

COUNCIL MEETING AGENDA

Monday 18 May 2020
Via MS Teams

John Brown, General Manager
Break O'Day Council
11 May 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 via MS Teams due to COVID-19 on Monday 18 May 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.



JOHN BROWN
GENERAL MANAGER

Date: 11 May 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 and staff 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.

05/20.1.0 ATTENDANCE

05/20.1.1 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 Lesa Whittaker
Councillor Kylie Wright

05/20.1.2 Apologies

Nil.

05/20.1.3 Leave of Absence

05/20.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews

05/20.2.0 PUBLIC QUESTION TIME

05/20.3.0 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.

05/20.4.0 CONFIRMATION OF MINUTES

05/20.4.1 Confirmation of Minutes – Council Meeting 20 April 2020

OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 20 April 2020 be confirmed.

05/20.5.0 COUNCIL WORKSHOPS HELD SINCE 20 APRIL 2020 COUNCIL MEETING

There was a Workshop held on Monday 4 May 2020 – the following items were listed for discussion.

- Northern Tasmania Development Corporation (NTDC) Members Agreement 2020 – 2023 and Population Attraction Coordinator
- 2019 / 2020 Annual Plan – March Quarterly Review
- Update – Kerbside Waste Collection Service Costs
- Report from Tender Assessment Panel for Request for Tender's (RFT's) – 030\001\116 and 030\001\120 – Georges Bay Cycleway Extension
- Crown Land – Mathinna Cemetery – Request to Purchase
- Review of Council Delegations
- Northern Tasmania Development Corporation (NTDC) – Receipt of Quarterly Report

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.

ACTION	DECISION
PROPONENT	J. Binns
OFFICER	Rebecca Green, Planning Consultant
FILE REFERENCE	DA 033-2020
ASSOCIATED REPORTS AND DOCUMENTS	Plans (dated 27 February 2020) Planning Compliance Report (27 February 2020) Bushfire Report (29 January 2019) Traffic Impact Statement (January 2020) Stormwater Retention and Management Report and Trench Detail (19 November 2019) Representation (1) TasWater SPAN (05 March 2020)

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 Interim Planning Scheme 2013* that the application for **2 X DWELLINGS/VISITOR ACCOMMODATION** on land situated at 33 LAWRY HEIGHTS, ST HELENS described in Certificate of Title 9355/70 be **APPROVED** subject to the following conditions:

1. Development must accord with the Development Application DA 033-2020 received by Council 20 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. All works must be in accordance with the conditions of the Submission to Planning Authority Notice by TasWater, TWDA **2020/00234-BODC** as attached to this permit.
3. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.
4. All stormwater runoff from the proposed dwelling and shed must be detained by on-site water storage systems and overflow disposed of within the boundaries of the subject site by means that will not result in soil erosion or other stormwater nuisance.
5. The vehicle crossover from the carriageway to the property boundary must be constructed in accordance with standard drawing TSD-R09-v1 (attached – the drawing details the extra width) and maintained in general accordance with the vehicular crossing requirements of Council's Infrastructure & Development Services Manager. The construction of a standard duty vehicular crossover will provide effective, safe and nuisance-free vehicle access in connection with the proposed development and must be financed by the applicant.
6. No works are to commence on the crossover until a permit to undertake works in the road reservation has been issued by Council's Works Operations Manager for the crossover.
7. The areas shown to be set aside for vehicle access and car parking must be:
 - a. Completed prior to the use of the development commencing;

- b. Designed and laid out in accordance with provisions of E6.0 of the *Break O'Day Interim Planning Scheme 2013*;
 - c. Constructed with a impervious surface and drained in a manner that will not cause stormwater nuisance to occupants of adjoining properties; and
 - d. Line-marked or delineated to identify car parking spaces.
8. Prior to the use commencing on site, the northern first floor window of Unit 1 must have a fixed external privacy shutter which will maintain light and ventilation to the internal room but prevent overlooking to adjacent properties.
 9. No signage is approved as a part of this permit; any future signage will be subject to a separate application should it be required.
 10. All building wastes are to be removed to the appropriate waste disposal facility to prevent an environmental nuisance being caused outside of the works site.
 11. Any damage that may occur to any Council infrastructure during the construction of the proposed development must be reinstated to the satisfaction of Council and at the costs of the developer.
 12. All conditions of this permit must be completed to the satisfaction of the responsible authority, prior to the dwellings/visitor accommodation units being occupied on the subject site.

ADVICE

- All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within two (2) metres of any Council owned infrastructure must be done in consultation with Council's Infrastructure & Development Services Manager.
- Activities associated with construction works are not to be performed outside the permissible time frames listed:

Mon-Friday 7 am to 6 pm

Saturday 9 am to 6 pm

Sunday and public holidays 10 am to 6 pm

PROPOSAL SUMMARY:

Application is made for the use and construction of two (2) dwellings that are to be used for either or a combination of short-medium term stays (visitor accommodation) and residential use at 33 Lawry Heights, St Helens. Residential use in the General Residential Zone is a permitted use if not for a single dwelling, under Table 10.2 of the *Break O'Day Interim Planning Scheme 2013*. Visitor Accommodation, under Planning Directive No. 6 (effective 1 August 2018) is also permitted use within the General Residential Zone.











PREVIOUS COUNCIL CONSIDERATION:

DA067-2019 – Site Works (withdrawn).

OFFICER'S REPORT:

1. The Proposal

Break O'Day Council received the original application on 20 February 2020 from J. Binns on behalf of the owner of the subject land, Andi Lucas for the use and construction of two (2) multiple dwellings at 33 Lawry Heights, St Helens.

The proposed use is for dual use purposes for either long term residential use (Residential – multiple dwellings) and/or short to medium term stays for visitor accommodation.

The 755m² predominantly fenced and steeply sloping development site abuts similarly zoned properties with existing dwellings on the properties abutting the northern and southern boundaries and to the west. To the east is Crown land.

The proposal is to construct two (2) double storey units, each will comprise on the ground floor level living room, dining room, kitchen, laundry and bathroom and deck with a single bedroom and sitting area on the first floor level. Each unit will comprise a total floor area of 128.81m² over the two (2) levels. Due to the steep slope of the site, car parking is proposed immediately adjacent to the frontage boundary to provide for level parking with reversing ability to the street only. Terracing and landscaping including privacy screening is proposed in this portion of the subject site.

The buildings are proposed to be clad with hempcrete walls with painted render finish and colorbond roof cladding. The decks will have a laserlite roofed verandah with timber frame.

Following receipt of the representation and to complete the assessment of the application, Council requested and received an extension of time to 25 May 2020.

2. Applicable Planning Scheme Provisions

Part 10 General Residential Zone

E4 Road and Railway Assets Code

E6 Car Parking and Sustainable Transport Code

E9 Water Quality Code

3. Referrals

The application was referred to Council's Works Support Officer for comment, who provided the following comment on 28 February 2020:

"Because the stormwater is going to be retained onsite it's not a Works Dept issue for comment.

The crossover needs to be constructed in accordance with standard drawing TSD-R09-v1 (attached – the drawing details the extra width) and they'll need to apply for a Works Permit prior to commencing work in the road reservation (application attached)."

The application was referred to TasWater for consideration and assessment, who provided a SPAN (Submission to Planning Authority Notice) dated 5 March 2020 with conditions.

4. Assessment

The advertised application relied upon the following six (6) performance criteria as detailed below;

- 1) Planning Directive no. 6 P1
- 2) 10.4.2 Setback and Building Envelopes for All Dwellings P3
- 3) 10.4.7 Frontage Fences for all Dwellings P1
- 4) 10.4.16.1 Stormwater Disposal P1
- 5) 10.4.16.2 Filling of Sites P1
- 6) E6.6.1 Car Parking Numbers 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.**

10 General Residential Zone

10.1 Zone Purpose

10.1.1 Zone Purpose Statements

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

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

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

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

10.2 Use Table

The proposed use fits the use class of Residential, being multiple dwellings and which is a Permitted use within the General Residential Zone.

Residential as defined by the Scheme means:

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

The proposed use also fits the use class of Visitor Accommodation, and which is a Permitted use within the General Residential Zone (Planning Directive no. 6).

Visitor Accommodation as defined by the Planning Directive means:

“use of land for providing short or medium term accommodation, for persons away from their normal place of residence, on a commercial basis or otherwise available to the general public at no cost. Examples include a backpackers hostel, bed and breakfast establishment, camping and caravan park, holiday cabin, holiday unit, motel, overnight camping area, residential hotel and serviced apartment.”

10.3 Use Standards

10.3.1 Amenity

Acceptable Solutions	Proposed Solutions
A1 If for permitted or no permit required uses.	A1 The proposal is for permitted uses. Acceptable solution met.
A2 Commercial vehicles for discretionary uses must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	A2 Not applicable. The proposal is a permitted uses.
A3 If for permitted or no permit required uses.	A3 The proposal is for permitted uses. Acceptable solution met.

10.3.2 Residential Character – Discretionary Uses

Not applicable. The proposal is for permitted uses.

Visitor Accommodation – Planning Directive no. 6

Acceptable Solutions / Performance Criteria	Proposed Solutions
<p>A1 Visitor Accommodation must:</p> <ul style="list-style-type: none">(a) Accommodate guests in existing habitable buildings; and(b) Have a gross floor area of not more than 200m² per lot. <p>P1 Visitor Accommodation must be compatible with the character and use of the area and not cause an unreasonable loss of residential amenity, having regard to:</p> <ul style="list-style-type: none">(a) The privacy of adjoining properties;(b) Any likely increase in noise to adjoining properties;	<p>P1 The proposal is for new visitor accommodation buildings that have a gross floor area greater than 200m² over the lot.</p> <ul style="list-style-type: none">(a) The proposed use is for visitor accommodation that is comprised in 2 x single bedroom units. The main living areas are orientated to look to the east of the subject site and the buildings are adequately located from side boundaries. To the north of the subject site, is a walkway and the subject site does not immediately abut a residential use to the north.

<ul style="list-style-type: none"> (c) The scale of the use and its compatibility with the surrounding character and uses within the area; (d) Retaining the primary residential function of an area; (e) The impact on the safety and efficiency of the local road network; and (f) Any impact on the owners and users rights of way. 	<ul style="list-style-type: none"> (b) It is unlikely that the use will increase noise to adjoining properties beyond that normal for residential uses, due to the single bedroom in each unit proposed, the scale of the facility (2 units only), and the careful placement of the units giving consideration to potential overlooking and location of decks. (c) The scale of the proposal is residential in nature and the buildings are not bulky structures and compatible with the surrounding character of the area, due to the scale, bulk and size. (d) Council is in receipt of information from CBOS relating to approved short term stays in the municipality and a review of this information reveals that there is only 1 other site for visitor accommodation use in Lawry Heights (no. 61), 1 in Homer Street, 3 in Telemon Street, 2 in Mimosa Street as well as the commercial caravan parks in the area. The proposed use will ensure that the residential primacy in the area will be retained, the use also includes residential on this subject site. (e) A Traffic Impact Assessment accompanied the application and due to the scale of the development and the limited number of users, the local road network will not be detrimentally impacted. (f) Not applicable. <p>The proposal is consistent with the performance criteria.</p>
<p>A2 Visitor Accommodation is not for a lot, as defined in the Strata Titles Act 1998, that is part of a strata scheme where another lot within that strata scheme is used for a residential use.</p>	<p>A2 Not applicable. The lot is not part of a strata scheme.</p>

10.4 Development Standards

10.4.1 Residential density for multiple dwellings

Acceptable Solutions	Proposed Solution
<p>A1 Multiple dwellings must have a site area per dwelling of not less than:</p> <ul style="list-style-type: none"> (a) 325 m²; or (b) if within a density area specified in Table 10.4.1 below and shown on the planning scheme maps, that specified for the density area. 	<p>A1 The site has an area of 755m², which results in a density of 1: 377.5m². Acceptable solution met.</p>

10.4.2 Setbacks and building envelope for all dwellings

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1 Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m into the frontage setback, must have a setback from a frontage that is:</p> <ul style="list-style-type: none"> (a) if the frontage is a primary frontage, at least 4.5 m, or, if the setback from the primary frontage is less than 4.5 m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or (b) if the frontage is not a primary frontage, at least 3m, or, if the setback from the frontage is less than 3 m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or (c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or (d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road. 	<p>A1 The proposed frontage setback to Lawry Heights is 5.1m. Acceptable solution met.</p>
<p>A2 A garage or carport must have a setback from a primary frontage of at least:</p> <ul style="list-style-type: none"> (a) 5.5 m, or alternatively 1 m behind the façade of the dwelling; or (b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or (c) 1 m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10 m from the frontage. 	<p>A2 Not applicable, no garage or carport is proposed.</p>

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4 m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m horizontally beyond the building envelope, must:</p> <ul style="list-style-type: none"> (a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by: <ul style="list-style-type: none"> (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5 m from the rear boundary of a lot with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3 m above natural ground level at the side boundaries and a distance of 4 m from the rear boundary to a building height of not more than 8.5 m above natural ground level; and (b) only have a setback within 1.5 m of a side boundary if the dwelling: <ul style="list-style-type: none"> (i) does not extend beyond an existing building built on or within 0.2 m of the boundary of the adjoining lot; or (ii) does not exceed a total length of 9 m or one-third the length of the side boundary (whichever is the lesser). <p>P3 The siting and scale of a dwelling must:</p> <ul style="list-style-type: none"> (a) not cause unreasonable loss of amenity by: <ul style="list-style-type: none"> (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or (ii) overshadowing the private open space of a dwelling on an adjoining lot; or (iii) overshadowing of an adjoining vacant lot; or (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and (b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area. 	<p>P The proposed development is not contained within the prescribed building envelope. Unit 1 exceeds the envelope in the north east corner but will not overshadow the adjoining property as it is to the south and adequately separated. A public footway between the subject site and the adjoining property (no. 31) assists in reducing any impact. The degree of encroachment is minor in that it is predominantly the pitched roof which is a form utilised to reduce the bulk of the structure. Although Unit 2 exceeds the envelope this is a minor protrusion as defined in the Scheme as it is the eaves portion only.</p> <p>The proposal is consistent with the performance criteria.</p>

10.4.3 Site coverage and private open space for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 Dwellings must have:</p> <ul style="list-style-type: none"> (a) a site coverage of not more than 50% (excluding eaves up to 0.6 m); and (b) for multiple dwellings, a total area of private open space of not less than 60 m² associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and (c) a site area of which at least 25% of the site area is free from impervious surfaces. 	<p>A1 The applicant has demonstrated the dwellings will have:</p> <ul style="list-style-type: none"> a. a site coverage of less than 50%; and b. a total area of private open space greater than 60m² associated with each dwelling; and a. a site area greater than 25 per cent of the site area will be free of impervious surfaces. <p>Acceptable solution met.</p>
<p>A2 A dwelling must have an area of private open space that:</p> <ul style="list-style-type: none"> (a) is in one location and is at least: <ul style="list-style-type: none"> (i) 24 m²; or (ii) 12 m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and (b) has a minimum horizontal dimension of: <ul style="list-style-type: none"> (i) 4 m; or (ii) 2 m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and (c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and (d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least 3 hours of sunlight to 50% of the area between 9.00am and 3.00pm on the 21st June; and (e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and (f) has a gradient not steeper than 1 in 10; and (g) is not used for vehicle access or parking. 	<p>A2 Each dwelling will have an exclusive 24m² private open space located on the north-east of each dwelling and terraced to provide usable space. Private open space is conveniently located and accessible from the living area of each dwelling.</p> <p>Acceptable solution met.</p>

10.4.4 Sunlight and overshadowing for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</p>	<p>A1 Living spaces of each unit have windows facing north. Acceptable solution met.</p>
<p>A2 A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</p> <ul style="list-style-type: none"> (a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B): <ul style="list-style-type: none"> (i) at a distance of 3 m from the window; and (ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal. (b) The multiple dwelling does not cause the habitable room to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June. (c) That part, of a multiple dwelling, consisting of: <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4 m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling. 	<p>A2 The proposed units are located within the acceptable orientation. Acceptable solution met.</p>
<p>A3 A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):</p> <ul style="list-style-type: none"> (a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C): <ul style="list-style-type: none"> (i) at a distance of 3 m from the northern edge of the private open space; and (ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal. (b) The multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June. That part, of a multiple dwelling, consisting of: <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4 m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling. 	<p>A3 Not applicable, the proposed units are offset so that Unit 2 is to the south of the private open space of Unit 1.</p>

10.4.5 Width of openings for garages and carports for all dwellings

Acceptable Solutions	Proposed Solution
A1 A garage or carport within 12 m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6 m or half the width of the frontage (whichever is the lesser).	A1 Not applicable, no carport or garage is proposed.

10.4.6 Privacy for all dwellings

Acceptable Solutions	Proposed Solutions
A1 A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1 m above natural ground level must have a permanently fixed screen to a height of at least 1.7 m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a: <ul style="list-style-type: none"> (a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3 m from the side boundary; and (b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4 m from the rear boundary; and (c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6 m: <ul style="list-style-type: none"> (i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or (ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site. 	A1 Not applicable, the proposed decks are less than 1m above natural ground level.
A2 A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1 m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b): <ul style="list-style-type: none"> (a) The window or glazed door: <ul style="list-style-type: none"> (i) is to have a setback of at least 3 m from a side boundary; and (ii) is to have a setback of at least 4 m from a rear boundary; and (iii) if the dwelling is a multiple dwelling, is to be at least 6 m from a window or glazed door, to a habitable room, of another dwelling on the same site; and (iv) if the dwelling is a multiple dwelling, is to be at least 6 m from the private open space of another dwelling on the same site. (b) The window or glazed door: <ul style="list-style-type: none"> (i) is to be offset, in the horizontal plane, at least 1.5 m from the edge of a window or glazed door, to a habitable room of another dwelling; or (ii) is to have a sill height of at least 1.7 m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or (iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7 m above floor level, with a uniform transparency of not more than 25%. 	A2 The northern first floor window of Unit 1 will have a fixed external privacy shutter which will maintain light and ventilation to the internal room but prevent overlooking into the property to the north beyond the public walkway. Acceptable solution met.

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

10.4.7 Frontage fences for all dwellings

Acceptable Solutions/Performance Criteria	Proposed Solution
<p>A1 A fence (including a free-standing wall) within 4.5 m of a frontage must have a height above natural ground level of not more than:</p> <ul style="list-style-type: none"> (a) 1.2 m if the fence is solid; or (b) 1.8 m, if any part of the fence that is within 4.5 m of a primary frontage has openings above a height of 1.2 m which provide a uniform transparency of not less than 30% (excluding any posts or uprights). <p>P1 A fence (including a free-standing wall) within 4.5m of a frontage must:</p> <ul style="list-style-type: none"> (a) Provide for the security and privacy of residents, while allowing for mutual passive surveillance between the road and the dwelling; and (b) Be compatible with the height and transparency of fences in the street, taking into account the: <ul style="list-style-type: none"> (i) topography of the site; and (ii) traffic volumes on the adjoining road. 	<p>P A 1.8m high screen is proposed for a 4.0m section of the parking area with a 2.0m frontage setback. The screen has been designed to provide privacy between Unit 1 and the car parking area but will not restrict passive surveillance between the property and the street. The screen will be perpendicular to the boundary and is a freestanding structure which will not adversely impact on the streetscape. There are solid front fencing parallel and upon frontage boundaries within the streetscape. The proposal is consistent with the performance criteria.</p>

10.4.8 Waste storage for multiple dwellings

Acceptable Solutions	Proposed Solution
<p>A1 A multiple dwelling must have a storage area, for waste and recycling bins, that is an area of at least 1.5 m² per dwelling and is within one of the following locations:</p> <ul style="list-style-type: none"> (a) in an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or (b) in a communal storage area with an impervious surface that: <ul style="list-style-type: none"> (i) has a setback of at least 4.5 m from a frontage; and (ii) is at least 5.5 m from any dwelling; and (iii) is screened from the frontage and any dwelling by a wall to a height of at least 1.2 m above the finished surface level of the storage area. 	<p>A1 The applicant has shown bin storage areas for the dwellings. Acceptable solution met.</p>

10.4.9 Storage for multiple dwellings

Acceptable Solutions	Proposed Solution
A1 Each multiple dwelling must have access to at least 6 cubic metres of secure storage space.	A1 The applicant has shown a storage shed of at least 6 cubic metres of secure storage space. Acceptable solution met.

10.4.10 Common property for multiple dwellings

Acceptable Solutions	Proposed Solution
A1 Development for multiple dwellings must clearly delineate public, communal and private areas such as: a) driveways; and b) site services and any waste collection points	A1 The submitted site plan clearly delineates public, communal and private areas such as driveways, site services and waste collection points. Acceptable solution met.

10.4.11 Outbuildings and ancillary structures for the Residential Use Class other than a single dwelling

Acceptable Solutions	Proposed Solutions
A1 Outbuildings for each multiple dwelling must have a combined gross floor area not exceeding 45m ² .	A1 Outbuildings for each multiple dwellings are less than 45m ² . Acceptable solution met.
A2 A swimming pool for private use must be located: a) behind the setback from a primary frontage; or b) in the rear yard.	A2 Not applicable. This application does not propose a swimming pool for private use.

10.4.12 Site Services for multiple dwellings

Acceptable Solutions	Proposed Solutions
A1 Provision for mailboxes must be made at the frontage.	A1 The site plan demonstrates mailboxes provided inside the frontage boundary. Acceptable solution met.
A2 For multiple dwellings power supplies must be underground.	A2 The applicant has stated the power supply will be underground. Acceptable solution met.

10.4.13 Clauses 10.4.13.1 – 10.4.13.10 only apply to development within the Residential Use Class which is not a dwelling

Not applicable. This application is for multiple dwellings only (residential use proposed).

10.4.14 Non Residential Development

Acceptable Solution	Proposed Solutions
A1 If for permitted or no permit required uses.	A1 The proposal is for permitted uses (Multiple Dwellings – permitted in Zone and Visitor Accommodation – permitted as per Planning Directive no. 6). Acceptable solution met.

10.4.15 Subdivision – not applicable.

10.4.16 Clauses 10.4.16.1 to 10.4.16.2 applies to all development other than subdivision

10.4.16.1 Stormwater Disposal

Acceptable Solutions/Performance Criteria	Proposed Solution
<p>A1 All run off from buildings must be directed into on-site water storage tanks and the overflow from the tanks disposed of into the Council maintained roadside drain or the reticulated stormwater system.</p> <p>P1 Stormwater must be managed on the site so that it does not cause pollution, soil erosion or flooding to adjacent lots.</p>	<p>P1 There is no stormwater main servicing the property and on-site stormwater absorption is proposed. A Stormwater Retention and Management Report and Trench Detail (19/11/19) was submitted with the application demonstrating that stormwater can be managed on the site so that it does not cause pollution, soil erosion or flooding to adjacent lots. The proposal is consistent with the performance criteria.</p>

10.4.16.2 Filling of sites

Acceptable Solutions/Performance Criteria	Proposed Solution
<p>A1 Fill must be;</p> <ul style="list-style-type: none"> a) No more than 50m³, and b) Clean fill, and c) Located more than 2m from any boundary. <p>P1 Larger amounts of fill must have regard to:</p> <ul style="list-style-type: none"> a) How stormwater overflows will be directed towards the reticulated stormwater collection points or where this is not possible, how storm water run off will be directed away from adjoining lots so as not to cause a nuisance. 	<p>P1 Excavation is proposed to the site to facilitate access to the buildings. Earth excavated is proposed to be utilized as fill within the landscaped areas on the site, no stormwater flows onto adjacent properties is to be created. A Stormwater Retention and Management Report and Trench Detail (19/11/19) was submitted with the application demonstrating compliance. The proposal is consistent with the performance criteria.</p>

Part E Codes

E1 Bushfire-Prone Areas Code – Not applicable.

E2 Potentially Contaminated Land Code – Not applicable

E3 Landslip Code – Not applicable

E4 Road and Railway Assets Code

E4.6.1 Use and Road or Rail Infrastructure

Acceptable Solutions	Proposed Solutions
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%.	A1 Not applicable. The proposal is not 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.
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.	A2 The proposed use is not expected to generate more than a total of 40 vehicle entry and exit movements per day. The proposal complies with the Acceptable Solution.
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%.	A3 Not applicable. The proposal is within a signed 50km/h speed zone.
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%.	A4 Not applicable. The development site is not serviced by a side road from a deficient junction.

E4.7 Development Standards

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

Acceptable Solutions	Proposed Solutions
<p>A1</p> <p>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:</p> <ul style="list-style-type: none">a) New road works, buildings, additions and extensions, earthworks and landscaping works; andb) Building envelopes on new lots; andc) Outdoor sitting, entertainment and children's play areas.	<p>A1 Not applicable.</p>

E4.7.2 Management of Road Accesses and Junctions

Acceptable Solutions	Proposed Solutions
<p>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.</p>	<p>A1 The development site is located on a road within a signed 50km/h speed limit zone and includes one existing access providing both entry and exit. The proposal complies with the Acceptable Solution.</p>
<p>A2 For roads with a speed limit of more than 60km/h the development must not include a new access or junction.</p>	<p>A2 Not applicable.</p>
<p>A3 Accesses must not be located closer than 6m from an intersection, nor within 6m of a break in a median strip.</p>	<p>A3 Not applicable, no new access proposed.</p>

E4.7.3 Management of Rail Level Crossings – Not applicable.

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

Acceptable Solutions	Proposed Solutions
<p>A1 Sight distances at</p> <ul style="list-style-type: none">a) An access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; andb) Rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices – Railway crossings, Standards Association of Australia; orc) If the access is a temporary access, the written consent of the relevant authority have been obtained.	<p>A1 Not applicable, no new access proposed, although it is proposed to be widened, the access point has sight distances that exceed Table E4.7.4.</p>

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Acceptable Solutions/Performance Criteria	Proposed Solutions
<p>A1 The number of car parking spaces must not be less than the requirements of:</p> <ol style="list-style-type: none"> Table E6.1; or A parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone). <p>P1 The number of car parking spaces provided must have regard to:</p> <ol style="list-style-type: none"> The provisions of any relevant location specific car parking plan; and The availability of public car parking spaces within reasonable walking distance; and 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 The availability and frequency of public transport within reasonable walking distance of the site; and Site constraints such as existing buildings, slope, drainage, vegetation and landscaping; and 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 An empirical assessment of the car parking demand; and The effect on streetscape, amenity and vehicle, pedestrian and cycle safety and convenience; and <ol style="list-style-type: none"> The recommendations of a traffic impact assessment prepared for the proposal; and Any heritage values of the site; and For residential buildings and multiple dwellings, whether parking is adequate to meet the needs of the residents having regard to: <ol style="list-style-type: none"> The size of the dwelling and the number of bedrooms; and The pattern of parking in the locality; and Any existing structure on the land. 	<p>P1 Table E6.1 requires:</p> <p><i>Residential use in any other zone or any other residential use in the General Residential zone – 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 dwellings.</i></p> <p><i>Visitor Accommodation – 1 space per unit.</i></p> <p>The Planning Scheme requires 2 spaces for the Visitor Accommodation use. The Planning Scheme requires 3 spaces for the Residential use which requires variation.</p> <p>The proposed development provides for 2 open parking spaces within the property boundaries, with no visitor accommodation parking proposed for the multiple dwelling use due to the topography of the site and the availability of on-street parking. A Traffic Impact Statement accompanied the application further demonstrating compliance.</p> <p>The proposal is consistent with the performance criteria.</p>

6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Acceptable Solutions	Proposed Solutions
<p>A1 All car parking, access strips manoeuvring and circulation spaces must be:</p> <ol style="list-style-type: none"> Formed to an adequate level and drained; and Except for a single dwelling, provided with an impervious all weather seal; and Except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces. 	<p>A1 A new widened crossover is to provide access to the proposed parking area, drained to Lawry Heights and constructed in accordance with Council standard drawings. Acceptable solution met.</p>

E6.7.2 Design and Layout of Car Parking

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

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

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

E6.8 Provisions for Sustainable Transport

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

E6.8.5 Pedestrian Walkways

Acceptable Solutions	Proposed Solutions
<p>A1 Pedestrian access must be provided for in accordance with Table E6.5.</p>	<p>A1 No separate access is required given the car parking space number. Acceptable solution met.</p>

E7 Scenic Management Code – not applicable

E8 Biodiversity Code – not applicable

E9 Water Quality Code

E9.6.1 Development and Construction Practices and Riparian Vegetation

Acceptable Solutions	Proposed Solutions
A1 Native vegetation is retained within: a) 40m of a wetland, watercourse or mean high water mark; and b) A Water catchment area – inner buffer.	A1 No native vegetation will be removed. Acceptable solution met.
A2 A wetland must not be filled, drained, piped or channelled.	A2 Acceptable solution met.
A3 A watercourse must not be filled, piped or channelled except to provide a culvert for access purposed.	A3 Acceptable solution met.

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 The proposed new units will direct all overflow stormwater from rainwater tanks to proposed stormwater absorption trenches onsite. Acceptable solution met.
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.
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 There is no new road or track that enters or crosses a watercourse or wetland proposed. Acceptable solution met.

E9.6.4 Access

Acceptable Solutions/Performance Criteria	Proposed Solutions
A1 No acceptable solution. P1 New access point to wetland 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.	A1/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.	A2/P2 Not applicable.

E9.6.5 Sediment and Erosion Control – not applicable.

E9.6.6 Water Catchment Areas – not applicable.

E10 Recreation and Open Space Code – not applicable

E11 Environmental Impacts and Attenuation Code – not applicable

E12 Airports Impact Management Code – not applicable

E13 Local Historic Heritage Code – not applicable

E14 Coastal Code – The development site is not on, within or adjoining a coastal dune system

E15 Signs Code – not applicable

E16 On-Site Wastewater Management Code – not applicable

5. Representations

The application was advertised 7 March 2020 to 23 March 2020 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. One (1) representation was received prior to the closing date and time. The issues raised within the representations are as follows:-

Representation 1	Response
Plan exceeds 200m ² living space proviso.	Planning Directive no. 6 has been assessed earlier within this assessment report. The proposal is considered to be consistent with the performance criteria. Two single bedrooms units are proposed and are not prohibited within the Scheme or Planning Directive in terms of land use.
The proposed plan is not compatible with the streetscape in regard to design and purpose.	The proposed meets the acceptable solutions in relation to development standards for frontage setback, heights and setbacks. Although part of Unit 1 extrudes outside the building envelope, the proposal is not inconsistent in scale, size, bulk or form from the character of the streetscape and meets all relevant use and development provisions within the Planning Scheme and Planning Directive no. 6.
The rights and privacy of rate payers in this area have not been considered. Disturbances in relation to noise and traffic.	It is not expected that 2 x single bedroom units will cause noise and traffic impacts beyond that normally undertaken within residential use and development. The uses (multiple dwellings and visitor accommodation) are permitted uses. With the inclusion of a condition in relation to the north facing window of first floor level of Unit 1, with the proposed orientation of the design primarily to the east of the site, the separation between buildings and those adjacent (or beyond a public walkway to the north), the proposal is not expected to cause unreasonable impacts.
Proposal is for 2 invasive 2 storey units.	The proposal complies with the height provisions within the zone. This is a subjective statement and not substantiated further by the representor. The western elevation of the units is single storey sloping to the east to two storey.
The purpose of the build will impact on other services in St Helens e.g. Complaints to Council and Police.	This is not a consideration of the planning scheme and is a civil matter should the occupants cause a nuisance beyond that normally acceptable in residential areas. There is no evidence or substantiated grounds to the submission for further consideration.

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 General Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and six (6) Performance Criterion; the received representation has been considered. It is recommended for approval with conditions normally set to this type of development.

LEGISLATION / STRATEGIC PLAN & POLICIES:

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

BUDGET AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority.

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

ACTION	INFORMATION
PROPONENT	Residents/Ratepayers
OFFICER	John Brown, General Manager
FILE REFERENCE	017\007\002\
ASSOCIATED REPORTS AND DOCUMENTS	Petition

OFFICER'S RECOMMENDATION:

That Council receive the petition and note that the NRM Officer is already investigating this matter and a report will be provided to Council.

INTRODUCTION:

The petition which was received on the 8 April 2020 and the following was proposed on the petition:

We the electors of the Break O'Day Municipality area petition the Mayor and the Councillors in accordance with the *Local Government Act 1993* to:

Support the protection of all Future Potential Production Forests in the Break O'Day Municipality in secure conservation reserves under the *Nature Conservation Act 2002*.

PREVIOUS COUNCIL CONSIDERATION:

No previous Council consideration.

OFFICER'S REPORT:

The petition was proposed by Ms T Tanner, Mr N Langoulant and Ms T Langoulant and does not meet the requirements of Section 57 of the *Local Government Act 1993*.

As per Section 57(2)(e)(i) the petition does not meet the legislative requirements as there are a total of 286 signatures which form this part of the petition and following a cross check with the Electoral Roll dated 13 September 2018 there was the following breakdown:

On Electoral Roll	150
Not on Electoral Roll	109
Signed More than Once	23
Not Legible	4

The total number of signatories required under Section 57 of the *Local Government Act 1993* is "5% of the electors of the Municipal area or 1,000 of those electors whichever is the lesser". The current number on the Electoral Roll as at the 13 September 2018 is 5,330 which calculates to a minimum of 266 eligible signatories for the 5%.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

LEGISLATION & POLICIES:

Section 57, *Local Government Act 1993*.

57. Petitions

- (1) *A person may lodge a petition with a council by presenting it to a councillor or the general manager.*
- (2) *A person lodging a petition is to ensure that the petition contains –*
 - (a) *a clear and concise statement identifying the subject matter and the action requested; and*
 - (b) *in the case of a paper petition, a heading on each page indicating the subject matter; and*
 - (c) *in the case of a paper petition, a brief statement on each page of the subject matter and the action requested; and*
 - (d) *a statement specifying the number of signatories; and*
 - (e) *at the end of the petition –*
 - (i) *in the case of a paper petition, the full name, address and signature of the person lodging the petition; and*
 - (ii) *in the case of an electronic petition, the full name and address of the person lodging the petition and a statement by that person certifying that the statement of the subject matter and the action requested, as set out at the beginning of the petition, has not been changed.*
- (3) *In this section –*

electronic petition *means a petition where the petition is created and circulated electronically and the signatories have added their details by electronic means;*

paper petition *means a petition where the petition is created on paper which is then circulated and to which the signatories have added their details directly onto the paper;*

petition *means a paper petition or electronic petition;*

signatory *means –*

 - (a) *in the case of a paper petition, a person who has added his or her details to the paper petition and signed the petition; and*
 - (b) *in the case of an electronic petition, a person who has added his or her details to the electronic petition.*

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

No financial implications to Council.

VOTING REQUIREMENTS:

Simple Majority.

FORM 1 – PETITIONS

PROTECTION OF ALL FUTURE POTENTIAL PRODUCTION
(Name and Subject of Petition) FORESTS

To the Councillors of the Break O'Day Council;

We the electors of the Break O'Day Municipality area petition the Councillors in accordance with the Local Government Act 1993 to: (State Purpose of Petition)

Name of Elector	Address	Signature

Declaration

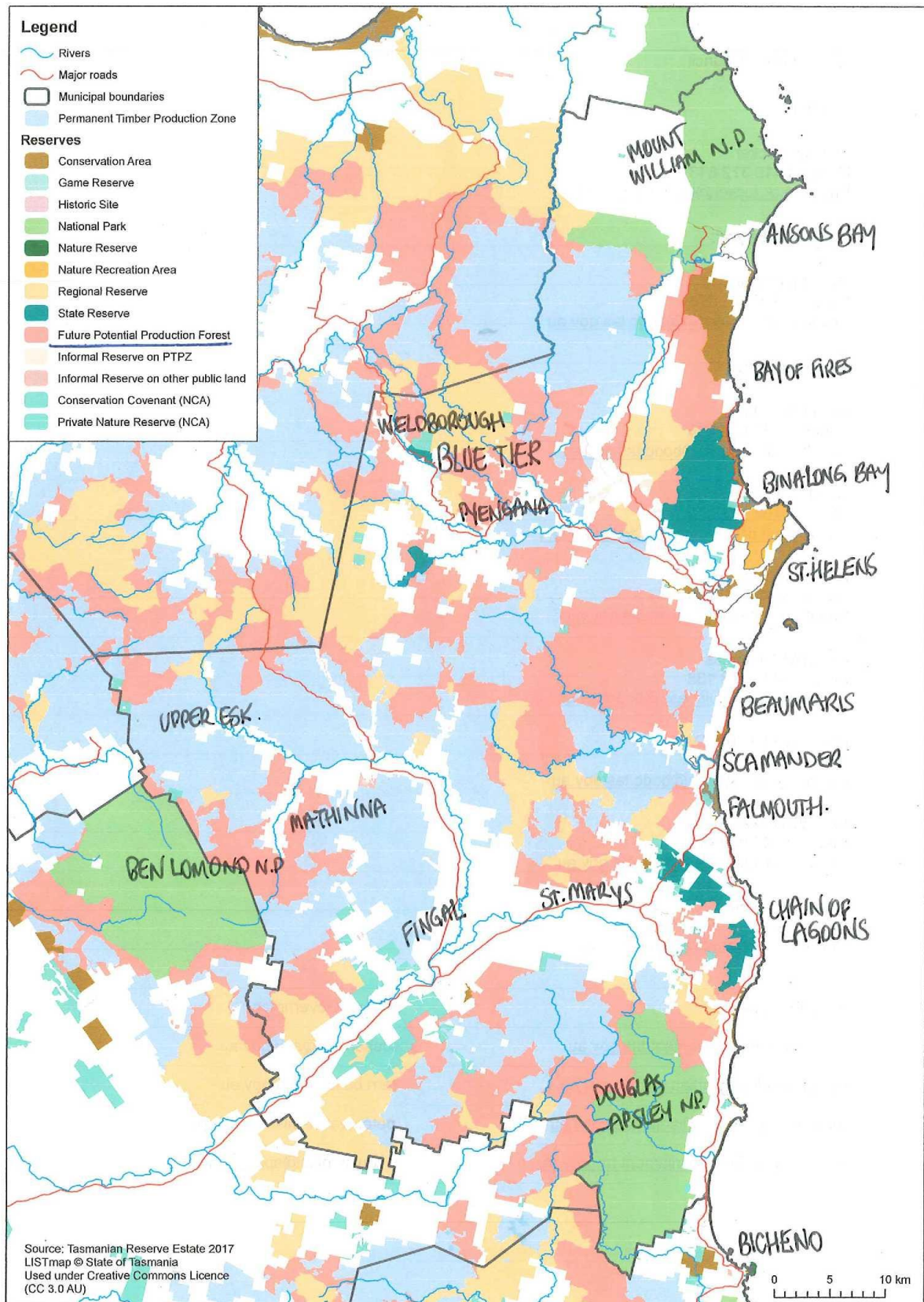
We, the proposers of the petition, being electors of the Break O'Day Municipal area, declare:

- There are 285 Signatories to the petition;
- To the knowledge of the proposers, the signatories are electors of the municipal area;
- The petition was signed between 20/12/19 (Commencement date) and 23/3/20 (Completion date).
- The petition is proposed by-
 1. Terese Tanner 14 Sunbeam Cres, Beaumaris
(Name of Proposer) (Address) (Signature)
 2. Nick LANAOUANT 11 Sunbeam Cres. Beaumaris
(Name of Proposer) (Address) (Signature)
 3. Tani Languant 11 Sunbeam Cres. Beaumaris
(Name of Proposer) (Address) (Signature)
- A petition must be signed by at least three (3) proposers.

Name and address of person to whom notices concerning the Petition shall be addressed.

