions.	

31.3.2 Amenity

Objective To ensure: (a) recognition is provided for the reasonable impacts of the allowed uses within the zone and to surrounding zones; and (b) use in the zone does not significantly impact on the amenity of sensitive uses in adjoining zones.	
Acceptable Solutions	Performance Criteria
A1 Use must be setback at least 50m from the boundary of the General Residential zone or a sensitive use in other zones.	P1 Use must not cause unreasonable disturbances or loss of amenity to sensitive uses in adjoining zones.
Complies with P1 Works will be within 50 metres of the General Residential Zone therefore the application relies on the Performance Criteria. Use of the site for a shared pathway will not impact on residential amenity. There is separation between the pathway and dwellings provided by both the bank and the Tasman Highway. A pedestrian pathway is not considered to be a use that impacts residential amenity.	
A2 Outside storage areas must be screened from adjacent roads and properties.	P2 Outside storage areas must not cause loss of amenity through unsightly appearance of storage areas.
Complies with A2 No outside storage areas are proposed.	

31.4 Development Standards

31.4.1 Building Appearance and Streetscape Character

Not applicable. The proposed works do not comprise a building as defined under the Land Use Planning and Approvals Act 1993.

31.4.2 Environmental Impacts

Objective To ensure that the environmental impacts are regulated to minimise off-site impacts to adjoining areas and they are managed in accordance with environmental best practice.	
Acceptable Solutions	Performance Criteria
A1 All wastewater must be disposed of into a reticulated sewerage system.	P1 All wastewater is treated by an on-site system suitable to the nature and volume of the discharges generated by the activity.
Complies with A1 No wastewater will be generated by the pathway.	
A2 All stormwater from hardstand areas must be directed to Council's reticulated stormwater system.	P2 Surface water from hardstand areas (excluding pontoons, jetties and marinas) is treated to minimise pollution to receiving environments.
Complies with A2 Natural run-off will not increase from existing levels.	
A3 If for permitted or no permit required uses.	P3 A plan for managing by-products and wastes demonstrates how impacts to the environment will be minimised.
Complies with A3 Utilities is a permitted use in the zone.	
A4 The development is for the redevelopment of an existing marina or slipway facility.	P4 The marina or slipway is: a) located in an area characterised by other structures such as jetties, ramps and boatsheds; and b) consistent with the local area objectives, if any.
Not applicable.	
A5 Non-domestic marinas provide at least one wastewater pump out facility.	P5 No performance criteria.
Not applicable	

31.4.3 Subdivision

As subdivision does not form part of the proposal, assessment against the provisions has not been provided.

E4 Road and Railway Assets Code

E4.6 Use Standards

E4.6.1 Use of road or rail infrastructure

Objective To ensure that the safety and efficiency of road and rail infrastructure is not reduced by the creation of new accesses and junctions or increased use of existing accesses and junctions.	
Acceptable Solutions	Performance Criteria
A1 Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway, must not result in an increase to the annual average daily traffic (AADT) movements to or from the site by more than 10%.	P1 Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway must demonstrate that the safe and efficient operation of the infrastructure will not be detrimentally affected.
Not applicable The adjacent Tasman Highway has a speed limit of 60km/h or less.	

Acceptable Solutions		Performance Criteria	
A2	For roads with a speed limit of 60km/h or less the use must not generate more than a total of 40 vehicle entry and exit movements per day	P2	For roads with a speed limit of 60km/h or less, the level of use, number, location, layout and design of accesses and junctions must maintain an acceptable level of safety for all road users, including pedestrians and cyclists.
Complies with A2			
The proposed shared pathway is not anticipated to generate additional vehicular road movements.			
A3	For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic (AADT) movements at the existing access or junction by more than 10%.	P3	For limited access roads and roads with a speed limit of more than 60km/h: <ul style="list-style-type: none"> a) access to a category 1 road or limited access road must only be via an existing access or junction or the use or development must provide a significant social and economic benefit to the State or region; and b) any increase in use of an existing access or junction or development of a new access or junction to a limited access road or a category 1, 2 or 3 road must be for a use that is dependent on the site for its unique resources, characteristics or locational attributes and an alternate site or access to a category 4 or 5 road is not practicable; and c) an access or junction which is increased in use or is a new access or junction must be designed and located to maintain an adequate level of safety and efficiency for all road users.
Not applicable			
A4	Use serviced by a side road from a deficient junction (refer E4 Table 2) is not to create an increase to the annual average daily traffic (AADT) movements on the side road at the deficient junction by more than 10%.	P4	Use serviced by a side road from a deficient junction (refer E4 Table 2) must ensure the safety and performance of the road junction will not be reduced.
Not applicable			

E4.7 Development Standards

E4.7.1 Development on and adjacent to Existing and Future Arterial Roads and Railways

Objective			
To ensure that development on or adjacent to category 1 or 2 roads (outside 60km/h), railways and future roads and railways is managed to:			
<ul style="list-style-type: none"> a) ensure the safe and efficient operation of roads and railways; and b) allow for future road and rail widening, realignment and upgrading; and c) avoid undesirable interaction between roads and railways and other use or development. 			
Acceptable Solutions		Performance Criteria	
A1	The following must be at least 50m from a railway, a future road or railway, and a category 1 or 2 road in an area subject to a speed limit of more than 60km/h: <ul style="list-style-type: none"> a) new road works, buildings, additions and extensions, earthworks and landscaping works; and b) building areas on new lots; and 	P1	Development including buildings, road works, earthworks, landscaping works and level crossings on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway must be sited, designed and landscaped to: <ul style="list-style-type: none"> a) maintain or improve the safety and efficiency of the road or railway or future road or railway, including line of sight from trains; and

c) outdoor sitting, entertainment and children's play areas	b) mitigate significant transport-related environmental impacts, including noise, air pollution and vibrations in accordance with a report from a suitably qualified person; and c) ensure that additions or extensions of buildings will not reduce the existing setback to the road, railway or future road or railway; and d) ensure that temporary buildings and works are removed at the applicant's expense within three years or as otherwise agreed by the road or rail authority.
Not applicable The proposed works are not adjacent or within 50m from a railway and Tasman Highway is a Category 3 Road.	

E4.7.2 Management of Road Accesses and Junctions

Objective To ensure that the safety and efficiency of roads is not reduced by the creation of new accesses and junctions or increased use of existing accesses and junctions.	
Acceptable Solutions	Performance Criteria
A1 For roads with a speed limit of 60km/h or less the development must include only one access providing both entry and exit, or two accesses providing separate entry and exit.	P1 For roads with a speed limit of 60km/h or less, the number, location, layout and design of accesses and junctions must maintain an acceptable level of safety for all road users, including pedestrians and cyclists.
Not applicable The proposed shared pathway does not provide vehicular access.	
A2 For roads with a speed limit of more than 60km/h the development must not include a new access or junction.	P2 For limited access roads and roads with a speed limit of more than 60km/h: a) access to a category 1 road or limited access road must only be via an existing access or junction or the development must provide a significant social and economic benefit to the State or region; and b) any increase in use of an existing access or junction or development of a new access or junction to a limited access road or a category 1, 2 or 3 road must be dependent on the site for its unique resources, characteristics or locational attributes and an alternate site or access to a category 4 or 5 road is not practicable; and c) an access or junction which is increased in use or is a new access or junction must be designed and located to maintain an adequate level of safety and efficiency for all road users.
Not applicable	
A3 Accesses must not be located closer than 6m from an intersection, nor within 6m of a break in a median strip.	P3 Accesses must not be located so as to reduce the safety or efficiency of the road.
Not applicable The proposed pathway does not include an intersection or breaks in the median strip.	

E4.7.3 Management of Rail Level Crossings

Objective To ensure that the safety and the efficiency of a railway is not unreasonably reduced by access across the railway.	
Acceptable Solutions	Performance Criteria
A1 Where land has access across a railway: a) development does not include a level crossing; or b) development does not result in a material change onto an existing level crossing.	P1 Where land has access across a railway: a) the number, location, layout and design of level crossings maintain or improve the safety and efficiency of the railway; and b) the proposal is dependent upon the site due to unique resources, characteristics or location attributes and the use or development will have social and economic benefits that are of State or regional significance; or c) it is uneconomic to relocate an existing use to a site that does not require a level crossing; and d) an alternative access or junction is not practicable.
Not applicable	

E4.7.4 Sight Distance at Accesses, Junctions and Level Crossings

Acceptable Solutions	Performance Criteria
A1 Sight distances at a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and b) rail level crossings must comply with <i>AS1742.7 Manual of uniform traffic control devices - Railway crossings</i> , Standards Association of Australia; or c) If the access is a temporary access, the written consent of the relevant authority has been obtained.	P1 The design, layout and location of an access, junction or rail level crossing must provide adequate sight distances to ensure the safe movement of vehicles.
Not applicable. The proposed pathway does not include any vehicular access points.	

E5 Flood Prone Areas Code

E5.5 Use Standards

E5.5.1 Use and flooding

Objective To ensure that use does not compromise risk to human life, and that property and environmental risks are responsibly managed.	
Acceptable Solutions	Performance Criteria
A1 The use must not include habitable rooms.	P1 Use including habitable rooms subject to flooding must demonstrate that the risk to life and property is mitigated to a low risk level in accordance with the risk assessment in E5.7.
Complies with A1	
A2 Use must not be located in an area subject to a medium or high risk in accordance with the risk assessment in E5.7.	P2 Use must demonstrate that the risk to life, property and the environment will be mitigated to a low risk level in accordance with the risk assessment in E5.7.
Complies with A1 The shared pathway including bridge are designed for a 1:100 year event resulting in a risk rating of low.	

E5.6 Development Standards

E5.6.1 Flooding and Coastal Inundation

Objective To protect human life, property and the environment by avoiding areas subject to flooding where practicable or mitigating the adverse impacts of inundation such that risk is reduced to a low level.	
Acceptable Solutions	Performance Criteria
A1 No acceptable solution.	<p>P1.1 It must be demonstrated that development:</p> <ul style="list-style-type: none"> 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 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. <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"> a) the works will not unduly interfere with natural coastal or water course processes through restriction or changes to flow; and b) the works will not result in an increase in the extent of flooding on other land or increase the risk to other structures; c) inundation will not result in pollution of the watercourse or coast through appropriate location of effluent disposal or the storage of materials; and 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.
Complies with P1 P1.1 – Complies – no direct access to water proposed. P1.2 – The development is subject to a low risk in accordance with the table at E5.7. It is designed to a 1:100 year event (rare) P1.3 – Not applicable	

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Objective To ensure that an appropriate level of car parking is provided to service use.	
Acceptable Solutions	Performance Criteria
A1 The number of car parking spaces must not be less than the requirements of: a) Table E6.1; or b) a parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone).	P1 The number of car parking spaces provided must have regard to: a) the provisions of any relevant location specific car parking plan; and b) the availability of public car parking spaces within reasonable walking distance; and c) any reduction in demand due to sharing of spaces by multiple uses either because of variations in peak demand or by efficiencies gained by consolidation; and d) the availability and frequency of public transport within reasonable walking distance of the site; and e) site constraints such as existing buildings, slope, drainage, vegetation and landscaping; and f) the availability, accessibility and safety of on-road parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; and g) an empirical assessment of the car parking demand; and h) the effect on streetscape, amenity and vehicle, pedestrian and cycle safety and convenience; and i) the recommendations of a traffic impact assessment prepared for the proposal; and j) any heritage values of the site; and k) for residential buildings and multiple dwellings, whether parking is adequate to meet the needs of the residents having regard to: i) the size of the dwelling and the number of bedrooms; and ii) the pattern of parking in the locality; and iii) any existing structure on the land.
Complies with A1 There is no requirement set under Table E6.1 for Utilities use class.	

6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Not applicable – car parking does not form part of the proposal.

E6.7.2 Design and Layout of Car Parking

Not applicable – car parking does not form part of the proposal.

E6.7.3 Parking for Persons with a Disability

Not applicable – car parking does not form part of the proposal.

E6.7.4 Loading and Unloading of Vehicles, Drop-off and Pick up

Objective To ensure adequate access for people and goods delivery and collection and to prevent loss of amenity and adverse impacts on traffic flows.	
Acceptable Solutions	Performance Criteria
A1 For retail, commercial, industrial, service industry or warehouse or storage uses: a) at least one loading bay must be provided in accordance with Table E6.4; and b) loading and bus bays and access strips must be designed in accordance with <i>Australian Standard AS/NZS 2890.3 2002</i> for the type of vehicles that will use the site.	P1 For retail, commercial, industrial, service industry or warehouse or storage uses, adequate space must be provided for loading and unloading the type of vehicles associated with delivering and collecting people and goods where these are expected on a regular basis.
Not applicable. Utilities is not one of the listed applicable uses.	

E6.8 Provisions for Sustainable Transport

E6.8.5 Pedestrian Walkways

Not applicable – car parking does not form part of the proposal.

E8 Biodiversity Code

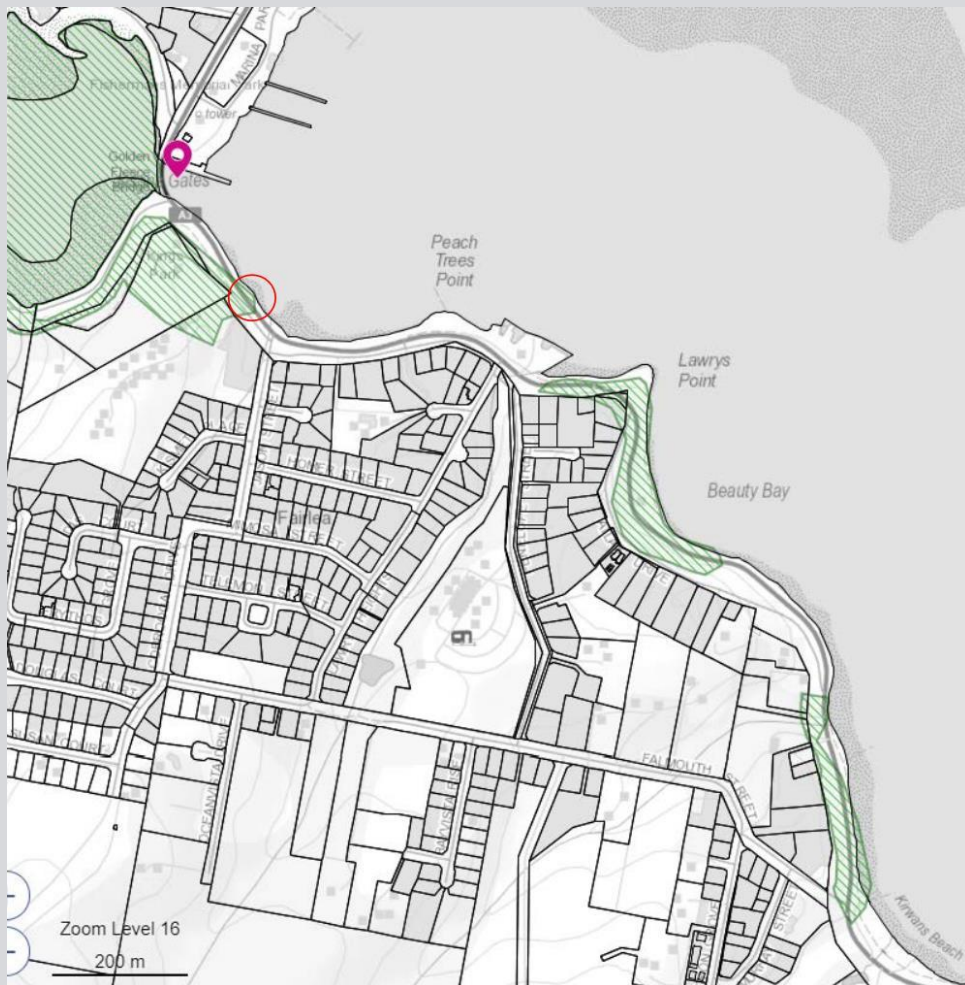
E8.6 Development Standards

E8.6.1 Habitat and Vegetation Management

Objective To ensure that: a) vegetation identified as having conservation value as habitat has priority for protection and is appropriately managed to protect those values; and b) the representation and connectivity of vegetation communities is given appropriate protection when considering the impacts of use and development.	
Acceptable Solutions	Performance Criteria
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 <i>General Offset Principles</i> for the RMPS, Department of Primary Industries, Parks, Water and Environment.

Complies with P1

The priority habitat overlay only applies to a very small section of the development site as shown in the aerial below. The green hatched area inside the red circle is the only portion of the site that is within the Priority Habitat Overlay.



Whilst not mature native trees will be removed in that section of the pathway subject to the Overlay, it is likely that some native grasses and shrubs will be removed therefore the application must be assessed against the Performance Criteria. This assessment applies only to the section of the pathway that sits within the Priority Habitat Overlay. The flora and fauna assessment found only one threatened flora species along the proposal pathway being *Austrostipa blackii* (crested speargrass). That species is not found in the section subject to the Priority Habitat overlay. The report identifies that the area subject to the Priority Habitat Overlay primarily comprises sections of Blue Gums and these trees will not be removed. The flora and fauna report provides a number of management recommendations during the construction to ensure minimal impact to native species and control the spread of weeds. It is considered that with implementation of these recommendations the P1 can be met.

Acceptable Solutions	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"> 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 <i>General Offset Principles</i> for the RMPS, Department of Primary Industries, Parks, Water and Environment.

Complies with P2.1

The priority habitat overlay only applies to a very small section of the development site as shown in the aerial below. The green hatched area inside the red circle is the only portion of the site that is within the Priority Habitat Overlay.



Whilst not mature native trees will be removed in that section of the pathway subject to the Overlay, it is likely that some native grasses and shrubs will be removed therefore the application must be assessed against the Performance Criteria. This assessment applies only to the section of the pathway that sits within the Priority Habitat Overlay. The flora and fauna assessment found only one threatened flora species along the proposal pathway being *Austrostipa blackii* (crested spargrass). That species is not found in the section subject to the Priority Habitat overlay. The report identifies that the area subject to the Priority Habitat Overlay primarily comprises sections of Blue Gums and these trees will not be removed. The flora and fauna report provides a number of management recommendations during the construction to ensure minimal impact to native species and control the spread of weeds. It is considered that with implementation of these recommendations the P1 can be met.

E9 Water Quality Code

E9.6 Development Standards

E9.6.1 Development and Construction Practices and Riparian Vegetation

<p>Objective</p> <p>To protect the hydrological and biological roles of wetlands and watercourses from the effects of development.</p>	
Acceptable Solutions	Performance Criteria
<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>
<p>Complies with P1</p> <p>As some native grasses and shrubs will be removed within 40m of George's Bay the application must be assessed against the Performance Criteria.</p> <p>The application will not increase runoff into the bay. A condition of permit will require a soil and water management plan to be lodged with council prior to works commencing.</p>	
<p>A2 A wetland must not be filled, drained, piped or channelled.</p> <p>.</p>	<p>P2 Disturbance of wetlands must minimise loss of hydrological and biological values, having regard to:</p> <p>(i) natural flow regimes, water quality and biological diversity of any waterway or wetland;</p> <p>(ii) design and operation of any buildings, works or structures on or near the wetland or waterway;</p> <p>(iii) opportunities to establish or retain native riparian vegetation;</p> <p>(iv) sources and types of potential contamination of the wetland or waterway.</p>
<p>Complies with A2</p> <p>The development site is not a wetland.</p>	
<p>A3 A watercourse must not be filled, piped or channelled except to provide a culvert for access purposes.</p>	<p>P3 A watercourse may be filled, piped, or channelled:</p> <p>a) within an urban environment for the extension of an existing reticulated stormwater network; or</p> <p>b) for the construction of a new road where retention of the watercourse is not feasible.</p>
<p>Complies with A3</p> <p>The subject site is not a watercourse.</p>	

E9.6.2 Water Quality Management

Objective To maintain water quality at a level which will not affect aquatic habitats, recreational assets, or sources of supply for domestic, industrial and agricultural uses.	
Acceptable Solutions	Performance Criteria
A1 All stormwater must be: a) connected to a reticulated stormwater system; or b) where ground surface runoff is collected, diverted through a sediment and grease trap or artificial wetlands prior to being discharged into a natural wetland or watercourse; or c) diverted to an on-site system that contains stormwater within the site.	P1 Stormwater discharges to watercourses and wetlands must minimise loss of hydrological and biological values, having regard to: (i) natural flow regimes, water quality and biological diversity of any waterway or wetland; (ii) design and operation of any buildings, works or structures, on or near the wetland or waterway; (iii) sources and types of potential contamination of the wetland or waterway; (iv) devices or works to intercept and treat waterborne contaminants; (v) opportunities to establish or retain native riparian vegetation or continuity of aquatic habitat.
Not applicable There will be no stormwater discharge to a watercourse	
A2.1 No new point source discharge directly into a wetland or watercourse. A2.2 For existing point source discharges into a wetland or watercourse there is to be no more than 10% increase over the discharge which existed at the effective date.	P2.1 New and existing point source discharges to wetlands or watercourses must implement appropriate methods of treatment or management to ensure point sources of discharge: a) do not give rise to pollution as defined under the <i>Environmental Management and Pollution Control Act 1994</i> ; and b) are reduced to the maximum extent that is reasonable and practical having regard to: i) best practice environmental management; and ii) accepted modern technology; and c) meet emission limit guidelines from the Board of the Environment Protection Authority in accordance with the <i>State Policy for Water Quality Management 1997</i> . P2.2 Where it is proposed to discharge pollutants into a wetland or watercourse, the application must demonstrate that it is not practicable to recycle or reuse the material.
Complies with A1.2 and A2.2 There will be no new point source discharge from the pathway	
A3 No acceptable solution.	P3 Quarries and borrow pits must not have a detrimental effect on water quality or natural processes.
Not applicable	

E9.6.3 Construction of Roads

Objective To ensure that roads, private roads or private tracks do not result in erosion, siltation or affect water quality.	
Acceptable Solutions	Performance Criteria
A1 A road or track does not cross, enter or drain to a watercourse or wetland.	P1 Road and private tracks constructed within 50m of a wetland or watercourse must comply with the requirements of the <i>Wetlands and Waterways Works Manual</i> , particularly the guidelines for siting and designing stream crossings.
Complies with A1	

E9.6.4 Access

Objective To facilitate appropriate access at suitable locations whilst maintaining the ecological, scenic and hydrological values of watercourses and wetlands.	
Acceptable Solutions	Performance Criteria
A1 No acceptable solution.	P1 New access points to wetlands and watercourses are provided in a way that minimises: <ul style="list-style-type: none"> a) their occurrence; and b) the disturbance to vegetation and hydrological features from use or development.
Complies with P1 There will be no new access points to wetlands and watercourses.	
A2 No acceptable solution.	P2 Accesses and pathways are constructed to prevent erosion, sedimentation and siltation as a result of runoff or degradation of path materials.
Complies with P1 The path has been designed to prevent erosion, sedimentation and siltation. A Construction and Environmental Management Plan as well as a Soil and Water Management Plan will be required to be submitted to Council prior to works commencing.	

5. Representations

The application was advertised 18 January, 2020 the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. One representation was received. The issues raised in that representation and response is outlined in the table below.

ISSUE	RESPONSE
General support for recreation opportunities if built sensitively. Notes that ideally the entire pathway should be elevated.	Noted. Council acting as the planning authority can only assess the proposal before it.
The Council has failed to consult with representor organisation on the DA.	The application was advertised and open for public comment for the statutory period of 14 days.

ISSUE	RESPONSE
Eco Tas report extracts cited	The two citations refer to land outside of the proposed works and therefore are not relevant to this application.
The track from Lions Park to O'Connors beach should be on the inland side of the road.	This section of track does not form part of the current application.
Concerned that a tree listed in the Planning Scheme Appendix 4 Significant Tree register could be cut down. Removal of said tree does not comply with E13.6.12 P1 of the Local Historic Heritage Code.	The tree is located in the Parkside to O'Connors Beach section of the pathway which is not subject to this application.
Weed management – representor states that weed management plan should have formed part of the DA not be dealt with via a permit condition. Council does not have a good track record on compliance with weed management.	It is acceptable planning practice to have a weed management plan form part of the permit conditions.
Eucalypt trees along the track route should be retained as they provide habitat for Swift Parrots	All mature Eucalypts along the track are to be retained.
Tree removal – representor supports the removal of non native trees and invasive weeds such as Radiata Pine.	Noted.
Scenic Values – scenic values of coastal vistas are extremely valuable. Remnant areas of native bushland are extremely valuable and must be retained. States that there should have been an assessment of visual impact and demonstration of compliance with the Scenic Management Code.	Assessment of the proposal against the Scenic Management Code is not required as the site is not situated within either a scenic management – tourist road corridor or a local scenic management area.
Aboriginal Heritage – No Aboriginal Heritage Report has been included with the application.	The Planning Scheme does not require provision of an Aboriginal Heritage Report.

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 Port and Marine Zone, Utilities Zone and Environmental Management Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and nine Performance Criterion and the received representation has been considered. It is recommended for approval with conditions appropriate for this type of development and taking account of relevant zone and code requirements.

LEGISLATION / STRATEGIC PLAN & POLICIES

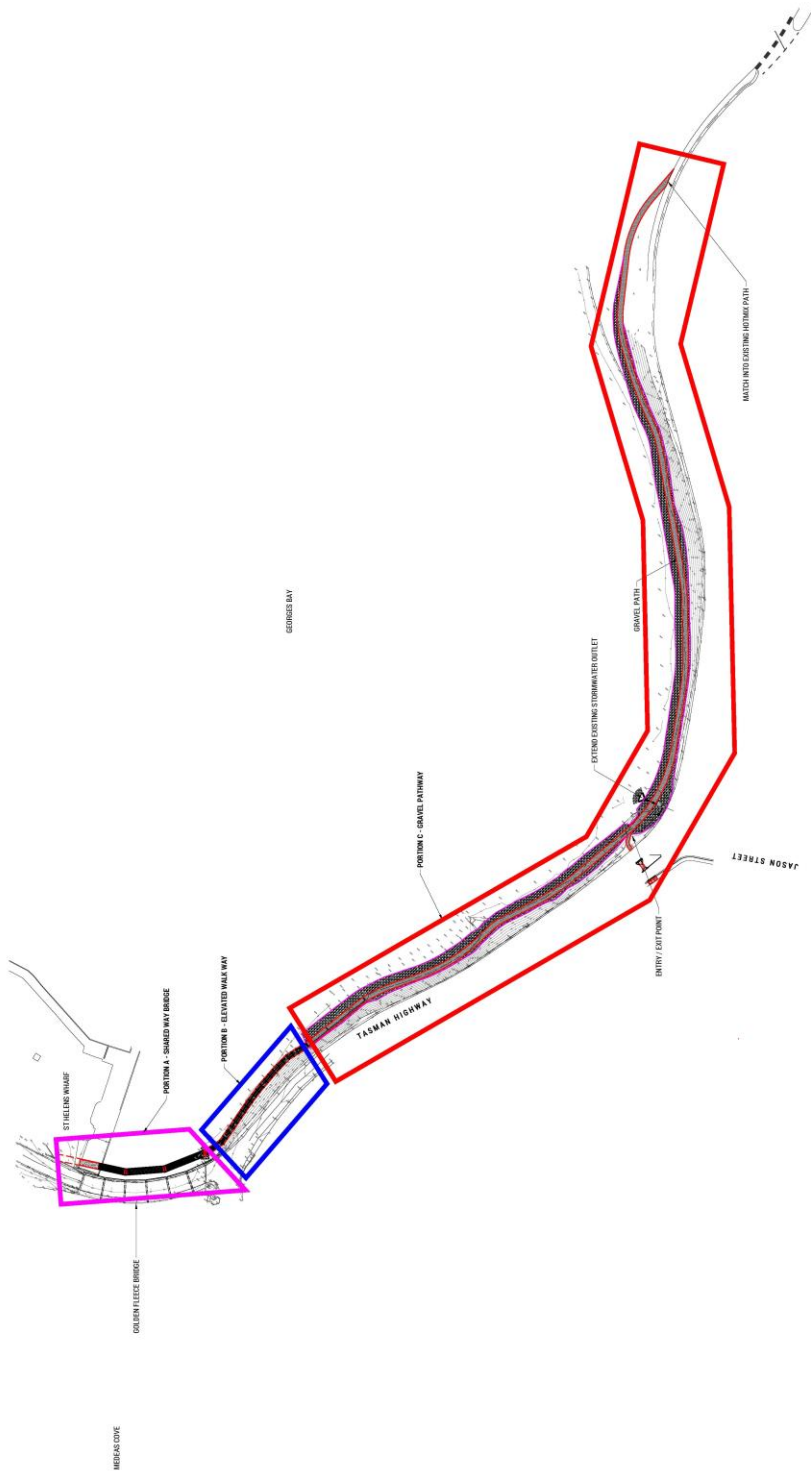
Break O' Day Interim Planning Scheme 2013;
Land Use Planning and Approvals Act 1993;

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

No Budget implications as this is a regulatory decision only.

VOTING REQUIREMENTS:

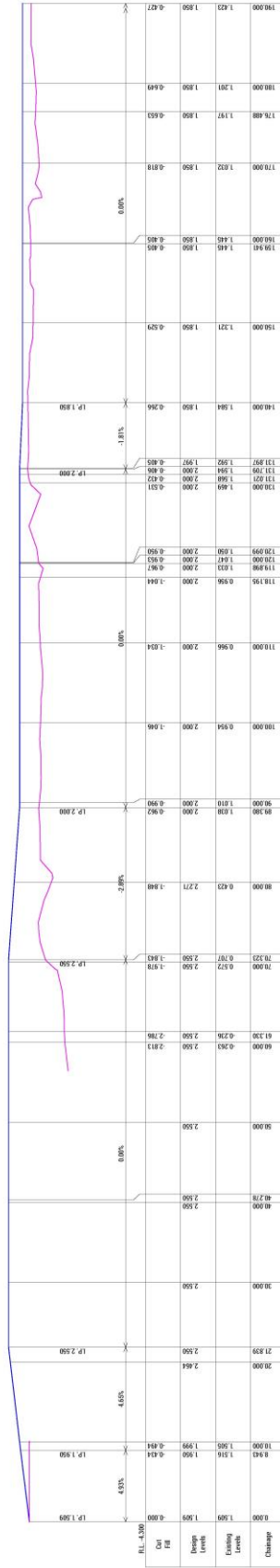
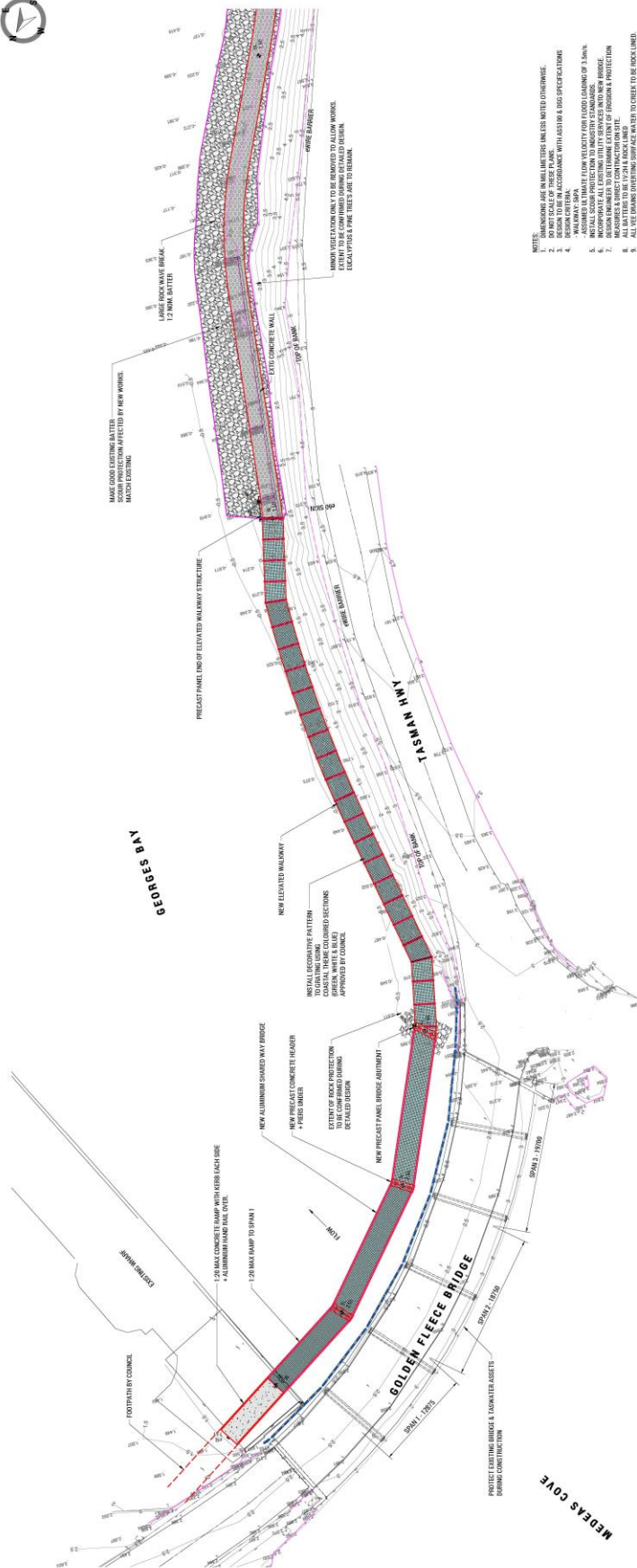
Simple Majority.

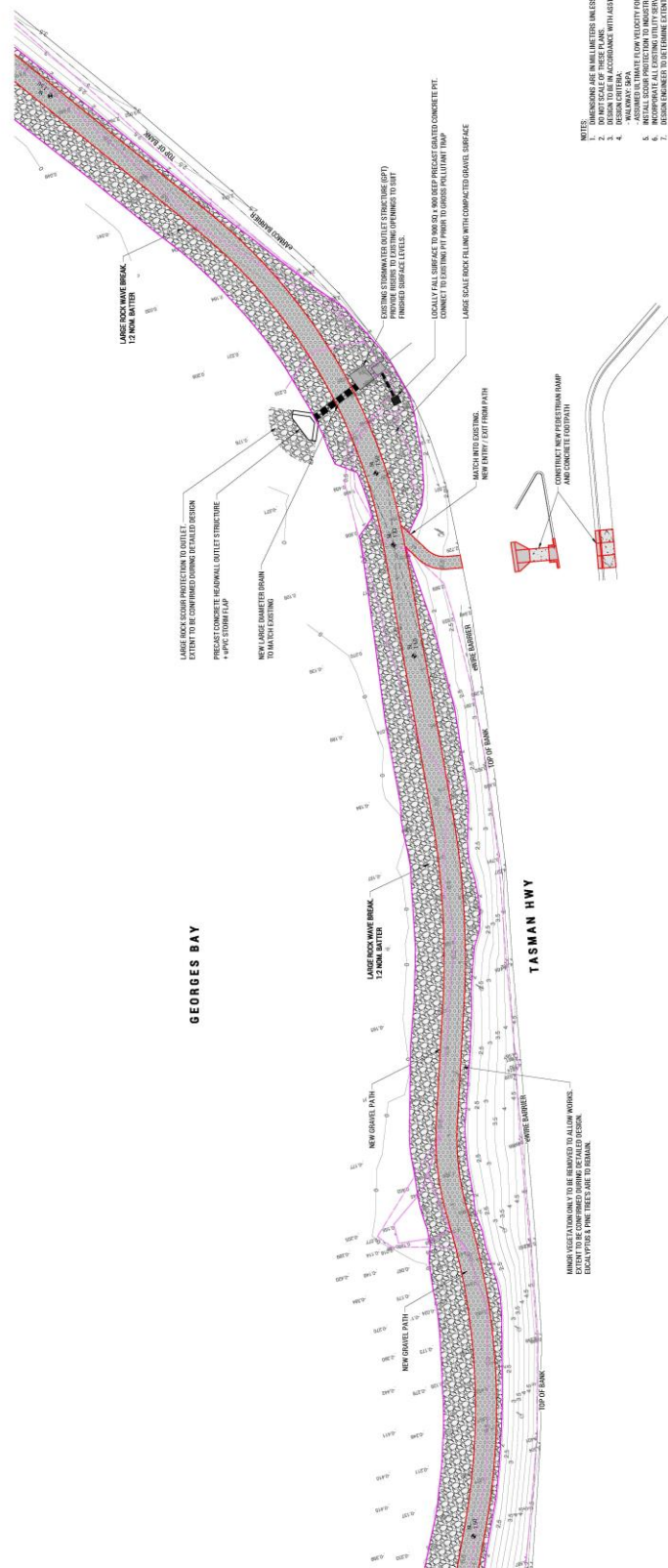


CIVIL WORKS PLAN - OVERALL
SCALE 1:1000

0	TENDER	ISSUED FOR DESCRIPTION	BY	DATE	APPROVED	ASSED No.	DATE	ISSUED BY	ALL	STATUS	<p>CONTROLLED DOCUMENT</p> <p>DO NOT SCALE - IF IN DOUBT, ASK FOR REVISIONS</p> <p>THIS DOCUMENT IS TO BE USED FOR THE PROJECT ONLY</p> <p>UNLESS OTHERWISE STATED, THIS IS THE ONLY COPY</p>		<p>DESIGNED BY: PJW</p> <p>DRAWN BY: PJW</p> <p>CHECKED BY: PJW</p> <p>DATE: 10/10/2011</p>		 <p>Break O'Day CONSULTING</p>		CLIENT	<p>IRIMAKI CIVIC COUNCIL</p> <p>PROJECT: CYCLWAY EXTENSION</p> <p>LOCATIONS: GERRIES BAY</p> <p>ADDRESS: TASMAN HIGHWAY</p> <p>STREETINGS</p>		<p>TITLE: CIVIL WORKS PLAN - OVERALL</p> <p>SCALE: 1:100</p> <p>SHEET SIZE: A1</p> <p>PROJECT No: 1952</p> <p>DATE: 0</p>	
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NOTES:

1. DIMENSIONS ARE IN MILLIMETERS UNLESS NOTED OTHERWISE.
2. DO NOT SCALE OF THESE PLANS.
3. DESIGN TO BE IN ACCORDANCE WITH A55100 & ISO SPECIFICATIONS.
4. DESIGN CRITERIA:
5. "WALKWAY" DEPA
6. ASSUMED LIMBATE FLOW VELOCITY FOR FLOOD LOADING OF 3.5m/s.
7. ACTUAL SCOUR PROTECTION TO PROTECT STANDARD WALKWAY.
8. DESIGNER TO PROVIDE PROTECTION TO PROTECT WALKWAY.
9. DESIGN ENGINEER TO DETERMINE EXTENT OF EROSION & PROTECTION MEASURES & DIRECT CONTRACTOR ON SITE.
10. ALL BATTERS TO BE 1:2 H:1 V RICH CLAY.
11. ALL VEE DRAMS DIVERTING SHIELD WATER TO CHECK TO BE ROCK LIN.
12. ALL ROADWAYS TO BE CARVED OUT IN ACCORDANCE WITH APPENDIX 10A STANDARD DRAWINGS. TO BE "NATURAL GRADE" & AUTO STRAIGHTENED.
13. DESIGNER TO DETERMINE ALL SETOUT DIMENSIONS & LEVELS TO SUIT SITE CONDITIONS.

CIVIL WORKS PLAN - LOCAL PART 2
SCALE 1/250[illegible]



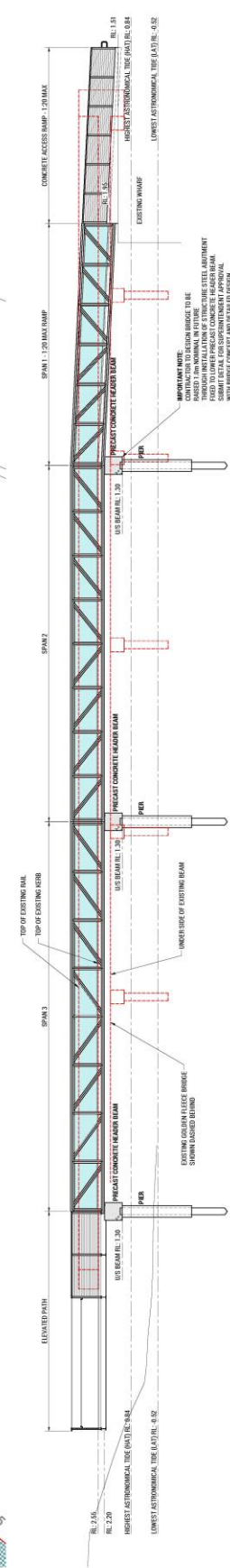
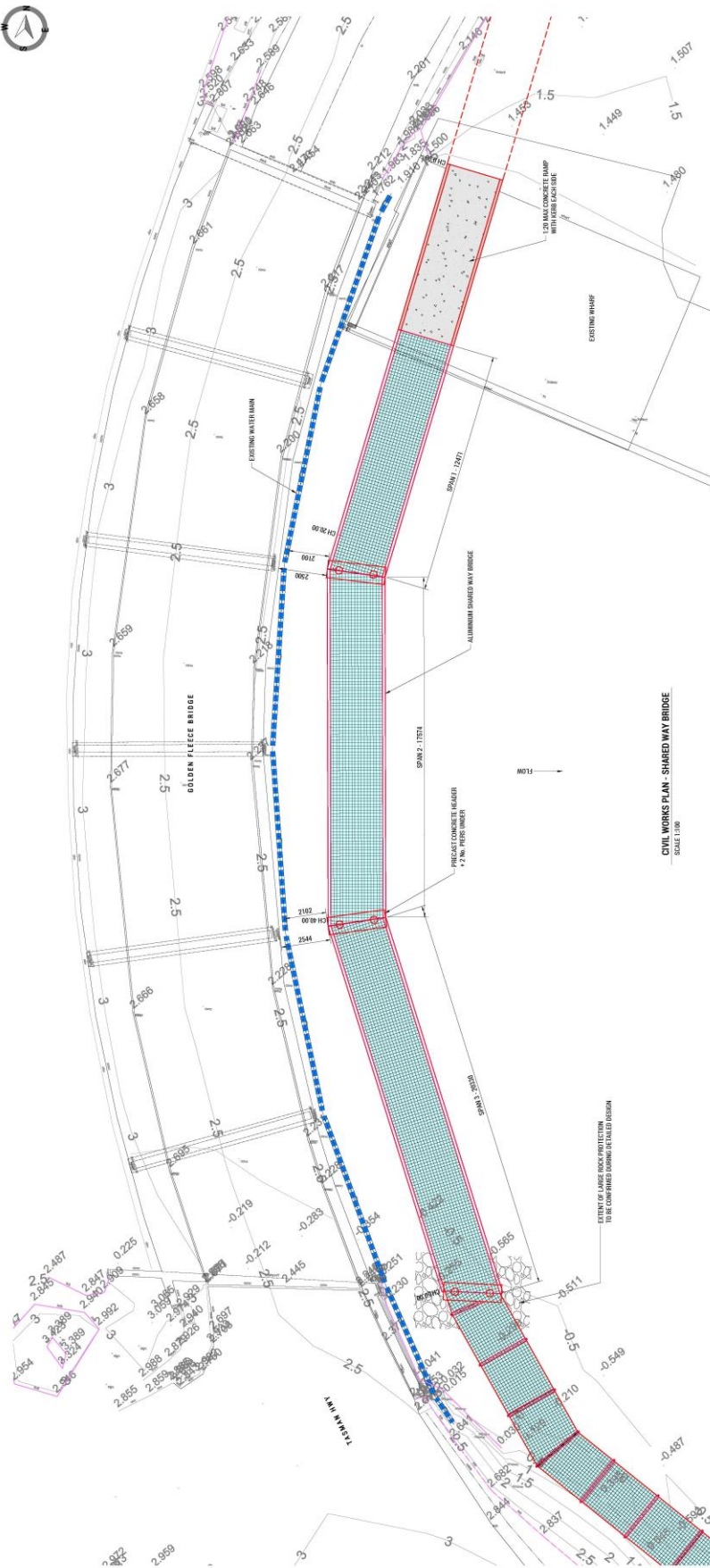
CIVIL WORKS PLAN - LOCAL PART 3

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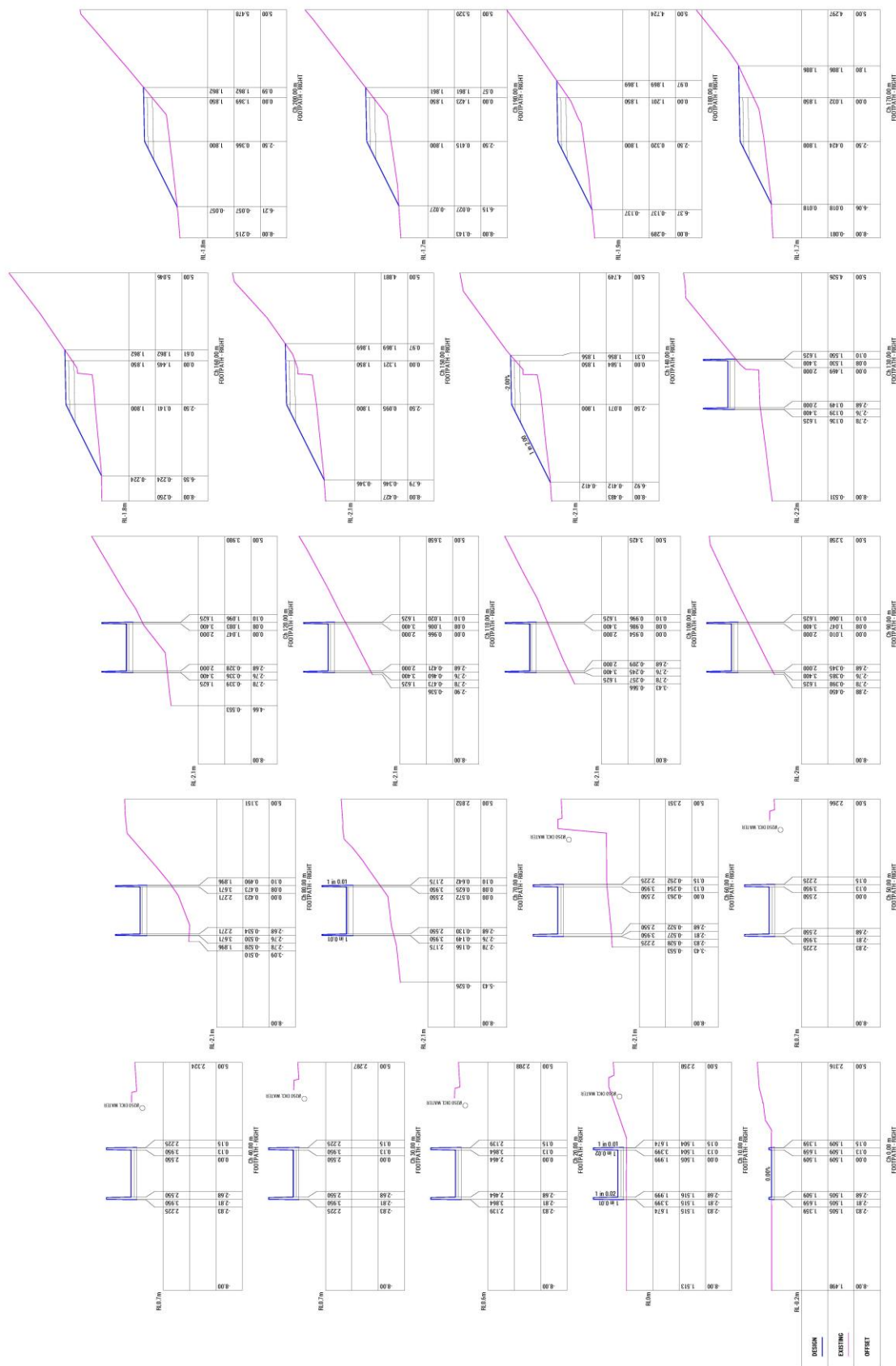
LAWRY HEIGHTS

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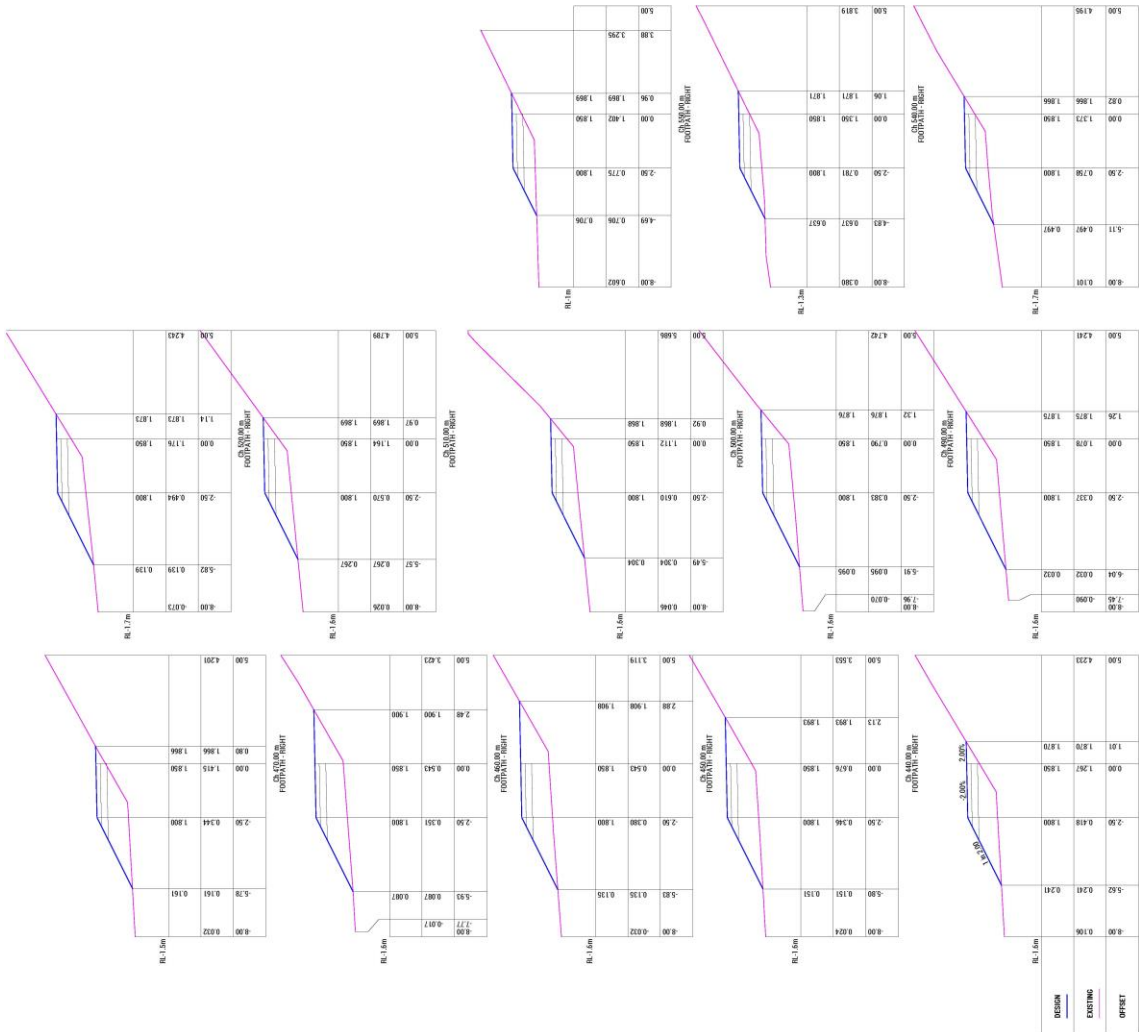
D01 TYPICAL SHAREDWAY BRIDGE ELEVATION - OVERALL
SCALE 1:100