Terese Tanner 14 Sunbeam Crescent
Beaumaris 7215

Reserves in Break O'Day Municipality



To the Mayor and Councillors of the Break O' Day Council

We the electors of the Break O' Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to : (State Purpose of Petition)

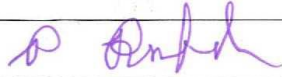


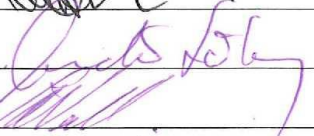



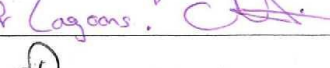



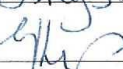







Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector	Address	Signature
Shannahampard	15 groom street st Marys	Shannahampard
Sheena Murphy	86 Grant St Palmyra	Sheena Murphy
Michael Di Giovanni	86 Grant St Palmyra	Michael Di Giovanni
Angus Laeber	5 Stary St st Marys	Laeber
Eileen Sullivan	222 Irishtown Rd St. Marys	Eileen Sullivan
PETER DANE	225 Lower Germantown Rd St. Marys	P. Dane
LEISSA Dane	Rd St. Marys	LA Dane
MALCOLM SKITH	21019 TIB M ^{CHIN} OF LATIONS.	Malcolm Skith
ROD DRUMMOND	121 ^{St. Marys} LOWER GERMAN TOWN.	R. Drummond
ALLAN L TORRES	^{MATHINNA} HOT 1 KING ST.	Allan L Torres
Anne Higgins	49 Riverview Rd Seamander 7215	Anne Higgins
Linda Szytko	49A ST PATRICKS HEAD RD	Linda Szytko
M. THOMPSON	MATHINNA	M. Thompson
M. Muir	^{ST MARYS} 1-5 GARDINERS CRK	M. Muir
GWEN WILSON	31 Gardiners Creek Rd, RD St. Marys	Gwen Wilson
Carmen Hilton	631 Elephant Parade	Carmen Hilton
RICK LOHRBY	32 CHINE ST. ST-MARYS	Rick Lohrby
AUDREY CLINGO	97 CECILIA ST ST HELENS	Audrey Clingo
JOHN CLINGO	57 CECILIA ST ST HELENS	John Clingo
Leanne Grant	Evandale 7212	Leanne Grant
Hannah Rubenach-Quinn	79 Cuck Rd, St. Marys 7215	Hannah Rubenach-Quinn

To the Mayor and Councillors of the Break O'Day Council

We the electors of the Break O'Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to : (State Purpose of Petition)

Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector	Address	Signature
Peter Rubenach	36 Dalmaine Rd ^{St Marys}	
Ashley Mason	171. Dublin town. ^{St. Marys}	
Isabel Wilton	251 Whys Rd 7215	
Andrew Lohrey	33 Leage st ^{Irish town}	
Tracy O'Neill	IRISH TOWN Rd St Marys	
PHILLIP HYDE	9 HENRY S MANGANA	
ALAN RICHMOND	21028 TASMAN HWY CHAIN OF LAGOONS	
Christine Hosking	21088 Tasman Hwy, Chain of Lagoons.	
PAUL MCAY.	MR ELEPHANT GRAY	
Tom Kingdon	39 Panadana Dr Port Lorne	
PETER TROODE	19 GRAY ROAD ST MARYS	
Sadie Keys	21324 Tasman Hwy	
Gary Keys	21324 Tasman Hwy	
DIANA KOSTER	1 IRISH TOWN Rd ST MARYS	
Kim Pedersen	469 GARNERS CK RD	
Danna Willson	469 GARNERS CK RD	
Aprilie Lionello	176 Irish Park	
Day Lionello	" "	
Meslie	scamewood	

To the Mayor and Councillors of the Break O' Day Council

We the electors of the Break O' Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to : (State Purpose of Petition)

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Name of Elector	Address	Signature
BRUCE CALBRAITH	4 FRANKS ST. ^{St. Marys}	Bruce Calbraith
COLLEEN TANNER	13 CHARLES ST B' MARIS	C. Tanner
LINDSAY TANNER	13 Charles St B' Maris	L. Tanner
Samantha Somerville	25 Treloggen Drive ^{B. Maris}	S. Somerville
Ashlee M' bairn	25 Treloggen drive ^{B. Maris}	A. M' bairn
JOHN PERAIN	34 TASMAN HWY T216	John Perain
Gordon MAY	4 Dalrym Court -	G. May
STEPHAN TANE-MARON	2/20 HOBSON ST. ST. HELENS	S. Tane-Maron
Katrina Laycock	21 Pringle Scamander	K. Laycock
Bronwen Wimmer	P.O Box 100 ST HELENS	B. Wimmer
Megan Leary	23-25 Gray Rd St Marys	M. Leary
Isabel Witten	251 Lohreys Rd St. Marys ^{Upper Scamander}	I. Witten
Mary Mumford	390 Upper Scamander Rd	M. Mumford
ES Duppre	145 Scamander Ave	E. Duppre
Elizabeth van Tienem	6 High Street, Scamander	E. van Tienem
S VAN DEN HEUVEL	34 TASMAN HWY ^{ST HELENS}	S. van den Heuvel
Frances Taylor	3 Lawry Heights ST Helens	F. Taylor
Sharon Van Der See	1/2 Tasman Hwy, ST. HELENS	S. Van Der See
ELIZABETH FOXLEWIN	79 Brunskill Ave Forest Hill	E. Foxlewin
Eileen Koops	6 Belair Cres. ^{Braemar}	E. Koops
Sean Harris	4 Matthew place	S. Harris

To the Mayor and Councillors of the Break O'Day Council

We the electors of the Break O'Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to : (State Purpose of Petition)


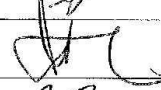

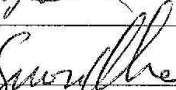
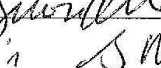
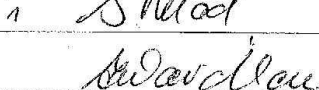
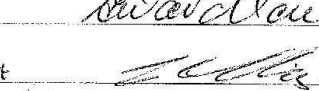
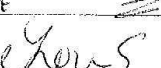
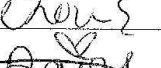



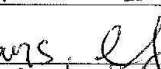


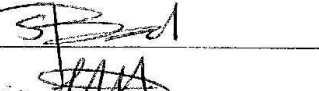

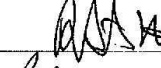
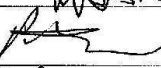
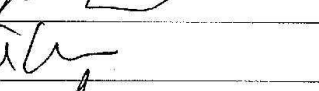

Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector	Address	Signature
Elizabeth Johnston	43 New St, Falmouth	E. Johnston
Tani Langavant.	133 Scamander Ave Scamander	T. Langavant
Nick LANGOULLANT	133 Scamander Ave Scamander	N. Langavant
Beris HAUSER	Goulbs County	B. Hauser
Ron Lowe	8 Lindsay Parade	R. Lowe
Astrid Annkeler	24701 Tasman Hwy ST. HELENS	A. Annkeler
GARY LUCK	22 PENNEY'S RD ST MARYS TAS 7215	G. Luck
GAYLE SMYTHE	72 PENNEY'S RD ST MARYS TAS 7215	G. Smythe
Leissa Dane	225 Lower German Town Rd St Marys 7215	L. Dane
Gregor Hardy	27261 Tasman Hwy	G. Hardy
Jo Myers	119 Rosevears Dr, Rosevears	J. Myers
Kathleen Green	7 Catost, W. L'lon 7250	K. Green
SHIRLEY STREY	32 Drama Pl. Taroona	S. Strey
PAMELA BRETZ	20 Steel St. Scamander	P. Bretz
Maria Boersma	72 Little Swan Pt. Rd., Ararat Beach. 7276	M. Boersma
Mim DOMANSKI	8/47 Welman St L'lon	M. Domanski
Peter Wall	5 Diamond Waters Rise Bicheno	P. Wall
Andrew Wilson	5 Howitt St Falmouth	A. Wilson
ANDREW LOFREY	33 Legge St Falmouth	A. Lofrey
Bruce Keith	14 Prince St. Scamander	B. Keith
Ellen Giles	104 William St Westbury 7303	E. Giles

To the Mayor and Councillors of the Break O'Day Council

We the electors of the Break O'Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to : (State Purpose of Petition)



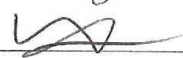





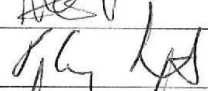


Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector.	Address	Signature
Erica McKinnell	53 Lawry Heights ^{St Helens}	
Nathan McKinnell	53 Lawry Heights ^{St Helens}	
Anthony Pior	4 Medea St	
Simon Holmes	137 Binalong Bay Rd	
Siobhan Mead	68 Lanark Lane Dionas Basin	
Gillian Wardlaw	49 Argonaut Rd St Helens	
Chrissie Ellis	271 St Helens Pt Rd. Altona	
Natasha Lowe	137 Binalong Bay Rd.	
Daisy Holmes	137 Binalong Bay Rd.	
Lisa Harrison	4 Telamon St. St Helens	
Elicia Russell	3 Dune St Scamander	
Cat Freeman	18 Florence Crt Beaumaris	
Ren Detsch	1 Bangview Ave	
Susan Bond	171 St Helens Pt Rd	
Vila Meleisea	20 Sunbeam Cres Beaumaris ^{Stieglitz 2}	
Revel Munro	35 Highcrest Av, Binalong Bay	
PETER NICHOLS	288 Gardeng Pch B. Bay	
Grace Reed	35 Tasman Hwy Beaumaris	
frances lemming	8 Craig Court B Bay	
P. Vongaburg	20 Charles Beaumaris	
P Wright	27 Anne St St Helens	

To the Mayor and Councillors of the Break O' Day Council

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Name of Elector	Address	Signature
Kass Carry	27321 Tasman Hwy Goulais County	
Lilyana Booth	8 pelican court scam	Lily Booth
Jalameea Loudon	14 sunbeam cres bomo	Jalameea
T J Wildman	7 Moricity Rd Stieglitz	
Briejarna Hayes	3 Dune St Scamander	Hayes
Harry Turner	24 Circa ssian St	
Charlotte Freeman	18 Florence Court Beaumaris	
Amelie Richardson	36 Seaview Ave Beaumans	AR
Sophie Lawry	27 sunshine Court, st helens	Sophie
Gwyneth Gibson	189 10th road Goulais county	
Xavier Montavon	581 30 binalong bay rd	Xavier
Noah Hill	50 main road binalong bay	Noah
Joe Pugh	26 Jeanneret cres	Joe
Alex Pledge	68 lanark lane	
Mali Davis	20 sunbeam cres Beaumaris	
Lillian Andrewartha	1 mimosa st sth	
Grace Andrewartha	1 mimosa st sth	GA
Nelson Cubitt	25 annie street	Nelson
Paul Wright	27 Annie St	
Denise Wright	27 Annie St	
Terese Tanner	14 Sunbeam Cres	

To the Mayor and Councillors of the Break O'Day Council

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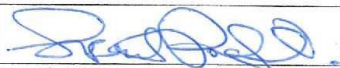
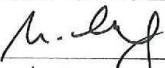
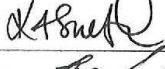

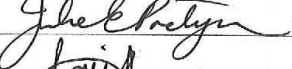
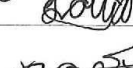


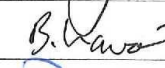

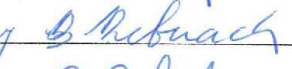

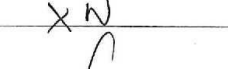


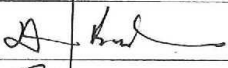
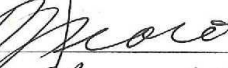



Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector	Address	Signature
Lesa Whi Hake	St Helens	Lesa Whi Hake
CHRISTINA MACKEN	SCAMANDER	Christina Macken
Rex Mackeen	SCAMANDER	Rex Mackeen
Bronwyn Conner	ST HELENS	Bronwyn Conner
Orla Marchmont	St Helens	Orla Marchmont
Jan Matthews	Crocker	Jan Matthews
ROD HUNT	ST MARYS	Rodney Hunt
Megan LETTS	LOTTAM	Megan Letts
Daniel Steiner	5 Templestowe St	Daniel Steiner
JOHN TREVELYAN	5 HOWITT ST FALMOUTH	John Trevelyan
PETER DANE	225 Lower Germantown Rd St. Marys	Peter Dane
JEFF PARSONS	67 QUAIL ST St Helens	Jeff Parsons
QUENTIN SMITH	9 COOPER ST. SEYMOUR	Quentin Smith
Graeme Bech	Beaumaris	Graeme Bech
Valerie Legg	Tarman Hwy Scamander	Valerie Legg
Greg Louden	36 Steel St Scamander	Greg Louden
Margaret Cornish	67 FALMOUTH ST	Margaret Cornish
HELEN LOVE	8 LINDSAY PARADE ST HELENS	Helen Love
R. VERDOHOF	5 PARKERS ST. ST. Helens	R. Verdohof
GAI CHESWORTH	1 PRINGLE ST SCAMANDER	Gai Chesworth
TODD DUDLEY	24751 TASMAN HWY ST. HELENS	Todd Dudley

To the Mayor and Councillors of the Break O' Day Council

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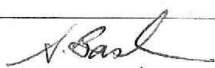
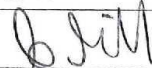
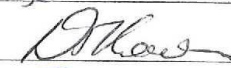
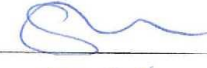




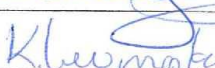
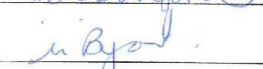
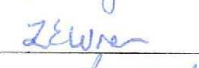

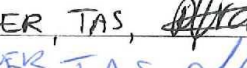




Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector	Address	Signature
Susan Probert	P.O. Box 231 Scamander, TAS 7215	
Kelly Fox	Scamander	
Nick LANGOULANT	133 Scamander Ave	
Kernyn Smith	9 Cooper St Seymour	
Tracy O'Neill	P.O. Box 80 Marys	
Julie Petyman	1015 Helder Rd. Shegals	
Louis Langoulant	133 Scamander avenue	
Xavier Langoulant	133 Scamander ave	
Melissa Manton	39 FORTH ST WOOLATHRA 2025	
Tani Langoulant	133 Scamander Ave 7215	
BERIS LAWATSCHE	43 NEW ST FALLMOUTH	
Paul DUNCAN	26 Leslie St S Louneston	
Beverley Rubenach	36 Dalmaine Rd Gray	
Peter Rubenach	36 Dalmaine Rd. 7215	
Wendy HARRIS	P.O. St Marys 7215	
NINA	84	
Andy de Jonge	Piccanilly Pt 2014 Tas Hwy	
Klaas de Jonge	"	
Don Burt	Emmeh Farm	
PAUL PEACOCK	SEYMOUR TAS PO 59 BICHENO	
Allison Peacock	SEYMOUR TAS PO Box 59 Bicheno	

To the Mayor and Councillors of the Break O' Day Council

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Name of Elector	Address	Signature
SHERYL BASTIN	58 TULLY ST. ST HELENS	
Catherine Gill	27323 TASMAN HWY GOSHEN	
DAVID R COWAN	27323 TASMAN HWY GOSHEN	
Carrie Heenstak	55 Bel-Air Cres St Beaumaris	
Selma Gilbert	11 Halcyon Grace St Helens	
Sally Attard	52 Four Mile Creek	
Lisa Pickles	PO Box 54 St. Helens (Binalong Bay)	
curry, S.W.	St Helens	
BRIAN ENNIO	343 THE GARDENS RD DINAGANG BAY	
KERRY LIVINGSTON	22 TULLY ST. ST HELEN	
Nola Byron	49 Falmouth St St. Helens	
Liz Wren	30 Atlas Dr. St. Helens	
Robin Nichols	286 Terryvale Rd Goshen	
NICOLE FRATER	1 MALIBU ST, SCAMANDER, TAS,	
Heather Keath	14 PRINCIPLE STREET SCAMANDER TAS	
Campbell Gunson	40 JAMES ST, FALMOUTH	
JULIE CAMERON	24311 TASMAN HWY, ST HELENS	

To the Mayor and Councillors of the Break O' Day Council

We the electors of the Break O' Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to: (State Purpose of Petition)

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Name of Elector	Address	Signature
Suzanne Cavallaro	66 Canham's Rd	[Signature]
Graham Higginson	66 Canham's Rd	[Signature]
E. Verschoor	5 Pershays St. H.	[Signature]
H. Shelton	Junoon Place Akaroa	[Signature]
J. Goffrey	24673 Tasman Hwy	[Signature]
John Paterson	24673 Tasman Hwy	[Signature]
Michael Towsey	8 Kiama Pl., Akaroa.	[Signature]
Adam Colley	365 Terryvale Rd Goshen	[Signature]
HEATHER KNIGHT	CECILIA ST ST HELENS	[Signature]
John Brakey	74-76 Main rd Derby	[Signature]
Joe Harrison	4 Telamon St St Helens	[Signature]
Phyllis Phegan	Lower German Town Rd St Marys	[Signature]
Cavin Allen	25 Peron St Stieglitz	[Signature]
Vicki Glazier	3 White St. West Launceston	[Signature]
Robert Barnes	11 View St. St Helens	[Signature]
Andrew Kurtukoff	17 Fresh Water Street	[Signature]
Simon RALPH	beauchamps P.O. Box 85 Hobart	[Signature]
ADDY JONES	St Helens	[Signature]
WOMAN	St Helens	[Signature]
Lila Meleisea	20 Sunbeam Cres	[Signature]
Andrew Davis	11	[Signature]
Chris Cumming	121 Birnie Bay Rd, Helen	[Signature]

To the Mayor and Councillors of the Break O' Day Council

We the electors of the Break O' Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to: *(State Purpose of Petition)*

Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector	Address	Signature
Kathryn Whitelaw	9 Cecilia St. St Helens	K Whitelaw
Michelle Menz	Medea St St Helens	Michelle Menz
Sean Larby	20 Charles St Beaumaris	Sean Larby
Will Innis	9 Beaumaris Ave, Beaumaris	LA

We the undersigned

Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector	Address	Signature
Matthew Brakey	132 edinburgh road castecrag	MB MB
Josie Brakey	132 Edinburgh rd	Brakey
Andrew Kurukoff	17 Freshwater st Beaumaris	A. K
Lila Meleisea	20 Sunbeam Cres	AAA
Andrew Davis	11	Andrew Davis
TOM KELLY	303 GORDON ST, 3032 MARETHERONG	TK

We the electors of the Break O'Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to : *(State Purpose of Petition)*

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[illegible]

To the Mayor and Councillors of the Break O' Day Council

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Name of Elector	Address	Signature
Tracy Thow	Gillies Rd. St Marys	Thow
Kaylee Dunn	3 Alexander St. Cornwall	Dunn
Laura McKinnon	5 Arman St St Marys	McKinnon
PETER O'TOOLE	98 Richardson	O'Toole
Tracy McDonald	Harefield Rd St Marys	McDonald
L. West	four mile creek	West
S. Foreman	99 Mt Elephant Rd	Foreman
B. Agostinelli	86 Man St St Marys	Agostinelli
DANIEL MULLIN	398 German Town Rd	Mullin
Kay Jorgensen	224 Lower German Town	Jorgensen
Leissa Dane	225 Lower " " Rd St Marys	Dane
Rodney BAKER	614 GRAY RD, GRAY	Baker
Ross Quinn	Cartis Rd St Marys	Quinn
M. Simpson	13 Grooms St Marys	Simpson
MeJ. SALONEN	32 ALEXANDER ST CORNWALL	Salonen
Pete Heading	250 L. German Town Rd ST MARYS	Heading
ROD BOND	16 CARDINVERSCHE RD	Bond
JOE FRIAS	19 NEW MAN ST ST MARYS	Frias
LOKUNA FRIAS	19 " "	Frias
Carlie Smith	Launceston	Smith

To the Mayor and Councillors of the Break O' Day Council

We the electors of the Break O' Day Municipality area petition the Mayor and the Councillors in accordance with the Local Government Act 1993 to : (State Purpose of Petition)

Support the protection of all Future Potential Production Forests in the Break O' Day municipality in secure conservation reserves under the Nature Conservation Act 2002

Name of Elector	Address	Signature
Barbara Longmuir	215 Dalmaneyre Rd	[Signature]
[Signature]	215 Dalmaneyre Rd	[Signature]
GAIL CHESWORTH	1 PRINGLE ST	[Signature]
Rodney Baker	614 Gray Road	[Signature]
N. Brennan	34 Camelon St St Marys	[Signature]
Elizabeth Dean	99 Mt Elephant Rd St Marys	[Signature]
Wendy Harris	7. P.O St Marys 7215	[Signature]
Jodie Wright	111 Scamander Ave	[Signature]
Heidi Blackwell	St Mary's	[Signature]
Lynette Bell	ST MARYS	[Signature]
Cynthia Pearson	St Marys	[Signature]
James Hutton	Gray	[Signature]
Tracey Elliot	GRAY	[Signature]
Sharon King	ST MARYS	[Signature]
Janet Seymour	Falmouth	[Signature]
DAN WOOD	SCAMANDER	[Signature]
Lina Price	ST MARYS	[Signature]
Colleen Adams	ST MARYS	[Signature]
C. Craig	New man St Marys	[Signature]
N. Mathers	ST MARYS	[Signature]
R. Scurr	Cornwall	[Signature]

05/20.8.0

NOTICES OF MOTION

Nil.

05/20.9.0

COUNCILLOR'S QUESTIONS ON NOTICE

Nil.

05/20.10.0

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.

05/20.11.0

MAYOR'S & COUNCILLOR'S COMMUNICATIONS

05/20.11.1

Mayor's Communications for Period Ending 18 May 2020

22.04.2020	St Helens Via web	– Meeting with Minister Mark Shelton, Local Government Association of Tasmania (LGAT), Tasmanian Councils. Discuss COVID-19
28.04.2020	St Helens Via web	– TasWater Owners Representative Group Information Session
29.04.2020	St Helens Via web	– General Management Committee COVID-19 catch up
04.05.2020	St Helens Via web	– Council Workshop
04.05.2020	St Helens Via web	– Meeting with Minister Mark Shelton, Local Government Association of Tasmania (LGAT), Tasmanian Councils. Discuss COVID-19 – Local Government Recovery Planning
06.05.2020	St Helens Via web	– Northern Tasmanian Development Corporation (NTDC) members meeting
08.05.2020	St Helens Via web	– East Coast Regional Tourism Organisation – Sip & Chat
13.05.2020	St Helens Via web	– Local Government Association of Tasmania (LGAT) - General Management Committee (GMC) meeting
18.05.2020	St Helens Via web	– Council Meeting

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

05/20.12.0 BUSINESS AND CORPORATE SERVICES

05/20.12.1 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:

Nil.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
04/20.12.4.57	20 April 2020	That Council adopt Fees & Charges for 2020/2021: <ul style="list-style-type: none">With no increase on 2019/2020 Fees & ChargesImplement changes as required by the state governmentAmend planning fees to implement one (1) new charge: Minor amendment – application to amend a Section 57 Permit at \$350	Completed, adopted at April 2020 Council meeting.
04/20.12.5.58	20 April 2020	That Council adopt LG54 Rates Hardship Assistance Policy including the delegations to the General Manager identified in the Policy and further delegate to the General Manager the remission of all penalty and interest charges, and rate charges related to hardship applications until 30 September 2020.	Completed, policy documentation and website updated and communicated to the community; application are being addressed as they are received.

Motion Number	Meeting Date	Council Decision	Comments
04/20/.16.2.68	20 April 2020	Community Care and Recovery Package – COVID-19	Completed, Commercial rate have been waived for 2019/2020 and incorporated into 2020/2021 rate levying; charge reductions are being implemented as they arise.

Staff Movements:

Staff are working from home as appropriate to the nature of their duties; reception team are attending the office, mostly dealing with non-contact customer service, particularly telephone calls.

Meetings Attended:

Limited due to pandemic restrictions

Other Issues:

Investments – Term Deposits

BENDIGO:

\$1,000,000.00	1.45%	Maturing 19/05/2020
\$1,003,575.34	1.20%	Maturing 10/06/2020
\$1,003,654.79	1.20%	Maturing 10/05/2020
\$1,012,894.17	1.20%	Maturing 15/06/2020
\$1,039,064.34	1.20%	Maturing 15/06/2020

CBA:

\$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

Nil.

132 and 337 Certificates

	132	337
April 2020	36	26
March 2020	68	37
April 2019	56	30

Debtors/Creditors @ 5 May 2020

DEBTORS INFORMATION

Invoices Raised

Current		Previous Year	
Month	YTD 19/20	Month	YTD 18/19
65	752	79	754

CREDITORS INFORMATION

Payments Made

Current		Previous Year	
Month	YTD 19/20	Month	YTD 18/19
244	3740	374	3576

Work Health & Safety Coordinator

Officer's Report

The Work Health & Safety (WHS) Coordinator attended various internal meetings related to risk management and undertook one (1) contractor induction while complying with social/physical distancing due to COVID-19.

Attended council staff meeting via MS Team and WHS /Risk Management Committee meeting.

In my role as Return to Work Coordinator attended to injured worker requiring assistance from the St Helens District Hospital as an out-patient.

During the period of **20 April and 7 May 2018 no vandalism was reported to Council.**

RATES INFORMATION as at 7 May 2020						
This financial Year						
2019/2020	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,313,018.65	102,075.50	7,415,094.15	38,594.28	28,596.77	169,621.97
Waste	1,186,206.00	5,399.50	1,191,605.50			
Wheelie	429,934.75	5,343.67	435,278.42			
Recycling	242,865.00	1,812.64	244,677.64			
Fire	365,043.55	2,753.55	367,797.10			
TOTAL	9,537,067.95	117,384.86	9,654,452.81	38,594.28	28,596.77	169,621.97
Last Financial Year						
2018/2019	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,141,391.88	22,016.82	7,163,408.70	49,419.32	34,245.14	56,339.89
Waste	1,151,304.00	4,257.69	1,155,561.69			
Wheelie	411,595.00	571.19	412,166.19			
Recycling	231,894.00	1,138.32	233,032.32			
Fire	346,194.93	994.55	347,189.48			
TOTAL	9,282,379.81	28,978.57	9,311,358.38	49,419.32	34,245.14	56,339.89
Instalments						
2019/2020		Instalment \$	Outstanding \$	Outstanding %		
10 September 2019	Instalment 1	2,382,877.95	37,263.27	1.56%		
12 November 2019	Instalment 2	2,384,730.00	46,973.27	1.97%		
4 February 2020	Instalment 3	2,384,730.00	70,405.65	2.95%		
5 May 2020	Instalment 4	2,384,730.00	324,182.28	13.59%		
	TOTAL:	9,537,067.95	478,824.47	5.02%		
2018/2019						
		Instalment \$	Outstanding \$	Outstanding %		
11 September 2018	Instalment 1	2,321,833.55	54,930.74	2.37%		
13 November 2018	Instalment 2	2,320,182.09	76,969.48	3.32%		
5 February 2019	Instalment 3	2,320,182.09	107,516.20	4.63%		
7 May 2019	Instalment 4	2,320,182.08	345,763.77	14.90%		
	TOTAL:	9,282,379.81	585,180.19	6.30%		
Discount						
	Discount	No. of	Total Ratable	% of total		
2019/2020	145,784.41	3,273	6,461	50.66%		
2018/2019	140,287.08	3,284	6,480	50.68%		

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 30 April 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 30 April 2020.

Trading Account Summary

Council's current position for the month ending 30 April 2020 is summarised as follows:-

CASH AT BEGINNING OF PERIOD	10,581,764
TOTAL INCOME FOR PERIOD	461,480
TOTAL AVAILABLE FUNDS	11,043,244
LESS TOTAL EXPENDITURE	1,301,681
CASH AT END OF PERIOD	9,741,563
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	28,797

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 Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget
INCOME				
Rates and Charges	9,444,046	9,639,828	9,607,500	9,635,814
User Charges	854,541	874,794	681,832	833,091
Grants	3,063,360	1,076,397	1,074,473	2,927,718
Other Income	238,544	418,992	133,333	152,000
Investment Income	712,799	319,294	300,000	538,000
Total Income	14,313,290	12,329,306	11,797,138	14,086,623
Capital Income				
Capital grants	1,719,523	3,964,968	1,625,000	2,875,210
Profit or Loss on Sale of Assets	(168,680)	5,597	10,000	27,000
Total Income	15,864,133	16,299,872	13,432,138	16,988,833
EXPENSES				
Employee Expenses	4,306,263	3,849,513	4,069,993	5,063,524
Materials and Services	3,934,702	3,901,530	3,568,563	4,386,834
Depreciation and amortisation	3,441,977	2,998,829	2,920,161	3,507,593
Other expenses	1,431,396	628,934	543,433	720,115
Total Expenses	13,114,338	11,378,805	11,102,150	13,678,066
Net Operating Surplus\ (Deficit)	1,198,952	950,501	694,989	408,556
Net Surplus\ (Deficit)	2,749,795	4,921,066	2,329,989	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	33,778	7,414,354	7,368,676	7,368,676	101%	
1612	Waste Charges	143	1,191,606	1,188,585	1,188,585	100%	
1613	Fire Levy	1,797	367,797	365,186	365,186	101%	
1614	Tips & Transfer Stations	22,922	131,915	141,566	169,880	78%	
1615	Recycling Charges	203	244,678	243,216	243,216	101%	
1616	Early Settlement Discounts	(343)	(145,784)	(130,000)	(130,000)	112%	
1617	Wheelie Bin Charges	371	435,263	430,271	430,271	101%	
	Total Rates	58,870	9,639,828	9,607,500	9,635,814	100%	
	Environmental Health						
1622	Inspection Fees	-	-	5,000	6,000	0%	
1623	Health/Food Licence Fees and Fines	-	(420)	1,000	14,000	-3%	
1624	Immunisations	-	1,074	-	1,000	107%	
	Total Environmental Health	-	654	6,000	21,000	3%	
	Municipal Inspector						
1631	Kennel Licences	-	40	-	1,200	3%	
1632	Dog Registrations	54	13,293	9,000	50,100	27%	
1633	Dog Impoundment Fees & Fines	-	1,150	2,083	2,500	46%	
1634	Dog Replacement Tags	10	140	-	-		
1635	Caravan Fees and Fines	-	61,810	50,000	50,000	124%	
1636	Fire Abatement Charges	-	-	2,000	2,000	0%	
1637	Infringement Notices	265	10,443	14,583	17,500	60%	
	Total Municipal inspector	329	86,876	77,667	123,300	70%	
	Building Control Fees						
1641	Building Fees	1,845	28,535	25,000	30,000	95%	
1642	Plumbing	4,475	38,270	41,667	50,000	77%	
643	Building Search Fees	-	500	1,000	1,200	42%	
1644	Permit Administration	3,900	37,445	29,167	35,000	107%	
1645	Building Inspections	4,491	44,294	33,333	40,000	111%	
1647	Certificates of Likely Compliance	2,905	34,211	18,333	22,000	156%	
1651	Development Application Fees	9,934	74,193	41,667	50,000	148%	
1653	Subdivision Fees	-	470	2,917	3,500	13%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1654	Advertising Fee	6,400	52,825	41,667	50,000	106%	
1655	Adhesion Orders	-	420	417	500	84%	
1656	Engineering Fees	214	4,708	1,667	2,000	235%	
	Total Planning And Building Control Fees	34,163	315,872	236,833	284,200	111%	
	Government Fees Levies						
1661	B.C.I Training Levy	2,760	30,813	25,000	30,000	103%	
1662	Building Permit Levy	1,380	15,407	14,167	17,000	91%	
1663	132 & 337 Certificates	14,371	101,426	66,667	80,000	127%	
1664	Section 137 Property Sales	-	99,379	-	-		
1666	Right to Information	-	41	-	-		
	Total Government Fees Levies	18,510	247,065	105,833	127,000	195%	
	Investment Income						
1671	Interest Income	2,379	125,294	138,000	150,000	84%	
1675	Tax Equivalents - TasWater	-	31,435	-	-		One off from 2018-19
1676	Dividends - TasWater	-	162,565	162,000	388,000	42%	
	Total Investment Income	2,379	319,294	300,000	538,000	59%	
	Sales Hire and Commission						
1681	Sales	8,821	115,178	120,993	130,100	89%	
1682	Commission	-	11,988	16,022	16,491	73%	
1683	Equipment Hire	-	73	-	-		
1684	Facilities and Hall Hire	2,847	26,889	51,150	55,000	49%	
1685	Facilities Leases	9,976	69,179	66,500	75,000	92%	
1686	Public Liability Blanket Cover	-	18	-	-		
1687	History Room Other Income	-	1,003	833	1,000	100%	
	Total Sales Hire and Commission	21,644	224,328	255,498	277,591	81%	
	Other Income						
1761	Late Payment Penalties inc Interest	1,863	65,203	90,000	100,000	65%	
1763	Heavy Vehicle Contributions	-	48,809	-	-		
1765	Private Works	43,385	198,775	16,667	20,000	994%	MAST - Jetty Upgrades
1766	Cemetery	11,873	17,855	20,833	25,000	71%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1767	Contributions	-	25,000	-	-		FVNH towards Old Tas Hotel
1768	Miscellaneous Income	-	5,664	-	-		
	Total Other Income	57,121	361,305	127,500	145,000	249%	
	Reimbursements						
1773	Workers Comp. Recoveries	-	-	1,667	2,000	0%	
1775	Roundings	20	(356)	-	-		
1776	Miscellaneous Reimbursements	3,286	6,831	4,167	5,000	137%	
1778	GST free reimbursements	131	51,213	-	-		Recovery of legal fees, overdue rate collection costs, property sales costs etc from ratepayers
	Total Reimbursements	3,437	57,687	5,833	7,000	824%	
					-		
	Gain or Loss on Sale of Assets				-		
1781	Profit or Loss on Sale of Assets	-	5,597	10,000	27,000	21%	
	Total Gain or Loss on Sale of Assets	-	5,597	10,000	27,000	21%	
	Grant Income						
	Operating Grants			-			
1792	Financial Assistance Grant	-	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	-	1,076,397	1,074,473	2,927,718	37%	
	Capital Grants						
1791	Roads to Recovery	-	691,109	650,000	650,000	106%	
1791	Old Tasman Hotel	-	75,000	75,000	500,000		
1791	Blackspot			-	600,000		
1791	Jetty Upgrades			-	155,000		
1791	Mountain Bike Trails - Federal Grant	-	1,598,859	-	-		
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	-	-		

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
	Total Capital Grants	-	3,964,968	1,625,000	2,875,210	138%	
	Total Revenue	196,453	16,299,872	13,432,138	16,988,833	96%	
	Expenses						
	Employee Costs						
1811	Salaries and Wages	283,554	2,675,850	2,778,610	3,489,708	77%	
1812	On Costs	104,963	1,118,896	1,271,383	1,549,816	72%	
1813	Overtime Payments	4,836	54,767	20,000	24,000	228%	
	Total Employee Costs	393,354	3,849,513	4,069,993	5,063,524	76%	
	Energy Costs						
1851	Electricity	7,209	113,848	135,047	143,875	79%	
	Total Energy Costs	7,209	113,848	135,047	143,875	79%	
	Materials and Contracts						
1861	Advertising	3,374	49,457	40,292	48,350	102%	
1863	Bank Charges - GST	689	21,311	20,167	24,200	88%	
1864	Books Manuals Publications	102	1,368	3,992	4,790	29%	
1865	Catering	-	9,325	11,750	14,100	66%	
1866	Bank Charges - FREE	32	601	833	1,000	60%	
1867	Computer Hardware Purchase	1,250	16,468	10,000	12,000	137%	
1868	Computer Software Purchase	-	871	-	-		
1869	Computer Internet Charges	-	382	2,125	2,550	15%	
1870	Computer Licence and Maintenance Fees	4,137	149,398	174,050	203,000	74%	
1872	Corporate Membership	-	117,374	137,790	144,790	81%	
1873	Debt Collection	-	41,426	13,333	16,000	259%	Higher successful debt collections
1876	Stock Purchases for Resale	-	43,506	42,000	45,000	97%	
1890	Equipment Hire and Leasing	-	22,219	31,667	38,000	58%	
1891	Equipment Maintenance and Minor Purchases	-	4,539	14,750	17,700	26%	
1893	Internet Billpay Costs	97	5,198	5,833	7,000	74%	
1895	Licensing and Licence Costs	-	38,842	15,000	39,379	99%	
1896	Land and Building Rental or Leasing Costs	-	4,809	17,600	9,000	53%	
1897	Materials	14,262	223,374	237,333	284,800	78%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1898	Phone Calls Rental Fax	3,035	29,294	34,088	40,906	72%	
1899	Postage/Freight	1,585	25,096	20,008	24,010	105%	
1900	Printing/Laminating	-	-	13,833	16,600	0%	
1901	Property Insurance	-	102,821	95,500	95,500	108%	
1902	Room Hire	45	1,105	583	700	158%	
1904	Royalties and Production Licences	-	-	4,167	5,000	0%	
1905	Stationery	1,857	8,532	7,500	9,000	95%	
1906	Water and Property rates Payable	18,937	92,128	97,325	105,800	87%	
	Total Materials and Contracts	49,402	1,009,443	1,051,520	1,209,175	83%	
	Contractor Costs						
1971	Contractors	53,493	782,033	520,333	624,400	125%	\$94k Drought grant expenditure
1972	Cleaning Contractors	3,450	159,426	152,375	182,850	87%	
1973	Waste Management Contractors	81,991	826,638	1,034,713	1,249,425	66%	
	Total Contractor Costs	138,934	1,768,096	1,707,421	2,056,675	86%	
	Professional Fees						
1992	Audit Fees	-	25,912	34,340	36,000	72%	
1993	Legal Fees	497	32,694	23,750	28,500	115%	
1994	Internal Audit Fees	-	4,872	10,000	12,000	41%	
1995	Revaluation Fees- Municipal only	10,650	18,500	23,333	28,000	66%	
1996	Professional Fees - Grant funded	-	98,733	-	-		
1997	Professional Fees - Strategic Projects	-	-	-	150,000	0%	
1998	Other Professional Fees	21,972	232,648	155,833	187,000	124%	Additional planning + Ansons WTS WIP
	Total Professional Fees	33,119	413,359	247,257	441,500	94%	
	Plant Hire						
2101	Plant Hire - Internal	44,325	430,159	417,500	501,000	86%	
2102	Plant Hire - External	-	1,706	4,583	5,500	31%	
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	7,989	148,632	83,583	100,300	148%	
2140	Plant Hire Recovered	(45,208)	(511,924)	(584,167)	(701,000)	73%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
2141	Fuel	11,011	132,024	123,750	148,500	89%	
2142	Fuel Credit	-	(21,306)	(12,500)	(15,000)	142%	
	Total Plant Hire	18,118	234,937	94,967	101,517	231%	
	Government Fees and Levies						
2255	Fire Levy	-	273,695	257,372	332,279	82%	
2257	Building Permit Levy	-	14,557	12,500	15,000	97%	
2258	Land Tax	871	45,541	37,480	56,813	80%	
2259	Training Levy	-	28,054	25,000	30,000	94%	
	Total Government Fees and Levies	871	361,847	332,352	434,092	83%	
	Depreciation						
2305	Depreciation Buildings	19,693	196,408	180,073	216,088	91%	
2306	Depreciation Roads and Streets	152,167	1,521,670	1,521,667	1,826,000	83%	
2307	Depreciation Bridges	36,708	367,080	367,080	440,496	83%	
2308	Depreciation Plant & Equipment	32,452	313,754	274,229	329,075	95%	
2310	Depreciation Stormwater Infrastructure	27,658	276,580	276,580	331,896	83%	
2311	Depreciation Furniture	13,110	127,374	117,098	140,517	91%	
2312	Depreciation Land Improvements	17,842	177,963	165,434	198,521	90%	
2313	Amortisation of Municipal Valuation	1,800	18,000	18,000	25,000	72%	
	Total Depreciation	301,430	2,998,829	2,920,161	3,507,593	85%	
	Other Expenses						
2401	Interest Payable	-	188,712	214,177	335,328	56%	
2403	Bad & Doubtful Debts	-	4,317		-		
2404	Grants and Community Support Given	-	100,027	118,100	142,800	70%	
2405	Rate Remissions	106,003	167,925	57,000	57,000	295%	
2407	Waiver of Fees and Lease etc	-	2,555	-	-		
2408	Refunds/Reimbursements	-	6,622	-	-		
2409	Council Member Expenses	306	16,855	15,000	18,000	94%	
2410	Council Member Allowances	14,318	141,919	139,156	166,987	85%	
	Total Other Expenses	120,628	628,934	543,433	720,115	87%	
	Total Expenses	1,063,065	11,378,805	11,102,150	13,678,066	83%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
	Net Surplus\\(Deficit) before Capital amounts	(866,611)	950,501	694,989	408,556		
	Capital Grants	-	3,964,968	1,625,000	2,875,210		
	Profit or Loss on Sale of Assets	-	5,597	10,000	27,000		
	Net Surplus\\(Deficit)	(866,611)	4,921,066	2,329,989	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	-	
Total Investment Income	2,379	319,296	538,000	
Total Sales Hire and Commission	-	145	6,000	
Total Other Income	-	3,500	-	
Total Reimbursements	996	19,714	-	
Total Gain or Loss on Sale of Assets	-	4,720	-	
Total Revenue	3,374	347,415	544,000	
Total Employee Costs	55,772	578,386	771,532	
Total Energy Costs	-	-	5,800	
Total Materials and Contracts	8,690	335,313	483,650	
Total Contractor Costs	-	1,752	7,900	
Total Professional Fees	318	5,670	18,000	
Total Plant Hire	276	14,263	12,350	
Total Government Fees and Levies	-	-	180	
Total Depreciation	11,160	110,972	140,905	
Total Expenses	76,215	1,046,357	1,440,318	
Net Surplus\ (Deficit) before Capital Income	(72,841)	(698,942)	(896,318)	
Net Surplus\ (Deficit)	(72,841)	(698,942)	(896,318)	
Development Services				
Total Environmental Health	-	654	21,000	
Total Municipal inspector	-	61,810	59,500	
Total Planning And Building Control Fees	33,949	311,099	282,200	
Total Government Fees Levies	18,510	147,646	127,000	
Total Sales Hire and Commission	-	962	1,300	
Total Other Income	-	200	-	
Total Reimbursements	16	203	-	
Total Revenue	52,476	522,574	491,000	
Total Employee Costs	64,796	609,443	913,788	
Total Materials and Contracts	2,397	36,214	45,910	
Total Contractor Costs	-	320	20,000	
Total Professional Fees	16,524	244,185	91,500	
Total Plant Hire	-	8,516	11,802	
Total Government Fees and Levies	-	42,611	45,000	
Total Depreciation	1,645	12,858	14,352	
Total Other Expenses	-	7,287	1,000	
Total Expenses	85,363	961,433	1,143,352	
Net Surplus\ (Deficit) before Capital Income	(32,887)	(438,860)	(652,352)	
Net Surplus\ (Deficit)	(32,887)	(438,860)	(652,352)	

	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Community Services				
Total Sales Hire and Commission	-	127	-	
Total Other Income	-	318	-	
Total Reimbursements	-	3,442	-	
Total Operating Grants	-	21,924	20,000	
Total Capital Grants	-	2,586,943	-	
Total Revenue	-	2,612,754	20,000	
Total Employee Costs	20,806	217,240	307,619	
Total Energy Costs	-	170	-	
Total Materials and Contracts	1,854	19,161	26,450	
Total Contractor Costs	320	38,248	30,000	
Total Professional Fees	-	15,724	8,000	
Total Plant Hire	11	12,015	12,640	
Total Depreciation	1,174	14,648	23,780	
Total Other Expenses	-	100,227	141,800	
Total Expenses	24,165	417,433	550,289	
			-	
Net Surplus\ (Deficit) before Capital Income	(24,165)	(391,622)	(530,289)	
Net Surplus\ (Deficit)	(24,165)	2,195,321	(530,289)	
Works and Infrastructure				
Total Rates	23,638	2,003,462	2,031,952	
Total Municipal inspector	329	25,066	63,800	
Total Planning And Building Control Fees	214	4,773	2,000	
Total Sales Hire and Commission	12,978	144,307	175,000	
Total Other Income	55,258	290,266	45,000	
Total Reimbursements	2,294	4,007	2,000	
Total Gain or Loss on Sale of Assets	-	878	27,000	
Total Operating Grants	-	577,800	1,569,650	
Total Capital Grants	-	866,109	1,905,000	
Total Revenue	94,711	3,916,667	5,821,402	
Total Employee Costs	181,023	1,878,596	2,219,761	
Total Energy Costs	5,405	105,292	133,075	
Total Materials and Contracts	32,522	365,914	454,399	
Total Contractor Costs	138,587	1,716,324	1,993,925	
Total Professional Fees	3,150	43,321	94,000	
Total Plant Hire	17,831	190,710	59,350	
Total Government Fees and Levies	871	42,116	52,354	
Total Depreciation	284,449	2,831,679	3,301,335	
Total Other Expenses	43	193,874	335,328	
Total Expenses	663,881	7,367,826	8,643,527	
			-	
Net Surplus\ (Deficit) before Capital Income	(569,170)	(4,317,268)	(4,727,125)	
Net Surplus\ (Deficit)	(569,170)	(3,451,159)	(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	8,666	67,839	82,000	
Total Other Income	-	1,818	-	
Total Reimbursements	-	491	-	
Total Revenue	8,666	70,148	82,000	
Total Employee Costs	12,237	137,503	149,804	
Total Energy Costs	1,804	8,386	5,000	
Total Materials and Contracts	1,231	115,492	49,700	
Total Contractor Costs	27	9,113	4,850	
Total Professional Fees	-	10,231	9,000	
Total Plant Hire	-	385	-	
Total Government Fees and Levies	-	1,370	1,600	
Total Depreciation	1,702	16,927	8,472	
Total Expenses	17,001	299,407	228,426	
			-	
Net Surplus\ (Deficit) before Capital Income	(8,335)	(229,259)	(146,426)	
Net Surplus\ (Deficit)	(8,335)	(229,259)	(146,426)	
Governance and Members Expenses				
Total Rates	35,232	7,636,367	7,603,862	
Total Government Fees Levies	-	99,379	-	
Total Investment Income	-	(2)	-	
Total Sales Hire and Commission	-	10,948	13,291	
Total Other Income	1,863	65,203	100,000	
Total Reimbursements	131	29,830	5,000	
Total Operating Grants	-	476,673	1,338,068	
Total Capital Grants	-	511,916	970,210	
Total Revenue	37,226	8,830,314	10,030,431	
Total Employee Costs	58,719	428,345	701,019	
Total Materials and Contracts	2,708	137,349	149,066	
Total Contractor Costs	-	2,340	-	
Total Professional Fees	13,127	94,228	221,000	
Total Plant Hire	-	9,048	5,375	
Total Government Fees and Levies	-	275,750	334,958	
Total Depreciation	1,300	11,744	18,749	
Total Other Expenses	120,585	327,546	241,987	
Total Expenses	196,440	1,286,349	1,672,154	
			-	
Net Surplus\ (Deficit) before Capital Income	(159,214)	7,032,049	7,388,067	
Net Surplus\ (Deficit)	(159,214)	7,543,965	8,358,277	

	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Council Total				
Total Rates	58,870	9,639,828	9,635,814	
Total Environmental Health	-	654	21,000	
Total Municipal inspector	329	86,876	123,300	
Total Planning And Building Control Fees	34,163	315,872	284,200	
Total Government Fees Levies	18,510	247,065	127,000	
Total Investment Income	2,379	319,294	538,000	
Total Sales Hire and Commission	21,644	224,328	277,591	
Total Other Income	57,121	361,305	145,000	
Total Reimbursements	3,437	57,687	7,000	
Total Gain or Loss on Sale of Assets	-	5,597	27,000	
Total Operating Grants	-	1,076,397	2,927,718	
Total Capital Grants	-	3,964,968	2,875,210	
Total Revenue	196,453	16,299,872	16,988,833	
Total Employee Costs	393,354	3,849,513	5,063,524	
Total Energy Costs	7,209	113,848	143,875	
Total Materials and Contracts	49,402	1,009,443	1,209,175	
Total Contractor Costs	138,934	1,768,096	2,056,675	
Total Professional Fees	33,119	413,359	441,500	
Total Plant Hire	18,118	234,937	101,517	
Total Government Fees and Levies	871	361,847	434,092	
Total Depreciation	301,430	2,998,829	3,507,593	
Total Other Expenses	120,628	628,934	720,115	
Total Expenses	1,063,065	11,378,805	13,678,066	
Net Surplus\ (Deficit) before Capital Income	(866,611)	950,501	408,556	
Capital Income	-	3,970,565	2,902,210	
Net Surplus\ (Deficit)	(866,611)	4,921,066	3,310,766	

Financial Position					
2019-2020					
	2018-2019 Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	Comments
Current Assets					
Cash	8,692,180	9,741,561	2,242,107	3,114,214	
Receivables	890,072	1,316,208	1,638,420	600,000	
Inventories	146,073	223,077	120,000	120,000	
Other Current Assets	64,816	64,123	30,000	30,000	
Total Current Assets	9,793,141	11,344,969	4,030,526	3,864,214	
Non Current Assets					
Property Plant and Equipment	144,849,527	147,610,112	147,718,642	144,711,102	
Investment in TasWater	38,672,525	38,672,525	38,672,525	38,672,525	
Other Non Current Assets	153,392	63,800	74,000	74,000	
Total Non -Current Assets	183,675,444	186,346,437	186,465,167	183,457,627	
Total Assets	193,468,585	197,691,407	190,495,693	187,321,841	
Current Liabilities					
Payables	1,258,061	940,406	668,362	850,000	
Interest Bearing Liabilities	340,941	146,046	146,046	326,296	
Provisions	853,572	805,693	853,572	853,572	
Total Current Liabilities	2,452,574	1,892,144	1,667,979	2,029,868	
Non Current Liabilities					
Interest Bearing Liabilities	8,484,374	8,484,374	8,484,374	7,651,610	
Provisions	569,414	569,414	569,414	569,414	
Total Non Current Liabilities	9,053,788	9,053,788	9,053,788	8,221,024	
Total Liabilities	11,506,362	10,945,932	10,721,767	10,250,892	
Net Assets	181,962,223	186,745,475	179,773,926	177,070,949	
EQUITY					
Accumulated surplus	33,517,364	40,893,240	33,921,691	31,218,714	
Asset revaluation reserve	147,973,853	145,384,764	145,384,764	145,384,764	
Other reserves	471,006	467,471	467,471	467,471	
TOTAL EQUITY	181,962,223	186,745,475	179,773,926	177,070,949	
Other Reserves - detailed separately	471,006	467,471	467,471	467,471	
Employee Provisions	1,422,986	1,375,107	1,422,986	1,422,986	
Unallocated accumulated surplus	6,798,188	7,898,983	351,650	1,223,757	
Total cash available	8,692,180	9,741,561	2,242,107	3,114,214	
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 30/6/2020
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 Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget
CASH FLOWS FROM OPERATING ACTIVITIES				
RECEIPTS				
Operating Receipts	14,456,726	11,177,729	10,652,203	14,086,623
Less FAGs received in advance				
PAYMENTS				
Operating payments	(9,680,309)	(8,114,742)	(8,475,394)	(10,170,473)
NET CASH FROM OPERATING	4,776,417	3,062,987	2,176,809	3,916,150
CASH FLOWS FROM INVESTING ACTIVITIES				
RECEIPTS				
Proceeds from sale of Plant & Equipment	153,400	5,597	10,000	52,000
PAYMENTS				
Payment for property, plant and equipment	(7,146,767)	(5,789,276)	(10,066,987)	(12,080,385)
Capital Grants	1,719,523	3,964,968	1,625,000	2,875,210
Payments for other assets	(149,000)			
NET CASH FROM INVESTING ACTIVITIES	(5,422,844)	(1,818,711)	(8,431,987)	(9,153,175)
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	(972,723)	1,049,381	(6,450,073)	(5,577,966)
CASH AT BEGINNING OF YEAR	9,664,903	8,692,180	8,692,180	8,692,180
CASH AT END OF PERIOD	8,692,180	9,741,561	2,242,107	3,114,214

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		45,000	45,000	
CH020	1322 Pool Car - Forester wagon	-	-		20,000	20,000	
CH025	Garbage truck	-135	208,764		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 Trtion 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	(135)	418,808	-	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	-	28,271		20,000	20,000	Desktops/lap top/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 - \$3410.00
CG820	Foreshore Power Upgrade	-	14,686	12,000		12,000	
CH065	Audio visual equip	-	14,982		20,000	20,000	Chamber
	TOTAL FURNITURE & IT	-	105,013	12,000	109,500	121,500	
						-	
	BUILDINGS					-	
CE770	Workspace Renovations - History Rooms	-	750	28,020		28,020	
CF705	Weldborough Amenities	-	450	125,000		125,000	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH705	Install 1 X Bus Shelter - High St, Mathinna	-	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	504	41,393		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	2,819	145,109	5,630	600,000	630,630	Annual commitment to Heritage upgrades and renovations +\$25,000 contribution received March 2020
CH730	Portland Hall Upgrades	1,571	22,041	12,440	100,000	112,440	2019/20 Upgrades
CG725	Scamander Sports Complex Disabled Toilet & Improvements	-	5,484	5,500		5,500	
	TOTAL BUILDINGS	4,893	291,047	176,590	908,690	1,110,280	
						-	
	PARKS, RESERVES & OTHER					-	
CH805	St Marys Cemetery Master Plan	-	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	-	1,441		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	-	2,236		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	
	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	-	3,668		30,000	30,000	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CF810	Fingal Cemetery Master Plan	-	-	40,000		40,000	
CE815	Mathinna Cemetery Master Plan	-	-	20,000		20,000	
CF825	Parnella foreshore protection works	-	2,063	50,000		50,000	C/f to CF805
CF805	Parnella/Foreshore Walkway		9,597	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	-	7,300		-	-	Replacement
CH855	Flood Levee - Groom Street, St Marys Flood Mit.	2,862	43,041			-	Flood Mitigation Funding Due December 2019
CH860	Flood Warning System - St Marys Flood Mitigation	1,611	4,223			-	Flood Mitigation Funding Due December 2019
CH865	Mountain Bike Trail - Swimcart to Binalong Bay	4,256	4,256			-	
CF820*	Mountain Bike Trails - Poimena to Bay of Fires	5,771	543,896	419,570		419,570	
CF820A*	Mountain Bike Trails - Stacked Loops-St Helens	144,547	2,170,593	2,609,550	100,000	2,709,550	
	TOTAL PARKS, RESERVES & OTHER	159,047	3,022,015	3,534,420	815,000	4,349,420	
						-	
	ROADS					-	
	STREETSCAPES					-	
CE110	Scamander entrance at Wrinklers	-	250	3,500	100,000	193,500	
CE105	Cecilia St (Circassian to Esplanade)	-	15,046	-	-	-	
CF105	Fingal Streetscape - Stage 2	-	23,872	40,000	-	40,000	
CG120	Fingal Streetscape - Stage 3	-	360,013			-	
	TOTAL STREETSCAPES	-	399,180	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
CH115	Fingal - Talbot Street	-	12,954		30,000	30,000	Avoca end near old town hall to PO.
CH120	Scamander - Scamander Ave	3,215	29,811		58,000	58,000	Part A
CH125	Stieglitz - Chimney Heights	-	-		3,000	3,000	Replace gravel
CF125	Medea Cove Footpath/Road options	1,313	6,469	38,640	32,000	70,640	
CG110	Storey St, St Marys	-	-	50,000		50,000	Replace gravel
CF135	Cycleway/Walkway - St Helens - Upgrade	1,421	13,903			-	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
	TOTAL FOOTPATHS	5,949	64,007	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					-	
CH325	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	
	2303 - Old Roses Tier Rd	-	-		6,848	6,848	
CH320	2015 - Ansons Bay Rd (Priory Rd)	-	-		4,277	4,277	
CH320	2016 - Ansons Bay Rd (Priory Rd)		-		7,287	7,287	
CH320	2008 - Ansons Bay Rd (Priory Rd)		-		20,093	20,093	
CH320	2011 - Ansons Bay Rd (Priory Rd)		-		11,717	11,717	
CH320	2012 - Ansons Bay Rd (Priory Rd)		-		11,652	11,652	
CH320	2013 - Ansons Bay Rd (Priory Rd)		-		8,328	8,328	
CH320	2014 - Ansons Bay Rd (Priory Rd)		-		8,234	8,234	
CH320	2017 - Ansons Bay Rd (Priory Rd)		-		20,300	20,300	
	2176 - Honeymoon Point Rd	-	-		1,401	1,401	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
	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	
CH315	Ansons Bay Road, Ansons Bay	13,845	25,065	80,000		80,000	Sealing section
CH310	North Ansons Bay Road, Ansons Bay	-	72,666	80,000		80,000	
	TOTAL RESHEETING	13,845	97,731	324,900	239,326	564,226	
						-	
	RESEALS					-	
CH405	799 - Acacia Dve	-	9,692		11,135	11,135	
CH410	731 - Aerodrome Rd	-	12,874		17,514	17,514	
CH415	673 - Akaroa Ave	-	9,700		29,225	29,225	
CH420	683 - Cannell Pl	-	5,390		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	
CH465	670 - Maori Pl	-	2,459		3,934	3,934	
CH470	389 - Medeas Cove Esp	-	8,644		8,579	8,579	
CH473	Heather Place	-	5,549			-	
CH475	1257 - Melaleuca St	-	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	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
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	-	232,128	-	693,699	693,699	
						-	
	ROADS OTHER					-	
CH550	Brown Street, Fingal - Pavement Remediation	201,738	281,200		300,000	300,000	Project to use all Road Reconstruction/Dig Out Budget
CH565	Lottah Road - Part 1 - CH 2.3-3.1	775	944		110,000	110,000	RTR Funding
CH570	Lottah Road - Part 2 - CH 3.5-3.7	2,093	2,262		75,000	75,000	RTR Funding
CH575	Lottah Road - Part 3 - CH 4.8	775	944		65,000	65,000	RTR Funding
CH580	Lottah Road - Part 4 - CH 6.8-6.95	775	4,443		150,000	150,000	RTR Funding
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)	-	7,113		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	
CH546	Grant Street, Falmouth - Sealing	-	2,827			-	
CH545	Franks Street, Falmouth - Sealing	-	6,573			-	
CH520	Talbot St, Fingal - Off Hwy Reconstruction/DigOut	32,953	57,874		100,000	100,000	Gleadow St to Brown St
CH555	Talbot to Percy Street, Fingal - Reconstruction	169	2,027			-	
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	-	540		25,000	25,000	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CG520	Beaumaris Ave	-	33,282	15,000		15,000	
	TOTAL ROADS OTHER	239,278	455,397	110,880	2,372,500	2,483,380	
						-	
	ROADS TOTAL	259,072	1,294,140	774,000	3,670,525	4,444,525	
						-	
	BRIDGES					-	
CG205	B185 Gillies Road, St Marys	233	8,432		25,000	25,000	Replace Deck
CG220	B2293 Cecilia St, St Helens	173	6,959		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	1,155	1,155	30,000		30,000	
CG235	B4457 Argonaut Road, St Helens (Saxelby Creek)	-	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	-	47,381		90,000	90,000	Replace Deck
CH225	B2809 - Argyle St, Mangana	-	318		30,000	30,000	Replace Deck
CG240	B7004 Richardson Road, St Marys	11,210	24,317		38,000	38,000	Replace Deck
CH230	B7005 - Tims Ck Rd	8,823	16,297		30,000	30,000	Replace Deck
CH235	B2242 - Hodges Rd	53	2,451		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	528	5,728	29,550	220,000	249,550	renew coating
CH240	B2117 The Flat Road Bridge, St Marys	429	158,421			-	Flood Mitigation Funding Due December 2019
	Install/upgrade traffic barriers	-	-	120,000		120,000	
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			-	
CH581	Fingal Rivulet Barriers B2691	-	875			-	
CH582	Fingal Rivulet Barriers B2692	-	875			-	
CH210	B7043 Mathinna Road, Fingal (DSG)	-	1,500	-		-	
	TOTAL BRIDGES	22,603	416,115	234,060	695,000	929,060	
						-	
	STORMWATER					-	
CH660	Minor stormwater Jobs 2019/20	-	4,572		50,000	50,000	
CD655	Implement SWMP priorities	26	50,762	138,600	80,000	218,600	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
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	70,465	214,600	200,000	414,600	
						-	
	WASTE MANAGEMENT					-	
CH605	St Helens WTS - Polystyrene Densifier	-	-		30,000	30,000	
CH610	Scamander WTS - Reseal entrance road	415	415		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	415	50,863	159,000	50,000	209,000	
						-	
	Total Capital expenditure	445,922	5,789,276	5,104,670	6,950,715	12,080,385	

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:**

Although the VIC and History Room are closed, VIC staff are working on the changeover from BookEasy to Vend and the History Room Curator is undertaking normal non-contact tasks.

Meetings Attended/Other information:

The History Room Curator also noted the following:

- Anzac Day Foyer cabinet display: A tribute to Anzac Day was remembered with a display as some public frequent this space on their way to Service Tasmania.
- Artworks Audit: This was completed for WHS Officer in March 2020.
- 'On Yer Bike!': This exhibition was planned for the inaugural MTB race 'Dragon Trail' for late March 2020. There are some beautiful historic images of locals and their bikes plus a pictorial history on the Cycling Club of St Helens. Visit our website for further information www.sthelenshistoryroom.com Latest offerings were also included on the blog site of the Tasmanian branch of Australian Museums and Galleries Association (AMaGA)
- 'Bowood': Currently presenting one of the museum's display cases to explore the history of this very early property in NE Tasmania.
- Council newsletter: Article written for the History room.
- 'Maritime Times of Tasmania (Autumn 2020)': Article included in the current copy on St Helens History Room (member of Maritime Heritage Organisations of Tasmania).
- National Trust: The annual Heritage Festival has been cancelled for 2020.
- Webinars: Audience Segmentation In Times of Crisis (29 April 2020) by AMaGA

- Cabinet Foyer Display: 'Finds and Fossicking' explores local finds from residents and fossicking for gemstones in the area (May 2020)
- Backroom Volunteers: Keeping in contact with the volunteers via emails and relevant information on the museum and the sector. Invited them to keep journals as an activity throughout the lockdown period for archival purposes.
- No statistics until further notice

Statistics:

Door Counts:

Month/Year	Visitor Numbers	Daily Average	History Room
April 2010	3,007	100.23	
April 2011	3,625	120.83	
April 2012	2,770	92.33	69
April 2013	3,297	109.90	115
April 2014	3,344	115.31	152
April 2015	4,030	138.97	149
April 2016	2,847	94.90	100
April 2017	2,849	94.96	87
April 2018	2,958	98.60	114
April 2019	2,850	98.28	123
April 2020	NIL	NIL	NIL

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

Month	VIC Sales	HR Entry	HR Donations
December	9,181.90	486.00	47.10
January	11,386.71	674.00	94.65
February	9,025.60	703.00	210.10
March	8,237.44	700.00	186.80
April	NIL	NIL	NIL

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.

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</i> (the Act), for the Council to discuss and consider the closure of the following assets for the public benefit due to "lack of use". <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
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 2020/2021.
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.	Cost estimate being sought for budget consideration.
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 sought for budget consideration.

COMPLETED REPORTS:

Nil.

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
- Footpath Edging – all areas
- Boat Ramp inspections

Roads Maintenance

- Sealed road patching – all areas
- Traffic Signage replacement – damaged and removed signs
- Tree maintenance throughout Break O'Day
- Several roads were affected during the recent rain event and are receiving maintenance
- Drains Maintenance in Fingal area
- Stormwater Infrastructure Maintenance

Mountain Bike Track Maintenance

- Maintenance being undertaken where required

COVID 19 – Impact on Capital Projects

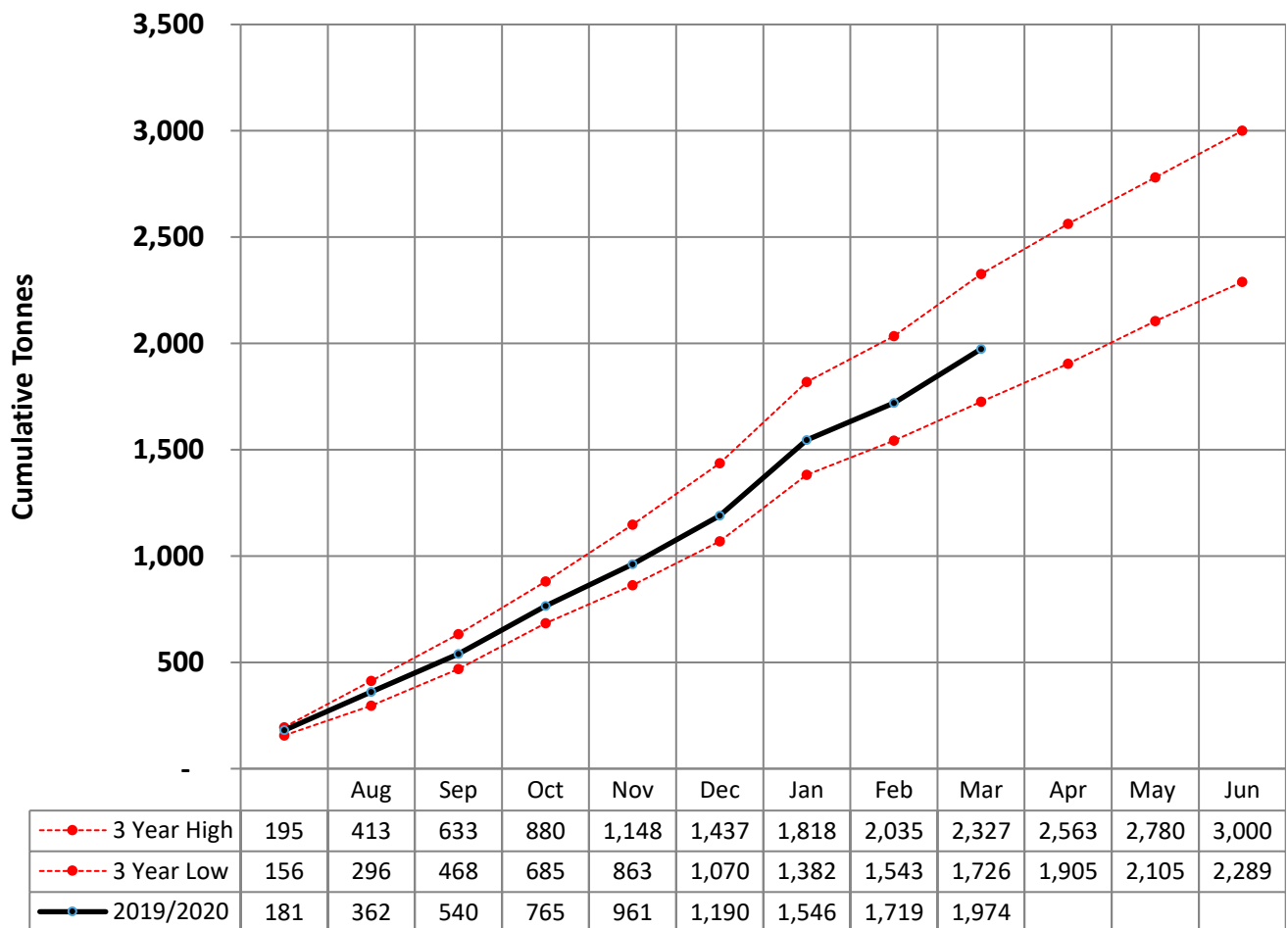
Current social distancing requirements have meant that some capital projects activity have been postponed until restrictions are lifted.

Capital works affected include all scheduled Kerb & Channel and Footpath renewal and upgrades.

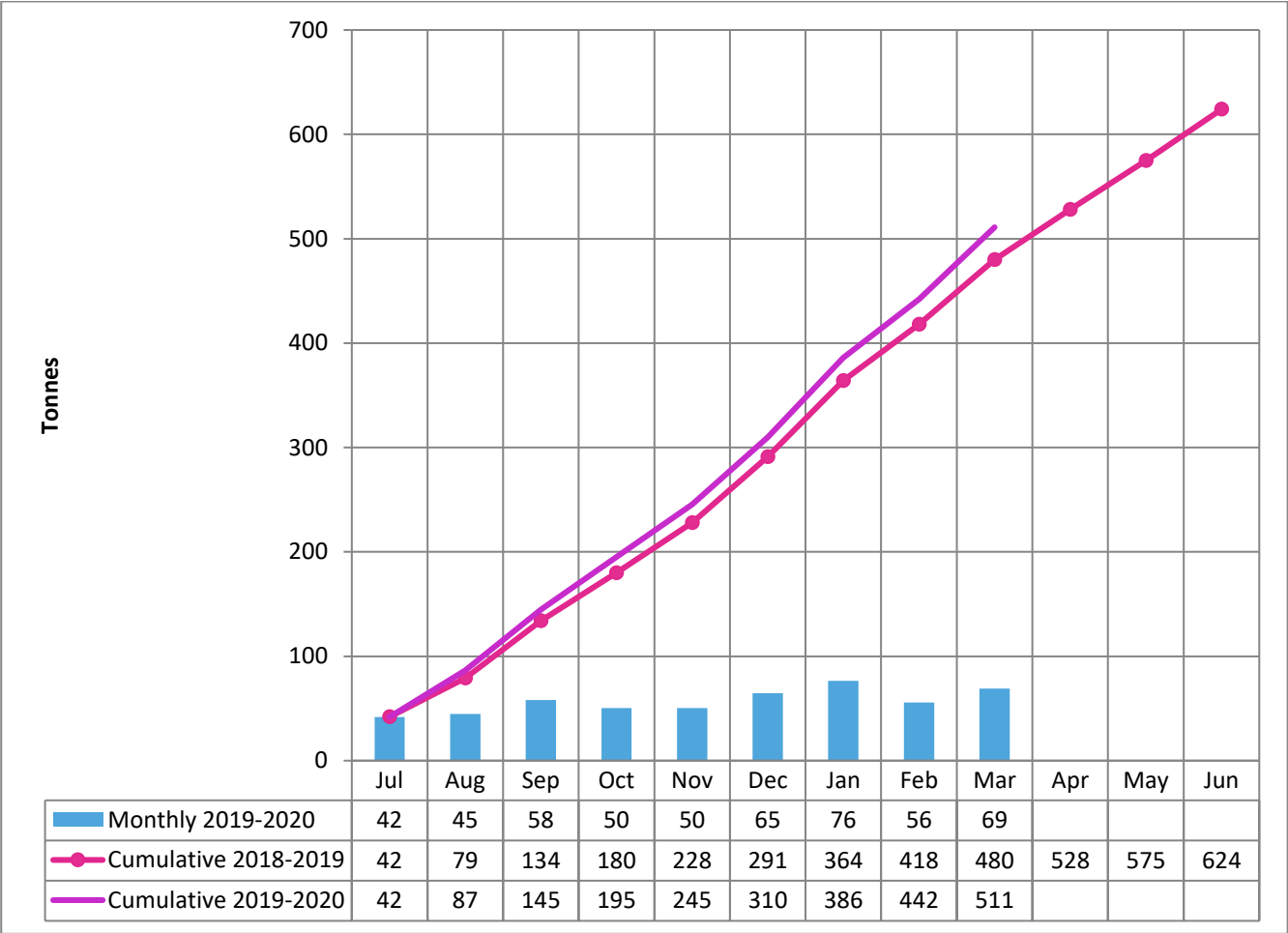
Waste Management

- Green waste mulching completed at St Helens and commenced at Scamander Waste Transfer Stations
- Scrap metal removed from various sites
- Accumulated inert waste removed from Fingal and St Marys Waste Transfer Stations
- Additional ground work completed at the St Marys WTS by contractor to level area near 'tip shop'

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	COMPLETED
CH550	Brown Street Road Remediation	300,000	Roadworks completed. Waiting Guard Rail installation at two sites.
CF805	Parnella/Foreshore Walkway	285,000	Government approvals – being sought.
	Scamander Avenue Footpath Part A	58,000	Works commenced. Works postponed due to current Social Distancing requirements.
	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 2809 - Argyle St	30,000	COMPLETED
	Bridge 7004 - Richardson Rd	38,000	COMPLETED
	Bridge 7005 - Tims Ck Rd	30,000	Deck timbers in stock. Contractor to undertake works.
	Bridge 2242 - Hodges Rd	60,000	COMPLETED
	Footpath Bridge at Fingal Culvert	30,000	Quote received-being reviewed.
CD315	Ansons Bay Road – Gravel Resheeting		Works in progress
CH515	Ansons Bay Road Stabilisation	75,000	Works Commenced
CH325	Brooks Road Gravel Resheeting		COMPLETED
CH565	Lottah Road Upgrade(Part 1)	110,000	Works in progress
CH570	Lottah Road Upgrade(Part 2)	75,000	Works in progress
CH575	Lottah Road Upgrade(Part 3)	65,000	Works in progress
CH580	Lottah Road Upgrade(Part 4)	150,000	Works to Commence Late May

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 April 2020:

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour	Steiglitz	Goshen	St Helens	St Marys	YEAR TOTALS
Dogs Impounded															3
Dogs Rehomed or sent to Dogs Home															3
Livestock Complaints	1	1													2
Barking Dog								1					3		7
Bark Abatement Notice															0
Bark Monitor															3
Wandering Dog		1				1					2		1	2	15
Verbal Warnings		1											1	1	3

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour	Stieglitz	Goshen	St Helens	St Marys	YEAR TOTALS
Letter/Email warnings & Reminders		1						1							7
Patrol															19
Dog Attack - on another animal (Serious)															0
Dog Attack/Harassment – on another animal (Minor)						1									1
Dog Attack - on a person (Serious)															0
Dog Attack/Harassment – on a person (Minor)													1		2
Dog - chasing a person													1		1
Declared Dangerous Dog															0
Unregistered Dog - Notice to Register		2													12
Dogs Registered															1
Infringement Notice Issued													1		2
Pending Dog Registration Checks															19
Caution Notices Issued		1													5
Verbal Warnings/Education Sheets Maps															0
Infringement Notice - Disputes in Progress															2
Infringement - Time Extension request															0
Infringement Notice - Revoked											1				2
Kennel Licence - No Licence															0
Kennel Licence - Issued															0
Rooster Complaints		1									1		1		3

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour	Stieglitz	Goshen	St Helens	St Marys	YEAR TOTALS
Other													2		27
Illegal Camping															0

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.

05/20.14.0 COMMUNITY DEVELOPMENT

05/20.14.1 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.	Finalising process due to Covid 19 has been put on hold as required to go back to committee.
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.
04/20.14.3.63	20 April 2020	That Council seek feedback from the sporting and recreational group users of the St Helens Sports Complex with the objective of consolidating proposed projects and preparing an updated master planning document to guide the Council in its future decision-making.	Council approved consultation to commence.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
04/20.14.2.62	20 April 2020	That Council adopt the St Helens Township Plan, which has been developed with the community listing actions/projects that the community can work with Council to develop.	Completed.

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

Trail construction activity has continued throughout the trail closure period. Crews have predominantly been working on Loop 7 being the large 23 km trail near Constable Creek.

Our maintenance of the trail network has been continuous with the periodical strong wind and rain events ensuring a constant amount of fallen trees and debris requiring removal.

Trail counter data over this period reflects a high level of compliance to trail closures which is a great reflection on the local community doing what has been asked of them.

Works have recently been completed on Loila Tier Road which is the access to the drop off point for many of the trails. Works included widening sections of the road where possible to improve traffic

movements and sight lines also improvements to drainage with culvert extensions and re sheeting of sections of the road where necessary.

Branding and Marketing

Posts on Social channels moved to posts that would boost engagement including the “show us your home built trails post” this has been going well with high engagement.

Kingthing and Jasper da Seymour have produced two (2) teaser videos for the new trails that will drop during the first week in May. These videos were also shared with our Trail Ambassadors as an exclusive sneak peek before they went live.

The April MTB newsletter went out last week and included a piece on the new trail names and how they came about it. The newsletter is also featuring one of our Trail Ambassadors each edition in a section called the “drop-in”.

We continue to work on the redesign of the trail map which we would like to have a 3D aspect. All other detail has been completed so once we receive the new 3D map we will incorporate it in to the signage and go to print.

We also continue to touch base with Tourism Tas and ECRTTO in regard to opportunities to market the trails.

Bay of Fires Trail

The Bay of Fires Trail is currently closed and is being monitored and maintained enabling a rapid opening once the COVID-19 restrictions are lifted and weather is suitable.

Community Events

National Volunteer Week

Council Officers are working with members of the community to plan for National Volunteer Week 18-24 May 2020.

The aim is to profile local valued volunteers and projects driven by volunteers in the Break O’Day Municipality. The plan is for a community event to be held (once restrictions allow), to celebrate our volunteers and volunteer lead projects to be celebrated.

Free2be Girls – Lets get creative Challenge

Lets get creative is a Free2b Girls challenge opened up to young people of Break O’Day aged between 10-16 years, for a period of 6 weeks.

It has been developed for young people to get creative in their homes and upload/email their themed entries, with weekly prizes to be donated by local businesses and Council.

Weekly winners and themes are announced on Star FM every Saturday from May 2, at 1pm. The challenge is engaging with a different community group each week to judge and create the weekly themes.

Council's theme (commencing May 9) will be "If you were Council and you had \$1 Million and, what would you spend it on?" trying to encourage young people to share their creative ideas on projects they feel Council should progress in the future.

**THE FREE2BE
CREATIVE
CHALLENGE**

**CREATE & SHARE
FOR WEEKLY PRIZES**

- Weekly theme and winner announced every Sat 1pm Star FM
- Open to people age 10 - 16 in the BOD area.
- All creations accepted.
- Art, music, dance videos, food sculptures, poetry, photography, whatever!
- Photograph and submit new work by Friday 5pm each week. Join anytime!

**WEEK 1
BEGINS
SATURDAY
MAY 2ND**

**TO FIND OUT WEEKLY THEME AND
ENTRY DETAILS
SMS "GET CREATIVE" TO 0422 742 297
OR EMAIL- F2BGIRLS@GMAILCOM**

free2b girls | f FREE2B GIRLS | Break O'Day COUNCIL | STAR FM

Driver Reviver Program

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

Georges Bay Foreshore Linkage

The Tender period has now closed and applications are being assessed – tender should be awarded within the next two (2) months.

Burns Bay Project

PWS are currently working on a Grant Deed which will give Break O'Day Council the authority to undertake the work on this project. Council officers are currently working on a draft car park plan which is required to form part of the Grant Deed document. This draft car park plan is not a final plan as consultation of users will need to be undertaken along with further consultation with Aboriginal Heritage Tasmania.

Learner Driver Mentor Program

Due to the COVID-19 Pandemic, Department of State Growth issued a direction on 16 March 2020 to cease all Learner driver Mentor Programs and Service Tasmania testing, until further notice. This is why the on road hours, testing and Learner numbers are down for the month of March.

Get In 2 Gear Learner Driver Mentoring Program Coordinator will be keeping in touch and offering support with all Learners and Mentors in coming weeks (or months) in support of those who may feel isolated.

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 12 active Leaners and seven (7) now on the waiting list, with driving hours for March sitting at 39 hours.

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.

05/20.14.2 Crown Land – Mathinna Cemetery – Request to Purchase

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	009\004\002\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council purchase the land to which the Mathinna Cemetery is located on instead of entering into a lease arrangement with Property Services for an extended period of time.

INTRODUCTION:

Property Services have advised Council that we do not have a current lease on the Mathinna Cemetery and if we wished to continue to use it, Council would need to enter into the appropriate lease arrangement.

PREVIOUS COUNCIL CONSIDERATION:

Previous May Council Workshop discussion.

OFFICER'S REPORT:

Council staff lodged the appropriate paperwork with Property Services to lease the Mathinna Cemetery and Property Services have now come back asking whether Council wished to purchase this parcel of land and therefore there would no longer be the need to enter into ongoing lease arrangements.

The costs associated with the transfer include -

- Crown Solicitors Fee
- Office of the Surveyor General fee - preparing title to the land including survey of the land parcel (if a survey will be required)
- Stamp Duty of the transfer
- Land Titles office lodgement fees

Council asked Property Services for an approximate cost to Council for the transfer, they advise the following:

- Crown Solicitors Fee is approx \$693;
- Office of the Surveyor General's fee is at least \$1,300 and will be more if it is determined that a survey of the land is required in order to prepare title to the land;
- The valuation of the land (as assessed as at March 2019) is \$20,000. Accordingly duty payable on this sum will be approximately \$347.50.
- Filing and registering the Title to transfer to Break O'Day Council is approximately \$300.

So an approximate cost could be in the vicinity of \$3,000 without the cost of a survey (if that is applicable).

Property Services are happy if Council wish to explore a transfer upon request and if it is discovered the costs are too high, council can keep a lease of the land.

The transfer of the land would ensure the Council can manage the land as if it were their own, as the Council would be the registered proprietor on the Title. The Title would have restrictive covenants on the Title, to protect the Crown's interest in the land. The covenants include that the land may only be used for the permitted purpose of the transfer (in this case for a public cemetery) the purpose must be for community benefit therefore any transferred land cannot be used for commercial purposes (for example).

Other restrictions are that the land cannot be on-sold and if the land can no longer be used for the permitted purpose, it must return to the Crown. This is done through the transferee communicating this to the Crown through correspondence to PWS.

Property Services have advised that a lease can be implemented over the Crown land whilst the transfer process plays out.

LEGISLATION & POLICIES:

Not Applicable.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There would be a cost to Council in excess of \$3,000 but this amount could increase if a survey of the land is required. This item is not identified in the 2019-2020 financial documentation.

VOTING REQUIREMENTS:

Absolute Majority.

05/20.15.0 DEVELOPMENT SERVICES

05/20.15.1 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.	Implementation of dog management issues, including Council resources, cooperation with PWS and action at state level to be brought to Council for an update at June Workshop.
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.

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>Work on the St Helens Dog Park is expected to start in May.</p> <p>Review Old St Marys Railway Station site when Council considers options at Binalong Bay.</p>
03/20.6.4.30	16 March 2020	Break O'Day Draft Local Provisions Schedule (Tasmanian Planning Scheme) (LPS)	Draft Local Provision Schedule (LPS) has now been submitted to the Tasmanian Planning Commission for consideration.
04/20.15.3.66	20 April 2020	That Council ask the Tasmanian Government to provide it with information including the economic and social implications for Break O'Day community of possible changes to Future Potential Production Forest Land in Break O'Day municipality.	Letter requesting information from the Minister for Resources to be sent as soon as possible.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
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>	Completed Project being considered as part of budget considerations.
03/20.6.3.29	16 March 2020	DA030-2020 – Stacked Loop Trail Network Mountain Bike Trail – St Helens Revised Alignment	Completed Planning Permit issued 23.03.2020.
04/20.6.1.53	20 April 2020	DA254-2019 – Dwelling and Shed – 7 Hilltop Drive, Binalong Bay	Completed Planning Permit issued 23.03.2020.

KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS:

- Industry stakeholder sessions currently suspended. Exploring otherwise to deliver training to industry;
- Building Asset Management Data currently being updated.