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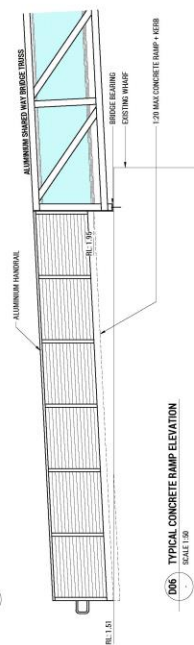
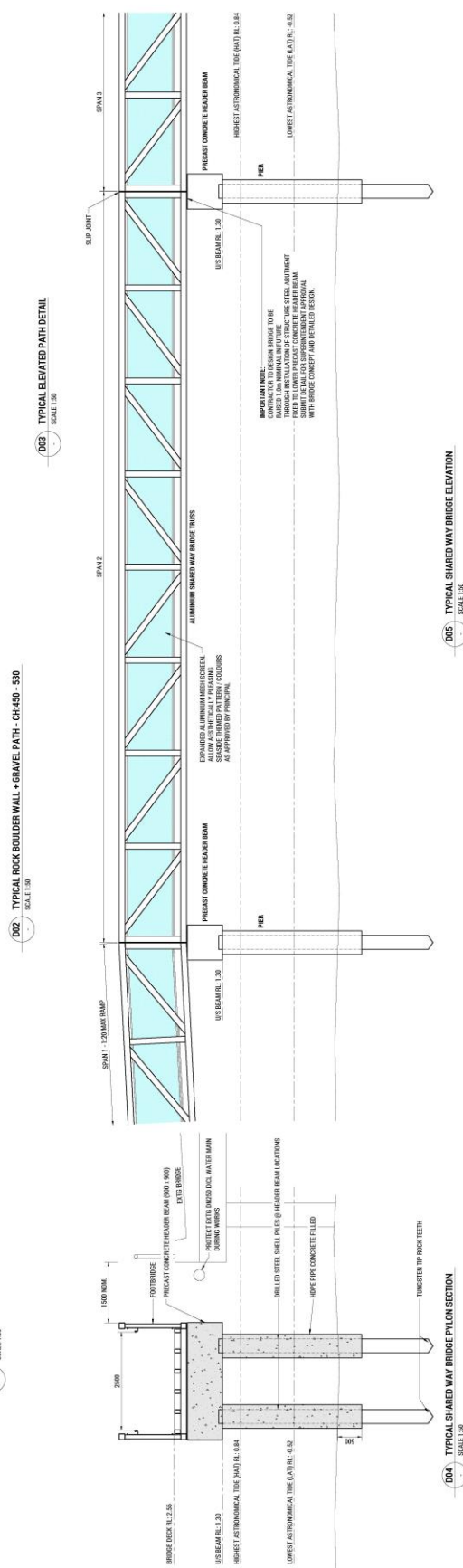
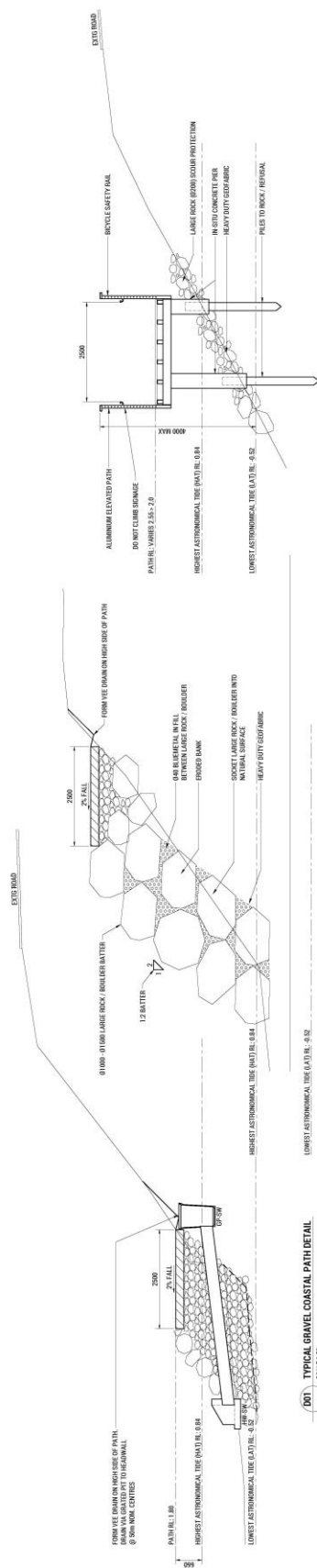
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CONTROLLED DOCUMENT <small>DO NOT SCALE UP OR DOWN. LINES AND DIMENSIONS TO BE USED FOR CONSTRUCTION. ALL DIMENSIONS TO BE IN METERS UNLESS OTHERWISE SPECIFIED.</small>		STATION 10+00 TO 10+50	DATE 2019-06-19	BY J. JENNIFER	DATE 2019-06-19	APPROVED J. JENNIFER	DATE 2019-06-19
DESIGNER: A.A. DRAWN BY: P.W. CHECKED BY: J.J. DATE: -	CLIENT: BREAK QAY COUNCIL PROJECT: CYCLWAY EXTENSION ADDRESS: GERGES BAY ST HELMS	TITLE: CIVIL CROSS SECTION - SHEET 2	SCALE: 1:100 SHEET NO: A1 PROJECT NO: 1952 DRAWING NO: C422 REV: 0				



										TITLE: CIVIL CROSS SECTION - SHEET 3									
										CLIENT: BREAK O'DAY COUNCIL									
										PROJECT: CYCLWAY EXTENSION									
										ADDRESS: GERGES BAY									
										TASMAN HIGHWAY									
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DOI: 10.1177/0022032110392811

ACTION	DECISION
PROPONENT	JMG Engineers & Planners obo Department of State Growth
OFFICER	Rebecca Green, Planning Consultant
FILE REFERENCE	DA 214-2019
ASSOCIATED REPORTS AND DOCUMENTS	Development Application Supporting Report Land Owner Consents Reserve Activity Assessment – Level 1 Proposal Plans Qualitative Assessment Scamander River Levels Ecological Values Assessment TasWater SPAN Representations (6)

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 **Demolition of Old Scamander Bridge** on land situated at **115 Upper Scamander Road, Scamander (PID 6409907)**, **untitled Crown Land northern shore of Scamander River, Old Scamander Bridge (B71) and Scamander River** be **APPROVED** subject to the following conditions:

1. Development must accord with the Development Application DA 214-2019 received by Council 12 January 2020, together with all submitted documentation received and forming part of the development application, except as varied by conditions on this Planning Permit.
2. All works must be in accordance with the conditions of the Submission to Planning Authority Notice by TasWater, TWDA 2020/00053-BODC as attached to this permit.
3. Any damage that may occur to any Council infrastructure during the demolition of the old Scamander bridge and post demolition works and use of Council maintained roads must be reinstated to the satisfaction of Council, at the cost of the developer.
4. No works are to commence on-site until a Construction Environmental Management Plan (CEMP) has been prepared for the proposed development, to the satisfaction of Council's General Manager. This plan is to include exclusion areas, provision for managing declared weeds and State level Legislation hygiene protocols to avoid the spread of weeds and pathogens in the study area. This document is to include a plan for the control of *Phytophthora cinnamomi* disease risks and is to be implemented in accordance with 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.).
5. No vehicles associated with the management or demolition of the Old Scamander Bridge are to enter the development site until the Construction and Environmental Management Plan (CEMP) has been completed to the satisfaction of the Council's General Manager.
6. All works must be conducted in accordance with *Environmental Best Practice Guidelines for Undertaking Works in Waterways and Wetlands in Tasmania* as outlined in the Department of Primary Industries, Parks, Water and Environment publication 'Waterways and Wetlands Works Manual 2003'.

7. A *Soil and Water Management Plan* must be submitted to Council's General Manager for approval prior to works commencing on site, prepared in accordance with *Guidelines for Soil and Water Management*, published by Hobart City Council and available on Council's website ([http://www.bodc.tas.gov.au/webdata/resources/files/Guidelines for Soil and Water Management.pdf](http://www.bodc.tas.gov.au/webdata/resources/files/Guidelines%20for%20Soil%20and%20Water%20Management.pdf)). All works associated with the development must be conducted in accordance with the approved *Soil and Water Management Plan*. All worked areas must be promptly and progressively stabilised (e.g. revegetated) so that they will not erode and/or act as a source of sediment transfer.
8. Prior to commencement of works, a detailed revegetation/rehabilitation plan, shall be prepared and submitted for the approval of Council's General Manager. The plan shall identify:
 - (i) site preparation including appropriate mediums for successful direct seeding or planting and hygiene protocols;
 - (ii) Methodology for revegetation including use of direct seeding or replanting, requirements for jute matting or other stabilisation requirements, suitable species for revegetation, collection and propagation of suitable species if planning if required (including planting to be undertaken at the most suitable time of the year);
 - (iii) Weed management including control of existing weeds and sufficient resources for follow up weed control for at least 2 years post revegetation.

Revegetation/rehabilitation must be undertaken in accordance with the plan approved by Council in accordance with Condition 3 within 6 months of the removal of the bridge unless otherwise agreed to by Council's General Manager, due to seasonal constraints.

9. All appropriate signage, traffic control measures, barricading and safety measures in accordance with all statutory requirements shall be applied to the required works at all times. Any unsafe activities shall result in the Council formally applying a 'Stop Works Notice' to the site until proper measures are in place, with any remedial actions required to be carried out by the Council being directly invoiced to the relevant contractor developer.
10. 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 or works. Any works to be undertaken within 2 metres of any Council owned infrastructure must be done in consultation with Council's Manager Infrastructure and Development Services.

ADVICE

- Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered, works are to cease immediately, Aboriginal Heritage Tasmania is to be contacted immediately and an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures. An **Unanticipated Discovery Plan** is enclosed with this Permit. Plants listed in Appendix 3, Break O'Day Interim Planning Scheme 2013 must not be used in landscaping.
- The introduction of non-native plant species and plant species not of local provenance should be avoided and environmental weeds regularly monitored and targeted for removal.
- Activities associated with demolition works and rehabilitation 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

INTRODUCTION:

Application is made by JMG Engineers and Planners on behalf of Department of State Growth for the proposed demolition of the Old Scamander Bridge (B71) situated over the Scamander River.

Utilities use class in the Environmental Management Zone is a discretionary use, under Table 29.2 of the *Break O'Day Interim Planning Scheme 2013* and is a permitted use, in the Utilities Zone under Table 28.2 of the *Break O'Day Interim Planning Scheme 2013*.



^ Aerial photograph





PREVIOUS COUNCIL CONSIDERATION:

Stakeholder engagement process in 2017. The Department of State Growth has been involved in ongoing community consultation. Media release issued on 28 June 2018 announced the decision of the demolition to the wider community.

OFFICER'S REPORT:

1. The Proposal

Break O'Day Council received a valid application on 12 January 2020 from JMG Engineers and Planners on behalf of Department of State Growth for the proposed demolition of the Old Scamander Bridge (B71) situated over the Scamander River.

The bridge is a 3 span 120-metre-long bridge located west of the existing Tasman Highway in the township of Scamander. The bridge was built in 1935 and comprised of 3 fully welded Pratt through trusses. Timber piles and concrete caissons were used as foundations for the structure.

Currently the structure is closed to vehicular traffic; however, used by the local community for recreational purposes such as fishing.

A structural inspection identified the bridge to be in a poor condition and would need to have significant repairs for continued safe operation. A decision was made to demolish the structure as it is a redundant structure and does not serve any transport function on the State Road network and is a safety concern.

In order to ensure the provision of continued safe pedestrian access across the Scamander River, upgrades to the New Scamander River Bridge (B70). These works will not increase the overall footprint of the bridge or involve works outside the existing bridge structure. As such, the pedestrian upgrade works to the New Scamander River Bridge satisfy the requirements of the Limited Exemption Clause 6.2.3.

The proposed works include the demolition of the existing Old Scamander River Bridge (B71) and include the following works:

- Removal of Scamander River Bridge (B71) including all parts of the existing structure;
- Removal of existing piers and abutments down to river bed level;
- Removal of northern and southern abutments and approach roads;
- Removal abutment, wing walls and foundations at both the northern and southern bridge ends; and
- Rehabilitation works within the area of the northern and southern abutments.

2. Applicable Planning Scheme Provisions

Part 28 Utilities Zone

Part 29 Environmental Management Zone

E5 Flood Prone Areas Code

E6 Car Parking and Sustainable Transport Code

E8 Biodiversity Code

E9 Water Quality Code

E14 Coastal Code

3. Referrals

Referrals to Department of State Growth and TasWater were undertaken. TasWater issued a Submission to Planning Authority Notice on 18 February 2020 including one condition in relation to Scour Pipe Advice. The Department of State Growth had no comment to make regarding the subject application.

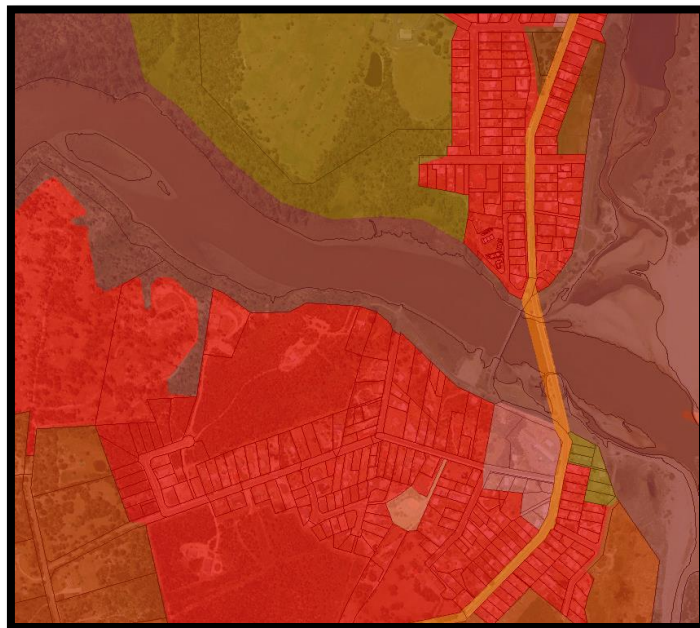
4. Assessment

The application has met the acceptable solutions for all issues, except for reliance upon five (5) performance criteria as detailed below;

- 1) 29.4.2 Landscaping P3
- 2) E5.6.1 Flooding and Coastal Inundation P1.1
- 3) And 4) E8.6.1 Habitat and Vegetation Management P1 & P2.1
- 5) 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* is provided below. **The proposal is deemed to comply with the performance criteria applicable.**

Planning Assessment



^ Zoning Map: Yellow = Utilities Zone, Blue = Environmental Management Zone, Red = General Residential Zone

28 Utilities Zone

No new development is proposed for the portion of the site located within the Utilities zone other than minor rehabilitation works which will be integrated with the adjacent parkland on the northern shore. It is possible that the land may be used for passive recreation; which would be considered a subservient use to the utilities use.

28.2 Use Table

The proposed use fits the use class of Utilities, which is a permitted use the Utilities Zone, if not for minor utilities and no permit required, if for minor utilities.

Utilities as defined by the Scheme means:

“use of land for utilities and infrastructure including:

- (a) Telecommunications;*
- (b) Electricity generation;*

- (c) Transmitting or distributing gas, oil, or power;
- (d) Transport networks;
- (e) Collecting, treating, transmitting, storing or distributing water; or
- (f) Collecting, treating, or disposing of storm of floodwater, sewage, or sillage.

Examples include an electrical sub-station or powerline, gas, water or sewerage main, optic fibre main or distribution hub, pumping station, railway line, retarding basin, road, sewage treatment plant, storm or flood water drain, water storage dam and weir."

28.3 Use Standards

28.3.1 Capacity of existing utilities

Acceptable Solutions	Proposed Solutions
A1 If for permitted or no permit required uses.	A1 The proposal complies with the acceptable solution. The proposed use is either no permit required or permitted.

28.4 Development Standards – not applicable, no works involving a building or a subdivision.

29 Environmental Management Zone

29.2 Use Table

The proposed use fits the use class of Passive Recreation, which is a no permit required use in the Environmental Management Zone.

Passive Recreation as defined by the Scheme means:

"use of land for informal leisure and recreation activities principally conducted in the open, Examples include public parks, gardens and playgrounds, and foreshore and riparian reserves."

29.3 Use Standards

29.3.1 Reserved Land

Acceptable Solutions	Proposed Solutions
A1 Use on reserved land is in accordance with a Reserve Activities Assessment approved under the <i>National Parks and Reserves Management Act 2002</i> or <i>Nature Conservation Act 2002</i> .	A1 The proposal complies with the acceptable solution. The proposal was accompanied by an approved RAA.

29.4 Development Standards

29.4.1 Building Design and Siting – not applicable, no building is proposed in this zone.

29.4.2 Landscaping

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 If for permitted or no permit required use.	A1 The proposal is for a no permit required use and complies with the acceptable solution.
A2 Development must be located on land on which the natural vegetation cover has been removed or significantly disturbed.	A2 The demolition works will occur on land on which the natural vegetation cover has been removed or significantly disturbed. Acceptable solution met.

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A3 All new plantings must be undertaken with seeds or rootstock derived from provenance taken within the boundaries of the site, or the vicinity of the site.</p> <p>P3 Where seeds or rootstock derived from provenance taken within the boundaries of the site is insufficient for the landscaping needs, seeds or rootstock may be used from other lots within the municipal area.</p>	<p>P3 The proposed rehabilitation works will be informed by discussions with the Council and be designed and implemented generally in accordance with Council's landscaping plan for the area, although a condition is necessary to require a specific rehabilitation/revegetation plan for the proposed area of the site. Consistency with Council's landscaping plan and conditions will satisfy the performance criteria.</p>
<p>A4 Plants listed in Appendix 3 must not be used in landscaping.</p>	<p>A4 The proposed rehabilitation works will be designed to ensure that plants in Appendix 3 are not used in landscaping. Acceptable solution met.</p>

29.4.3 – 29.4.5 – Not applicable to this proposal.

E4 Road and Railway Assets Code – Not applicable, as the proposal does not involve a new or intensified access, junction or level crossing. Any temporary construction access will be removed and the land reinstated and are exempt from the planning scheme under Clause 5.6.1.

E5 Flood Prone Areas Code

E5.5 Use Standards

E5.5.1 Use and Flooding

Acceptable Solutions	Proposed Solutions
<p>A1 The use must not include habitable rooms.</p>	<p>A1 Not applicable.</p>
<p>A2 Use must not be located in an area subject to a medium or high risk in accordance with the risk assessment in E5.7.</p>	<p>A2 Not applicable.</p>

E5.6 Development Standards

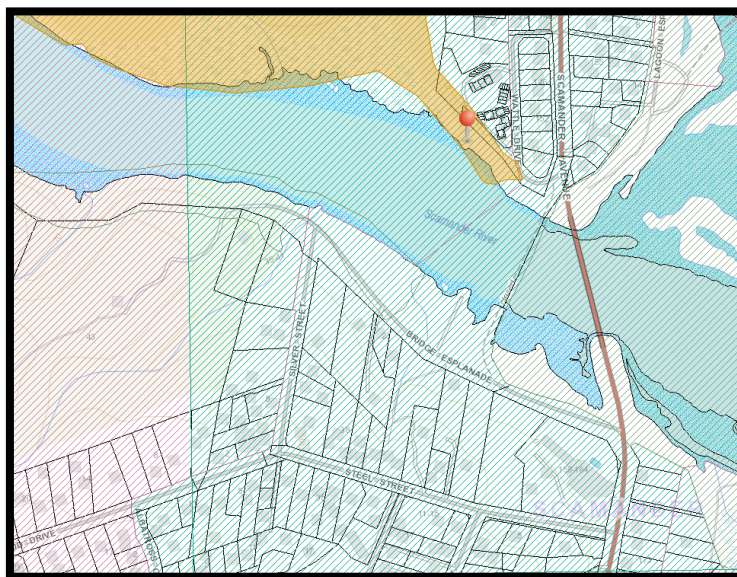
E5.6.1 Flooding and Coastal Inundation

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1 No acceptable solution.</p> <p>P1.1 It must be demonstrated that development:</p> <ul style="list-style-type: none">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); orb) 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. <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">a) The works will not unduly interfere with natural coastal or water course processes through restriction or changes to flow; andb) The works will not result in an increase in the extent of flooding on other land or increase the risk to other structures;c) Inundation will not result in pollution of the watercourse or coast through appropriate location of effluent disposal or the storage of materials; andd) 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.	<p>P1 The likely uses of the site, passive recreation does not necessary require direct access to the water, although it is likely that the public may do so. As access to the area can be controlled during a flood event and the only damage will be to the landscaping, the consequence of any flooding event is considered low risk. The proposal meets Performance Criteria P1.1 a) and b).</p> <p>P1.2 Not applicable.</p> <p>P1.3 Not applicable.</p>

E6 Car Parking and Sustainable Transport Code

Although this code applies to all use and development, the proposed use classes have no requirement for car or bicycle parking. E6.6.1 is not applicable, nor is E6.7 or E6.8.5.

E8 Biodiversity Code



^ Highlighted Areas = Priority Habitat Overlay

E8.6.1 Habitat and Vegetation Management

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1.1 Clearance or disturbance of priority habitat is in accordance with a certified Forest Practices Plan or;</p> <p>A1.2 Development does not clear or disturbs native vegetation within areas identified as priority habitat.</p> <p>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 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"> 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 <i>General Offset Principles</i> for the RMPS, Department of Primary Industries, Parks, Water and Environment. 	<p>P1 There is native vegetation within the proposed works area in the form of growth on the embankments and reeds around the base of the abutments.</p> <p>An Ecological Values Report prepared by Mark Wapstra accompanied the application and demonstrates the development does not unduly compromise the representation of species or vegetation communities in the bioregion.</p> <p>No threatened flora or fauna or vegetation types classified as threatened were identified in the study area.</p> <p>The report recommends careful management of weed-contamination debris and soil, and careful siting of works infrastructure is recommended to minimise the opportunity for new weeds to establish any existing infestations to become worse, careful disposal of vegetation debris and overburden, and post-works monitoring and treatment.</p> <p>The proposal is consistent with the performance criteria.</p>

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A2 Clearance or disturbance of native vegetation is in accordance with a certified Forest Practices Plan.</p> <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"> 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 <p>conservation outcomes and long-term security of any offset in accordance with the <i>General Offset Principles</i> for the RMPS, Department of Primary Industries, Parks, Water and Environment.</p>	<p>P2.1 As stated above, there is native vegetation within the proposed works area in the form of growth on the embankments and reeds around the base of the abutments.</p> <p>An Ecological Values Report prepared by Mark Wapstra accompanied the application and demonstrates the development does not unduly compromise the representation of species or vegetation communities in the bioregion.</p> <p>No threatened flora or fauna or vegetation types classified as threatened were identified in the study area.</p> <p>The report recommends careful management of weed-contamination debris and soil, and careful siting of works infrastructure is recommended to minimise the opportunity for new weeds to establish any existing infestations to become worse, careful disposal of vegetation debris and overburden, and post-works monitoring and treatment.</p> <p>The proposal is consistent with the performance criteria.</p>

E9 Water Quality Code

E9.6.1 Development and Construction Practices and Riparian Vegetation

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1 Native vegetation is retained within:</p> <ul style="list-style-type: none"> a) 40m of a wetland, watercourse or mean high water mark; and b) A Water catchment area – inner buffer. <p>P1 Native vegetation removal must submit a soil and water management plan to demonstrate:</p> <ul style="list-style-type: none"> a) Revegetation and weed control of areas of bare soil; and 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 c) That disturbance to vegetation and the ecological values of riparian vegetation will not detrimentally affect hydrological features and functions. 	<p>P1 There is native vegetation within the proposed works area in the form of small amounts of native growth on the embankments and reeds around the base of the abutments that will be removed.</p> <p>The proposed includes revegetation of any bare soil. The proposed works will be undertaken in accordance with a Soil and Water Management Plan which can form a condition of requirement in any approval. The removal of the vegetation proposed will have no effect on the hydrological function of the river.</p> <p>The proposal is consistent with the performance criteria.</p>
A2 A wetland must not be filled, drained, piped or channelled.	A2 Not applicable.
A3 A watercourse must not be filled, piped or channelled except to provide a culvert for access purposed.	A3 Not applicable.

E9.6.2 Water Quality Management

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

E9.6.3 Construction of Roads

Acceptable Solutions	Proposed Solutions
A1 A road or track does not cross, enter or drain to a watercourse or wetland.	A1 The proposal does not involve a new road or track. Any temporary construction access is exempt from the planning scheme.

E9.6.4 Access

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

E9.6.5 Sediment and Erosion Control – not applicable.

E9.6.6 Water Catchment Areas – not applicable.

E14 Coastal Code

The proposed development is located within an area with a coastal height reference of 2.36m as indicated on the Planning Scheme overlay maps. Under Clause 14.4.1 the works are exempt from this code as remediation works, no further assessment is required against the Code provisions.

5. Representations

The application was advertised 18 January 2020 to 3 February 2020 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. Six (6) representations were received prior to the closing date and time. It is noted that one of the representations was in favour of the removal of the bridge. The main issues raised are in relation to the desire to retain the structure.

Issue	Planner's Response
Concerns in relation to the history aspect of the bridge, recreational and community asset loss of an iconic structure.	The bridge is not Heritage listed and no further consideration against any heritage provisions of the Planning Scheme is required. Recreational use of the area will continue post demolition with the rehabilitation to Passive Recreation use. Decision to remove the bridge was made a number of years ago. The demolition of the bridge must be considered against the merits of the proposal and the relevant provisions of the Planning Scheme only.
Challenge that the costs to maintain is too costly.	Decision to remove the bridge was made a number of years ago. The demolition of the bridge must be considered against the merits of the proposal and the relevant provisions of the Planning Scheme only.
Lack of revegetation plan forming part of the proposal	A condition forming part of an approval is recommended, and it is quite normal that this detail is not quite finalised at application stage so is often conditioned that a comprehensive revegetation plan is provided prior to any works commencing on site. It is noted that the suggested details in the representation to be required within the plan, has been considered.
Concern the DA has not demonstrated compliance with the Biodiversity Code.	An Ecological Values Report prepared by Mark Wapstra accompanied the application and demonstrates the development is consistent with the Code. With the condition requirement of a comprehensive revegetation/rehabilitation plan including weed management, the proposal will provide proper restoration to the area, together with further consultation with Council, as Council has prepared a concept landscaping plan for the area.
Concerns that the new bridge will have a lot more use and needs to be made safer.	The proposal includes, although exempt from planning approval, pedestrian upgrades to the new Scamander Bridge.
Ownership of the old quarry is private property and the representor is seeking assurance that no damage will be cause to private property.	The plans clearly demonstrate that the extent of works is not within private property. See Sheet C02 JMG – Locality Plan.

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, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and five (5) Performance Criterion/discretion; 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; FUNDING AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority

ACTION	DECISION
PROPONENT	Rebecca Green & Associates
OFFICER	Chloe Lyne, Consultant Planner
FILE REFERENCE	DA 030-2020
ASSOCIATED REPORTS AND DOCUMENTS	Planning Submission Parks and Wildlife Service World Trail Pty Ltd – Break O’Day Mountain Trail Master Plan - Addendum Variation to Certified Forest Practices Plan Addendum to Flora and Fauna report

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 STACKED LOOP TRAIL NETWORK MOUNTAIN BIKE TRAIL - ST HELENS REVISED ALIGNMENTS on land situated at TASMAN HIGHWAY, GOSHEN described PID 3385444 be **APPROVED** subject to the following conditions:

1. Development must accord with the Development Application DA 030-2020 received by Council 18 February 2020 together with all submitted documentation received and forming part of the development application, except as varied by conditions on this Planning Permit.
2. Prior to works commencing, a *Soil and Water Management Plan* must be submitted to Council for approval by the Planning Coordinator. When approved, the plan will be endorsed and will then form part of the permit. It must be prepared in accordance with *Guidelines for Soil and Water Management*, published by Hobart City Council and available on Council’s website: ([http://www.bodc.tas.gov.au/webdata/resources/files/Guidelines for Soil and Water Management.pdf](http://www.bodc.tas.gov.au/webdata/resources/files/Guidelines%20for%20Soil%20and%20Water%20Management.pdf)). All works associated with the development must be conducted in accordance with the approved *Soil and Water Management Plan*.
3. Works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
4. All works must be conducted in accordance with *Environmental Best Practice Guidelines for Undertaking Works in Waterways and Wetlands in Tasmania* as outlined in the Department of Primary Industries, Parks, Water and Environment publication ‘Waterways and Wetlands Works Manual 2003’.
5. Site benching through cut and fill must be in keeping with the physical and environmental capabilities of the site.
6. Prior to any works commencing, a Weed and Disease Management Plan must be submitted for approval by the Planning Coordinator. When approved, the plan will be endorsed and will then form part of the permit. The plan must include:
 - a. Details of how standard *Phytophthora* hygiene measures are to be implemented on an ongoing basis.
 - b. Be 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).

7. Prior to any works commencing, a construction management plan must be submitted for approval by the Planning Co-ordinator. When approved, the plan will be endorsed and will then form part of the permit. The plan must detail:
 - a. Site induction for all workers and visitors to the site. This must cover the hygiene protocols as detailed below.
 - b. Hygiene protocols in accordance with the latest edition of the *Tasmanian Washdown Guidelines for Weed and Disease Control (DPIPWE)*. All construction vehicles and machinery must be washed down and disinfected to prevent the introduction and/or spread of weeds or pathogens, specifically *Phytophthora Cinnamomi* (root rot).
 - c. A site supervisor that must inspect vehicles and machinery according to the sample washdown register at Appendix 2 in the latest edition of the *Tasmanian Washdown Guidelines for Weed and Disease Control (DPIPWE)*.
8. Native vegetation must not be removed outside that necessitated by the proposed development (this includes the clearing of vegetation to retain or expand views or vistas) unless consented to by Council.

ADVICE

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

NOTES

- a) 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.

INTRODUCTION:

Approval is sought to amend the track alignment for the approved St Helens Stacked Loop Trail Network. The variation is such that it does not constitute a minor amendment to the original permit but rather a new permit is sought for the new section only.

The reason for the partial track realignment is primarily to improve the layout and functional operation of the network with a secondary benefit being that it will reduce environmental impacts as the revised route avoids two wedge-tailed eagle nests.

The application is discretionary and was notified. No representations were received during the advertising period.

PREVIOUS COUNCIL CONSIDERATION:

DA 128-2018 was approved by Council on Monday 3 September 2018 for the original MTB trail route.

OFFICER'S REPORT:

1. The Proposal

Approval is sought for realignment of some portion of the approved (under construction) Stacked Link Mountain Bike Trails. The following changes are proposed:

- Loop 6 (climb) Revised

This replaces the previously approved climb section and replicates a climb running close to the currently constructed descent trail. The climb will extend from Stonyford Track (at the connection of Loop 5) and extends to Loila Tier Road. This re-route has the advantage of moving further from mapped eagle nest sites and therefore outside nominal management zones.

- Descent 1 Link Road

This provides another descent option trail, which links to Descent 1. This re-route includes a section (referred to as the Shuttle Link) from the southern end of Flagstaff Track on the eastern side of the track for about 500-600 metres before re-joining a Link section (connecting to Loop 6).

- Descent 4

This is a new trail option providing another descent option from the Flagstaff Track past Flagstaff Lookout and down to the Trail Head.

- Descents 5 & 6

These are new trail options providing additional descent routes from north of Flagstaff Lookout and down the Trail Head via the existing trail network on the lower slopes.

The construction of the trail will take advantage of the existing terrain as much as practicable and minimise the need for changes to the topography. The full extent of cuts and battering will be determined on-site during construction in accordance with the specified principles and requirements of the FPP.

The track alignment has been designed to avoid threatened species identified through the flora and fauna assessments. There will be flora and fauna experts on site during construction to ensure that no threatened species are impacts which may result in minor changes to the track alignment. Where this is not possible and threatened species need to be removed, relevant permits will be required to be obtained.

2. Applicable Planning Scheme Provisions

- 26.0 – Rural Resource Zone
- E4.0 – Road and Railway Assets Code
- E5.0 – Flood Prone Areas Code
- E6.0 – Car Parking and Sustainable Transport Code
- E8.0 - Biodiversity Code
- E9.0 - Water Quality Code

3. Referrals

4. Planning Assessment

The application has met the acceptable solutions for all issues, except for reliance upon three (3) performance criteria as detailed below:

- 1) E9.6.1 - Development and Construction Practices and Riparian Vegetation P1
- 2) Clause 9.6.4 - Access P1 and 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.**

Use

The proposed shared mountain bike track is defined as Passive Recreation accordance with Table 8.1 , Passive Recreation is defined as:

'use of land for informal leisure and recreation activities principally conducted in the open. Examples include public parks, gardens and playgrounds, and foreshore riparian reserves.'

Rural Resource Zone

The subject site is located entirely within the Rural Resource Zone. Passive Recreation is a No Permit Required Use class in the Rural Resource Zone.

26.3.1 Discretionary Uses if not a single dwelling

Objective	
a)	To provide for an appropriate mix of uses that support the Local Area Objectives and the location of discretionary uses in the rural resources zone does not unnecessarily compromise the consolidation of commercial and industrial uses to identified nodes of settlement or purpose built precincts.
b)	To protect the long term productive capacity of prime agricultural land by minimising conversion of the land to non-agricultural uses or uses not dependent on the soil as a growth medium, unless an overriding benefit to the region can be demonstrated.
c)	To minimise the conversion of non-prime land to a non-primary industry use except where that land cannot be practically utilised for primary industry purposes.
d)	Uses are located such that they do not unreasonably confine or restrain the operation of primary industry uses.
e)	Uses are suitable within the context of the locality and do not create an unreasonable adverse impact on existing sensitive uses or local infrastructure.
f)	The visual impacts of use are appropriately managed to integrate with the surrounding rural landscape.
Acceptable Solutions	Performance Criteria
A1 If for permitted or no permit required uses.	<p>P1.1 It must be demonstrated that the use is consistent with local area objectives for the provision of non-primary industry uses in the zone, if applicable; and</p> <p>P1.2 Business and professional services and general retail and hire must not exceed a combined gross floor area of 250m² over the site.</p>
Complies with A1	
Passive recreation is no permit required.	
A2 If for permitted or no permit requires uses.	<p>P2.1 Utilities, extractive industries and controlled environment agriculture located on prime agricultural land must demonstrate that the:</p> <ul style="list-style-type: none"> i) amount of land alienated/converted is minimised; and ii) location is reasonably required for operational efficiency; and <p>P2.2 Uses other than utilities, extractive industries or controlled environment agriculture located on prime agricultural land, must demonstrate that the conversion of prime agricultural land to that use will result in a significant benefit to the region having regard to the economic, social and environmental costs and benefits.</p>
Complies with A1	
Passive recreation is no permit required.	

Acceptable Solutions		Performance Criteria	
A3	If for permitted or no permit requires uses.	P3	The conversion of non-prime agricultural to non-agricultural use must demonstrate that: <ul style="list-style-type: none"> a) the amount of land converted is minimised having regard to: <ul style="list-style-type: none"> i) existing use and development on the land; and ii) surrounding use and development; and iii) topographical constraints; or b) the site is practically incapable of supporting an agricultural use or being included with other land for agricultural or other primary industry use, due to factors such as: <ul style="list-style-type: none"> i) limitations created by any existing use and/or development surrounding the site; and ii) topographical features; and iii) poor capability of the land for primary industry; or c) the location of the use on the site is reasonably required for operational efficiency.
Complies with A1 Passive recreation is no permit required.			
A4	If for permitted or no permit required uses.	P4	It must be demonstrated that: <ul style="list-style-type: none"> a) emissions are not likely to cause an environmental nuisance; and b) primary industry uses will not be unreasonably confined or restrained from conducting normal operations; and c) the capacity of the local road network can accommodate the traffic generated by the use.
Complies with A1 Passive recreation is no permit required.			
A5	The use must: <ul style="list-style-type: none"> a) be permitted or no permit required; or b) be located in an existing building. 	P5	It must be demonstrated that the visual appearance of the use is consistent with the local area having regard to: <ul style="list-style-type: none"> a) the impacts on skylines and ridgelines; and b) visibility from public roads; and c) the visual impacts of storage of materials or equipment; and d) the visual impacts of vegetation clearance or retention; and e) the desired future character statements.
Complies with A1 Passive recreation is no permit required.			

26.3.2 Dwellings

Not applicable – Dwellings do not form part of this application

26.3.3 Irrigation Districts

Objective To ensure that land within irrigation districts proclaimed under Part 9 of the <i>Water Management Act 1999</i> is not converted to uses that will compromise the utilisation of water resources.			
Acceptable Solutions		Performance Criteria	
A1	Non-agricultural uses are not located within an irrigation district proclaimed under Part 9 of the <i>Water Management Act 1999</i> .	P1	No performance criteria;
Complies with A1 There are no proclaimed irrigation districts within the vicinity.			

26.4 Development Standards

26.4.1 Building Location and Appearance

Objective To ensure that the: <ul style="list-style-type: none"> a) ability to conduct extractive industries and resource development will not be constrained by conflict with sensitive uses; and b) development of buildings is unobtrusive and complements the character of the landscape. 	
Acceptable Solutions	Performance Criteria
A1 Building height must not exceed: <ul style="list-style-type: none"> a) 8m for dwellings; or b) 12m for other purposes. 	P1 Building height must: <ul style="list-style-type: none"> a) be unobtrusive and complement the character of the surrounding landscape; and b) protect the amenity of adjoining uses from adverse impacts as a result of the proposal.
Complies with A1 There are no buildings as part of the proposal.	
A2 Buildings must be set back a minimum of: <ul style="list-style-type: none"> a) 50m where a non sensitive use or extension to existing sensitive use buildings is proposed; or b) 200m where a sensitive use is proposed; or c) the same as existing for replacement of an existing dwelling. 	P2 Buildings must be setback so that the use is not likely to constrain adjoining primary industry operations having regard to: <ul style="list-style-type: none"> a) the topography of the land; and b) buffers created by natural or other features; and c) the location of development on adjoining lots; and d) the nature of existing and potential adjoining uses; and e) the ability to accommodate a lesser setback to the road having regard to: <ul style="list-style-type: none"> i) the design of the development and landscaping; and ii) the potential for future upgrading of the road; and iii) potential traffic safety hazards; and iv) appropriate noise attenuation.
Complies with A1 There are no buildings as part of the proposal.	
A3 Where a development is part of a larger complex, each component of the development must be connected by walking tracks.	P1 No performance criteria.
Complies with A1 The proposal itself is a mountain bike track which many linked trails. Walkers can utilise the tracks.	

26.4.2 Subdivision

Not applicable – the application does not involve subdivision

26.4.3 Tourist Operations

Not applicable the application is for passive recreation and not tourist operation.

E4 Road and Railway Assets Code

E4.6 Use Standards

E4.6.1 Use of road or rail infrastructure

Objective To ensure that the safety and efficiency of road and rail infrastructure is not reduced by the creation of new accesses and junctions or increased use of existing accesses and junctions.	
Acceptable Solutions	Performance Criteria
A1 Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway, must not result in an increase to the annual average daily traffic (AADT) movements to or from the site by more than 10%.	P1 Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway must demonstrate that the safe and efficient operation of the infrastructure will not be detrimentally affected.
Not applicable Passive Recreation is not a sensitive use.	
A2 For roads with a speed limit of 60km/h or less the use must not generate more than a total of 40 vehicle entry and exit movements per day	P2 For roads with a speed limit of 60km/h or less, the level of use, number, location, layout and design of accesses and junctions must maintain an acceptable level of safety for all road users, including pedestrians and cyclists.
Not applicable. The proposed realigned MTB tracks will not increase movements at the intersection of Flagstaff Road and the Tasman Highway by more than 40 per day.	
A3 For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic (AADT) movements at the existing access or junction by more than 10%.	P3 For limited access roads and roads with a speed limit of more than 60km/h: a) access to a category 1 road or limited access road must only be via an existing access or junction or the use or development must provide a significant social and economic benefit to the State or region; and b) any increase in use of an existing access or junction or development of a new access or junction to a limited access road or a category 1, 2 or 3 road must be for a use that is dependent on the site for its unique resources, characteristics or locational attributes and an alternate site or access to a category 4 or 5 road is not practicable; and c) an access or junction which is increased in use or is a new access or junction must be designed and located to maintain an adequate level of safety and efficiency for all road users.
Complies with A4 The proposed realigned MTB tracks will not increase movements at the intersection of Flagstaff Road and the Tasman Highway by more than 40 per day.	
A5 Use serviced by a side road from a deficient junction (refer E4 Table 2) is not to create an increase to the annual average daily traffic (AADT) movements on the side road at the deficient junction by more than 10%.	P5 Use serviced by a side road from a deficient junction (refer E4 Table 2) must ensure the safety and performance of the road junction will not be reduced.
Not applicable	

E4.7 Development Standards

E4.7.1 Development on and adjacent to Existing and Future Arterial Roads and Railways

Objective To ensure that development on or adjacent to category 1 or 2 roads (outside 60km/h), railways and future roads and railways is managed to: <ul style="list-style-type: none"> a) ensure the safe and efficient operation of roads and railways; and b) allow for future road and rail widening, realignment and upgrading; and c) avoid undesirable interaction between roads and railways and other use or development. 	
Acceptable Solutions	Performance Criteria
A1 The following must be at least 50m from a railway, a future road or railway, and a category 1 or 2 road in an area subject to a speed limit of more than 60km/h: <ul style="list-style-type: none"> a) new road works, buildings, additions and extensions, earthworks and landscaping works; and b) building areas on new lots; and c) outdoor sitting, entertainment and children's play areas 	P1 Development including buildings, road works, earthworks, landscaping works and level crossings on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway must be sited, designed and landscaped to: <ul style="list-style-type: none"> a) maintain or improve the safety and efficiency of the road or railway or future road or railway, including line of sight from trains; and b) mitigate significant transport-related environmental impacts, including noise, air pollution and vibrations in accordance with a report from a suitably qualified person; and c) ensure that additions or extensions of buildings will not reduce the existing setback to the road, railway or future road or railway; and d) ensure that temporary buildings and works are removed at the applicant's expense within three years or as otherwise agreed by the road or rail authority.
Complies with A1 There are no Category 1 or 2 roads in the Municipality . The application does not contain and building nor outdoor sitting, entertainment and children's play areas.	

E4.7.2 Management of Road Accesses and Junctions

Objective To ensure that the safety and efficiency of roads is not reduced by the creation of new accesses and junctions or increased use of existing accesses and junctions.	
Acceptable Solutions	Performance Criteria
A1 For roads with a speed limit of 60km/h or less the development must include only one access providing both entry and exit, or two accesses providing separate entry and exit.	P1 For roads with a speed limit of 60km/h or less, the number, location, layout and design of accesses and junctions must maintain an acceptable level of safety for all road users, including pedestrians and cyclists.
Not applicable The proposed MTB trails do not provide vehicular access.	

Acceptable Solutions	Performance Criteria
A2 For roads with a speed limit of more than 60km/h the development must not include a new access or junction.	<p>P2 For limited access roads and roads with a speed limit of more than 60km/h:</p> <ul style="list-style-type: none"> a) access to a category 1 road or limited access road must only be via an existing access or junction or the development must provide a significant social and economic benefit to the State or region; and b) any increase in use of an existing access or junction or development of a new access or junction to a limited access road or a category 1, 2 or 3 road must be dependent on the site for its unique resources, characteristics or locational attributes and an alternate site or access to a category 4 or 5 road is not practicable; and c) an access or junction which is increased in use or is a new access or junction must be designed and located to maintain an adequate level of safety and efficiency for all road users.
Not applicable The development does not include any new accesses or junctions onto roads.	
A4 Accesses must not be located closer than 6m from an intersection, nor within 6m of a break in a median strip.	P4 Accesses must not be located so as to reduce the safety or efficiency of the road.
Not applicable The development does not include any new accesses or junctions onto roads.	

E4.7.3 Management of Rail Level Crossings

Objective To ensure that the safety and the efficiency of a railway is not unreasonably reduced by access across the railway.	
Acceptable Solutions	Performance Criteria
A1 Where land has access across a railway: <ul style="list-style-type: none"> a) development does not include a level crossing; or b) development does not result in a material change onto an existing level crossing. 	P1 Where land has access across a railway: <ul style="list-style-type: none"> a) the number, location, layout and design of level crossings maintain or improve the safety and efficiency of the railway; and b) the proposal is dependent upon the site due to unique resources, characteristics or location attributes and the use or development will have social and economic benefits that are of State or regional significance; or c) it is uneconomic to relocate an existing use to a site that does not require a level crossing; and d) an alternative access or junction is not practicable.
Not applicable	

E4.7.4 Sight Distance at Accesses, Junctions and Level Crossings

Acceptable Solutions	Performance Criteria
<p>A1 Sight distances at</p> <p>a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and</p> <p>b) rail level crossings must comply with <i>AS1742.7 Manual of uniform traffic control devices - Railway crossings</i>, Standards Association of Australia; or</p> <p>c) If the access is a temporary access, the written consent of the relevant authority has been obtained.</p>	<p>P1 The design, layout and location of an access, junction or rail level crossing must provide adequate sight distances to ensure the safe movement of vehicles.</p>
<p>Not applicable.</p> <p>The proposed MTB trail does not include any vehicular access points.</p>	

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

<p>Objective</p> <p>To ensure that an appropriate level of car parking is provided to service use.</p>	
Acceptable Solutions	Performance Criteria
<p>A1 The number of car parking spaces must not be less than the requirements of:</p> <p>a) Table E6.1; or</p> <p>b) a parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone).</p>	<p>P1 The number of car parking spaces provided must have regard to:</p> <p>a) the provisions of any relevant location specific car parking plan; and</p> <p>b) the availability of public car parking spaces within reasonable walking distance; and</p> <p>c) any reduction in demand due to sharing of spaces by multiple uses either because of variations in peak demand or by efficiencies gained by consolidation; and</p> <p>d) the availability and frequency of public transport within reasonable walking distance of the site; and</p> <p>e) site constraints such as existing buildings, slope, drainage, vegetation and landscaping; and</p> <p>f) the availability, accessibility and safety of on-road parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; and</p> <p>g) an empirical assessment of the car parking demand; and</p> <p>h) the effect on streetscape, amenity and vehicle, pedestrian and cycle safety and convenience; and</p> <p>i) the recommendations of a traffic impact assessment prepared for the proposal; and</p> <p>j) any heritage values of the site; and</p> <p>k) for residential buildings and multiple dwellings, whether parking is adequate to meet the needs of the residents having regard to:</p> <p>i) the size of the dwelling and the number of bedrooms; and</p> <p>ii) the pattern of parking in the locality; and</p> <p>iii) any existing structure on the land.</p>
<p>Complies with A1</p> <p>There is no requirement set under Table E6.1 for Passive Recreation use class.</p> <p>It is noted that the existing approved trail includes a 48 space car park at the trailhead. Car parking is accessible via a one-way clockwise loop off Flagstaff road. It is not proposed to change the approved car park as part of the realignment.</p>	

6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Not applicable – car parking does not form part of the proposal.

E6.7.2 Design and Layout of Car Parking

Not applicable – car parking does not form part of the proposal.

E6.7.3 Parking for Persons with a Disability

Not applicable – car parking does not form part of the proposal.

E6.7.4 Loading and Unloading of Vehicles, Drop-off and Pick up

Objective To ensure adequate access for people and goods delivery and collection and to prevent loss of amenity and adverse impacts on traffic flows.	
Acceptable Solutions	Performance Criteria
A1 For retail, commercial, industrial, service industry or warehouse or storage uses: a) at least one loading bay must be provided in accordance with Table E6.4; and b) loading and bus bays and access strips must be designed in accordance with <i>Australian Standard AS/NZS 2890.3 2002</i> for the type of vehicles that will use the site.	P1 For retail, commercial, industrial, service industry or warehouse or storage uses, adequate space must be provided for loading and unloading the type of vehicles associated with delivering and collecting people and goods where these are expected on a regular basis.
Not applicable. Passive Recreation is not one of the listed applicable uses.	

E6.8 Provisions for Sustainable Transport

E6.8.5 Pedestrian Walkways

Not applicable – car parking does not form part of the proposal.