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	2	1			28	
Permitted	3	3	4	9	4	12	2	4	4	3			48	
Discretionary	16	11	12	13	13	11	9	5	21	11			122	
Amendment	1	2	2	1	5		2	1	6	1			21	
Strata		1											1	
Final Plan			1	1	2								4	
Adhesion								1					1	
Total applications	22	20	21	25	31	30	15	12	33	16			225	226

Ave Days to Approve Nett*	33.13	36.25	36.71	33.16	65.51	20.7	26.1	30.16	32.39	35.3			34.94	
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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:



April 2020

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
023-2019	Four Mile Creek	Shed & Shipping Container	S57	419	42
039-2020	Scamander	Dwelling	S57	34	34
044-2020	St Helens	Electric Vehicle Charger	S58	31	15
026-2020	Pyengana	Shed	S57	42	42
049-2020	St Helens	Legalisation of Poolhouse & Deck	S58	16	16
244-2019	Ansons Bay	Change of Use to Visitor Accommodation	S57	35	35
022-2020	St Helens	Change of Use to Visitor Accommodation	S57	65	35
020-2020	St Helens	Boundary Adjustment & Partial Change of Use to Residential	S57	42	42
047-2020	Seymour	Dwelling Additions (Enclosed Veranda)	S57	31	31
051-2020	Scamander	Shed	NPR	21	21
100-2019	Goulds Country	On Ground Solar Panels	S57	34	28
054-2020	St Helens	Change of Use – Dwelling to Visitor Accommodation	S58	33	33
144-2018 AMEND	Stieglitz	Additional 500mm of Floor Space	S56	35	35
238-2019	Goshen	Legalisation of Vegetation Removal & New Additions to Shed	S57	140	41
254-2019	Binalong Bay	Dwelling & Shed	S57	85	80
034-2020	St Helens	Part Change of Use to Visitor Accommodation (Units 2 & 3 Combined to Form a Single Unit) & New Plumbing	S57	35	35

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	Completed February 2020  
Community Notice Board	Cecilia Street, St Helens	Completed April 2020.

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

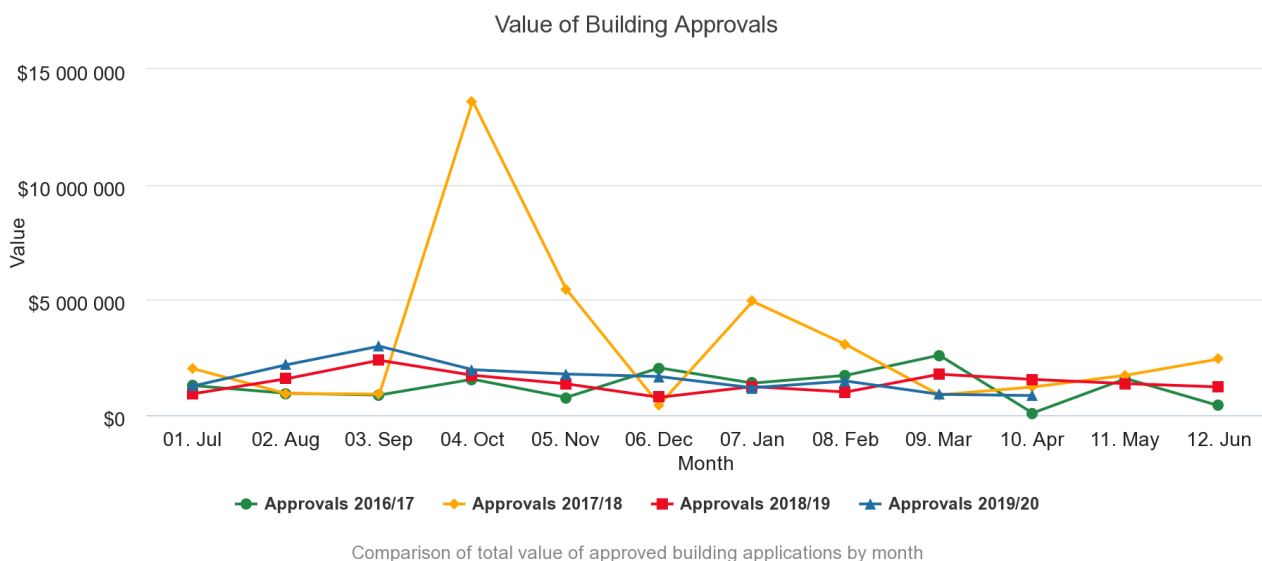
Description	Location	Updates
Old Tasmanian Hotel Restoration Project	Fingal	<ul style="list-style-type: none"> Milestone 1 achieved requiring 15% of project completed prior to end March 2020 in accordance with Grant Funding.
Design Works for Future Upgrades to Portland Hall	Portland Hall, St Helens	<ul style="list-style-type: none"> Works Commenced and works are expected to be ongoing and carried into next financial year.
Re Roof of Amenities Section	Bendigo Bank Community Stadium	<ul style="list-style-type: none"> Contractor assigned and works to be scheduled for commencement and completion prior to end June 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.
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 Approvals issued for the month including comparisons to the previous financial year.

April 2020				
No.	BA No.	Town	Development	Value
1	2018 / 00035	Falmouth	New Dwelling, Deck & Carport	\$145,000.00
2	2020 / 00053	Akaroa	New Solar Panels (16 x 330 watt panels)	\$10,000.00
3	2019 / 00070	Scamander	New Dwelling incorporating Deck	\$111,000.00
4	2020 / 00046	St Helens	New Dwelling & Shed	\$149,050.00
5	2020 / 00026	Pyengana	New Shed	\$45,000.00
6	2020 / 00014	St Helens	New Dwelling	\$238,700.00
7	2019 / 00193	St Marys	New Dwelling incorporating Deck	\$118,000.00
8	2020 / 00010	Scamander	New Shed with Amenities	\$16,000.00
9	2019 / 00234	Stieglitz	New Shed & Carport	\$12,500.00
ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE			2018/2019	2019/2020
			\$14,257,136.00	\$16,227,357.00
ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH		MONTH	2019	2020
		April	\$1,545,000.00	\$845,250.00
NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE		MONTH	2018/2019	2019/2020
		April	130	116



ENVIRONMENTAL REPORT

Description	Updates
St Marys flood management	The Community Development Grants funded project has now negotiated access with landholders to build the Groom St. flood levee over their land so works can begin. Supply and installation of a new weather station is underway for the flash flood warning system. Management of work plans continues to accommodate Covid19 restrictions and delays.
Weed management	<p>Council Weed Control Program officer continues to settle in to the role, meeting stakeholders, training, and planning of the ongoing control program for 2020. Councils control work has focused on waste management sites, quarries, the Town Link MTB trail, weather station site and roads.</p> 
Drought Weeds Program funding	A grant agreement for Drought Weeds Program funding for Break O'Day from the state's Weed Action Fund is being finalised with Biosecurity Tasmania. The project will employ a Drought Weeds Officer to deliver the program in Break O'Day alongside other drought-affected municipalities. It includes \$30,000 of farm grants to control and manage 'drought favoured weeds' threatening agricultural production and. It will also identify potential projects for a much larger Weed Action Fund grants program (Round 2) across the state later in the year.
Dog management	The need for improved coordination and support from a state level to back Council's efforts, particularly around beaches, has been raised with LGAT on a number of fronts, including a motion for a future LGAT meeting calling for improved state action.

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	26	26
TOTAL	173	175	76	79

Sharps Container Exchange Program
2019/2020
2

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.

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:

Nil.

Meeting and Events attended:

22.04.2020	St Helens via Web	– Minister Mark Shelton MP, meeting with Local Government Association of Tasmania (LGAT), Mayors and General Managers regarding COVID-19 and activities which were underway. Nothing really from the meeting which we hadn't dealt with through our Community Care & Recovery approach
24.04.2020	St Helens via Web	– East Coast Tourism Tasmania (ECTT) – participated in the Sip and Chat event, which included presentations from Tourism Tas and Jason Jacobi from Parks & Wildlife Service with key points being that consultation activities were still occurring and that a number of infrastructure projects which had been planned were being brought forward. Didn't seem to be much for the BODC area.
28.04.2020	St Helens via Web	– TasWater – Owners Representative Group Meeting which covered off on the actions they were taking to address COVID-19. Scenario planning is focussed around 6, 12 and 24 month timeframes. Likely to be significant underlying losses over FY20 and FY21. Dividend payments to Councils will be impacted.
30.04.2020	St Helens via Web	– Department of State Growth – meeting with DSG and Pitt & Sherry to discuss outcomes from engagement process with the community in relation to the Skyline Drive Junction.
04.05.2020	St Helens via Web	– Council Workshop
05.05.2020	St Helens	– Business Enterprise Centre (BEC) – meeting with the BEC Manager to gain an understanding of BEC activities responding to the COVID-19 situation. Discussion focussed on how to address the gaps in contact with the business community and the need for coordinated activities into the future.
05.05.2020	St Helens via Phone	– East Coast Regional Tourism Organisation – discussion with Rhonda Taylor(CEO) who provided an update on projects they were pursuing as part of the State Government response to the COVID-19 situation. The need to progress the review of Visitor Information provision on the East Coast was discussed and I noted that this was something we had pushed with ECRTTO for a few years. Also discussed implications of the Glamorgan-Spring Bay Council potentially discontinuing support for ECRTTO and potential ramifications on service delivery for the region if BODC was the only funding Council.
06.05.2020	St Helens via Web	– Northern Tasmania Development Corporation (NTDC) – scheduled Members meeting which discussed NTDC operational activities and process to recruit a replacement independent Chairperson. A number of other Councils expressed their support for the recent activities of NTDC and the direction which is occurring.

Meetings & Events Not Yet Attended:

08.05.2020	St Helens via Web	– Northern Tasmania Waste Management Group (NTWMG) Meeting
18.05.2020	St Helens via Web	– Council Meeting

General – regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Video meetings with community members and organisations included Marcus Douglas, Kathryn Clark (Crown Land Services) & Tanya Simms (Parks & Wildlife Services).

Brief Updates:

Binalong Bay Road Upgrade

Following our meeting with the Department of State Growth we have now been advised that Pitt & Sherry have been engaged to conduct a constraints assessments for a 6km section of Binalong Bay Road beginning 1.5km north of the George River and extending to Cray Court and an options assessment of the St Helens intersection (junction of Quail and Cecilia Streets). For the 6km section of Binalong Bay Road they are looking to identify sections that can be widened easily to achieve a sealed width of 8m and to estimate the associated costs. For the St Helens Intersection we will be seeking to identify options to improve traffic flow and safety for vehicles, pedestrians and cyclists.

Tasman Highway & Skyline Drive Intersection

Recently the Department of State Growth and Pitt & Sherry undertook a community engagement exercise in relation to options to improve this intersection in Beaumaris. We have been advised that they received 22 submissions on the options placed before the community and there was a clearly preferred option, a Summary Paper is currently being finalised and will be released shortly. It is the Departments intention that the works be undertaken during the current construction season once the design is finalised. The proposed works will be a very substantial improvement for the movement of traffic and pedestrians in this area.

COVID-19 Situation & Council Operations

Council operations are progressing well whilst we are sitting in this ‘twilight zone’ between how we used to work and what the new way of working looks like once restrictions are eased and Government Regulations affecting workplaces come into effect. The Management Team have been developing a resumption of operations Plan which we anticipate will be phased in over a period of time. This focuses on the use of Council infrastructure; our office based activities including public interaction; ongoing use of our video based electronic platforms are just a few of the focal points.

Importantly our team members have been dealing with the situation very positively with the programs and support which the Mental Health & Well-being Coordinator is providing is being very well received across the organisation.

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
Loila Tier & Topps Road, Goshen	Affixing Common Seal	Crown Land Licence	Number 12 – Miscellaneous Powers and Functions to the General Manager

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

01.04.2020	337 Certificate	10 Freshwater Street, Beaumaris	6787844
01.04.2020	337 Certificate	2 Grant Street, St Helens	6794243
01.04.2020	337 Certificate	1 Stewart Court, St Helens	2997916
01.04.2020	337 Certificate	1 Freshwater Street, Beaumaris	6787860
01.04.2020	337 Certificate	9 Homer Street, St Helens	6780773
02.04.2020	337 Certificate	5 Moriarty Road, Stieglitz	6785099
09.04.2020	337 Certificate	299 Binalong Bay Road, St Helens	2535754
09.04.2020	337 Certificate	23 Kiama Parade, Stieglitz	7625177
15.04.2020	337 Certificate	21 Oberon Place, Scamander	2948583
15.04.2020	337 Certificate	179 Argonaut Road, St Helens	6811998
15.04.2020	337 Certificate	9 Main Street, St Marys	6404786
15.04.2020	337 Certificate	High Street, Mathinna	2799151
15.04.2020	337 Certificate	1036 North Ansons Road, Gladstone	7625302
17.04.2020	337 Certificate	7-13 Rex Court, St Helens	2197767
17.04.2020	337 Certificate	32-34 Seaview Avenue	1545774
22.04.2020	337 Certificate	15 Oberon Place, Scamander	2948612
23.04.2020	337 Certificate	5 Frederick Street, St Marys	6405412
24.04.2020	337 Certificate	31 Penelope Street, St Helens	1860766
24.04.2020	337 Certificate	77 Heritage Road, St Helens	7689082
24.04.2020	337 Certificate	115 Eastern Creek Road, Upper Scamander	7796080
28.04.2020	337 Certificate	Lottah Road, Goulds Country	3404414
29.04.2020	337 Certificate	315 Medeas Cove Esplanade, St Helens	1526442
29.04.2020	337 Certificate	13 Kiama Parade, Akaroa	7610709

Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded to
16 March 2020	Bridge 2792 Repair & Protective Coating Renewal	Haywards Steel Fabrication & Construction.
16 March 2020	St Helens Foreshore Path	Currently being assessed.
16 March 2020	Kerbside Collection	Currently being assessed.
6 April 2020	St Helens Cycleway/Walkway - Design & Construct	Currently being assessed.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

05/20.16.2 Northern Tasmania Development Corporation (NTDC) Members Agreement 2020 – 2023 and Population Attraction Coordinator

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	039\011\003\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council

1. Endorse the draft Northern Tasmania Development Corporation (NTDC) Members' Agreement 2020-2023 and in doing so, agree to remain a member of Northern Tasmania Development Corporation for the duration of the agreement; and
2. Agree to continue to fund the Northern Tasmania Development Corporation's (NTDC) Population Attraction Coordinator position.

INTRODUCTION:

The Break O'Day Council has now been supporting Northern Tasmania Development Corporation (NTDC) for three (3) years through the original Members Agreement which was established in February 2017. Consideration now needs to be given to Council's ongoing support for NTDC through a new Agreement incorporating some changed arrangements.

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting held in June 2019.
Council Workshop May 2020.

OFFICER'S REPORT:

Over the last three (3) years Council's views in relation to the operations of NTDC have varied somewhat as we have questioned the value we receive from the organisation. This has in part been due to our 'remoteness' in the NTDC geographic area and what could be seen as a focus on the 'central North' area through their activities. We do have to face the fact that the economic powerhouse of northern Tasmania is the 'central North' area and what goes on in Launceston. We do rely on and take advantage of this being a strong economy to have the flow on effects to our area. The fact that we have always been on the fringe of this area is well recognised by NTDC and its staff and they ensure that we get the most out of this relationship that we can and they have certainly supported us in the past and continue to involve us in a range of projects.

We continue to be actively involved in the Population Attraction Program they are developing which links strongly into a range of employment focussed activities, as well as the Regional Economic Development Plan. The recent presentation to Council which involved Definium Technologies was an example of the partnerships which can be established through an effective regional body.

Under the guidance of the new Chief Executive Officer Mark Baker, it is apparent that there is a new direction and sense of purpose within NTDC. It is anticipated that NTDC will continue to develop as an organisation and deliver on its organisational objectives and goals into the future which provides a degree of confidence that the benefits to BODC and our communities can be further expanded into the future.

Background

The Northern Tasmania Development Corporation (NTDC) was formed officially in February 2017 and is funded by seven of the eight Northern Councils including Break O'Day, City of Launceston, Northern Midlands, Meander Valley, Flinders, George Town and West Tamar. The Dorset Council has opted not to be a NTDC member. The current three-year members' agreement with NTDC expires in June 2020 and the member Councils are being asked to consider a draft member agreement for the next three years.

The primary objectives of the NTDC, as set out in the Company Constitution 2017, are to:

- (a) provide pro-active, engaged and strategic regional economic leadership;
- (b) consolidate an agreed vision for the development, sustainability and prosperity of the geographic region that the Company's Members encompass;
- (c) implement a strategic economic action plan based on the Northern Regional Futures Plan framework or similar; and
- (d) to provide effective representation and advocacy to State and Federal Government and other stakeholders.

NTDC is a not-for profit organisation and the constitution notes that it is a fundamental principal of NTDC is that the Members remain in effective control of the Company for the purposes of achieving the primary objectives for the benefit of the Members.

The Company has a Board of Directors comprising not less than three and not more than nine Directors (the Board) but it is generally agreed that the optimal size of the Board is seven Directors.

The over-riding intention is to have a skills-based Board, however, the draft members' agreement has been altered to require that the Board includes specific local government experience in the future.

Structural & Operational Review

During the last three (3) years it has become increasingly apparent that when establishing NTDC in 2017 that we did not get this quite right, through the focus to establish an independent organisation we had actually to a substantial extent lost the connection to Local Government. This reinforced the need for some form of Review to occur which resulted in the General Managers of the member Councils completing a review. This identified that the organisation has come a long way since Bill Fox and Associates completed the Review of Regional Bodies in Northern Tasmania in February 2016, which provided the basis for the current NTDC governance structure.

The Fox Review was initiated to address a range of issues identified with the former Northern Tasmania Development (NTD) organisation. These issues are outlined below, together with a comment on the current status of the issues:

Issues to be Addressed by proposed Governance Structure	Comment on the Current Status of the Issues
Purpose never been clearly defined and continually reviewed.	The purpose of the organisation is now clear.
Unrealistic expectations of the organisation by many constituents.	This is still an issue with some Councils and stakeholders within the northern region continuing to question the value of what NTDC is delivering. This will be addressed through a renewed focus on the delivery of the recently completed Region Economic Development Plan (NREDP)
The organisation has repeatedly had to prove its 'reason for being' and has therefore been over-focused on its survival.	While this has reduced in intensity and frequency, it remains an issue with several member Councils continuing to question the value they are receiving from their financial contribution to NTDC. Again, this should be addressed as per the previous comment.
Recognition that the Board membership is too narrow and the agenda is restricted.	It is felt that perhaps the pendulum has swung too far the opposite way in this respect, and the Board has at times been pursuing a wide agenda which is not well understood by, and possibly not endorsed by, the member Councils. It is proposed to include Local Government membership on the Board comprising a General Managers' and Mayoral representative. This should address this issue.
Limited resources and capacity to connect and influence at high political levels therefore inability to gain State Government confidence.	NTDC is still suffering from having limited resources and capacity to deliver outcomes. However, there is government confidence in NTDC, so this has improved since 2016.
A lack of annual planning providing a clear direction for activities and a benchmark for performance measuring.	Whilst the NTDC Board and Executive complete annual planning for the organisation, this is still an issue, especially for the member Councils. There is no formalised annual planning with the member Councils and this is serving to create a disconnect between NTDC and the Councils which will be addressed in the new agreement.
Established and funded to optimise economic growth for the North but unable to optimise/attain the true capacity of the region.	This has/is being addressed through the development of the Regional Economic Development Plan.
Lack of delegations by Councils and with the organisation not fully empowered.	While the reform served to empower the Board it has also served to disconnect the Board from the Member Councils. This needs review to establish a balance where the Board is empowered, however, that the Member Council have an ability to connect and engage with the Board.
Local Government recognises importance of NTD's role, as smaller Councils do not have the capacity/resources to lead or implement significant regional projects.	The Regional Economic Development Plan is an example of a project, which has addressed this concern.
Widespread recognition that the current model is dysfunctional.	This concern has been addressed.

As has been identified however that there is room for improving connection with the member Councils. Under the terms of the proposed member agreement, it proposes to address this disconnect by including a Mayoral and General Manager representation on the Board and by enhancing NTDC's engagement with member Councils.

NTDC has now been in operation since February 2017 and has been responsible for leading a number of regional initiatives, including the development of the Regional Economic Development Plan. In reaching this point a detailed understanding of the situation within the northern region; where it sits within the national context; and where the potential opportunities lay has been developed. All of this homework had to be done to form a solid foundation to progress from.

Focussing to the future, by 2026 NTDC's goals are to:

**Achieve a 50% increase in GRP; create 8000 new jobs; and
Achieve an \$100 per week increase in average weekly wage**

Without the impact of the current pandemic this is a very large task, we have now had the starting point substantially reset below where we thought it was just a couple of months ago. However, it has also made the nation potentially reflect on the impact of our reliance on things such as overseas manufacturing and reinforced a need for us to actually be a lot more self-sufficient. This change in sentiment provides an opportunity if we have strong regional leadership to try and make the most of opportunities that arise from our strategic advantages.

To do this, the NTDC team are pursuing a strategic and proactive role in identifying regional priorities and undertaking strong advocacy and collaboration with business, the community and the three tiers of government with the objective of significantly improving the prosperity of our region. As an example of this, they are working with a range of stakeholders to develop a regional approach to the circular economy surrounding waste management.

It is important that our region has a strongly collaborative regional economic development organisation into the future in order to achieve these goals and therefore it is recommended that the draft three (3) year member agreement be approved by Council.

Economic Impact

There are significant positive advantages which can be realised by having a coordinated regional response to the economic and demographic challenges facing the Northern Tasmania Region. NTDC is vital to achieving the necessary level of coordination as its role is to:

- provide pro-active, engaged and strategic regional economic leadership;
- consolidate an agreed vision for the development, sustainability and prosperity of the geographic region that the Company's Members encompass;
- implement a strategic economic action plan based on the Northern Regional Futures Plan framework or similar; and
- provide effective representation and advocacy to State and Federal Government and other stakeholders

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategies

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

Annual Plan 2019-2020

Action 6.1.15.1

Northern Tasmanian Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy.

LEGISLATION & POLICIES:

Section 21 Enterprise Powers - Local Government Act 1993.

21. Enterprise powers

- (5) The general manager is to report to the council –
- (a) at least once every three (3) months in respect of the performance of any activities carried out pursuant to subsection (1) and any strategic issues related to those activities; and
 - (b) any adverse developments that significantly affect or are likely to significantly affect the financial viability, the operating viability or any other aspect of any of those activities.

BUDGET; FUNDING AND FINANCIAL IMPLICATION

Council's contribution to NTDC is based on a subscription formula based around population size, our contribution during the 2019 - 2020 year was \$27,371.30 (including GST).

VOTING REQUIREMENTS:

Absolute Majority.

05/20.16.3 Northern Tasmania Development Corporation (NTDC) – Receipt of Quarterly Report

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	039\011\003\
ASSOCIATED REPORTS AND DOCUMENTS	Quarterly Report of the Northern Tasmania Development Corporation Ltd (NTDC)

OFFICER'S RECOMMENDATION:

That Council receive the quarterly report of the Northern Tasmania Development Corporation (NTDC).

INTRODUCTION:

The Northern Tasmania Development Corporation (NTDC) has been formed as an enterprise under the Local Government Act. Accordingly, NTDC provides quarterly reports to its shareholders including Break O'Day Council.

PREVIOUS COUNCIL CONSIDERATION:

Reports from NTDC are provided to, and considered by Council, quarterly.
Previous quarterly report was presented to the February Council Meeting.
Council Workshop May 2020.

OFFICER'S REPORT:

The Northern Tasmania Development Corporation (NTDC) has been formed as an enterprise under the Local Government Act.

Section 21 (5) of the Local Government Act requires Council's General Manager to report to Council at least every three (3) months on the performance of any activities of such an enterprise.

Accordingly, NTDC provides quarterly reports to its shareholders including Break O'Day Council in a format to comply with this requirement.

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.

Strategy

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

LEGISLATION & POLICIES:

Section 21 Enterprise Powers - Local Government Act 1993.

21. Enterprise powers

(5) The general manager is to report to the council –

- (a) at least once every three (3) months in respect of the performance of any activities carried out pursuant to subsection (1) and any strategic issues related to those activities; and
- (b) any adverse developments that significantly affect or are likely to significantly affect the financial viability, the operating viability or any other aspect of any of those activities.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

Quarterly Progress Report

JANUARY TO MARCH 2020



A few words from the CEO

What a different world we are living in now compared with the last quarterly report in December.

COVID-19 has changed the way we are all working and severely impacted the economy.

As the level of government closest to the community, local councils have and continue to support people with Care and Recovery Packages announced across Northern Tasmanian municipalities.

NTDC's major focus since the pandemic shut down businesses is to plan for the eventual recovery. While we don't have a clear timeline, it is important the region has a clear idea of where it can bounce back, but, more importantly, where the opportunities lie to do things differently and improve the region's economy, health and well-being for the long-term.

We have been busy working with key stakeholders to identify work that can be done now while we are in lockdown and work that will be important to the long-term recovery.

With this in mind, we are progressing the Regional Collaboration Framework by bringing the working group back together and refocussing it on a Recovery Taskforce.

It is anticipated this Recovery Taskforce, which features other membership groups, key stakeholders and private business leaders, will inform the state recovery committees currently being pulled together.

In terms of general NTDC business, I'll be finalising the last couple of council briefings on NTDC's plans and making the pitch for renewals of the Membership Agreement due in June.

We have a Members Meeting in May to be conducted by Zoom and I look forward to updating you on progress and plans further then.

In the meantime, stay safe and well and if you have any questions, please don't hesitate to make contact.



Mark Baker
Chief Executive Officer

Population Strategy Assisting Skilled Migrants

Population Program Manager Edward Obi has continued to work well in attracting and supporting new people to the region. Edward assists these migrants to revise their CVs and connect them to potential employers.

During the COVID-19 pandemic Edward is keeping our [Facebook Jobs](#) page updated with available jobs as there are industries still looking to employ.

Case Study – Chloe Dobson

Professional dancer Chloe Dobson was apprehensive about moving to an unknown city but has fallen in love with the beauty, lifestyle and community of Launceston in northern Tasmania.

Chloe and her partner started considering the move to Launceston in May 2018, after deciding to be close to her partner's family. With the job offer came hesitations and fears that come with fresh starts and the unknown.

Chloe comes from an extensive background of dancing competitively, professionally and independently for 15+ years. She is the owner, creator, instructor and face of Bloom Barre which provides a positive and motivating space for everybody while focusing on safe and mindful movement.

Living here less than a year, Chloe successfully runs Bloom Barre in Launceston. Bloom Barre is a fusion of ballet, Pilates and yoga. You can see more here <https://www.facebook.com/bloombarre/>

Chloe was concerned about moving to a small town but with time she has come to enjoy the beauty, lifestyle and community of Launceston.

Chloe's advice to newcomers is: *"Stick it out. Put yourself out there and meet people you may not naturally come across; you'll see that Launceston (and Tasmania) has a lot to offer."*



“Let’s Get Working” Seminars

EDWARD HAS PUT TOGETHER A VIDEO SHARING HIS EMPLOYMENT AND INTERVIEW TIPS TO SKILLED MIGRANTS.

Population Program Manager Edward Obi worked with Martin Collins at Envision Employment to organise workshops in each council area for jobseekers and those who want to help jobseekers find employment. The seminars covered job search methods, the importance of developing and maintaining a network of contacts, personal experience of looking for local employment (what works and what doesn’t) and skills transfer from one industry to another.

We hosted two events for George Town and West Tamar before postponing the remaining four events in Meander, Northern Midlands, Break O’Day and City of Launceston due to COVID-19. We had good turnout at both events and one jobseeker left the George Town seminar with a job in social work. It was decided to revisit the project once the immediate crisis has passed.

It was noted that there will likely be an increased demand for presentations such as these following the resumption of normal life, with business closures and job losses anticipated as a result of the outbreak. As a part of NTDC’s recovery package, we are planning to combine the seminars with a networking function for I-PREP (a University of Tasmania program that pairs international students with local businesses for work placements), panel discussion on how businesses can rebuild and culminate in a jobs expo for employers and potential employees.



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Population Advisory Group

The first Population Advisory Group meeting held in March aimed to identify and develop proposed initiatives for the Population Program Action Plan (PPAP). The group which consists of stakeholders from all relevant sectors discussed employment initiatives within their organisation and how they can utilise and assist Edward.

Actions include Edward getting in touch with organisations like the Westpac Contact Centre in Sydney who successfully employ skilled migrants, as well as exploring opportunities with Tasmania Chamber of Commerce and Industry, and Skilled Tas.

The next meeting will be held on 11 June 2020 via Zoom.

NTDC's Response to COVID-19

NTDC has been exploring initiatives for the recovery and are focusing on the following: Circular Economy, Definium Innovation Partnership, Recovery Taskforce, Population Growth Coordination, Concierge Program, Jobs Expo + Let's Get Working Seminars, Mental Health and Resilience.

Hydrogen Energy

The development of a hydrogen energy hub concept at Bell Bay was endorsed in early 2019 by Member Councils as one the priority projects for the region.

NTDC were planning a lunch with Premier, Energy Minister and ARENA CEO Darren Miller for March 27 but were forced to cancel due to COVID-19. We had initially arranged a Facebook livestream with the Premier and Energy Minister for the same time but the escalating pandemic meant we eventually decided to postpone the event until we can resume our original plan. We had also started work on a business breakfast in George Town with Chief Scientist Dr Alan Finkel in April but were similarly forced to abandon it due to travel and crowd number restrictions.

REDS Workshop

We held the first REDS implementation workshop on March 11. We worked through our key strategies and identified actions to the priority areas. The workshops with state and federal representatives, private sector and not-for-profits will be suspended for the time being.

Refer [Appendix A](#) for full report.



2020 Visions Rolling out in Partnership with The Examiner

As a way to get on the front foot for the new year, NTDC worked with Member Councils looking at each of municipality and what the key projects, priorities and developments were that would drive economic growth: a “2020 Vision” concept.

The opinion pieces were published in The Examiner over several weeks and promoted and shared via social media channels by The Examiner, NTDC and Members Councils.

They were all terrific examples of the positive work councils are doing in Northern Tasmania and paint an exciting picture about the opportunities ahead for this year and this decade.

While councils all had different visions and projects, similar themes were population growth, tourism, agriculture, productivity, sustainability and development.

Refer [Appendix B](#) for previous 2020 Vision articles.

Sports Facility and Greater Launceston Plan Reviews:

NTDC has taken on the management and oversight of two significant planning reports for the region - the Sports Facility Plan and Greater Launceston Plan.

The Greater Launceston Plan (GLP) was commissioned in 2012 by the City of Launceston with Federal Government funding assistance and with the active participation of neighbouring municipalities and a number of state authorities and city leadership groups.

The Plan was “a community vision and evidence-based framework for the sustainable development of Launceston and suburbs and localities over the next twenty years and beyond”.

The review of this plan will develop an agreed perspective of where Launceston as a regional city, the greater city area and the broader region currently stands and an agreed perspective of the key challenges and opportunities for its sustainable future.

The Sports Facility Plan is a major planning initiative which will provide an evidence-based long-term direction for the planning and management of the recreational and sporting grounds, and associated community facilities in both the City of Launceston, West Tamar Council, Meander Valley Council, Northern Midlands Council and George Town Council.

The Plan will provide:

1. A sport and recreation classification hierarchy based on catchment and function;
2. Standards for supply of sport and recreation grounds, facilities and asset;
3. An sport and recreation supply and demand analysis;
4. A community engagement processes; and
5. A prioritised and costed set of actions to achieve overall open space, sport and recreation vision and goals.

Due to the focus on responding to COVID-19 and uncertainty about commissioning consultants to prepare elements of these reports, work has been postponed until the next financial year.

Mayors' Quarterly Catch-ups

CEO held the first quarterly catch up with the Mayors in March which was attended by Mick Tucker, Annie Revie (phone), Mary Knowles and Albert van Zetten, with apologies due to other commitments from Christina Holmdahl, Wayne Johnston and Greg Kieser.

Updates from NTDC staff and Mayors can be found in [Appendix C](#).

We then had a general discussion on how councils were going and all Mayors noted the level of abuse/vitriol they experience for doing the role. Perhaps this is something LGAT and NTDC and CCA could work together on as an education piece?

It was agreed the hour-long meeting had been worthwhile and we would meet again in June with West Tamar agreeing to host (note: the meeting will now be held over Zoom on June 10).

NTDC Members Meeting

We have sent out a save the date for the next Members Meeting on 6 May 2020. The meeting will be conducted via Zoom.

The proposed agenda is as follows:

- 1 Present, apologies and welcome
- 2 Acceptance of proxy votes if any
- 3 Declaration of quorum
- 4 Declaration of conflicts
- 5 Previous minutes
- 6 For decision
 - 6.1 Selection panel for new independent Chair
- 7 For Discussion
 - 7.1 CEO/Chair Report
 - 7.2 Membership Agreement
 - 7.3 Priority projects
 - 7.4 COVID-19 Recovery Package
- 8 Other Business
- 9 Meeting Evaluation

NTDC Board Update

Directors Greg Bott, Lucy Byrne and Chris Griffin served their last board meeting in February.

The Board has been joined by Des Jennings, General Manager of Northern Midlands Council and Wayne Johnson, Mayor of Meander Valley Council.

Interim chair Sue Kilpatrick is happy to continue in that role until a new chair is appointed. The constitution calls for the independent chair to be advertised by members.

Office Update and Working from Home

We have moved into our new office at 63-65 Cameron St. It is a little smaller but suitable for the next several months. Cohabiting with CityProm and Tourism Northern Tasmania has already proven very valuable with understanding their response to COVID-19 and sharing information and plans.

NTDC's future plans are to remain in this building at least until our funding is secure, but it seems to be a good long-term option if all tenants worked together on a new layout and fitout.

We have instigated working from home since March 16 with Zoom video conferencing used for daily team meetings.



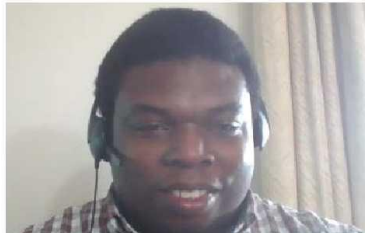
MARK BAKER

CEO
0409 356 183
mark@ntdc.org.au



GEORGIE BROWN

Projects Manager
0418 172 606
georgie@ntdc.org.au



EDWARD OBI

Population Program Manager
0469 827 427
edward@ntdc.org.au



ANNA DI CAMILLO

Executive Support & Communications
0400 338 410
anna@ntdc.org.au

Contact Details

OFFICE ADDRESS

Suite 1, Level 1, 63-65 Cameron Street, Launceston TAS 7250

POSTAL ADDRESS

PO Box 603, Launceston TAS 7250

OFFICE PHONE

0400 338 410

OFFICE EMAIL

admin@ntdc.org.au

WEBSITE

<https://ntdc.org.au/>

Appendix A

REDS IMPLEMENTATION WORKSHOP REPORT



Northern Tasmania's Regional Economic Development Strategy

**Implementation Program Workshop with Local Government Members
11 March 2020**

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Executive Summary

Implementation of the REDS will be coordinated and facilitated by NTDC but relies on working collaboratively and efficiently across all levels of government, community stakeholders and the private sector. In order to effectively engage with the region's stakeholders, NTDC facilitated this first Implementation Program Workshop with Council Members.

This workshop provided an opportunity for Council Members to collaboratively determine an agreed set of key initiatives to achieve the REDS Strategic Priorities. Emerging priority actions from the workshop included initiatives to focus on developing; a circular economy for the region, hydrogen investment at Bell Bay, an industry driven education paradigm, a creative and cultural offering and the regional land use strategy. The full outcomes of the discussion have been provided in this report.

NTDC will facilitate further workshops across all levels of government, community stakeholders and the private sector as we work to develop the REDS Implementation Plan (with a three-year outlook) and the NTDC Twelve-month Action Plan.

Context

Regional Economic Development Strategy (REDS)

In December 2019, all member councils, the State and Federal Government endorsed NTDC's Regional Economic Development Strategy (REDS) for the Northern Tasmania Region.

The REDS provides a shared understanding of where Northern Tasmania's future economic growth will emerge. It is a vehicle for engaging the community about regional needs and priorities, and it;

- Assists in bringing together key stakeholders,
- Facilitates access to resources, and
- Focuses activities around economic opportunities.

It provides a vision for economic development in the region;

By 2031, Launceston and Northern Tasmania will be Australia's most liveable and innovative region, with growing incomes and falling levels of disadvantage.

The REDS considers key areas of advantage in our regional economy including food and agribusiness, tourism, competitive manufacturing, health and social assistance, education, entrepreneurship and innovation.

The REDS identifies six strategic priorities to focus on for maximum economic impact in the region:

1. **Exports** - Grow total exports from \$5.3B in 2018 to \$7.7B in 2031
2. **Population** - Increase the number of skilled workers by 10,000 by 2031
3. **Innovation** - Increase productivity per hour worked from \$65 in 2018 to \$89 in 2031
4. **Investment** - Increase private and public investment from 1.47B per year in 2018 to \$2.25B per year in 2031
5. **Infrastructure** - Develop a sustainable pipeline of public and private infrastructure projects that supports our community
6. **Participation and Productivity** - Monitor the health and wellbeing and education rates of our community and advocate for continuous improvement

Doing this will not only make our region competitive in our state but make it more competitive nationally and internationally.

REDS Implementation Program Workshops

NTDC will host workshops with key stakeholders to commence development of the 2020 REDS Implementation Plan (REDSIP).

Workshops will be held with each of the following key stakeholder groups to identify priority initiatives and their contribution to deliver outcomes for the REDS. The workshops will be conducted in the following order.

- Local Government members (including GM's and economic development practitioners)
- State Government (including State Growth, DPAC and Treasury)
- City Deal and Federal Government
- Other participating organisations (RDA, LCC, UTAS, TNT, NRMA, MRC, ...)

REDS Implementation

The successful implementation of the REDS is dependent on cooperation between numerous stakeholders. NTDC and its member councils acknowledge that greater collaboration will improve economic outcomes for the Northern Tasmania Region. Collaboration is vital to build sustainable growth, drive private and government investment and improve planning strategies for Northern Tasmania's municipalities. A shared vision for the future of the region will be delivered through the collective efforts, sharing, support and trust between all stakeholders.

Implementation of the REDS will be coordinated and facilitated by NTDC but relies on working collaboratively and efficiently across all levels of government, community stakeholders and the private sector. NTDC acknowledges that with limited resources, we must promote a partnership approach and work in collaboration with all stakeholders to achieve the economic prosperity the region seeks.

The REDS Implementation Program has a three-year outlook and is guided by an Annual Plan. It will be a process driven approach to delivering a set of agreed actions to achieve the REDS priorities. The Implementation Program will identify new and current programs, initiatives and resources that can be implemented to optimise the economic benefits to Northern Tasmania.

The next stage of REDS Implementation Program is to work together with the six strategic priorities, consider the Priority Areas identified in the REDS and develop priority actionable initiatives with KPIs.

We aim to optimise the use of available resources to deliver benefits to the region, by agreeing a set of actions to be delivered by various stakeholders.

Key implementation responsibilities;

- **NTDC team** is responsible for development and delivery of the REDSIP.
- **NTDC Board** will approve, oversee and monitor delivery of the REDSIP
- **Local Government** members, **State Government** and **City Deal Executive** will endorse the REDSIP.
- The approved REDSIP will be publicly available on the NTDC website and will be provided to; Northern Tasmania Collaboration Network and Stakeholders and other participating supporting organisations, as requested.
- Accountability for the delivery of individual actions identified in the REDSIP resides with the agency that is assigned **lead responsibility** in the implementation (identified in REDSIP).
- **Stakeholders** for each action are expected to provide input, specialist advice and information, contacts and linkages to enable the delivery of the specific action – and to proactively advocate to other parties to progress delivery.

Workshop

Purpose

To identify and develop proposed initiatives for the 2020 REDSIP.

The focus is to determine an agreed set of key initiatives and actions that all stakeholders can work towards implementing. While this might not occur in one discussion, the guidance and expertise of NTDC members and community leaders will be invaluable.

Format

The Workshop was facilitated by Mark Baker, CEO of NTDC.

Mark provided background information on the REDS, and the approach for developing and delivering the REDS Implementation Program.

During the workshop, attendees broke into two groups and addressed a series of questions and activities (see Workshop Approach, on following page) designed to identify current programs, and to propose priority initiatives that could be implemented to help achieve the targets of the REDS.

Attendees

Local Government members were invited to attend this workshop, attendees were;

Name	Representing	Role
David Gregory	West Tamar Council	Corporate Services Manager
John Brown	Break O'Day	General Manager
Michael Stretton	Launceston City Council	General Manager
Michele Gibbins	West Tamar Council	Manager Community
Raoul Harper	West Tamar Council	Manager Infrastructure
Meagan Bennett	George Town Council	EA
John Jordan	Meander Valley	General Manager Manager of Innovation and Performance
James McKee	Launceston City Council Northern Midlands Council	Project Officer
Lorraine Green	George Town Council	General Manager
Shane Power	NTDC	CEO
Mark Baker	NTDC	Executive Assistant
Anna Di Camillo	NTDC	Project Manager
Georgie Brown	NTDC	Population Attraction
Edward Obi	NTDC	

Agenda

1:00pm - 1:10pm Opening and Introduction	
1:10pm – 2:00pm Workshopping	
Group 1	Group 2
<ul style="list-style-type: none"> • Exports (25mins+5min summary) Swap for gap identification	<ul style="list-style-type: none"> • Investment (25mins+5min summary) Swap for gap identification
<ul style="list-style-type: none"> • Investment (10mins+5mins summary) 	<ul style="list-style-type: none"> • Export (10mins+5mins summary)
2:00pm – 2:50pm Workshopping	
Group 1	Group 2
<ul style="list-style-type: none"> • Population (25mins+5min summary) Swap for gap identification	<ul style="list-style-type: none"> • Infrastructure (25mins+5min summary) Swap for gap identification
<ul style="list-style-type: none"> • Infrastructure (10mins+5mins summary) 	<ul style="list-style-type: none"> • Population (10mins+5mins summary)
2:50pm – 3:00pm Break	
3:00pm – 3:50pm Workshopping	
Group 1	Group 2
<ul style="list-style-type: none"> • Participation and Productivity (25mins+5min summary) Swap for gap identification	<ul style="list-style-type: none"> • Innovation (25mins+5min summary) Swap for gap identification
<ul style="list-style-type: none"> • Innovation (10mins+5mins summary) 	<ul style="list-style-type: none"> • Participation and Productivity (10mins+5mins summary)
3:50pm – 3:55pm Identify Top 3 priority initiatives from the full workshop program	
3:55pm – 4:00pm Wrap-up, Thanks & Close	

Approach

Attendees focused on identifying SMART initiatives;

- **S**pecific: Well defined, clear and unambiguous
- **M**easurable: With specific criteria that measure your progress towards the accomplishment of the initiative
- **A**chievable: Attainable and not impossible to achieve
- **R**ealistic: Within reach, realistic and relevant
- **T**imely: With a clearly defined timeline, including a starting date and a target date.

For each REDS Strategy the following background information was provided;

- Vision
- Target
- Key Opportunity Areas
- Priority Areas

Activities

- **Activity One – Identify current/approved initiatives**

Table groups considered the current economic development activities in Northern Tasmania. Identify current/approved initiatives/programs that are influencing outcomes.

- **Activity Two – Propose new initiatives**

Groups identified a handful of new initiatives that could contribute to achieve the REDS target. Consider Opportunity and Priority Areas outlined above.

- **Activity Three – Identify barriers/constraints**

It is necessary to identify and manage economic development barriers and growth constraints. Based on the current state, groups identified 2-5 economic development barriers/constraints.

- **Activity Four – Propose Solutions**

Groups asked to propose solutions for addressing the priority constraints identified in the previous activity.

Strategy 1 – Increasing Exports

Background Information:

Vision:

Export Growth will reduce our dependency on Government and enable an increasingly prosperous and self-reliant regional economy.

Target:

Grow total exports from \$5.3B in 2018 to \$7.7B in 2031

Key Opportunity Areas:

- Food Systems
- Tourism
- Education
- Competitive Manufacturing
- Professional, Scientific and Technical services

Priority Areas:

- Focus on developing growth opportunities in Food Systems as a priority regional competitive strength.
- Leverage the work of Tourism Tasmania and Tourism Northern Tasmania to attract higher-value visitors, to increase off-peak demand and encourage regional dispersal of visitors.
- Provide a range of targeted and accessible business support services that enable increased rates of entrepreneurship, small business survival and growth of established businesses
- Leverage off the growth in key export opportunity industries and the research capacity of local institutions to build export business.
- Grow the quantity of high-value, low-volume niche products and services
- Work with UTAS, TasTAFE and other educational institutions to attract (and retain) more international and interstate students.
- Encourage businesses to collaborate to develop solutions to trade challenges and increase their global access, and competitiveness
- Promote professional, scientific and technical services to locate in Northern Tasmania
- Build a strong health industry network to ensure local health needs are met, and are strong drivers of research and innovation that enables economic growth
- To improve the capabilities and market access capacity of local agriculture businesses enabling them to substantially increase exports value.
- Support businesses in developing and adopting new agritech allowing them to boost production and diversify into new product and service lines.

Activities

Activity One

Table groups were asked to consider the current activities in this strategy area in Northern Tasmania. Identify current programs that are influencing outcomes.

- AgriGrowth Loan Scheme - Agrivision 2050
- Dairy Tasmania Small Project Grants Program

- Agribusiness – Food systems focus
- Renewable Energy focus
- Education & UTas development
- Health
- Manufacturing

Activity Two

Groups were asked to identify a handful of new initiatives that could contribute to achieve the target. Consider Priority Areas outlined above.

Key Initiative:

- Target new geographic export opportunities ie. Indonesia. Mapping those opportunities to identify export market opportunity. Refer to previous NTDC work.
- Identifying opportunities to better utilise trails and natural infrastructure to attract tourism – Linkage to State ‘come down for air’ campaign
- Creative Industries and arts are a strength – develop and invest in a northern based cultural offering – drawing from the existing flows at TMAG and MONA
- NBN connectivity for decentralisation of national service delivery – linked to liveability of Launceston as a key attractor for new business
- Optimising recycling and circular economy strategy to take advantage of waste streams within the state
- Preparing industries for moving into and growing exports – business support
- Development and delivery of renewable energy sector including:
 - Centre for Excellence
 - Hydrogen focus
 - UTAS support & courses

Activity Three

It is necessary to identify growth constraints. Based on the current state, groups were asked to share two key constraints.

Key Growth Constraints:

- Costs (scale, distance)
- Skills / Population
- Local educational outcomes are poor
- Location risk for business – single source energy transmission (need duplicate Basslink)
- IT Infrastructure risk (& communication) - single hard line to mainland
- High dependency on single markets – some industry (eg. China)
- Regulations (restricting export)

Activity Four

Groups were asked to identify a handful of priority solutions for addressing the key constraints identified in the previous activity.

Priority Solutions:

- Diversify markets
- Continue to value-add / innovate products
- Infrastructure – IT & Energy

Strategy 2 – Population Growth

Background Information:

Vision:

The region requires an increased skilled working-age population to supply our businesses with the resources they need for a growing economy

Target:

Increase the number of skilled workers by 10,000 by 2031

Key Opportunity Areas:

- Population Attraction
- Population Retention
- Supporting population Growth – infrastructure & placemaking

Priority Areas:

- Implement the Population Strategy developed by the Population Taskforce with a particular focus on increasing the working age population.
- Attract a working age population to meet the skills and jobs required for Northern Tasmania.
- Attract and retain more local, interstate and international students.
- Develop a Welcoming Region Program to support and retain interstate and international migrants
- Plan for growth ensuring essential infrastructure and appropriate housing is available.
- Work with UTAS, TasTAFE and other institutions to retain (& attract) more international and interstate students.

Current State

Edward Obi, Population Program Manager, NTDC, is working on the following Population Strategy initiatives;

1. Skilled Worker Intensive Support Session (SWISS)
2. Let's Get Working seminars
3. Jobs in Northern Tasmania FB page
4. Make it Launceston and North East
5. NTDC/UTAS/Chamber I-Prep internship collaboration

Activities

Activity One

Table groups were asked to consider the current activities in this strategy area in Northern Tasmania. Identify current programs that are influencing outcomes.

- NTDC's Population Program
- Multicultural Grants Program
- Learning Grants Program
- Attracting students – need better
- Retaining students – poor retention
- Retirees moving to region – not adding value
- Let's Get Working program
- Retain current populations – not enough work to provide pathways
- Jobs support – intensive support sessions
- Make it Launceston - State program needs to continue & grow
- Welcome Region – grow to include all member Councils

Activity Two

Groups were asked to identify a handful of new initiatives that could contribute to achieve the target. Consider Priority Areas outlined above.

Key Initiative:

- Attract new business
- Attract lifestyle / tech workers
- Promote lifestyle attractors;
 - Renewables
 - Clean air
 - Climate
 - Tech
 - Less Traffic
 - Culture
 - Food
- Concierge program for new arrivals
- Support program – delivered in conjunction with member councils
- Target & attract Tasmanian returners - young families, young professionals
- Access retiree skills to add value to economy

Activity Three

It is necessary to identify growth constraints. Based on the current state, groups were asked to share two key constraints.

Key Growth Constraints:

- Housing / rental access & availability
- Infrastructure
- Transport – public transport not good enough
- Think regionally (not city centric) – promote regions for settlement & jobs, not just Lton

- Cultural integration is poor
- Ongoing support required for new arrivals, particularly from different cultures
- Employment – access to jobs is limited & favours locals

Activity Four

Groups were asked to identify a handful of priority solutions for addressing the key constraints identified in the previous activity.

Priority Solutions:

- Transport vision to address community needs
- Education improvements required;
 - Attainment
 - Attraction
 - Retention
 - Aligned to regional needs
- Identify targeted corporate opportunity to locate main office in our region – a business aligned with our values, environment etc.
- Housing – Regional Land Use Strategy – Release land more easily
- Incentives – Tax, rate relief for new business/arrivals
- Regional location prospectus to attract arrivals to broader region (not just Lton)

Strategy 3 - Innovation

Background Information:

Vision:

Innovation is necessary to achieve a higher value economy with more, higher paying jobs.

Target:

Increase productivity per hour worked from \$65 in 2018 to \$89 in 2031

Key Opportunity Areas:

-
- Food Systems
 - Tourism
 - Competitive Manufacturing
 - Education
 - Health and Social Assistance
 - Professional and Technical Services – ICT and new SME

Priority Areas:

-
- Build a regional innovation ecosystem (including a start-up ecosystem) to support businesses to access information, networks and processes to better apply innovation
 - Enhance the skills required to succeed in innovative, competitive and productive businesses, such as digital literacy, cyber security and Industry 4.0 applications in business.
 - Leverage opportunities for innovation and productivity improvements from investments in enabling infrastructure, such as the NBN, the LoRa Network and the Launceston Institute of Applied Science and Design.
 - Continue to support defence operations in the region in order to grow regional capabilities and take advantage of future defence industry growth
 - Utilise defence research and manufacturing capabilities to value-add to other regional industries, such as food systems, ICT, health.

Activities

Activity One

Table groups were asked to consider the current activities in this strategy area in Northern Tasmania. Identify current programs that are influencing outcomes.

- FIAL - Food Innovation Australia Limited
- CSIRO's food innovation centre for industry
- Business Evaluation - Entrepreneurs' Programme
- SEED Lab
- Ferment Tasmania
- Enterprize, Macquarie House
- Smart Cities Program
- ICT – Enterprise incubator
- Support new mindset: “How do we do things differently?” Mindset and process – lateral thinking
- Definium projects – LoRaWAN IoT data
- NT as a test site for IT product?
- Big data available through Smart Cities program – people movement
- Councils own most knowledge and data.
- Councils are conservative culturally.

Activity Two

Groups were asked to identify a handful of new initiatives that could contribute to achieve the target. Consider Priority Areas outlined above.

Key Initiative:

- Innovation hub work – OCG project
- Need process or support to encourage business to think innovatively
- Resourcing – need support staff who can analyse data to enable innovative solutions
- GLP and City Deal are a chance to think innovatively. How to make the most of this?
- Driverless cars and impact on future use & planning

Activity Three

It is necessary to identify growth constraints. Based on the current state, groups were asked to share two key constraints.

Key Growth Constraints:

- Staff skills limitation
- Mindset /culture of government bodies
- Ageing staff
- Understanding innovation
- Cost of IT – value proposition
- Industry diversification is low
- Overreliance on service and reducing manufacturing sector
- Most businesses don't have time/culture to be innovative.
 - Breathing time to think.
 - Productivity dilutes because of being busy
 - stretches resource and business can't afford
 - Strip off industry baggage & culture

- Innovation has to relate to people not process
- Innovation = improvement
- Open data sources to support cooperative innovation
- Don't be scared to fail

Activity Four

Groups were asked to identify a handful of priority solutions for addressing the key constraints identified in the previous activity.

Priority Solutions:

- Education / exploration, eg. Definium, or case studies from councils
- ICT – common platforms, eg. tech, record management
- Share knowledge on a regional level, provide common platform
- Regulatory innovation required. Often regulation prevents contractor from being innovative
Eg. regulation on how developer builds road infrastructure
- Staff exchanges could help share knowledge

Strategy 4 - Investment

Background Information:

Vision:

Investing for a growing and resilient economy

Target:

Increase private and public investment from \$1.47B per year in 2018 to \$2.25B per year in 2031

Key Opportunity Areas:

- Public Investment
- Private Investment

Priority Areas:

- Promote strategic incentives to attract more investment from existing and new businesses
- Advocate at a regional level for investment in priority public infrastructure projects that enable economic growth
- Continue to support the investment taskforce and consider how to deliver improved investment outcomes.
- An agreed pipeline of investment opportunities so economic growth and competitiveness is maintained
- Continue to develop and promote priority infrastructure list for Northern Tasmania region, creating a clear framework for prioritising infrastructure investment opportunities
- A clear framework for targeting likely investors at a state, national and international level
- Promote Northern Tasmania region as prime location for renewable energy production
- Optimise Northern prison investment opportunity for Northern Tasmania Region

Activities

Activity One

Table groups were asked to consider the current activities in this strategy area in Northern Tasmania. Identify current programs that are influencing outcomes.

- NTDC Investment Taskforce – didn't work
- Residential growth eg.
 - Perth - Opportunities for other areas
 - Launceston
 - St Leonards development opportunity
 - Prospect development Opportunity
- Hotels being built (visitor economy)
- Business growth in agribusiness
- Opportunity with port development – Bell Bay
- Lifestyle region in WTAM, GTC and NM
- MV prison investment
- UTAS relocation
- Hydrogen energy industry
- TRANSLink
- MTB @ GT

Activity Two

Groups were asked to identify a handful of new initiatives that could contribute to achieve the target. Consider Priority Areas outlined above.

Key Initiative:

- Battery of nation – pumped hydro? Windfarms – renewable energy
- CoL: Cultural strategy = public investment, eg. QVMAG
- Opportunity with UTAS courses – more in NT to uniquely reflect our needs
- Irrigation = agribusiness growth along river
- Value add in northern region for winemaking
- Access to market – port infrastructure – rationalise infrastructure eg. ports
- Placemaking investment eg. City Deal for Launceston,
- Placemaking @ regional level - Perth, Legana school/shopping,

Activity Three

It is necessary to identify growth constraints. Based on the current state, groups were asked to share two key constraints.

Key Growth Constraints:

- Utility providers – coordination of long-term plans
- State growth: roads and transport infrastructure to meet demand
- Recession impact
- Scale and population are ongoing constraints
- Zoning – constraining land release
- Barrier: Planning scheme, eg. Tall buildings in CBD
- Blocker: Land banking being held back
- Regional Land Use strategy – over importance
- Blocker: margins for development

Activity Four

Groups were asked to identify a handful of priority solutions for addressing the key constraints identified in the previous activity.

Priority Solutions:

- Optimisation of land use – housing priority for low value land
- Leveraging Tasmania brand as a lifestyle attractor
- Mapping of land capability
- Get Tas irrigation at Bell Bay as solution to water needs
- More private/public partnership to enable development
- Low interest on loans for strategically aligned development

Strategy 5 - Infrastructure

Background Information:

Vision:

Infrastructure plays a strong role in generating economic benefits for our region, while supporting environmental and social outcomes.

Target:

Develop a sustainable pipeline of public and private infrastructure projects that supports our community

Key Opportunity Areas:

- Placemaking Infrastructure -hospitals, schools, roads, houses, recreational facilities
- ICT infrastructure

Priority Areas:

- Manage infrastructure development in a way that maintains or enhances the region's liveability, while also promoting economic growth
- Place-making and regional land use planning initiatives considers the ongoing provision of infrastructure and community amenities for current and future residents.
- Identify opportunities for Northern Tasmania to leverage the region's ICT assets and capability.
- Maintain a pipeline of major private and public infrastructure projects to better assist with workforce planning and development.
- Advocate in the lead up to elections for Regional Priority Projects (and for LGA based projects where appropriate) to maximise infrastructure investment in the region.
- Prioritise planning and development in Launceston's CBD to support a critical mass needed for retail and hospitality growth
- Better integrate regional transport and land use planning to ensure efficient supply chain connections throughout the region, and inter-regionally
- Leverage road, rail and air infrastructure investment to grow freight and warehousing related business development.

Activities

Activity One

Table groups were asked to consider the current activities in this strategy area in Northern Tasmania. Identify current programs that are influencing outcomes.

- NTDC's Priority Regional Infrastructure Projects List
- Greater Launceston transport vision
- Legana, Perth eg, long-term planning,
- Midlands Hwy & Bass Hwy are good examples
- CoL: Water and sewage upgrades & separation
- Placemaking infrastructure; schools, hospitals
- Prison at Meander
- Marina at Rosevears
- Sports Facility Plan to optimise infrastructure priorities

- Tas Irrigation Pipeline
- Battery of nation

Activity Two

Groups were asked to identify a handful of new initiatives that could contribute to achieve the target. Consider Priority Areas outlined above.

Key Initiative:

- Cultural strategy -> infrastructure to support this
- AFL facility upgrades
- MTB infrastructure: differentiation & linkages to value-add the whole product made up of a number of different trail networks
- Transport, eg, linkages around region
- Planning for future infrastructure needs eg, electric bikes
- Airport upgrades
- Masterplan for infrastructure needs
- Mining gold again?

Activity Three

It is necessary to identify growth constraints. Based on the current state, groups were asked to share two key constraints.

Key Growth Constraints:

- Coordination, eg, info shared with all parties – better tripartite approach (State still working independently & not sharing with Councils)
- Funding
- Political trigger: only happens with pressure/reactionary

Activity Four

Groups were asked to identify a handful of priority solutions for addressing the key constraints identified in the previous activity.

Priority Solutions:

- Coordinated regional approach, eg, GLP
- Regional Collaboration Framework – regional communication network
- City Deal extension
- Stronger local government influence for priority infrastructure
- Public/private partnerships to enable infrastructure projects
- Coordination of infrastructure works to manage resource demand & support local contractors Eg TasWater jobs, state jobs, municipal jobs
- Infrastructure pipeline needs to consider skills and training eg, excavators
- Flinders airport upgrades
- BoD airport upgrades
- Recycling & waste processing – infrastructure opportunities
- Hydrogen: domestic gas application opportunity and transport

- Emerging robotics and manufacturing – technicians’ skills to resource developing industry
- Opportunity in emerging growing economies and companies pulling in supply chain
- ID aged infrastructure. Affordability of depreciation
- Future proof development – review for long term costs/needs

Strategy 6 – Participation and Productivity

Background Information:

Vision:

Build and support the region's human capital to improve workplace participation, productivity and responsiveness

Target:

Monitor the health and wellbeing and education rates of our community and advocate for continuous improvement

Key Opportunity Areas:

- Health
- Education/Skills
- Strong community and social purpose
- Improved social disadvantage rates

Priority Areas:

- Support programs to strengthen transitions to vocational training or higher education linked to the workforce, and deliver the skills and qualifications needed for a growing economy.
- Advocate for trials, opportunities and pathways, for disadvantaged cohorts.
- Seek opportunities to collaborate on relevant education and health programs to advance the regional economy.
- Enable the transition of business and workers into the new growth industries to maintain diversity and ensure economic resilience

Activities

Activity One

Table groups were asked to consider the current activities in this strategy area in Northern Tasmania. Identify current programs that are influencing outcomes.

- High unemployment
- Low SEIFA
- Inadequate training – needs to industry driven
- Jobs ready workers not available
- Business limited by deficit of workers
- Local government salary limitations

Activity Two

Groups were asked to identify a handful of new initiatives that could contribute to achieve the target. Consider Priority Areas outlined above.

Key Initiative:

- Engage retirees
- New education paradigm – fill skills gaps / industry driven strategic focus
- Programs to lift low SEIFA opportunity / participation
- Establish data of skills gaps and needs in region
- Find solution based on industry pathways for training to employment

- Publicly advertise all jobs (not just employing through 'word of mouth')
- Develop soft skills for potential employees – currently limiting employability

Activity Three

It is necessary to identify growth constraints. Based on the current state, groups were asked to share two key constraints.

Key Growth Constraints:

- Transport – employees struggle to get to work location
- Education / skills delivery system – existing yr12 leavers do not have employable skills
- Cultural limitations to completing education & seeking employment (generational unemployment, no respect for all jobs)
- Childcare/teenagers – workplaces need to support this to enable particularly female workers
- Finding 'available' jobs – most available jobs not advertised
- Employment flexibility – essential to unlock potential part-time workers, parents & carers
- No carry adopters (industry)

Activity Four

Groups were asked to identify a handful of priority solutions for addressing the key constraints identified in the previous activity.

Priority Solutions:

- Partnership with industry - pilot project industry sponsored/delivered training linked to employment opportunity
- Job visibility – publicly advertised vacancies
- Transport – Government/industry sponsored to support employees' access to workplace
- Employers – embed flexibility in employment & provide family support

Prioritised Initiatives

Aim:

Identify priority initiatives from the full workshop program.

Activities

Each participant was asked to vote for 3 initiatives that they believe should be the highest priority for NTDC's REDSIP.

Exports

- Optimising recycling and circular economy strategy to take advantage of waste streams within the state (3)
- Creative Industries and arts are a strength – develop and invest in a northern based cultural offering – drawing from the existing flows at TMAG and MONA (2)
- Continue to value-add / innovate products (1)

Population

- Housing – Regional Land Use Strategy – Release land more easily (3)
- Industry diversification is low (1)
- Regulatory innovation required. Often regulation prevents contractor from being innovative Eg. regulation on how developer builds road infrastructure (1)
- Education / exploration, eg. Definium, or case studies from councils (1)
- Staff exchanges could help share knowledge (1)
- Access retiree skills to add value to economy (1)

Innovation

- *None identified*

Investment

- Utility providers – coordination of long-term plans (1)
- Scale and population are ongoing constraints (1)
- Optimisation of land use –housing priority for low value land (1)

Infrastructure

- *None identified*

Participation and Productivity

- New education paradigm – fill skills gaps / industry driven strategic focus (4)

Wrap Up

- Mark Baker thanked everyone for their participation, summarised the Forum activities, and asked for feedback and reflections.

Next steps

- Workshop notes will be distributed to attendees to assist in discussions about economic development initiatives in the region
- NTDC will continue to facilitate REDS Implementation Program Workshops with stakeholder groups
- A separate REDS Implementation Plan will be developed to guide the activities of the REDS Program.



Appendix B

**PUBLISHED ARTICLES
2020 VISIONS ROLLING
OUT IN PARTNERSHIP
WITH THE EXAMINER**

OPINION

LAUNCESTON VISION 2020

Uni campus move 'critical factor for growth'

IMPLEMENTATION of the extended Launceston City Deal, the University of Tasmania relocation to Inveresk and stage two of the Launceston City Heart Project are among the main economic priorities for the City of Launceston Council in 2020.

Mayor Albert van Zetten said the key priority for the council was the implementation of the Launceston City Deal, which was extended out from five years to 10 following the recent federal election.

"With that now in place, we're looking at new and exciting ways we can leverage off this deal and identify new strategies and projects we can submit for possible funding," he said.

Other economic development perspective, our key focus areas will be:

- Facilitating the University of Tasmania relocation
- Progressing stage two of the Launceston City Heart Project
- The implementation of the Buildings Heights and Massing Study
- Residential growth strategies:
- Invermay Traffic Masterplan outcomes (including the traffic signal upgrade)
- Implementation of the City of Launceston's Cultural Strategy
- Inner City Living
- Smart Cities strategy
- Progressing the Greater Launceston Transport Vision (including the Eastern Bypass feasibility study).

"We're also co-signatories of the River Health Action Plan and with some \$94 million of investment in our river over the next few years, that will also be a major priority moving forward," Councillor van Zetten said.

He said undoubtedly the biggest factor in economic growth was the relocation of the University of Tasmania campus from Newnham to Inveresk.

"Bringing the campus into the CBD will be a game-changer for the city. It truly is a once-in-a-generation project that will deliver not only economic growth for the region, particularly during the construction stages, but niche research capabilities as well as give a true impetus to developers as they deliver what we expect will be a market-driven need for more CBD living options."

Both the City Heart project and building heights amendments to the planning scheme will unlock development potential within the city and the progression of the residential growth strategy will also facilitate



ACTION PLAN: The relocation of the University of Tasmania from Newnham to Inveresk will be a key priority for the City of Launceston Council in 2020. Picture: supplied/file

significant residential and commercial development within the city. Councillor van Zetten said tourism was a traditional industry that was in good shape for 2020 as were agriculture and forestry, but the council expected growth in the aged care and social services sector due to demographic change as well as the creative industries sector.

"With the impending release of the council's cultural strategy, we will undoubtedly see more creative arts and cultural growth across the city, which will in turn help drive investment in other areas such as tourism."

"There's also a significant, relatively untapped potential in the conferencing sector in Launceston, which in turn will also drive an increase in tourism and visitation to the North. That's a market that currently is dominated by Hobart, but as the potential for more facilities and infrastructure comes online, we definitely believe we can see significant growth in this area."

The implementation of both the Northern Tasmania Development Corporation's

Regional Economic Development Strategy and the Northern Tasmanian Population Taskforce Strategy were also exciting projects for 2020. Councillor van Zetten said planning continued to grow in the city, which meant jobs, investment and prosperity for residents.

"In 2019, the council approved 646 planning applications, worth \$211.2 million, compared with \$209.6m the previous year, and we're confident this sustained level of investment will continue to grow in 2020 and beyond."

"There's a great of interest from a number of developers - some of them significant - to invest in Launceston."

Looking back over the previous decade, Councillor van Zetten said the council had had some genuine wins and major achievements that can be easy to overlook.

He cited the Greater Launceston Plan, first stage of the City Heart, redevelopment of Civic, the Launceston City Deal, the Northern Suburbs plan and the River Health

Action Plan. "Both of those projects have seen significant government (both state and federal) investment flow into Launceston. While the outcomes of those are quite different, they will both have generational, positive impacts." By the end of the decade, the council expects to see an extra 10,000 people living in Launceston. "I am seeing a growth in population that rivals other regional cities," Councillor van Zetten said.

"That in itself brings with it a number of challenges for the City of Launceston in terms of housing and available land for development. It's an area we have been spending considerable time and resources over the past year or more. If we are going to bring an additional 10,000 people to live and work in Launceston, there needs to be new and exciting options available."

■ 2020 Vision is a partnership between Northern Tasmania Development Corporation and its member councils to highlight their economic development plans for the year ahead.

NEIL GROSE

Business and art are economic bedfellows

THE links between art and business extend back through the centuries. Wealthy individuals have always sponsored and supported artists from da Vinci to Michelangelo to Matisse, Picasso and many Australian artists such as Fred Williams and David Larwill.

Indeed, one of Launceston's significant features is BOLT, the huge 48-metre-long sculpture at the entrance to the University of Tasmania building at Inveresk, which was a collaboration between artist David Hamilton and businesses back in 2006 to mark the 'It's About Us' celebrations.

But more than that, art, especially art that creates discussion, also drives business. The

MONA experience in Hobart is testament to that.

While much of the collection at MONA is not for everyone's tastes, more than 300,000 people visit every year, spending plenty of money while they are here. Canberra captures significant art tourists and on a recent trip to Melbourne, the internationally-significant 16-hectare sculpture park McClelland, at Langwarrin, was constantly full of people interacting with more than 100 outdoor sculptures.

In Launceston, our performing arts sector is a significant generator of economic activity in the city. The producers of the upcoming *Mamma Mia* show are forecast-

ing around 12,000 people to see the show. Every night the show is on, many hundreds of theatre-goers spend significant amounts of money before and after the show having dinner, drinks and enjoying great hospitality. That in itself is a huge boost to the city, especially as this is a show with home-grown talent on stage and behind the scenes.

But this city can do more. Hobart leads the way through a vibrant Tasmanian Museum and Art Gallery space with more than 400,000 visitors last year as well as the many private and artist-run galleries in and around the city. Here in Launceston Design Tasmania is brilliant as is QVMAG, which is home to an internationally significant

collection of art and artefacts, but our streets and parks are essentially barren of artistic cultural experience. Experience the world over shows vibrant cities are full of art and culture and that they reap the economic rewards.

If Launceston truly aspires to be one of the great regional cities of the world, we should fill our streets with trees, sculptures and celebrate the creativity clearly present here. Our community and our economy will be the long-term and overwhelming beneficiaries.

■ Neil Grose is the chief executive of the Launceston Chamber of Commerce.

OPINION

WEST TAMAR 2020 VISION

Projects building economic confidence

OVER the next decade, the West Tamar region will continue to grow as a place for suburban and lifestyle living, according to Mayor Christina Holmdahl.

Councillor Holmdahl said her council's long-term vision for the population centres of Beauty Point, Exeter, Gravelly Beach and Legana would provide greater opportunity for population growth and business development.

A focus over the previous decade on more strategic thinking has resulted in positive working relationships with state and federal governments, which has brought economic benefits to the area.

"Councillors have demonstrated strong community connection allowing them and staff to pursue outcomes which are in the best interest of the broader community," Cr Holmdahl said.

"This was demonstrated at the last election with all sitting councillors returned and the mayor receiving the strongest personal vote in the state."

For this year, the main economic priority for the council is to improve cost efficiency and deliver services without compromising outcomes.

Also, supporting those wanting to invest through appropriate advice and assistance and working with state and federal governments to leverage investment into West Tamar and the Northern region.

"We are always looking for ways to do things better, making the most of opportunities presented," Cr Holmdahl said.

She said the implementation of the Beauty Point and Gravelly Beach Master Plans were an example of a project that had the greatest potential to deliver economic growth in the region.

"The federal funding will provide local jobs and investment and excellent recreational opportunities for both residents of the West Tamar and visitors," she said.

"It is also evidence that effective community consultation, to determine priorities and good forward planning, result in excellent outcomes which provide strong community benefit."

Cr Holmdahl said the FermenTasmania project, the next stage of the Legana Strategic Plan, the building of a new school at Legana School and ongoing development of residential subdivision and dwelling construction were also projects of significance for the West Tamar's economic development.



PROGRESS: The Gravelly Beach Master Plan is an example of a project that has the greatest potential to deliver economic growth in the region, according to mayor Christina Holmdahl.

66 A focus over the previous decade on more strategic thinking has resulted in positive working relationships with state and federal governments, which has brought economic benefits to the area.

FermenTasmania is an industry-led, not-for-profit industry cluster established in 2016 to accelerate innovation, growth and collaboration for fermentation-based enterprises.

Its aspiration is for Tasmania to be an internationally-recognised centre for excellence for the design, production and marketing of fine fermented food, beverages and other products.

It is seeking funding to build a physical space at Legana to evolve its work.

"Council will continue to encourage the development of smart industries like FermenTasmania."

The West Tamar region's traditional industries such as viticulture, tourism, light industry and retail are in good shape because they market well and understood the customer base.

The growing area of viticulture and tourism would be supported by the Beauty Point and Gravelly Beach Master Plans.

People wanting to know more about these projects or other council work can visit the council's website and follow communications through media releases, Facebook and by talking to councillors in the community.

"We encourage involvement from the

community," Cr Holmdahl said.

"Regarding these matters and many others, council will continue to actively engage with the wider community through its Local Area Advisory Groups across the municipal area."

Northern Tasmania Development Corporation chief executive Mark Baker said the West Tamar region was showing strong signs of economic growth, particularly in residential dwellings.

"Riverside and Legana are continuing to grow and the Legana school will make that area even more popular with families," Mr Baker said.

"Further down the West Tamar, you have tremendous lifestyle living and good growth in viticulture, agri-business and tourism sectors to complement industry."

■ 2020 Vision is a partnership between Northern Tasmania Development Corporation and its member councils to highlight their economic development plans for the year ahead.

NEIL GROSE

Time to co-ordinate the effort for the Tamar

WHEN the Launceston Chamber of Commerce was formed way back in 1849, it was issues relating to navigation and trade on the Tamar that prompted business to join together.

Now 171 odd years later, here we are again where the business community is making the case for positive change to the estuary on our doorstep.

In partnership with a cleaner river goes a huge economic opportunity for this city.

The love/hate relationship with the Tamar estuary has developed since European settlement.

In all probability, the only people who

truly value the river for what it is were those here before European settlement.

Now we love it when the tide is in and we hate it when the tide is out.

The issues relating to the river are not surprising; it has a little too much of everything in it, from poo to heavy metals to silt and invasive weeds.

There is plenty of willingness to do something, and a sizeable envelope of funding to go with it.

What there appears to be too little of however, is a clear understanding of who is ultimately managing the project.

At a very casual count, there are well over 15 different agencies that have responsibility

for some parts of the river.

This ranges from environment, navigation, water flows, floods, effluent and on, and on, and on.

This is not to disparage any one of these organisations - all are doing valuable work, indeed ground-breaking work in many instances.

But who is pulling it all together, who is ultimately responsible for quality outcomes in a timely manner that meets community expectations?

The Chamber has been discussing publicly for some considerable time the need for an overall body to be in charge of this most important challenge.

If there was a similarly-funded project to build a road, a school, a hotel or a mine, there would be in place, right at the outset, a skilled management team with a project lead who would be ultimately responsible for getting the job done on time, to the right standards and to budget.

They would orchestrate the various entities, within their specialisations, to do their job in the right sequence in order to bring the project to a satisfactory conclusion.

Yet it is increasingly clear that this chain of responsibility is quite unclear when it comes to the Tamar.

■ Neil Grose is chief executive of the Launceston Chamber of Commerce.

OPINION

2020 VISION BREAK O'DAY

Building momentum off back of two wheels

BREAK O'Day mayor Mick Tucker is excited about what 2020 will bring the municipality with business confidence and tourism growing rapidly.

"During the last 24 months we have seen more than \$15 million of tourism development in our area as well as three well established and iconic accommodation businesses change hands," Councillor Tucker said.

"We look forward to supporting these businesses and seeing them develop in the coming 12 months."

The main economic priority for the council this year is to maximise employment outcomes and build the economic strength of the Break O'Day area.

"This comes not only through infrastructure project initiatives but also through addressing the barriers we experience that hinders growth in our area, like remoteness."

"Recent work undertaken through the Jobs Action Package involving the Tasmanian Government, TasCOSS and TCCI provide a place-based solution, which we can implement that tackles these challenges. This work dovetails nicely with the previously completed Break O'Day Skills Audit."

Councillor Tucker said Break O'Day's main priority for 2020 was to develop St Helens as a mountain bike destination that offers access to world-class mountain trails in an iconic location.

"With the first stage of the trails opening in November 2019 and further trails coming on line in the first half of 2020, our focus is very much on developing visitation and the experience of visitors to the Break O'Day area," he said.

"Through close engagement with the local businesses community, including infrastructure partnerships, we are very focused on ensuring that we maximise the employment outcomes and economic growth from this game-changing project."

"We have developed and introduced a number of initiatives for the St Helens Mountain Bike Trails, which have gained fantastic support from the business community in particular and the broader community in general, including business information sessions that all in the community are welcome to attend. These are always very well attended. We have also used these information sessions to bring service providers to our area to network with businesses."

Councillor Tucker said tourism was Break O'Day's largest industry and 2020 would be



MOMENTUM: The main economic priority for the Break O'Day council this year is to maximise employment outcomes and build the economic strength of the region. Picture: Paul Scambler

“With the first stage of the trails opening in November 2019 and further trails coming on line in the first half of 2020, our focus is very much on developing visitation and the experience of visitors to the Break O'Day area.

Break O'Day mayor Mick Tucker

an interesting year but not without challenges. "Normally we would expect it to be a very strong year with the mountain bike project diversifying our offering and extending the

visitation season, after all the middle of winter at St Helens is a great time to mountain bike," he said.

However, he said the emergence of coronavirus was going to have an impact given the Asian market travels through the area.

"The coronavirus is already having an impact on our aquaculture industry as seen with the rock lobster industry and we anticipate this could also impact our oyster farms."

Councillor Tucker said agriculture would also have a tough year given the drought conditions throughout the council area.

However, the council is very excited about the level of confidence and excitement in the local business community, both existing and potential new businesses, due to the mountain bike community.

"Upgrading of accommodation infrastructure and new businesses starting is a sign of the confidence in the local community," he said.

"Meeting new people who have just

moved to the area because they see the opportunity is very satisfying."

Councillor Tucker reflected on the decade that had just gone.

"We have developed the council into a solid well-performing organisation which is kicking goals for our local community, such as a brand new hospital at St Helens," he said.

"The extent of external funding support we have secured for community and Council projects has been a pleasant and welcome surprise." By the end of the decade Break O'Day wants to have a vibrant and caring community where everyone has a roof over their head and can afford to live in our area.

"Our young families have a great future and our youth have job opportunities and careers they can pursue in our area."

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NEIL GROSE

Small business the hidden victim of virus

THE issues surrounding coronavirus are very concerning on two levels. Firstly, it is obviously a huge public health issue - this virus has many effects on individuals from a mild cold to far more serious and potentially fatal consequences. The recent diagnosis here in Launceston confirms that we are certainly not immune from this.

Coronavirus is also having an economic impact and, in all likelihood, will continue to do so for some time. Demand and supply are contracting in ways previously not seen. Demand, particularly in the hospitality and tourism industries is showing signs of slowing and broader experience demonstrates

that people are worried and are considering changing their travel plans.

Supply of product used in business for business, for retail or to value-add is also a major issue. The world has put its global manufacturing eggs in one Asian-based basket, and that region is being severely impacted through closed factories and restricted borders. The most simple of items are vanishing from shelves - even a simple dust mask is hard to get.

But what to do on a local level? We may be in a small state at the bottom end of a relatively remote country, but, as any business here in Launceston will tell you, the potential impact is real.

Locally and individually there are actions that are common sense and easy to do - buy local produce, have our breaks locally and spend the money locally that we would ordinarily spend on imported things.

The government has an important role too. Those of the 'free enterprise' philosophy would not be advocating for cash handouts and ill-considered spending by governments. But government can assist in ways similar to drought and flood recovery - low or no interest loans over extended periods, tax breaks or tax-free periods to assist business to stay in business and keep people in a job, but it needs to be targeted and in consultation with the small businesses that

could be affected. Many of the small and micro-businesses in Launceston have the potential to be impacted by the spread of the virus and the contraction of business activity as a result of actions taken interstate and overseas. The underpinning philosophy for any government assistance in situations such as this is to maintain employment, because as is self-evident, jobs in small business are critical to the economy and the community. It is important that support focusses on small business so the potential economic impacts of the virus can be minimised as much as possible.

■ Neil Grose is the executive officer of the Launceston Chamber of Commerce.

OPINION

NORTHERN MIDLANDS VISION 2020

Building and consolidating a strong future

THE Northern Midlands Council's vision is to continue to grow and consolidate its region's reputation as an enviable place to live, work and play, mayor Mary Knowles says.

The municipality is one of the largest and most diverse in Tasmania; rich in agricultural resources, natural and built heritage and boasting a thriving business sector.

"Vibrant historic towns and villages blend in with the surrounding rural landscape," Cr Knowles said.

"The many sustainable competitive advantages of the Northern Midlands result in the area having a higher than state average rate of population growth, led by internal migration. Plans for new residential subdivisions are consistently being lodged with council, and realistically priced real estate coming onto the market sells readily. Given the close proximity of Launceston and the airport, our residents enjoy an enviable lifestyle; rural living within easy reach of the services, facilities and employment opportunities of the city and airport."

Cr Knowles said Northern Midlands' Economic Development Framework had six pillars on which the council was integrating its strategic direction, plans, budgets, and projects, to achieve this vision: the pillars being population, business, agriculture, infrastructure, tourism and the environment. Council's aim is to continue the current moderate growth in the area's population, with an emphasis on planning for, and consolidating urban growth.

"Council is encouraging subdivisions in and around our towns and villages that develop a diverse range of accommodation options; attracting young people and families to balance our currently ageing population profile," she said.

"The new highway around Perth will enable subdivisions likely to double the population over the town over the next 10 years. A new Perth Early Learning Centre is planned, along with walking tracks and shared paths amid thousands of trees, and wetlands to enhance liveability whilst dealing with stormwater."

Cr Knowles said achievement of the region's vision depended on creating an environment where existing businesses thrive, and new businesses are attracted to the Northern Midlands. She said nowhere was this more apparent than at the Launceston Airport TRANSLink Precinct, which has grown from a small nucleus of low-key business developments in the 1980s to a thriving



business estate where a diverse and growing range of businesses prosper and succeed collaboratively. Council is actively seeking funding partners to develop a Feasibility Study for a TRANSLink Intermodal Facility and Freight Hub with the creation of a rail spur linked to a precinct terminal at Western Junction near Launceston Airport.