E8 Biodiversity Code

E8.6 Development Standards

E8.6.1 Habitat and Vegetation Management

Objective To ensure that: a) vegetation identified as having conservation value as habitat has priority for protection and is appropriately managed to protect those values; and b) the representation and connectivity of vegetation communities is given appropriate protection when considering the impacts of use and development.	
Acceptable Solutions	Performance Criteria
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 <i>General Offset Principles</i> for the RMPS, Department of Primary Industries, Parks, Water and Environment.
Complies with A1.1 Clearance of priority habitat will be in accordance with a certified Forest Practices Plan.	
A2 Clearance or disturbance of native vegetation is in accordance with a certified Forest Practices Plan.	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: 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 <i>General Offset Principles</i> for the RMPS, Department of Primary Industries, Parks, Water and Environment.
Complies with A2 Clearance of priority habitat will be in accordance with a certified Forest Practices Plan.	

E9 Water Quality Code

E9.6 Development Standards

E9.6.1 Development and Construction Practices and Riparian Vegetation

Objective To protect the hydrological and biological roles of wetlands and watercourses from the effects of development.	
Acceptable Solutions	Performance Criteria
A1 Native vegetation is retained within: a) 40m of a wetland, watercourse or mean high water mark; and b) a Water catchment area - inner buffer.	P1 Native vegetation removal must submit a soil and water management plan to demonstrate: a) revegetation and weed control of areas of bare soil; and 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 c) that disturbance to vegetation and the ecological values of riparian vegetation will not detrimentally affect hydrological features and functions.
Complies with P1 The mountain bike track does cross watercourses and therefore will necessitate vegetation removal within 40m of these watercourses. A condition of permit will require a soil and water management plan to be prepared and approved by Council prior to the commencement of any works which will ensure compliance with P1. It is also noted that both the Forest Practices Plan and Flora and Fauna report make a number of recommendations in relation to soil and water management during the construction phase of the mountain bike trail. Part 2 of the FPP outlines drainage management measures to be used along the track. These include stabilising areas of potential vulnerability, directing drainage onto vegetation and away from exposed fill, and installation of cross drains where required. The FPP also requires that any felling of trees must be undertaken away from streams where possible, and where unavoidable, the heads are to be pulled completely clear of the watercourse. Weeds will be controlled through machinery wash-down, with procedures to follow DPIPWE guidelines. The wash-down should take place on a well-drained hard surface. All stream crossings and work undertaken near streams shall be done with the utmost care to avoid sediment and chemical input and to minimise disturbance to creek bed and bank. Where any permanent stream crossings are required, engineered plans are prepared by a qualified designer and signed off by Parks and Wildlife Service for approval.	
Acceptable Solutions	Performance Criteria
A2 A wetland must not be filled, drained, piped or channelled.	P2 Disturbance of wetlands must minimise loss of hydrological and biological values, having regard to: (i) natural flow regimes, water quality and biological diversity of any waterway or wetland; (ii) design and operation of any buildings, works or structures on or near the wetland or waterway; (iii) opportunities to establish or retain native riparian vegetation; (iv) sources and types of potential contamination of the wetland or waterway.
Complies with A2 No wetland will be piped or drained as part of this proposal.	

Acceptable Solutions	Performance Criteria
A3 A watercourse must not be filled, piped or channelled except to provide a culvert for access purposes.	P3 A watercourse may be filled, piped, or channelled: a) within an urban environment for the extension of an existing reticulated stormwater network; or b) for the construction of a new road where retention of the watercourse is not feasible.
Complies with A3 No watercourse will be filled piped or channelled as part of this proposal.	

E9.6.2 Water Quality Management

Objective To maintain water quality at a level which will not affect aquatic habitats, recreational assets, or sources of supply for domestic, industrial and agricultural uses.	
Acceptable Solutions	Performance Criteria
A1 All stormwater must be: a) connected to a reticulated stormwater system; or b) where ground surface runoff is collected, diverted through a sediment and grease trap or artificial wetlands prior to being discharged into a natural wetland or watercourse; or c) diverted to an on-site system that contains stormwater within the site.	P1 Stormwater discharges to watercourses and wetlands must minimise loss of hydrological and biological values, having regard to: (vi) natural flow regimes, water quality and biological diversity of any waterway or wetland; (vii) design and operation of any buildings, works or structures, on or near the wetland or waterway; (viii) sources and types of potential contamination of the wetland or waterway; (ix) devices or works to intercept and treat waterborne contaminants; (x) opportunities to establish or retain native riparian vegetation or continuity of aquatic habitat.
Complies with A1 No new impervious surfaces are proposed.	
A2.1 No new point source discharge directly into a wetland or watercourse. A2.2 For existing point source discharges into a wetland or watercourse there is to be no more than 10% increase over the discharge which existed at the effective date.	P2.1 New and existing point source discharges to wetlands or watercourses must implement appropriate methods of treatment or management to ensure point sources of discharge: a) do not give rise to pollution as defined under the <i>Environmental Management and Pollution Control Act 1994</i> ; and b) are reduced to the maximum extent that is reasonable and practical having regard to: i) best practice environmental management; and ii) accepted modern technology; and c) meet emission limit guidelines from the Board of the Environment Protection Authority in accordance with the <i>State Policy for Water Quality Management 1997</i> . P2.2 Where it is proposed to discharge pollutants into a wetland or watercourse, the application must demonstrate that it is not practicable to recycle or reuse the material.
Complies with A1.2 and A2.2 There will be no new point source discharge from the trail	

Acceptable Solutions	Performance Criteria
A3 No acceptable solution.	P3 Quarries and borrow pits must not have a detrimental effect on water quality or natural processes.
Not applicable	

E9.6.3 Construction of Roads

Objective To ensure that roads, private roads or private tracks do not result in erosion, siltation or affect water quality.	
Acceptable Solutions	Performance Criteria
A1 A road or track does not cross, enter or drain to a watercourse or wetland.	P1 Road and private tracks constructed within 50m of a wetland or watercourse must comply with the requirements of the <i>Wetlands and Waterways Works Manual</i> , particularly the guidelines for siting and designing stream crossings.
Complies with A1	

E9.6.4 Access

Objective To facilitate appropriate access at suitable locations whilst maintaining the ecological, scenic and hydrological values of watercourses and wetlands.	
Acceptable Solutions	Performance Criteria
A1 No acceptable solution.	P1 New access points to wetlands and watercourses are provided in a way that minimises: <ul style="list-style-type: none"> a) their occurrence; and b) the disturbance to vegetation and hydrological features from use or development.
Complies with P1 There will be no new access points to wetlands and watercourses.	
A2 No acceptable solution.	P2 Accesses and pathways are constructed to prevent erosion, sedimentation and siltation as a result of runoff or degradation of path materials.
Complies with P1 The path has been designed to prevent erosion, sedimentation and siltation. A Construction and Environmental Management Plan as well as a Soil and Water Management Plan will be required to be submitted to Council prior to works commencing.	

5. Representations

The application was advertised 19 February 2020 the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. No representations were received during the advertising period.

6. Mediation

None.

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 Rural Resource Zone and all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and three Performance Criterion. It is recommended for approval with conditions appropriate for this type of development and taking account of relevant zone and code requirements.

LEGISLATION / STRATEGIC PLAN & POLICIES

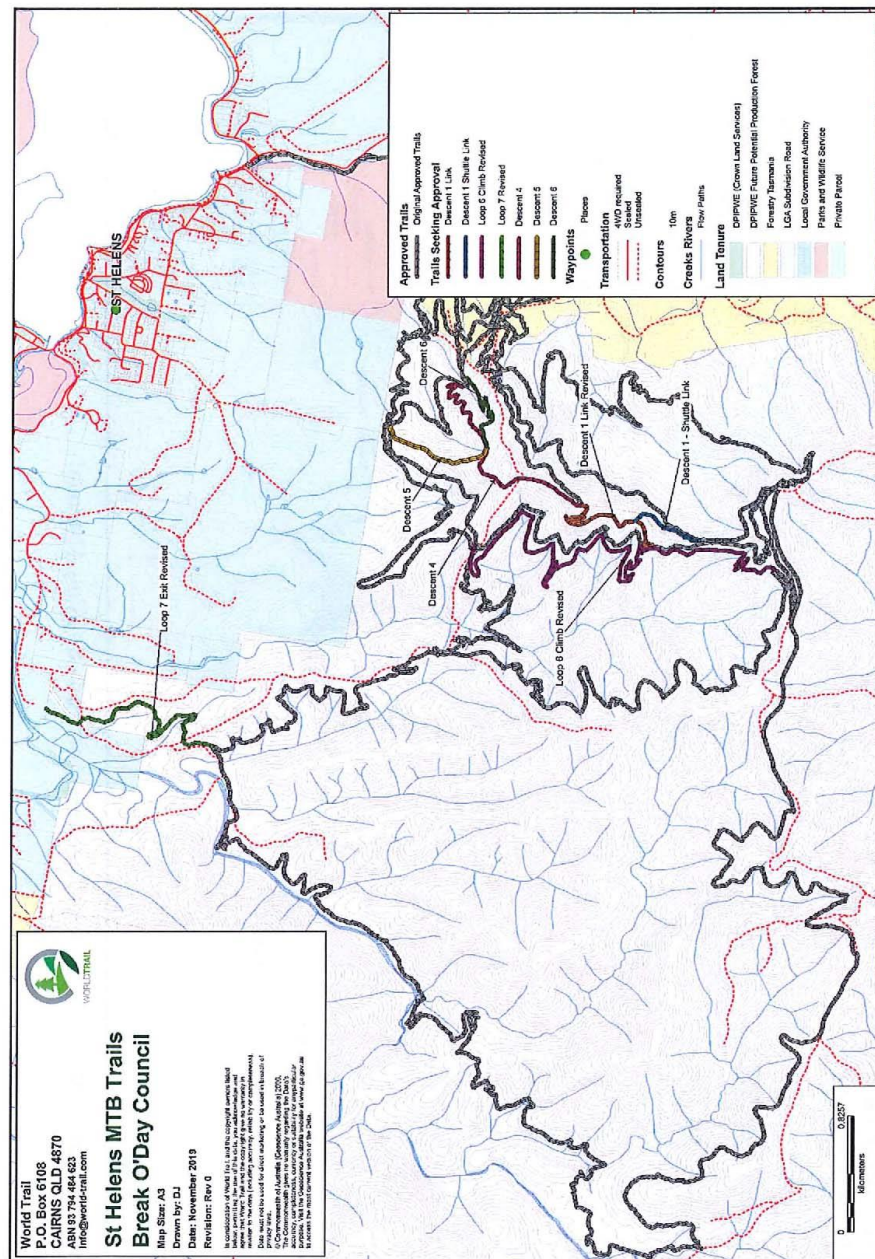
Break O' Day Interim Planning Scheme 2013;
Land Use Planning and Approvals Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

No Budget implications as this is a regulatory decision only.

VOTING REQUIREMENTS:

Simple Majority.



Map 3. St Helens MTB Trail Network Overview

ACTION	DECISION
PROPONENT	Not Applicable
OFFICER	GHD PTY LTD
FILE REFERENCE	031\011\021\
ASSOCIATED REPORTS AND DOCUMENTS	LPS Assessment process flowchart (<i>Circulated under separate Cover</i>) Draft LPS Ordinance (<i>Circulated under separate Cover</i>) Draft LPS Mapbook (<i>Circulated under separate Cover</i>) Draft Local Provisions supporting Report (<i>Circulated under separate Cover</i>)

OFFICER'S RECOMMENDATION:

That Council, acting as a Planning Authority resolve it is satisfied the draft Break O' Day Planning LPS meets the relevant requirements of Section 34 of the Land Use Planning and Approvals Act, 1993 (LUPAA) and resolves to forward this to the Tasmanian Planning Commission.

INTRODUCTION:

Council commenced the draft LPS process in recent years. This includes a review of the State Planning Provisions (SPP) against the Break O' Day Interim Planning Scheme 2013 and identifying local provisions of significance to the Council and community.

Council has also reviewed settlements across the municipality and identified issues and areas requiring further consideration. This included refining the application of 'land potentially suitable for agriculture' mapping in the translation of Rural Resource Zone and Environmental Living Zone land and the identification of areas for Landscape Conservation Zone. Other key issues identified include:

- Rural Living Zone transition – reviewing suitability of lot sizes applicable to different areas
- Landscape Conservation Zone – how/where to apply this zone
- Additional industrial land required (this may require separate amendment)
- Whether a SAP is required for Binalong Bay (stormwater issues in particular – and noting that Sorell Council has developed scheme provisions that could potentially be used)
- Infill pressures in Falmouth

The Council commissioned GHD to build on the review process and to undertake tasks to complete the draft LPS and supporting report. This report summarises this process and makes final recommendations.

PREVIOUS COUNCIL CONSIDERATION:

Not applicable.

OFFICER'S REPORT:

The tasks associated with the preparation of the LPS is a significant body of work detailed in the attached supporting report. The following is provided as a summary of the changes.

Differences between BODIPS 2015 and Draft LPS

While the zone provisions of the SPPs do vary from the zone provisions of the BODIPS 2015 (for example there are more permissible uses in a General Residential Zone under the SPPs) the Draft LPS is, as far as practicable, a conversion of the BODIPS 2015 into the suite of new Zones and Codes available. This process of conversion was also required to meet the requirements and limits of the S8A Guidelines (The Guidelines) issued by the State. This means that for example there was much "like for like" translation. Residential or industrial land under the BODIPS 2015 will still be residential or industrial land under the Draft LPS.

However, to comply with the S8A Guidelines and S34 of The Land Use Planning and Approvals Act (LUPAA) some changes have also been required and these are detailed in the Supporting Report contained within the attachments and summarised below:

Residential

- Rezoning of land in St Helens from RRZ to GRZ where the land is not suitable for the new Agricultural Zone and was within the identified settlement boundary.
- Four sites currently zoned Open Space and identified by Council for disposal have been recommended for rezoning to residential in the LPS.
- Lots created as a result of the Winifred Drive subdivision are recommended for the General Residential zone which is consistent with this use of the land.
- Four sites have been removed from the General Residential zone to General Business, Local Business and Rural zone (explanations for these in the sections to follow).
- Lots in Falmouth, Akaroa and Cornwall have been recommended for the Low Density Residential Zoning where they are currently zoned Environmental Living or Open Space consistent with the settlement strategy.
- All remaining land in an Environmental Living Zone under the BODIPS 2015 has been included in a Landscape Conservation Zone. As Environmental Living Zone, or similar, has not been created under the SPPs, the Landscape Conservation Zone provides the most similar land use intent/purpose and use and development controls to the Environmental Living Zone.
- However the conversion of small shack sites in areas such as The Gardens, Seaton Cove and north of Binalong Bay have been recommended for a particular purpose zone (PPZ) drafted especially to reflect the character of the small coastal residential nature of the area. It was not considered that a Landscape Conservation zoning of these areas was suitable.
- In the SPPs there are a number of different classifications within it based on minimum lot size for subdivision and most land in the interim scheme in this zone has transitioned to the zone in the draft LPS. However three lots currently zoned Rural Resource are recommended for the Rural Living zone due to known site capabilities and recommendations in the 2015 Land Use strategy.
- One title was removed from the Rural Living zone to General Industrial Zone due to it being surrounded by this zone.

- The future urban zone is not used in the BODIPS however, there are a number of sites identified for inclusion in this zone in the LPS. It should be noted that the Future Urban Zone does not allow for any development to occur, it simply identifies land for future urban use and development based on the strategy which will then require the preparation of a structure plan or a master plan.

Commercial

- One title adjacent to the current Local Business zone in St Marys, currently zoned Residential, has been rezoned for commercial purposes due to susceptibility for flooding, historical use and proximity to existing Local Business zoned land.
- Three lots in St Helens which were previously zoned for residential purposes are proposed for a General Business Zone. The change of zone is consistent with the application guidelines.

Industrial

- The General Industrial Zone is the only industrial zone that applies in the Municipality and has been transitioned from the existing to new zone with the exception of a lot in Fingal currently zoned Rural Living and forms a part of the Fingal industrial precinct. The rezoning is consistent with the application guidelines.

Rural

The existing Rural Resource zone in the interim scheme has been changed to two new rural zones under the SPPs. These two new zones are said to better reflect the characteristics of Tasmania's agricultural land and improve protection of our valuable agricultural land resource.¹

- Four lots in St Helens have been recommended for inclusion in the new Rural Zone, consistent with the application guidelines currently located in the Environmental Living zone and due to specific site characteristics.
- All land identified as potentially unconstrained for agricultural purposes transition in accordance with the guidelines, with the exception of lots in Ansons Bay, St Helens, Fingal, Ironhouse Point, St Marys and Mathinna where information in terms of land capability is known to be contrary to the findings of the mapping project.

Landscape and Conservation

- The Landscape Conservation zone has been the transition zone for most of the land in the Environmental Living zone as there is no Environmental Living Zone in the SPPS, although there are notable differences between these two zones in term of the status for residential use. Two additional lots have also been included.
- The Landscape Conservation zone however, has not been applied to areas of Coastal Living where the characteristics were not seen to meet the guideline requirements. A Particular Purpose Zone-Coastal Residential has been included for these areas.

Environmental Management

- The land in the current Environmental Management zone has transitioned to the new zone except for the inclusion of two titles on the coast at Scamander which are the balance lots to be in keeping with adjoining land to the south and other foreshore areas.

¹ Fact Sheet from the Minister for Planning, Tasmanian Government 27th November 2019.

Major Tourism

- The Major Tourism zone is not included in the interim Scheme but is found to be suitable for land at the Iron house point White Sands tourist site, recommended by the Land Use Strategy.

Port and Marine

- The Port and Marine zone in the BODIPS is significantly different to that in the SPPs. For this reason the three areas of existing Port and Marine zoned land are recommended for an alternative Particular Purpose Zone – Coastal Port and Marine.

Utilities

- For the most part utilities zoned land has been transitioned to the new Utilities zone however an important modification to note is the rezoning of the balance of land that forms the Council owned airport currently zoned Environmental Management.

Community Purpose

- For the most part Community Purpose zoned land has been transitioned to the new community purpose zone however an important modification to note is the rezoning of the former hospital site at St Helens from Community Purpose to General Business.

Codes and Overlays

The Guidelines provide advice as to how the Codes and associated table are to be populated, for the most part the transitioning provisions apply. In particular the following changes are noted:

- The draft LPS does not utilise the Parking and Sustainable Transport Code.
- The Road and Railway Assets Code and Telecommunications code apply by description and no mapping was required.
- The draft LPS Electricity Transmission Infrastructure Protection Code has been mapped based on data provided by TasNetworks.
- All sites and features ;listed as Local Historic Heritage Significance and on the Significant Tree Register have been provided as in the current lists except where information has been included to clarify location of sites or values.
- Several Codes will have Overlays under the Draft LPS, whereas under the BODIPS 2015, only reference layers were used. These are the Local Historic Heritage Code, Flood-Prone Hazard Areas Code (Inundation Prone Areas Code under the BODIPS 2015), and Bushfire-Prone Areas Code.
- The Natural Assets Code has incorporated overlays for waterway and coastal protection, Future Coastal Refugia Area and priority vegetation areas have been mapped in accordance with the mapping provided by the State Government
- The Scenic Protection code does no identify any areas, but a scenic road corridor identified in the interim scheme will transition.
- The attenuation code relies on the distances to uses detailed in the Code.
- The potentially contaminated land code applies but there is no mapping required.
- The Coastal Erosion Hazard Code, Coastal Inundation Hazard Code, Bushfire-Prone Areas Code and the Landslip Hazard Code have been applied using mapping provided by the State.
- The Flood Prone Areas Hazard Code applies information contained with the State mapping and within this the most recent mapping undertaken by Council specifically for the St Marys area.

- The Safeguarding of Airports Code the Interim Scheme includes the St Helens Airport Obstacle Limitation Surfaces (OLS) map which will be mapped in the draft LPS. In addition a Specific Area Plan is proposed to ensure the two titles located within proximity to the end of the existing runway control the potential for any development to occur prior to the development of the runway and further mapping of the OLS.

Transitional provisions

Under Schedule 6 of LUPAA, many of the site-specific provisions that apply under the BODIPS 2015 will transition into the Draft LPS without the need for further justification. Transitional provisions are also not subject to public comment through the notification period, as they have already been through an assessment process to become part of the IPS 2015. These provisions include:

- existing Specific Area Plans (**SAPs**), and any new SAPs introduced by amendment before the Draft LPS is approved;
- some site-specific qualifications (**SSQs**) (
- places on the heritage list and in the BODIPS 2015 before 17 December 2015.

Details on these provisions are included in the Supporting Report at Section 5.0.

On behalf of Council, GHD have sought to make only the 'permitted alterations' allowed under LUPAA to facilitate the changes. Permitted alterations are limited to structural and terminology changes to match the SPPs. The TPC have indicated that this is likely to result in inconsistent provisions throughout not only the Break O Day LPS but in all new planning schemes. The TPC have indicated Council can, in the interest of improving clarity and workability of the provisions, make a representation on the Draft LPS and seek to make further corrections as part of the exhibition process, if this is something Council wishes to do. If those changes are considered substantial alterations, they may be re-exhibited, and subject to further public scrutiny. An example of situations arising from this are:

- Listing of Trees on the Significant Tree register where the tree has been removed.

New provisions

Two new PPZs have been included in the Draft LPS.

- Small Coastal Residential Zone
- Coastal Marine Zone

Details on these new provisions are included in the Supporting Report which is Attached

Assessment and exhibition process for the Draft LPS

Should Council resolve to endorse the Draft LPS, it will be submitted to the TPC for assessment and to determine if it is suitable for exhibition. The timeframe for this process is unknown as this is an external process, however it is understood that the majority of the 29 Council's in the State have submitted their draft LPS so this represents a considerable body of work for the TPC, which will affect timelines for review. A summary of the LPS assessment process is outlined in Attachment 1. It is not unlikely that this part of the process could take anywhere between 6 to 12 months.

When the Draft LPS is assessed as suitable for exhibition, it is placed on exhibition for 60 days. Council then has 60 days to consider any representations received. The representations and Council's report on the merits of the representations are then forwarded to the TPC who will hold public hearings. This report can contain any changes to the Draft LPS that Council considers appropriate, and any changes to the SPPs that Council believes should be made. Subject to any changes that may result from the TPC hearing process, the TPC then approves the LPS, with the Minister for Planning's agreement, and the new Scheme comes into operation.

Engagement strategy

Once the Draft LPS is endorsed by Council, the TPC controls the timeframe to determine when the Draft LPS can be placed on exhibition. Once lodged with the TPC regular updates on the website will be provided until the exhibition date is determined.

Some informal consultation on the Draft LPS in the form of two Public Meetings, has been undertaken by GHD, any further would be discussed by Council Officers when a more indicative timeframe is known.

STRATEGIC PLAN & ANNUAL PLAN:

Section 34(2) of LUPAA requires that the preparation of an LPS has regard to the Council's Strategic Plan.

Break O'Day Council Strategic Plan 2017 – 2027

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

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.

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

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

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.

With regard to the Strategic Plan, the draft LPS provides land suitably zoned to contribute to the attainment of the listed goals. A range of business, industrial and residential zones are in place to encourage expansion of business and industrial opportunities, whilst the residential zones provide for a variety of residential densities according to their location.

A suite of environmental zones and Code overlays are utilised to manage the environmental impacts on land and resources in a manner that accounts for sustainability. This raises the awareness of the community as to where such areas are located and controls appropriate land uses accordingly. A key focus area of the Strategic Plan that correlates directly with the draft LPS is to encourage sensible and sustainable development through sound land use planning, building and design.

Similarly identified in the Annual Plan, the strategies that relate to these goals are:

2.1 Develop and highlight opportunities which exist and can be realised in a manner that respects the natural environment and lifestyle of the BOD area.

The drafting of the LPS has given regard to the requirements of the State in terms of the drafting of the zones and codes and where there have been opportunities to consider these the local context such as the local natural environment and lifestyle of the area more particular provisions have been applied. An example of this is the application of the particular purpose zones for the coastal residential shack sites and coastal marine areas.

LEGISLATION & POLICIES:

A State-wide planning scheme

The State Government's decision to introduce a single state-wide planning scheme, the Tasmanian Planning Scheme, occurred through amendments to the *Land Use Planning and Approvals Act 1993* (LUPAA) on 17 December 2015.

The Tasmanian Planning Scheme is made up of two parts: the State Planning Provisions (**SPPs**) and the Local Provisions Schedule (**LPS**). The elements of these parts are shown in Figure 1.

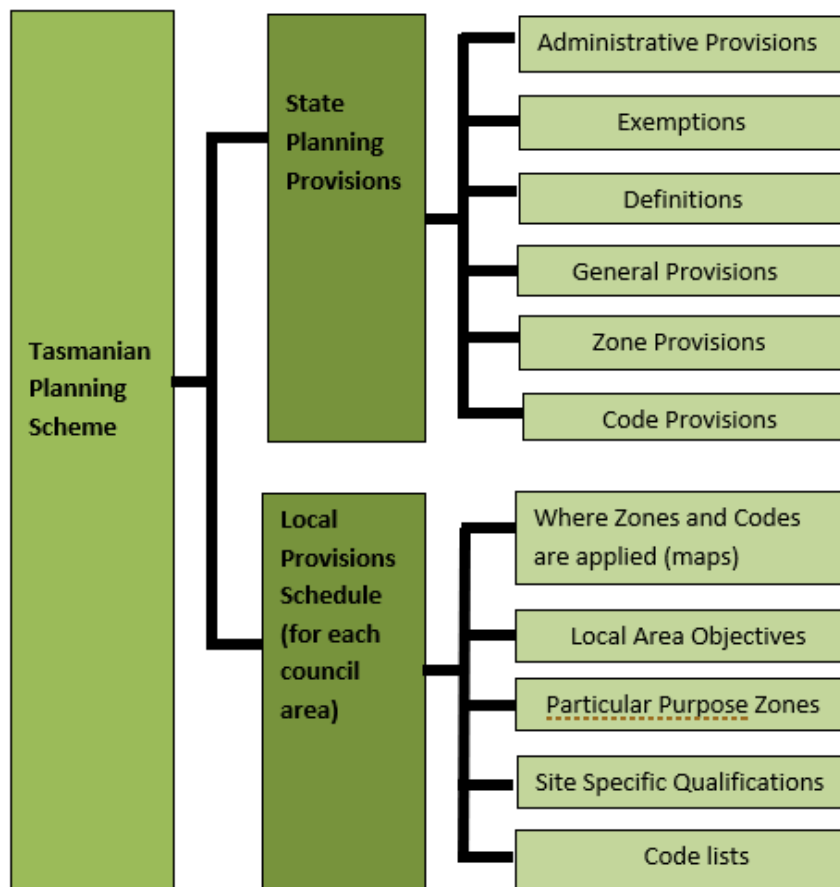


Figure 1 – Part of the Tasmanian Planning Scheme

The SPPs were declared by the Minister for Planning on 22 February 2017. The provisions were considered through a public exhibition process which occurred from 12 March 2016 to 18 May 2016. Over 300 submissions were made to the SPPs and the Tasmanian Planning Commission (TPC) held 25 days of public hearings between July and October 2016 to consider the issues raised. However, few changes were made to the SPPs and the provisions are now ‘locked-in’ and can only be changed by the Minister for Planning.

Although the SPPs have been declared, they have no statutory effect until the LPS is approved by the Minister for Planning. The current Break O Day Interim Planning Scheme 2015 (**BODIPS 2015**) will continue to operate until the new Scheme is approved.

Statutory requirements for developing the LPS and the exhibition process

While Council is responsible for preparing the LPS, certain rules or statutory requirements apply. These are outlined in Section 34 LPS Criteria, of LUPAA, and are summarised below:

The LPS must:

- contain all the provisions specified by the SPPs;
- be in accordance with section 32 of LUPAA (which outlines how the LPS is constructed);
- further the objectives set out in Schedule 1 of LUPAA;
- be consistent with each State policy;
- be consistent with the Northern Tasmania Regional Land Use Strategy 2010- 2035 (**NTRLUS**);
- be consistent with Council’s strategic plan;
- be consistent with, as far as practicable, the LPS provisions of neighbouring Councils; and
- have regard to the safety requirements set out in the standards prescribed under the *Gas Pipelines Act 2000*.

In addition to these requirements, the SPPs prevent the application of some codes to some zones, and the State government has also prepared *Guideline No 1 Local Provisions Schedule (LPS): zone and code application*, June 2018 (**S8A Guidelines**) under S8A of LUPAA, which sets out additional rules for the application of zones and codes.

The Draft Local Provisions Schedule

The Draft Local Provisions Schedule (**Draft LPS**) consists of:

- Ordinance: Particular Purpose Zones, Specific Area Plans, Site Specific Qualifications and Code Lists (eg heritage list) (available under separate cover “The Ordinance”) and
- Mapbook: pdf version of Zones, Code Overlays, maps showings location of Local Area Objectives, Specific Area Plans and Site-Specific Qualifications (available under separate cover “The Mapbook”).

The Break O’ Day LPS Supporting Report (**the Supporting Report**) (available under separate cover “The Supporting Report”). indicates how the Draft LPS meets the requirements of S.34 of LUPAA and includes tables to show how the application of zones and codes comply with the S8A Guidelines and the *Southern Tasmania Regional Land Use Strategy 2010 - 2035*.

The Supporting Report justifies the submission of the Break O Day Draft LPS to the TPC under S.35 of LUPAA to seek TPC approval for formal exhibition.

The State Planning Provisions (ie the Zone and Code provisions) are available via this link https://planningreform.tas.gov.au/_data/assets/pdf_file/0014/412322/State-Planning-Provisions-Draft-Amendment-01-2017-compiled-version.PDF

Once the Draft Local Provisions Schedule is submitted to the TPC, it is likely there will be post-lodgement conferences following an initial review of the documents within the first couple of months. It is estimated, based on the examples of other Council areas that the process following the lodgement of the LPS to the direction from the TPC to advertise the Break O Day LPs could be 6-12 months.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The preparation of the Draft Local Provisions Schedule has been undertaken by and in consultation with GHD PTY LTD. The project to undertake the work has been managed by the Manager of Infrastructure and Development Services.

VOTING REQUIREMENTS:

That Council, acting as Planning Authority:

1. Resolve that it is satisfied that the Draft Break O Day Local Provisions Schedule (LPS) contained in the Draft LPS Ordinance and Draft LPS Mapbook available at the information Hub for Councillors: meets the LPS criteria prescribed in Section 34 of the *Land Use Planning and Approvals Act, 1993*.
2. Endorse the Draft LPS Ordinance and Draft LPS Mapbook: and the Draft Local Provisions Schedule Supporting Report available at the meeting hub for Councillors for submission to the Tasmanian Planning Commission.
3. Delegate under Section 6 of the *Land Use Planning and Approvals Act, 1993* (LUPAA), the following powers and functions to the General Manager, Manager Infrastructure and Development Services and Planning Services Co-ordinator.
 - a) Submit the Draft LPS to the Tasmanian Planning Commission under Section 35(1) of LUPAA in the form outlined in Draft LPS Ordinance and Draft LPS Mapbook : and the Draft Local Provisions Schedule Supporting Report ;
 - b) Submit the provisions for transition under Schedule 6 of LUPAA to the Minister for Planning;
 - c) Modify the Draft LPS if a notice is received from the Tasmanian Planning Commission under Section 35(5)(b), or agree to such modifications being undertaken by the Tasmanian Planning Commission under Section 35(5)(c), and advise Council of any such modification;
 - d) Exhibit the Draft Local Provisions Schedule in accordance with Section 35C and 35D of LUPAA; and
 - e) Represent Council at hearings held on representations about the Draft Local Provisions Schedule under Section 35H.

Attachments/Annexures

- 1 - LPS Assessment process flowchart

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.

03/20.7.0 PETITIONS

Nil.

03/20.8.0 NOTICES OF MOTION

Nil.

03/20.9.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil.

03/20.10.0 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.

03/20.11.0**MAYOR'S & COUNCILLOR'S COMMUNICATIONS****03/20.11.1****Mayor's Communications for Period Ending 16 March 2020**

18.02.2020	St Helens	– Meeting with Brian Mitchell MP
19.02.2020	Hobart	– Local Government Association of Tasmania (LGAT) – General Management Committee
23.02.2020	St Helens	– St Helens Point Progress Association meeting
24.02.2020	Fingal	– Community Workshop – Response to Suicide
25.02.2020	St Helens	– St Helens MTB Trail – Thank you BBQ
28.02.2020	St Helens	– Local Provisions Schedule Workshop
29.2.2020 to 01.03.2020	Launceston	– Elected Members Workshop
02.03.2020	St Helens	– Council Workshop
16.03.2020	St Helens	– Council Meeting

03/20.11.2**Councillor's Reports for Period Ending 16 March 2020**

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
- Regional Tourism Organisation (RTO) – Clr Glenn McGuinness
- Mental Health Action Group – Clr Barry LeFevre
- Disability Access Committee – Clr Janet Drummond

03/20.12.0 BUSINESS AND CORPORATE SERVICES

03/20.12.1 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
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COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
02/19.12.4.26	18 February 2019	That Council petition for the removal of notations relating to Public Open Space/Set Apart for Public Recreation on properties identified for disposal.	Properties being retained, matter is complete.
07/19.12.4.168	15 July 2019	1. That Council receive the minutes of the Audit Panel 24 June 2019, the Annual Report of the Chair of the Audit Panel and the Audit Panel Performance Review, and 2. That Council endorse the Audit Panel Annual Workplan, and 3. That Council request a report on the recommendation that Council a Cyber Security Policy.	Noted. Noted. Report accepted by Council and Audit Panel, matter is complete.

Staff Movements:

Nil.

Meetings Attended:

Regular meetings with corporate service team members, individually and together.

Budget meetings with management team.

With GM and MIDS, attended presentation of local government software in Launceston as part of the potential regional shared local government services project.

With GM, met in St Helens with Local Government Grants Commission members and executive officer. Tasmanian Grants Commission circulated a Discussion Paper with respect to Non-Resident Impacts generally but more specifically, Regional Responsibility – these are “cost adjustors” relating to the Financial Assistance Grants (FAGs). As well as responding to the Discussion paper, we took the opportunity to make representation with respect to requesting reinstatement of the Tourism cost adjustor and followed this up with a written submission.

Other Issues:

Investments – Term Deposits

BENDIGO:

\$1,000,000.00	1.45%	Maturing 10/03/2020
\$1,000,000.00	1.45%	Maturing 10/03/2020
\$1,000,000.00	1.45%	Maturing 19/05/2020

CBA:

\$1,013,691.20	1.36%	Maturing 17/04/2020
\$1,003,906.85	1.45%	Maturing 06/05/2020
\$1,014,114.87	1.45%	Maturing 12/05/2020
\$1,007,787.65	1.37%	Maturing 26/05/2020

Right to Information (RTI) Requests

One.

132 and 337 Certificates

	132	337
February 2020	64	31
January 2019	76	37
February 2019	53	32

Debtors/Creditors @ 5 March 2020

DEBTORS INFORMATION

Invoices Raised

Current		Previous Year	
Month	YTD 19/20	Month	YTD 18/19
84	603	73	611

CREDITORS INFORMATION

Payments Made

Current		Previous Year	
Month	YTD 19/20	Month	YTD 18/19
283	3021	353	2805

Work Health & Safety Coordinator

Officer's Report

The Work Health & Safety Coordinator attended various internal meetings related to risk management and consulted with outdoor regarding existing and new safe operating procedures.

Regular meetings with the Corporate Service Manager, indoor council staff meetings, toolbox meeting and a WHS /Risk Management Committee meeting on 27 February.

Conducted work health and safety inspection of a contractor work site, their workers and council teams during the month of February. Inducted and added a new contractor to the regular contractor register.

Undertook a records management audit with various indoor staff, performed two (2) ergonomic workstation assessments with two (2) staff members and carried out alcohol and other drug testing.

Joined the fortnightly remedial exercise sessions with outdoor workers at St Helens and St Marys Depots.

Attended MAV Insurance Best Practice Forum and Contractor Risk Management Workshop on 5 March 2020 at Meander Valley Council.

During the period of **17 February to 5 March 2020, no vandalism reported to the Work Health & Safety Coordinator.**

RATES INFORMATION as at 5 March 2020						
This financial Year						
2019/2020	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,313,018.65	67,557.16	7,380,575.81	38,594.28	24,391.32	61,921.83
Waste	1,186,206.00	5,257.00	1,191,463.00			
Wheelie	429,934.75	4,943.13	434,877.88			
Recycling	242,865.00	1,609.49	244,474.49			
Fire	365,043.55	956.75	366,000.30			
TOTAL	9,537,067.95	80,323.53	9,617,391.48	38,594.28	24,391.32	61,921.83
Last Financial Year						
2018/2019	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,141,391.88	21,668.85	7,163,060.73	49,419.32	9,727.74	55,546.40
Waste	1,151,304.00	4,159.18	1,155,463.18			
Wheelie	411,595.00	527.69	412,122.69			
Recycling	231,894.00	1,138.32	233,032.32			
Fire	346,194.93	988.52	347,183.45			
TOTAL	9,282,379.81	28,482.56	9,310,862.37	49,419.32	9,727.74	55,546.40
Instalments						
2019/2020		Instalment \$	Outstanding \$	Outstanding %		
10 September 2019	Instalment 1	2,382,877.95	43,303.24	1.82%		
12 November 2019	Instalment 2	2,384,730.00	62,493.92	2.62%		
4 February 2020	Instalment 3	2,384,730.00	141,300.28	5.93%		
5 May 2020	Instalment 4	2,384,730.00	922,196.92	38.67%		
	TOTAL:	9,537,067.95	1,169,294.36	12.26%		
2018/2019		Instalment \$	Outstanding \$	Outstanding %		
11 September 2018	Instalment 1	2,321,833.55	66,396.71	2.86%		
13 November 2018	Instalment 2	2,320,182.09	103,288.21	4.45%		
5 February 2019	Instalment 3	2,320,182.09	200,883.93	8.66%		
7 May 2019	Instalment 4	2,320,182.08	935,863.36	40.34%		
	TOTAL:	9,282,379.81	1,306,432.21	14.07%		
Discount						
	Discount	No. of	Total Ratable	% of total		
2019/2020	145,441.53	3,272	6,461	50.64%		
2018/2019	139,554.41	3,232	6,470	49.95%		

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	David Doyle, Finance Manager
FILE REFERENCE	018\018\001\
ASSOCIATED REPORTS AND DOCUMENTS	Financial Reports

OFFICER'S RECOMMENDATION:

That the following reports for the month ending 29 February 2020 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 29 February 2020.

Trading Account Summary

Council's current position for the month ending 29 February 2020 is summarised as follows:-

CASH AT BEGINNING OF PERIOD	10,074,717
TOTAL INCOME FOR PERIOD	1,130,176
TOTAL AVAILABLE FUNDS	11,204,893
LESS TOTAL EXPENDITURE	252,123
CASH AT END OF PERIOD	10,952,771
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	56,448

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

Income Statement				
2019-2020				
	2018-2019 Budget	Year to Date Actual	Year to Date Budget	2019-2020 Budget
INCOME				
Rates and Charges	9,234,097	9,565,841	9,579,187	9,635,814
User Charges	825,091	744,197	545,810	833,091
Grants	2,855,798	1,076,397	1,074,473	2,927,718
Other Income	152,000	225,916	108,000	152,000
Investment Income	538,000	302,264	257,500	538,000
Total Income	13,604,986	11,914,614	11,564,970	14,086,623
Capital Income				
Capital grants	4,949,400	3,293,591	1,220,000	2,875,210
Profit or Loss on Sale of Assets	40,000	5,597	-	27,000
Total Income	18,594,386	15,213,802	12,784,970	16,988,833
EXPENSES				
Employee Expenses	4,998,145	3,072,427	3,231,073	5,063,524
Materials and Services	4,209,874	3,139,341	2,923,782	4,386,834
Depreciation and amortisation	3,457,248	2,396,101	2,336,129	3,507,593
Other expenses	769,772	475,815	512,602	720,115
Total Expenses	13,435,039	9,083,684	9,003,586	13,678,066
Net Operating Surplus\ (Deficit)	169,947	2,830,930	2,561,384	408,556
Net Surplus\ (Deficit)	5,159,347	6,130,118	3,781,384	3,310,766

Profit & Loss Statement							
2019-2020							
		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1600	Revenues						
1611	General Rate	(983)	7,380,400	7,368,676	7,368,676	100%	
1612	Waste Charges	(88)	1,191,397	1,188,585	1,188,585	100%	
1613	Fire Levy	(18)	365,986	365,186	365,186	100%	
1614	Tips & Transfer Stations	11,154	94,896	113,253	169,880	56%	
1615	Recycling Charges	118	244,228	243,216	243,216	100%	
1616	Early Settlement Discounts	11	(145,442)	(130,000)	(130,000)	112%	
1617	Wheelie Bin Charges	317	434,374	430,271	430,271	101%	
	Total Rates	10,510	9,565,841	9,579,187	9,635,814	99%	
	Environmental Health						
1622	Inspection Fees	-		4,000	6,000	0%	
1623	Health/Food Licence Fees and Fines	150	(495)	1,000	14,000	-4%	
1624	Immunisations	-	-	-	1,000	0%	
	Total Environmental Health	150	(495)	5,000	21,000	-2%	
	Municipal Inspector						
1631	Kennel Licences	-	40	-	1,200	3%	
1632	Dog Registrations	710	13,001	8,000	50,100	26%	
1633	Dog Impoundment Fees & Fines	191	1,200	1,667	2,500	48%	
1634	Dog Replacement Tags	15	130	-	-		
1635	Caravan Fees and Fines	105	61,549	50,000	50,000	123%	
1636	Fire Abatement Charges	-	-	2,000	2,000	0%	
1637	Infringement Notices	(212)	10,058	11,667	17,500	57%	
	Total Municipal inspector	809	85,978	73,333	123,300	70%	
	Building Control Fees						
1641	Building Fees	580	23,210	20,000	30,000	77%	
1642	Plumbing	1,430	30,705	33,333	50,000	61%	
1643	Building Search Fees	-	480	800	1,200	40%	
1644	Permit Administration	2,000	30,995	23,333	35,000	89%	
1645	Building Inspections	2,600	37,440	26,667	40,000	94%	
1647	Certificates of Likely Compliance	1,818	28,343	14,667	22,000	129%	
1651	Development Application Fees	6,155	57,072	33,333	50,000	114%	
1653	Subdivision Fees	-	470	2,333	3,500	13%	
1654	Advertising Fee	6,825	41,625	33,333	50,000	83%	
1655	Adhesion Orders	-	420	333	500	84%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1656	Engineering Fees	-	4,066	1,333	2,000	203%	
	Total Planning And Building Control Fees	21,408	254,826	189,467	284,200	90%	
	Government Fees Levies						
1661	B.C.I Training Levy	1,426	26,354	20,000	30,000	88%	
1662	Building Permit Levy	713	13,177	11,333	17,000	78%	
1663	132 & 337 Certificates	10,534	80,140	53,333	80,000	100%	
1664	Section 137 Property Sales	-	99,379	-	-		
1666	Right to Information	41	41	-	-		
	Total Government Fees Levies	12,714	219,090	84,667	127,000	173%	
	Investment Income						
1671	Interest Income	15,699	108,264	115,500	150,000	72%	
1675	Tax Equivalents - TasWater	-	31,435	-	-		One off from 2018-19
1676	Dividends - TasWater	162,565	162,565	142,000	388,000	42%	
	Total Investment Income	178,264	302,264	257,500	538,000	56%	
	Sales Hire and Commission						
1681	Sales	12,491	96,644	88,468	130,100	74%	
1682	Commission	-	8,157	12,559	16,491	49%	
1683	Equipment Hire	9	64	-	-		
1684	Facilities and Hall Hire	1,393	22,720	40,150	55,000	41%	
1685	Facilities Leases	2,187	56,379	51,500	75,000	75%	
1686	Public Liability Blanket Cover	-	18	-	-		
1687	History Room Other Income	210	817	667	1,000	82%	
	Total Sales Hire and Commission	16,290	184,799	193,343	277,591	67%	
	Other Income						
1761	Late Payment Penalties inc Interest	13,473	60,789	73,333	100,000	61%	
1763	Heavy Vehicle Contributions	-	48,809	-	-		
1765	Private Works	1,486	28,129	13,333	20,000	141%	
1766	Cemetery	-	5,982	16,667	25,000	24%	
1767	Contributions	-	25,000	-	-		FVNH towards Old Tas Hotel
1768	Miscellaneous Income	-	5,318	-	-		
	Total Other Income	14,959	174,027	103,333	145,000	120%	
	Reimbursements						
1773	Workers Comp. Recoveries	-	-	1,333	2,000	0%	
1775	Roundings	(0)	(377)	-	-		

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1776	Miscellaneous Reimbursements	968	3,173	3,333	5,000	63%	
1778	GST free reimbursements	5,716	49,093	-	-		Recovery of legal fees, overdue rate collection costs, property sales costs etc from ratepayers
	Total Reimbursements	6,684	51,889	4,667	7,000	741%	
					-		
	Gain or Loss on Sale of Assets				-		
1781	Profit or Loss on Sale of Assets	4,720	5,597	-	27,000	21%	
	Total Gain or Loss on Sale of Assets	4,720	5,597	-	27,000	21%	
	Grant Income						
	Operating Grants			-			
1792	Financial Assistance Grant	351,491	1,054,473	1,054,473	2,907,718	36%	
1794	State Grants - Other	-	2,000	-	-		
1794	Learner Driver Mentor Grant	-	19,924	20,000	20,000	100%	
	Total Operating Grants	351,491	1,076,397	1,074,473	2,927,718	37%	
	Capital Grants						
1791	Roads to Recovery	-	314,000	320,000	650,000	48%	
1791	Old Tasman Hotel			-	500,000		
1791	Blackspot			-	600,000		
1791	Jetty Upgrades			-	155,000		
1791	Mountain Bike Trails - Federal Grant	-	1,379,591	-	-		
1791	Drought Communities Grant		900,000	900,000	970,210		
1791	St Marys Flood Mitigation	-	100,000	-	-		
1793	Mountain Bike Trails - State Grant		600,000	-	-		
	Total Capital Grants	-	3,293,591	1,220,000	2,875,210	115%	
	Total Revenue	617,997	15,213,802	12,784,970	16,988,833	90%	
	Expenses						
	Employee Costs						
1811	Salaries and Wages	264,547	2,121,499	2,241,732	3,489,708	61%	
1812	On Costs	110,828	906,317	973,341	1,549,816	58%	
1813	Overtime Payments	6,856	44,612	16,000	24,000	186%	
	Total Employee Costs	382,231	3,072,427	3,231,073	5,063,524	61%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
	Energy Costs						
1851	Electricity	11,136	91,987	103,394	143,875	64%	
	Total Energy Costs	11,136	91,987	103,394	143,875	64%	
	Materials and Contracts						
1861	Advertising	95	41,093	32,233	48,350	85%	
1863	Bank Charges - GST	2,025	18,590	16,133	24,200	77%	
1864	Books Manuals Publications	103	1,134	3,193	4,790	24%	
1865	Catering	581	8,290	9,400	14,100	59%	
1866	Bank Charges - FREE	38	413	667	1,000	41%	
1867	Computer Hardware Purchase	43	12,403	8,000	12,000	103%	
	Computer Software Purchase	-	871	-	-		
1869	Computer Internet Charges	-	382	1,700	2,550	15%	
1870	Computer Licence and Maintenance Fees	9,664	123,916	153,750	203,000	61%	
1872	Corporate Membership	2,565	117,374	137,790	144,790	81%	
1873	Debt Collection	486	36,209	10,667	16,000	226%	Higher successful debt collections
1876	Stock Purchases for Resale	399	42,421	42,000	45,000	94%	
1890	Equipment Hire and Leasing	-	18,217	25,333	38,000	48%	
1891	Equipment Maintenance and Minor Purchases	345	4,539	11,800	17,700	26%	
1893	Internet Billpay Costs	435	4,557	4,667	7,000	65%	
1895	Licensing and Licence Costs	5,424	29,142	15,000	39,379	74%	
1896	Land and Building Rental or Leasing Costs	-	4,809	17,600	9,000	53%	
1897	Materials	14,080	174,150	189,867	284,800	61%	
1898	Phone Calls Rental Fax	1,468	22,151	27,271	40,906	54%	
1899	Postage/Freight	2,784	21,726	16,007	24,010	90%	
1900	Printing/Laminating	-	-	11,067	16,600	0%	
1901	Property Insurance	8,583	102,821	95,500	95,500	108%	
1902	Room Hire	220	1,060	467	700	151%	
1904	Royalties and Production Licences	-	-	3,333	5,000	0%	
1905	Stationery	688	5,950	6,000	9,000	66%	
1906	Water and Property rates Payable	-	56,519	91,430	105,800	53%	
	Total Materials and Contracts	50,025	848,736	930,874	1,209,175	70%	
	Contractor Costs						
1971	Contractors	72,231	582,061	416,267	624,400	93%	\$94k Drought grant expenditure

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1972	Cleaning Contractors	16,095	138,720	121,900	182,850	76%	
1973	Waste Management Contractors	45,710	708,961	826,475	1,249,425	57%	
	Total Contractor Costs	134,037	1,429,743	1,364,642	2,056,675	70%	
	Professional Fees						
1992	Audit Fees	-	24,712	34,340	36,000	69%	
1993	Legal Fees	1,624	27,735	19,000	28,500	97%	
1994	Internal Audit Fees	1,480	4,872	8,000	12,000	41%	
1995	Revaluation Fees- Municipal only	100	7,650	18,667	28,000	27%	
1996	Professional Fees - Grant funded	22,203	86,485	-	-		
1997	Professional Fees - Strategic Projects	-	-	-	150,000	0%	
1998	Other Professional Fees	11,105	179,989	124,667	187,000	96%	Additional planning + Ansons WTS WIP
	Total Professional Fees	36,513	331,443	204,673	441,500	75%	
	Plant Hire						
2101	Plant Hire - Internal	48,030	344,067	334,000	501,000	69%	
2102	Plant Hire - External	-	-	3,667	5,500	0%	
2103	Registration and MAIB	-	34,866	34,387	34,387	101%	
2104	Insurance Premiums	-	20,779	27,830	27,830	75%	
2105	Plant Repairs and Maintenance	15,949	110,003	66,867	100,300	110%	
2140	Plant Hire Recovered	(56,213)	(416,974)	(467,333)	(701,000)	59%	
2141	Fuel	20,011	104,742	99,000	148,500	71%	
2142	Fuel Credit	-	(11,493)	(10,000)	(15,000)	77%	
	Total Plant Hire	27,777	185,991	88,417	101,517	183%	
	Government Fees and Levies						
2255	Fire Levy	-	182,463	174,302	332,279	55%	
2257	Building Permit Levy	-	12,238	10,000	15,000	82%	
2258	Land Tax	-	31,812	27,480	56,813	56%	
2259	Training Levy	-	24,928	20,000	30,000	83%	
	Total Government Fees and Levies	-	251,441	231,782	434,092	58%	
	Depreciation						
2305	Depreciation Buildings	19,693	157,021	144,059	216,088	73%	
2306	Depreciation Roads and Streets	152,167	1,217,336	1,217,333	1,826,000	67%	
2307	Depreciation Bridges	36,708	293,664	293,664	440,496	67%	
2308	Depreciation Plant & Equipment	31,829	248,845	219,383	329,075	76%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
2310	Depreciation Stormwater Infrastructure	27,658	221,264	221,264	331,896	67%	
2311	Depreciation Furniture	13,034	101,293	93,678	140,517	72%	
2312	Depreciation Land Improvements	19,378	142,278	132,348	198,521	72%	
2313	Amortisation of Municipal Valuation	1,800	14,400	14,400	25,000	58%	
	Total Depreciation	302,267	2,396,101	2,336,129	3,507,593	68%	
	Other Expenses						
2401	Interest Payable	26,498	188,712	214,177	335,328	56%	
2403	Bad & Doubtful Debts	-	4,317		-		
2404	Grants and Community Support Given	5,700	82,255	118,100	142,800	58%	
2405	Rate Remissions	-	61,922	57,000	57,000	109%	
2407	Waiver of Fees and Lease etc	774	2,628	-	-		
2408	Refunds/Reimbursements	4,545	5,942	-	-		
2409	Council Member Expenses	128	16,757	12,000	18,000	93%	
2410	Council Member Allowances	14,318	113,283	111,325	166,987	68%	
	Total Other Expenses	51,963	475,815	512,602	720,115	66%	
	Total Expenses	995,949	9,083,684	9,003,586	13,678,066	66%	
	Net Surplus\ (Deficit) before Capital amounts	(382,671)	2,830,930	2,561,384	408,556		
	Capital Grants	-	3,293,591	1,220,000	2,875,210		
	Profit or Loss on Sale of Assets	4,720	5,597	-	27,000		
	Net Surplus\ (Deficit)	(377,951)	6,130,118	3,781,384	3,310,766		

Profit And Loss Statement				
2019-2020				
	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Business & Corporate Services				
Total Government Fees Levies	41	41	-	
Total Investment Income	178,264	302,265	538,000	
Total Sales Hire and Commission	820	3,769	6,000	
Total Other Income	-	5,318	-	
Total Reimbursements	3,799	17,236	-	
Total Gain or Loss on Sale of Assets	4,720	4,720	-	
Total Revenue	187,642	333,348	544,000	
Total Employee Costs	58,776	486,010	771,532	
Total Energy Costs	64	3,483	5,800	
Total Materials and Contracts	20,937	360,329	483,650	
Total Contractor Costs	823	5,673	7,900	
Total Professional Fees	1,527	5,943	18,000	
Total Plant Hire	764	12,086	12,350	
Total Government Fees and Levies	-	91	180	
Total Depreciation	11,979	96,668	140,905	
Total Expenses	94,870	970,284	1,440,318	
Net Surplus\ (Deficit) before Capital Income	92,772	(636,936)	(896,318)	
Net Surplus\ (Deficit)	92,772	(636,936)	(896,318)	
Development Services				
Total Environmental Health	150	(495)	21,000	
Total Municipal inspector	105	61,549	59,500	
Total Planning And Building Control Fees	21,408	250,760	282,200	
Total Government Fees Levies	12,673	119,671	127,000	
Total Sales Hire and Commission	-	809	1,300	
Total Other Income	-	200	-	
Total Reimbursements	-	187	-	
Total Revenue	34,337	432,680	491,000	
Total Employee Costs	60,093	482,339	913,788	
Total Materials and Contracts	268	29,680	45,910	
Total Contractor Costs	-	320	20,000	
Total Professional Fees	31,368	180,184	91,500	
Total Plant Hire	512	7,832	11,802	
Total Government Fees and Levies	-	37,166	45,000	
Total Depreciation	1,196	9,568	14,352	
Total Other Expenses	5,105	6,606	1,000	
Total Expenses	98,541	753,696	1,143,352	
Net Surplus\ (Deficit) before Capital Income	(64,205)	(321,015)	(652,352)	
Net Surplus\ (Deficit)	(64,205)	(321,015)	(652,352)	

	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Community Services				
Total Sales Hire and Commission	-	105	-	
Total Reimbursements	47	3,442	-	
Total Operating Grants	-	21,924	20,000	
Total Capital Grants	-	2,367,675	-	
Total Revenue	47	2,393,145	20,000	
Total Employee Costs	21,048	175,888	307,619	
Total Energy Costs	-	170	-	
Total Materials and Contracts	579	16,116	26,450	
Total Contractor Costs	563	6,728	30,000	
Total Professional Fees	-	15,724	8,000	
Total Plant Hire	320	11,125	12,640	
Total Depreciation	2,590	12,299	23,780	
Total Other Expenses	5,700	82,455	141,800	
Total Expenses	30,799	320,504	550,289	
			-	
Net Surplus\ (Deficit) before Capital Income	(30,752)	(295,034)	(530,289)	
Net Surplus\ (Deficit)	(30,752)	2,072,641	(530,289)	
Works and Infrastructure				
Total Rates	11,500	1,964,895	2,031,952	
Total Municipal inspector	704	24,429	63,800	
Total Planning And Building Control Fees	-	4,066	2,000	
Total Sales Hire and Commission	3,791	127,207	175,000	
Total Other Income	1,486	107,720	45,000	
Total Reimbursements	-	1,713	2,000	
Total Gain or Loss on Sale of Assets	-	878	27,000	
Total Operating Grants	192,600	577,800	1,569,650	
Total Capital Grants	-	414,000	1,905,000	
Total Revenue	210,081	3,222,708	5,821,402	
Total Employee Costs	186,206	1,515,669	2,219,761	
Total Energy Costs	11,072	85,294	133,075	
Total Materials and Contracts	20,370	272,077	454,399	
Total Contractor Costs	129,925	1,410,852	1,993,925	
Total Professional Fees	1,933	46,598	94,000	
Total Plant Hire	26,161	148,207	59,350	
Total Government Fees and Levies	-	29,529	52,354	
Total Depreciation	284,653	2,262,774	3,301,335	
Total Other Expenses	26,712	193,904	335,328	
Total Expenses	687,032	5,964,903	8,643,527	
			-	
Net Surplus\ (Deficit) before Capital Income	(476,952)	(3,156,195)	(4,727,125)	
Net Surplus\ (Deficit)	(476,952)	(2,742,195)	(2,822,125)	

	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Visitor Information Centre, History Room and Tourism				
Total Sales Hire and Commission	11,680	45,611	82,000	
Total Reimbursements	(12)	120	-	
Total Revenue	11,668	45,730	82,000	
Total Employee Costs	10,195	90,265	149,804	
Total Energy Costs	-	3,040	5,000	
Total Materials and Contracts	721	44,882	49,700	
Total Contractor Costs	387	3,830	4,850	
Total Professional Fees	47	9,640	9,000	
Total Plant Hire	20	220	-	
Total Government Fees and Levies	-	822	1,600	
Total Depreciation	706	5,648	8,472	
Total Expenses	12,075	158,346	228,426	
			-	
Net Surplus\ (Deficit) before Capital Income	(407)	(112,616)	(146,426)	
Net Surplus\ (Deficit)	(407)	(112,616)	(146,426)	
Governance and Members Expenses				
Total Rates	(991)	7,600,945	7,603,862	
Total Government Fees Levies	-	99,379	-	
Total Investment Income	-	(2)	-	
Total Sales Hire and Commission	-	7,299	13,291	
Total Other Income	13,473	60,789	100,000	
Total Reimbursements	2,850	29,192	5,000	
Total Operating Grants	158,891	476,673	1,338,068	
Total Capital Grants	-	511,916	970,210	
Total Revenue	174,223	8,786,190	10,030,431	
Total Employee Costs	45,913	322,255	701,019	
Total Materials and Contracts	7,150	125,653	149,066	
Total Contractor Costs	2,340	2,340	-	
Total Professional Fees	1,638	73,354	221,000	
Total Plant Hire	-	6,521	5,375	
Total Government Fees and Levies	-	183,833	334,958	
Total Depreciation	1,143	9,144	18,749	
Total Other Expenses	14,446	192,851	241,987	
Total Expenses	72,630	915,951	1,672,154	
			-	
Net Surplus\ (Deficit) before Capital Income	101,593	7,358,323	7,388,067	
Net Surplus\ (Deficit)	101,593	7,870,239	8,358,277	

	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Council Total				
Total Rates	10,510	9,565,841	9,635,814	
Total Environmental Health	150	(495)	21,000	
Total Municipal inspector	809	85,978	123,300	
Total Planning And Building Control Fees	21,408	254,826	284,200	
Total Government Fees Levies	12,714	219,090	127,000	
Total Investment Income	178,264	302,264	538,000	
Total Sales Hire and Commission	16,290	184,799	277,591	
Total Other Income	14,959	174,027	145,000	
Total Reimbursements	6,684	51,889	7,000	
Total Gain or Loss on Sale of Assets	4,720	5,597	27,000	
Total Operating Grants	351,491	1,076,397	2,927,718	
Total Capital Grants	-	3,293,591	2,875,210	
Total Revenue	617,997	15,213,802	16,988,833	
Total Employee Costs	382,231	3,072,427	5,063,524	
Total Energy Costs	11,136	91,987	143,875	
Total Materials and Contracts	50,025	848,736	1,209,175	
Total Contractor Costs	134,037	1,429,743	2,056,675	
Total Professional Fees	36,513	331,443	441,500	
Total Plant Hire	27,777	185,991	101,517	
Total Government Fees and Levies	-	251,441	434,092	
Total Depreciation	302,267	2,396,101	3,507,593	
Total Other Expenses	51,963	475,815	720,115	
Total Expenses	995,949	9,083,684	13,678,066	
Net Surplus\ (Deficit) before Capital Income	(377,951)	2,830,930	408,556	
Capital Income	-	3,299,188	2,902,210	
Net Surplus\ (Deficit)	(377,951)	6,130,118	3,310,766	

Financial Position					
2019-2020					
	2018-2019 Budget	Year to Date Actual	Year to Date Budget	2019-2020 Budget	Comments
Current Assets					
Cash	3,644,755	10,952,770	5,062,356	3,539,214	
Receivables	600,000	1,635,366	1,840,978	600,000	
Inventories	120,000	231,808	120,000	120,000	
Other Current Assets	30,000	67,033	30,000	30,000	
Total Current Assets	4,394,755	12,886,977	7,053,334	4,289,214	
Non Current Assets					
Property Plant and Equipment	141,267,981	147,168,881	143,599,351	144,311,102	
Investment in TasWater	33,285,899	38,672,525	38,672,525	38,672,525	
Other Non Current Assets	74,000	63,800	74,000	74,000	
Total Non -Current Assets	174,627,880	185,905,206	182,345,875	183,057,627	
Total Assets	179,022,635	198,792,183	189,399,209	187,346,841	
Current Liabilities					
Payables	850,000	896,796	627,616	850,000	
Interest Bearing Liabilities	326,296	146,046	146,046	326,296	
Provisions	664,164	764,262	664,164	664,164	
Total Current Liabilities	1,840,460	1,807,104	1,437,825	1,840,460	
Non Current Liabilities					
Interest Bearing Liabilities	7,651,610	8,484,374	8,484,374	7,651,610	
Provisions	520,964	569,414	520,964	520,964	
Total Non Current Liabilities	8,172,574	9,053,788	9,005,338	8,172,574	
Total Liabilities	10,013,034	10,860,891	10,443,163	10,013,034	
Net Assets	169,009,601	187,931,291	178,956,046	177,333,807	
EQUITY					
Accumulated surplus	24,815,980	42,079,056	33,103,811	31,481,572	
Asset revaluation reserve	143,813,516	145,384,764	145,384,764	145,384,764	
Other reserves	380,105	467,471	467,471	467,471	
TOTAL EQUITY	169,009,601	187,931,291	178,956,046	177,333,807	
Other Reserves - detailed separately	380,105	467,471	467,471	467,471	
Employee Provisions	967,735	1,333,676	1,185,128	1,185,128	
Unallocated accumulated surplus	2,253,139	9,151,623	3,409,757	1,886,615	
Total cash available	3,600,979	10,952,770	5,062,356	3,539,214	
Note: This reflects the cash position and does not include Payables and Receivables					

Other Reserves				
2019-2020				
	Other Reserves 1/7/2019	Reserves new 2019- 2020	Reserves used 2019- 2020	Remaining 30/6/2019
Public Open Space				
Binalong Bay	3,362			3,362
Ansons Bay	4,907			4,907
Beaumaris	2,229			2,229
Scamander	6,593			6,593
St Helens	23,398			23,398
St Marys	32,509			32,509
Stieglitz	6,752			6,752
Total Public Open Space	79,750	-	-	79,750
General Reserves				
Community Development	12,500			12,500
137 Trust Seizures	273,259	-		273,259
Total General Reserves	285,759	-	-	285,759
Grant Proceeds Reserve				
Projectors for Stadium	14,000		-	14,000
Regional Workforce Development	15,710		-	15,710
Community Infrastructure Fund Grant	28,010		(750)	27,260
26TEN Communities Grant Program	45,455		(463)	44,992
Total Grant Reserves	103,175	-	(1,213)	56,970
Total Other Reserves	468,684	-	(1,213)	467,471

Estimated Cash Flow

2019-2020

	2018-2019 Budget	Year to Date Actual	Year to Date Budget	2019-2020 Budget	Comment
CASH FLOWS FROM OPERATING ACTIVITIES					
RECEIPTS					
Operating Receipts	13,604,986	10,520,369	9,895,642	14,086,623	
Less FAGs received in advance	(1,462,513)				
PAYMENTS					
Operating payments	(9,977,791)	(6,696,574)	(6,780,315)	(10,170,473)	
NET CASH FROM OPERATING	2,164,682	3,823,794	3,115,327	3,916,150	
CASH FLOWS FROM INVESTING ACTIVITIES					
RECEIPTS					
Proceeds from sale of Plant & Equipment	182,000	5,597	-	52,000	
PAYMENTS					
Payment for property, plant and equipment	(12,989,934)	(4,667,498)	(7,770,257)	(11,655,385)	
Capital Grants	4,949,400	3,293,591	1,220,000	2,875,210	
Payments for financial assets					
NET CASH FROM INVESTING ACTIVITIES	(7,858,534)	(1,368,310)	(6,550,257)	(8,728,175)	
CASH FLOWS FROM FINANCING ACTIVITIES					
RECEIPTS					
Proceeds from borrowings	-	-	-	-	
PAYMENTS					
Repayment of borrowings	(326,296)	(194,895)	(194,895)	(340,941)	
NET CASH FROM FINANCING ACTIVITIES	(326,296)	(194,895)	(194,895)	(340,941)	
NET INCREASE (DECREASE) IN CASH HELD	(6,020,148)	2,260,589	(3,629,825)	(5,152,966)	
CASH AT BEGINNING OF YEAR	9,664,903	8,692,181	8,692,181	8,692,180	
CASH AT END OF PERIOD	3,644,755	10,952,770	5,062,356	3,539,214	

Capital Expenditure							
2019-2020							
Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
	PLANT & EQUIPMENT						
	Replacement of the following vehicles						
CH015	Skoda Kodiaq Base 4x4 Wagon	44,947	44,947		45,000	45,000	
CH020	1322 Pool Car - Forester wagon	-	-		20,000	20,000	
CH025	Garbage truck	-	208,899		280,000	280,000	
CH030	1307 Toro Mower 42in	-	15,236		16,000	16,000	
CF012	1040 Dual Cab Ute 4WD	-	-		38,000	38,000	Disposal Jan 2020
CH035	Navara 4x2 Utility S/Cab C/Chas RX	-	30,342		27,000	27,000	
CH010	Mitsubishi Trtion Ute GLX 2.4L	-	37,684		38,000	38,000	
CH005	Mitsubishi Triton Ute GLX 2.4L with Canopy	-	39,323		38,000	38,000	1294 Dual Cab Ute 4WD - Disposal in 2020/21
CG049	HiperVR Base & Rover Kit (Surveying Equip)	-	42,512			-	
CH040	Hi-Ab truck crane for #1270	-	7,233			-	
CH045	Mitsubishi MR Triton GLX 2.4L	-	30,012			-	MTB Trail Crew - Not Budgeted
CH047	Enerpac Hydraulic Manhole Lifter	-	1,784			-	Small Plant
CH046	Suzuki DR200SL9 Motorcycles x2	-	11,162			-	MTB Trail Crew - Not Budgeted
	TOTAL PLANT & EQUIPMENT	44,947	418,943	-	502,000	502,000	
						-	
	FURNITURE & IT					-	
CH075	Town Christmas Decorations	-	-		5,000	5,000	
CD730	Hall Furniture Replacement	-	984		10,000	10,000	
CE085	Additional sit down/stand up desks	-	1,455		2,500	2,500	
CG060	IT - Major Software Upgrades	-	26,930		28,000	28,000	Office 2019 for 50 computers
CH060	IT - Server Upgrades	-	7,847		17,500	17,500	Wifi & remote server upgrades 2019/20
CH055	Desktop/Laptops/Monitors	-	21,005		20,000	20,000	Desktops/ laptop/ monitors 2019/20
CH070	Printers/Copiers History Room 2019/20	-	3,390		6,500	6,500	History Room
CH071	Panasonic PT-VMZ40 LCD Projector	-	3,058			-	
CH072	Chinese Antiques for Display	-	3,410			-	History Rooms - \$3410
CG820	Foreshore Power Upgrade	-	14,686	12,000		12,000	
CH065	Audio visual equip	-	14,982		20,000	20,000	Chamber
	TOTAL FURNITURE & IT	-	97,747	12,000	109,500	121,500	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
	BUILDINGS					-	
CE770	Workspace Renovations - History Rooms	-	750	28,020		28,020	
CF705	Weldborough Amenities	450	450	125,000		125,000	
CH705	Install 1 X Bus Shelter - High St, Mathinna	1,737	11,058		15,000	15,000	As per community consultation in April 2018
CH735	Fingal Park Shelter	-	30,976			-	As per community consultation in April 2018
CH710	St Helens Waste Transfer Station Tip Shop	7,420	40,555		45,000	45,000	New Addition to Tip Shop
CH715	Fingal Sports Complex - Toilet Addition	-	33,786		60,000	60,000	As per community consultation in April 2018
CH720	Four Mile Creek Community Hub	-	-		58,690	58,690	FOFMC
CH725	Break O Day Community Stadium - Upgrades	-	-		30,000	30,000	Roof Replacement to original amenities section
CC730	Old Tasmanian Hotel Upgrades in Accordance with Conservation Mgt Plan	311	18,866	5,630	600,000	605,630	Annual commitment to Heritage upgrades and renovations
CH730	Portland Hall Upgrades	5,507	9,938	12,440	100,000	112,440	2019/20 Upgrades
CG725	Scamander Sports Complex Disabled Toilet & Improvements	-	5,483	5,500		5,500	
	TOTAL BUILDINGS	14,974	151,862	176,590	908,690	1,085,280	
						-	
	PARKS, RESERVES & OTHER					-	
CH805	St Marys Cemetery Master Plan	932	127,606		20,000	20,000	DCP
CH810	St Helens Cemetery Master Plan	-	173		50,000	50,000	
CH815	Dog exercise area St Helens Improvements	-	-		10,000	10,000	
CH820	Medeas Cove & Annie St intersection	644	644		15,000	15,000	Installation of crash barrier
CE715	Break O Day Community Stadium - External Upgrades	-	-	9,950	-	9,950	as per Council decision 10/19.17.3 Moved \$150k to CH530
CH530	Car Parking & MTB Hub - Cecilia St Carpark	139	1,861		300,000	300,000	as per Council decision 10/19.17.3
CH825	Cornwall Playground Upgrade (Slide Only)	-	-		5,000	5,000	Cornwall - Slide Only
CH830	Binalong Bay Playground site improvements	-	-		25,000	25,000	
CD815	Wrinklers Lagoon Redevelopment Design & Planning	-	-	89,400		89,400	
CE820	Street furniture & signage	-	-	8,860		8,860	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
	Jetty upgrades - TBA	-	-		155,000	155,000	Grant funded
CD830B	Jetty Upgrades - Cunningham Street	-	42,161	13,880		13,880	
CH835	St Helens Rec ground - Football Grounds	-	35,000		35,000	35,000	Irrigation
	Break O Day Community Stadium	-	-		45,000	45,000	Completed
CH840	St Helens Croquet Playing Field	1,360	1,360		30,000	30,000	
CF810	Fingal Cemetery Master Plan	-	-	40,000		40,000	
CE815	Mathinna Cemetery Master Plan	-	-	20,000		20,000	
CF825	Parnella foreshore protection works	-	-	50,000		50,000	C/f to CF805
CF805	Parnella/Foreshore Walkway	-	6,870	250,510		250,510	Moved from Footpaths
CG825	Streetlighting - LED Implementation	-	-	22,700		22,700	C/f to CF805
CH845	Street banner pole refurbishment St Helens	-	24,760		25,000	25,000	
CH850	Scamander Sports - Bowls Green Shade Structure	248	3,930		-	-	Replacement
CH855	Flood Levee - Groom Street, St Marys Flood Mit.	18,775	30,920				Flood Mitigation Funding Due December 2019
CH860	Flood Warning System - St Marys Flood Mitigation	341	1,703				Flood Mitigation Funding Due December 2019
CF820*	Mountain Bike Trails - Poimena to Bay of Fires	26,742	516,559	419,570		419,570	
CF820A*	Mountain Bike Trails - Stacked Loops- St Helens	10,430	1,692,093	2,609,550	100,000	2,709,550	
	TOTAL PARKS, RESERVES & OTHER	59,612	2,485,641	3,534,420	815,000	4,349,420	
						-	
	ROADS					-	
	STREETSCAPES					-	
CE110	Scamander entrance at Wrinklers	-	250	93,500	100,000	193,500	
CE105	Cecilia St (Circassian to Esplanade)	-	15,046	-	-	-	
CF105	Fingal Streetscape - Stage 2	94	23,872	40,000	-	40,000	
CG120	Fingal Streetscape - Stage 3	1,900	359,012			-	
	TOTAL STREETSCAPES	1,994	398,179	133,500	100,000	233,500	
						-	
	FOOTPATHS					-	
CG115	Annual replacement of damaged footpaths	-	-		30,000	30,000	
CH105	Binalong Bay Footpath - Main Road	-	-		30,000	30,000	as per foreshore masterplan
CF130	Parkside Foreshore Footpath	-	870			-	
CH110	Binalong Bay - Pacific to Bevan Streets	-	-		3,000	3,000	Replace gravel

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH115	Fingal - Talbot Street	-	12,954		30,000	30,000	Avoca end near old town hall to PO.
CH120	Scamander - Scamander Ave	14,037	14,037		58,000	58,000	Part A
CH125	Stieglitz - Chimney Heights	-	-		3,000	3,000	Replace gravel
CF125	Medea Cove Footpath/Road options	1,500	1,500	38,640	32,000	70,640	
CG110	Storey St, St Marys	-	-	50,000		50,000	Replace gravel
CF135	Cycleway/Walkway - St Helens - Upgrade	-	11,731			-	
	TOTAL FOOTPATHS	15,537	41,092	88,640	186,000	274,640	
						-	
	KERB & CHANNEL					-	
CH155	Byatt Court, Scamander	-	-		46,000	46,000	Stormwater management plan
	Replacements TBA	-	-		22,000	22,000	to be allocated
CG155	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	9,000	11,000	20,000	Width to be checked for onstreet parking options
CG160	Penelope St St Helens	-	2,051			-	Replace 50mt kerb & channel on western side of Penelope St, St Helens - starting at intersection of Lawry Heights
CG165	Helen Grove, St Helens (Northern Side)	-	20,632	23,530		23,530	
CE165	Treloggen Drive, Binalong Bay	-	-	50,360		50,360	
CG170	Aerodrome Road, Stieglitz	-	23,014	33,190		33,190	
	TOTAL KERB & CHANNEL	-	45,697	116,080	79,000	195,080	
						-	
	RESHEETING					-	
	2054 - Brooks Rd	-	-		10,046	10,046	
	2138 - Franks St Fingal	-	-		3,795	3,795	
CH305	2161 - Groves Rd	-	-		15,288	15,288	
CH305	2160 - Groves Rd				15,288	15,288	
CH310	2285 - North Ansons Bay Rd		-		5,528	5,528	
CH310	2286 - North Ansons Bay Rd				16,517	16,517	
	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	
	2393 - Tyne Rd		-		7,262	7,262	
	2394 - Tyne Rd		-		6,166	6,166	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
	2303 - Old Roses Tier Rd	-	-		6,848	6,848	
	2015 - Ansons Bay Rd (Priory Rd)	-	-		4,277	4,277	
	2016 - Ansons Bay Rd (Priory Rd)		-		7,287	7,287	
	2008 - Ansons Bay Rd (Priory Rd)		-		20,093	20,093	
	2011 - Ansons Bay Rd (Priory Rd)		-		11,717	11,717	
	2012 - Ansons Bay Rd (Priory Rd)		-		11,652	11,652	
	2013 - Ansons Bay Rd (Priory Rd)		-		8,328	8,328	
	2014 - Ansons Bay Rd (Priory Rd)		-		8,234	8,234	
	2017 - Ansons Bay Rd (Priory Rd)		-		20,300	20,300	
	2176 - Honeymoon Point Rd	-	-		1,401	1,401	
	2331 - Reids Rd	-	-		5,528	5,528	
	2332 - Reids Rd		-		5,405	5,405	
	2333 - Reids Rd		-		4,641	4,641	
CG310	Reids Rd		-	33,780	10,000	43,780	
CF355	Lottah Road, Pyengana	-	-	8,820		8,820	
CF325	Upper Scamander Road, Scamander	-	-	14,820		14,820	
	Fingal Streets	-	-	6,500		6,500	
CG345	German Town Road, St Marys	-	-	6,980		6,980	
CG350	Dublin Town Road, St Marys	-	-	15,000		15,000	
	Falmouth Streets	-	-	40,000		40,000	
	Mathinna Plains Road	-	-	39,000		39,000	
	Ansons Bay Road, Ansons Bay	-	-	80,000		80,000	
CH310	North Ansons Bay Road, Ansons Bay	-	72,666	80,000		80,000	
	TOTAL RESHEETING	-	72,666	324,900	239,326	564,226	
						-	
	RESEALS					-	
CH405	799 - Acacia Dve	9,692	9,692		11,135	11,135	
CH410	731 - Aerodrome Rd	-	12,874		17,514	17,514	
CH415	673 - Akaroa Ave	-	8,500		29,225	29,225	
CH420	683 - Cannell Pl	-	4,190		15,734	15,734	
CH425	434 - Circassian St	-	9,247		15,585	15,585	
CH425	433 - Circassian St		-		8,789	8,789	
CH430	788 - Coffey Ct	-	6,818		12,680	12,680	
CH435	379 - Douglas Crt (turning circle only)	-	-		50,000	50,000	
CH440	526 - Fresh Water St	-	6,128		6,726	6,726	
CH440	525 - Fresh Water St		-		2,178	2,178	
CH445	564 - Hodgman St	-	8,044		12,049	12,049	
CH450	792 - King St Binalong Bay	-	4,464		3,695	3,695	
CH450	791 - King St Binalong Bay		-		3,743	3,743	
CH453	Talbot Street, Fingal	-				-	
CH455	58 - Lottah Rd	-	6,197		9,346	9,346	
CH460	760 - Main Rd Binalong Bay	-	100,952		8,658	8,658	
CH460	766 - Main Rd Binalong Bay		-		81,648	81,648	
CH460	762 - Main Rd Binalong Bay		-		13,498	13,498	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH465	670 - Maori Pl	-	1,259		3,934	3,934	
CH470	389 - Medeas Cove Esp	8,044	8,644		8,579	8,579	
CH473	Heather Place	-	5,549			-	
CH475	1257 - Melaleuca St	1,866	1,866		2,004	2,004	
CH480	- Quail St parking	-	-		25,000	25,000	
CH485	951 - Reids Rd	-	-		7,290	7,290	
CH485	947 - Reids Rd	-			6,210	6,210	
CH487	758 - Reserve St	-	2,763		5,138	5,138	
CH488	549 - Rest Area C/P	-	6,208		9,339	9,339	
CH490	541 - Scamander Ave	-	-		5,055	5,055	
CH490	543 - Scamander Ave	-			22,810	22,810	
CH490	540 - Scamander Ave	-			1,320	1,320	
CH491	512 - Seaview Ave (turning circle only)	-	10,341		43,750	43,750	
CH492	71 - St Columba Falls Rd	-	2,383		4,311	4,311	
CH492	69 - St Columba Falls Rd				26,760	26,760	
CH493	Beaumaris Avenue	-	-			-	
CH494	380 - Susan Crt (turning circle only)	-	12,409		50,000	50,000	
CH495	St Marys - Esk Main Road Storey to Groom Street	-	-		50,000	50,000	To coincide with DSG Road Sealing Programme
CH490	Scamander Ave - Bridge to IGA	-	-		120,000	120,000	To coincide with DSG Road Sealing Programme
	TOTAL RESEALS	19,602	228,528	-	693,699	693,699	
						-	
	ROADS OTHER					-	
CH550	Brown Street, Fingal - Pavement Remediation	-	2,836		300,000	300,000	Project to use all Road Reconstruction/Dig Out Budget
CF515	The Gardens Road RTR	-	-	4,460		4,460	
CG540	Ansons Bay Rd dig out	-	-	13,880		13,880	
CG545	Rex Ct St Helens dig out	-	-	27,540		27,540	
CG550	St Helens Pt Rd dig out	-	-	50,000		50,000	
CH505	St Helens Pt Rd (Parkside)	-	6,113		800,000	800,000	Part B - Requires Grant Finding
CH510	Atlas Drive - Retaining Wall Anchor	-	4,796		40,000	40,000	
CH515	Ansons Bay Road - Gravel Stabilisation	-	-		75,000	75,000	
	Gardens Road - Sight Distance Works	-	-		400,000	400,000	Subject to successful Black Spot funding application
	Road Intersection Upgrade Works	-	-		50,000	50,000	
CH545	Franks Street, Falmouth - Sealing	-	6,340			-	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH520	Talbot St, Fingal - Off Hwy Reconstruction/DigOut	7,080	7,080		100,000	100,000	Gleadow St to Brown St
CH555	Talbot to Percy Street, Fingal - Reconstruction	825	825			-	
CH525	Crash Barrier - Fingal Bridge	-	50,573		150,000	150,000	Mathinna Rd - DSG Bridge
	ROAD ASSET MANAGEMENT	-	-			-	
	Sealed Roads - Condition Assessments	-	-		32,500	32,500	
CH560	Road Network - Sign Replacement	-	-		25,000	25,000	
CG520	Beaumaris Ave	33,282	33,282	15,000		15,000	
	TOTAL ROADS OTHER	41,187	111,846	110,880	1,972,500	2,083,380	
						-	
	ROADS TOTAL	78,320	898,007	774,000	3,270,525	4,044,525	
						-	
	BRIDGES					-	
CG205	B185 Gillies Road, St Marys	-	8,199		25,000	25,000	Replace Deck
CG220	B2293 Cecilia St, St Helens	-	6,786		22,000	22,000	Replace Deck
CG210	B760 Bent St, Mathinna	-	-	5,500		5,500	
CG215	B1675 Lower Germantown Road, St Marys	-	-	2,600		2,600	
CG230	B2809 Argyle St, Mangana	-	-	30,000		30,000	
CG235	B3765 Argonaut Road, St Helens (Upper Golden Fleece)	-	9,208	11,620		11,620	
CG245	B7032 Davis Gully Road, Four Mile Creek	-	-	19,790		19,790	
CG250	B7027 Mathinna Plains Road	-	-	15,000		15,000	
CH220	B2006 - Reids Rd, Priory	18,165	47,029		90,000	90,000	Replace Deck
CH225	B2809 - Argyle St, Mangana	-	318		30,000	30,000	Replace Deck
CG240	B7004 Richardson Road, St Marys	-	12,765		38,000	38,000	Replace Deck
CH230	B7005 - Tims Ck Rd	-	250		30,000	30,000	Replace Deck
CH235	B2242 - Hodges Rd	-	2,398		60,000	60,000	Replace Deck
CH215	B2191 - Fletchers Creek, Reids Rd	-	132,447		150,000	150,000	Extra Budget Approved \$130K Bridgepro \$20 Variation
CH205	Footpath Bridge at Fingal Culvert	-	3,000		30,000	30,000	New bridge - footpath
CG225	B2792 Four Mile Creek Road	-	5,201	29,550	220,000	249,550	renew coating
CH240	B2117 The Flat Road Bridge, St Marys	789	147,776			-	Flood Mitigation Funding Due December 2019
	Install/upgrade traffic barriers	-	-	120,000		120,000	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH245	B2006 - Reids Road - Barrier Upgrade	-	31,631			-	
CH535	Medeas Cove Esp/Annie St Int - Barrier Upgrade	-	14,413			-	
CH540	Gardens Road Twin Culverts - Barrier Upgrade	-	21,324			-	
CH210	B7043 Mathinna Road, Fingal (DSG)	-	1,500	-		-	
	TOTAL BRIDGES	18,954	375,378	234,060	695,000	929,060	
						-	
	STORMWATER					-	
CH660	Minor stormwater Jobs 2019/20	-	4,572		50,000	50,000	
CD655	Implement SWMP priorities	26	50,709	138,600	80,000	218,600	
CG665	Freshwater Street / Lade Court (Beaumaris)	-	-	30,000	40,000	70,000	Install new stormwater pipe rear of Freshwater Street properties to prevent Lade Court properties flooding.
CG670	Medea St - Opposite Doepel St	-	-	40,000	5,000	45,000	115m of open drain
CF657	Parnella Stormwater Stage 2	-	15,131	-		-	Civilscape retention not previously costed
CF665	Beauty Bay Access track improvements	-	-	6,000		6,000	
CH655	Beaumaris Ave	-	-		25,000	25,000	New Stormwater main
	TOTAL STORMWATER	26	70,412	214,600	200,000	414,600	
						-	
	WASTE MANAGEMENT					-	
CH605	St Helens WTS - Polystyrene Densifier	-	-		30,000	30,000	
CH610	Scamander WTS - Reseal entrance road	-	-		20,000	20,000	
CG605	Reconstruction & seal entrance to St Helens WTS	-	3,194	4,320		4,320	
CE615	Scamander WTS retaining wall replacement	-	-	52,000		52,000	
	Recycling facilities	-	-	20,000		20,000	
CE625	Rehabilitation of former Binalong Bay Tip	-	-	2,680		2,680	
CF610	Fingal WTS Retaining Wall Replacement	-	47,254	80,000		80,000	
	WASTE MANAGEMENT TOTAL	-	50,448	159,000	50,000	209,000	
						-	
	Total Capital expenditure	217,284	4,667,498	5,104,670	6,550,715	11,655,385	

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:**

A casual customer service staff member is being trained to support the part time staff.

Meetings Attended/Other information:

VIC staff are preparing to change from the BookEasy system, shared with Glamorgan-Spring Bay Council VICs to an "in house" receipting/merchandise/stock system. The Vend program has been installed in preparation for commencing operation on 1 July 2020.

The History Room Curator also noted the following:

- **Inspector Michael Johnston address:** A formal thank you note was sent to the Inspector for being good enough to address the backroom staff at commencement of the February meeting. He took a comical look at the History of Policing and the peculiarities associated with looking after rural communities.
- **'Capturing Stories' project:** I have followed up with Medea Park staff regarding a possible pairing of a resident but nothing further to report as yet. We are trialling the USB recording device for the meeting.
- **The Dragon Room:** This revamp is now complete.
- **Terrys Tour:** St Helens History Room had 39 seniors in with this bus tour on Tuesday 3rd March 2020.
- **KTG Bus Tour:** This is scheduled for Sunday 8 March 2020 at 9 am where the Curator will do the meet and greet. We are having 39 visitors in on this trip too.
- **'Shackleton' travelling exhibition:** The banners are still on display until mid March 2020.
- **'On Yer Bike' exhibition:** This exhibition is currently being worked on and will present a history of cycling and the Cycling Club of St Helens to coincide with the MTB event later in March.

- **‘Frederick Mackie – Quaker Plantsman and Friends’:** There were four who attended this official opening at the East Coast Heritage Centre on Monday 2 March 2020.
- **Webinar sessions:** Have been participating in AMaGA’s (Australian Museums and Galleries Association) professional development program via live streaming on the web. Have done ‘Roadmap for Reconciliation’ session and ‘Acquisition 101’ so far. They have a range of topics throughout 2020.
- **Chinese Community Association of Tasmania:** A delegation will be visiting the St Helens History Room on 25 March 2020.
- **Statistics:** February 2020 – Income for the month was \$913.10 comprising of \$703 in entry and \$210.10 in donations. Visitation totalled 165 with 104 Families/Couples and 61 concessions coming in to see the museum. Volunteer hours for the month were 109.25 making 21.85 per week. Visitation is down from the previous four years and this is hardly surprising given the circumstances currently surrounding us.

Statistics:

Door Counts:

Month/Year	Visitor Numbers	Daily Average	History Room
February 2010	4,261	152.18	
February 2011	4,147	148.11	
February 2012	4,746	169.50	474
February 2013	5,371	169.50	396
February 2014	6,053	216.17	430
February 2015	6,739	240.67	529
February 2016	6,943	239.41	203
February 2017	5,707	203.82	182
February 2018	4,529	161.75	209
February 2019	5,290	188.93	195
February 2020	4,190	144.48	165

Revenue 2018/2019:

Month	VIC Sales	HR Entry	HR Donations
July	\$2,065.20	219.00	79.10
August	2,418.45	176.00	76.15
September	5,711.75	352.00	121.00
October	5,759.40	478.00	136.75
November	6,182.01	560.00	200.00
December	6,938.21	490.00	45.60
January	10,386.85	799.00	106.45
February	10,940.75	881.00	55.65
March	10,480.35	1,125.50	70.85
April	5,855.70	547.50	555.30
May	2,869.50	400.00	51.40
June	1,580.86	227.00	70.50

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

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 2018-2019

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.

03/20.12.4 Policy – EP03 Review of Conservation Covenant Support Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – EP03 Conservation Covenant Support

OFFICER’S RECOMMENDATION:

That Policy EP03 Conservation Covenant Support, as amended, be adopted.

INTRODUCTION:

Policies of Council are subject to review according to Council’s Policy Review Schedule. This Policy, having financial implications, should be reviewed by Council’s Audit Panel prior to adoption by Council.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 25 June 2012 – Minute No 06/12.14.5.162
Amended 16 November 2015 – Minute No 11/15.11.5.299
Amended 12 December 2016 – Minute No 12/16/12.5.275

This matter was considered at the February 2020 Council Workshop.

OFFICER’S REPORT:

Policies of Council are subject to review according to Council’s Policy Review Schedule. This Policy, having financial implications, should be reviewed by Council’s Audit Panel prior to adoption by Council.

This Policy fell due in December 2019.

NRM Officer has reported on the conservation outcomes on the Policy.

Payments made since the last Policy review have been:

May 2017 \$8,638.05

May 2018 \$9,082.63

May 2019 \$9,567.39

and therefore no pro-rata adjustments/reductions have been necessary.

After consideration at Council Workshop, the amendments were considered by the Audit Panel at its February Meeting and recommended to Council for adopting.

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

Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.

BUDGET AND FINANCIAL IMPLICATIONS:

As identified in the Report.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO EP03 CONSERVATION COVENANT SUPPORT POLICY

DEPARTMENT:	Development Services
RESPONSIBLE OFFICER:	Manager Development Services
LINK TO STRATEGIC PLAN:	Adopt environmental sustainability principles in undertaking Council activities
STATUTORY AUTHORITY:	Local Government Act 1993 Nature Conservation Act 2002
OBJECTIVE:	To assist the conservation of significant flora and fauna and habitat values on private land in the Break O'Day Municipality by providing recognition and support to landholders with land voluntarily protected under conservation covenants on their land through an annual rate relief scheme.
POLICY INFORMATION:	Adopted 25 June 2012 – Minute No 06/12.14.5.162 Amended 16 November 2015 – Minute No 11/15.11.5.299 Amended 12 December 2016 – Minute No 12/16/12.5.275

POLICY

1. RESPONSIBILITIES

- The Corporate Services Manager is responsible for annual implementation of this policy, to call for applications and apply the rate relief to the eligible landholders.
- The relevant officer of the Development Services section is to provide advice to the Corporate Services Manager on eligible properties and review of Policy performance.
- The General Manager, as Council's delegate, is to determine landholder applications outside the Policy guidelines.

2. INTRODUCTION

This policy provides guidance and direction for:

1. Eligibility of conservation covenants
2. Calculating the amount of rate relief
3. Landholder application for conservation covenant support rate relief
4. Implementation of the Policy's support scheme.

3. ELIGIBILITY OF CONSERVATION COVENANTS

This Policy applies to private land within the Break O'Day Municipality that is the subject of conservation covenants registered under Part 5 of the Tasmanian *Nature Conservation Act 2002* (or its successor) and to the General Rate (net of any other rebate or remission).

Rate relief only applies to the area of a property under covenant and may include all or part of a title/s and is expected to be undeveloped land with limited use and in its natural state.



Council will not provide rate relief for conservation covenants created on properties to obtain some private or commercial use or development right, including as part of a planning application or permit for a development.

Only when all normal rates due to Council for the year for a property have been paid (including where an approved payment plan is in place) may conservation covenant support rate relief benefit be paid that year.

The potential exists for some covenanted properties to fall outside these criteria yet be deserving of Council's support. Submissions from landholders or Council Officers in such exceptional cases will be considered by Council or its delegate on their merits and on a case by case basis.

4. CALCULATING THE AMOUNT OF RATE RELIEF

The annual amount of rate relief will be calculated from the area of eligible land under a conservation covenant. The rate relief is \$5.00 per hectare.

No eligible property will receive conservation covenant support rate relief of less than \$50 or more than \$500 per annum. The amount of general rates paid each year for a property with a conservation covenant cannot be lower than the minimum rate set by Council for that year, less \$50. The maximum amount payable to all eligible properties, in any financial year is \$10,000 and support will be reduced on a pro-rata basis to all properties accordingly.

5. APPLYING FOR CONSERVATION COVENANT SUPPORT RATE RELIEF

Any request for relief is subject to application by the landholder to Council. Council will provide an application form for this purpose and advise eligible property owners of the conservation covenant support rate relief scheme.

The timing of the call for applications shall be so as that they will be received reasonably promptly after the due date for the final instalment. Applications may be made earlier where normal Rates due to Council for the year for a property have been paid.

Council will work in partnership with the Department of Primary Industries, Parks, Water and Environment (DPIPWE), responsible for registration of covenants under Part 5 of the Nature Conservation Act 2002 to assess eligibility of an application and review conservation management performance. This will include ensuring that conservation covenant areas are in good condition and are being actively managed.

Where it is considered that a property is not being managed in accordance with the requirements of a Conservation Covenant, Council, in consultation with DPIPWE, may refuse an application for rate relief, or withdraw or vary the rate relief granted. On all such occasions, Council will inform the applicant of the decision and the reasoning for the action taken.

6. REVIEW OF THE POLICY'S SUPPORT SCHEME.

The effectiveness of this Policy in encouraging conservation of significant flora and fauna and habitat values on private land in the Break O'Day Municipality shall be evaluated 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.



The evaluation shall consider the

- positive encouragement given to private land conservation
- extent of land under conservation covenants
- condition of conservation values in the private land conservation estate
- standard and consistency of management of private land under conservation covenants.

03/20.12.5 Policy – LG20 Distribution of Unclaimed Funds

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – LG20 Distribution of Unclaimed Funds

OFFICER’S RECOMMENDATION:

That Council adopt Policy LG20 Distribution of Unclaimed Funds as amended.

INTRODUCTION:

Council has a schedule for regular review of Policies. This Policy is now due for review being three (3) years since the previous review.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069
Amended 17 March 2014 – Minute No 03/14.11.9.054
Amended 20 February 2017 – Minute No 02/17.12.6.30

OFFICER’S REPORT:

Council has a schedule for regular review of Policies. This Policy is now due for review.

It is considered that this policy does not require any change, however a minor amendment to the wording has been made.

This amended Policy has been considered by the February Meeting of the Audit Panel and recommended for adoption by Council.

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.

Strategies

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

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO LG20 DISTRIBUTION OF UNCLAIMED FUNDS POLICY

DEPARTMENT:	Corporate Services
RESPONSIBLE OFFICER:	Manager Corporate Services
LINK TO STRATEGIC PLAN:	Maintain financial viability and accountability in budgeting and administration.
STATUTORY AUTHORITY:	Local Government Act 1993 – Part 9, Division 11 – Sale of Land
OBJECTIVE:	To establish Council's approach to distributing unclaimed funds vested in Council in respect to funds that are not claimed as a result of property sales under Section 137 of the <i>Local Government Act 1993</i> .
POLICY INFORMATION:	Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 17 March 2014 – Minute No 03/14.11.9.054 Amended 20 February 2017 – Minute No 02/17.12.6.30

POLICY

1. POLICY STATEMENT

That Council expend all unclaimed funds as a result of property sales under Section 137 of the *Local Government Act 1993* through community projects falling within the following priority areas:

1. Projects that attract outside grants preferably on a \$ for \$ basis;
2. Projects that are supported by recognised / registered community groups that contribute to the project by way of funding, or other financial benefit;
3. Projects that can demonstrate a community benefit in areas such as, provision or development of public open space, parks, reserves, cultural, recreational, arts and environmental;
4. Projects that cannot be achieved under normal budgeting restraints or access to funding; and
5. Projects that result in a lasting benefit to the community as opposed to an operational or an event type outcome.

2. INTRODUCTION

Council has a legislated process for the sale of properties for unpaid rates. The processes for those sales are specified in Part 9 – Division 11 of the *Local Government Act 1993*. The ~~result-outcome~~ of those sales may result in unclaimed funds being vested in Council under the provisions of Section 137 to 139A of the *Local Government Act 1993*, such funds being available for Council to expend.

This policy provides the procedure which Council will ~~undertake-utilise~~ in ~~the decision-of-the-deciding on the distribution utilisation~~ of those funds.

3. RESERVE ACCOUNT

All funds vested in Council will be transferred to a dedicated holding account (reserve account) and held for future allocation by Council in line with the policy statement.



4. ALLOCATION OF FUNDS

Council will expend all unclaimed funds as a result of property sales under Section 137 of the *Local Government Act 1993* through community projects falling within the priority areas identified in the Policy Statement

5. PROCESS TO REQUEST DECISION ON PROJECTS

Requests for allocation of these funds can be presented to Council by Councillors or staff via the normal management system at any time. Council may resolve from time to time to call for community submissions for the allocation of funds in accordance with the principles of this policy.

6. MONITORING AND REVIEW

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

03/20.12.6 Policy – LG27 Information Management Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – LG27 Information Management Policy

OFFICER’S RECOMMENDATION:

That Council adopt Policy LG27 Information Management as amended.

INTRODUCTION:

Council has a schedule for regular review of Policies. This Policy is now due for review being three (3) years since the previous review.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069
Amended 17 March 2014 – Minute No 03/14.11.13.058
Amended 20 February 2017 – Minute No 02/17/12.7.31

OFFICER’S REPORT:

Council has a schedule for regular review of Policies. This Policy is now due for review.

In general, the Policy is working well and only a minor amendment is required/recommended, with respect to:

- Removing the reference to HR Manager in Clause 4.

Council does not currently have an HR Manager. Staff training is normally discussed with department heads and the General Manager, therefore the need to specifically mention a position in this policy other than the responsible officer is considered unnecessary.

The amended Policy was recommended for adoption by the February 2020 Meeting of the Audit Panel.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO LG27 INFORMATION MANAGEMENT POLICY

DEPARTMENT:	Corporate Services
RESPONSIBLE OFFICER:	Manager Corporate Services
LINK TO STRATEGIC PLAN:	Ensure Council fulfils its legislative and governance responsibilities and its decision making, supported by sustainable policies and procedures.
STATUTORY AUTHORITY:	<p>Australian Accounting Standards Archives Act 1983 Evidence Act 1910 Environmental Management and Pollution Control Act 1994 Limitation Act 1974 Privacy Act 1988 Tasmanian and Commonwealth Taxation Acts Workplace Health and Safety Act 1995 AS ISO 15489 – 2001, Records Management</p>
OBJECTIVE:	<p>This policy applies to all Council records in both physical and electronic formats and requires the Council to document business transactions fully and accurately in compliant record keeping systems and to Australian Standards.</p> <p>It concerns records which are created, collected, processed, used, sentenced, stored and disposed of in the conduct of official business.</p> <p>This policy is for information management not information technology and although they work together simultaneously, they require independent policies.</p> <p>Break O'Day Council has selected Hewlett Packard's HPE Content Manager records management software as the records management system, however, there are other business systems which create and maintain records and these must also have procedures and practices that work reliably to ensure that records are credible and authoritative.</p> <p>Where possible, the Council will provide linkages between the records and other business systems.</p> <p>All procedures and records management systems are to be consistent with this policy.</p>
POLICY INFORMATION:	<p>Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 17 March 2014 – Minute No 03/14.11.13.058 Amended 20 February 2017 – Minute No 02/17/12.7.31</p>

POLICY

1. INTRODUCTION

This policy forms the basis for recordkeeping within the Break O'Day Council.