"This is a long-term plan but needs to be pursued now to determine the real interest of all stakeholders. Council has collaborated with a broad array of stakeholders to develop the Launceston Gateway Precinct Master Plan, a strategic long-term plan, which will guide the growth and consolidation of businesses, services and infrastructure in the TRANSLink Precinct."

The historical, cultural and economic backbone of the Northern Midlands is agriculture and the council is encouraging local agricultural sustainability and expansion to ensure the region maintains its reputation as the heart of Tasmania's food production. This industry is in great shape and growing with berry farms and TQM expansions

creating employment and business confidence in small towns such as Cressy. The news that tractor sales are up substantially at Longford's Midlands Tractors confirms this confidence. Council recognises the need to continually maintain and supplement the region's infrastructure for the benefit of the Northern Midlands community, and the region's economy, Cr Knowles said.

"Council has in place a number of master plans and urban design plans to ensure infrastructure development maintains a healthy balance between meeting community and economic needs, and the preservation of the unique charm and village character of Northern Midlands' towns. Council is seeking to partner with the Australian Government to fund the Longford Urban Design Project that will sensitively revitalise the public space, community facilities and streetscape in the heart of town. State government funding has been secured to assist with the redevelopment of the facilities at the Evandale and Cressy recreation grounds, including the develop-

ment of inclusive change rooms to promote female participation in sport."

Tourism is a significant contributor to the Northern Midlands economy and the council continues to collaborate with Tourism Northern Tasmania and the Heritage Highway Tourism Region Association to develop tourist experiences and to promote the Heritage Highway region as a 'must see' tourist destination.

"Council is advocating for the implementation of the recommendations of the Ben Lomond SkiField Feasibility Study, which would result in a consistent snow cover and guaranteed ski season each year - attracting visitors to Northern Tasmania during the current low tourism winter season," Cr Knowles said. "Council is committed to promoting sustainable access to, and beneficial use of, the natural environment."

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NEIL GROSE

Short-term reaction or time for planning?

THIS country has celebrated Australia's participation in the global economy for many years now.

Indeed, much of Tasmania's economic rise from the ashes has been on the back of the visitor economy bring overseas tourists in by the tens of thousands.

Our expanded irrigation schemes have meant that our agricultural produce is exported, seafood such as crayfish were in huge demand in Asia and Atlantic salmon is enjoyed far and wide.

This access to the benefits of a global economy also means we are exposed to the downsides of the global economy, which

is playing out at the moment due to the reactions to the coronavirus.

As has been said many times now, the greatest threat to Tasmania is not just the health issue, it is the economic issue.

This is a time for cool heads, plans built around common sense, evidence and government help in targeted moderation, not unfettered largess.

In the short term, the headless chooks will get the headlines, but what is this telling us as a nation and an economy about our long-term opportunities?

Approximately 25 per cent of the world's manufacturing capacity is based in one country, China, and when times are good

that means a cheap and steady supply of manufactured products.

But if China has metaphoric snuffle (or virus), then it is the global economy that gets the cold and share-markets lose their pants.

During the 90s and 2000s, China came to the fore as a manufacturing powerhouse due to its cheap cost of production - labour in other words.

But in the 2020s it is technology, not just cheap labour that dominates manufacturing of important goods. The resurgence in the USA's manufacturing sector points to this.

There is an old saying in business that uncertainty gives rise to opportunity. So, in this time of global uncertainty,

should this nation, or this state, seize the opportunity?

Is this a time for long term investment in new technology and industry rather than short term stimulus - can it be both?

We see the state government taking a punt on hydrogen, but is the next part of a post-coronavirus Tasmania a high-tech Tasmania?

Should Tasmania be a centre of research and development excellence that takes our natural assets such as soils, forestry and energy creation capacity to be a front runner as the economy?

■ Neil Grose is chief executive of the Launceston Chamber of Commerce.

OPINION

GEORGE TOWN VISION 2020

Economic growth and a whole new identity

ESTABLISHING hydrogen production at Bell Bay, diversifying the region's economy with a focus on tourism, and having a solid contingency plan should Temco close are the main economic priorities for the George Town Council in 2020.

Mayor Greg Kieser said the state government's hydrogen prospectus in Bell Bay would lead to 1700 jobs over the long-term.

"We want to do everything thing we can, to establish hydrogen producing plants at Bell Bay," he said.

Industry has been George Town's largest economic focus in the past with the Bell Bay precinct producing almost 60 per cent of the state's gross domestic product.

However, tourism is becoming the next great economic priority for the council in 2020.

Councillor Kieser said diversifying industry was also necessary and views tourism as an area with significant potential, with planning for a mountain bike trail starting in the coming months.

The council is focused on enabling 'trail ready' businesses in preparation for the anticipated mountain biking growth and have tried to learn from the experience in Derby and St Helens.

"What do these things look like, and what does the market segment want when they get here," Councillor Kieser said.

The council is also exploring promoting a range of natural assets and varying experiences that the region hosts such as a dormant volcano at Hillwood, which is popular for rock climbing and bushwalking, and underwater assets that appeal to divers, such as sponge gardens and ship wreck sites.

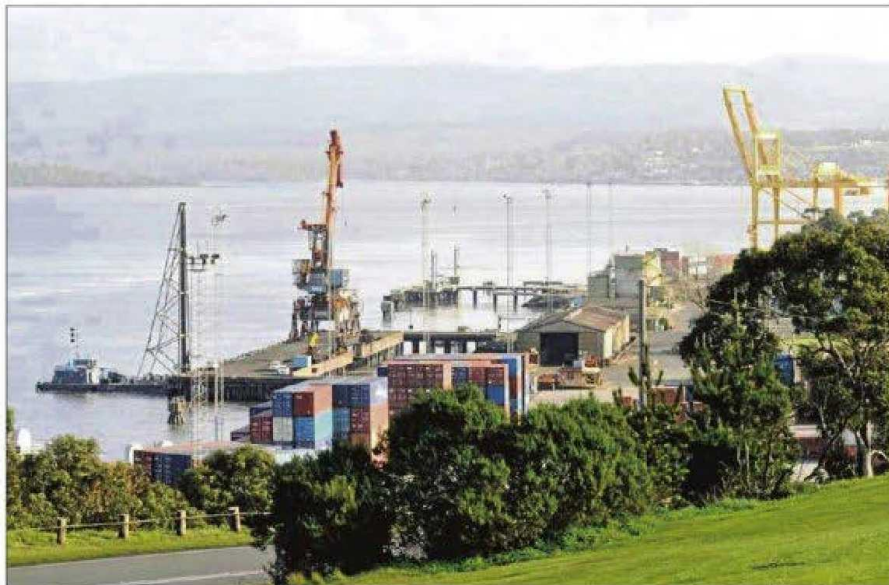
The council is looking into colonial sites in the region that could be transformed into tourist attractions.

George Town is also home to one of the state's largest penguin colonies, but more work can be done on facilities and accommodation.

Councillor Kieser said the East Tamar wine and viticulture industry was maturing and were in good shape for this year and would like to see a significant increase in the promotion of these offerings in the tourism space and wine routes.

"Working with Tourism Northern Tasmania and the greater wine industry will help them determine how they can maximise their offerings," he said.

"One idea is a local harvest market in George Town that allows producers to show-



PLAN: George Town mayor Greg Kieser says the state government's hydrogen prospectus at Bell Bay would lead to 1700 jobs over the long term.

case their products to locals and tourists visiting the area."

The council has been on the front foot with planning if Temco does close.

"Council is working with the state government, looking at several contingency plans to help support the people that are directly impacted by Temco.

Both with their employees but also those who are affected by the supply chain.

"Temco is one of the big players out of the Bell Bay Precinct so ensuring that a smooth transition can be executed, if necessary, is essential."

The expansion of alternative industries in the region is one way to diversify the region's economy.

"George Town Council would like to see alternative industry expansion into Bell Bay including a renewable hub or a waste energy plant," Councillor Kieser said.

"Furthermore, military contracts are being investigated as a potential to cooperate with the manufacturing space at Bell Bay."

Population growth is also on the council's agenda with a taskforce established and work on developing a liveability prospectus to sell the region locally and interstate and initiatives to support interstate resettlement in the area.

"We want to look at the development of the York Cove Foreshore and precinct including the removal of silt to activate the water spaces there.

"To complement that is a George Town precinct structure plan which will be developed this year, which will give investors and developers a good understanding of where commercial operations can occur."

A fully developed York Bay foreshore would include marine developments and a wide range of accommodation and restaurant options is another expected outcome.

The council has come from a place of financial difficulty and over the last few years that has been turned around significantly.

Councillor Kieser said they now have a sustainable outlook over the next 10 years to

generate healthy surpluses each year.

George Town would like to be known for nationally exported and world-renowned produce in 10 years' time and have a diverse and wealthy population.

But beyond economic priorities another focus on the region is a full rebranding of George Town's identity.

At the end of the decade, Councillor Kieser envisages an independent, recognised and successful East Tamar brand with the George Town municipality entrenched in that brand.

George Town's affordability and high liveability in comparison to other areas around Australia is a strength to focus on in 2020 and beyond.

2020 Vision is a partnership between Northern Tasmania Development Corporation and its member councils to highlight their economic development plans for the year ahead.

NEIL GROSE

'It is a time to put local businesses first'

THE events in recent days are unlike anything people younger than 50 years would have ever experienced.

This is a time for calm heads and rational plans, not bulk buying and brawling in supermarket aisles.

Our older generations have been through the pre-World War II economic depression, post-World War II austerity, not to mention the war, the issues surrounding the Cold War, Korean War, Vietnam War as well as the effects of various Wall Street crashes throughout history since 1927.

They have coped with mortgage rates around 18 per cent and unemployment stats where jobless rates hovered around 15 per

cent.

The one constant through all these challenging times and the consequent recoveries, is that local economies bounce back by putting local businesses first.

The most important thing about our local communities is jobs and small business; a huge percentage of our local economy is based around your local businesses, shops and services employing you, your partner, your neighbour, your kids and your parents.

The money you earn should go back, as much as is humanly possible, into local businesses.

This might mean you shop at a locally owned supermarket, get your booze from a

locally owned bottleshop and call in to your local newsagent and buy a newspaper and a magazine.

Get your coffee from a local café and have your hair cut in a local business.

Eat fresh Tasmanian vegetables, buy milk from our local dairy companies, get your meat from your local butcher and seek out products locally for business and for home.

This is not just the staples of life such as food and drinks, this also extends to the Tasmanian way of life.

Get out in the bush here, not interstate, go catch a trout or a flathead, see places you've never seen before and go to a local gig featuring local artists - goodness knows they

will need all the help they can get.

It is more important than ever that we keep our local money in our local economies.

The upswing as we pull out the other side will be strong, and we should see Launceston emerge with a greater focus and reliance on our local businesses, suppliers, growers, producers and industries.

If nothing else, the events since January have shown how vulnerable our health and economy can be through a strong reliance on overseas markets.

Neil Grose is Launceston Chamber of Commerce chief executive

OPINION

MEANDER VALLEY VISION 2020

A great place to visit, invest, live and work

MEANDER Valley's central location to Launceston and Devonport is attracting a growing number of people who want a rural lifestyle close to serviced towns.

Mayor Wayne Johnston said there was a growing demand for residential development such as Carrick and Hadsden.

"A major focus is facilitating large scale private residential development in the Hadsden Urban Growth Area, including infrastructure upgrades to enable subdivision and development of around 1000 new homes, a new retail precinct and possibly a primary school," Councillor Johnston said.

"Council's efforts to rezone the green field site has been the catalyst for commencement of staged subdivision and may potentially lead to grant funding to support future development of the town."

Councillor Johnston said agriculture, manufacturing, transport and logistics businesses remain strong while construction of a Bioenergy Hub at Valley Central would lead to significant expansion in electricity, gas, water and waste services sector, with circular economy benefits for regional supply chains and local energy users.

The state government's Northern prison would also boost the local economy within the public administration sector. Councillor Johnston said the projects or developments that had the greatest potential to deliver economic growth were:

The Expansion of Hadsden Urban Growth Area to provide for increased residential housing; A Bioenergy development at the Valley Central Industrial Precinct, which would provide value to adjoining businesses and future industrial development; The state government's potential Northern prison project with the preferred site north of Westbury; Commercial and residential development in the Eastern end of the municipality areas of Prospect Vale, Blackstone Heights and Hadsden; Tourism and hospitality operators and the Northern drive journey project.

Meander Valley Council has had a successful decade with the Valley Central Industrial Precinct winning a National Local Government Award, the Northern Lights Project, which involved the rollout of LED streetlights across six Northern councils, showing the power of collaboration in local government, and potential for greater leadership and sizeable savings in costs, energy and emissions through sustainability initiatives.



SCENE: Meander Valley has some of the state's best short walks, World Heritage-listed wilderness, cycling trails, trout fishing and gourmet food producers, Mayor Wayne Johnston says.

“There are opportunities to develop sustainable industry sectors to ensure growth and prosperity for the municipal area.”

Councillor Johnston said the traditional industries that were performing well were largely unchanged over the decade and were:

Agriculture (forestry and fishing) - dominated by the pharmaceutical contribution from Tasmanian Alkaloids, which will hopefully continue to perform well with a potential transition into medicinal cannabinoids; Health care and social assistance - growth potential in aged care and disability services

(e.g. Giant Steps). Manufacturing - received interest from developers for large scale meat and dairy processing; Construction - residential, commercial and industrial.

Meander Valley Council was excited about further cementing its reputation for being one of Tasmania's more progressive councils.

"There are opportunities to develop sustainable industry sectors to ensure growth and prosperity for the municipal area," Councillor Johnston said.

"Continuing to remain proactive in exploring sustainable development and energy alternatives such as bioenergy and electric vehicles. Promoting the region, Meander Valley has some of the state's best short walks, world heritage listed wilderness, cycling trails, trout fishing and gourmet food producers."

By the end of the decade, Meander Valley would continue to be a region that is a great place to visit, invest, live and work and, contains an abundance of natural, cultural

and built heritage.

"We have a vibrant voluntary sector that punches well above its weight and delivers significant social and economic outcomes. Examples include the Tasmanian Craft Fair Agfest, Deloraine Car Show, festivals, community art projects, service clubs and sporting clubs."

In 2020 we the council will be developing a revised Meander Valley Community Plan and will be seeking feedback from the community.

"The plan will identify economic and social goals to guide the growth of the Meander Valley municipality over the next 10 years," Councillor Johnston said.

"It will be an expression of all sectors with relevance to organisations and individuals alike. Council always welcomes community approaches to discuss opportunities to work together."

■ 2020 Vision is a partnership between Northern Tasmania Development Corporation and its member councils.

NEIL GROSE

Don't let small businesses' pain be in vain

THERE wouldn't be many Australians alive who would have experienced anything like Monday this week.

To see some of the great hospitality businesses of our community shutting their doors as increasingly stringent social distancing requirements was astonishing for some and heartbreaking for many.

But on the advice, it appears there is no other option.

If we as a country and an island state are to come out the other side as healthy as we possibly can, then some tough decisions and actions needed to be made.

Unfortunately, there are some dire

economic consequences for those who deal face to face with people in our hospitality and service sectors.

These tough actions have been taken for a reason and that is to slow the spread of the virus.

We should all be very mindful of our own individual actions in business, work and private lives to help minimise the risk of spread.

We all need to do our bit.

The clear responsibility now is on the rest of us to make sure that their action in closing business doors and reducing services is not wasted.

The great cost to these business operators,

who are possibly seeing the work of a lifetime slowly ebb away, will be a waste unless the rest of us keep our distance and pull our collective heads in.

It is also important to remember that many sectors in the business community are working as usual, especially in essential services as well as agriculture, forestry, construction and civil construction.

The only way they will be impacted is by their workforces contracting the virus - we must, as far as is humanly possible, keep the spread of the virus away from them.

This is why it is so important to follow the advice of government and the medical experts - keep your distance, practice good

hygiene to slow the spread and prevent the consequences becoming even more widespread through the community and workforce.

We as a community and economy rely upon those who are still working to keep us all in essential supplies, health services and to keep the broader economy ticking forward as much as possible.

The consequences of this will be with us for some time, but we can soften the blow and flatten the curve to help us to emerge strongly out the other side.

■ Neil Grose, Launceston Chamber of Commerce chief executive

OPINION

FLINDERS ISLAND 2020 VISION

Island wants to increase population to 1200

FLINDERS Island Mayor Annie Revie sees the traditional industries of tourism and agriculture as the growth areas on the island and is excited about its sustainable future.

Cr Revie said positive change was happening in agriculture and tourism and these successes had led to investment, development and progress on the island.

One major priority for Flinders Council in 2020 was improvements to the airport, which was economically draining and unsustainable.

"Being an island, the airport is the life blood of the island but it's also economically draining for the council itself. How can we best use the airport for our needs but at the same time have less money that we have to spend on it," she said.

"It is an area that will see some solutions and help other areas to grow. If we the council, do not have the huge burden of the airport, then we will also be able to put more money into other areas."

The federal government has promised a grant to upgrade some aspects of the runway, which begins in mid-February.

Strategic planning, including a business plan with partners on the island, identifies self-sufficiency and sustainability as key focusses so Flinders does not rely so heavily on importing goods for the population's daily needs, Cr Revie said.

"We want to start driving this island towards a more sustainable future because being an island, we have to bring in almost everything," she said.

Waste management, exporting cattle and importing vegetables are economic concerns for the council, which they would like to address in the coming year.

The council is considering private/public investment into a Hot Rot Composting System, a machine that generates compost from sewage, green waste, food waste and the abattoir that can be re-used in the agricultural industry.

The abattoir is not functioning because there is no solution for the waste. Therefore cattle has to be shipped to Tasmania and the meat shipped back.

"We want to seek some grants and investment from perhaps some local farmers and local businesspeople so that we can buy this machine," Cr Revie said.

"Then, we can kill and process lamb and beef on the island, we can save sending them off the island, which will mitigate injury to the animals and therefore we will



TOP PRIORITY: The Flinders Island Council wants to improve its airport this year.

“We want to start driving this island towards a more sustainable future because being an island, we have to bring in almost everything.

Flinders Island Mayor Annie Revie

have a better product.

"That is one of the projects that is exciting and is just beginning to look possible.

"Having a fully functioning meat processing plant that is currently on the island would generate an additional eight to ten jobs.

"The sale of compost back the farmers from the Hot Rot machine will generate more income and lower the costs for

farmers who will no longer have to purchase fertiliser from mainland Tasmania."

Cr Revie sees collaborating with UTAS on student opportunities and research in aquaculture and permaculture as an additional revenue stream on the island.

"Getting some people from the University to maybe work with us on this, so that they can have students working in an exploratory and research way while we do some benefiting from it," she said.

Another focus of Flinders Council was population growth to offset the decline in the working age population.

The island wants to increase its population from 920, of which about 150 are part-time residents, to at least 1200 by 2030.

Aboriginal people make up 17 per cent of the population and Cr Revie believes a greater integration of Aboriginal art, culture and history would be part of growing tourism.

"This is the year for our strategy plan to be developed," Cr Revie said.

"A good part of this year, as well as promoting some other projects, will also be having the community engaged in telling us what is important to them."

Cr Revie said she was excited about the island's sustainable future with council staff and community onside and investment looking possible.

At the end of this decade, she sees Flinders Island being completely self-sufficient agriculturally, with an established industry of exporting Flinders beef and lamb across Australia and throughout Asia too.

That agricultural industry will be complemented by an expanded eco-tourism industry that see the island's location and isolation as a key drawcard.

"Agriculture and tourism are definitely improving," she said.

■ 2020 Vision is a partnership between Northern Tasmania Development Corporation and its member councils to highlight their economic development plans for the year ahead.

NEIL GROSE

Survival critical, we must plan for recovery

THE federal government's most recent business support package is breathtaking in its scale - \$130 billion is a lot of money.

While we are perhaps wondering how long and what it will take to pay back, it is worth remembering that Britain only finished repaying debt for the First World War in 2014, a full 100 years after that war started.

This latest announcement, together with the packages already announced by state, federal and local governments, will go a long way to preserving enough of the broader economy so that we have people, skills and businesses ready to go once the pandemic

passes - which it most certainly will.

It won't help all in business, but it will help many. Given the circumstances, it is perhaps all we can expect.

It just further reinforces how lucky we are to call Australia home.

Survival is of course the first reaction, then will come sustaining this survival.

Critically, what must also occur now, is forward planning for the inevitable recovery.

This is the time for forward thinking, it is the moment for our leaders in the private sector as well as government, to conceive the projects that will both heal our economy and re-build our community.

There is a light at the end of the tunnel,

however long and dark the tunnel might be.

That light must be a bold plan for the other side of COVID-19.

It is difficult to think of planning for economic growth at a time when the economy is being slowed to a point where the vast bulk of the working population are at home - either through unemployment or still being able to work or run a business from home.

But plan for the future we must and while the private sector will do as they always do and follow opportunity, now is the perfect time for the Tasmanian government, with federal government support, to get the big infrastructure pipeline projects into action.

These big projects will inject millions

upon millions into the local economy as we recover. The past two weeks has shown that big decisions can be made by government very quickly when they have to - let's use this momentum to make some big decisions for our future.

With foresight and courage, we can emerge from this crisis stronger as a community and more resilient as an economy.

■ Neil Grose, Launceston Chamber of Commerce chief executive
At The Examiner we want to support our community by spreading the word about how customers can continue to connect with local businesses. At examiner.com.au, you can find a list of local businesses still operating.

Appendix C

MAYORS' QUARTERLY CATCH-UPS COMMENTS

Appendix C

Mayors' Quarterly Catch-ups Comments

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NTDC staff provided an update on their work:

EDWARD OBI (POPULATION COORDINATOR):

- “Let’s Get Working” seminars for job seekers starting in five council areas next week
- Facebook job advertisement page has led to 40 skilled migrants finding work in Northern Tasmania
- SWISS (Skilled Worker Intensive Support Session) led to skilled migrants getting the work skills to get into the job search market. Edward is hoping to expand SWISS with Tas Community Fund support.

GEORGIE BROWN (PROJECTS MANAGER):

- Regional Economic Development Plan implementation workshops are starting next week with council staff to set action items. State, federal and key stakeholders will follow
- Sports Facility Plan being managed by NTDC and looking at needs of five Member Council into the future for sports facilities
- Great Launceston Plan review will be done by NTDC to support a regional approach to that key piece of work.

MARK BAKER (CEO)

- New board make-up with NMC GM Des Jennings and MVC Mayor Wayne Johnston joining the board
- Update on council briefings having done CoL, BoD, NMC and WTam with Flinders, MVC and GT to come
- 2020 Visions rolling out in partnership with The Examiner with three so far published
- NTDC is exploring the circular economy potential with ASPIRE who are **“Tinder for waste”**
- Working with UTas to ramp up its I-PREP internship program for international students to get work placements
- Office relocation to co-habit with Tourism Northern Tas = small cost saving, reduced duplication and increased collaboration.

Appendix C

Mayors' Quarterly Catch-ups Comments

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The Mayors followed with their updates:

FLINDERS ISLAND MAYOR ANNIE REVIE:

- Population growth was pleasing and visitor numbers increasing from 5600 in 2014 to 8000 in 2018
- Business growth with five food outlets on the island
- Waste management an issue with investigation of hot rot machine that might allow abattoir to reopen. Also working with Environex at George Town
- 2020 is a strategic planning year for Flinders
- New airport work upgrade is imminent
- With 17% Aboriginal population on island, council has been working hard on cultural and inclusive work

CITY OF LAUNCESTON MAYOR ALBERT VAN ZETTEN:

- Key projects such as City Deal and its extension
- Northern Suburbs project about to start
- Albert Hall - both renovation and business case for conference centre expansion ongoing
- UTas has started building and as more is done it will increase confidence
- City Heart next stage including bus stop changes
- Tourism strong

NORTHERN MIDLANDS MAYOR MARY KNOWLES:

- Translink is growing with Haywards and Statewide Independent Wholesalers doubling in size. Exploring getting gas to the precinct
- Sports ground upgrades at Longford, Campbell Town is already booking AFL juniors
- Highway going around Perth providing some pain points from business but NMC working hard to offset and explore/explain opportunities
- Agriculture doing nicely compared to other harder hit regions but some issue with St Paul's River drying up twice
- Pockets of disadvantage still evident in community and some rough sleepers

Appendix C

Mayors' Quarterly Catch-ups Comments

BREAK O'DAY MAYOR MICK TUCKER:

- Noted Mary's rough sleepers and had some similar examples. Was disappointed that a proposed affordable housing met with so much opposition that he had to pull it with council's OK
- However, BoD in a real high point with mountain biking growth. Will host an international MTB event at end of March and another running endurance event.
- Mainland bushfire and coronavirus has not had as big an impact as possible because of the adventure tourism offering
- House prices are on the up and houses selling quickly, although disappointing Planning Commission knocked back a development of lifestyle living blocks
- BoD is working on getting its 14 election priorities down to top 3

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 March 2020

OFFICER’S RECOMMENDATION:

That Council endorse the Review as at the 31 March 2020 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.
Council Workshop May 2020.

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

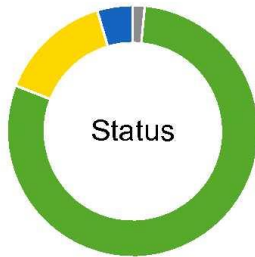
Jan 01, 2020 - Mar 31, 2020

Report Created On: Apr 23, 2020

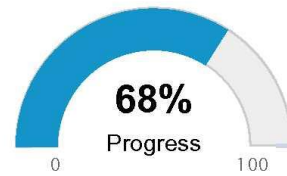
49

Key Focus Area

Overall Summary



	%
Status Pending	1.53
On Track	79.39
Some Disruption	14.5
Completed	4.58



Report Legend

No Update

Overdue

Priority

Key Focus Area 1.1.1

Progress 71%

Communication:

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

Owner: Jayne Richardson

Actions: 4

	%	#
On Track	75.0	3
Some Disruption	25.0	1

Update provided by John Brown on Apr 23, 2020 04:02:49

Communications related activities are progressing well, it is anticipated that the focus will change slightly with the unfolding COVID-19 situation.

Actions 1.1.1.1: Online Surveys - Use surveys in community consultation regarding Council activities and show transparency and accountability of Council (85% completed)

The Trailhead survey has been paused due to the closing of the MTB Trails due to COVID-19. When the trails are re-opened we will be able to deliver this survey as intended,

The second of the Businesses surveys has been sent out to a list of around 150 Break O'Day businesses. The survey asked recipients to look at the summer months; December, January and February and report how they felt their business had gone compared to last years.

Uptake on the survey has been a bit slow (guessing this is also COVID-19 based as the survey was sent out just before the announcement of a pandemic.) A reminder was sent to all businesses on 6 April with the hope that we will get a higher return rate.

A new resident Survey has also been completed which has now been sent out to more than 200 people who have moved to the area from July 1 to current. The aim of this survey is to understand who is moving to our area, where they are coming from, what their plans for their property are as well as what has influenced them to move to the area. This survey has now become part of the new resident kit and will continue to be sent out. This data will be collected in a spreadsheet for data analysis.

I have been working on adding more businesses to the business database in an effort to grow our reach and therefore data for when we send out the next Business Information survey. We have decided to make this in March so that we can ask businesses to reflect on the Nov, Dec, February period. This survey will remain open for at least 4 weeks and once completed, information will be collated and made publicly available.

CC has also been working on a Council benchmarking survey. So far this has involved reviewing what other Councils do, exploring options with LGAT and talking to managers about the sort of information they would like to explore through survey questions.

A format for the survey has been decided and the proposed distribution is to send out to all ratepayers with their rates notices. Due to the large scale of the task in terms of analysis and collation, the CC will explore contracting specialists to help with this task.

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. (46% completed)

CC has been working on a Council benchmarking survey. So far this has involved reviewing what other Councils do, exploring options with LGAT and talking to managers about the sort of information they would like to explore through survey questions.

A format for the survey has been decided and the proposed distribution is to send out to all ratepayers with their rates notices. Due to the large scale of the task in terms of analysis and collation, the CC will explore contracting specialists to help with this task.

After discussion with other Councils and who they used to help develop, deliver and collate their surveys, Metropolis Research was contacted for a quote. This came back far more than we had anticipated. Shortly after this the COVID_19 Pandemic was announced and all thoughts of a benchmarking survey will now be held until the next financial year. This is so that the data from the survey is not influenced by the current situation as well as the fact that this is no longer a major priority for Council.

Page 3

Actions 1.1.1.3: Plain English Communication - Develop a 'Plain English' approach to Council communications in line with the new Communications Guide. (87% completed)

Since COVID-19 the CC has used this as a timely reminder for staff to re-visit the Communication Guide, particularly the tips around tone. An additional document was also developed that reinforces the tone for Council correspondence during this crisis situation. The emphasis of this document was to portray Empathy and Reassurance to our community.

The DS team is still developing their messaging and there has been some discussions with the CC on how we can improve the Planning and Building sections on BODC website so people have a better understanding on what is required and the expectations of Council land the Tasmanian Planning Scheme.

As the benchmarking survey was going to be used to guide what information and how people would like to be engaged with, we will proceed as best as possible and move to testing our thinking based on the results of a survey rather than develop based on the results of the survey.

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. (66% completed)

A community notice board will be installed in the garden bed between the Supa IGA carpark and the Surfshop. The idea is that the notice board can host community information both from Council and other community groups. It will be monitored by a Council officer.

We continue to try and grow our email databases as this remains the best way to communicate with people. Databases that we have been working on developing includes the Business Database, the Newsletter Database as well as the St Helens MTB newsletter list.

Social media remains a great way to talk to our audiences and this continues to grow both for Council and the St Helens MTB trails. The Council page we largely leave to grow organically, however we have run some targeted, paid advertising through the St Helens MTB page in order to expand our reach. This includes targeting MTB enthusiasts who were attending Crankworks in Rotarua.

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.

Key Focus Area 1.2.1

Progress 75%

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

Update provided by John Brown on Apr 23, 2020 04:05:59



Good progress has been made in this Key Focus area, unfortunately events are now being significantly impacted by the current situation. The focus is shifting to supporting community groups to reschedule events.

Actions 1.2.1.1: Increasing Volunteers - Work with Volunteering Tasmania to engage with our community to increase our volunteer pool. (75% 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

A number of volunteers were utilised during the Fingal/Mangana fires - training was provided on site as required. An outcome from this event is that we now have approximately 10 additional volunteers who can be called upon if another incident occurs throughout our municipality if volunteers are required.

Actions 1.2.1.2: Event Capacity Building - Build the capacity of the community to conduct events. (75% 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.

We had a successful event period for the month of January and February with a number of annual events being held including a new event for March, 2020. Unfortunately with the onset of Covid 19 all events were cancelled. The Dragon Trail event scheduled for March, 2020 has been rescheduled for 2021.

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. (75% 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.

All planning had been undertaken and completed for events scheduled through to June, 2020 but unfortunately with the onset of Covid 19, these events have either been scheduled for cancelled. Council staff will continue to work with community groups to ensure that there events still continue once we work through this period of social distancing and see whether any can be run towards the end of 2020

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. (76% completed)

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

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

Unfortunately with the onset of Covid 19 and new social distancing rules, this will impact on future events for the 2020 season - Council staff are connecting with events organisers that cancelled events to support them in future planning.

Key Focus Area 1.3.1



Progress 73%



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	50.0	2
Some Disruption	50.0	2

Owner: Chris Hughes

Actions: 4

Update provided by John Brown on Apr 23, 2020 04:08:19

Community engagement activities have been progressing well though we will now be shifting to more traditional and online approaches to engage the community in projects.

Actions 1.3.1.1: Community Engagement Framework - Complete the development of a Community Engagement Framework for consideration and adoption by Council. (82% completed)

The document has been reviewed and will now go to Council for approval before being made available to the community in draft form so they can offer their feedback.

Receiving Community feedback on this document is instrumental to ensure that we have community buy-in, without this the document will not work.

The draft of this document has been completed. Before it goes to Council, the General Manager would like to test it within a Social licence framework with a specialist in the field.

Actions 1.3.1.2: Framework Integration - Commence the implementation of the Community Engagement Framework in Council activities. (60% 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

This is currently on hold whilst Local Government review is being undertaken

Actions 1.3.1.3: Local Township Plans - Work with the community to ensure the identified activities in the Township Plans are addressed. (75% 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

Scamander and St Helens Township Plans have been completed - Scamander Township Plan has been adopted by Council, St Helens Township Plan awaiting adoption by Council

Actions 1.3.1.4: Arts & Cultural Strategy - Review the Strategy to reflect changes in community group activity levels. (75% 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.

Due to Covid 19 the Bay of Fires Committee has made the decision to cancel this event for 2020. Council staff will continue to work with the committee to ensure that their event continues to be sustainable and in line with the Art & Cultural Strategy by working with the executive committee whilst they continue to rebuild their event

Key Focus Area 2.1.1



Progress 66%



Opportunities:

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

	%	#
On Track	33.33	3
Some Disruption	55.56	5
Completed	11.11	1

Owner: John Brown

Actions: 9

Update provided by John Brown on Apr 23, 2020 04:17:45

Progress with activity in this area has been variable with activities relating to population growth and housing requiring an increased focus which is being disrupted by broader events beyond our control.

Actions 2.1.1.1: Economic Prospectus - Promote availability of economic prospectus and update to maintain relevance. (75% completed)

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

Actions 2.1.1.2: Irrigation Projects - Support the investigations by Tas Irrigation of infrastructure servicing the eastern end of the Fingal Valley. (75% 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 Evercreech 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. (75% 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. Presentation from NTDC to Council on 24/2/2020 provided an update on the program progress which Council continues to participate in. 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)

Page 7

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.

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. (33% completed)

Some initial discussions through Department of Communities Tasmania on local opportunities as part of the balance of the Annie Street site. 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. (75% 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. (75% 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. Draft report ready for Council's consideration though current Covid-19 situation may impact activity.

Key Focus Area 2.1.2



Progress 62%

Tourism:

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

Owner: John Brown

Actions: 8



	%	#
On Track	75.0	6
Some Disruption	25.0	2

Update provided by John Brown on Apr 23, 2020 04:32:12

Generally this area is on track with the exception of the review of visitor information provision. This activity is largely driven by the priorities of ECRT0 and is substantially outside our control.

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. (50% completed)

After receiving feedback about the lack of signage indicating dangerous surf at Swimcart beach, the CC worked with the PWS regional manager to review and install more signage.

One of the main focus areas for signage is in the Bay of Fires. PWS have developed and will be implementing a survey which we have asked to include a question around signage so we can get some definitive information in this space. Once we receive this information we will have qualitative data that we can then use to form a strategic approach to signage in the area.

We have been discussing this with ECRT0 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 ECRT0 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. (75% 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 held with 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

Council staff are working on a draft Bay of Fires Master Plan so that when funding is provided, this project will be ready to go out for expressions of interest

Actions 2.1.2.3: Visitor Information Sites - Review Tourism signage at 'mushrooms' and design new information with updated images where required. (10% completed)

CC has identified Visitor information sites that need to be reviewed. A report will then be prepared and submitted to Council for their consideration.

Actions 2.1.2.4: Fingal Valley Tourism - Support Fingal Valley community groups to undertake tourism activities and projects. (75% 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

An event was held in Fingal prior to the social distancing laws being introduced which attracted a number of new people to the Fingal area which had been impacted by fires during January, 2020. Council staff are working with an external event provider for an event to be held in Fingal in 2021. There has been no feeling of the tourism group due to Covid 19.

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. (75% completed)

In light of COVID-19, all DAP activities and meetings have been stalled.

DAP activities are progressing well with the three focus areas. The group has agreed to be more pro-active this year in terms of biting off a few bigger projects now we have found our feet. There are also talks of looking and examining funding opportunities.

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. (99% completed)

Report has been to Council and the Officers recommendation was accepted. The recommendation was not to pursue a visitor App for the Break O'Day area. The following is the conclusion from the report.

"The cost to develop and maintain an app can be an ongoing financial drain. As a Local Government agency we must consider whether the cost is worth the value the App would bring to our community and area. In the case of a Break O'Day focussed App, I do not think that there is enough value to justify this cost.

As established in this report, there are already many very successful apps already operating in this space that we could never compete with considering some of these Apps have millions of downloads and high customer ratings. They are also well promoted and in some cases already embedded in smart devices and the vernacular of travellers.

The travel industry is a highly competitive market where research has shown that there is an increase in people using their smart devices for planning and researching travel but they are doing this in decreasing amounts of time. This means that the window for reaching potential customers and 'cutting through' digital clutter is getting harder and harder.

The biggest obstacle with Apps is getting people to download them and this I believe is the biggest challenge our App would face. As mentioned in the report, visitors do not come to see Break O'Day, they come to St Helens, the Bay of Fires etc so the idea of the App itself is already at odds with travel habits.

Research has also shown that people have made a lot of their travel plans before they even reach a destination. This means that by the time some visitors have gotten here they have already made a lot of their decisions around where they are staying and what they are going to do.

In my opinion, an App of this sort for our area does not offer enough benefit to pursue further."

Report has been drafted and sent to the General Manager for review

Actions 2.1.2.7: Tourism Reliance - Develop a greater community understanding of the importance of Tourism to the local economy. (36% completed)

We had scheduled our first business info session for 2020 which will be held at Tidal Waters on March 19. In this session we will discuss how the trials are impacting visitation in the area by presenting some of our Trail Counter data.

The information gathered through the Business survey will also help us illustrate to our community the importance of tourism on our area.

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. (75% 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 69%

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 Apr 23, 2020 04:38:43

Generally satisfactory progress with most being ongoing activities. Business opportunity development and facilitation is struggling in the current environment.

Actions 2.2.1.1: Economic Development Assistance - Provide direct support for new and existing businesses wishing to establish or expand activities. (75% 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. (75% completed)

Supported the BEC through the recent Grant funding process to continue operations. 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. (75% 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 Apr 23, 2020 04:46:49

No specific actions during the 2019-20 year

Key Focus Area 2.4.1

Progress 75%

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 Apr 23, 2020 04:47:08

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. (75% completed)

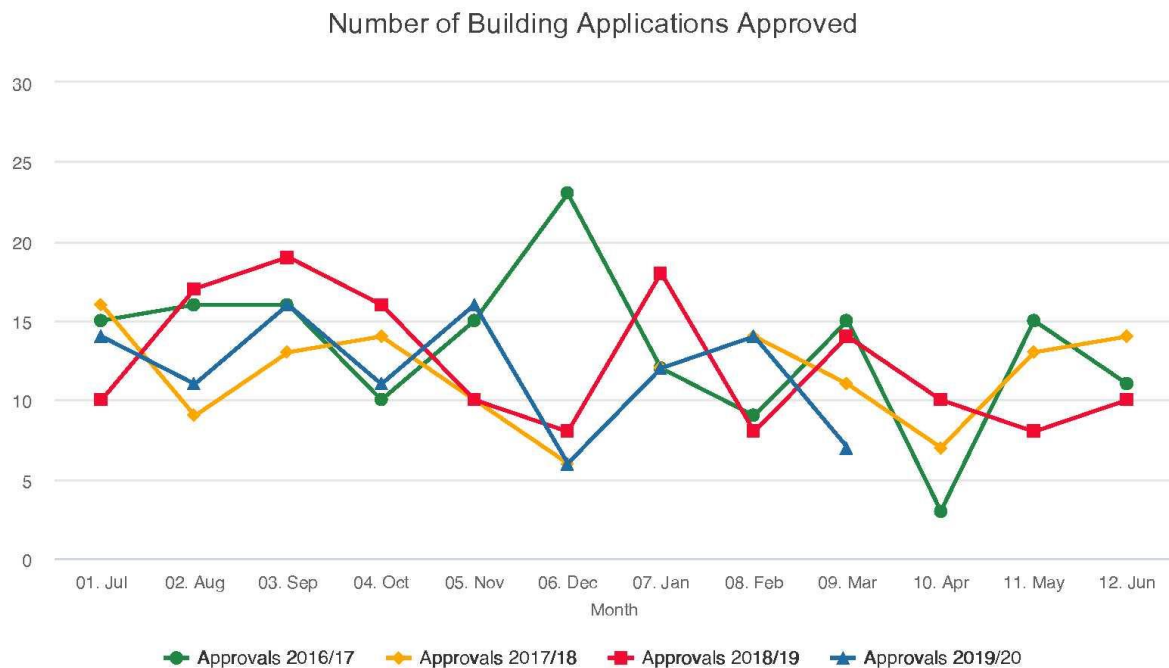


Iplan is currently with the State Government pending the release of the development application module. Timing is in the hands of the state Government however once completed residents will be able to lodge DA's on-line via the web portal.

Council officers continue to support the government initiative.