Records are a corporate resource that must be managed and used efficiently and effectively for the successful operation of the Council. The rapid advance in technology has increased the amounts of information created and received by staff, but unless this information is organised and managed it can quickly become ineffectual.

Break O'Day Council records must be created, captured, classified, indexed, stored and maintained to ensure that timely, complete and accurate records are readily available to satisfy business needs, document standards and legislative obligations.

Consistency in recordkeeping procedures and standards must be established and maintained throughout Break O'Day Council, thereby enabling all related information on any subject to be readily identified and located.

Data, information and records relating to Break O'Day Council's processes and business must be maintained within the council's information systems and in such a form regarded as suitable for evidentiary purposes in the event of litigation.

All Break O'Day Council personnel should be aware of, understand and seek to comply with the Council's information management standards, as well as fulfilling their individual responsibilities for the maintenance of records.

2. DEFINITIONS

Document - A complete unit of information, for example, a letter or a report.

Folder - A group of subject-related documents held together in a cover.

Full and accurate records - Full and accurate records must be:

- Compliant – complying with the recordkeeping requirements arising from the regulatory and accountability environment in which the organisation operates.
- Adequate – for the purpose for which they are kept.
- Complete – containing not only the content, but also the structural and contextual information necessary to document a transaction.
- Meaningful – containing information and/or linkages that ensure the business context in which the record was created and used is apparent.
- Comprehensive – documenting the complete range of the organisation's business for which evidence is required.
- Accurate – reflecting accurately the transaction that they document.
- Authentic – enabling proof that they are what they purport to be and that their purported creators did indeed create them.
- Inviolable – securely maintained to prevent unauthorised access, alteration or removal.

Records - Information created, received and maintained as evidence and information by an organisation or person, in pursuance of legal obligations or in the transaction of business.



Records Management - Field of management responsible for the efficient and systematic control of the creation, receipt, maintenance, use and disposition of records, including processes for capturing and maintaining evidence of and information about business activities and transactions in the form of records.

Records System - Information system which captures, manages and provides access to records.

3. POLICY

Break O'Day Council's records must be identified and registered in a records system which has been approved by the General Manager. A list of approved systems is to be available to all employees and maintained by the Manager Corporate Services.

Personnel must not create or maintain non-compliant systems containing records independent of the official record and other business systems.

Break O'Day Council records, irrespective of format, must be identified by systematic and standardised methods of classification and indexing.

All records will be disposed of in accordance with Tasmanian Archives Office DA2200 (Functional Records of Local Government), DA2158 (Short-Term Value Records) disposal schedule. Where possible, disposal schedules will be linked to a profile of each document and disposal will be automated.

Break O'Day Council will implement and maintain training programs necessary to support information management activities.

Personnel responsible for maintaining the information management program must be thoroughly trained in Break O'Day information management procedures and systems.

Personnel who create and use corporate records in the course of their work must be trained in general information management principles and procedures.

Consultants and contractors undertaking work for Break O'Day Council are required to comply with organisational recordkeeping policies and procedures.

All requirements, including issues of privacy and confidentiality, with respect to management and ownership of records should be incorporated into recordkeeping clauses or agreements with consultants and contractors.

Break O'Day Council will implement and maintain processes necessary to support both physical and electronic receipt and distribution activities.

4. RESPONSIBILITIES

Recordkeeping is a shared obligation throughout the Council. Staff at all levels are responsible for ensuring that their handling of information and records complies with the Council's information management policies and procedures.

In addition, staff involved in changes to business processes and systems should ensure that the changes they are implementing comply with this policy.

Consultants and contractors engaged by the Council are also required to comply with organisational policy and procedures.



Responsibility for application of this policy resides with:

Manager Corporate Services

- Organisation wide implementation and compliance.
- Arrangement of appropriate information management training for personnel ~~(in conjunction with HR Manager).~~
- Development, maintenance (including review) and distribution of this policy and revision.

Department Managers

- Implementation and compliance at Department level.

Information Officer

- Compliance monitoring.
- Provision of information management support services, including training, throughout the organisation.

All Break O'Day Council Personnel

- Performance of recordkeeping tasks in accordance with this policy and the associated information management procedures, in order to meet legislative and internal business requirements.

5. MONITORING AND REVIEW

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

03/20.12.7 Policy – LG29 Privacy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – LG29 Privacy Policy

OFFICER’S RECOMMENDATION:

That Council adopt LG29 Privacy Policy as amended.

INTRODUCTION:

Council has a schedule for regular review of Policies. This Policy is now due for review being three (3) years since the previous review

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069
Amended 17 March 2014 – Minute No 03/14.11.14.059
Amended 20 February 2017 – Minute No 02/17.12.8.32

OFFICER’S REPORT:

Council has a schedule for regular review of Policies. This Policy is now due for review.

In general, the Policy is working well and only a minor amendment is required/recommended, with respect to:

- Amend reference to Business and Corporate Services Manager to Manager Corporate Services in Clause 3.

The February 2020 Meeting of the Audit Panel recommended adopting the amended Policy.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO LG29 PRIVACY POLICY

DEPARTMENT:	Corporate Services
RESPONSIBLE OFFICER:	Manager Corporate Services
LINK TO STRATEGIC PLAN:	Continuously strive for quality, responsive customer service and enhancement of image of Council.
STATUTORY AUTHORITY:	Privacy Act 1998 Privacy Amendment (Private Sector) Act 2000 Personal Information Protection Act 2004
OBJECTIVE:	The Break O'Day Council respects the privacy rights of all individuals in the workplace. The purpose of this policy is to ensure that Break O'Day Council complies at all times with its obligations under the <i>Privacy Act 1998</i> and the <i>Privacy Amendment (Private Sector) Act 2000</i> .
POLICY INFORMATION:	Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 17 March 2014 – Minute No 03/14.11.14.059 Amended 20 February 2017 – Minute No 02/17.12.8.32

POLICY

1. INTRODUCTION

The Break O'Day Council respects the privacy rights of all individuals in the workplace. Break O'Day Council is committed to ensuring that all members of the business comply at all times with their obligations under the *Privacy Act 1998* and the *Privacy Amendment (Private Sector) Act 2000* of Commonwealth legislation and the state government's Personal Information Protection Act 2004. For the purposes of this policy, the Privacy Officer is Council's Manager Corporate Services.

2. NATIONAL PRIVACY PRINCIPLES

Break O'Day Council is bound by the National Privacy Principles ('the Principles'). The principles have been binding from 21st December 2001.

3. INFORMATION HELD

Break O'Day Council currently holds some information in relation to its employees, contractors and other workplace participants. This information includes, but is not limited to:

- Tax File Numbers.
- Information relating to the personal background of these workplace participants (such as home address, sex, date of birth, employment history, educational qualifications, illnesses and details of contact people in the event of any emergency).
- Information documenting the work history of these workplace participants (such as letter of appointment, bank account details, records of any salary adjustments, written warnings, salary sacrifice documents and leave taken).



There are a variety of reasons why Break O'Day Council is required to hold this information. Some of these reasons include:

- Ensuring that both Break O'Day Council and any workplace participants are meeting their obligations under relevant legislation as well as their contract of employment.
- Ensuring the health, safety and welfare of all workplace participants at times when they are performing work for Break O'Day Council.
- Allowing appropriate insurance coverage for these workplace participants.

The above information will be available to those employees who require this information to complete their work.

There may be certain circumstances where Break O'Day Council is contacted in relation to some or all of the above personal information, for example, when an employee has applied for a loan with a financial institution and that financial institution contacts Break O'Day Council to verify details of income being received. Break O'Day Council's policy in relation to providing this information is that it will obtain your consent before giving out such information. Preferably employees should notify Break O'Day Council that such information is required in advance.

Should an employee require access to his/her own personal record, a request should be put to Break O'Day Council, who will allow the employee to look at the file in the presence of their supervisor or the Business and Manager Corporate Services Manager.

4. VALUABLES AND PERSONAL EFFECTS

Break O'Day Council will not be responsible for employees personal valuables or effects which are stolen, misplaced or broken whilst at work, unless said effects were required to be used in the employees normal course of duty.

5. CUSTOMER DETAILS

All information held relating to a member/client is treated as confidential and access to such information is strictly limited. Member/client information shall only be available to employees who are required to have access to it during the course of their work.

It is Break O'Day Council's policy not to give personal information about its customers, rate payers or employees (for example, home addresses, phone numbers, outstanding amounts, etc) to anyone, unless required by law.

6. ACCESS AND CORRECTION

Individuals are entitled to access personal information about them which is held by the Council. Individuals are entitled to know generally what sort of personal information the Council holds about them, for what purposes, and how it collects, holds, uses and discloses that information. Requests for access to such information are to be made in writing and forwarded to the Council's Privacy Officer for action.

The Privacy Officer must establish the identity of the individual asking for the information. If an individual has made a written request for access, the Privacy Officer will acknowledge the request as soon as possible or at least within 7 days of the request. If granting access is straight forward, it will be appropriate to grant access within 14 days, or if providing access is more complicated, within 30 days. The Council will respond to public requests to correct information in a timely manner.



The Council will provide written reasons when a request for access or correction of personal information is refused.

7. PENALTIES

Any employee found to have contravened this policy will face disciplinary action. Disciplinary action may include a formal warning, demotion, or counselling and may ultimately lead to the termination of ~~your~~ employment.

8. COMPLAINTS AND CONTACT DETAILS

Anyone who feels that there has been an unwarranted invasion of their privacy should contact the General Manager in writing.

9. MONITORING AND REVIEW

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

03/20.12.8 Audit Panel – Receipt of Minutes

ACTION	DECISION
PROPONENT	Secretary to the Audit Panel
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\005\024\
ASSOCIATED REPORTS AND DOCUMENTS	Minutes of Audit Panel Meeting 17 February 2020

OFFICER'S RECOMMENDATION:

That Council receive the minutes of the Audit Panel 17 February 2020.

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 previously 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 minutes of the recent meeting and its recommendations is provided for consideration by Council. Some of these items to note include:

- Endorsing the decision not to adopt a Cyber Security Policy
- Recommending the acceptance of the Long Term Financial Plan as updated
- Recommending the adoption of reviewed Policies: EP03 Conservation Covenant Support; LG20 Distribution of Unclaimed Funds; LG27 Information Management and LG29 Privacy

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 17 February 2020 8.30 am

Meeting Venue: Break O'Day Council Library

Present: S J Hernyk (Chair); Clr J Drummond

In attendance: General Manager – J Brown (GM); Manager Corporate Services – B Hoogland (MCS)

Apology: Clr B LeFevre; Clr L Whittaker

Order of Business:

Item 1 – Declaration of Pecuniary Interests/Conflict of Interests

Nil

Item 2 – Adoption of Previous Minutes

Minutes of the Meeting 2 December 2019 were accepted as circulated, having been received by Council at the December 2019 Monthly Meeting

Item 3 - Outstanding from Previous Meetings – Action Sheet

Internal Audit Register – the reformatted and updated Internal Audit Register was received by the Audit Panel. Arising from the Internal Audits, the Panel received the revised Purchase Order Procedure LG07 (a) and recommended its adoption by the General Manager. This matter is complete.

Local Government Comparative Performance Indicators – the Chair noted that this report has yet to be released by TAO and therefore the matter remains outstanding.

Cyber Security Policy – the Audit Panel received the Workshop Report which was considered by Council and endorsed the approach as recommended by management and accepted by Council, that is, that no Policy be adopted. This matter is complete.

Order of Business – Governance and Strategy:

Item 4 – Review 10 Year Term Financial Plan

The Audit Panel considered the Long Term Financial Plan as updated and circulated. MCS noted that the LTFP was updated to incorporate the 2018-2019 financial result and 2019-2020 budget. GM noted the LTFP was updated following initial capital budget meetings for

2020-2021 and the four year capital replacement budget. The Audit Panel endorsed the updated Long Term Financial Plan for consideration by Council.

Item 5 – Review Financial Management Strategy

The meeting considered the Strategy as circulated, noting that this was reviewed and considered in detail recently by Council and the Audit panel and recently adopted by Council. The Audit Panel received the Financial Management Strategy.

Item 6 – Review Preliminary Budget parameters and assumptions

The Audit Panel received the update from 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.

Item 7 – Review Policies and Procedure

The meeting considered a Report reviewing Policy EP03 Conservation Covenant Support and the draft amended Policy. The Audit Panel recommended the adoption of the amended Policy by Council.

The meeting considered a Report reviewing Policy LG20 Distribution of Unclaimed Funds and the draft amended Policy. The Audit Panel recommended the adoption of the amended Policy by Council.

The meeting considered a Report reviewing Policy LG27 Information Management and the draft amended Policy. The Audit Panel recommended the adoption of the amended Policy by Council.

The meeting considered a Report reviewing Policy LG29 Privacy and the draft amended Policy. The Audit Panel recommended the adoption of the amended Policy by Council.

The Panel also received the Policy Review Schedule, noting the inclusion of a column identifying Policies to be reviewed by the Audit Panel.

Order of Business – Financial Reporting

Item 8 - Financial Reports

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

Item 9 - Special Reports

Nil

Order of Business – Internal Audit

Item 10 – Internal Audit Reports

The Audit Panel considered the circulated Internal Audit Schedule, a verbal update from MCS with respect to the timing of internal audits to be undertaken by staff and an email from Synectic with respect to their audits. The Audit Panel received the reports and requested that the Internal Audit Schedule be updated to incorporate the Synectic audits.

Order of Business – External Audit

Item 11 – External Audit Reports

The Audit Panel received the email from Mr Leigh Franklin of Tasmanian Audit Office noting that there were no current issues for consideration from TAO and it is his desire to attend an appropriate Audit Panel meeting in person.

Mr Franklin's email referred to the Performance Audit with respect to Procurement which had commenced and the Audit Panel received an email from the Senior Manager Performance Audit Services TAO advising that an entry interview for the Break O' Day Audit was scheduled for the week commencing 16 March. The Chair recommended relevant Council staff review the previous local government procurement audit reports.

Order of Business – Risk Management and Compliance

Item 12 – Risk Management Reports

The meeting considered the circulated risk management Framework, Policy and verbal update. The Chair noted the Framework was due for review, particularly Section 13.

The Audit Panel received the reports and requested a reviewed/updated Risk Framework be provided for the next Meeting.

Item 13 – Review Procedure for Compliance with relevant Legislation

The Audit Panel received the verbal report from GM with respect to this matter.

Item 14 – Review Internal/Fraud Management Controls

The Audit Panel considered the circulated Policy and Procedure. The Chair noted these had been audited recently by West Tamar Council and the Panel received the reports.

Item 15 – Review process to manage insurance cover

The Audit Panel received the verbal report of MCS.

Item 16 – Review Delegations

The Audit Panel received the verbal report provided by GM and MCS. The Panel recommended management consider a Procedure be developed for reviewing delegations.

Item 17 – 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.

The Audit Panel received the verbal report.

Order of Business – Other Business

Item 18 – National Competition Policies

The Audit Panel received verbal confirmation that there were no national competition issues.

Item 19 – Other Business

MCS noted that the version of the Asset Management Strategy on Council's website had been updated.

MCS noted that the Business Continuity Plan had been reviewed and the formatting corrected. Management have also determined to review the BCP with an internal desktop exercise every two years and an externally facilitated desktop exercise every alternate two years.

The Audit Panel received these reports.

Item 20 - Meeting Close/Next Meeting Date

The meeting closed at 9.30am, the next meeting has been scheduled for 22 June 2020

03/20.12.9 Review of Long Term Financial Plan

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\036\003\
ASSOCIATED REPORTS AND DOCUMENTS	Revised Long Term Financial Plan 2018 to 2028

OFFICER'S RECOMMENDATION:

That Council adopt, in principle, the revised Long Term Financial Plan 2018 to 2028.

INTRODUCTION:

Council is required to review plans regularly and at least every four years. The Long Term Financial Plan has been reviewed following finalisation and audit of the 2018/2019 Financial Statements, 2019/2020 Budget and initial capital budget consideration for 2020/2021.

PREVIOUS COUNCIL CONSIDERATION:

Generally, Council considers its Long Term Financial Plan as part of any Strategic and Annual Planning and the annual budget development.

November 2012 - 11/12.11.10.308 That Council adopt, in principle, the Long Term Financial plan 2012/2013 to 2022/2023.

December 2013 - 12/13.11.7.328 That Council adopt the Long Term Financial Plan (LTFP) in principle.

August 2016 – 08/16.12.5.189 That Council adopt, in principle, the revised Long Term Financial Plan 2015/2016 to 2024/2025.

December 2017 - 12/17.12.5.264 That Council adopt, in principle, the revised Long Term Financial Plan 2017 to 2027.

April 2019 - 19/6910 That Council adopt, in principle, the revised Long Term Financial Plan 2018 to 2028.

This specific revision has been considered by Council at a recent Workshop.

OFFICER'S REPORT:

As Council is aware, the Long Term Financial Plan is a tool to guide the future direction of Council, in financial terms, in a sustainable manner.

This most recent revision takes into account, as far as possible:

- 2018/2019 actual financial results
- 2019/2020 adopted budget
- 4 year indicative capital and project expenditure budget
- 10 year asset management plans

This revised Long Term Financial Plan has been considered by Council's Audit Panel which endorsed the LTFP for Council adoption.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 70, 70E & 70F

Local Government (Content of Plans and Strategies) Order 2014

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Absolute Majority.



**LONG TERM
FINANCIAL PLAN
2018 TO 2028
*FEBRUARY 2020***

Address: 32-34 Georges Bay Esplanade,
ST HELENS TAS 7216

Phone: (03) 6376 7900

Email: admin@bodc.tas.gov.au

Web: www.bodc.tas.gov.au

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1 LONG TERM FINANCIAL PLANNING DEFINED

1.1 Purpose

The purpose of a long-term financial plan (LTFP) is to guide the future direction of Council in a sustainable manner.

It is linked with Council's objectives, goals and desired outcomes in financial terms.

It is a guideline for future action and encourages Council to think about the future impact decisions made today have on Council's long-term sustainability.

1.2 Principles

Section 70(1), (2) and (3) of the Tasmanian Local Government Act 1993 requires Councils to prepare a long-term financial plan for the municipal area for at least a ten (10) year period.

The long-term financial plan is to:

- a) be consistent with the strategic plan for the municipal area;
- b) refer to the long-term strategic asset management plan for the municipal area and
- c) contain at least the matters that are specified in an order made under section 70F as required to be included in a long-term financial plan.

The Local Government (Content of Plans and Strategies) Order 2014, Section 5 (2) requires the long-term financial plan to include the following matters, for each year of the plan:

- a) the estimated revenues and expenses including the revenues and expenses in relation to each of the following matters:
 - i. all capital works
 - ii. all capital expenditure
 - iii. all asset management requirements identified, as required under clause 7(2)(b), in the long-term strategic asset management plan
- b) a statement of comprehensive income, including estimates of –
 - i. recurrent revenue
 - ii. recurrent expense
 - iii. underlying surplus or deficit
 - iv. net surplus or net deficit
 - v. comprehensive result
- c) a statement of financial position, including estimates of –
 - i. current and non-current assets
 - ii. current and non-current liabilities
 - iii. net assets
 - iv. equity, including reserves
- d) a cash flow statement, including estimates of –
 - i. receipts, payments, dividends and net cash from operational activities, financial activities including loan borrowings, and investment activities
 - ii. net increases or net decreases in cash held
 - iii. cash and cash equivalents held at the beginning of the period
 - iv. cash and cash equivalents held at the end of the period

Also required are:

- a) A description of the financial management strategies to be adopted by the Council, including financial targets and their rationale;
- b) A comparison of projected financial performance against targets (determined by the Council) for financial indicators, including those indicators specified in an order made under section 84(2A) of the Act, for each financial year included in the long-term financial plan;
- c) All assumptions used in the development of the estimates referred to in the LTFP.

Estimates are to include separate estimates in respect of renewal, upgrade and new capital expenditure.

The first projected year of the LTFP is consistent with the Annual Budget adopted for the current financial year.

2 IMPACTS UPON THE CURRENT PLANNING ENVIRONMENT

2.1 The Planning Period

Whilst the LTFP is for a ten (10) year period it incorporates the Infrastructure and Asset Management Plan (IAMP). Due to the long lived nature of many Council assets the IAMP may consider different periods.

2.2 Depreciation

Depreciation is the difference between the value of the Council's assets at the beginning of a stipulated period and the end. If no maintenance is performed on assets they have a finite life. That is they will depreciate over time and their value will decrease. With ongoing maintenance the life of these assets is extended. For some assets, if components are renewed on a regular basis, the life can be further extended.

It is recommended that an amount be spent on renewing or replacing asset components equivalent to depreciation expense. This would ensure their value is maintained.

Therefore, in line with the mandated LTFP requirements, operating expenditure includes any depreciation expense. Capital expenditure on asset renewal or replacement is then shown net of depreciation. That is if an amount equivalent to depreciation is spent then net capital expenditure is nil. If spending is less than the depreciation expense then the net expenditure will show as income for the purposes of the model.

For example;

The operating cost of maintaining roads per annum is \$0.8m which includes \$0.4m of depreciation expense. If the amount spent on road renewal and replacement equates to the depreciation expense then the rates required to maintain roads would be \$0.8m. If only \$0.2m was spent on road renewal then this would mean the road value would reduce by \$0.2m during the year. This is because insufficient rates have been used to renew roads at the rate that they are being consumed.

2.3 Accounting Standards

Annually the Council has to produce a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations and other authoritative pronouncements of the Australian Accounting Standards Board. This report is externally audited.

2.4 Presentation of Council Budgets

Both the Annual Budget and LTFP's are required to be summarised in a similar format as that in the annual financial report. The Income Statement describes revenues and expenses by type such as Statutory Charges and Employee costs. Council considers its budget by function or program. The LTFP is driven from Council's existing functional or program budget. It is then summarised and linked to the annual financial report format.

3 FINANCIAL STRATEGY

3.1 Councils Vision/Mission

Vision Statement

A naturally beautiful environment that speaks to our heart.
A diverse and thriving community; a place of opportunity.
A place where everyone feels safe, welcome and connected.

Values Statement

Working as a **TEAM** with **OPEN & HONEST COMMUNICATION**; we act with **INTEGRITY** whilst showing **RESPECT** and being **POSITIVE** and proactive in our actions

3.2 Strategic Plans

Council has adopted a Strategic Plan for the period 2017 - 2027. The Long Term Financial Plan and the Infrastructure and Asset Management Plans form part of the delivery of the intent of the Strategic Plan.

3.3 Roles and Responsibilities

The Local Government Act 1993 specifies the services that Councils are to provide. Sometimes Councils provide additional services on behalf of State or Federal Governments. Grants, subsidies or reimbursements are provided to fund these services. When funding is insufficient or ceases Council has to determine whether it will fund the shortfall or continue to provide the service.

3.4 Revenue and Financing Strategy

Council needs to continue to identify services and facilities that are provided to specific groups rather than the general community. Rate funding of these services needs to be considered where user charges or where applicable grant funding could be increased.

3.5 Rating Strategy

Historically sufficient rates were raised to "balance" the budget. The tendency now is to adopt a rating policy that limits the annual increase in rates revenue with an allowance for new property development. Council rating policy also considers who bears the rates burden. Whilst property valuations are the main factor, minimum rates, service charges and selective capping can shift some of the burden between ratepayer classes based on the perceived ability to pay.

Council generally is increasing rates above the rate of inflation until the operating deficit is eliminated and the significant infrastructure maintenance backlog is addressed. Council has a separate Rating Policy (LG40 Rates & Charges Policy) that should be referred to.

3.6 Treasury Strategy

Holding cash whilst also borrowing may result in an interest differential cost to Council. It depends on what interest rate Council is currently paying on its existing loans compared to what interest could be earned on investing surplus funds. If Council was currently earning 6.5% on its invested cash there would be no financial benefit in paying off any existing loans where the interest rate is less than 6.5% having regard to minimum cash we wish to hold into the future.

Generational equity for assets with long lives will also be a factor in borrowing strategies.

Council will use borrowings to fund the backlog of infrastructure maintenance needs until assets and operating deficits achieve sustainability. Subsequently, borrowings may be used similarly to address identified infrastructure backlogs or for acquisition of new assets.

3.7 Performance Indicators

Council's strategic plans, including the Long Term Financial Plan, should state the measures (financial and non-financial) that are to be used to monitor and assess the performance of the Council against its objectives.

There are difference types of indicators some of which are identified below. In general, Council will report using legislated Management (Asset and Finance) Ratios, consistently for all financial and budget reporting, supplemented by other indicators as appropriate.

3.8 Service Levels

These are measures of the levels of service being provided. As indicated above some of these levels are externally determined. Others depend on Council policy. For instance if Council wishes to construct new assets, this is an increase in service level.

3.9 Population

Expressing Council net expenditure for a particular function or program, as a factor of population is a good relative indicator of where Council's resources are being spent. An alternative would be to use the number of rateable properties. However, unless the average number of persons resident in households changes significantly, the comparison would be similar.

3.10 Operating Efficiency - Infrastructure

This is the money being spent per km on infrastructure assets. If more money is spent per km this may ensure more efficient maintenance of infrastructure assets in the longer term. Council's Infrastructure and Asset Management Strategy should indicate optimal expenditure levels to ensure long term asset sustainability.

3.11 Explanation of Management Indicators

For the purposes of Section 84(2A) of the Local Government Act, Local Government (Management indicators) Order (S.R.2014, No. 36) has specified the following indicators; the Tasmanian Audit Office has identified benchmarks for each:

- Asset consumption ratio: greater than 60% (in total and possibly by asset class)
- Asset renewal funding ratio: at least 90%
- Asset sustainability ratio: at least 100%
- Net financial liabilities ratio: between negative 50% and zero
- Underlying surplus or deficit and ratio: greater than zero

Financial

Net Financial Liabilities

What is owed to others less money held, invested or owed to Council

Calculated as:

Total Liabilities or Net financial liabilities (from Balance Sheet/Statement of Financial Position)

Less: Financial Assets (Current cash and cash equivalents, Current trade & other receivables, Current other financial assets, Non-current financial assets)

Net Financial Liabilities Ratio

Calculated as:

Net financial liabilities (as above)

Divided by:

Financial Assets (as above)

Underlying Surplus/(Deficit)

The difference between recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) for a financial year less the recurrent expenses for the financial year.

Underlying Surplus Ratio

The underlying surplus or deficit for a financial year divided by the recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) of a council for the financial year

Assets

Asset Consumption Ratio

Written down value of depreciable infrastructure, property, plant and/or equipment

Divided by:

Reported value of depreciable infrastructure, property, plant and/or equipment before accumulated depreciation

Asset Renewal Funding Ratio

Means an amount that is the current value of projected capital funding outlays for an asset divided by the value of projected capital expenditure funding for the asset

Asset Sustainability Ratio

Means an amount that is capital expenditure in a financial year on the replacement and renewal of existing council plant, equipment and infrastructure assets divided by the annual depreciation expense of the plant, equipment and assets for the financial year

Calculated as:

Expenditure on renewal/replacement of assets (Cash Flow Statement)

Less: Sale of replaced assets (Cash Flow Statement)

Divided by:

Depreciation, amortisation & impairment expense (Income Statement)

3.12 Explanation of Terms

Below is a brief explanation of some of the terms used in the Long Term Financial Plan.

Operating Expenses – this is what it costs to operate the Council services including financing costs and depreciation. Financing costs represent the interest on loans taken out to fund capital expenditure. Assets purchased to aid with the provision of a service only have a limited life before they need to be replaced. Depreciation expense represents the cost of using the asset over its life.

Support Services Allocation – external financial reports produced by Council must include an appropriate allocation of administrative overhead for each service.

Operating Income – this represents any revenue generated by the provision of the service including any service rates and charges raised.

Operating Surplus/(Deficit) before capital amounts- income less expenditure before capital amounts.

Capital Expenditure on Renewal Replacement of Existing Assets - Council expenditure on assets has two parts. The first is maintenance. This is included in operating expenditure. The second is capital. That is expenditure on the renewal of Council assets. This is not shown under operating expenditure. It is included in the Balance Sheet of the Council as an asset. Generally the asset is subsequently depreciated. As indicated above this depreciation expense is included in the operating expenses.

Less Depreciation, Amortisation & Impairment – depreciation is an expense that recognises the consumption of Council assets. It is considered that councils should spend an amount, equivalent to the depreciation expense, each year on renewing assets. This would ensure that the values of Council's assets are maintained.

Capital Expenditure on New/Upgraded Assets - the amount spent on new or upgraded assets, that is, long lived plant, equipment or infrastructure that provides a new or enhanced level of service. Clearly, a new building is Expenditure on a New Asset. Replacing an existing stormwater pipe with a “bigger” pipe will be Capital Expenditure on Upgraded Assets for the increased service level provided by the larger pipe.

Amounts Received Specifically For New or Upgraded Assets – Generally this would be grants received from State or Commonwealth governments to help fund new assets. It would also include any contributions made by the private sector or community organisations towards capital works.

Cash and Cash Equivalents - *Cash Assets include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.*

Loans Received – loans drawn down and received during the year.

Loan Repayments – loan principal repaid during the year.

Net Lending/(Borrowing) for the financial year - Net lending / (borrowing) is a 'flow' measure that takes account of both operating and capital activities for the financial year. Achieving a zero result on the net lending / (borrowing) measure in any one year essentially means that the Council has met all of its expenditure (both operating and capital) from the current year's income (with income including amounts received specifically for new / upgraded assets). It does not allow for funds set aside by way of reserves.

Net Impact on Budget – this is the surplus that can be used to fund other services or the final deficit after capital expenditure. It allows for any reserves that Council may wish to set aside for future capital expenditure.

Reserves – Council may elect to nominate funds that will be required for specified future capital expenditure. Until these funds are required they may be used to fund other capital expenditure that would otherwise require a loan.

3.13 Assumptions

- Inflation has not been factored into any future amounts.
- Rates growth of 0.5% per annum.
- Rates increase of inflation only.
- Wage increase of 1% above inflation for next 10 years.
- Interest Received estimated as 1.4% pa on previous years cash balance.
- Roads to Recovery (R2R) identified as additional income for renewal of road and bridge assets.
- Calculations based on approximately 6,350 rateable properties.
- See the Financial Indicators and Data sheet for target level % used in the graphs.
- Interest free borrowings of \$1.5M drawn 2017/2018 to accelerate capital projects from future years – to be repaid 2021/2022.

4 SUMMARY STATEMENT

Summary of Financial Performance and Position for the Years Ending 30 June 2018 to the 30 June 2028

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029 Year 10 Plan
Operating Revenues	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 1 Budget \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000
	14,365	14,313	14,086	14,110	14,180	14,243	14,331	14,435	14,534	14,632	14,740	14,844
less Operating Expenses	13,069	13,114	13,678	13,835	13,905	13,960	14,010	14,047	14,091	14,127	14,165	14,202
Operating Surplus/(Deficit) before Capital Amounts	1,296	1,199	408	275	276	283	322	388	443	505	575	642
LESS: Net Outlays on Existing Assets												
Capital Expenditure on Renewal or Replacement of Existing Assets	3,918	3,918	6,264	3,891	2,588	2,405	2,234	2,585	2,951	2,244	2,577	3,072
less Depreciation, Amortisation & Impairment	(3,546)	(3,445)	(3,507)	(3,615)	(3,649)	(3,669)	(3,685)	(3,687)	(3,697)	(3,700)	(3,704)	(3,708)
less Proceeds from Sale of Replaced Assets	(156)	(80)	(160)	(110)	(80)	(80)	(80)	(80)	(80)	(80)	(80)	(80)
Net Outlays on Existing Assets	216	393	2,597	167	(1,141)	(1,345)	(1,531)	(1,182)	(826)	(1,536)	(1,207)	(717)
LESS: Net Outlays on New or Upgraded Assets												
Capital Expenditure on New/Upgraded Assets	1,685	3,228	5,241	1,570	1,270	1,010	190	600	190	303	303	303
less Amounts Specifically for New/Upgraded Assets	(2,300)	(1,719)	(6,396)	(1,542)	(822)	(647)	(647)	(897)	(697)	(647)	(647)	(647)
Net Outlays on New or Upgraded Assets	(615)	1,509	(1,155)	28	448	363	(457)	(297)	(507)	(344)	(344)	(344)
EQUALS: Net Lending / (Borrowing) for Financial Year	1,695	(703)	(1,034)	80	969	1,264	2,309	1,868	1,776	2,385	2,126	1,703

5 ESTIMATED INCOME STATEMENT

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 1 Budget \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000
Operating Revenue												
Rates and Charges	8,770	9,315	9,636	9,684	9,733	9,781	9,830	9,879	9,929	9,978	10,028	10,078
User Charges	959	984	833	858	884	910	938	966	995	1,024	1,055	1,087
Commercial Revenue (TasWater)	584	361	388	388	388	388	388	388	388	388	388	388
Grants - FAG	2,831	2,948	2,907	2,907	2,907	2,907	2,907	2,907	2,907	2,907	2,907	2,907
Grants - Non FAG	136	115	20	20	20	20	20	20	20	20	20	20
Investment Income	268	351	150	101	97	84	97	123	144	162	189	212
Other	817	239	152	152	152	152	152	152	152	152	152	152
Total Operating Revenue	14,365	14,313	14,086	14,110	14,180	14,243	14,331	14,435	14,534	14,632	14,740	14,844
Operating Expenses												
Salaries & Wages	4,314	4,306	5,063	5,114	5,165	5,216	5,269	5,321	5,374	5,428	5,483	5,537
Materials & Services	3,760	3,935	4,387	4,387	4,387	4,387	4,387	4,387	4,387	4,387	4,387	4,387
Depreciation	3,546	3,442	3,508	3,615	3,649	3,669	3,685	3,687	3,697	3,700	3,704	3,708
Finance Charges (Loan Interest)	350	338	321	305	289	273	255	237	218	198	177	155
Other	1,099	1,093	399	415	415	415	415	415	415	415	415	415
Total Operating Expenses	13,069	13,114	13,678	13,835	13,905	13,960	14,010	14,047	14,091	14,127	14,165	14,202
Operating Surplus / (Deficit)	1,296	1,199	408	275	276	283	322	388	443	505	575	642
Amounts specifically for new or upgraded assets												
Asset disposal & fair value adjustments	(253)	(169)	27	110	80	80	80	80	80	80	80	80
Net Surplus / (Deficit)	3,343	2,750	6,831	1,927	1,178	1,010	1,049	1,365	1,220	1,232	1,302	1,369

6 ESTIMATED BALANCE SHEET

As at 30 June:	2018 Year 0 Actual \$'000	2019 Year 0 Actual \$'000	2020 Year 1 Budget \$'000	2021 Year 2 Plan \$'000	2022 Year 3 Plan \$'000	2023 Year 4 Plan \$'000	2024 Year 5 Plan \$'000	2025 Year 6 Plan \$'000	2026 Year 7 Plan \$'000	2027 Year 8 Plan \$'000	2028 Year 9 Plan \$'000	2029 Year 10 Plan \$'000
ASSETS												
Financial Assets												
Cash and Cash Equivalents	9,665	8,692	7,210	6,934	6,030	6,906	8,808	10,251	11,584	13,504	15,145	16,341
Current Trade & Other Receivables	552	904	600	600	600	600	600	600	600	600	600	600
Current Other Financial Assets	76	65	30	30	30	30	30	30	30	30	30	30
Non Current Other Financial Assets	0	0	0	0	0	0	0	0	0	0	0	0
Total Financial Assets	10,293	9,661	7,840	7,564	6,660	7,536	9,438	10,881	12,214	14,134	15,775	16,971
Non Financial Assets												
Inventories	92	146	120	120	120	120	120	120	120	120	120	120
Infra-structure, Property, Plant & Equipment	141,086	144,850	152,542	154,389	154,598	154,343	153,082	152,580	152,023	150,870	150,046	149,712
Intangible Assets	44	139	74	74	74	74	74	74	74	74	74	74
Other Non-current Assets	33,718	38,673	38,673	38,673	38,673	38,673	38,673	38,673	38,673	38,673	38,673	38,673
Total Non Financial Assets	174,940	183,808	191,409	193,256	193,465	193,210	191,949	191,447	190,890	189,737	188,913	188,579
Total Assets	185,233	193,469	199,249	200,819	200,125	200,746	201,388	202,328	203,104	203,872	204,688	205,551
LIABILITIES												
Current Liabilities												
Trade & Other Payables	634	1,034	850	850	850	850	850	850	850	850	850	850
Borrowings	326	341	356	1,872	389	407	425	444	464	485	507	530
Provisions	765	854	664	664	664	664	664	664	664	664	664	664
Other Current Liabilities	247	224	0	0	0	0	0	0	0	0	0	0
	1,972	2,453	1,870	3,386	1,903	1,921	1,939	1,958	1,978	1,999	2,021	2,044

As at 30 June:	2018 Year 0 Actual \$'000	2019 Year 0 Actual \$'000	2020 Year 1 Budget \$'000	2021 Year 2 Plan \$'000	2022 Year 3 Plan \$'000	2023 Year 4 Plan \$'000	2024 Year 5 Plan \$'000	2025 Year 6 Plan \$'000	2026 Year 7 Plan \$'000	2027 Year 8 Plan \$'000	2028 Year 9 Plan \$'000	2029 Year 10 Plan \$'000
Non-current Liabilities												
Trade & Other Payables	0	0	0	0	0	0	0	0	0	0	0	0
Borrowings	8,825	8,484	8,128	6,256	5,867	5,460	5,036	4,591	4,127	3,642	3,135	2,605
Provisions	538	570	521	521	521	521	521	521	521	521	521	521
Other Non-current Liabilities	0	0	0	0	0	0	0	0	0	0	0	0
	9,363	9,054	8,649	6,777	6,388	5,981	5,557	5,112	4,648	4,163	3,656	3,126
Total Liabilities	11,335	11,507	10,519	10,163	8,291	7,902	7,495	7,071	6,626	6,162	5,677	5,170
Net Assets	173,898	181,962	188,729	190,656	191,834	192,844	193,892	195,258	196,478	197,709	199,011	200,380
EQUITY												
Accumulated Surplus	29,194	33,517	40,348	42,275	43,453	44,463	45,511	46,877	48,097	49,328	50,630	51,999
Asset Revaluation Reserves	143,682	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974
Other Reserves	1,022	471	407	407	407	407	407	407	407	407	407	407
Adjustment to Cash & Borrowings for effects of inflation												
Total Equity	173,898	181,962	188,729	190,656	191,834	192,844	193,892	195,258	196,478	197,709	199,011	200,380

7 ESTIMATED STATEMENT OF CHANGES IN EQUITY

Year Ending 30 June:	2018 Year 0 Actual \$'000	2019 Year 0 Budget \$'000	2020 Year 1 Plan \$'000	2021 Year 2 Plan \$'000	2022 Year 3 Plan \$'000	2023 Year 4 Plan \$'000	2024 Year 5 Plan \$'000	2025 Year 6 Plan \$'000	2026 Year 7 Plan \$'000	2027 Year 8 Plan \$'000	2028 Year 9 Plan \$'000
Accumulated Surplus											
Balance at beginning of period	27,196	30,216	33,517	40,348	42,275	43,453	44,462	45,511	46,876	48,096	49,328
Comprehensive Result	3,343	2,750	6,831	1,927	1,178	1,010	1,049	1,365	1,220	1,232	1,302
Transfers to Reserve											
Transfers from Reserve											
Balance at End of Period	30,216	33,517	40,348	42,275	43,453	44,462	45,511	46,876	48,096	49,328	50,629
Asset Revaluation Reserve											
Balance at beginning of period	142,660	142,660	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974
Fair Value adjustments		5,314									
Net Asset Revaluation											
Balance at End of Period	142,660	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974
Other Reserves											
Balance at beginning of period	1,022	471	407	407	407	407	407	407	407	407	407
Transfers from Accumulated Surplus											
Transfers to Accumulated Surplus	0	0	0	0	0	0	0	0	0	0	0
Balance at End of Period	1,022	471	407	407	407	407	407	407	407	407	407
Total Equity at End of Period	173,898	181,962	188,729	190,656	191,834	192,843	193,892	195,257	196,477	197,709	199,010

8 ESTIMATED CASH FLOW STATEMENT

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	Year 0 Actual	Year 0 Actual	Year 1 Budget	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Cash Flows from Operating												
Receipts	15,020	14,457	14,086	14,110	14,180	14,243	14,331	14,435	14,534	14,632	14,740	14,844
Payments	(10,627)	(9,680)	(10,170)	(10,221)	(10,256)	(10,291)	(10,325)	(10,360)	(10,394)	(10,427)	(10,461)	(10,494)
Net Cash Provided from Operating	4,393	4,777	3,916	3,889	3,925	3,952	4,006	4,076	4,140	4,205	4,279	4,351
Cash Flows from Investing												
Receipts												
Sale of property, P&E	156	153	52	110	80	80	80	80	80	80	80	80
Capital Grants	2,300	1,719	6,396	1,542	822	647	647	897	697	647	647	647
Payments												
Payment for Property, Plant and Equipment	(5,604)	(7,295)	(11,505)	(5,461)	(3,858)	(3,415)	(2,424)	(3,185)	(3,141)	(2,547)	(2,880)	(3,375)
Net Cash Flow from Investing	(3,148)	(5,423)	(5,057)	(3,809)	(2,956)	(2,688)	(1,697)	(2,208)	(2,364)	(1,820)	(2,153)	(2,648)
Cash flows from Financing												
Receipts												
Proceeds from Borrowings	1,500											
Repayment of Borrowings	(312)	(326)	(341)	(356)	(1,872)	(389)	(407)	(425)	(444)	(464)	(485)	(507)
Net Cash from Financing	1,188	(326)	(341)	(356)	(1,872)	(389)	(407)	(425)	(444)	(464)	(485)	(507)
Net Increase (Decrease) in Cash	2,433	(972)	(1,482)	(276)	(903)	875	1,903	1,443	1,332	1,921	1,641	1,196
Cash at Beginning of Period	7,231	9,664	8,692	7,210	6,934	6,030	6,906	8,808	10,251	11,584	13,504	15,145
Cash at End of Period	9,664	8,692	7,210	6,934	6,030	6,906	8,808	10,251	11,584	13,504	15,145	16,341

9 NET FINANCIAL LIABILITIES

What is owed to others less money held, invested or owed to Council

Calculated as:

Total Liabilities or Net financial liabilities (from Balance Sheet/Statement of Financial Position)

Less: Financial Assets (Current cash and cash equivalents, Current trade & other receivables, Current other financial assets, Non-current financial assets)

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Year 0 Actual	Year 0 Actual	Year 1 Budget	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Financial Liabilities	11,335	11,507	10,519	10,163	8,291	7,902	7,495	7,071	6,626	6,162	5,677
Financial Assets	10,293	9,661	7,840	7,564	6,660	7,536	9,438	10,881	12,214	14,134	15,775
Net Financial Liabilities	(1,042)	(1,846)	(2,680)	(2,599)	(1,631)	(366)	1,943	3,811	5,587	7,972	10,098

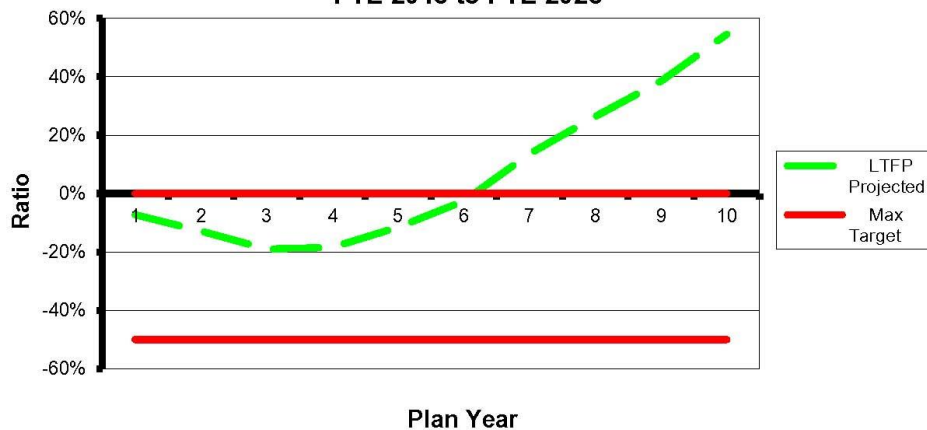
10 NET FINANCIAL LIABILITIES RATIO

How significant is the net amount owed compared with income.

This ratio indicates the extent to which net financial liabilities of a Council could be met by its operating revenue. Where the ratio is falling over time indicates that the Council's capacity to meet its financial obligations from operating revenue is strengthening. However a Council with a healthy operating surplus may decide to allow its net liabilities ratio to increase in order to provide additional services to its community through the acquisition of additional assets without detracting from its financial sustainability.

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Year 0 Actual	Year 0 Actual	Year 1 Budget	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Net Financial Liabilities	(1,042)	(1,846)	(2,680)	(2,599)	(1,631)	(366)	1,943	3,811	5,587	7,972	10,098
Operating Revenue	14,365	14,313	14,086	14,110	14,180	14,243	14,331	14,435	14,534	14,632	14,740
Net Financial Liabilities Ratio	-7%	-13%	-19%	-18%	-11%	-3%	14%	26%	38%	54%	69%

**Break O'Day Council - Net Financial Liabilities Ratio from
FYE 2018 to FYE 2028**



11 UNDERLYING SURPLUS/(DEFICIT)

The difference between recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) for a financial year less the recurrent expenses for the financial year.

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Year 0 Actual	Year 0 Budget	Year 1 Plan	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Recurrent income	14,365	14,313	14,086	14,110	14,180	14,243	14,331	14,435	14,534	14,632	14,740
Recurrent expenses	13,069	13,114	13,678	13,835	13,905	13,960	14,010	14,047	14,091	14,127	14,165
Underlying Surplus/(Deficit)	1,296	1,199	408	275	276	283	322	388	443	505	575

12 UNDERLYING SURPLUS RATIO

The underlying surplus or deficit for a financial year divided by the recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) of a council for the financial year

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Year 0 Actual	Year 0 Budget	Year 1 Plan	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Underlying Surplus (Deficit)	1,296	1,199	408	275	276	283	322	388	443	505	575
Recurrent income	14,365	14,313	14,086	14,110	14,180	14,243	14,331	14,435	14,534	14,632	14,740
Operating Surplus Ratio	9%	8%	3%	2%	2%	2%	2%	3%	3%	3%	4%

13 ASSET CONSUMPTION RATIO

The average proportion of "as new condition" left in assets.

This ratio shows the written down current value of Council's depreciable assets relative to their "as new" value in up to date prices.

This ratio highlights the aged condition of Council's assets. If a Council is responsibly maintaining and renewing and replacing its assets then the ratio would be relatively high. However, it makes no sense financially to replace perfectly serviceable assets just because they are old. Providing a Council is operating sustainably it will be in a strong financial position to be able to fund the future renewal or replacement of assets when necessary.

Council's Target – between 40% and 80%. That is Council's assets have between 80% and 40% of their useful life left.

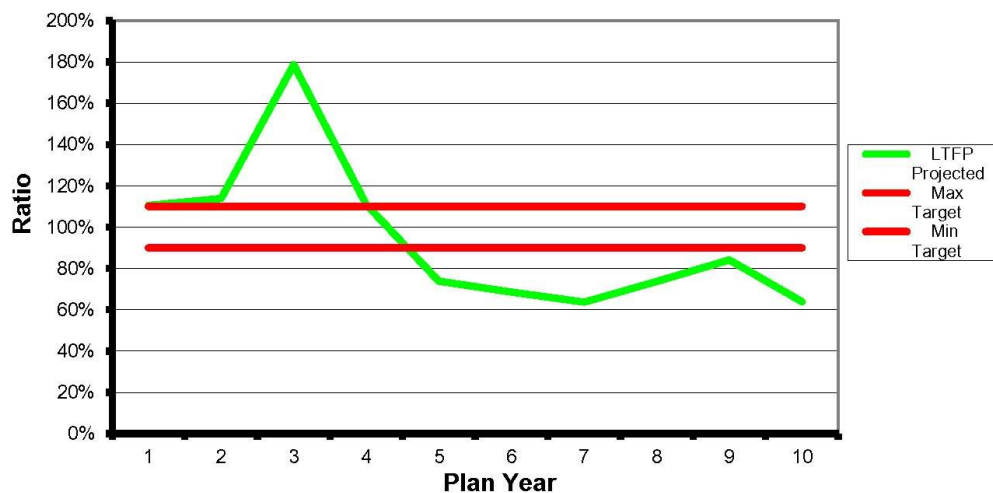
Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Year 0 Actual	Year 0 Budget	Year 1 Plan	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Assets as new value	201,581	204,809	210,050	211,620	212,890	213,900	214,090	214,690	214,880	215,183	215,486
Assets written down value	141,086	144,850	152,542	154,389	154,598	154,343	153,082	152,580	152,023	150,870	150,046
Asset Consumption Ratio	70%	71%	73%	73%	73%	72%	72%	71%	71%	70%	70%

14 ASSET RENEWAL FUNDING RATIO

Means an amount that is the current value of projected capital funding outlays for an asset divided by the value of projected capital expenditure funding for the asset.

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Year 0	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9
	Actual	Budget	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Asset Management Plan recommended Capital Expenditure on Renewal/Replacement of Existing Assets	3,546	3,442	3,507	3,507	3,507	3,507	3,507	3,507	3,507	3,507	3,507
Capital Expenditure on Renewal/Replacement of Existing Assets accommodated in LTFP	3,918	3,918	6,264	3,891	2,588	2,405	2,234	2,585	2,951	2,244	2,577
Difference in Asset Renewal/Replacement proposed in AMP and accommodated in LTFP	372	476	2,757	384	(919)	(1,102)	(1,273)	(922)	(556)	(1,263)	(930)

**Break O'Day Council - Asset Renewal Funding Ratio for
FYE 2018 to FYE 2028**



15 ASSET SUSTAINABILITY RATIO

Are assets being replaced at the rate they are wearing out.

This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate the assets are wearing out. It is calculated by measuring capital expenditure on renewal or replacement of assets relative to the recorded rate of depreciation of assets for the same period.