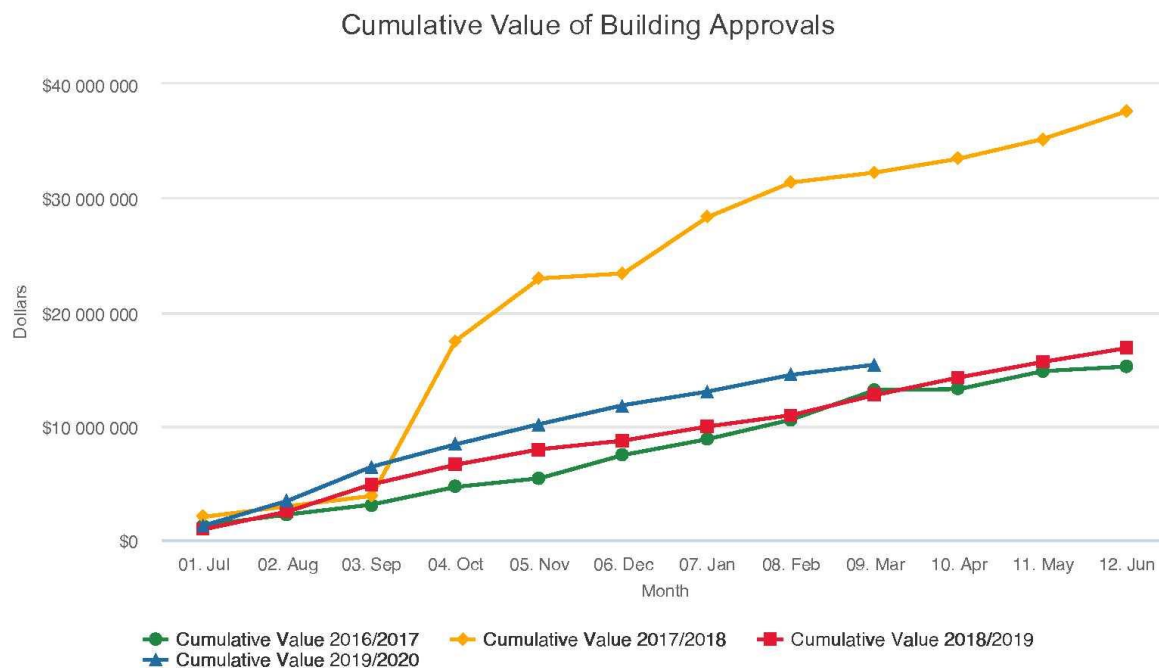
Key Focus Area 2.4.1 > KPI

Number of Building Applications Approved



BODC Total number of building applications by month and financial year

Cumulative Value of Building Approvals



Key Focus Area 3.1.1

Progress 56%

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 Apr 23, 2020 04:49:56

The most significant action in this area related to the Local Provisions Schedules which impacted on other activity and took substantial resources. With this being lodged focus can now turn to other activities.

Actions 3.1.1.1: Local Provisions Schedule (LPS) - Complete and submit LPS to the Tasmanian Planning Commission. (99% completed)

At the March 2020 Council meeting, the Council, acting as a Planning Authority resolved 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 resolved to forward the draft to the Tasmanian Planning Commission

Actions 3.1.1.2: Tree Guide - Develop a guide for the municipality to inform street tree establishment and management. (30% 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. (75% completed)

Council officers engage in ongoing dialogue with local business including real estate agents, developers and landowners on land use planning matters.

Community Drop-in information sessions were also held at St Marys and St Helens in early October 2019 in relation to developing a Land Use Planning Schedule for the municipality.

Councils Draft LPS was submitted to the Tasmanian Planning Commission in March 2020. The LPS will be advertised for public comment/ submission in due course that will enable land owners and real estate agents to both build their understanding of the critical changes in land use planning and to make appropriate submissions to the government.

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 being diverted to the development of the Draft Break O'Day Land Use Planning Schedule (LPS).

Lodgement of the Draft LPS in March 2020 to the Tasmanian Planning Commission has enable resources to be freed to address this action.

Key Focus Area 3.2.1

Progress 80%

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 Apr 23, 2020 04:53:49

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. (90% completed)

Landholders and groups continue to be supported by servicing environment and resource management inquiries, for example community support as waterways suffered in drought. Holiday makers and residents engaged in Discovery Ranger activities (Council partnering with PWS program) over January 2020. Successful promotion of community action as waterways suffer from drought.

Actions 3.2.1.2: Recognition Program - Recognise significant contributions to the environment and natural resource management with targeted awards, grant programs or events. (75% completed)

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NRM Committee agrees to use the previous Velvet Worm Award model of community recognition, aiming for mid year.

Actions 3.2.1.3: Waste Reduction - Undertake community education and activities focused on waste reduction and minimisation. (75% completed)

The DAP group organised activities for Clean Up Australia Day which was well attended.

We have also revamped our website to include a specific session for waste. This page can be directly hotlinked from the home page and all information can be found in this one place. We have also included an I-frame of the Recycle Coach App.

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 56%

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 Apr 23, 2020 04:55:25

Progress is a bit variable in some areas and has been affected by activities such as the Dog Management Policy taking more resources than expected. Good progress with weed Management is starting to be made.

Actions 3.3.1.1: Land Management Activities - Secure financial and human resources for projects to rehabilitate degraded land and sustain soil productivity. (75% completed)

Negotiating offer from DPIPWE to drought affected Councils of \$50,500 'Drought Weeds Funding' and efficient delivery options with other Council's. Promoted TFGA's Landcare Grants Round 2 offer to Break O'Day landholders. Due to the COVID19 campaign DPIPWE has suspended all volunteers/work programs. Funding programs may also be impacted.

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. (25% completed)

Activity planned for later in the year and can be undertaken despite COVID19 restrictions at this stage.

Actions 3.3.1.3: Weed Plan - Update Weed Plan with community consultation. (55% completed)

New Weed Program Coordinator appointed and implementing high priority weed control works. 2020 on-ground weed control program is being planned in conjunction with updating of Weed Plan.

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. (45% completed)

Ironically due to COVID19 planned training activity will not be possible and alternative tactics will have to be used.

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Actions 3.3.1.5: Dog Management Policy - Implement revised Dog Management Policy - signage, education, compliance and new dog exercise facilities. (80% completed)

Implementation continues to improve with local cooperation with PWS; an infringement and fine issued at Scamander by PWS, following a tip-off from the community to Council. Further work on signage and education planned, despite the COVID19 crisis. Work on St Helens dog park planned for May. Implementation of Council decisions on new dog Exercise Areas for St Marys and options for Binalong Bay being developed further.

Key Focus Area 3.4.1

 Progress 43%

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 Apr 23, 2020 04:57:18

The key activity in this area relates to the St Marys flood mitigation works with very good progress occurring in this important project. Other areas have suffered as a result and the focus will shift back this way in the last few months where possible.

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. (25% completed)

While this activity to review catchment and water quality priorities has been delayed, opportunities this year are anticipated.

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. (33% completed)

Activity planned and intended to implement for this year, albeit modified for the limitations of the COVID19 crisis.

Actions 3.4.1.3: St Marys Flood Mitigation - Support implementation of Plan priorities - flood mitigation work, warning system and other strategies. (80% completed)

Flat bridge lift complete. Groom Street levee has been designed and getting final landholder and DPIPW approvals so construction can begin. DPIPW contracted to build new rain gauge weather station for Flood Warning System, with BOM to provide telemetry and data management. Continuing with plans in the face of threat to timelines from COVID19 crisis.

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 99%

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 Apr 23, 2020 04:58:46

Actions 4.1.1.1: Old Tasmanian Hotel - Commence external and internal upgrade to the Old Tasmanian Hotel in accordance with grant funding. (99% 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. A Grant funding agreement has now been entered into and works are progressing onsite. The required actions intended in the Annual Plan are now complete and building works onsite are 15% complete.



Key Focus Area 4.2.1

Progress 75%

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 Apr 23, 2020 05:01:09

Actions 4.2.1.1: Car Parking Strategy - Develop a car parking strategy for St Helens providing a long term plan for off-street parking. (75% completed)

Opportunities continue to be investigated, that include active discussion with landowners. Arrangements being brought into place to secure the area on the corner of Cecilia and Quail streets on a medium to long term arrangement.



Key Focus Area 4.2.2

Progress 75%

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 Apr 23, 2020 05:03:08



Actions 4.2.2.1: Mobile Black Spot - Monitor the roll-out of the Australian Government Mobile Black Spot Program and submit applications to service providers for areas across the municipality that require improved mobile phone coverage. (75% completed)

Council continues to monitor the roll-out of the Australian Government Mobile Black Spot Programme following a recent announcement that Optus would be upgrading coverage along the East Coast. 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.

Opportunity continues to be monitored.

Key Focus Area 4.3.1

Progress 94%

Waste Management:

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

Owner: David Jolly

Actions: 4

	%	#
● On Track	50.0	2
● Completed	50.0	2

Update provided by John Brown on Apr 23, 2020 05:07:05

Good progress has been made in this area 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. (99% completed)

Operational changes implemented at the St Helens Waste Transfer Station in the first half of 2019/2020 provide users with the opportunity to separate various 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.
2. Scrap Steel
3. Plaster board
4. Concrete, bricks, gravel and soil.
5. Glass

Plastics recovery options continue to be investigated, Commodity prices remain low and recovery options are limited.

Polystyrene recovery has temporarily been suspended. COVID-19 has acted to disrupt the recovery chain.

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. (75% 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 68%

Roads and Streets:

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

Owner: David Jolly

Actions: 4

	%	#
● On Track	75.0	3
● Some Disruption	25.0	1

Update provided by John Brown on Apr 23, 2020 05:09:44

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. (90% completed)

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Esk Main Road

The State Government has continued road-widening works between Fingal and St Marys. Works will continue up to the 20 April 2020.

Great Eastern Drive

The Elephant Pass/Tasman Highway intersection has been upgraded to include a passing lane. Passing lanes have been constructed at the main access points to the Chain of Lagoons. Depart of State Growth have commenced final design and survey on the Tasman Highway south of St Helens.

Actions 4.3.2.2: Municipal Road Network - Complete transfer of the responsibility of Binalong Bay Road to the State Government. (75% completed)

Councils General Manager and Manager Infrastructure & Development Services have met with State Growth project managers during the quarter to discuss required upgrade works and the tentative timing of handover of the road to the State Government, 2020/2021. Clarification is to be sought from the State Government on any timing changes due to the impact of the COVID-19 pandemic.

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.

Some disruption exists due to resources being assigned to other priorities.

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. (75% completed)

During the March quarter Monash University (School of Architecture) developed a conceptual design for the toilet and lookout at the site. Due to social distancing restrictions currently in place, community consultation will be undertaken on the concepts via a mail out to Scamander residents during April and May.

Key Focus Area 4.3.3

 Progress 71%

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.

	%	#
● On Track	87.5	7
● Some Disruption	12.5	1

Owner: Ben Peltman

Actions: 8

Update provided by John Brown on Apr 23, 2020 05:26:32

Primary focus has been on managing the MTB projects and the activities under the Drough Communities Program has enabled some good progress on walking track upgrades.

Actions 4.3.3.1: Short Walks - Develop walking trail inventory for short walks. (50% 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. Information has been provided to ECRT0 who are developing some broader information

Project has not been progressed in previous month. Will require new milestones and resource priorities to deliver.

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. (75% 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. Further project will be developed through the Drought Communities Programme extension.

Requires review of milestones and resource allocation prioritisation

Actions 4.3.3.3: Georges Bay Foreshore Trail - Secure approvals and commence construction. (75% completed)

Council approved the Development Application for this project at the March 2020 Council meeting. *Minute 03/20.6.1 DA 252-2019 – Combined Walk/Cycle Bridge, Elevated Walkway and Path – St Helens.*

Tender submissions have been received and are being assessed by a Tender Panel.

Tenders are currently being assessed on this project

Actions 4.3.3.4: St Helens to Binalong Bay Link - Develop the project to a shovel ready stage and pursue funding. (75% 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. (75% completed)

Trail construction commenced in April 2019.

Trailhead construction on Flagstaff Road was completed including hardstand, roads and carparks being established. The Trail Head features include toilet block, shelters, bike hygiene station and signage. The official opening was occurred on 21/11/2019.

ALL TRAILS ARE CLOSED DUE TO COVID -19 RESTRICTIONS FOR THE FORESEEABLE FUTURE

Trails completed to date are Loops 1, 2, 3, 4, 5, 8, 9, 10, Town Link trail complete except for some retaining and capping in specified locations. These works are planned to be completed during closure period.

Loop 6 descent complete. The climb section of Loop 6 has been realigned and planning approvals attained. Works to commence in coming weeks with completion mid year likely.

Loop 7 has commenced and will be completed May / June 2020.

Descent 1 is complete.

Descent 2 and 3 are complete. Will be opened for use when trails are reopened post current closure period.

There are several extra trails recently approved and will commence construction in coming weeks which link from Loila Tier to the top of Descent 1 and another Descent trail (Descent 4) traversing from Loop 6 descent finishing at the trail head. These works will commence in several weeks and completed June / July 2020.

All works are being delivered within allocated budgets and within agreed time frames.

Actions 4.3.3.6: Bay of Fires Trail - Complete construction of Poimena to Swimcart trail including support infrastructure. (95% completed)

Bay of Fires Trail has been open and operational until late March when closures were initiated. Rider experiences were reporting excellent trail and one of the very best they had ridden.

The trails and other supporting infrastructure are build but the opening of this section of trail is most likely later in the years post winter.

Actions 4.3.3.7: Rail Trail - Develop a Master Plan for a Rail Trail between St Marys and Fingal. (75% 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

Awaiting information as to whether external funding has been awarded to assist with the development of this project

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

Still waiting on a decision on the grant application that was lodged with Building Better Regions Fund

Progress 75%

	%	#
On Track	100.0	4

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 Apr 23, 2020 05:27:51

Actions in this KFA are linked to and driven largely by external stakeholder and services. The Old St Helens Hospital continues to be a source of frustration.

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

Current funding arrangement finishes June, 2021 so in consultation with other NGO's we are looking at what was working - unfortunately the focus has now changed due to Covid 19 but the method to which the current delivery of service is being delivered is through online video conferencing but some additional services are required as not everyone has access to video conferencing

Actions 5.1.1.2: Old St Helens Hospital - Participate in the engagement process to determine the future use of the site. (75% completed)

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

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

No additional information has been provided since our last communication with Communities Tasmania. I would think this project is currently on hold due to Covid 19 as Communities Tasmania are a lead agency in dealing with issues arising from this pandemic.

Council wrote to DCT following the February Council meeting requesting that they progress with examining the feasibility of the various ideas to narrow down the potential uses.

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. (75% 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

Currently THRIVE is reviewing our Framework for Action which will identify any new gaps in the current service delivery within our municipality. Once this document is completed, discussions with relevant agencies and external funding will be sought.

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. (75% completed)

Continue to provide support to Ochre Health regarding attracting new Doctors - 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

Unfortunately due to Covid 19 two doctors who were to stay until May have left and returned to England. Ochre were working with the Government to source additional medical staff to provide the required number of medical practitioners

Key Focus Area 5.1.2

Progress 62%

Youth

Owner: Chris Hughes

Actions: 2

	%	#
● On Track	100.0	2

Key Focus Area 5.2.1

Progress 75%

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 Apr 23, 2020 05:28:29

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. (75% 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

With the extension of the BOD and Bicheno Suicide Prevention Trial - this committee will not meet again until 2021 but this could change due to COVID 19. The Community Champions session which was scheduled for March had to be cancelled.

Actions 5.2.1.2: THRIVE - Maintain working relationship with THRIVE and participate in their activities. (75% 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

A number of THRIVE projects have had to close down due to Covid 19 but the committee is still working on updating the Framework which provides the actions for this group.

Actions 5.2.1.3: Suicide Prevention - Maintain involvement in the Suicide Prevention Trial. (75% 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

Coffee van has purchased but due to Covid 19 this project is currently not running.

2 successful sessions were held in Fingal and St Helens where community members were invited to participate in building our community's response to suicide. These forums were part of the project planning for the Community Suicide Response Group to engage our community.

Key Focus Area 5.2.2

Progress 75%

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 Apr 23, 2020 05:29:42

Good positive progress is now starting to happen in this area through the Employment Partnerships project.

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. (75% 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 submitted a proposal to the process with the State Government by 19/12/19. The Steering Group was advised on 13/2/2020 that it had been successful. Finalisation of the Workplan and The Grant Deed is underway following meeting with Department of State Growth and TasCOSS and meeting of the Steering Group.

	%	#
On Track	100.0	1

Key Focus Area 5.2.3

Progress 63%

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 Apr 23, 2020 05:31:40

Actions 5.2.3.1: Local Transport Network - Promote the transport services that are currently available through the development of a community page. (62% completed)

Fingal Valley Neighborhood House have been awarded all 3 Applications for Expression of Interest (Online Hub, Transport and Community Connectors)

Steering Committee are now awaiting a visit from Skills Tas.

Through 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.

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. (65% completed)

Fingal Valley Neighborhood House have been awarded all 3 Applications for Expression of Interest (Online Hub, Transport and Community Connectors)

	%	#
On Track	100.0	3

Steering Committee are now awaiting a visit from Skills Tas.

Actions 5.2.3.3: Learner Driver Mentor Program - Recruit and train additional mentors to support the program. (61% completed)

A presentation was delivered to the Salvation Army to 10 Work for the Dole recipients.

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.

Two new Mentors have commenced volunteering his time to the program. Taking the number from 1 to 4 for 2020.

Key Focus Area 5.3.1

Service Delivery:

Improvement

Owner: Jake Ihnen

Update provided by John Brown on Apr 23, 2020 05:31:54

No actions in this KFA for 2019-20.

Key Focus Area 6.1.1

Progress 75%

Local Government Reform

Owner: John Brown



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:32:08

Actions 6.1.1.1: Northern Region Shared Services - Pursue joint procurement opportunities and a common IT platform involving northern region Councils. (75% 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. This has been followed up with a detailed presentation to representatives of interested Councils on 27/2/2020. Detailed scoping will be commencing shortly following engagement of an IT Consultant to progress the project. 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 75%

Break O'Day Culture

Owner: John Brown



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:32:20

Actions 6.1.2.1: Organisational Development - Continue focus on service delivery based on agreed values and team based activities. (75% 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. Workshop program involving the Management team has been developed and was to be implemented in early April. This has been delayed due to the COVID-19 situation.

Key Focus Area 6.1.3

Strategic Plan

Owner: John Brown

Update provided by John Brown on Apr 23, 2020 05:32:31

No actions in this KFA for 2019-20 year.

Key Focus Area 6.1.4

Progress 41%

Financial Sustainability

Owner: Bob Hoogland



Actions: 3

Update provided by John Brown on Apr 23, 2020 05:32:46

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. (76% completed)

Council's kerbside waste collection service management contracts expire at 30 June 2020. Tender submissions are being assessed.

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. Polystyrene re-cycling is currently suspended due to the impact of COVID-19.

The kerbside recyclables contamination rate remains high at 15% that significantly adds to the cost of separation and recovery.

Key Focus Area 6.1.5

Progress 68%

Financial Management

Owner: Bob Hoogland



Actions: 3

Update provided by John Brown on Apr 23, 2020 05:33:11

Actions 6.1.5.1: Audit Panel - Audit Panel meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel. (75% completed)

October, December and February 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. (99% completed)

Audited 2018/2019 financial statements received and budget review complete, updated Long Term Financial Plan adopted in principle by Council

Actions 6.1.5.3: Internal Audits - Implement 2019 / 2020 Internal Audits according to the adopted schedule. (30% completed)

Internal audit review program for 2019/2020 prepared, scheduled and commenced; additional audits by Synectic agreed to and being scheduled

Key Focus Area 6.1.6

Progress 0%

Human Resources

Owner: John Brown



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:33:26

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, delayed due to vacancy in HR Manager role

Key Focus Area 6.1.7

Progress 55%

Management Systems

Owner: Bob Hoogland



Actions: 3

Update provided by John Brown on Apr 23, 2020 05:33:45

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 has not progressed

Actions 6.1.7.2: Envisio - Continue to monitor and refine. (75% 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.

The Executive Assistant has created a number of dashboards for performance analytics to monitor and provide comparative information for items such as (but not limited to) building approvals by month/year, value of building approvals, grant funding applied for and received. This component of Envisio will continue to evolve as data for items becomes available.

Actions 6.1.7.3: Envisio Community Dashboard - Examine the opportunity to create a community dashboard for inclusion on Council's website. (75% completed)

Public dashboard training has taken place with the Communications Coordinator and Executive Assistant. The Dashboard layout has been set up and testing of information updates is currently taking place with the aim for this to go live on Councils website as soon as practicable.

Key Focus Area 6.1.8

Progress 75%

Elected Members

Owner: John Brown



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:34:06

Actions 6.1.8.1: Councillors Professional Development - Facilitate participation of Councillors Professional Development. (75% completed)

Due to the COVID-19 situation:

- Councillors have undertaken some brief, informal training on the software Microsoft Teams (video conferencing program) to enable Council Workshops and Meetings to take place as scheduled. This training has been undertaken by Council staff with ongoing assistance being provided a necessary.
- Australian Local Government Association (ALGA) has cancelled the National General Assembly (NGA) for 2020 which was scheduled to take place in Canberra in June which both the Mayor and the General Manager were registered to attend. Advice received from ALGA is that there maybe an opportunity for some motions to be considered later in the year during another scheduled conference, however this would not incorporate the full agenda which was set out for the June NGA.
- The Local Government Association of Tasmania's (LGAT) Annual General Meeting and Conference scheduled to be held in July

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2020 will also be run in a different format.

One (1) Councillor attended the Local Government Association of Tasmania's (LGAT) Two (2) Day Elected Member Training in February 2020.

The Mayor attended the Local Government Association of Tasmania'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 63%

Council Advocacy

Owner: John Brown

Actions: 2



Update provided by John Brown on Apr 23, 2020 05:34:27

Actions 6.1.9.1: Priority Projects - Pursue identified priority projects through State and Federal Budget consultation processes. (75% completed)

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

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.

Council has identified priority projects for future election processes and work on developing this information has commenced

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 75%

Customer Service

Owner: John Brown



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:39:53

Actions 6.1.10.1: Service Improvements - Encourage ongoing improvement of the customer service approach of the organisation through identified professional development activities. (75% completed)

Regular manager-team member meetings to consider training needs in the context of adopted values and vision. Particular attention is being given to our customer service approach through the COVID-19 situation

Key Focus Area 6.1.11

Progress 75%

Asset Management

Owner: David Jolly



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:40:20

Building Asset Management Plan

A key focus area in 2029-2020 is the writing of a Building Asset Management Plan that enables Council to better manage the establishment of new assets, asset renewals and upgrades and operational and maintenance budgets in alignment with Councils Long Term financial Plan.

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 100%

Stormwater Management Plan

Owner: Stuart Barwick



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:40:35

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.

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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 75%

Work Health & Safety

Owner: Simone Ewald-Rist

Actions: 2



Update provided by John Brown on Apr 23, 2020 05:41:30

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. (80% completed)

Review of reported incidents

FY 2019/2020 2workers compensation claims MTIs and 24 notifications .

Audits of staff and contractors

No audits undertaken due to COVID-19.

Induction of staff and contractors

12/03/2020,14/03/2020 and 18/02/2020 three new contractor inductions undertaken.

Facilitate WH&S Committee Meetings

Next meeting scheduled 30 April 2020 - possibly to be postponed due to social distancing during COVID-19.

Appropriate identified training PENDING COVID-19 PANDEMIC

- First Aid refresher training for 21 workers - 23 September 2020.
- First Aid 2 days training for two new MTBT workers to
- Safe Chemical Handling training for four workers booked on-line training in April 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. (70% completed)

2020 Wellbeing Program identified:

Tuesdays & Wednesdays fortnightly remedial sessions for outdoor workers from March to November 2020. - CEASED DUE TO COVID-19.

27 May - Find Cancer Early Campaign - 1/2 hour outdoor and indoor sessions with Ella French from Cancer Council Tas. - POSSIBLY CANCELLED DUE TO COVID-19.

16 June - Audiometric testing of 23 outdoor workers arranged. POSSIBLY CANCELED DUE TO COVID-19

July/August - Skin Cancer Checks with Dr Susan Basson for up to 50 workers/volunteers -await reply. - CANCELLED DUE TO COVID-19

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 Apr 23, 2020 05:41:49

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 75%

Stakeholder Management

Owner: John Brown



Actions: 2

Update provided by John Brown on Apr 23, 2020 05:42:02

Actions 6.1.15.1: Northern Tasmanian Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy. (75% 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 undertaken and a number of recommendations to be implemented as council is examining the value for money being received. Mayor and General Manager participating in development of Regional Collaboration Framework. NTDC provided a presentation to Councillors on 24/2/2020 relating to activities. New CEO, Mark Baker, has provided a new direction and focus on NTDC activities and performance.

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. (75% 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

Mayor represents smaller Councils in the northern region on the LGAT General Management Committee.

Key Focus Area 6.1.16

Progress 75%

Improvements to Council's Systems and Processes

Owner: Bob Hoogland

Actions: 1



Update provided by John Brown on Apr 23, 2020 05:42:17

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. (75% completed)

Regular consideration by organisation teams and management team. Development Services have commenced refining systems following the new Town Planners commencing who are bringing ideas from outside the organisation. The impact of COVID-19 on our systems and processes is now under active consideration.

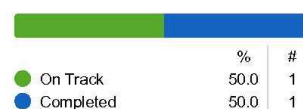
Key Focus Area 6.2.1

Progress 100%

Asset Management Policy

Owner: Bob Hoogland

Actions: 2



Update provided by John Brown on Apr 23, 2020 05:42:33

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



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:42:45

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 Apr 23, 2020 05:42:54

No Actions in this KFA for the 2019-20 year.

Key Focus Area 6.2.4

Progress 100%

Environment & Planning Policy

Owner: David Jolly



Actions: 1

Update provided by John Brown on Apr 23, 2020 05:43:05

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 (99% completed)

Reviewed at March 2020 Council meeting

Key Focus Area 6.2.5

Progress 72%

Leadership & Governance Policy

Owner: Bob Hoogland

	%	#
Status Pending	18.18	2
On Track	81.82	9

Actions: 11

Update provided by John Brown on Apr 23, 2020 05:43:44

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

Actions 6.2.5.7: Review LG18 Debt Collection Policy Review Period: 3 years Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: February 2020 Source: Policy Review Schedule (99% completed)

Policy was converted to a Procedure, no longer subject to Policy review.

Actions 6.2.5.8: Review LG20 Distribution of Unclaimed Funds Policy Review Period: 3 years Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: February 2020 Source: Policy Review Schedule (99% completed)

Updated Policy adopted at the March Council Meeting, matter is complete

Actions 6.2.5.9: Review LG27 Information Management Policy Review Period: 3 years Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: February 2020 Source: Policy Review Schedule (99% completed)

Updated Policy adopted at the March Council Meeting, matter is complete

Actions 6.2.5.10: Review LG29 Privacy Policy Review Period: 3 years Adopted: 19.03.2012 Date last amendment: 21.03.2016 Renewal Due: February 2020 Source: Policy Review Schedule (99% completed)

Updated Policy adopted at the March Council Meeting, matter is complete

Key Focus Area 6.2.6

By Laws

Owner: Bob Hoogland

Update provided by John Brown on Apr 23, 2020 05:43:57

No Actions in this KFA for 2019-20 year.

Key Focus Area 6.3.1

Progress 65%

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 75%

Grant Submissions

Owner: Angela Matthews

Actions: 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 76%

Capital Works and Projects Program

Owner: Bob Hoogland

	%	#
● On Track	83.33	5
● Some Disruption	16.67	1

Actions: 6

Update provided by Ben Pettman on Apr 16, 2020 07:05:03

Capital Works and Projects Program Update

Township Plans - Delivery of funded Township Plan infrastructure projects. (75% completed)

Township plan items are being addressed through both the 4 year capital programme and current operational and maintenance budget.

St Marys Flood Mitigation - Delivery of St Marys Flood Mitigation infrastructure projects. (75% completed)

The Australian Government has provided 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.

• **Flood Warning System**

Work is progressing to instal one automatic weather station, radio-links with an existing second station, data communications to the Bureau of Meteorology and the creation 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.

• **The Flat Road Bridge (Completed)**

The bridge has been raised to provide an additional 1m of invert and providing a larger waterway opening.

• **Flood Levee Bank**

Engineering work associated the with deign of the Levee is complete. The design took into account flood modelling data for a 1%AEP. (a 1 in 100 year flood event). The project team is currently working to gain the consent of landowners before the levee can be constructed. Construction materials are being sourced.

Council Road Re-sheeting and Re-sealing Programs

Scheduled road resealing works are 95% completed. Remaining works are scheduled to be completed prior to mid-May.

Unsealed road re-sheeting works are on schedule with programmed works to be completed before 30 June.

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Major Road Upgrades

Pavement remediation works on Talbot Street and Brown Street and largely funded through the Australian Governments Roads to Recovery Programme were completed during the March quarter.

Lottah Road upgrade projects and funded through the Roads to Recovery Programme have been scoped for construction between April and June.

Bridges - Bridge part or full replacement works completed as per budget allocation.

Bridge works (timber bridge deck replacement) are on schedule. Materials have been secured and local contractors are undertaking work.

Kerb and Channel and Footpaths - Kerb and channel and footpath replacement works completed as per budget allocation.

Due to Covid-19 social distancing restrictions half of the planned Kerb and Channel and footpath works have been deferred until spatial distancing restrictions are lifted.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	014\002\010\
ASSOCIATED REPORTS AND DOCUMENTS	Analysis of Amendments to Delegations Updated Delegation Register

OFFICER'S RECOMMENDATION:

That having conducted a review of Council's Delegations Register in accordance with Section 22 of the *Local Government Act 1993*, the Council adopt the Delegations Register dated April 2020.

INTRODUCTION:

The aim of the report is to provide Council with an updated "Break O'Day Delegations Register April 2020" following the annual review as required under the *Local Government Act 1993*.

PREVIOUS COUNCIL CONSIDERATION:

Listed on the May 2020 Council Workshop agenda.

Council has previously adopted and reviewed delegations in March 2019, June and July 2011, April and July 2012. A further review of the Land Use Planning and Approvals delegations was undertaken and adopted at the 21 July 2014 Council Meeting.

Discussions held at the October 2014 Council Workshop and adopted at the October 2014 Council Meeting.

OFFICER'S REPORT:

The Delegations provide to the administration the authority for officers to deliver Council services.

Delegations need to be clear and well documented to ensure Council's operations are open, transparent and accountable.

The *Local Government Act 1993* requires that Council must cause a separate record to be kept of all delegations under Section 22 and in accordance with good governance should at least once in every financial year review the delegations for the time being in force under this section.

Councils have certain duties which they must perform, and certain powers which they may exercise, pursuant to the *Local Government Act 1993* as well as a range of other Acts. In most cases the relevant Acts grant these obligations and powers directly to the Council as a body.

It is not practical or efficient for Council as a body of elected members to perform the many functions or undertake the many activities that are required in the day to day administration of

Council's roles and functions. Delegations are the way in which Council enable other people/bodies (usually Council Officers) to undertake these steps on its behalf.

Therefore it is necessary for Council to take formal steps to delegate to such people/bodies the authority to make decisions, perform functions or undertake activities on behalf of Council.

If the delegations are not done properly, the enforceability of decisions and actions taken may be compromised and there may be legal and administrative problems for the Council.

The product of that work is which is before Council at this time.

As part of Council's ongoing governance arrangements, a review of the Delegations Register has been undertaken and the delegations updated.

As a matter of best practice it is usual for delegations to be made by the Council to the General Manager. Delegations under LUPAA do not allow the General Manager to sub-delegate.

Whilst the proposed instruments of delegations reflect the functions and duties which are granted to Councils under various Acts, it is a matter for the Council to decide which of those powers and functions are to be delegated.

It is important to note that any specific delegation may be withdrawn or altered or reviewed by Council at any time and therefore it is recommended that the delegations be supported.

In addition both the wording of the resolution and the instrument of delegation itself are important. It is the resolution which makes the delegation. The resolution is the instrument which sets out the scope of the delegation. Consequently, Council needs to be careful with respect to varying the wording of the recommendations of this report.

The majority of amendments to the Delegations are to reflect position title changes eg Building Services Coordinator is now the Development Services Coordinator as well as the addition of the Senior Town Planner for various delegations (predominantly under the *Land Use Planning and Approvals Act 1993* and the *Land Use Planning and Approvals Regulations 2004*). No amendments have been undertaken to any of the delegations themselves just who is authorised to use the delegation.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Local Government Act 1993.

BUDGET AND FINANCIAL IMPLICATIONS:

There are no financial implications identified in adopting these delegations.

VOTING REQUIREMENTS:

Simple Majority.

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

Local Government Act 1993

No	Statutory Ref	Function or Power	Amendment made:
1	S.20A	In order that a Council may perform its functions or exercise its powers under this or any other Act, the General Manager authorises a person to enter land for a specific purpose or in general	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner Project Officer Building Services Officer Removed – Environmental Services Coordinator Planning Services Coordinator
4	S.74	A Council may expend its funds for the purpose of exercising its powers or carrying out its functions under this or any other Act within the estimates adopted	Amended Position Titles – Development Services Coordinator Added – Works Operations Manager Removed – Environmental Services Coordinator Planning Services Coordinator
11	S.182	Power to require an owner or occupier of land to fence in accordance with the provisions of Section 182 of the <i>Local Government Act 1993</i>	Amended Position Titles – Development Services Coordinator Added – Manager Infrastructure and Development Services Removed – Environmental Services Coordinator
12	S.183	Power to exercise the discretion whether or not to require an owner or occupier of land to rehabilitate land	Amended Position Titles – Development Services Coordinator Added – Manager Infrastructure and Development Services Removed – Environmental Services Coordinator
13	S.185	Power to take action on non-compliance with a notice to undertake work	Amended Position Titles – Development Services Coordinator Added – Manager Infrastructure and Development Services Removed – Environmental Services Coordinator
15	S.194 & 195	Power to impound any animal found straying or at large in accordance with the provisions of Section 194 of the <i>Local Government Act 1993</i> ; AND TO Issue a notice to the owner if the animal is unclaimed	Amended Position Titles – Development Services Coordinator
19	S.200	Power to determine whether a nuisance exists and to serve notices or display a copy of such notice	Amended Position Titles – Development Services Coordinator
20	S.201	Power to take necessary action to abate a nuisance and notify an owner or occupier of having taken such action including the power to authorise persons to enter land, close off and fence and do anything reasonably necessary	Amended Position Titles – Development Services Coordinator
23	S.337	Council land information certificate – The General Manager, on receipt of an application made in accordance with Subsection (1), is to issue a certificate in the prescribed form with answers to prescribed questions that are attached to the certificate	Amended Position Titles – Development Services Coordinator Added – Manager Infrastructure and Development Services Removed – Planning Services Coordinator

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

Local Government (Building and Miscellaneous Provisions) Act 1993

No	Statutory Ref	Function or Power	Amendment made:
26	S.247	Power to require the removal of an advertising hoarding	<i>Amended Position Titles –</i> Development Services Coordinator <i>Removed –</i> Environmental Services Coordinator

Public Health Act 1997

No	Statutory Ref	Function or Power	Amendment made:
2	S.77(1)(3)	Grant or refusal of licence for Place of Assembly	<i>Amended Position Titles –</i> Development Services Coordinator
3	S.78	Issue of licence for Place of Assembly	<i>Amended Position Titles –</i> Development Services Coordinator
4	S.81	Renewal of licence of Place of Assembly	<i>Amended Position Titles –</i> Development Services Coordinator
5	S.82	Variation of licence of Place of Assembly	<i>Amended Position Titles –</i> Development Services Coordinator
6	S.83	Cancellation of licence of Place of Assembly	<i>Amended Position Titles –</i> Development Services Coordinator
7	S.87	Closure order of Unhealthy premises	<i>Amended Position Titles –</i> Development Services Coordinator
8	S.88	Service of closure order of Unhealthy premises	<i>Amended Position Titles –</i> Development Services Coordinator
9	S.89	Revocation of closure order of Unhealthy premises	<i>Amended Position Titles –</i> Development Services Coordinator
10	S.92	Rectification notice of Unhealthy premises	<i>Amended Position Titles –</i> Development Services Coordinator Building Services Officer
11	S.97	Grant or refusal of registration of premises	<i>Amended Position Titles –</i> Development Services Coordinator
12	S.98	Issue of certificate of registration of premises	<i>Amended Position Titles –</i> Development Services Coordinator
13	S.101	Renewal of registration of premises	<i>Amended Position Titles –</i> Development Services Coordinator
14	S.102	Variation of registration of premises	<i>Amended Position Titles –</i> Development Services Coordinator
15	S.103	Cancellation of registration of premises	<i>Amended Position Titles –</i> Development Services Coordinator
16	S.106	Grant or refusal of licence of Public health risk activities	<i>Amended Position Titles –</i> Development Services Coordinator
17	S.107	Issue of licence of Public health risk activities	<i>Amended Position Titles –</i> Development Services Coordinator
18	S.110	Renewal of licence of Public health risk activities	<i>Amended Position Titles –</i> Development Services Coordinator
19	S.111	Variation of licence of Public health risk activities	<i>Amended Position Titles –</i> Development Services Coordinator
20	S.112	Cancellation of licence of Public health risk activities	<i>Amended Position Titles –</i> Development Services Coordinator
21	S.115	Grant or refusal of registration of regulated system for systems for air and water	<i>Amended Position Titles –</i> Development Services Coordinator
22	S.116	Issue of certificate of registration for systems for air and water	<i>Amended Position Titles –</i> Development Services Coordinator

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
23	S.119	Notice to comply with direction for systems for air and water	Amended Position Titles – Development Services Coordinator
24	S.121	Renewal of registration for systems for air and water	Amended Position Titles – Development Services Coordinator
25	S.122	Variation of registration for systems for air and water	Amended Position Titles – Development Services Coordinator
26	S.123	Cancellation of registration for systems for air and water	Amended Position Titles – Development Services Coordinator
27	S.128	Notification of quality of water	Amended Position Titles – Development Services Coordinator
28	S.129	Orders relating to water quality	Amended Position Titles – Development Services Coordinator
29	S.135	Grant or refusal of registration of user or supplier of private water	Amended Position Titles – Development Services Coordinator
30	S.136	Issue of certificate of registration of user or supplier of private water	Amended Position Titles – Development Services Coordinator
31	S.136B	Variation of registration of user or supplier of private water	Amended Position Titles – Development Services Coordinator
32	S.136C	Cancellation of registration of user of supplier of private water	Amended Position Titles – Development Services Coordinator
35	S.169(1)	Infringement notices	Amended Position Titles – Development Services Coordinator
36	S.190(1)(3)(4)	Sale or disposal of forfeited things	Amended Position Titles – Development Services Coordinator
37	S.191(3)	Return of and access to seized things	Amended Position Titles – Development Services Coordinator
38	S.192(1)	Sale or disposal of seized things	Amended Position Titles – Development Services Coordinator

Food Act 2003

No	Statutory Ref	Function or Power	Amendment made:
1	S.33 & 34	Power to make an order in place of Council as a 'relevant authority' in circumstances where an order is required to reduce risk or damage to public health	Amended Position Titles – Development Services Coordinator
2	S.37	Power to make a determination in relation to an application for compensation where there were insufficient grounds for making an order	Amended Position Titles – Development Services Coordinator
3	S.50	Forfeiture of item	Amended Position Titles – Development Services Coordinator
4	S.53	Power to make a determination in relation to an application for compensation where an item has been seized under Part 4	Amended Position Titles – Development Services Coordinator
5	S.55	Power to appear as a respondent on behalf of the Council in court where an applicant seeks an order to disallow seizure under Section 54	Amended Position Titles – Development Services Coordinator
6	S.65	Power to make an order for an authorised office to inspect a vehicle or equipment	Amended Position Titles – Development Services Coordinator
8	S.87	Power to register food businesses	Amended Position Titles – Development Services Coordinator
9	S.89	Power to grant or refuse applications for renewal of registration for food businesses	Amended Position Titles – Development Services Coordinator
10	S.91	Power to vary the conditions of, or suspend or cancel the registration of a food	Amended Position Titles – Development Services Coordinator

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
11	S.94	Duty to prepare and maintain a list of food businesses	Amended Position Titles – Development Services Coordinator
12	S.98(4)	Power of Council to request the Director of Public Health to exercise any of its powers or perform any of its functions at the Council's expense	Amended Position Titles – Development Services Coordinator
16	S.118	Power to serve infringement notices	Amended Position Titles – Development Services Coordinator

Environmental Management and Pollution Control Act 1994

No	Statutory Ref	Function or Power	Amendment made:
1	S.20A	Duty of Council to prevent	Amended Position Titles – Development Services Coordinator
3	S.22(1A)	Registers of environmental management and enforcement instruments	Amended Position Titles – Development Services Coordinator
4	S.44	Environment protection notices	Amended Position Titles – Development Services Coordinator
5	S.47(3)(4)	Action on non-compliance with environment protection notice	Amended Position Titles – Development Services Coordinator
7	S.61	Reports in respect of alleged contraventions	Amended Position Titles – Development Services Coordinator
8	S.74	Environmental Impact Assessment Principles	Amended Position Titles – Development Services Coordinator
9	S.94(3)	Power to authorise the release of a thing that has been seized in relation to an offence under the Act	Amended Position Titles – Development Services Coordinator

Building Act 2016

No	Statutory Ref	Function or Power	Amendment made:
1	S.24(2)	The General Manager of a Council must appoint a person as a Permit Authority for the Municipal area of that Council	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
2	S.27(3) & (4)	Make information retained pursuant to S.27(2) available to the persons specified in S.27(3), and to provide a copy of that information upon payment of a fee	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
3	S.41(2)	The General Manager of a Council may, at all reasonable times, enter any premises or land where there is a building, temporary structure, building work, plumbing work or demolition work, if necessary to perform a function or exercise a power under this Act	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
4	S.70(1)	Be satisfied that land which is contaminated, unhealthy and not suitable for a particular purpose, has been cleaned or remedied	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
5	S.70(2)	Be satisfied that the surface of land is capable of being drained into an existing stormwater drain or channel or other suitable outlet	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
6	S.73	Works involving, or in proximity of, existing drains – provide written consent for works and impose any reasonable conditions of that consent, including to require a written undertaking not to hold the Council liable for damage or inconvenience arising from building work	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
7	S.241	Form a belief that a building may be dilapidated, and to inspect that building and prepare a dilapidated building report upon it. To obtain information as to any matter relating to a dilapidated building report from any building services provider or other person	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
8	S.242	Issue a dilapidated building notice	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
9	S.244	Revoke a dilapidated building notice	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
10	S.245(1)	Make an emergency order, and provide a copy to the permit authority	Amended Position Titles – Development Services Coordinator Removed – Environmental Services Coordinator
11	S.245(6)	Revoke an emergency order	Amended Position Titles – Development Services Coordinator Removed – Environmental Services Coordinator
12	S.251	Apply to a court for an order in relation to a contravention or likely contravention of the Act or a notice, order or determination under the Act	Amended Position Titles – Development Services Coordinator
13	S.265(3) & (4)	Perform works where there has been failure to comply with an emergency, building or plumbing order, including the power to: a) Enter on the land where the work is to be done with the appropriate equipment; and b) Exclude other persons from the place where the work is being done; and c) If anything is to be altered, determine the form of the alteration so far as it was not previously specified; and d) If anything is to be taken down, demolished or removed, determine in what condition the remainder is to be left; and e) Carry away to some convenient place any materials removed; and Sell any materials so carried away and deduct the proceeds from the cost of the work.	Amended Position Titles – Development Services Coordinator Removed – Environmental Services Coordinator
14	S.266	f) Take proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to S.265	Amended Position Titles – Development Services Coordinator Removed – Environmental Services Coordinator

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
15	S.267(1) & (2)	Serve an order to demolish building work	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
16	S.267(3)	Enter onto land and demolish any building work in respect of an order to demolish building work	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
17	S.269	Enter land or a building and perform the required work	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
18	S.270	Make an application to recover the cost of performing any work, and to impose a charge on land	Amended Position Titles – Development Services Coordinator
19	S.271(1)	Sell a building for removal or after demolishing a building, sell the materials on the premises for removal	Amended Position Titles – Development Services Coordinator
20	S.271(2)	Grant the purchaser of a building sold pursuant to S271(1) all of the powers Council has under S.265	Amended Position Titles – Development Services Coordinator
21	S.272	Request the assistance of a police officer – a) In evacuating a building or temporary structure in accordance with an emergency order; or b) In removing any person from a building or temporary structure in respect of which an emergency order, building order or plumbing order is in effect	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
22	S.275(1)	Require a building permit to be obtained for works in compliance with an emergency order	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
23	S.275(2)	Waive requirement to obtain a building permit to be obtained for works in compliance with a building order or demolition order	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
24	S.308(2)	Provide consent to inhabit a building that is not built as a dwelling for a cumulative period that exceeds 30 days	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
25	S.309	Provide consent to erect a fence, building or other structure so as to restrict the use, in connection with a building, of any unoccupied area of the land on which it is built	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
26	S.310	Commence proceedings for an offence against the Act or the Regulations	Amended Position Titles – Development Services Coordinator Removed – Environmental Services Coordinator

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
27	S.324	Issue an infringement notice	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator

Building Regulations 2016

No	Statutory Ref	Function or Power	Amendment made:
1	R.43(1)	Provide written consent for works proposed pursuant to R.43(1)	Amended Position Titles – Development Services Coordinator Added – Building Services Officer
2	R.43(3)	If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
3	R.43(5)(a)	Recover costs as a charge under the <i>Local Government Act 1993</i>	Amended Position Titles – Development Services Coordinator
4	R.53	Assessment of land as having a reasonable probability of flooding	Amended Position Titles – Development Services Coordinator Added – Building Services Officer Removed – Environmental Services Coordinator
5	R.61(4)	Provide written authorisation for work in a landslip hazard area	Amended Position Titles – Development Services Coordinator
6	R.78(3)	Recover costs as a charge under the <i>Local Government Act 1993</i>	Amended Position Titles – Development Services Coordinator
7	R.83	Issue building certificate certifying that Council does not intend to take any action under the Act	Amended Position Titles – Development Services Coordinator

Strata Titles Act 1998

No changes to delegations.