If capital expenditure on renewing or replacing existing assets is at least equal to depreciation on average over time then a Council is ensuring the value of its assets is maintained. If capital expenditure on existing assets is less than depreciation it is likely it is under spending on renewal and replacement of assets and will eventually be confronted with failed assets and a significant renewal and replacement costs that cannot be accommodated for within a short period.

Council's Target – is 100%. That is Council spending an amount each year equivalent to the depreciation expenses on asset renewal.

Year Ending 30 June:	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Year 0 Actual	Year 0 Budget	Year 1 Plan	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Capital Expenditure on renewal or replacement	3,918	3,918	6,264	3,891	2,588	2,405	2,234	2,585	2,951	2,244	2,577
Depreciation	3,546	3,442	3,508	3,615	3,649	3,669	3,685	3,687	3,697	3,700	3,704
Asset Sustainability Ratio	110%	114%	179%	108%	71%	66%	61%	70%	80%	61%	70%

16 LOAN REPAYMENT SCHEDULE

Summary of Borrowings & Repayments for the Years Ending 30 June 2018 to 30 June 2036

Year Ending 30 June:	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
	Year 0 Actual	Year 0 Actual	Year 0 Actual	Year 1 Budget	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan	0	0	0	0	0	0	0
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Borrowings																				
Balance at beginning of period	8,263	7,964	9,152	8,825	8,484	8,128	6,256	5,867	5,460	5,036	4,591	4,127	3,642	3,135	2,605	2,051	1,472	867	341	33
Loans drawn down																				
Principal Repayments		1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	(299)	(312)	(326)	(341)	(356)	(1,872)	(389)	(407)	(425)	(444)	(464)	(485)	(507)	(530)	(554)	(579)	(605)	(526)	(308)	(16)
Total Borrowings at End of Period	7,964	9,152	8,825	8,484	8,128	6,256	5,867	5,460	5,036	4,591	4,127	3,642	3,135	2,605	2,051	1,472	867	341	33	17
Repayments																				
Interest repayments																				
Principal Repayments	363	349	335	321	305	289	273	255	237	218	198	177	155	132	108	83	56	30	10	1
	299	312	326	341	356	1,872	389	407	425	444	464	485	507	530	554	579	605	526	308	16
Total Loan Repayments	662	662	662	662	662	2,162	662	662	662	662	662	662	662	662	662	662	662	556	318	17

17 DEPRECIATION SCHEDULE

As at 30 June:	2018 Year 0 Actual \$'000	2019 Year 0 Actual \$'000	2020 Year 1 Budget \$'000	2021 Year 2 Plan \$'000	2022 Year 3 Plan \$'000	2023 Year 4 Plan \$'000	2024 Year 5 Plan \$'000	2025 Year 6 Plan \$'000	2026 Year 7 Plan \$'000	2027 Year 8 Plan \$'000	2028 Year 9 Plan \$'000	2029 Year 10 Plan \$'000
Historical Assets												
Depreciation												
Renewal												
New												
Buildings												
Depreciation	241	230	216	222	225	226	226	226	235	235	235	235
Renewal	208	166	753	505	135	360	60	150	130	70	100	120
New	143	2	332	216	30	40	-	500	-	-	-	-
Roads & Streets												
Depreciation	1,836	1,714	1,826	1,834	1,855	1,872	1,879	1,881	1,882	1,884	1,885	1,887
Renewal	1,914	1,715	3,404	1,849	1,437	1,189	1,360	1,360	1,360	1,360	1,360	1,360
New	278	264	490	1,219	960	420	90	90	90	90	90	90
Bridges												
Depreciation	445	443	440	442	442	442	442	442	442	442	442	442
Renewal	1,028	637	929	782	142	42	-	261	647	-	303	778
New	-	28	150	-	-	-	-	-	-	-	-	-
Plant & Equipment												
Depreciation	287	292	329	369	378	378	378	378	378	378	378	378
Renewal	442	827	222	319	378	378	378	378	378	378	378	378
New	18	-	280	60	-	-	-	-	-	-	-	-
Stormwater Infrastructure												
Depreciation	330	356	332	336	337	341	348	349	349	350	353	356
Renewal	16	38	76	50	110	50	50	50	50	50	50	50
New	428	1,076	359	75	280	550	100	10	100	213	213	213
Furniture & IT												
Depreciation	206	207	141	143	143	143	143	143	143	143	143	143
Renewal	77	219	87	143	143	143	143	143	143	143	143	143
New	196	55	35	-	-	-	-	-	-	-	-	-
Land Improvements												
Depreciation	179	178	198	243	243	243	243	243	243	243	243	243
Renewal	233	16	793	243	243	243	243	243	243	243	243	243
New	622	1,803	3,595	-	-	-	-	-	-	-	-	-
Amortisation of Municipal Valuation												
Depreciation	22	25	25	25	25	25	25	25	25	25	25	25
Renewal	22	150						150				
Total Depreciation	3,546	3,445	3,507	3,615	3,649	3,669	3,685	3,687	3,697	3,700	3,704	3,708
Total Renewal	3,918	3,918	6,264	3,891	2,588	2,405	2,234	2,585	2,951	2,244	2,577	3,072
Total New	1,685	3,228	5,241	1,570	1,270	1,010	190	600	190	303	303	303
Total New & Renewal	5,603	7,146	11,505	5,461	3,858	3,415	2,424	3,185	3,141	2,547	2,880	3,375

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"> Pursuant to section 14 of the <i>Local Government (Highways) Act 1982 (the Act)</i>, 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"> The closure of Bridge 3462 over the George River providing current access to Yosts Flat. The closure of Grimstones Road from chainage 910m to end of road at chainage 4,680m. 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. Council delegates its functions and powers pursuant to section 14(1)(b) of the Act to the General Manager and authorises the General Manager to take such steps as may be necessary to comply with each of the requirements of that section in relation to the closure of Bridge 3462 over the George River providing current access to Yosts Flat and the closure of Grimstones Road from chainage 910m to end of road at chainage 4,680m. 	<p>Refer to Closed Council Resolution 11/18.17.3.</p> <p>Issues of road jurisdiction owner require resolution before matter can proceed further.</p>

Motion Number	Meeting Date	Council Decision	Comments
11/18.8.5.247	19 November 2018	<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 as required from relevant State Agencies:</i> That Council explore opportunities of providing 2 - 6 free rubbish vouchers or something similar to every ratepayer to be used throughout that rateable year.	Item linked to 07/19.13.4.173. Workshop report prepared for Council information and discussion (March 2020). Item deferred until new waste management service costs are known for 2020/2021.
10/19.13.3.251	21 October 2019	That Council invoke Section 16 of the Local Government (Highways) Act 1982 in support of Forico's request for Beauty Flat Road, Transport Segment ID 6174046 off Barnes Road, near Mathinna to be changed from a public road to a Private road where it intersects with title 112336-2.	Community submissions received. On-hold, pending follow up discussion with Forico. Report to be subsequently prepared for Council consideration.
11/19.8.1.266	18 November 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> 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. 2. That Council seeks funding to enable this track to be built as soon as practical.	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.	To be actioned.
12/19.8.1.288	16 December 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 increase the hours for the Animal Control Officer in the 2020/2021 Budget.	To be considered at budget preparation 2020.

Motion Number	Meeting Date	Council Decision	Comments
12/19.13.4.300	16 December 2019	It is recommended that: i) Council does not progress with the placement of a new playground at the Ground at the current time. ii) Council Officers meet with all sporting and recreational group users of the St Helens Recreational Grounds with the objective of consolidating proposed projects and preparing an updated master planning document to guide the Council in its future decision making.	Item to be workshopped with Councillors in April prior to consultation with sporting and recreational group users.
01/20.8.1.2	20 January 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 investigates the earliest practical inclusion of the installation of several shade cloth covered areas on the grassed area between the Mouth Cafe and the Scamander River in the capital works program.	Item requires consideration in alignment to the current master plan and the specific need defined. MIDS to meet with Clr McGuinness to obtain further information and to subsequently report to Council.
02/20.8.1.13	17 February 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 a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.	Cost estimate being prepared for budget consideration.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
04/19.13.5.84	15 April 2019	That Council receive this report and the recommendation made to develop a policy position for the provision of Water Refill Stations (WRS's) in public open spaces that include a clear set of performance criteria that must be satisfied before a decision is made to install a WRS.	Policy drafted and reviewed by Council at the March 2 Councillor workshop. Agenda report prepared for March Council meeting.
06/19.8.2.132	24 June 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 consider the establishment and fund allocation for the creation of a disabled parking bay, and relevant signage, at the rear of the toilets at the Fingal public toilet facility, and a new pathway into the toilet block.	Contractor engaged to undertake pavement works, March 2020.

Facility Maintenance

Facility maintenance is an ongoing activity. During the month facility maintenance included the following tasks:

- Preventative Maintenance (PM) inspections of Council owned buildings and playgrounds.
- Maintenance identified during PM inspection and notified via Customer Service Requests.

Town & Parks Maintenance

- Mowing/ground maintenance – all areas.
- Garden/tree maintenance and weeding where required.
- Multiple toilet blockages and damaged fixtures addressed over this period.
- St Marys Rivulet – weed removal completed.
- Talbot Street footpath reseal prep works undertaken.
- Boat Ramp cleaning several sites.

Roads Maintenance

- Sealed road patching – all areas
- Traffic Signage replacement – damaged and removed signs
- Dig outs St Helens Point Road
- Road side slashing throughout Break O 'Day
- Ansons Bay Road maintenance grading completed

Bridge Works

- The Flat Bridge – raising of bridge structure - approach ramps asphalting completed. 90% of guard rail installed and waiting on Telstra to relocate asset.
- Jetty maintenance carried out on several structures – this included the installation of access ladders.

Waste Management

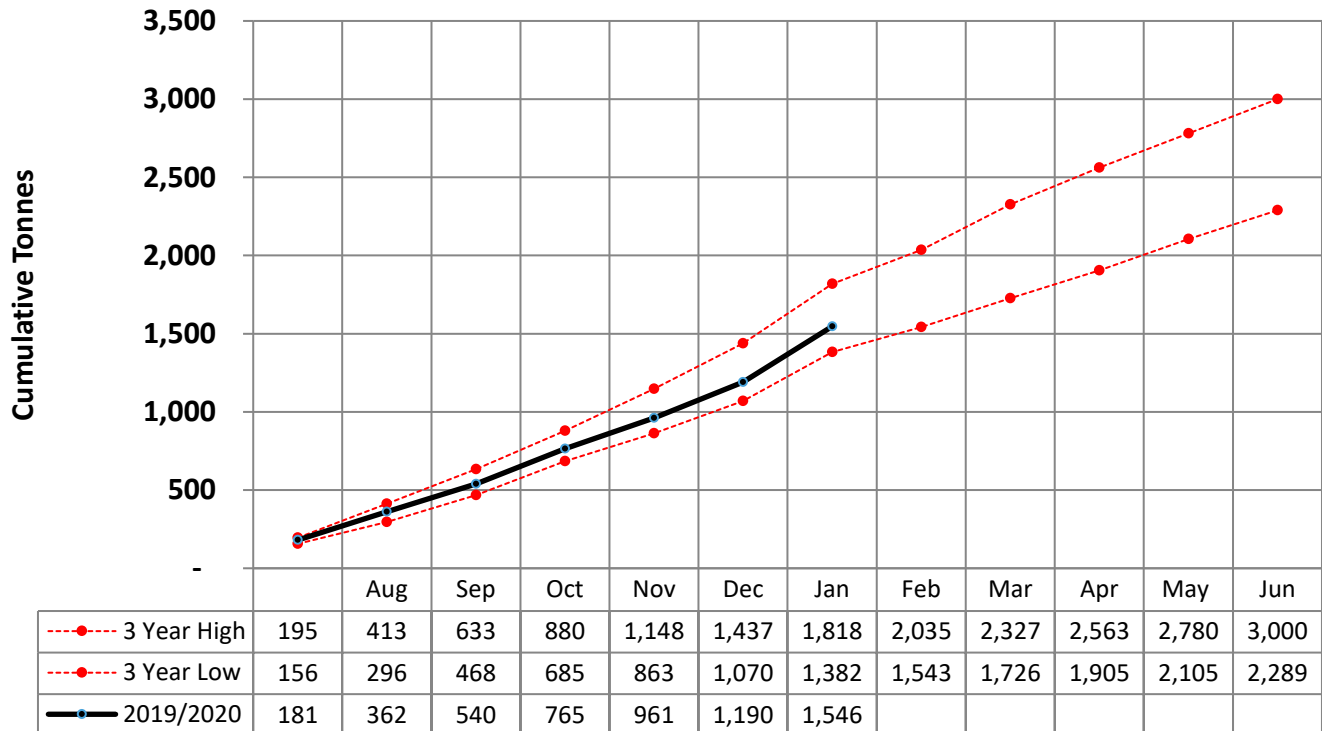
- Kerbside Assessment Schedule with Northern Tasmanian Waste Management Group will be conducted on 12 March in Cornwall.

Mountain Bike Track Maintenance

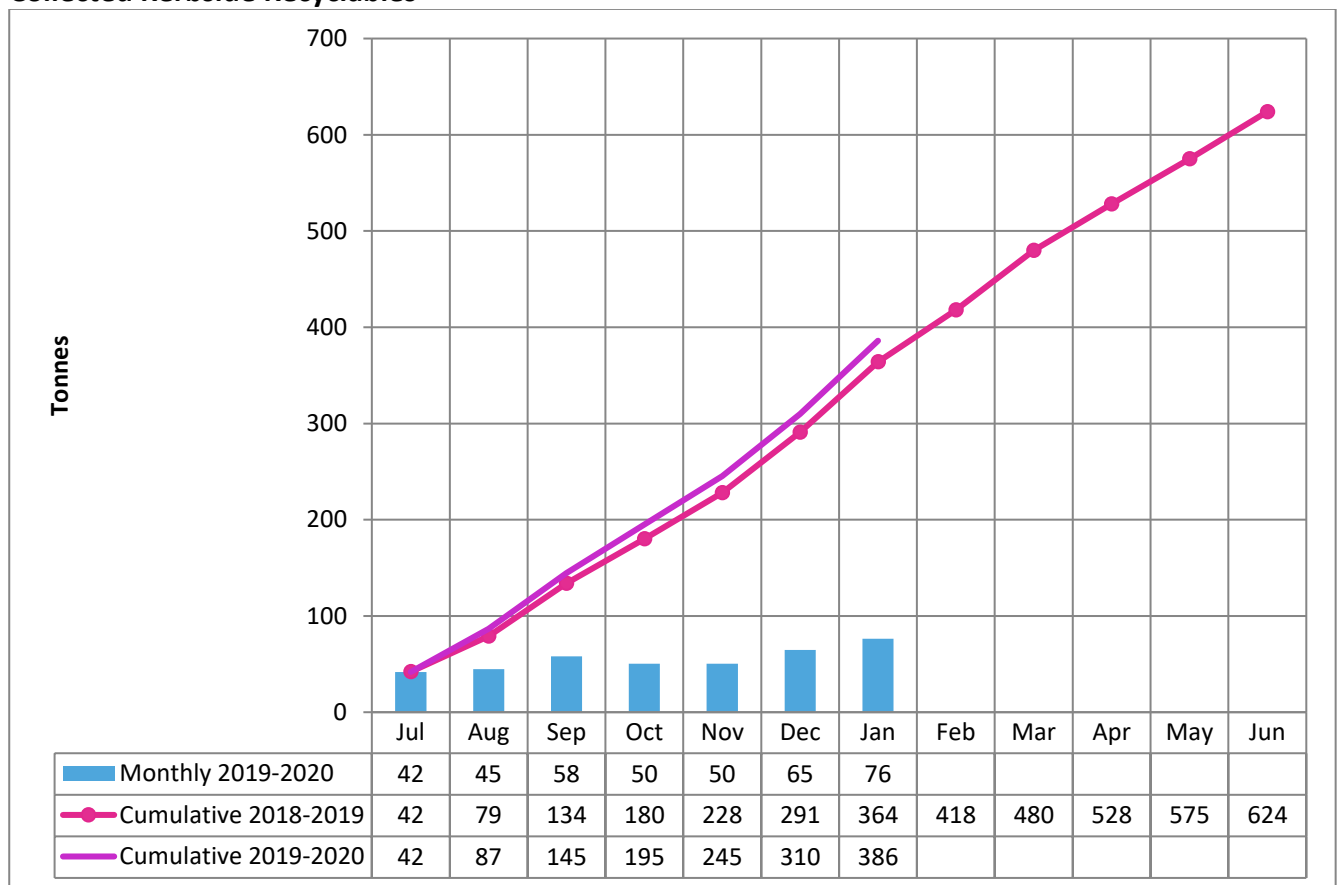
- Maintenance being undertaken where required

Waste Management

Municipal General & Putrescible Wastes to Copping Landfill



Collected Kerbside Recyclables



CAPITAL WORKS

Project Code	Details	Budget	Project Update
CH520	Talbot Street Road Reconstruction	100,000	Works commenced and almost completed.
CH550	Brown Street Road Remediation	As per tender	Works progressing well.
CF805	Parnella/Foreshore Walkway	285,000	Government approvals – being sought.
	Scamander Avenue Footpath Part A	58,000	Works commenced.
CD655	Implement SWMP priorities	80,000	COMPLETED
	Bridge 185 - Gillies Rd	25,000	Deck timbers in stock. Contractor to undertake works.
	Bridge 2293 - Cecilia St	22,000	Deck timbers in stock. Contractor to undertake works.
	Bridge 2006 - Reids Rd	90,000	Deck replacement completed.
	Bridge 2809 - Argyle St	30,000	Deck timbers in stock. Contractor to undertake works.
	Bridge 7004 - Richardson Rd	38,000	Deck timbers in stock. Contractor to undertake works.
	Bridge 7005 - Tims Ck Rd	30,000	Deck timbers in stock. Contractor to undertake works.
	Bridge 2242 - Hodges Rd	60,000	Deck timbers in stock. Contractor to undertake works.
	Footpath Bridge at Fingal Culvert	30,000	Engineering Design completed
	Fingal Streetscape Stage 3		COMPLETED
END OF REPORT			

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

This is a monthly activity statement update of the complaints and work that has been done for the month of February 2020:

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Scamander	Seymour	Steiglitz	St Helens	St Marys	TOTALS
Dogs Impounded		1		1									2
Livestock Complaints		1		1			1						2
Barking Dog		2						2			7		9
Bark Abatement Notice													0
Bark Monitor											4		4
Wandering Dog		1		2							1		4
Verbal Warnings								1		1	3		5
Patrol		2		1	1			2		2	4	2	14
Dog Attack - on another animal (Serious)													0

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Scamander	Seymour	Stieglitz	St Helens	St Marys	TOTALS
Dog Attack/Harassment – on another animal (Minor)													0
Dog Attack - on a person (Serious)													0
Dog Attack/Harassment – on a person (Minor)													0
Dog - chasing a person												1	1
Declared Dangerous Dog													0
Unregistered Dog - Notice to Register								2			1		3
Infringement Notice Issued											1		1
Caution Notices													0
Verbal Warnings/Education Sheets Maps								1					1
Infringement Notice - Disputes in Progress													0
Infringement - Time Extension request													0
Infringement Notice - Revoked				1									1
Kennel Licence - No Licence													0
Kennel Licence - Issued													0
Rooster Complaints													0
Other											1	1	2
Illegal Camping												1	1
TOTALS	0	5	0	5	1	0	1	8	0	3	22	5	50

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.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND DOCUMENTS	Water Bottle Refilling Station Policy

OFFICER’S RECOMMENDATION:

That Council receive and adopt the new policy, Policy AM20 “Water Refill Station Policy”.

INTRODUCTION:

The newly drafted policy for the provision of Water Refill Stations in public open spaces outlines the criterion for giving consideration to installing new infrastructure.

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting April 2019:

04/19.13.5.84 *Moved: Cllr J Drummond / Seconded: Cllr L Whittaker*

That Council receive this report and the recommendation made to develop a policy position for the provision of Water Refill Stations (WRS’s) in public open spaces that include a clear set of performance criteria that must be satisfied before a decision is made to install a WRS.

CARRIED UNANIMOUSLY

March Council Workshop discussion.

OFFICER’S REPORT:**Background**

Council recognises the negative impact that bottled water has on the environment and natural resources; and the benefits in avoiding the generation of waste from single use, disposable packaging, such as from bottled water.

Bottled water consumes in its production and distribution resources and energy. The adverse impact of ‘end of use’ litter and plastic pollution affecting natural waterways, the coastline and ocean is well documented.

To reduce the environmental impact of drinking bottled water, including unnecessary disposal of resources to landfill, Council is seeking to provide readily available and alternative source of potable drinking water, through the strategic placement of Water Refill Stations in high demand locations within the Break O’ Day municipality.

Under this policy, Council will assess all requests for the installation of Water Refill Stations against the following criteria;

1. The proposed installation site as a prominent site.
2. Compliance with relevant legislation, standards and best practice positioning guidelines.
3. Public safety and disabled person accessibility.
4. Connection to TasWater potable water supplies.
5. Materials of Construction.
6. Asset life cycle costs.

Councillors reviewed the policy draft at the March 2020 Councillor Workshop and minor grammatical and formatting errors subsequently corrected. The intent and meaning of the policy remains unchanged.

Recommendation

That Council adopt Policy AM20 - Water Refill Station Policy.

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.

Strategies

- 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.

LEGISLATION & POLICIES:

- Local Government Act 1993
- AM01 Asset Recognition and Depreciation Policy

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Water Refill Stations approved for installation by the Council will require a budget allocation.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO AM20 WATER REFILL STATION POLICY

DEPARTMENT:	Infrastructure Services
RESPONSIBLE OFFICER:	Manager Infrastructure & Development Services
LINK TO STRATEGIC PLAN:	Adopt environmental sustainability principles in undertaking Council activities
STATUTORY AUTHORITY:	Local Government Act 1993
OBJECTIVE:	To provide potable Water Refill Stations in high demand public places within the Break O'Day Municipality to help reduce the environmental impact of drinking bottled water and the number of plastic bottles going to landfill.
POLICY INFORMATION:	

POLICY

1. RESPONSIBILITIES

The Manager Infrastructure & Development Service is responsible for the implementation of this policy.

2. INTRODUCTION

Council recognises the negative impact that bottled water has on the environment and natural resources; and the benefits in avoiding the generation of waste from single use, disposable packaging, such as from bottled water.

Bottled water consumes in its production and distribution resources and energy. The adverse impact of 'end of use' litter and plastic pollution affecting natural waterways and the ocean is well-documented.

To reduce the environmental impact of drinking bottled water, including unnecessary disposal of recoverable resources to landfill, Council is seeking to provide readily available and alternative source of potable drinking water, through the strategic placement of Water Refill Stations in high demand locations within the Break O'Day Area.

Under this policy, Council will assess all requests for the installation of Water Refill Stations against the following criterion.

1. Proposed Installation Site
2. Compliance with relevant legislation, standards and best practice positioning guidelines.
3. Public safety and accessibility.
4. Connection to potable water supplies.
5. Materials of Construction.
6. Asset life cycle costs.



3. POLICY APPLICATION

Council will only consider installing a Water Refill Station that demonstrates an installation will meet or exceed the policy objective and criterion.

4. CRITERION

4.1 Proposed Installation Site

To promote the use of Water Refill Stations, stations will only be considered where a proposed installation is in a prominent area and is not obscured with the surroundings.

Appropriate sites are:

- High pedestrian traffic areas, such as town shopping precincts and high use playgrounds.
- Open spaces where there are opportunities to do physical activity.
- Open spaces where there are planned BBQ facilities and picnic tables.

Limitations on the number of sites for any one prominent area is one refill station.

Water Refill Stations have high asset life cycle costs. Giving considering to a proposed station installation does not mean that Council will approve an installation.

Council will only consider only two types of stations:

- Full stations in shopping precinct areas.
- Where installed adjacent to a toilet block, park or reserve a suitable spring loaded or push tap set up and which may incorporate a dog bowl in the set up.

4.2 Public Safety & Access

Water Refill Stations shall be designed for public safety, access, and inclusion (AS 1428), where Site Location, Site Set out, Safety & Hygiene and drainage/soakage trench requirements are specified.

4.3 Potable Water Supply

Water Refill Stations shall only be connected to existing reticulated potable town water supplies.

Where the quality of a town water supply has variable water clarity, odour, temperature or taste, water filtration may be required.



4.4 Materials of Construction

Stations by design shall be durable with a useful operational life of 15 to 20 years and constructed from materials that have a proven resistant to vandalism, corrosion (fit for a coastal climate) and that can be easily cleaned and sanitised.

4.5 Asset Life Cycle Costs

A whole of life cycle cost analysis shall be prepared for each proposed Water Refill Station installation.

03/20.13.4 Roads to Recovery Funding Allocation

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	032\005\022\
ASSOCIATED REPORTS AND DOCUMENTS	Lottah Road – Scoping Study for Roadworks Projects – rare.

OFFICER'S RECOMMENDATION:

That Council approve an allocation of \$400,000 of Roads to Recovery Funding to support four (4) new improvement projects on Lottah Road as detailed in this report.

INTRODUCTION:

Roads to Recovery Funding

Council has been given an additional \$314,000 as part of the Australian Governments (AG) drought relief package.

Councils 2019-2020 annual allocation is \$971,109. Only \$647,804 had been allocated at the end of January 2020, leaving an unallocated quantity of \$323,305.

The unallocated quantity of \$323,303 is to be assigned to eligible roads projects and fully spent at 30 June 2020.

The AG required Council to allocate this money on the 13 February 2020. In the updated project schedule, \$400,000 of funding has been allocated at this stage to the betterment of Lottah Road and which included \$76,697 of residual funding being from allocated projects

Due to timing between meeting the AG deadline and the March Council meeting, Council only had the opportunity to review the proposed Lottah Road funding allocation after the 13 February deadline and collectively at the 2 March Councillor Workshop.

The purpose of this report is provide information on:

- i) Lottah Road projects
- ii) Roads to Recovery Work Schedule

PREVIOUS COUNCIL CONSIDERATION:

March Council Workshop discussion.

OFFICER'S REPORT:**Lottah Road Projects**

The attached report that provides the summary of four separate projects that include, road sealing, road realignment, sight distance improvement and the provision of crash barriers. Projects have been selected to improve road safety to both the local community and visitors accessing the Blue Tier for walking and MTB activities.

Roads to Recovery – Work Schedule Update

ID		Original Allocation (\$)	Updated Allocation (\$)	Residual (\$)	Residual Transferred to Project ID
2	Bridge 2006 Reids Road	90,000	45,326	44,674	ID 4
3	Talbot St: Pavement Reconstruction	100,000	100,000	0	-
4	Brown St: Pavement Reconstruction	154,000	198,674	0	-
5	Scamander Ave - Reseal	120,000	43,305	76,695	ID 8
6	Main Rd, Binalong Bay: Reseal	103,804	103,804	0	-
7	Ansons Bay Road: Re-sheeting	80,000	80,000	0	-
8	NEW PROJECT Lottah Road: Sight distance, sealing works and crash barrier installation	0	150,000	0	-
9	NEW PROJECT Lottah Road: Raise hairpin corner, realign drainage line, road sealing	0	75,000	0	-
10	NEW PROJECT Lottah Road: Upgrade intersection (Lottah/Johnson Roads), drainage works, sight distance improvement and sealing of 150m Lottah Road and 30m of Johnsons Road.	0	65,000	0	-
11	NEW PROJECT Lottah Road: Corner realignment, pavement reconstruction, install guardrail and seal 800 of road.	0	110,000	0	-

Sight distance and Road pavement and sealing works are a high priority. There is limited time available to seal the selected road segments before the end of March to ensure that a good quality seal before a change in weather occurs, moving into mid-autumn.

To achieve the road works objective, construction activity needs to commence as soon as possible.

Council was requested to provide in-principal support to the Lottah Road projects at the March Workshop and prior to endorsing the projects at the March 2020 Council meeting. In-principle support was given at the workshop.

Crash barrier installation will occur post road pavement and sight distance improvement works and before the 30 June 2020 deadline.

Recommendation

That Council approve an allocation of \$400,000 of Roads to Recovery Funding to support four (4) new improvement projects on Lottah Road as detailed in this report.

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.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Proposed Lottah Road betterment projects are to be funded by Roads to Recovery money.

VOTING REQUIREMENTS:

Absolute Majority.

Of beauty rich and rare.

rare.

Level 1a, 10-14 Paterson Street
Launceston TAS 7250
P. 6388 9200

rarein.com.au

Our Ref: 20137

12 February 2020

Break O'Day Council
32-34 Georges Bay Esplanade
St Helens TAS 7216

ATTENTION: D JOLLY

Dear David

LOTTAH ROAD – SCOPING STUDY FOR ROADWORKS PROJECTS – PRIORITY WORKS FOR ROADS TO RECOVERY FUNDING FINAL REPORT

I am writing to you about the scoping study that was carried out on 5 February 2020 at Lottah Road Lottah. The purpose of the study was to identify road safety issues surrounding the narrow and winding road for an 8.2km section from Tasman Highway at Goshen to intersection at Poimena Road Lottah. This report has selected the priority projects for the Roads to Recovery Funding allocation to be expended by the end of June 2020.

These key projects will require civil engineering design elements to ensure the safety outcomes for the sections of road are successfully delivered for Break O'Day Council and community users.

The selected projects have been given a road safety score ranging from 0 to 5. Scores above 4 are sections of road that have an accident history or a potential accident history. The described road safety works improvements will decrease these scores to safer levels ranging from 1 to 2.5.

The following list is the priority order of works and the estimated budget for the project. A site analysis is attached to this report with descriptions of the required works. Reference chainages start at 0.0 at the Tasman Highway.

Ch 6.8 – Accident Site – Site distance improvements, guardrail and sealing - \$150 000.

Ch 3.5 – Road Bend Improvement – Widening, superelevation and sealing - \$75 000.

Ch 2.3 to Ch 3.2 – Bend improvements, guardrail and 900m sealing - \$110 000.

Ch 4.8 – Johnsons Road – Realignment, site distance improvements and sealing - \$65 000.


We are in a position to provide civil designs for these projects when surveys have been completed.



Should you have any further queries please do not hesitate to contact us.

Yours faithfully,





Rodney Jesson
Director
Civil & Infrastructure

Chainage	Notes	Photos	Safety Score Out of 5	Repair Plan and Repair Budget
Ch 0.0	Intersection of Lottah Road and Tasman Highway			
Ch 2.3 to 3.1	<p>Section Approaching Goulds Country – Winding section with leading corner and dangerous fence post in the clear zone. Potential to realign the road as there is adequate space on the opposite side.</p> <p>Improvements through the township on lead in corner and dust suppression by sealing</p>		4	<p>Realign corner at Ch 2.3 with super elevation. Ch 2.8 at entry to township, outer corner to have super elevation improvement and guard rail length of 50m. The section of road from Ch 2.3 to Ch 3.2 to have the unsealed sections sealed to improve road safety and amenity.</p> <p>Budget \$110 000</p>


			



Ch 3.5	Sealed corner Ch 3.6 pavement failure. This corner is a hairpin and observed driver behaviour matched the pattern of expectation where the failure of the seal had occurred. signs Seal ends 3.7		4.5	Needs correction of super elevation new seal, speed advisory approach and chevron signs. Budget \$75 000
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Ch 4.8	<p>Johnsons Road – The intersection from Johnsons Road onto Lottah Road, has poor and unsafe alignment. Site distance is poor for east bound traffic. This can be improved with a realignment and regarding, as well as tree removal.</p>		<p>3.5</p>	<p>Johnson Road to be squared up to Lottah Road by making the SE corner narrower. This will include realignment of the table drain to prevent traffic from cutting the corner. Pavement level in Johnson Road to be raised to meet the outer edge of the super elevated corner of Lottah Road. Tree removal of 25 wattle trees on the inner corner to improve sight distance. Seal of 30m of Johnsons Road and 150m of Lottah Road</p> <p>Budget \$65 000</p>
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Ch 6.8 to 6.95	<p>Crash site - This site is the location of recent crashes. The road is narrow. The accident occurred travelling from Lottah towards Goulds Country. The outer edge has a build up of soft, uncompacted gravel. The inner edge has limited site distance because of the high embankment.</p>		<p>4.5</p>	<p>The recommended treatment is to improve the site distance by cutting away the inside bank area and replacing with a suitable retaining wall. The outer soft edges require excavation to a suitable subgrade and then reconstruction with suitable road base material. Placement of new pavement to include super elevation level improvements on the outer corner and the inclusion of 70m of Guardrail. A seal 200m long to be placed over the new pavement and reggraded sections.</p> <p>Budget Estimate - \$150 000</p>
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03/20.14.0 COMMUNITY DEVELOPMENT

03/20.14.1 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.

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.	Seeking external funding to undertake a 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
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.	Currently seeking feedback.
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.
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.	Document currently being finalised.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
02/19.14.2.31	18 February 2019	The following areas have been identified as possible sites that could be suitable to house a basic toilet and shelter amenity to visitors whilst also creating an unexpected and memorable experience: <ul style="list-style-type: none"> The Gardens Scamander Four Mile Creek (north of entry point) South of Little Beach St Helens Burns Bay 	Report provided at February, 2020 workshop.

Council Community Grants/Sponsorship 2019-2020:

Council Community Grants/Sponsorship	2019-20
Community Services	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000
Community Event Funding	
Seniors Day	3,000
Australia Day Event	4,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
St Helens Car Show (including Woodchopping)	7,000
Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride -	500
Game Fishing	2,000
Marketing Greater Esk Tourism	2,500
Volunteer Week	2,500
Break O'Day Woodcraft Guild	2,500
Bay of Fires Winter Arts Festival	14,000
St Marys Memorial Service funding	500
St Marys Community Car & Bike show	2,000
East Coast Masters Golf Tournament	1,500
Fun in the Sun	500
Triathlon	2,000
Council Sponsorship	
Funding for BEC Directory	2,000
Community car donation	2,500
St Helens Girl Guides - Sangaree	2,500
St Helens Marine Rescue	3,000
Suicide Prevention Golf Day	1,000
BEC	28,000

Updates on current projects being managed by Community Services:

St Helens Mountain Bike Network

Construction activity

The next trails to be opened in the near future will be:

Descent1 – No name yet allocated - 2.3km long Black Diamond (Very Difficult) rating.

Descent2 – No name yet allocated - 4.4km long Black Diamond (Very Difficult) rating.

Both of these trails are constructed for the more experienced riders and will provide more trail options being accessed from Loila Tier drop off point.

Opening dates are still being finalised but we are working towards being ready by Easter to ensure they are available over the holiday period.

The longer Loop 7 trail is well under construction which on completion will take riders out to Constable Creek and loop back to the Trail Head on Flagstaff Road. The timing of the opening of this trail will be June / July 2020.

The recent rain has definitely provided a much better environment for both the construction teams and the trail users by improving the compaction of the newly cut trails and dramatically reduced the dust.

Branding and Marketing

We have been working collaboratively with Tourism Tasmania in the promotion of the trails. Tourism Tasmania are also working with East Coast Regional Tourism and ourselves through Tourism Tasmania's MTB Reference Group to bring more influencers to the area. This includes two reputable MTB magazines AMB and Revolution who will both produce stories and content on the St Helens MTB Trails.

We are recording the media stories and so far this is what media representation looks like: (this does not include local media like the Examiner, Mercury etc.)

Media	Topic	Print	Broadcast	Digital	Pub Date
Revolution	BoF and Destination	X		X	Oct-19
FLOW	BoF and Destination			x	Apr-19
FLOW	BoF and Hans Rey			X	Dec-19
Virgin Australia	Hot destination (Brief)	X			Jan-20
Mountain Biking Australia	St Helens Open	X		X	25-Nov-19
Australian Geographic					
Lonely Planet					
AMB	Bay of Fires Trail	X		X	1-Feb-20
Revolution	St Helens / Dragon Trail	X		X	1/03/2020

State Growth has finally approved road signage in place at the Flagstaff and Lottah Rd (Weldborough end) intersections and approaches. These signs will be erected as soon as they arrive.

The March edition of Revolution Magazine has an extensive cross section of trails across Tasmania including the St Helens trails.

We have also started a comprehensive data collection process. This includes sending out the Business Information Survey again to BODC businesses which will go out this month, we have also started sending out New resident surveys which are being sent out to all new residents from July 1 2019 and will become part of the New resident kit received by those who move to the area. The third survey is a Trailhead survey which will target MTBers and will be delivered face to face at the trailheads. The trailhead survey will take some time to deliver as we will need a good sample size of around 500 for the data to be of any value.

Bay of Fires Trail

The Bay of Fires Trail is performing well with ongoing great feedback from riders.

Community Events

Delivery 2020

February

- 8 February – JNR Triathlon & 5km fun Run
- 9 February - Break O'Day Community Triathlon

Planning

March

- 6 March – International Women's Day Luncheon
- 7 March – East Coast Swans Football Club Monster Auction
- 7 & 8 March – St Helens Game Fishing Competition
- 11-12 March - Australian Bass Tournaments - Catch and Release Bream Fishing Comp
- 14 March – Fingal Valley Festival
- 21 March – Lions Club Cabaret
- 26-29 March - Dragon Trail MTB – 3 Day staged race (Derby, Poimena and St Helens MTB trails)

April

- 6 April – SCAMJAM – Youth Week Skateboard, Scooter and BMX Comp
- 25 April - ANZAC Day Services
- 25 April – ANZAC Day Fun Run

May

- 2-3 May - Swimcart

Driver Reviver Program

Council staff are working with the State Emergency Service to have a Driver Reviver Program opened on a location on the Esk Main Road. It is our understanding that SES are currently having discussions with State Growth as to a suitable location.

Georges Bay Foreshore Linkage

This project is progressing. Tenders in relation to the work are currently open closing on the 16 March, 2020.

Leaner Driver Mentor Program

Get In 2 Gear Statistics for February 2020.

This program has continued to support our youth and disengaged, unlicensed drivers in not only gaining their licences, but also addressing issues of social isolation, lack of self-confidence and self-worth. There are two (2) new Mentors who have commenced driving hours for the month of January. A big thank you to those in our community who volunteer their valuable time to assist with this program:

We currently have four (4) active Mentors on the books.

There were 13 active Leaners and four (4) now on the waiting list, with driving hours for February sitting at 68 hours.

Two (2) Learner's Passed their L2 Assessment first go.

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.

03/20.14.2 Community Funding Program 2019-2020

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	018\019\067\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council approve the following projects for funding through the Community Grants Program 2019-2020:

Organisation or Group name	Description of Project	Amount Requested from Council	Contribution from Organisation or Group	Other Approved Grants	Unsecured	Total Budget for Project
St Helens- St Marys RSL Sub Branch	Bench seating in St Helens Memorial Park	\$3,900.00	Branch members installation of seating			\$3,900.00
St Helens Little Athletics Centre	Build a purpose built cover for high jump mat	\$5,000.00	St Helens Market Committee & St Helens Little Aths \$2,500.00			\$7,500.00
St Helens Christian Fellowship	Support for veterans and people who suffer from PTSD	\$5,000.00	Brian Mitchell Bendigo Bank Suicide Trial Site DVA Local Churches		\$7,000.00	\$12,000.00
Scamander Sports Complex	Community BBQ and Gazebo	\$1,872.85	Scamander Sports Complex \$250.00			\$2,122.85
St Helens Bowls Club	Upgrade kitchen facilities – replace stove	\$5,500.00	Club \$1,650.00			\$7,150.00
Fingal Valley Neighbourhood House	Replace fridge	\$1,500.00	FVNH \$500.00			\$2,000.00
Suncoast Pony & Riding Club	Horsemanship Clinic	\$2,000.00	\$2,200.00			\$4,200.00
		\$24,772.85	\$7,100.00		\$7,000.00	\$38,872.85

With a hold placed on the St Helens Little Athletics funding until the St Helens Recreation Ground Master Plan community conversations have been completed.

INTRODUCTION:

Submissions for funding through the Community Funding Program closed on Monday 24 February, 2020.

PREVIOUS COUNCIL CONSIDERATION:

Previous February Council Workshop consideration.

OFFICER'S REPORT:

A list of projects had been forwarded to Councillors for their consideration.

Council officers during this round have spent some time with the applicants ensuring that they provide the relevant information to assist Councillors in making formative decisions.

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 and support leadership within the community to share the responsibility for securing the future we desire.

LEGISLATION & POLICIES:

Not Applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Council has funding in the current budget (\$30,000) to be applied to the Community Grants.

VOTING REQUIREMENTS:

Absolute Majority.

03/20.14.3 Scamander – Local Township Plan

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	041\016\001\
ASSOCIATED REPORTS AND DOCUMENTS	Scamander Township Plan

OFFICER'S RECOMMENDATION:

That Council adopt the Scamander Township Plan, which has been developed with the community listing actions/projects that the community can work with Council to develop.

INTRODUCTION:

The purpose of a township plan is to provide a framework for how Scamander will look in the future, how land is used to address issues that were raised through the Strategic planning process.

PREVIOUS COUNCIL CONSIDERATION:

Previous February Council Workshop consideration.

OFFICER'S REPORT:

Council staff attended a drop in session with Scamander residents on 7 August, 2019 where issues listed below were identified by the community.

- Infrastructure
- Environment; and
- Other issues

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

Comment
Other issues <ul style="list-style-type: none"> • Overtaking lanes on Tasman Highway • Extension of the footbridge so it can be utilised all the time rather than being tide dependant • When Council are proposing new infrastructure that affects ratepayers Council should liaise with said ratepayers – Council need to work better with ratepayers and invite the public to more meetings thereby instilling a friendship with the public • Establish a township consultative committee for Scamander • Compulsory Council elections with Councillors representing the entire BODC • Have more open Council meetings • Provision of dog poo bags at beach accesses and the park area near BP • School bus sign speed limit & signage identifying bus stops – at all school bus stops (especially Wrinklers) – Scamander and Beaumaris – • Wrinklers Drive – children safety crossing from bus – poor visibility over the new bridge • New street signage required – current Wrinklers Drive is faded and unreadable on one side • When its time for a paint, the Surf Life Saving building should be the colours of the environment so to blend in they are the wrong at the present • BODC to submit a submission to Government to permanently change the name of Tasman Highway to Great Eastern Drive where it applies • Many agree, please move the playground as it is an eyesore and spoils the lovely view of the mouth put it near the old bridge • Weekly collection of rubbish • More rubbish bins located at beach access and throughout Scamander • Open Scamander tip for longer hours especially on Sundays eg. 10 – 5 pm to reduce dumping • Access walkways to beach through sand dunes – length of beach from Shelly to Falmouth – environmental control upkeep of these • Better access to little beach areas near bridge car park – steps down • Fix entrance to Shelly Beach and grade road in more often • Construct new footpath from Wrinklers Drive to the Scamander Bridge – current footpath is extremely uneven and has many trip hazards - Fix/repair footpath from Wrinklers to River Mouth - Scamander footpath – BP to Wrinklers bricks are lifting easy to trip over need urgent repair • Walking path from Winifred Curtis Reserve to Scamander • Signage to beach access from Highway • Bench seat at the end of the road near Wrinklers Beach for tourists and locals to be able to enjoy the view • Access boardwalks to beach at Wrinklers Beach and main beach • Pushbike parking stations at River Mouth and Wrinklers • Update Wrinklers toilet and bus stop • Improve the turn in and exit at Wrinklers bus stop • Raising the height of the Wrinklers area by 200 metres for a safer line of sight exit • Official Traffic Department assessment of traffic flow for proposed changes at Wrinklers Lagoon to ensure safety for all users • Shade on the foreshore near playground • Upgrade of water pipes, stop water outages • User pays swimming pool (10 metre) at Scamander Sports Complex • Outdoor cinema at River Mouth • Scamander Avenue bike lane or white line marking for olders – Bridge to Bridge -Bicycle track from St Helens to Scamander • More walking tracks
Lifestyle <ul style="list-style-type: none"> • An annual clean up day at the River Mouth and Wrinklers Beach

- Reduce speed limit to 50 kmph from Bridge to supermarket
- Community library – similar to Falmouth and Four Mile Creek
- Keep Thomas Street Reserve in open space for public
- A jetty or rock wall for walking out from beach
- Community Centre to offer more for whole community – clear communication on use and more activities to avoid having to travel to St Marys and St Helens - Meeting place/opportunities for community to meet – especially for newcomers to our town
- More frequent bus service between townships – St Marys, Scamander and St Helens - Local bus service to St Helens daily
- Height limits to protect and share sea views
- Commercial land for shops to encourage investors

Environment

- More dog control on beaches, especially October to March - More enforcement of dog laws (need more hours for animal control officer)
- Care of our nature reserve (wild flower near BP) who is responsible – especially walkways/paths and height of trees, control of species, check safety issues on trees and fire hazard?
- Transfer Crown Land around Scamander to Parks & Wildlife for protection
- Do not interfere with the flow of the Scamander River
- Community drive weed eradication program - Support current excellent maintenance of Scamander Wildlife Park which includes many native species and virtually only area in Scamander free of Cape Weeds – thanks to community effort
- More weed management coastal reserve eg., end of Thomas Street and Scamander Bridge
- Support protection of restoration of Wrinklers Lagoon catchment

From these comments, Council has developed an action list which sits within the Scamander Township Plan

LEGISLATION & POLICIES:

Not Applicable.

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.

Strategies

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority.

Scamander Township Plan

2020-2022



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

On 7 August 2019, we held a "drop in session" at Scamander where Council officers met with community members seeking their feedback on the following issues:

- Lifestyle
- Environment
- Other issues

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

Results and emerging issues from the drop in session:

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



Other themes that arose were:

- Safety and infrastructure issues – Wrinklers Beach entrance;
- Increased signage;
- Better access to beach areas; and
- Lifestyle issues

The township plan will address:

- Protecting and enhancing the values of Scamander;
- Ensuring there are enough community facilities to service Scamander's future needs; and
- Supporting tourism.

Action List

Action	Who
1. Wrinklers Lagoon & car park	
1.1. Upgrade toilet facility	Council/PWS
1.2. Change the entrance and exit to car parking and facilities in order to address safety issues and include signage	Council/PWS
2. Additional Shade – Scamander Foreshore	
2.1. Look at increasing shade areas within Scamander Foreshore area	Council
3. Improved Signage – (road and tourism signage)	
3.1. Undertake audit of appropriate signage to identify gaps	Council/PWS
3.2. Look at appropriate signage and consistency of messages	
4. Community Library	
4.1. Work with Council to identify a site & finalise design	Council
4.2. Community to install and fund community library	Community
5. Foreshore footpath – Wrinklers, Rivermouth, Thomas Street Bridge	
5.1. Work with relevant State Government Department by forwarding community's requests for additional access to beach areas	Council/PWS Community
5.2. Walking Path from Winifred Curtis Reserve to Scamander	Council

6. Additional rubbish bins	Council
6.1. Council to undertake an audit of number of bins, locations and size of same – may need to increase size or number during identified peak periods	
7. Scamander – management of Reserves & Parks	Council/community /PWS
7.1. Community form working bees and work with Council in conjunction with PWS to maintain and improve	

Reporting back to the Community:

Council will provide a quarterly newsletter and arrange community meetings which will advise of progress of actions listed above and any additional items that have been listed for comment/action.

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

The Scamander Township Plan has a term of two (2) years – after this period, the action list will be reviewed.

Adopted by Council



03/20.15.0 DEVELOPMENT SERVICES

03/20.15.1 Development Services Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

OUTSTANDING REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
01/19.8.3.6	21 January 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> Council to investigate and consult with relevant agencies (including but not limited to Parks & Wildlife, State Government and neighbouring Councils) to explore options for both educating the public about, and enforcing, the new 'Dog Management Policy'. This would include greater hours for the Animal Control Officer and increased signage.	Cooperation over summer at a local level on enforcement and education has been successful and will inform discussion with PWS of formal arrangements for joint dog management.
08/19.15.5.210	19 August 2019	That Council in regards to the development of a new dog Exercise Area on Humbug Point Nature Recreation Area at Reserve Street Binalong Bay that this come back to a workshop for further discussion and consideration.	Alternative options to be planned and brought to Council for discussion in April.

Motion Number	Meeting Date	Council Decision	Comments
10/19.15.7.257	21 October 2019	<ol style="list-style-type: none"> 1. That Council, considering the community input on additional off-lead dog exercise areas for St Marys and St Helens, Declare these Exercise Areas under the Dog Control Act at the old St Marys Sports Complex (2 Gray Road) and to extend the Exercise Area at St Helens Sports Complex (Young Street St.). Declaration of these areas under the Dog Control Act, wholly or in parts, is subject to the installation of safe dog exercise facilities being completed and reported to Council for confirmation. 2. Priorities for development of new dog parks in 2019-2020 are the eastern half of the proposed new dog park site at and the extension of the St Helens dog park at St Helens Sports Complex, to a minimal standard of facilities. 3. Council review the site constraints prior to confirming being suitable – Old St Marys Railway Station. 	<p>Installation of new dog exercise facilities has been delayed for other Council priorities, expected to start in March 2020.</p> <p>Review Old St Marys Railway Station site when Council considers options at Binalong Bay.</p>
02/20.8.2.14	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 small toilet (Children only) for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.</p>	Cost estimate being prepared for budget considerations.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
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KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS:

- Development Services staff are continuing to formulate agenda items for industry stakeholder consultation sessions.
- Workshop with staff and councillors held 28 February 2020 in relation to Tasmanian Planning Scheme and Break O Day Council local provisions.
- Training event attended by Building Surveying staff on upcoming legislative changes to bushfire regulations.

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 2018/2019
NPR	2	3	2	1	7	7	2	1					25	
Permitted	3	3	4	9	4	12	2	4					41	
Discretionary	16	11	12	13	13	11	9	5					90	
Amendment	1	2	2	1	5		2	1					14	
Strata		1											1	
Final Plan			1	1	2								4	
Adhesion								1					1	
Total applications	22	20	21	25	31	30	15	12					176	226

Ave Days to Approve Nett*	33.13	36.25	36.71	33.16	65.51	20.7	26.1	30.16					35.94
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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:



February 2020

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
008-2020	Binalong Bay	Change of Use – Dwelling to Visitor Accommodation	S58	15	15
180-2019 AMEND	Binalong Bay	Amendment to Location of Deck	Amendment	36	36
206-2019	St Marys	Dwelling alterations & New Deck	S58	22	22
013-2020	Stieglitz	Change of Use – Dwelling to Visitor Accommodation	S58	7	7
005-2020	Binalong Bay	Verandas	S58	26	26
233-2019	Goulds Country	Dwelling	S57	43	42
251-2019	Binalong Bay	Carport	S57	43	42
006-2020 ADHESION	Cornwall	Adhesion Order	Adhesion	27	27
249-2019	St Helens	Shed	S57	68	41
012-2020	Scamander	Shed with Amenities	NPR	21	21
077-2018	Binalong Bay	Legalisation of Deck Extension	S57	631	42
229-2019	St Marys	Dog Boarding Kennels	S57	44	41

BUILDING REPORT

Projects Completed in the 2019/2020 financial year

Description	Location	Updates
Transportable Cafe	Flagstaff	Completed November 2019 
Fingal Park Shelter	Fingal Park	Completed December 2019  
Fingal Sports Complex Amenities Addition	Fingal Recreation Complex	Completed December 2019 
New Bus Shelter	Mathinna	Completed December 2019 
Amenities & Shelter Building	Flagstaff	Completed December 2019 
Recycling Shed Additions	St Helens Waste Transfer Station	Completed February 2020

Description	Location	Updates
St Marys Cemetery Shelters	St Marys Cemetery	<p>Completed February 2020</p>  

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

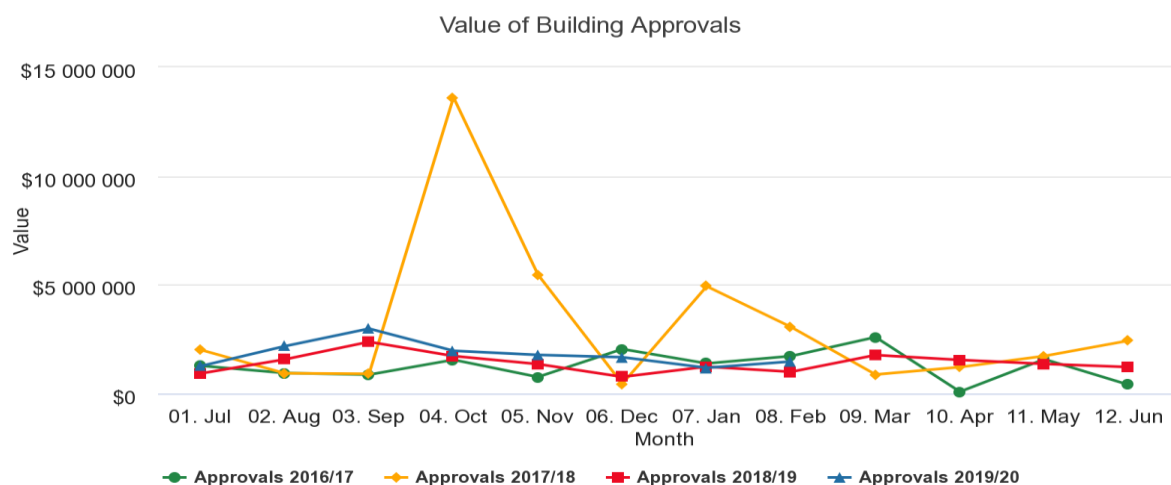
Description	Location	Updates
Old Tasmanian Hotel Redevelopment & Refurbishment	Fingal	<ul style="list-style-type: none"> Tender Awarded; Works Commenced and Scheduled to be completed prior to October 2020.
Design Works for Future Upgrades to Portland Hall	Portland Hall, St Helens	<ul style="list-style-type: none"> Works Commenced and works are expected to be ongoing until end June 2020.
Community Notice Board	Cecilia Street, St Helens	<ul style="list-style-type: none"> Contractor engaged; Works scheduled to be commence in March 2020.

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

Description	Location	Updates
New Amenities building	Wrinklers lagoon carpark	<ul style="list-style-type: none"> Works scoping underway.
Re Roof of Amenities Section	Bendigo Bank Community Stadium	<ul style="list-style-type: none"> Quotations currently being sought.
St Helens Aerodrome Hanger Door Extensions	St Helens Aerodrome	<ul style="list-style-type: none"> Works Authorised to Proceed; Pending commencement date from contractor.



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

Building Services Approvals Report February 2020				
No.	BA No.	Town	Development	Value
1	2019 / 00194	St Helens	New Pool	\$24,000.00
2	2019 / 00230	St Helens	New Dwelling	\$286,300.00
3	2020 / 00037	St Helens	New Solar Panels	\$30,000.00
4	2019 / 00032 - STAGE 1	Ansons Bay	New (Stage 1 of 2) Ancillary Dwelling, Carport & Shipping Container	\$118,000.00
5	2019 / 00212	St Helens	Change of Use Garage to Bedroom	\$5,000.00
6	2019 / 00150	Mathinna	Change of Use (Shop to Dwelling) & Additions)	\$33,000.00
7	2019 / 00162	Fingal	Transportable (Amenities) & New Bedroom/Kitchen)	\$32,000.00
8	2019 / 00231	Akaroa	New Dwelling incorporating Deck & Porch	\$137,000.00
9	2018 / 00198	Binalong Bay	New (Stage 1 of 2) Four (4) Visitor Accommodation Units	\$293,000.00
10	2020 / 00018	St Helens	New Solar Panels on Tilt Frame (99.75KW)	\$15,000.00
11	2019 / 00232	Scamander	New Ancillary Dwelling	\$64,000.00
12	2019 / 00084	Falmouth	Alterations & Change of Use - Dwelling & Laundry	\$118,000.00
13	2019 / 00205	Falmouth	New Shed	\$19,000.00
14	2019 / 00199	Stieglitz	New Dwelling incorporating Deck & Carport	\$299,000.00
ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE			2018/2019	2019/2020
			\$10,943,136.00	\$14,483,107.00
ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH		MONTH	2019	2020
		February	\$997,559.00	\$1,473,300.00
NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE		MONTH	2018/2019	2019/2020
		February	106	100



Comparison of total value of approved building applications by month

ENVIRONMENTAL REPORT

Description	Updates
St Marys flood management	<p>The Community Development Grants funded Flood Mitigation project is progressing through design and approvals stages for the Groom St. flood levee and flash flood warning system. Vegetation management associated with the flood levee project has been completed and the levee alignment negotiated with landholders is being flood-modelled to prove its effectiveness. Building of a flash flood warning system design being arranged with the land owner for a new automatic rain gauge site, DPIWE and BOM.</p> 
NRM Committee	<p>The NRM Committee met on 25 February discussing NRM Action Plan priorities for 2020-2021, FPPF land and other issues. Minutes will be reported to Council at its April meetings.</p>
Weed management	<p>Weed control treatment completed at waste transfer stations, Champ St. Seymour, quarries and other Council sites. Inspection and planning for on-going and new control of priority infestations is underway for the 2020 treatment program.</p>  <p>Mapping of draft strategic priorities for key weeds species is underway for community input and as part of a revised Weed Plan. Plans for 2020 to continue efforts to keep sea surge from invading the east coast discussed with PWS and NRM North. NRM North will fund contractor works to help extend the controlled coast further north.</p>

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	2018/2019		2019/2020	
	Persons	Vaccinations	Persons	Vaccinations
July - December	49	51	50	53
January - June	124	124	0	0
TOTAL	173	175	50	53

Sharps Container Exchange Program
2019/2020
1

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.

03/20.15.2 Ten (10) Year Toilet Block Replacement Program

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Jake Ihnen, Building Services coordinator
FILE REFERENCE	004\009\006\
ASSOCIATED REPORTS AND DOCUMENTS	Toilet Replacement Program Spread Sheet

OFFICER'S RECOMMENDATION:

That Council accept the annual review of the updated Ten (10) Year Public Toilet replacement and upgrade program in accordance with the proposed schedule attached.

INTRODUCTION:

Council officers have made substantial progress on Amenity renewal and construction of new assets where identified. This report is to provide Councillors with the current proposed 10 year toilet replacement program which in combination with council's preventative maintenance program councillors can expect to have all Council Toilet blocks at very high condition rating which will meet or exceed the community expectations.

PREVIOUS COUNCIL CONSIDERATION:

- Council Meeting 27 June 2016 – 15 Development Services – 15.4 – Toilet Replacement Program.
- Council Meeting 19 November 2012 - 14 Development Services - 14.8 Toilet Block Replacement Program.
- Council Meeting 19 December 2011 - 15 General Manager's Report - 15.4 Funding - Replacement of Toilet Blocks.
- Council Meeting 10 October 2011 - 15 General Manager's Report - 15.7 Funding - Replacement of Toilet Blocks/Bridges.
- Council Meeting 11 April 2011 - 14 Development Services - 14.6 Toilet Block Replacement Program.

OFFICER'S REPORT:

The spread sheet attached provides council with an informed overview of the current condition of the existing public toilet facilities in the municipality.

The condition ratings are calculated on a 1-10 scale, 1 being the best condition rating down to 10 being the poorest condition. Each building component is given a condition rating as each component of the building devalues and degrades at a different rate i.e. colorbond roofs (40 year life span) will devalue faster than concrete floor (100 year life span).

Council's asset management system provides the data behind the schedule and the proposed 10 year schedule does not necessarily take into account the existing needs or demands of the facility and these considerations are made during the conceptual stages of each project.

STATUTORY REQUIREMENT:

Strategic Plan 2017-2027

Goal

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

Strategies

Develop and maintain infrastructure assets in line with affordable long-term strategies.

POLICY/STRATEGIC IMPLICATIONS:

This plan has been included into the proposed four (4) year capital works program and will be utilised when developing long term financial plans.

BUDGET AND FINANCIAL IMPLICATIONS:

The estimate of costs on an annual basis can be found on the attached and will be reviewed annually by Council officers.

VOTING REQUIREMENTS:

Simple Majority.

231

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.
12/19.16.4.312	16 December 2019	That Council's management team progress the development of an Application(s) based on the potential priorities identified by Council for the Drought Communities Programme Extension.	Project scoping complete and project proposal forwarded to DCP for feedback prior to lodgement

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
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Meeting and Events attended:

18.02.2020	St Helens	<ul style="list-style-type: none"> Hon Brian Mitchell MP, meeting involving the Mayor which covered Break O'Day matters in general with a particular focus on Council projects and their progress. Fingal fire impact discussed with some discussion in relation to mobile phone reception issue at Mangana, suggested that a Telstra Small cell installation was worth pursuing and Brian Mitchell will pursue this. Idea of a Water Strategy for Tasmania was raised by Brian Mitchell which seemed to have some merit.
19.02.2020	St Helens	<ul style="list-style-type: none"> Shane Stone, Coordinator General Drought – meeting involving the Deputy Mayor and Council officers. Meeting initially focussed on the projects undertaken the Drought Communities Programme and our focus on maximising economic benefit in the Fingal Valley area and then more broadly about our experience with the programme and the local impact of the drought
20.02.2020	St Helens	<ul style="list-style-type: none"> St Helens Mountain Bike trails, meeting with officers from Latrobe-Kentish Council and George Town Council to share information on the MTB project, initiatives and systems we had implemented
24.02.2020	St Helens	<ul style="list-style-type: none"> Northern Tasmania Development Corporation (NTDC) , presentation to Council on NTDC activities in general and the Population Attraction Program and Regional Economic Development Strategy in particular. Found the approach and the presentation from NTDC a very positive indication of the direction of this organisation. This was followed by a presentation by Definium on LoRa technology and how it can be potentially used by Council in its operational activities, certainly a lot of merit in pursuing further
25.02.2020	St Helens	<ul style="list-style-type: none"> State Grants Commission, annual discussion with the Commission attended with Manager Corporate Services with a focus on the impact of non-residents on Council service delivery.
25.02.2020	St Helens	<ul style="list-style-type: none"> St Helens MTB Trails, thank you function for contractors and BODC team members involved in delivering the MTB project.
26.02.2020	St Helens	<ul style="list-style-type: none"> Binalong Bay Road, meeting with Department of State Growth to discuss observations and information in relation to this asset and thoughts in relation to the upgrading of this Road.
27.02.2020	Launceston	<ul style="list-style-type: none"> Northern Region Shared Services, presentation provided by TechnologyOne relating to the IT services which are available to Local Government which could be used through a joint approach.
28.02.2020	St Helens	<ul style="list-style-type: none"> Council Workshop on LPS with GHD
02.03.2020	St Helens	<ul style="list-style-type: none"> Council Workshop
03.03.2020	St Helens	<ul style="list-style-type: none"> St Helens MTB Trails - Ambassador Industry evening which provided an update on the trail project and its operation. Briefing provided on the upcoming Dragon Trail MTB event by Geocentric
04.03.2020	Fingal	<ul style="list-style-type: none"> Jobs Action Package, meeting with Department of State Growth and TasCOSS to discuss information required to finalise the Grant deed and commence the project following the success of the local group in the Expression of Interest process.

Meetings & Events Not Yet Attended:

05.03.2020	Bicheno	– Brand Tasmania Workshop
11.03.2020	Launceston	– Northern Tasmania Development Corporation (NTDC) - REDS Implementation Workshop
12.03.2020	Launceston	– Northern Tasmania Development Corporation (NTDC) - Population Advisory Group Meeting
13.03.2020	Bicheno	– East Coast Tourism strategic planning day
16.03.2020	St Helens	– Council Meeting

General – regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meeting with community members and organisations included Brett Woolcott, Tania Fleming, and Mort Douglas.

Brief Updates:

Jobs Action Package

The Jobs Action Package initiative involving the Tasmanian Government, TasCOSS and TCCI has now reached the stage where the local group who submitted an application under the Expression of Interest process for the Break O'Day Project is finalising the Grant Deed with the Department of State Growth. The project focuses on the barriers to employment identified by job seekers and employers across the Break O'Day area and is very much a place based solution reflecting the characteristics of the Break O'Day community and builds off the way in which local employers do business. The project is being hosted by the Fingal Valley Neighbourhood House and Council officers are playing a key role in the management and delivery of this project. It provides a mechanism to address a number of the challenges identified by the Break O'Day Skills Audit which Council undertook with Skills Tasmania funding.

Binalong Bay Road Transfer

The process to implement the State Government commitment to take over responsibility for the Binalong Bay Road has commenced with an initial meeting with Department of State Growth representatives. The key point to be resolved is where the responsibility transitions between Council and the State Government, Council officers have suggested that this occur at Cray Court, we will continue to push this position. Expectations regarding improvements to the road were discussed with a focus on widening to provide sealed shoulders and addressing potential safety issues such as the intersection with The Gardens Road. Council's desire to achieve a dual purpose pathway between Binalong Bay and St Helens was also discussed. In the near future DSG will be engaging an engineering firm to develop the upgrading specifications and there is a focus on going to Tender for the works in the near future.

Tasman Highway Upgrade

The Department of State Growth are now in the initial stages of implementing the upgrading program for the section of the Tasman Highway from St Helens Point Road through to the bridge just before Basin Creek Road. The project involves a number of areas of realignment and the installation of two slow vehicle passing lanes. Engagement with affected land owners is underway and it is understood that a community information session will be held in the near future. Approval processes will commence in the near future.

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
Alexander Street, Cornwall	Affixing Common Seal	Adhesion Order	Number 12 – Miscellaneous Powers and Functions to the General Manager
Tasman Highway, Four Mile Creek	Affixing Common Seal	Amend Sealed Plan	Number 12 – Miscellaneous Powers and Functions to the General Manager

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

04.02.2020	337 Certificate	3 Thomas Street, Cornwall	2152921
06.02.2020	337 Certificate	41 Parnella Drive, Stieglitz	7390929
06.02.2020	337 Certificate	138 Tully Street, St Helens	2635667
13.02.2020	337 Certificate	16 Lawry Heights, St Helens	6781282
18.02.2020	337 Certificate	138 Binalong Bay Road, St Helens	7146803
19.02.2020	337 Certificate	57 Tully Street, St Helens	6795932
19.02.2020	337 Certificate	54 Gray Road, St Marys	7349504
19.02.2020	337 Certificate	13 Beaumaris Avenue, Beaumaris	6787377
21.02.2020	337 Certificate	36 Tully Street, St Helens	3575125
21.02.2020	337 Certificate	45 Falmouth Street, St Helens	2661742
21.02.2020	337 Certificate	79 North Ansons Road, Ansons Bay	1819077
21.02.2020	337 Certificate	12 Atlas Drive, St Helens	6779529
21.02.2020	337 Certificate	11 Iliad Grove, St Helens	7484802
24.02.2020	337 Certificate	11 Akaroa Avenue, Akaroa	7610549
25.02.2020	337 Certificate	47 Bent Street, Mathinna	1526506
25.02.2020	337 Certificate	North Ansons Road, Gladstone	7485055
25.02.2020	337 Certificate	1060 North Ansons Road, Gladstone	7625310
25.02.2020	337 Certificate	U2, 36 Peron Street, Stieglitz	7320269
28.02.2020	337 Certificate	7 Linday Parade, St Helens	7731631
28.02.2020	337 Certificate	36 Scamander Avenue, Scamander	6783632

Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded to
20 January 2020	Gravel Crushing	Currently being assessed.
16 March 2020	Bridge 2792 Repair & Protective Coating Renewal	Not yet closed.
16 March 2020	St Helens Foreshore Path	Not yet closed.
16 March 2020	St Helens Cycleway/Walkway - Design & Construct	Not yet closed.
16 March 2020	Kerbside Collection	Not yet closed.

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.

03/20.16.2 2019/2020 Annual Plan – December Quarterly Review

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	018\033\007\
ASSOCIATED REPORTS AND DOCUMENTS	Report on Outcomes of Annual Plan 2019/2020 as at 31 December 2019

OFFICER'S RECOMMENDATION:

That Council endorse the Review as at the 31 December 2019 of the Break O'Day Council Annual Plan 2019/2020.

INTRODUCTION:

The Annual Plan is a requirement of Section 71 of the *Local Government Act 1993* as follows:

An Annual Plan is to –

- (a) be consistent with the strategic plan; and*
- (b) include a statement of the manner in which the Council is to meet the goals and objectives of the strategic plan; and*
- (c) include a summary of the estimates adopted under section 82; and*
- (d) include a summary of the major strategies to be used in relation to the Council's public health goals and objectives.*

PREVIOUS COUNCIL CONSIDERATION:

Annual Plans are adopted as part of the budget process in each financial year and reports are prepared quarterly on achieving the identified annual planning outcomes.

The 2019/2020 Annual Plan was adopted at the June 2019 Council Meeting.

Previous March Council Workshop discussion.

OFFICER'S REPORT:

The 2019/2020 Annual Plan is a working document based on Council's current Strategic Plan 2017-2027. This report comprehensively identifies progress, to date, for each of the identified objectives of the Annual plan as measured against the identified "assessing progress" target.

This plan is generally based on the 10 Year Strategic Plan 2017 – 2027 and was also influenced by the outcomes from the Priorities workshop conducted with Councillors in February 2019. The 2019/2020 Annual Plan is managed using the Envisio software to assist with monitoring progress, delays, et.

The key themes for 2019 - 2020 included:

- Developing the vision and ideas which communities have for their individual towns.
- Engagement with the community.
- Communication internally and through Council service delivery.
- Customer service – internal and external focus (links strongly with the above mentioned items).

Other significant areas of attention in 2019 - 2020 include:

- Natural resource management, strategic level and on-ground activities.
- Waste management including minimisation and recycling.
- Asset management.
- Financial sustainability.
- Stormwater management planning.

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.

Strategies

Create an informed and involved community by developing channels of communication.

Goal

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

Strategies

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

LEGISLATION & POLICIES:

Local Government Act 1993 - Section 71 specifies that Council is to prepare an “Annual Plan” for the municipal area each financial year.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The financial implications of the 2019 - 2020 Annual Plan are detailed in Council adopted budget but are summarised in the Plan.

VOTING REQUIREMENTS:

Simple Majority.



2019-2020 Annual Plan Quarterly Report

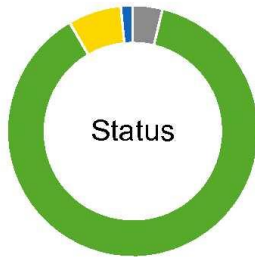
Oct 01, 2019 - Dec 31, 2019

Report Created On: Feb 25, 2020

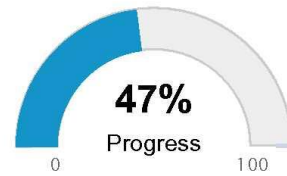
49

Key Focus Area

Overall Summary



	%
Status Pending	3.82
On Track	87.79
Some Disruption	6.87
Completed	1.53



Report Legend

No Update

Overdue

Priority

Key Focus Area 1.1.1

Progress 50%

Communication:

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

Owner: Jayne Richardson

Actions: 4



Update provided by Jayne Richardson on Jan 22, 2020 03:11:05

Actions 1.1.1.1: Online Surveys - Use surveys in community consultation regarding Council activities and show transparency and accountability of Council (58% completed)

A trailhead survey has been developed which will capture information directly from MTB riders in late January/early February. This survey will be delivered by at least one Council representative who will sit with participants to go through the survey. This will ensure validity of data captured.

The survey was sent to Tourism Tasmania for feedback which was taken on board.

The Business Survey Data mentioned below has now been collated and sent back out to all businesses on the business email data base.

The Business survey will be sent out again in February to capture the peak season.

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

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

Actions 1.1.1.2: Council Services Survey - Publish online survey regarding Council services and perception in the community in order to establish a benchmark to gauge brand development. (25% completed)

A 'benchmark' survey is currently being developed to determine community sentiment of a variety of council activities.

The Survey will need to have departmental approval before being released.

The survey will be published online and be available in hardcopy.

Actions 1.1.1.3: Plain English Communication - Develop a 'Plain English' approach to Council communications in line with the new Communications Guide. (67% completed)

Plain English material for the LPS sessions was well received and the public generally found it useful, particularly the comparison tables.

The Communications Coordinator has been working on plain English fact sheet and flow chart for the Planning Department. There was some disruption with this project as we waited for the new Senior Planner to start.

After a Waste Audit which revealed some mis-understanding we have been running plain english posts regarding what can and can't be recycled. We also developed a flyer to be displayed in local businesses who use bio-pak containers to display which bin these go in. This was received well by the community as well as the business community.

AS the Bushfire season approached, the Communications coordinator worked with TAs Fire to develop a campaign of plain english posts which aimed to inform the community about how to prepare for a bushfire and what to do in the event of a fire.

Actions 1.1.1.4: Communication Activities - Examine opportunities to implement new communication activities or develop existing activities to increase engagement with the community and knowledge of Council activities. (50% completed)

We have been examining possible locations for a community notice board in St Helens. This was something the community raised during the development of our ten year strategic plan.

We have made changes to the website to help the community find information. This includes the inclusion of a Community Events page. We have also been utilising the New page to host information, for example Bushfire updates and information from Taswater.

There will be a section in the BODC benchmarking survey that will cover communication which will help inform the Comms Dept how, when and what the community would like to be communicated with/about.

Key Focus Area 1.2.1

Progress 55%

Events and Activities:

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

Owner: Chris Hughes

Actions: 4

● On Track	%	#
	100.0	4

Update provided by John Brown on Jan 22, 2020 02:48:42

Activity has progressed well in this area has been very focused on even delivery as we approach the busy January period where we have three major events plus the Triathlon in February. A very successful opening weekend for the St Helens Mountain Bike Trails occurred and new events relating to the MTB network are being explored.

Actions 1.2.1.1: Increasing Volunteers - Work with Volunteering Tasmania to engage with our community to increase our volunteer pool. (50% completed)

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

Training to be organised for those people who have volunteered to assist in emergency preparedness in consultation with Volunteering Tasmania

Actions 1.2.1.2: Event Capacity Building - Build the capacity of the community to conduct events. (50% completed)

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

With the opening of the new mountain bike trails Council staff worked with two volunteer organisations to assist them with planning and running their events over the opening weekend. One group will continue to work with their members who are all volunteers and Council to run events around the mountain bike trails.

Actions 1.2.1.3: Community Event Support - Liaise with local organisations to facilitate community events which are held throughout the year with a focus on encouraging sustainability of these events. (51% completed)

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

Planning has continued with local community groups for the upcoming event season - processes (developing a spreadsheet of responsibilities) is being developed and shared with organising committees around traffic management and the requirements to obtain the permitted approvals

Actions 1.2.1.4: Event Attraction - Build connections with external event holders to encourage them to host events in our municipality resulting in one (1) new event. (70% completed)

Page 4

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

Continue to working with external and community organisers for events - this time last year we were assisting 7 organisations to run events, this year we have 34 in the planning stages

Key Focus Area 1.3.1



Progress 59%



Community and Council Collaboration:

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

	%	#
On Track	75.0	3
Some Disruption	25.0	1

Owner: Chris Hughes

Actions: 4

Update provided by John Brown on Jan 22, 2020 02:51:38

Activities in this area are largely on track and the Community Engagement Framework has been substantially drafted and is ready for a broader discussion, the opportunity is being taken to refine the content further and also have regard to the information coming through the Local Government Act Review process.

Actions 1.3.1.1: Community Engagement Framework - Complete the development of a Community Engagement Framework for consideration and adoption by Council. (49% completed)

This document has been drafted along with internal procedures and will go to Council for approval in February. Once approved by Council it will go out to the Community for feedback.

(Oct 04, 2019 16:25:31) Chris Hughes: Draft document completed, awaiting determination of Local Government legislation

Actions 1.3.1.2: Framework Integration - Commence the implementation of the Community Engagement Framework in Council activities. (50% completed)

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

Community Engagement Procedure and Community Engagement Framework has been completed in draft form for review by relevant officers and currently being reviewed

Actions 1.3.1.3: Local Township Plans - Work with the community to ensure the identified activities in the Township Plans are addressed. (52% completed)

Scamander drop in session held to develop Scamander Township Plan.

St Helens Town Ship community consultation sessions has been broken into three reports - Marine Strategy, general township issues and parking and traffic - to be work shopped with Council in 2020

Actions 1.3.1.4: Arts & Cultural Strategy - Review the Strategy to reflect changes in community group activity levels. (53% completed)

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

Key Focus Area 2.1.1

 Progress 51%



Opportunities:

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

	%	#
On Track	44.44	4
Some Disruption	44.44	4
Completed	11.11	1

Owner: John Brown

Actions: 9

Update provided by John Brown on Jan 22, 2020 03:10:10

Progress with activity in this area has been variable with activities relating to population growth and housing requiring an increased focus of resources in the second half of the year to make progress.

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

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

Actions 2.1.1.2: Irrigation Projects - Support the investigations by Tas Irrigation of infrastructure servicing the eastern end of the Fingal Valley. (50% completed)

There has been no further developments from Tas Irrigation. Will continue to monitor developments/activities to ensure any opportunity is captured.

Actions 2.1.1.3: Agriculture Opportunities - Research and examine potential opportunities to develop agriculture and horticulture within the Break O'Day Council area with particular focus on the Fingal Valley. (50% completed)

Investigating the opportunity for a Biochar facility in the Fingal valley. Currently working with a proponent who is canvassing the farming community to determine if there is sufficient market to make a facility viable.

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

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

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

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

Actions 2.1.1.5: Population Strategy - Participate in regional approach to addressing the population decline of the Break O'Day area. (50% completed)

The NTDC Population Attraction Program has commenced and Council officers have been providing the required information on the BODC area to the NTDC Project Officer. The developed information forms part of an overall State Government website and provide the regional and Local Government area (LGA) focus. The initial meeting of the NTDC Population Group took place on 27/11/19 with the discussion focussing on potential projects which could be undertaken. The General Manager saw a presentation in September from Dr Lisa Denny, Institute for the Study of Social Change at UTas, which focussed on Tasmanian population trends from a LGA perspective which showed that Break O'Day was classified as being in a population decline. Further work and understanding in this area is of interest and will be pursued with Dr Denny.

Actions 2.1.1.6: Growing the Population - Review the Break O'Day Economic Development Strategy and develop an approach for consideration by Council and subsequent implementation. (33% completed)

BODC is participating in the Population Attraction project being delivered by Northern Tasmania Development Corporation. Broader investigations on actions need to be undertaken and working with the Institute for the Study of Social Change is worthwhile pursuing.

Page 6

Actions 2.1.1.7: Aged Housing - Investigate the demand for Independent Living Units and explore the possibility of attracting a development(s) to the area. (0% completed)

No progress has been achieved. Progress in this area may be assisted by outcomes of Action 2.1.1.9.

Actions 2.1.1.8: Public Housing - Lobby the State Government and housing providers to build new public housing to replace the houses which have been sold to private buyers. (50% completed)

Council partnered with CatholicCare in the submission of an Expression of Interest to the State Government's regional Affordable Housing Supply program which has been successful in securing funding to build units on a block of land owned by Council at Scamander. Due to significant opposition from local residents, the project will not be proceeding in Oberon Place through joint agreement between Council and Centacare. Centacare are looking for alternative sites to undertake the project.

Actions 2.1.1.9: Housing - Review and report to Council on how Council might encourage new housing to be made available for the private rental market. (50% completed)

Assessing the State Government Private Rental Incentives Program and the recently released Federal home owners scheme as to how Council can add incentives to these to encourage investment in new housing in BOD. Currently compiling a report for Council's consideration.

Key Focus Area 2.1.2

 Progress 43%

Tourism:

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

Owner: John Brown

Actions: 8



Update provided by John Brown on Jan 22, 2020 03:16:11

Activity has commenced in most areas though progress is being affected by the reliance on other organisations to progress processes which Council will participate in.

Actions 2.1.2.1: Visitor Information Provision - Work with East Coast Tourism to strategically review the provision of visitor information services on the East Coast. (16% completed)

We have been discussing this with ECRTTO and have been awaiting their input.

With a scheduled closer look at the visitor information centres and supply of information underway, we will wait for ECRTTO to have all information in hand before pursuing further.

Actions 2.1.2.2: Bay of Fires Master Plan - Liaise with the State Government and other stakeholders to develop a Master Plan for the Bay of Fires area. (50% completed)

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

Preliminary discussions have been beheld PWS Regional Manager - follow up discussions are to be held early in 2020 as to process and what can be built on what has already been developed.

Included in the submission to the Tasmanian Government Budget consultation process

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

No progress to date.

Actions 2.1.2.4: Fingal Valley Tourism - Support Fingal Valley community groups to undertake tourism activities and projects. (51% completed)

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

Actions 2.1.2.5: St Helens Destination Action Plan - Support the business community to finalise and implement a Destination Action Plan (DAP) for St Helens. (53% completed)

This continues to progress with the DAP group undertaking and progressing priorities in the document including; The Break O'Day West Warrior activities, the development of a new St Helens Map and gathering information on how the group can assist the Bay of Fires Winter Arts Festival committee to develop their event.

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

No progress to date

Actions 2.1.2.7: Tourism Reliance - Develop a greater community understanding of the importance of Tourism to the local economy. (14% completed)

We plan on continuing to run business information sessions regarding the MTB trails and use this opportunities to help our business community leverage of tourism opportunities.

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

Actions 2.1.2.8: T21 Review - Participate in the Review of the T21 Strategy being undertaken by the State Government. (50% completed)

Tourism Tasmania have commenced the consultation phase of this project. The General Manager and a number of councillors participated in the workshop conducted in St Helens on 17/10/19 which was in the early stages of the process. Council will continue to engage in the process.

Key Focus Area 2.2.1

Progress 50%

Employment:

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

Owner: John Brown

Actions: 4

Update provided by John Brown on Jan 22, 2020 03:17:34

Generally satisfactory progress as most are ongoing activities. Increased focus required on business opportunity development and facilitation

		%	#
● On Track	100.0		4

Actions 2.2.1.1: Economic Development Assistance - Provide direct support for new and existing businesses wishing to establish or expand activities. (50% completed)

Ongoing work occurs assisting new businesses to navigate Council approval processes, work closely with the BEC on service delivery. Preparing a proposal for Council on signage including a business location map for the Industrial Estate.

Actions 2.2.1.2: Business Enterprise Centre (BEC) - Support the activities of the BEC with a focus on business start ups and expansion of existing businesses. (50% completed)

Meet weekly with BEC discussing new business enquiries and other activity in the business community. Assist the BEC with business activity that relates to Council requirements particularly with respect to the planning scheme. Currently working with the BEC and 4 small businesses on Planning and other State/Council regulations.

Actions 2.2.1.3: Business Opportunities - Research and examine business opportunities that could create jobs in Break O'Day. (50% completed)

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

Actions 2.2.1.4: Business Community Leadership - Support the development of strong leadership in the community to facilitate overall development and growth. (50% completed)

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

Key Focus Area 2.3.1

Brand Development:

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

Owner: Jayne Richardson

Update provided by John Brown on Jan 22, 2020 03:17:49

No specific actions during the 2019-20 year

Key Focus Area 2.4.1

Progress: 50%

Support:

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

Owner: David Jolly

Actions: 1

Update provided by John Brown on Jan 22, 2020 03:19:45

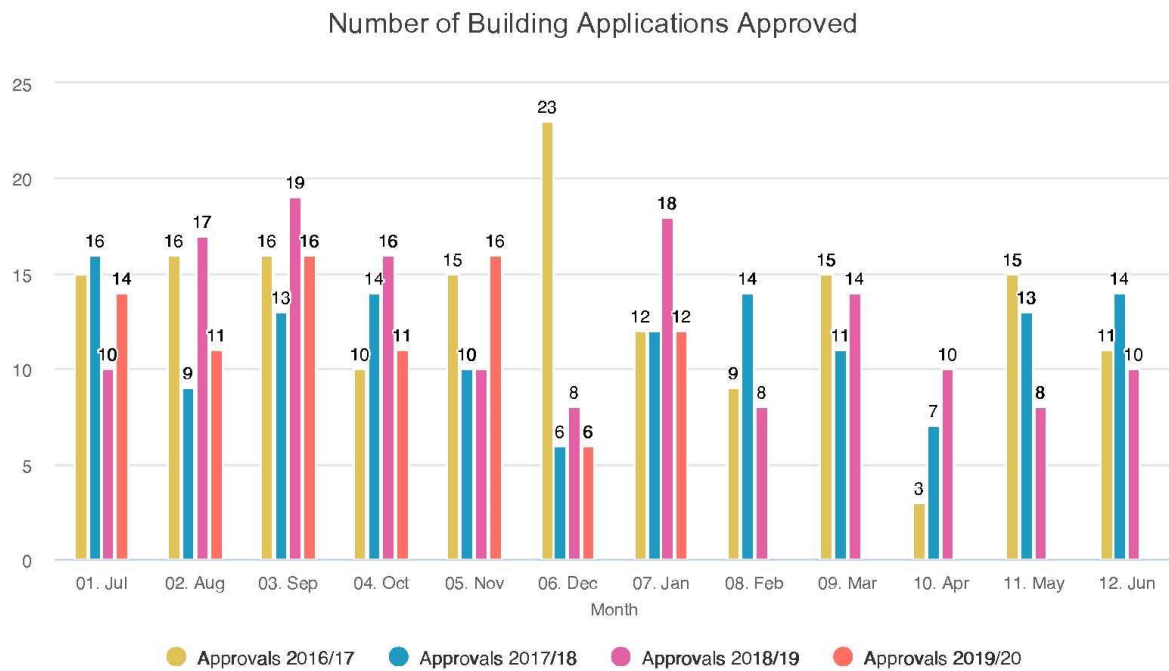
Actions 2.4.1.1: I-Plan - Participate with the State Government I-PLAN technology to enable online development query and online submission of development applications. Result, simplified Council processes and integration with I-PLAN. (50% completed)



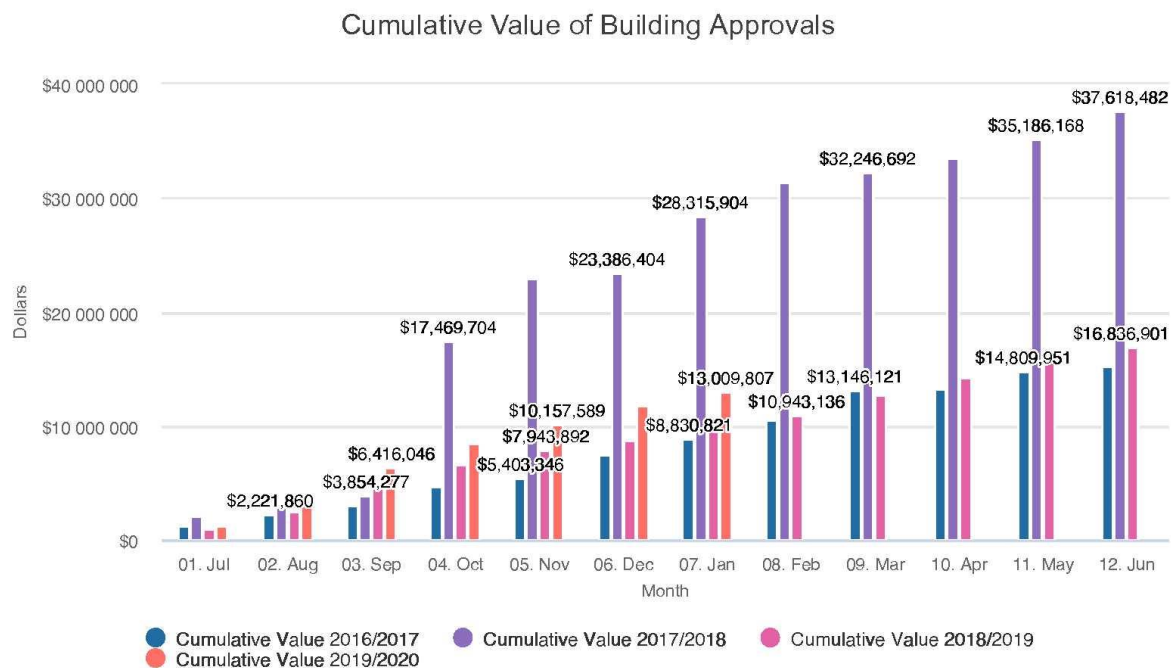
Iplan is currently with the State Government pending the release of the development application module. Timing is in the hands of the state Government however once completed residents will be able to lodge DA's on-line via the web portal.

Key Focus Area 2.4.1 ➤ KPI

Number of Building Applications Approved



Cumulative Value of Building Approvals



Key Focus Area 3.1.1

Progress 36%

Appropriate Development:

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

Owner: David Jolly

Actions: 4

On Track	50.0	2
Some Disruption	50.0	2

Update provided by John Brown on Jan 22, 2020 03:22:47

The primary activity in this Key Focus Area relates to the Local Provision Schedule for the new Break O'Day version of the new Statewide Planning Scheme

Actions 3.1.1.1: Local Provisions Schedule (LPS) - Complete and submit LPS to the Tasmanian Planning Commission. (50% completed)

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

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

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

Community Drop-in sessions were held at St Marys and St Helens in early October and comments/questions raised noted. A final draft of the LPS report is currently being prepared for review at a councillor workshop in later January 2020.

Drafted Local Provisions Schedules are to be submitted to the Tasmanian Planning Commission for initial review in early 2020 and prior to a public exhibition process occurring.

Actions 3.1.1.2: Tree Guide - Develop a guide for the municipality to inform street tree establishment and management. (25% completed)

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

Actions 3.1.1.3: Communication - Increase communication with local real estate agents to build understanding of the critical changes in land use planning. (50% completed)

Council officers engage in ongoing dialogue with local business, developers and landowners on land use planning matters.

Actions 3.1.1.4: Industrial Land - Develop land use strategy to address immediate and longer term industrial land requirements in the St Helens area. (20% completed)

Some delay has occurred due to resources diverted to the LPS project. To be actioned in 2020 and linked to the LPS.

Key Focus Area 3.2.1

Progress 55%

Enjoying our Environment:

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

Owner: Polly Buchhorn

Actions: 3



Update provided by John Brown on Jan 22, 2020 03:26:05

Progress on these activities continue to show positive outcomes, particularly around the areas of waste management and reduction in which the community is becoming increasingly engaged.

Actions 3.2.1.1: Community Activation - Produce and provide information, publications and resources on natural resource management and support activities that foster a positive relationship with the environment. (80% completed)

Holiday makers and residents will engage in Discovery Ranger activities (Council partnering with PWS program) over January 2020. Successful promotion of community action as waterways suffer from drought. Environment and resource management inquiries continue to be serviced and education provided. Community feedback has shown 'Weed of the Month' in the Newsletter is increasing weed management effort and success in the community.

Actions 3.2.1.2: Recognition Program - Recognise significant contributions to the environment and natural resource management with targeted awards, grant programs or events. (40% completed)

Options for recognition activities being developed with the NRM Committee.

Actions 3.2.1.3: Waste Reduction - Undertake community education and activities focused on waste reduction and minimisation. (46% completed)

The NTWMG notified us that bio-products were being placed in recycle bins so in conjunction with the Works Department we designed a flyer which was given to all businesses using these products to place at their POS. The flyer explains that these products should be placed in general waste. We also ran the same message through facebook and in the newsletter.

The Break O'Day Waste Warriors Group have run successful road side clean ups and the group's Facebook page has been gathering a strong following and features not only tips or reducing waste but also features local businesses and community members doing great work in this space.

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

Key Focus Area 3.3.1



Progress 39%

Land Management:

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

Owner: Polly Buchhorn

Actions: 5



Update provided by John Brown on Jan 22, 2020 03:27:09

Dog management activity is significant during summer and a consuming activity. Other priorities while impacted are progressing or have have activities scheduled .

Actions 3.3.1.1: Land Management Activities - Secure financial and human resources for projects to rehabilitate degraded land and sustain soil productivity. (50% completed)

Upper South Esk Landcare and Productivity group secured \$3500 from the state Weed Action Fund and has treated Patersons curse in Mangana with community, Council and Biosecurity Tasmania support. Supporting new owners of land to develop a gorse control plan for an isolated and significant gorse infestation at Goulds Country. Further opportunities continue to be explored with landholders and community.

Actions 3.3.1.2: Activity and Condition Review - Investigate soil and water management performance by works and land development projects to identify planning and management improvements. (15% completed)

Scheduling activity for later in the year.

Actions 3.3.1.3: Weed Plan - Update Weed Plan with community consultation. (25% completed)

Revised draft Weed Plan in preparation. Previous Weed Program being reviewed for what implementation is possible this season and to be picked up by new program coordinator.

Actions 3.3.1.4: Best Practice Activities - Facilitate weed, pest and disease hygiene protocols and best practice in Council operations and promote benefits in industry. (30% completed)

Planning training activity for later in the year using new weed incursion as case study. Supporting MTB Trails and WTS to apply best practice.

Actions 3.3.1.5: Dog Management Policy - Implement revised Dog Management Policy - signage, education, compliance and new dog exercise facilities. (75% completed)

Local cooperation with PWS is continuing with both increasing enforcement over the summer, infringement/fines issued. Additional signage and education resources deployed at Scamander and Binalong Bay. Implementation of Council decisions on new dog Exercise Areas for St Marys and St Helens being planned and options for Binalong Bay being developed further. Local cooperation with PWS is continuing, formal cooperation arrangements remain to be developed.

Key Focus Area 3.4.1

 Progress 29%

Water:

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

Owner: Polly Buchhorn

Actions: 4



Update provided by John Brown on Jan 22, 2020 03:27:56

St Marys Flood Mitigation project is underway and continues to be a priority; focus on Georges Bay has been delayed.

Actions 3.4.1.1: George River Catchment - Review issues and their management status in the George River catchment and bay system to identify catchment and water quality priorities. (15% completed)

To review catchment and water quality priorities in 2020.

Actions 3.4.1.2: Boat Sewage - Address dumping of boat sewage in Georges Bay by working with the boating community and authorities on use of the wharf sewage pump-out station. (20% completed)

Activity planned, wharf adjacent to pumpout station now cleared (of on-water build project).

Actions 3.4.1.3: St Marys Flood Mitigation - Support implementation of Plan priorities - flood mitigation work, warning system and other strategies. (45% completed)

Works underway with \$400,000 federal Community Development Programme funding. Raising of Flat bridge completed, final road reinstatement to come. Plansing of Flash Flood Warning System done and design of Groom St. levee with landholders is underway using land survey data.

Actions 3.4.1.4: Lower George Riverworks Trust - Support and work with the Trust to implement and secure funding for a works action plan for managing flooding issues. (35% completed)

Supporting Lower George Riverworks Trust implement the Lower George River Flood and River Management ACTION PLAN 2019-2022. Investigating options for an 'Impact Assessment' study.

Key Focus Area 4.1.1

 Progress 50%

Community Facilities:

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

Owner: David Jolly

Actions: 1



Update provided by John Brown on Jan 22, 2020 03:32:05

The focus of activity in the current year is the Old Tasmanian Hotel at Fingal, this activity is on track to make a significant impact on the upgrading of this facility.

Actions 4.1.1.1: Old Tasmanian Hotel - Commence external and internal upgrade to the Old Tasmanian Hotel in accordance with grant funding. (50% completed)

At the December 2019 Council meeting, Council awarded a contract to undertake external and internal upgrade works to the Old Tasmanian Hotel to a local contracting company Moorey Constructions. Works that are government grant funded are scheduled to occur from January to June 2020. Grant Funding Agreement Currently being Negotiated.

Planning Approvals obtained for the work 16th April 2019

Building and Plumbing approvals obtained for the work 13th September 2019.

Key Focus Area 4.2.1

Progress 0%

Towns:

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

Owner: David Jolly

Actions: 1



Update provided by John Brown on Jan 22, 2020 03:34:59

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

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

Item scheduled to be actioned during 2020.

Key Focus Area 4.2.2

Progress 50%

Telecommunications:

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

Owner: David Jolly

Actions: 1



Update provided by John Brown on Jan 22, 2020 03:35:24

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

Key Focus Area 4.3.1

Progress 85%

Waste Management:

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

Owner: David Jolly

Actions: 4



Update provided by John Brown on Jan 22, 2020 03:57:50

Good progress has been made in this area of focus with a number of activities complete or nearing completion.

Actions 4.3.1.1: Green Waste Recycling - Produce weed-free green mulch for sale on a full cost recovery basis at the St Helens Waste Transfer Station. (99% completed)

Action completed.

A pilot trial that commenced in May 2019 to double grind and age green waste has concluded. A weed free mulch was produced and sold under Expression of Interest to a local business. An operational cost recovery rate of 65% was realised as opposed to nil recovery under traditional operations. The practice will continue at the St Helens WTS with future mulch produced to be sold to local commercial ventures under tender.

Actions 4.3.1.2: Inert Landfill Resource Recovery - Invoke operational changes at the St Helens Waste Transfer Station to enable the separation and recovery of materials for re-use. (90% completed)

July - December 2019

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

1. Untreated and unpainted timber, is stock piled and made available for purchase at \$2/load with the intent of supporting the St Helens Hospital Auxillary. Interest in salvaging timber remains disappointing. Consideration is being given to chipping these material and selling chipped product at a cost recovery based rate.

2. Scrap Steel

3. Plaster board

4. Concrete, bricks, gravel and soil.

5. Glass

Plastics recovery options continue to be investigated.

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

Treated timber - no viable recovery or reuse options exist. Disposal options are expensive.

Actions 4.3.1.3: Glass Re-Use - Investigate and verify by Cost Benefit Analysis - re-use opportunities for glass collected at Municipal Waste Transfer Stations. (50% completed)

Glass collected at Council's Waste Transfer Stations is transported to the Scamander WTS and stockpiled. The quantity of glass collected through Councils waste transfer stations is low as the majority of glass across the municipality is collected via the kerbside recyclables collection service. At the present time, there is an insufficient quantity of stockpiled glass at the Scamander WTS to warrant crushing for re-use as drainage line fill, road base and a asphalt/ spray coat road sealing additive.

Re-use opportunities continue to be researched.

Actions 4.3.1.4: Single Use Plastics - Develop a Municipal policy position on Single Use Plastics. (99% completed)

Report considered by Council at the December 2019 meeting where Council received the Single-use plastics - Information Paper and will work progressively and with the community to reduce the use of single-use plastics and other materials, in favour of reuse, recycling and organic waste management. Council had previously requested LGAT to lobby the Tasmanian Government to lead the state by developing a consistent state-wide approach to reducing the impact single-use plastics have on waste management and litter problems; and

Key Focus Area 4.3.2

Progress 40%

Roads and Streets:

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

Owner: David Jolly

Actions: 4



Update provided by John Brown on Jan 22, 2020 03:59:42

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

Actions 4.3.2.1: State Network - Pursue upgrades to State Government road infrastructure assets (Esk Main Road and Tasman Highway) to improve safety and reliability - result, network quality. (50% completed)

October to December 2019

Esk Main Road

The State Government commenced road widening works along the road near Fingal in October 2019. Works will continue to the end of March 2020 that will also include a planned upgrade of the Cornwall Junction and widening of the road between the junction and St Marys (Tinkers Museum).

Tasman Highway

State Growth completed intersection upgrade works on the Tasman Highway at both the with Flagstaff Road and Basin Creek Road junctions.

Great Eastern Drive

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

Actions 4.3.2.2: Municipal Road Network - Complete transfer of the responsibility of Binalong Bay Road to the State Government. (50% completed)

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

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

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

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

Council is pursuing the State Government as to the timing of the road transfer.

Actions 4.3.2.3: Strategic Road Plan - Update Council's Plan to identify routes of Strategic Importance and Urgency for the purpose of securing future road upgrade funding. (30% completed)

Road traffic data collected throughout 2018 and 2019 is currently being consolidated with the intent of using this data to update Council's current road plan during 2020.

The plan will include a review of current and forecast development activity over the next five years.

Actions 4.3.2.4: Scamander Wrinklers Entrance - Finalise approvals and undertake construction works to enhance the northern entrance of Scamander at Wrinklers Lagoon bridge. (30% completed)

Project activity is in progress and includes the drafting of a revised site plan based on community feedback and toilet design. Next generation concept to be workshopped with Councillors in February 2020 prior to obtaining PWS consent and a Development Application being lodged which also enables community representation to be made.

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

Key Focus Area 4.3.3

 Progress 49%

Recreational Facilities:

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

Owner: Ben Pettman

Actions: 8

	%	#
● On Track	87.5	7
● Some Disruption	12.5	1

Update provided by John Brown on Jan 22, 2020 04:12:30

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

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

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

Actions 4.3.3.2: Walking Trails Network - Liaise with stakeholders responsible for trails to ensure a coordinated and logical approach to trail upgrading and maintenance for priority trails. (50% completed)

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

Actions 4.3.3.3: Georges Bay Foreshore Trail - Secure approvals and commence construction. (50% completed)

A Development Application was submitted during December 2019 and is currently undergoing an external assessment. The DA includes a completed Flora & Fauna Assessment, AHT Survey, Construction Detail and Crown Land Services and Department of State Growth consents. Tender documentation and designs finalised and awaiting DA advertising

Actions 4.3.3.4: St Helens to Binalong Bay Link - Develop the project to a shovel ready stage and pursue funding. (50% completed)

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

Actions 4.3.3.5: St Helens MTB Network - Complete construction of Network including support infrastructure. (60% completed)

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

Trails completed to date are Loops 1, 2, 3, 4, 5, 8, 9, 10, Town Link trail complete except some retaining and capping in specified locations. These works are planned to be completed in the new year once eagle nest exclusion zone is lifted (Jan to July).

Loops 6 descent complete with the climb section to be completed in early 2020.

Loop 7 has commenced and will be completed May / June 2020.

Descent 2 and 3 is near completion. Opening of these trail will be assessed in early 2020. Likely Feb.

The pedestrian refuge / road crossing is installed and operating

Trailhead construction on Flagstaff Road is complete.

The construction program and resources being used puts us on target for all trails to be completed by mid 2020.

Actions 4.3.3.6: Bay of Fires Trail - Complete construction of Poimena to Swimcart trail including support infrastructure. (80% completed)

Sections completed to date are Sections 1, 3, 4, 5, 6, 7 (no construction required on section 7 as trail is on existing roads / tracks) and section 8 to Swimcart Beach and was opened on 22 November as planned.

Section 2 will be constructed post opening on 22 November 2019. This section link the trail back onto the existing Blue Tier Trail which will be slightly modified so that the Trail Head for the Poimena to Swimcart Trail will also be the start of the Blue Tier Trail with the existing entrance reverted to a walking track.

These changes are likely to occur between Feb - June 2020.

Actions 4.3.3.7: Rail Trail - Develop a Master Plan for a Rail Trail between St Marys and Fingal. (32% completed)

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

Seeking external funding through Building Better Regions to develop Recreational Strategy which include the Rail Trail - this will also include looking at the economic benefits of a rail trail

Actions 4.3.3.8: Walking / Bike Trail - Develop a Feasibility Study for a walking / bike trail between Mt Nicholas and Elephant Pass subject to receipt of external funding. (47% completed)

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

External funding required to progress this project - lodged a funding application with Building Better Regions Fund to develop a Recreational Strategy - awaiting decision of application

Key Focus Area 5.1.1

Progress 39%

Health:

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

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

Owner: Chris Hughes

Actions: 4



Update provided by John Brown on Jan 22, 2020 04:15:01

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

Actions 5.1.1.1: Local Services - Work with external health services to expand the delivery of services to our community and seek additional funding by supporting the Royal Flying Doctors Service to ensure services are delivered throughout our municipality. (50% completed)

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

Actions 5.1.1.2: Old St Helens Hospital - Participate in the engagement process to determine the future use of the site. (50% completed)

Supported Department of Communities Tasmania (DCT) in undertaking Community Engagement process on 18 July 2019 at St Helens. Community ideas collated and forward to Communities Tasmania for their consideration. Information reviewed by Council at its December 2019 meeting and view expressed that DCT need to undertake a high level feasibility analysis of the ideas. Awaiting determination from Communities Tasmania as to the future of the Old Hospital.

Meeting held with Communities Tasmania outcome from this meeting was to engage an external provider to look at the economic and social benefits of the ideas put forward by the community - Council did not support providing financial assistance to assist with an external provider to look at the economic and social benefits of ideas that were submitted by the community

Actions 5.1.1.3: Local Service Delivery - Work with Government agencies in relation to provision of health services to be delivered at a local level. (5% completed)

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

No action at this stage - sourcing external funding will be required

Actions 5.1.1.4: Doctors - Work with service providers, stakeholders and the State Government to ensure that adequate permanent doctors operate in Break O'Day. (52% completed)

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

No action at this stage - currently have full contingency of doctors with some extending their stay past three months

Key Focus Area 5.1.2

Progress 52%

Youth

Owner: Chris Hughes

Actions: 2



Key Focus Area 5.2.1

Progress 54%

Mental Health:

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

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

Owner: Chris Hughes

Actions: 3



Update provided by John Brown on Jan 22, 2020 04:15:48

Solid progress with all actions in this KFA.

Actions 5.2.1.1: Mental Health Working Group - Support the Mental Health Services Working Group to map changes if any and seek additional funding through partnerships with external services. (50% completed)

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

No action - committee still in abeyance due to the BOD and Bicheno Suicide Prevention Trial

Actions 5.2.1.2: THRIVE - Maintain working relationship with THRIVE and participate in their activities. (50% completed)

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

Thrive Build has now two completed 2 container builds. Community Garden has increased the number of volunteers working within the garden, product sold from the garden, proceeds go back into purchasing equipment to assist the volunteers develop the garden

Actions 5.2.1.3: Suicide Prevention - Maintain involvement in the Suicide Prevention Trial. (63% completed)

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

Bereavement Group has now been established to work with those impacted by the community, Council has representation on this committee

Primary Health Tasmania have agreed to purchase a coffee van to assist with the Safe Cafe project

Key Focus Area 5.2.2

Progress 50%

Education & Skills Training:

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

Implement outcomes of the BDO Report.

Owner: John Brown

Actions: 1

Update provided by John Brown on Jan 22, 2020 04:16:40

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

Actions 5.2.2.1: Jobs Action Package - Support the implementation of the outcomes of the TasCOSS and TCCI led process addressing employment barriers in the Break O'Day area. (50% completed)

Project proposal developed by local stakeholder group which addresses the key barriers identified through the consultation processes of TasCOSS and TCCI, this was submitted to the overall Steering Committee within State Government in July 2019. The Committee have considered the proposal and an open Expression of Interest process was advertised on 16 November 2019. The local stakeholder group met on 28/11/19 to consider the opportunity and have decided to submit a proposal to the process. Expression of Interest lodged with the State Government by 19/12/19.



Key Focus Area 5.2.3

Progress 52%

Transport:

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

Owner: Chris Hughes

Actions: 3

Update provided by John Brown on Jan 22, 2020 04:19:18

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

Actions 5.2.3.1: Local Transport Network - Promote the transport services that are currently available through the development of a community page. (52% completed)

Part of the TASSCOSS steering group, working together to bridge the gap for unemployed youth and available jobs in Break O'Day. This includes a solution for bridging the gap with limited to no transport in Break O'Day.

Local Steering Committee met on 5 December 2019 and decided:

- Proceed with a tender application to apply for all three, being Online Hub, Transport and Community Connectors.

Actions 5.2.3.2: Transport Gap Analysis - Work with local community organisations who offer transport to identify where the needs are for additional transport options and work with the current providers on servicing the identified gaps. (54% completed)

Action in this area is linked to those in Action 5.2.3.1



Actions 5.2.3.3: Learner Driver Mentor Program - Recruit and train additional mentors to support the program. (50% completed)

A PowerPoint presentation was sent to Lions Club of St Helens, St Helens Point Progress Association and Rotary Club of St Helens.

One Mentor has attended an induction and will commence mentoring soon.

One new Mentor has commenced volunteering his time to the program.

Key Focus Area 5.3.1

Service Delivery:

Improvement

Owner: Jake Ihnen

Update provided by John Brown on Oct 24, 2019 02:50:34

No actions in this KFA for 2019-20.

Key Focus Area 6.1.1

Progress: 50%

Local Government Reform

Owner: John Brown



Actions: 1

Update provided by John Brown on Jan 22, 2020 04:20:25

Activity continues to occur with the major focus now on a common IT platform for the region.

Actions 6.1.1.1: Northern Region Shared Services - Pursue joint procurement opportunities and a common IT platform involving northern region Councils. (50% completed)

Regional approach to annual Road Sealing Tender being examined with BODC undertaking work associated with this approach. Common IT platform approach being progressed with a potential service provider making a presentation to northern region GMs on 18/12/19. Councils will individually consider the options provided. Joint Legal Services procurement finalised in July 2019 and now in operation, savings to be identified on an annual basis.

Key Focus Area 6.1.2

Progress: 50%

Break O'Day Culture

Owner: John Brown



Actions: 1

Update provided by John Brown on Jan 22, 2020 04:20:37

Actions 6.1.2.1: Organisational Development - Continue focus on service delivery based on agreed values and team based activities. (50% completed)

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

Key Focus Area 6.1.3

Strategic Plan

Owner: John Brown

Update provided by John Brown on Jan 22, 2020 04:20:48

No actions in this KFA for 2019-20 year.

Key Focus Area 6.1.4

Progress 32%

Financial Sustainability

Owner: Bob Hoogland



Actions: 3

Update provided by John Brown on Jan 22, 2020 04:21:24

Actions 6.1.4.1: Value for Money Reviews - Undertake reviews of operational activities to identify revenue opportunities, cost savings and / or process improvements. Results, ongoing annual savings of \$50,000 and 500 hours identified and achieved. (32% completed)

Mobile phone/tablet package savings identified \$3,500 annually; LGAT coordinated electricity contract negotiated, savings yet to be quantified; green waste sale as landscape product trial identified savings of \$9,000 per annum, change in gas energy provider also generated savings of \$2,000 per year.

Actions 6.1.4.2: Procurement Processes - Undertake a review of procurement processes with a focus on environmental sustainability - the use of recyclable materials within the products etc which Council procures. (15% completed)

Discussed and reviewed at Corporate Services team meetings and Management Team meetings, options are being considered

Actions 6.1.4.3: Operational Efficiencies - Examine opportunities for operational cost reductions resulting in reduced waste management cost based on \$ / t to landfill. (50% completed)

Update: October to December 2019

Council's kerbside waste collection service management contracts expire at 30 June 2020. Tenders under preparation include a focus on competitive pricing, valuable materials recovery, community education and operational efficiencies. Service tenders will be invited during January 2020.

St Helens Waste Transfer Station. Layout changes have been made to enable more material streams to be segregated and recovered, such as untreated timber, bulk cardboard plastics and e-waste.

Educational material targetting recycleable materials have been updated with the objective of reducing the rate of contamination in collected kerbside recycleables. The Break O'Day Municipality contamination rate remains high at 15% that significantly adds to the cost of separation and recovery.

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Key Focus Area 6.1.5

Progress 30%

Financial Management

Owner: Bob Hoogland

Actions: 3

Update provided by John Brown on Jan 22, 2020 04:22:12

Internal audits have been delayed but actions are now progressing:

Actions 6.1.5.1: Audit Panel - Audit Panel meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel. (50% completed)

October and December meetings of Audit Panel held, minutes and reports received by Council.

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

Audited 2018/2019 financial statements received and budget review complete, a draft LTFP has now been prepared for review

Actions 6.1.5.3: Internal Audits - Implement 2019 / 2020 Internal Audits according to the adopted schedule. (10% completed)

Internal audit review program for 2019/2020 prepared and scheduled; additional audits by Synectic agreed to and being scheduled

● On Track 100.0 3

Key Focus Area 6.1.6

Progress 0%

Human Resources

Owner: John Brown

Actions: 1

Update provided by John Brown on Jan 22, 2020 05:15:47

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

No action to date.

● On Track 100.0 1

Key Focus Area 6.1.7

Progress 23%

Management Systems

Owner: Bob Hoogland

Actions: 3

● On Track 100.0 3

Update provided by John Brown on Jan 22, 2020 05:16:24

Actions 6.1.7.1: GIS - Review GIS services to identify an effective and cost effective approach is being used. (15% completed)

Initial investigation commenced, contact with other Councils

Actions 6.1.7.2: Envisio - Continue to monitor and refine. (50% completed)

The General Manager and Executive Assistant participate in monthly meetings with Envisio representatives.

The Executive Assistant continues to monitor and refine the use of this program with the refining of the plan and has now incorporated the use of the Multi-Plan to assist with easier and more accurate reporting throughout the year.

Actions 6.1.7.3: Envisio Community Dashboard - Examine the opportunity to create a community dashboard for inclusion on Council's website. (5% completed)

Public dashboard training scheduled to commence January 2020.

Key Focus Area 6.1.8

Progress: 50%

Elected Members

Owner: John Brown

Actions: 1



Update provided by John Brown on Jan 22, 2020 05:17:25

Councillors continue to participate in professional development activities as they arise.

Actions 6.1.8.1: Councillors Professional Development - Facilitate participation of Councillors Professional Development. (50% completed)

The Mayor attended the Local Government Association's (LGAT) Mayors Professional Development in December 2019.

The Mayor attended the ATDW (Australian Tourism Data Warehouse) Workshop in St Helens in November 2019.

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

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

Key Focus Area 6.1.9

Progress: 50%

Council Advocacy

Owner: John Brown

Actions: 2



Update provided by John Brown on Jan 22, 2020 05:17:47

Actions 6.1.9.1: Priority Projects - Pursue identified priority projects through State and Federal Budget consultation processes. (50% completed)

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

A submission to the Tasmanian State Budget process was made based on the identified priorities of Council. Consideration of priorities for future election processes will be considered by Council early in 2020.

Actions 6.1.9.2: Potential Projects - Take a proactive approach with Government agencies by ensuring potential projects are adequately researched and outlined for Minister's consideration. (50% completed)

Council officers have commenced reviewing the Municipal Management Plan. Council consideration of potential projects will be commencing early in 2020 as part of identifying potential projects for future elections. Projects identified for 2020-21 Tasmanian State Budget consideration.

Key Focus Area 6.1.10

Progress 15%

Customer Service



Owner: John Brown

Actions: 1

Update provided by John Brown on Jan 22, 2020 05:18:14

Actions 6.1.10.1: Service Improvements - Encourage ongoing improvement of the customer service approach of the organisation through identified professional development activities. (15% completed)

Regular manager-team member meetings to consider training needs in the context of adopted values and vision

Key Focus Area 6.1.11

Progress 50%

Asset Management



Owner: David Jolly

Actions: 1

Update provided by John Brown on Jan 22, 2020 05:19:27

Building Asset Management Plan

A key focus area in 2020-2021 is the writing of a Building Asset Management Plan that enables Council to better manage the establishment of new assets, asset renewals and upgrades and operational and maintenance budgets in alignment with Council's Long Term financial Plan.

Council maintains a building register that includes asset financial data and information. Building Asset register data is currently being updated in preparation for a building revaluation exercise and the writing of an asset management plan.

Key Focus Area 6.1.12

Progress 99%

Stormwater Management Plan

Owner: Stuart Barwick



Actions: 1

Update provided by John Brown on Jan 22, 2020 05:20:17

Actions 6.1.12.1: Stormwater Priorities Plan - Development and endorsement of the Municipal Stormwater Priorities Plan. (99% completed)

Action 6.1.12.1 has been completed. Council endorsed the Plan at the December 2019 Ordinary meeting of the Council.

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

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

Specific items have been:

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

Key Focus Area 6.1.13

Progress 53%

Work Health & Safety

Owner: Simone Ewald-Rist



Actions: 2

Update provided by John Brown on Jan 22, 2020 05:20:41

Actions 6.1.13.1: Incident Prevention - Take action to reduce the likelihood of incidents of injury and illness in the workplace, including: Review of reported incidents; Audits of staff and contractors; Inductions of staff and contractors; Facilitate WH&S Committee Meetings; Appropriate identified training. (55% completed)**Review of reported incidents**

Notification of physical incident only which occurred on 11/12/2019. Works Operation Manager (WOM) advised worker to take more care when holding garbage bin and tipping contents into truck. No administration action was necessary.

As of 13/12/2019 13 incidents were reported including one workers compensation notification.

Audits of staff and contractors

No additional WHS inspection of staff or audit of contractors took place since the last update due to communication and transparency issues with the Works Department. Discussed with MCS and consequently requested adjustment of KPIs for 2020 to concentrate on getting value out of the few contractors WHS inspections/audits, while others perceive internal inspections as policing them.

BridgePro worksite inspection undertaken on 4/12/2019 - all electrical equipment required test & tag as it expired in April 2019. The fire extinguishers have no tag info on them hence no proof available when they required re-testing.

Induction of staff and contractors

No contractor induction undertaken.

Two new employees inducted on 25/11 and 28/11/2019.

One Lions Club volunteers was inducted on 5/12/2019.

Facilitate WH&S Committee Meetings

WHS / RM Committee meeting THU 5/12/2019 included discussions on the following topics:

- Non-compliance of some shackles and hooks on Council trailers - Implement progressive upgrade by 30/06/2020
 - Small fuel/oil shed on a concrete slab at St Marys Depot yard - bunded pallets will be used in the yard to store 20 litre drums of oil/fuel in the yard. Completion by 27/2.
 - Review of current critical incident measures in place for indoor/outdoor workers. Duress alarm installed at Depot late-Jan 2020 and audible warning removed from main office and connection to wireless receiver set up. Once all in place a new SOP will be set up.
 - Scaffolding collapse at Macquarie Park, Sydney in April 2019. Provide update from SafeWork NSW investigation and coroner's report once available.
 - RACT Business Safety Essential 3 hour interactive workshop includes Vehicle Safety, Distraction, Speeding, Alcohol/Drugs, and Fatigue & Crash Avoidance Space.
- Continue lobbying management & seek funding for FY2020/2021 to send at least one to two workers to a business safety essential workshop to establish if the workshop will provide benefits to the whole workforce.
- Horrific wood chipper fatality. MIDS suggested operators are required to demonstrate competency on how to operate Council's Vermeer Brush Chipper. Urgent meeting requested with Simone, Wayne and the team leaders to discuss the matter, review the SOP, develop the competency checklist and commence checking on various workers' competency levels.
- Plant tagged out in Nov 2019 and not used until matter addressed. Wayne to discuss at toolbox meeting in Jan 2020 with workers. Plant not operated for close to three years hence no recent near misses reported.
- Cancer Council Tas - Find Cancer Early Campaign - two sessions (indoor & outdoor workers) to be set up for May 2020.
 - Take 5 Phone App used by Burnie City Council cost only \$5 per user. Simone to investigate further and report back in February 2020.

Appropriate identified training

- First Aid refresher training for 21 workers - 23 September 2020.
- First Aid 2 days training for two new MTBT workers to be arranged in early 2020.
- 16/1/2020 Chainsaw assessment training for two new MTBT workers arranged.
- Safe Chemical Handling training for two new MTBT workers to be arranged in early 2020.

- 2023 : Refresher training for Aerodrome Reporting /WHS Officer for eight workers.

Actions 6.1.13.2: Wellbeing Program - Undertake actions to improve the wellbeing of workers including appropriate training and awareness sessions. (50% completed)

2020 Wellbeing Program identified:

June - Audiometric testing of 20 outdoor workers - contacting WHA in early 2020;

July/August - Skin Cancer Checks with Dr Susan Basson for up to 50 workers/volunteers - emailed 13/12/19 to touch base and await reply;

Remedial exercise session to continue in March 2020 - currently sourcing a new trainer;

Continue to raise issues that arise out from media, workshop and networking with other councils.

Key Focus Area 6.1.14

Progress 62%

Public Health

Owner: Jake Ihnen

Actions: 2

Update provided by John Brown on Jan 22, 2020 05:21:11

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

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

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

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



Key Focus Area 6.1.15

Progress 50%

Stakeholder Management

Owner: John Brown

Actions: 2

Update provided by John Brown on Jan 22, 2020 05:21:28

Actions 6.1.15.1: Northern Tasmanian Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy. (50% completed)

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



Actions 6.1.15.2: Local Government Association of Tasmania (LGAT) and Australian Local Government Association (ALGA) - Participate actively at the State and National level in Local Government matters including legislative reviews and policy development. (50% completed)

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

Participation in legislative reviews and policy development has included:

- Local Government Act Review (ongoing including Technical and Working Groups)
- State Government Draft Waste Action Plan

Key Focus Area 6.1.16

Progress 15%

Improvements to Council's Systems and Processes

Owner: Bob Hoogland

Actions: 1

Update provided by John Brown on Jan 22, 2020 05:21:49

Actions 6.1.16.1: System and Process Improvements - Undertake an ongoing review of Council's systems and processes with a focus on simplification, time and resource reduction. (15% completed)

Regular consideration by organisation teams and management team



Key Focus Area 6.2.1

Progress 100%

Asset Management Policy

Owner: Bob Hoogland

Actions: 2

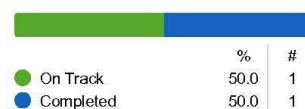
Update provided by John Brown on Jan 22, 2020 05:22:14

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

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

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

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



Key Focus Area 6.2.2

Progress 15%

Community Building Policy

Owner: Bob Hoogland

	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Jan 22, 2020 05:22:36

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

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

Key Focus Area 6.2.3

Economic Development Policy

Owner: John Brown

Update provided by John Brown on Oct 24, 2019 03:07:31

No Actions in this KFA for the 2019-20 year.

Key Focus Area 6.2.4

Progress 0%

Environment & Planning Policy

Owner: David Jolly

	%	#
● On Track	100.0	1

Actions: 1

Update provided by John Brown on Jan 22, 2020 05:22:51

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

No activity

Key Focus Area 6.2.5

Progress 45%

Leadership & Governance Policy

Owner: Bob Hoogland

	%	#
● Status Pending	45.45	5
● On Track	54.55	6

Actions: 11

Update provided by John Brown on Jan 22, 2020 05:23:14

Actions 6.2.5.1: Review LG08 Employees Voluntary Emergency Services Policy Review Period: 3 years Adopted: 25.06.2012 Date last amendment: 21.03.2016 Renewal Due: April 2020 Source: Policy Review Schedule (0% completed)

Last amendment March 2017 due for review March 2020, will be reviewed closer to date.

Actions 6.2.5.2: Review LG01 Elected Member Allowances and Support Policy Review Period: 4 years Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: August 2019 Source: Policy Review Schedule (99% completed)

Status updated to "On Track"

Actions 6.2.5.3: Review LG03 Councillors Code of Conduct Policy Review Period: 4 years Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: May 2020 Source: Policy Review Schedule (99% completed)

Councillors Code of Conduct Policy was reviewed following the Ordinary General Election in November 2018 and adopted at the 18 March 2019 Council Meeting.

Actions 6.2.5.4: Review LG07 Procurement Policy (Code for Tenders and Contracts) Review Period: 3 years Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: November 2019 Source: Policy Review Schedule (99% completed)

Policy LG07 reviewed at Council Workshop and amendments prepared; amendments reviewed by Audit Panel at December 2019 meeting and recommended to Council; amended LG07 Policy adopted by Council at the December meeting, matter is complete

Actions 6.2.5.5: Review LG11 Rating Exemptions and Remissions Policy Review Period: Yearly Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: February 2020 Source: Policy Review Schedule (99% completed)

Policy was reviewed in August 2018, not due until August 2021

Key Focus Area 6.2.6

By Laws

Owner: Bob Hoogland

Update provided by Bob Hoogland on Jan 07, 2020 23:38:16

No Actions in this KFA for 2019-20 year.

Key Focus Area 6.3.1

Progress 50%

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



Owner: Bob Hoogland

Actions: 2

Update provided by Bob Hoogland on Jan 07, 2020 23:41:11

Actions 6.3.1.1: Risk Updates and Activities - Risk updates and activities are regularly reported to management, Council and Audit Panel. (50% completed)

Risk activities are up to date half way through 2019/2020

Reports have been provided to and received by Council and managers, and the Audit Panel

Risk register reviews have been completed as expected except for a couple of very minor delays which are expected to be addressed early in 2020

Key Focus Area 6.4.1

Progress 50%

Grant Submissions

Owner: Angela Matthews

Actions: 1

	%	#
On Track	100.0	1

Update provided by Angela Matthews on Dec 20, 2019 00:46:45

Actions 6.4.1.1: Grant Funding Opportunities - Actively seek and apply for grant funding opportunities which assist Council to achieve its identified priorities. Result(s), overall success rate of 75%, funding received for three (3) identified priorities and grant funding of \$250,000 secured. (50% completed)

Applications have been submitted for the following:

Drought Communities Programme Extension - \$1,000,000

Building Better Regions Fund (BBRF) - Infrastructure for Events - \$20,000

Building Better Regions Fund (BBRF) - Break O'Day Trails Strategy - \$30,000

\$2,100,000 received from the Federal Government for the Georges Bay Multi-User Track.

Grant Deeds have been received for the Old Tasmanian Hotel Restoration Project - \$500,000 and the St Marys Flood Mitigation Project - Flood Proofing St Marys - \$400,000

Drought Communities Programme - \$1,000,000 - Grant Deeds Executed and works commenced for Enhancing the Fingal Valley

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

Key Focus Area 6.5.1

Progress 56%

Capital Works and Projects Program

Owner: Bob Hoogland

Actions: 6

	%	#
On Track	100.0	6

Update provided by David Jolly on Jan 14, 2020 23:35:07

This KFA is supported by four (4) Actions

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

A key focus during the period October to December 2019 was the delivery of a number of infrastructure projects funded under the Drought Communities Programme, with all projects to be completed by the end of December 2019 with the following projects completed.

- St Marys Cemetery: Drainage and internal road pavement works.
- Fingal Streetscape Stage 3 - The project commenced on 26 September and included the upgrade of the streetscape between Brown and Gleadow Streets on the southern side of Talbot Street and include the replacement of stormwater pipes and the connection of property stormwater points, new kerb and channel, footpath upgrades, property access upgrades and landscaping.
- St Patricks Head Trail Works - the upgrade and repair of the walking trail.
- Mathinna Falls Trail that included access road works, the replacement of a vehicle bridge and walking track repair and upgrade.
- Fingal Park Shelter.

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

There are three separate projects:

1. The establishment of a flash Flood Warning System, installing one automatic weather station, radio-links with an existing second station, data communications to Bureau of Meteorology and create a local flash flood alert communications system. The flood warning system will detect and warn the community, Council and emergency services, protecting people and property from flood losses by triggering pre-flood preparations and response and recovery actions.
2. Engineering works to raise the deck of 'The Flat' bridge 1 meter, clear of the stream channel to reduce inundation of Main Street (Bridge works completed at December 2019 with minor road works to be completed during January 2020).
3. Build a flood levee bank at Groom Street to protect the residential area east of Story Street. Survey work was completed during December, with levee design work scheduled for January 2020.

Council has allocated funding in the 2019-2020 Capital budget for road Re-sheeting and Re-sealing projects. The gravel road re-sheeting program is on schedule. Councils Road Sealing Tender was awarded to Crossroads Civil Contracting. Sealing works commenced in late November and will continue until late January 2020.

During this financial year, several of councils timber bridge decks are to be replaced. Deck timbers have been sourced from the local sawmill. Bridge works at Argonaut Road were completed during December with work in progress works occurring at Reids Road. There are no forecast delays to the bridge works program.

Kerb & channel and footpath replacement works are ongoing with the majority of works to occur during the period February to May 2020.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	039\002\008\
ASSOCIATED REPORTS AND DOCUMENTS	Correspondence and Discussion Paper – Call for Motions 2020 – National General Assembly Online Form for Submission of Motions

OFFICER’S RECOMMENDATION:

That Council submit the following motion to the 2020 ALGA National General Assembly:

That the Australian Government focus on transforming the recycling sector with the aim of establishing a sustainable circular economy through:

1. Recognition that this issue is a key national priority through establishment of a Council of Australian Governments (COAG) Council including membership from the ALGA.
2. Providing strategic investment to establish a funding program to support research and innovation in the reuse of recycled materials leading to the creation of a circular economy.
3. Focus on nationwide common initiatives such as a national container deposit scheme

INTRODUCTION:

The Call for Motions has been advertised for the National General Assembly (NGA) which will be held from 14 - 17 June 2020.

PREVIOUS COUNCIL CONSIDERATION:

February & March 2020 Council Workshop.

OFFICER’S REPORT:

This call for motions is an opportunity for Council to discuss and consider any aspects of Local Government for which could be listed for debate/discussion at the NGA in Canberra in June 2020.

The attached paper outlines the focus of discussion which ALGA is suggesting as the key theme ‘*Working Together for our Communities*’, the following questions have been identified for consideration:

- How can Local Government position its communities to reap the benefits of the rise of the Asian middle class and manage any impacts? What partnerships are important?
- What are the pre-requisites for commitments to take advantage of technological change?
- What adaptation strategies are required at a local level to ensure Councils and local communities are ready for the jobs of the future? What partnerships may be required?
- How do we work together to ensure that there is local adaptation to climate change and climate extremes? What partnerships are available to achieve zero emissions?

- What partnerships and forward planning are required to manage the impact of population growth in urban areas? How do regional and rural areas work in partnership to realise the benefit of population growth?
- How can Local Governments utilise partnerships to strengthen our social licence to operate?
- How can Local Governments work in partnership with their communities and others to build and maintain social cohesion?
- What can be achieved through partnerships that can address the gap between regions that are struggling and those that are well-off?
- Rural communities are essential to Australia's wellbeing. What is required to ensure equitable access to quality jobs, lifestyle amenities, education and other services? What role do partnerships have to play in this?
- Local Governments are vital partners in achieving the urban shift? What needs to be brought to the partnerships by other parties? What policies need to be developed or changed?
- What role do Local Governments play in the energy shift? How will Local Governments and communities benefit?
- How can rural and regional communities' benefit from the land shift? What partnerships are required to achieve this shift?
- How can Local Governments build partnerships with their local communities that also benefit the nation as a whole?
- How can Local Governments work in partnership with the Australian Government and other key stakeholders to achieve these shifts and other significant policy challenges?
- Can a partnership approach address the current infrastructure backlog and ensure that infrastructure (including transport infrastructure) is available and fit for the future?
- How can Local Governments address the trust deficit with their local communities and assist the Australian Government to do the same?
- How can the Australian Government and Local Governments maximise the strengths and abilities of the public service (including Council staff) and deliver in partnership for our communities?
- How can we draw on the strengths and resourcefulness of Local Governments and local communities to work in partnership with the Australian Government to tackle issues of national significance and lift key economic and social indicators?
- What do Local Governments bring to the table to tackle issues of national significance?

Closing date for submissions to ALGA is close of business on Friday 27 March 2020.

At the March Council workshop it was suggested that a motion be framed focussed on addressing the situation in the recycling industry and the creation of a circular economy. A motion has been drafted in line with these thoughts for Council's 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 improve health, education and employment outcomes.

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.

LEGISLATION & POLICIES:

Nil.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There would be no financial implications for Council.

VOTING REQUIREMENTS:

Simple Majority.

**WORKING
TOGETHER
FOR
OUR
COMMUNITIES
NGA20**

Call for Motions
Discussion Paper 2020

14-17 June 2020
National Convention Centre Caberra

nga20.com.au



KEY DATES

18 November 2019

Opening of Call for Motions

27 March 2020

Acceptance of motions close

14 - 17 June 2020

National General Assembly

To submit your motion go to:

alga.asn.au/nga20-motions/

SUBMITTING MOTIONS

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda.

To assist you to identify motions that address the theme of the 2020 NGA – Working Together for Our Communities, the Australian Local Government Association (ALGA) Secretariat has prepared this short discussion paper. You are encouraged to read all the sections of the paper but are not expected to respond to every question. Your motion/s can address one or more of the issues identified in the discussion paper.

Remember that the focus of the NGA is on partnerships and working together so your questions could focus on how Local Governments can work in partnership with the Australian Government to address the challenges our communities face, or the opportunities that are arising as we approach the crossroads before us.

Criteria for motions

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. not be focussed on a specific location or region – unless the project has national implications. You will be asked to justify why your motion has strategic importance and should be discussed at a national conference
3. be consistent with the themes of the NGA
4. complement or build on the policy objectives of your state and territory local government association
5. be submitted by a council which is a financial member of their state or territory local government association
6. propose a clear action and outcome i.e. call on the Australian Government to do something
7. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

OTHER THINGS TO CONSIDER

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. Motions should commence as follows - This National General Assembly calls on the Australian Government to

e.g. This National General Assembly calls on the Australian Government to restore funding for local government Financial Assistance Grants to a level equal to at least 1% of Commonwealth taxation revenue.

In order to ensure efficient and effective debate where there are numerous motions on a similar issue, the ALGA Board NGA Subcommittee will group the motions together under an overarching strategic motion. The strategic motions have either been drafted by ALGA or are based on a motion submitted by a council which best summarises the subject matter. Debate will focus on the strategic motions. Associated sub-motions will be debated by exception only.

Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au. All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. **Motions should be received no later than 11:59pm AEST on Friday 27 March 2020.**

Please note that for every motion it is important to complete the background section on the form. Submitters of motions should not assume knowledge. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee, as well as by state and territory local government associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Sub-Committee considers the importance and relevance of the issue to local government.

Please note that motions should not be prescriptive in directing how the matter should be pursued. With the agreement of the relevant council, motions may be edited before inclusion in the NGA Business Papers to ensure consistency. If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer.

Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

There is an expectation that any Council that submits a motion will be present at the National General Assembly to move and speak to the motion.

INTRODUCTION

The purpose of this discussion paper is to provide guidance to councils developing Motions for Debate at the 2020 National General Assembly (NGA). This NGA will focus on working together for our communities and how local governments can achieve success through partnerships. It will consider how strategic partnerships can assist councils to address the challenges and opportunities we are facing today and tomorrow.

Some of the challenges and opportunities facing Australia were outlined in the CSIRO's Australian National Outlook 2019. Many of the challenges have direct implications for local governments and the communities they represent and provide services for. These challenges can also be opportunities that, if seized and managed appropriately, can ensure that our councils and communities thrive. This will require long-term planning, significant effort, and a cultural shift that will rebuild trust in institutions and all tiers of government, encourage healthy risk taking, and incorporate environmental and social outcomes in decision-making.

Collaboration and partnerships across sectors and with a diverse range of organisations will be vital to develop and implement solutions to the challenges ahead and to seizing the opportunities that emerge.

The National Outlook

The Australia National Outlook 2019 released by the CSIRO¹ revealed that Australia is at a crossroads. The research highlighted that we need to think and act differently if we are to ensure a bright future where GDP per capita could be as much as 36% higher in 2060 and growth is environmentally sustainable and inclusive. Failure to adequately address the significant economic, environmental and social challenges identified would result in a slow decline.

The CSIRO identified six important challenges that are already taking hold or on the horizon:

- **The rise of Asia** – The development boom in China that fuelled strong demand for Australian commodities (particularly resource and energy exports) is tapering off as China transitions to a new phase of growth fuelled by domestic consumption and services. However, growth in Asia could also create significant opportunities for Australia. By 2030, the Asia-Pacific region is set to consume more than half of the world's food, 40% of its energy, and be home to an estimated 65% of the world's middle class, resulting in increased demand for Australia's quality produce and service exports including tourism, education, health and aged care services, entertainment and financial and professional services.

How can local government position its communities to reap the benefits of the rise of the Asian middle class and manage any impacts? What partnerships are important?

- **Technological change** – New disruptive technologies are transforming industries and the way people live, work, and interact with each other. They are also changing the skills that will be needed in the workforce of the future. In the face of declining academic results Australia faces difficulties in ensuring that the workforce is prepared for the jobs of the future. With adaptation strategies in place embracing technology can have a net positive outlook for jobs.

What are the pre-requisites for commitments to take advantage of technological change?

What adaptation strategies are required at a local level to ensure councils and local communities are ready for the jobs of the future? What partnerships may be required?

- **Climate change and environment** – a broad range of impacts will be experienced in Australia as a result of global climate change, the severity of which will depend on the effectiveness of global emission reductions and local adaptation. The impacts include more extremely high temperatures and few extremely low temperatures, less rainfall and more droughts in southern Australia, less snow, more intense rainfall and fire weather, and fewer but stronger cyclones, and sea level rise. These changes will increase stress on Australia's ecosystems that are already threatened, and significantly affect agriculture, forestry, fisheries, transport, health, tourism, finance and disaster risk management. It is possible to strive towards zero emissions through a range of actions that target key sectors including energy, land use, urban infrastructure and industrial systems.

How do we work together to ensure that there is local adaptation to climate change and climate extremes? What partnerships are available to achieve zero emissions?

- **Demographics** – Australia's population is estimated to reach 41 million by 2060. This increase will be accompanied by an ageing of the population resulting in a reduction in the proportion of working age people from 66% in 2018 to an estimated 60% in 2060. This will impact economic output and infrastructure requirements and place pressure on government budgets. The impacts of population growth are likely to be felt most strongly in urban environments, with Sydney and Melbourne projected to be home to 8-9 million people and Brisbane and Perth increasing to 4-5 million people. If density does not increase, more and more people will be distanced from jobs, higher education, health services and transport.

What partnerships and forward planning are required to manage the impact of population growth in urban areas? How do regional and rural areas work in partnership to realise the benefit of population growth?

- **Trust** – Trust in institutions including governments, businesses, non-government organisations and the media has declined significantly since 1993 when 42% trusted government compared with just 26% in 2016. The loss of trust threatens the social licence to operate for Australia's institutions, restricting their ability to enact long term strategies.

How can local governments utilise partnerships to strengthen our social licence to operate?

- **Social cohesion** – like trust, social cohesion has declined falling from a baseline of 100 in 2007 to 88.5 in 2017, according to the Scanlon Foundation Index. This index considers survey respondents' sense of belonging and worth, social justice and equity, political participation and attitudes towards minorities and newcomers. The drivers of social cohesion are not fully understood but the following factors may all play a role: issues related to trust; financial stress, slow wage growth; poor housing affordability and its disproportionate affect on low income earners; and the rise of inequity.

How can local governments work in partnership with their communities and others to build and maintain social cohesion?

If Australia tackles these six challenges head on using a collaborative approach, we can achieve a bright future as a nation. However, there are five major shifts or changes that must occur. Each of these shifts have several “levers” that support their attainment. Local government has a role in some of the levers.

- An industry shift to enable a productive, inclusive and resilient economy with new strengths in both the domestic and export sectors
 - Increase the adoption of technology to boost productivity in existing industries that have historically supported Australia’s growth, as well as new industries.
 - Invest in skills to ensure a globally competitive workforce that is prepared for technology-enabled jobs of the future.
 - Develop export-facing growth industries that draw on Australia’s strengths and build competitive advantage in global markets and value chains.

What can be achieved through partnerships that can address the gap between regions that are struggling and those that are well-off?

- An urban shift to enable well-connected, affordable cities that offer more equal access to quality jobs, lifestyle amenities, education and other services.
 - Plan for higher-density, multicentre and well-connected capital cities to reduce urban sprawl and congestion.
 - Create mixed land use zones with diverse high-quality housing options to bring people closer to jobs, services and amenities.
 - Invest in transportation infrastructure, including mass-transit, autonomous vehicles and active transit, such as walking and cycling.

Rural communities are essential to Australia’s wellbeing. What is required to ensure equitable access to quality jobs, lifestyle amenities, education and other services? What role do partnerships have to play in this?

Local governments are vital partners in achieving the urban shift? What needs to be brought to the partnerships by other parties? What policies need to be developed or changed?

- An ENERGY shift to manage Australia’s transition to a reliable, affordable, low-emissions energy economy that builds on Australia’s existing sources of comparative advantage.
 - Manage the transition to renewable sources of electricity, which will be driven by declining technology costs for generation, storage and grid support.
 - Improve energy productivity using available technologies to reduce household and industrial energy use.
 - Develop new low-emissions energy exports, such as hydrogen and high-voltage direct current power.

What role do local governments play in the energy shift? How will local governments and communities benefit?

- A LAND shift to create a profitable and sustainable mosaic of food, fibre and fuel production, carbon sequestration and biodiversity.
 - o Invest in food and fibre productivity by harnessing digital and genomic technology, as well as using natural assets more efficiently.
 - o Participate in new agricultural and environmental markets, such as carbon forestry, to capitalise on Australia's unique opportunities in global carbon markets.
 - o Maintain, restore and invest in biodiversity and ecosystem health, which will be necessary to achieve increased productivity.

How can rural and regional communities' benefit from the land shift? What partnerships are required to achieve this shift?

- A CULTURE shift to encourage more engagement, curiosity, collaboration and solutions, and should be supported by inclusive civic and political institutions.
 - o Rebuild trust and respect in Australia's political, business and social institutions.
 - o Encourage a healthy culture of risk taking, curiosity and an acceptance of fear of failure to support entrepreneurship and innovation.
 - o Recognise and include social and environmental outcomes in decision-making processes.

How can local governments build partnerships with their local communities that also benefit the nation as a whole?

How can local governments work in partnership with the Australian Government and other key stakeholders to achieve these shifts and other significant policy challenges?

Can a partnership approach address the current infrastructure backlog and ensure that infrastructure (including transport infrastructure) is available and fit for the future?

Trust

To effectively implement the scale of change and reform that will be required for the growing Australian population, government needs to focus on rebuilding trust. According to the *Edelman Trust Barometer*², trust in government around the world fell to record lows in 2018. While modest increases were reported in the 2019 study including in Australia, citizens around the world are struggling to trust that their governments are working in their best interest.

The 2018 report *Trust and Democracy in Australia: Democratic decline and renewal*³ revealed that Members of the Australian Parliament (MPs) in general are distrusted by nearly half the population (48 per cent) with only one in five (21 per cent) are willing to express that they trust them "a little bit". For State MPs and local councillors, the figure is slightly better with 31 % and 29 % respectively indicating they "trust them a little bit". Table 1 details the level of trust in different generations.

	Generation Z (1995-present)	Millennials (1980-94)	Generation X (1965-79)	Baby Boomers (1946-64)	Builders (1925-45)
State/Territory Government	38.5%	40.0%	26.7%	35.7%	44.1%
Federal Government	39.5%	31.5%	21.5%	30.8%	39.2%
Political parties	26.9%	15.6%	12.2%	16.7%	15.7%
Local Government	66.5%	47.1%	33.6%	47.5%	54.9%
Government ministers	27.5%	24.5%	15.7%	24.3%	31.1%
MPs in general	26.9%	23.2%	16.1%	20.2%	22.3%
Local Councillors	33.8%	31.7%	24.7%	27.2%	33.3%
Public Servants	45.4%	40.4%	34.4%	39.4%	35.9%
Your local MP	29.2%	30.5%	27.5%	31.2%	39.8%

Table 1: Levels of political trust in different generations (source: Stoker et al 2018)

The report revealed that one thing that appears to unite most Australians is complaining about their politicians with the three biggest grievances being:

- politicians are not accountable for broken promises;
- that they don't deal with the issues that really matter; and
- that big business/trade unions have too much power.

Professor Ken Smith, the Dean and CEO of the Australia and New Zealand School of Government (ANZSOG), is intent on understanding the factors that drive distrust in government and developing innovative ways to counter some of these trends. He has highlighted⁴ that people look at central government and see bureaucrats far removed from their own local circumstances. In Australia, where people live in very varied conditions, it is crucial for policymaking to be based in local realities. Yet locally-based solutions have not been the method of choice so far in Australian politics. The answer, according to Professor Smith, is devolved government, or subsidiarity where “policies are driven by and tailored to the needs of the local community – to avoid the problem of service provision that completely misses the mark”.

Some commentary suggests that declining trust and confidence is driven by a perceived failure of our institutions to uphold promises and deliver outcomes. Research undertaken for *Trust and Democracy in Australia: Democratic decline and renewal*⁵ revealed a significant appetite for reform including the co-design of policies with ordinary Australians, citizen juries, to solve complex problems that parliament can't fix, and reforms aimed at creating a stronger community or local focus to decision-making.

The Review into the Australian Public Service (APS) had a focus on delivering local solutions⁶ not only in terms of place-based policy making but also by paying attention to communities (often specific communities determined by interest or identity). The review found that there is currently no guiding set of administrative principles or coordinated holistic architecture either within the APS or across the APS and other levels of government to fully support and enable local delivery solutions.

The report⁷ went on “evidence suggest the need for increasing localised solutions in genuine partnership with communities to achieve best social, economic and environmental outcomes. Top down policy making is no longer sufficient alone to deal with community expectations or the complexity of challenges faced in community settings. Communities themselves need to be part of the solutions, right from problem conception to design, implementation and evaluation”. “There are opportunities for the APS to get closer to the communities it services directly and indirectly (through effective partnerships with other levels of government and civil society”.

How can local governments address the trust deficit with their local communities and assist the Australian Government to do the same?

How can the Australian Government and local governments maximise the strengths and abilities of the public service (including council staff) and deliver in partnership for our communities?

How can we draw on the strengths and resourcefulness of local governments and local communities to work in partnership with the Australian Government to tackle issues of national significance and lift key economic and social indicators?

What do local governments bring to the table to tackle issues of national significance?

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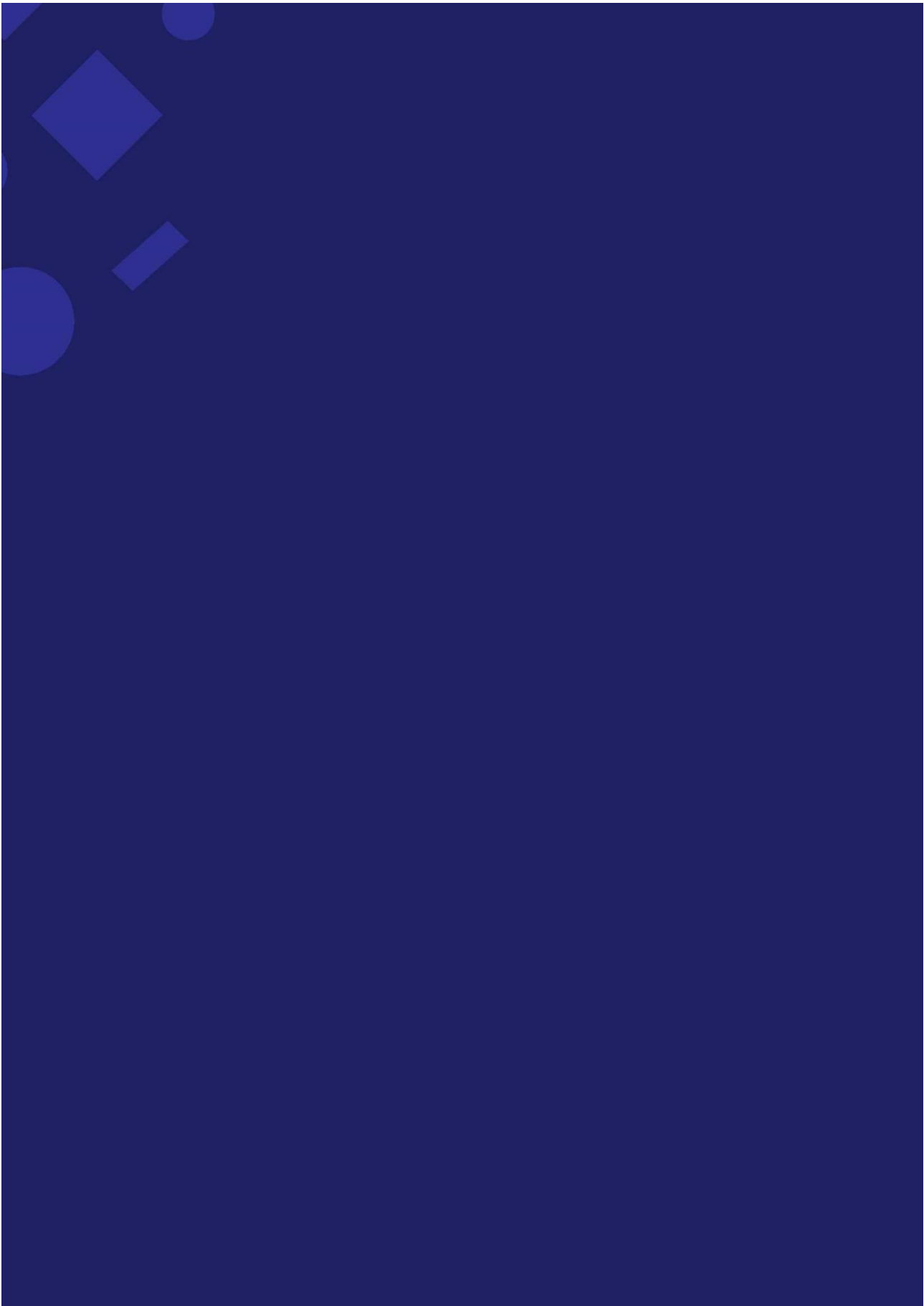
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**AUSTRALIAN
LOCAL GOVERNMENT
ASSOCIATION**

AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION
8 Geils Court Deakin ACT 2600 PHONE (02) 6122 9400
EMAIL alga@alga.asn.au WEB www.alga.asn.au

2020 NGA Motions

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda.

Criteria for Motions

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. Be relevant to the work of Local Government Nationally
2. Not be focussed on a specific location or region – unless the project has national implications. You will be asked to justify why your motion has strategic importance and should be discussed at a national conference
3. Be consistent with the themes of the NGA
4. Complement or build on the policy objectives of your state and territory local government association
5. Be submitted by a council which is a financial member of their state or territory local government association
6. Propose a clear action and outcome i.e. call on the Australian Government to do something
7. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

State*

Council*

COUNCIL CONTACT

Title*

First Name*

Last Name*

Position*

COUNCIL

Address 1*

Address 2

Suburb/City*

Postcode*

Phone*

Email*

MOTION DETAILS

Motion*

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National Objective*

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Summary of Key Arguments*

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Declaration*

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This motion has been endorsed by Council

SUBMIT

Posted 25 October, 2019

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2015 that Council move into Closed Council.

IN CONFIDENCE

03/20.17.0

CLOSED COUNCIL

03/20.17.1

Confirmation of Closed Council Minutes – Council Meeting 17 February 2020

03/20.17.2

Outstanding Actions List for Closed Council

03/20.17.3

Tender – Contract 038\003\001\ Drilling, Blasting, Crushing, Blending & Stockpiling of Gravel at Halfway Hill Quarry on Ansons Bay Road & Merry Creek on Mathinna Plains Road - Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2005 that Council move out of Closed Council.