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

Land Use Planning and Approvals Act 1993

No	Statutory Ref	Function or Power	Amendment made:
1	Part 3 – Generally	<p>PLANNING SCHEMES</p> <p>As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment:</p> <ul style="list-style-type: none"> i) Authority to give such advice, consultation, referral or notification as required under this Part; ii) Authority to initiate public notification of a draft scheme or draft amendment; iii) Authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period; iv) Authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation, make procedural changes or to bring the planning scheme into conformity with a mandatory planning instruction; v) Represent the Council and to give evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission. 	<p><i>Amended Position Titles –</i> Development Services Coordinator</p> <p><i>Added –</i> Senior Town Planner</p>
2	Part 4 - Generally	<p>ENFORCEMENT OF PLANNING CONTROL</p> <p>Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council's obligations as a planning authority to observe and enforce compliance of a planning scheme; including:</p> <ul style="list-style-type: none"> i) To give such advice, consultation, referral or notification as required under this Part; ii) To represent the Council and to give evidence before the Resource Management and Planning Appeal Tribunal in respect of any appeal against a decision on a planning permit; iii) To initiate legal proceedings for any use of land, development or act if:- <ul style="list-style-type: none"> - Contrary to a State Policy, planning scheme or special planning scheme; - An obstruction of a planning scheme or special planning scheme; or - A breach of a condition or restriction of a planning permit. 	<p><i>Amended Position Titles –</i> Development Services Coordinator</p> <p><i>Added –</i> Senior Town Planner</p>
3	Part 4 - Generally	<p>Authority to represent the planning authority or to appoint a person to represent the planning authority and to give evidence, on a planning appeal or other action, including any mediation, before the Resource Management and Planning Appeals Tribunal or any other body of competent jurisdiction.</p>	<p><i>Amended Position Titles –</i> Development Services Coordinator</p> <p><i>Added –</i> Senior Town Planner</p>

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
4	S.23	Notification of commencement of preparation of draft planning scheme	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
5	S.24(1)	Certification by Commission of draft planning schemes prepared by planning authorities	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
6	S.25(1)(a)	Public exhibition of draft planning schemes	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
7	S.28B	Notice of intention to withdraw draft planning scheme	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
8	S.28E(2)	Notification of withdrawal of draft planning scheme	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
9	S.30H	Notification and public exhibition of interim planning schemes	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
10	S.30I	Representations in relation to interim planning schemes	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
11	S.30J	Report to be provided to Commission	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
12	S.30Q(6)	Applications for dispensations	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
13	S.30R(6)	Application for permit that relates to application for dispensation	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
14	S.35	Power to certify draft amendments to Council Planning Schemes and provide a copy to the Tasmanian Planning Commission	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
15	S.38	Duty to exhibit and advertise draft amendments to Council Planning Schemes	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
16	S.39	Duty to report to the Tasmanian Planning Commission following the receipt of representations in respect of draft amendments to Council Planning Schemes	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
17	S.41A	Duty to undertake a modification or alteration to a draft amendment to a Council Planning Scheme and give notice as required by the Tasmanian Planning Commission	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
18	S.42	Duty to give notice of the Tasmanian Planning Commissions approval of a draft amendment to a Council Planning Scheme	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
19	S.43E(1)	Power to require an applicant to provide additional information before considering an application for a Planning Permit together with a request for an amendment to a Council Planning Scheme under Section 43A of the <i>Land Use Planning & Approvals Act 1993</i>	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
20	S.43K	Power to make minor amendments to planning permits This power is delegated along with the duty to issue notices in accordance with Section 43K(3), 43K(4) and 43K(5) of the <i>Land Use Planning & Approvals Act 1993</i>	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
21	S.48AA	Enforcement of special permits	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
22	S.48A	Power to issue notices or take action regarding the removal of signs erected without The power is delegated along with the duty to issue notices to the person who erected the sign and the power to dispose of the sign	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
23	S.51	Permits	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
24	S.52(1B)	What if applicant is not the owner?	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
25	S.53(5A)	When does a permit take effect? Power to grant an extension of the period in which a use or development must be substantially commenced under a permit	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
26	S.54	Power to require an applicant to provide additional information before considering an application for a planning permit	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
27	S.55	Power to amend a planning permit where there is a mistake	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
28	S.56	Power to make minor amendments to planning permits This power is delegated along with the duty to service notices	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
29	S.57(2)	Applications for discretionary permits	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
30	S.57(3)	Notify application for a discretionary permit	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
31	S.57(5)	Power to extend the period of time for the making of representations relating to an application for a discretionary permit	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
32	S.57(6)	Duty to grant or refuse discretionary planning permit	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
33	S.57(6A)	Power to agree to a further extension of time under Section 57(6)(b) to grant a discretionary planning permit	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
34	S.57A	Power to enter into mediation on behalf of the Planning Authority regarding an application for a permit	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
35	S.58	Power to grant planning permits which, under the provisions of a Council Planning Scheme the Council is bound to grant, either unconditionally or subject to conditions and issue notice to the applicant	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner Removed – Planning Services Coordinator
36	S.59(7)	Power to make a determination in relation to an application for a discretionary planning permit where time periods in which to do so under the provisions of Sections 57 and 58 of the <i>Land Use Planning & Approvals Act 1993</i> have expired but where no application under Section 59(3) has been made by the applicant	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
37	S.60P(4)	Provide information in requested by the Tasmanian Planning Commission	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
38	S.60Q(5)	Notification and exhibition of project	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
39	S.60Y	Approve a consequential amendment of a planning scheme if required by a decision to approve a project of regional significance	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
40	S.60ZD	Issue of planning compliance certificates	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
41	S.60ZE(3)	Grant an extension of planning compliance certificate	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
42	S.60ZF	Cancellation of planning compliance certificates	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
43	S.61	Represent the Council in an appeals against a permit decision	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Statutory Ref	Function or Power	Amendment made:
51	S.75	Amend agreements	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
52	S.76	Lodge agreement with the Commission	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
53	S.78	Registration of agreements	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner

Land Use Planning and Approvals Regulations 2004

No	Statutory Ref	Function or Power	Amendment made:
1	4	Advertisement of exhibition of draft planning scheme	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
2	5	Notification of approval of draft planning scheme	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
3	6	Advertisement of exhibition of draft amendment	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
4	7	Notification of approval of draft amendment	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner
5	8	Notification of application for permit	Amended Position Titles – Development Services Coordinator Added – Senior Town Planner

Dog Control Act 2000

No	Statutory Ref	Function or Power	Amendment made:
1		The General Manager hereby delegates the named Officers/employees of Council all the powers, duties and functions conferred upon the General Manager in accordance with the provisions of the <i>Dog Control Act 2000</i>	Amended Position Titles – Development Services Coordinator

Right to Information Act 2009

No changes to delegations.

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

Public Interest Disclosure Act 2002

No changes to delegations.

Vehicle and Traffic Act 1999

No changes to delegations.

Burial and Cremation Act 2002

No	Statutory Ref	Function or Power	Amendment made:
25	S.28	Take steps to comply with any notice given by the Director of Public Health, or to appeal that notice	<i>Amended Position Titles –</i> Development Services Coordinator
42	S.40(2)	Consultation with Director of Public Health in relation to cremation on Aboriginal Land – The Director of Public Health must consult with the General Manager in relation to an application for a cremation on Aboriginal Land	<i>Amended Position Titles –</i> Development Services Coordinator
43	S.41(1)	Written permission to intern human remains other than in a cemetery – The General Manager's permission (and the landholder's) is required to intern human remains otherwise than in a cemetery	<i>Amended Position Titles –</i> Development Services Coordinator
44	S.41(2)	General Manager must be provided with certain information – A person wishing to intern human remains otherwise than in a cemetery must provide the General Manager with certain information	<i>Amended Position Titles –</i> Development Services Coordinator
45	S.41(4)	General Manager must ensure a record is kept – The General Manager must ensure Council keep a record of the location of the proposed grave and ensure it is included on any S.337 LGA certificate issued by Council	<i>Amended Position Titles –</i> Development Services Coordinator

Heavy Vehicle National Law (Tasmania) Act 2013

No changes to delegations.

Monetary Penalties Enforcement Act 2005

No changes to delegations.

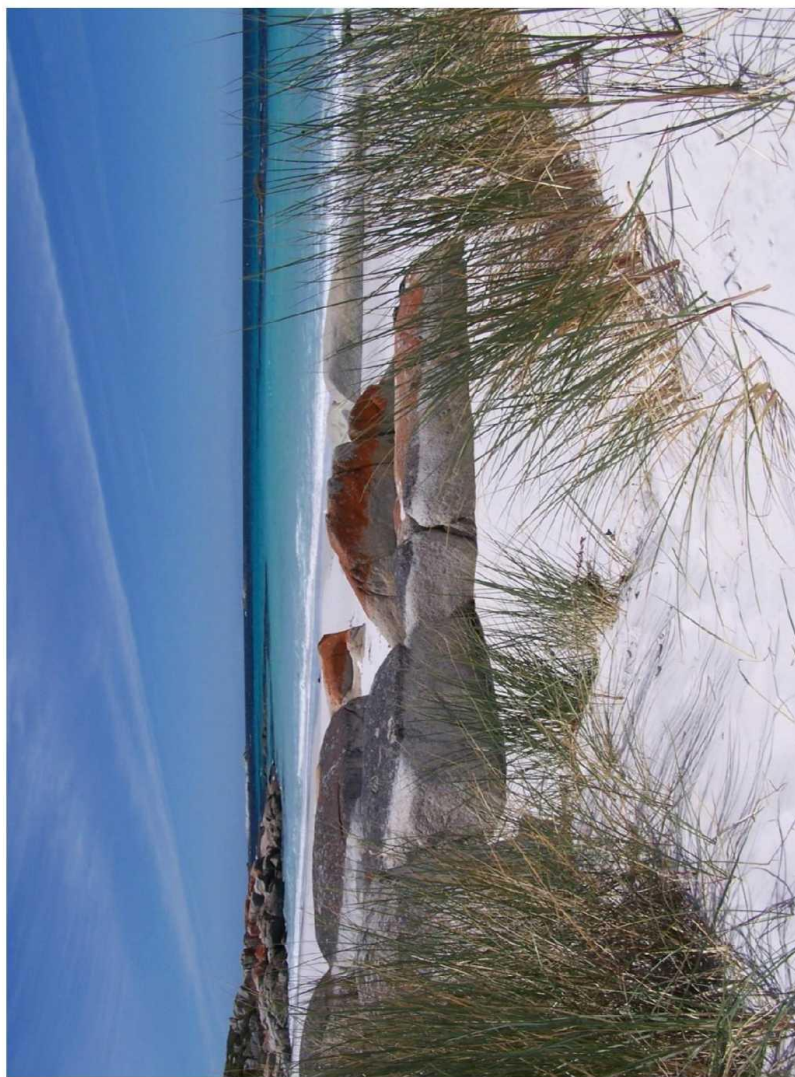
Miscellaneous Powers and Functions to the General Manager and an Officer / Employee

No	Function or Power	Amendment made:
4	To authorise and to institute proceedings for non-compliance with any order or notice lawfully made or given by or on behalf of the Council, and where such order or notice is not complied with, to authorise the carrying out of the necessary work where the Council has the power to do so.	<i>Amended Position Titles –</i> Development Services Coordinator <i>Removed –</i> Environmental Services Coordinator

Break O'Day Council Delegations Review – April 2020 - Analysis of Amendments

No	Function or Power	Amendment made:
18	Power to approve demolition of buildings not classified by the National Trust or Heritage listed.	Amended Position Titles – Development Services Coordinator
19	To approve conditionally or otherwise all temporary signs and hoardings.	Added – Development Services Coordinator Senior Town Planner
22	To act in the role of Permit Authority to facilitate the powers and functions in administration, enforcement and responsibilities in accordance with the provisions of the Building Act 2016. **NOTE CONDITION: 1. This authority does not grant the Officers the power to delegate this function to any other persons.	Amended Position Titles – Development Services Coordinator Removed – Environmental Services Coordinator Project Officer Environmental Health Officer
23	To act in the role of administering and facilitating the orderly administration of the Act in accordance with the provisions of the Litter Act 2007.	Amended Position Titles – Development Services Coordinator

DELEGATIONS



Reviewed April 2020

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- A Council, in writing, may delegate with or without conditions to the General Manager, any of its functions or powers under any Act.

S.22 Local Government Act 1993 (subject to restrictions).

- The General Manager, in writing, may delegate to an employee of the Council
 - (a) any functions or powers under any Act, other than this power of delegation; and
 - (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate.

S.64 Local Government Act 1993.

- If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to
 - (a) a person by name; or
 - (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation.

S.23AA(1) of the Acts Interpretation Act 1931.

- If a function or power is delegated to a particular officer or the holder of a particular office or position
 - (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and
 - (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned.

S.23AA(5) of the Acts Interpretation Act 1931.

- A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator.

S.23AA(6) of the Acts Interpretation Act 1931.

Delegations @ April 2020

Page 3

Pursuant to the powers of the *Local Government Act 1993* the Council hereby delegates the exercise and performance of the following functions and powers to the General Manager and/or an Officer/employee of Council on the following conditions:

- I Each delegation is subject to the conditions or restrictions (if any) referred to in the table to this delegation.
- II Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve.
- III Each delegation is subject to Council’s By-laws or the provision of any Act.
- IV Each delegation includes any person acting in the delegated positions.

For and on behalf of the Break O’Day Council

The Break O’Day Council pursuant to a resolution of Council Number _____ dated __ ?? May 2020__ hereby approved these delegation.

Signed on the _ ?? _ day of _May_ 2020

.....
COUNCILLOR MICK TUCKER
MAYOR

.....
JOHN BROWN
GENERAL MANAGER

1. Local Government Act 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.20A	In order that a Council may perform its functions or exercise its powers under this or any other Act, the General Manager authorises a person to enter land for a specific purpose or in general	<ol style="list-style-type: none"> The General Manager must give notice to the owner or occupier of the land before entry is made unless: <ul style="list-style-type: none"> An emergency exists; or The entry is in relation to an application by the owner or occupier for a licence, permit or other approval given by the Council; or Notice would defeat the purpose of entry. A person entering land under this section is to produce the identity card issued to that person. 	<ul style="list-style-type: none"> Municipal Inspector Development Services Coordinator Environmental Health Officer Senior Town Planner Planning Officer Project Officer Building Services Officer Technical Officer Development Services Manager Infrastructure & Development Services Works Operations Manager NRM Officer Development Services Administration Officer Works Support Officer Asset/GIS Officer Municipal Emergency Management Coordinator Deputy Municipal Emergency Management Coordinator 	<ul style="list-style-type: none"> General Manager
2	S.22(2)	Power to approve Rate Remissions for interest and penalties up to the value of \$150.00 per property per financial year	<ol style="list-style-type: none"> No authority for the General Manager to sub-delegate Request from the ratepayer must be received in writing A list of delegations approved by the General Manager will be provided in the Council Agenda each month under the General Manager's Report under "Actions Approved under Delegation" 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
3	S.65	Duty to ensure that advice, recommendations or information given is by a qualified person and certify the same to Council	Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
4	S.74	A Council may expend its funds for the purpose of exercising its powers or carrying out its functions under this or any other Act within the estimates adopted under Section 82	Nil Conditions or Restrictions	<ul style="list-style-type: none"> • Manager Corporate Services • Manager Community Services • Manager Infrastructure & Development Services • Development Services Coordinator • Works Operations Manager • 	<ul style="list-style-type: none"> • General Manager
5	S.75	A Council may invest any money – (a) in any manner in which a trustee is authorised by law to invest trust funds; and (b) In any investment the Treasurer approves (c)	In accordance with Council's investment policies as reviewed from time to time	<ul style="list-style-type: none"> • Manager Corporate Services • Finance Officer 	<ul style="list-style-type: none"> • General Manager
6	S.76	Power to write off debts owed to the Council	1. No authority for the General Manager to Sub-delegate 2. The General Manager may only write off debts that do not exceed the amount of \$150,00	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council
7	S.77	Power to approve a pecuniary grant for the purpose of assisting junior sporting identities to attend national sporting events or for students applying for assistance with academic excellence	1. No authority for the General Manager to Sub-delegate 2. The General Manager may only approve any such grant or benefit upon receiving setting out the nature, date and location of the sporting event for which the grant is sought or details of academic assistance sought 3. That only one (1) grant of up to \$200 per applicant per calendar year can be approved by the General Manager 4. That a copy of the grant application must be included in the Council Information Papers 5. That the total expenditure for a financial year under this delegation must be reported under the "Grants and Benefits" section of the Annual Report	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
8	S92(2)(3)	(2) The General Manager is to issue a supplementary notice in accordance with section 122 in respect of any amount payable as a result of an adjustment under this section. (3) The General Manager may refund or give credit for any amount paid in respect of a rate in excess of the amount payable as a result of an adjustment under this section.	In accordance with Rates and Charges Policy	<ul style="list-style-type: none"> Manager Corporate Services 	<ul style="list-style-type: none"> General Manager
9	S.126	Power to grant a postponement of the payment of rates	Request for postponement of the payment of rates must be received in writing addressed to the General Manager	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
10	S.132	Power to issue a certificate containing the details referred to in <u>subsection (1)</u>	Nil Conditions or Restrictions	<ul style="list-style-type: none"> Manager Corporate Services 	<ul style="list-style-type: none"> General Manager
11	S.182	Power to require an owner or occupier of land to fence	Nil Conditions or Restrictions	<ul style="list-style-type: none"> Environmental Health Officer Development Services Coordinator Manager Infrastructure and Development Services Municipal Inspector Technical Officer Development Services 	<ul style="list-style-type: none"> General Manager
12	S.183	Power to exercise the discretion whether or not to require an owner or occupier of land to rehabilitate land	Nil Conditions or Restrictions	<ul style="list-style-type: none"> Environmental Health Officer Development Services Coordinator Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
13	S.185	Power to take action on non-compliance with a notice to undertake work	Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Environmental Health Officer Development Services Coordinator Manager Infrastructure and Development Services Municipal Inspector Technical Officer Development Services 	<ul style="list-style-type: none"> Council General Manager
14	S.189	Power to allow a person to conduct a market and to close a local highway or part of a local highway for the purpose of any such market	<ul style="list-style-type: none"> Under Section 189(2) the General Manager has a duty to publish a notice of intention in a public newspaper if it is intended that a local highway or any part of a local highway is to be closed 	<ul style="list-style-type: none"> General Manager Manager Infrastructure & Development Services 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
15	S.194 & 195	Power to impound any animal found straying or at large in accordance with the provisions of Section 194 of the <i>Local Government Act 1993</i> ; AND TO Issue a notice to the owner: if the animal is unclaimed	Nil	<ul style="list-style-type: none"> • Municipal Inspector • Development Services Coordinator • Environmental Health Officer • Works Operations Manager • Works Support Officer • Municipal Workers • Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> • General Manager
16	S.196	Power to require an owner to make payment of costs and charges incurred from the impounding of their animal by notice and to detain any such animal until payment is received	Nil	<ul style="list-style-type: none"> • Municipal Inspector • Works Operations Manager • Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> • General Manager
17	S.197	Power to sell, give away, or destroy an impounded animal	Nil Conditions or Restrictions	<ul style="list-style-type: none"> • General Manager • Municipal Inspector • Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> • Council • General Manager
18	S.198	Power to arrange for an impounded animal to be destroyed	Nil	<ul style="list-style-type: none"> • Municipal Inspector • Works Operations Manager • Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> • General Manager
19	S.200	Power to determine whether a nuisance exists and to serve notices or display a copy of such notice	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer • Municipal Inspector • Technical Officer Development Services • Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> • Council • General Manager
20	S.201	Power to take necessary action to abate a nuisance and notify an owner or occupier of having taken such action including the power to authorise persons to enter land, close off and fence and do anything reasonably necessary	Nil	<ul style="list-style-type: none"> • Development Services Coordinator • Environmental Health Officer • Municipal Inspector • Technical Officer Development Services • Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> • General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
21	S.207	Power to remit any charges up to \$750 ordinarily imposed as a hire fee under Section 205(1)(a) of the <i>Local Government Act 1993</i> for the use of any property or facility owned or managed by the Council in accordance with the provisions of Section 207 of the <i>Local Government Act 1993</i>	<ol style="list-style-type: none"> No authority for the General Manager to sub-delegate The General Manager may only remit charges up to \$750 for a particular applicant in a financial year, when the use of the facility is not covered by an existing lease of that facility by the applicant. Upon receiving an application in writing advising of the nature, date, reasons for the request and benefits it represents to the community and location of the event for which the waiver is sought A copy of such application and the decision to remit the charges by the General Manager must be included in the Council Information Papers 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
22	S.336	Power to use the Council arms in any manner they think fit	Nil	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
23	S.337	Council land information certificate – The General Manager, on receipt of an application made in accordance with subsection (1), is to issue a certificate in the prescribed form with answers to prescribed questions that are attached to the certificate	Subclause (8) in accordance with Council's Schedule of Fees and Charges	<ul style="list-style-type: none"> Development Services Coordinator Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager

2. Local Government (Building and Miscellaneous Provisions) Act 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.83	Power for approval of plan of subdivision	No authority for the General Manager to sub-delegate	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
2	S.84	Power not to approve a subdivision	No authority for the General Manager to sub-delegate	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
3	S.85	Power for refusal of application for subdivision	No authority for the General Manager to sub-delegate	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
4	S.86	Power to require security for payments and execution of works before approving a plan or subdivision	No authority for the General Manager to sub-delegate	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council

Delegations @ April 2020

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No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
5	S.89	Power to approve and seal final plans	1. No authority for the General Manager to sub-delegate 2. The General Manager may only approve and seal a final plan where it is in accordance with a planning permit 3. The General Manager is not to approve a final plan unless he has received advice from the Manager Development Services that the application is compliant with all of the relevant legislation	• General Manager	• Council
6	S.91(3)	Power to object to the making of a correction to a final plan by the Recorder of Titles	1. No authority for the General Manager to sub-delegate 2. The General Manager may only object to the making of a correction to a final plan upon advice from the Manager Development Services that the application is compliant with all of the relevant legislation	• General Manager	• Council
7	S.92	Power for amendments to final plans	No authority for the General Manager to sub-delegate	• General Manager	• Council
8	S.93	Power for cancellation of final plans	No authority for the General Manager to sub-delegate	• General Manager	• Council
9	S.96	Power for dedication as highway	No authority for the General Manager to sub-delegate	• General Manager	• Council
10	S.103	Power to amend sealed plans	1. No authority for the General Manager to sub-delegate 2. The General Manager may only amend sealed plans upon advice from the Manager Development Services that the amendment complies with the relevant legislation	• General Manager	• Council
11	S.104(1)	Power for hearing in respect of amendment of plans	No authority for the General Manager to sub-delegate	• General Manager	• Council
12	S.105(2)	Power for compensation in respect of amendments	No authority for the General Manager to sub-delegate	• General Manager	• Council
13	S.107	Power to make an order requiring a subdivider to carry out access works	1. No authority for the General Manager to sub-delegate 2. The General Manager may only make an order upon advice from the Manager Development Services that the amendment complies with the relevant legislation	• General Manager	• Council
14	S.109(6)	Power for minimum lots	No authority for the General Manager to sub-delegate	• General Manager	• Council
15	S.110	Power to make adhesion orders	1. No authority for the General Manager to sub-delegate 2. The General Manager may only make adhesion order upon advice from the Manager Development Services that the amendment complies with the relevant legislation	• General Manager	• Council
16	S.112	Power for purposes for which plan	No authority for the General Manager to sub-delegate	• General Manager	• Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
17	S.113(4)	Power for bringing land under Land Titles Act 1980	No authority for the General Manager to sub-delegate	• General Manager	• Council
18	S.115	Power to exempt a subdivision from the provisions of Part 3	1. No authority for the General Manager to sub-delegate 2. The General Manager may only exempt a subdivision from the provisions upon advice from the Manager Development Services that the amendment complies with the relevant legislation	• General Manager	• Council
19	S.116	Power for limitation on requirement for public open space	No authority for the General Manager to sub-delegate	• General Manager	• Council
20	S.117	Power for payment instead of increasing public open space	No authority for the General Manager to sub-delegate	• General Manager	• Council
21	S.118	Power for Council schemes	No authority for the General Manager to sub-delegate	• General Manager	• Council
22	S.241(1)	Power for Preservation Orders	No authority for the General Manager to sub-delegate	• General Manager	• Council
23	S.243	Power for Preservation Orders is enforceable	No authority for the General Manager to sub-delegate	• General Manager	• Council
24	S.244	Power for registering preservation order	No authority for the General Manager to sub-delegate	• General Manager	• Council
25	S.246	Power to issue a licence to erect an advertising hoarding	1. No authority for the General Manager to sub-delegate 2. The General Manager may only issue a licence upon advice from the Manager Infrastructure & Development Services that the amendment complies with the relevant legislation	• General Manager	• Council
26	S.247	Power to require the removal of an advertising hoarding in accordance with the provisions of Section 247 of the <i>Local Government (Building & Miscellaneous Provisions) Act 1993</i>	No authority to sub-delegate in respect of this delegation	• General Manager • Manager Infrastructure and Development Services • Environmental Health Officer • Development Services Coordinator • Technical Officer Development Services	• Council
27	S.248	Power to demolish, remove or remedy any building erected or constructed over or under a Council drain or a drain connected to a Council drain in accordance with the provisions of Section 248 of the <i>Local Government (Building & Miscellaneous Provisions) Act 1993</i>	No authority to sub-delegate in respect of this delegation	• General Manager • Manager Infrastructure and Development Services	• Council

3. Public Health Act 1997

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.11(1)(2)	Appointment of officers	• Nil Conditions or Restrictions	• General Manager	• Council
2	S.77(1)(3)	Grant or refusal of licence for Place of Assembly	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager
3	S.78	Issue of licence for Place of	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager
4	S.81	Renewal of licence of Place of Assembly	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager
5	S.82	Variation of licence of Place of Assembly	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager
6	S.83	Cancellation of licence of Place of Assembly	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager
7	S.87	Closure order of Unhealthy premises	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager
8	S.88	Service of closure order of Unhealthy premises	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager
9	S.89	Revocation of closure order of Unhealthy premises	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager
10	S.92	Rectification notice of Unhealthy premises	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer • Building Services Officer	• Council • General Manager
11	S.97	Grant or refusal of registration of	• Nil Conditions or Restrictions	• General Manager • Development Services Coordinator • Environmental Health Officer	• Council • General Manager

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No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
12	S.98	Issue of certificate of registration of premises	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
13	S.101	Renewal of registration of premises	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
14	S.102	Variation of registration of premises	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
15	S.103	Cancellation of registration of premises	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
16	S.106	Grant or refusal of licence of Public health risk activities	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
17	S.107	Issue of licence of Public health risk activities	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
18	S.110	Renewal of licence of Public health risk activities	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
19	S.111	Variation of licence of Public health risk activities	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
20	S.112	Cancellation of licence of Public health risk activities	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
21	S.115	Grant or refusal of registration of regulated system for air and water	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager
22	S.116	Issue of certificate of registration for systems for air and water	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Development Services Coordinator • Environmental Health Officer 	<ul style="list-style-type: none"> • Council • General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
23	S.119	Notice to comply with direction for systems for air and water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
24	S.121	Renewal of registration for systems for air and water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
25	S.122	Variation of registration for systems for air and water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
26	S.123	Cancellation of registration for systems for air and water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
27	S.128	Notification of quality of water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
28	S.129	Orders relating to water quality	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
29	S.135	Grant or refusal of registration of user or supplier of private water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
30	S.136	Issue of certificate of registration of user or supplier of private water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
31	S.136B	Variation of registration of user or supplier of private water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
32	S.136C	Cancellation of registration of user of supplier of private water	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
33	S.152(1)	Costs incurred in exercising power	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
34	S.158(1)	Proceedings	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
35	S.169(1)	Infringement notices	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
36	S.190(1)(3)(4)	Sale or disposal of forfeited things	• Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Manager Corporate Services Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
37	S.191(3)	Return of and access to seized things	• Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Manager Corporate Services Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
38	S.192(1)	Sale or disposal of seized things	• Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Manager Corporate Services Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager

4. Food Act 2003

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.33 & 34	Power to make an order in place of Council as a 'relevant authority' in circumstances where an order is required to reduce risk or damage to public health	• Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
2	S.37	Power to make a determination in relation to an application for compensation where there were insufficient grounds for making an order	• Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
3	S.50	Forfeiture of item	• Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
4	S.53	Power to make a determination in relation to an application for compensation where an item has been seized under Part 4	• Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
5	S.55	Power to appear as a respondent on behalf of the Council in court where an applicant seeks an order to disallow seizure under Section 54	• Nil Conditions or Restrictions	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
6	S.65	Power to make an order for an authorised office to inspect a vehicle or equipment	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
7	S.68	Duty to pay compensation and provide notices where a person suffers loss as a result of a prohibition order made on unreasonable grounds	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
8	S.87	Power to register food businesses	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
9	S.89	Power to grant or refuse applications for renewal of registration for food businesses	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
10	S.91	Power to vary the conditions of, or suspend or cancel the registration of a food business	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
11	S.94	Duty to prepare and maintain a list of food businesses	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
12	S.98(4)	Power of Council to request the Director of Public Health to exercise any of its powers or perform any of its functions at the Council's expense	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
13	S.101	Power to appoint Authorised Officers under the Food Act	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
14	S.102	Power to provide an Authorised Officer with a Certificate of Authority	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
15	S.104(1)	Institution of proceedings	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
16	S.118	Power to serve infringement notices	<ul style="list-style-type: none"> An infringement notice is not to relate to 4 or more offences. An infringement notice is to be in accordance with Section 14 of the <i>Monetary Penalties Enforcement Act 2005</i> 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager

5. Local Government (Highways) Act 1982

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.6	Power to make, widening and c., of highways by corporations	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
2	S.7	Limitation on opening of highways in cities and towns by private persons	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
3	S.8	Maintenance of highways opened outside cities or towns by private persons	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
4	S.10(2)	Power to approve a person to prepare plans and specifications for highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
5	S.10(6)	Power to relieve an owner from having to carry out construction works	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
6	S.11	Enforcement of obligations of landowners opening highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
7	S.14	Closure and diversion of highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
8	S.15	Dealing with sites of closed highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
9	S.17	Definition of boundaries of highway	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

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No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
10	S.19	Power to close a local highway, forbid the use of a local highway or grant licences for the use of a closed local highway	<ul style="list-style-type: none"> In consultation with Commissioner of Police Delegation excludes Section 19(1)(c) 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
11	S.20	Power to close part of a local highway for the purpose of the sale of goods or entertainment on a Saturday, Sunday or statutory holiday	<ul style="list-style-type: none"> In consultation with Commissioner of Police and Transport Commission 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council
12	S.21	General responsibility of corporations	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
13	S.24	Highways on boundaries of municipalities	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
14	S.25	General supplementary provisions as to carrying out of highway works	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
15	S.26(4)	Obtaining of materials for highway works	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
16	S.27	Use of adjoining lands in carrying out highway works	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
17	S.28	Shifting of apparatus, &c., in roads	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
18	S.30	Improvements, &c., of highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
19	S.31	Obstructions for prohibition or restriction of vehicular traffic	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
20	S.32	Power to light and arrange for lighting of local highway	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
21	S.33	Lighting or private ways and courts	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
22	S.34	Power to make, cleanse and keep open Council drains and watercourses in and through land adjoining or near a local highway	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
23	S.35	Power to require an owner to carry out works to a vehicular crossing over a table-drain, gutter or footpath	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
24	S.36	Power to require an owner to fence	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
25	S.37	Alterations, &c., of entrances to highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
26	S.38	Power to remove trees as required for the facilitation and good management of local highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
27	S.39	Power to require an occupier of land to cut, trim or reduce the height of vegetation to reduce or remove danger from the obstruction of their view	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
28	S.40	Animal barriers on highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
29	S.41	Power to give consent or prepare a report prohibiting the use of a local highway by traffic likely to seriously injure a local highway	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
30	S.42	Power to close a dangerous highway	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
31	S.44	Power to put up notice restricting the use of bridges by vehicles over a certain weight	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
32	S.45	Power to remove an abandoned article from a highway	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
33	S.46	Permission to carry out various works in relation to highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
34	S.50	Management of local highways not maintainable by the corporation	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
35	S.51	Making good of back roads, lanes, &c., at frontagers' expense	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
36	S.52	Power to remove or alter an obstruction to the safe and convenient passage along a local highway	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

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No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
37	S.53	Low-lying land near highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
38	S.54	Power to put up names of highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
39	S.55	Numbering of buildings, &c.	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
40	S.59	Development of land in connection with highway improvements	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
41	S.60(3)	Restrictive covenants for benefit of highway	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
42	S.62	Special provisions as to acquisition for widening or other alteration	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
43	S.63	Letting of highways not presently used	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
44	S.66	Proof that Street is subject to Part V	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
45	S.67(2)	Street works in streets not previously made up	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
46	S.68	Scheme of street construction	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
47	S.71	Notice of preparation of scheme	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
48	S.72	Objection by owners	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
49	S.74	Execution of scheme	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
50	S.76	Payment by frontagers	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
51	S.77	State contribution	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
52	S.79	Urgent works	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
53	S.81	Record of charges	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
54	S.95	Establishment of controlled parking	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
55	S.96	Hours of operation of controlled parking	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
56	S.99	Closure of parking spaces in certain cases	<ul style="list-style-type: none"> S.99(7) allows the General Manager to issue authorisations; Council delegation also covers this 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
57	S.100(1A)	Infringement notices	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer Municipal Inspector 	<ul style="list-style-type: none"> Council General Manager
58	S.102	Removal of vehicles in certain cases from parking spaces	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
59	S.104	Permits for use of parking spaces without operation of meters or use of parking vouchers	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
60	S.109	Lighting of certain State highways: Contributions by corporations to lighting of certain State highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
61	S.110	Powers and duties of corporations in relation to State highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
62	S.112	Liability of corporation to maintain road works carried out by the Crown	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
63	S.114	Right of private persons opening new streets to obtain contributions	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
64	S.115	Retention of petrol-pumps in highways	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
65	S.119	Determination of compensation	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager

6. Environmental Management and Pollution Control Act 1994

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.20A	Duty of Council to prevent pollution	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
2	S.21	Council Officers	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
3	S.22(1A)	Registers of environmental management and enforcement instruments	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
4	S.44	Environment protection notices	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
5	S.47(3)(4)	Action on non-compliance with environment protection notice	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
6	S.48(1)	Civil enforcement proceedings	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council

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No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
7	S.61	Reports in respect of alleged contraventions	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
8	S.74	Environmental Impact Assessment Principles	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager
9	S.94(3)	Power to authorise the release of a thing that has been seized in relation to an offence under the Act	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council General Manager

7. Roads and Jetties Act 1935

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.11	Maintenance of State highways, &c. in cities, &c	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
2	S.11(2)	To agree with the Minister for the maintenance or reconstruction of a State highway or a subsidiary road	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
3	S.28	Acquisition of land for quarry, &c.	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
4	S.29	Intention to acquire land may be abandoned if compensation excessive	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
5	S.32	Entry by Council upon land and staking out of same	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
6	S.33	Rental of land	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
7	S.34	Use of uncultivated land for temporary road	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
8	S.35	Taking of timber, &c., from land	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
9	S.36	Quarries, &c., to be fenced and filled up or otherwise secured	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
10	S.37	Fences to be restored	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
11	S.38	Deviations to be fenced	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
12	S.39	Entry upon adjoining lands for road maintenance or reconstruction	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
13	S.40	Power to make, cleanse and keep open drains or watercourses in and through land adjoining or near any road	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
14	S.41	Timber growing near roads may be cut down: Consent of owner required in certain cases	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
15	S.42	Hedges, &c., obstructing view of traffic to be cut or trimmed	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
16	S.44	Power to require an owner of land to construct a culvert over a table-drain, gutter or road	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
17	S.45	Power of Minister in certain cases to erect gates across roads	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
18	S.46	Damage caused by overweight vehicles	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council
19	S.47	Road metal, &c., may be placed on side of road	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
20	S.47A	Warning gantries for bridges with overhead members	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
21	S.48	Power of road authority, with the consent of the Governor, to permit tramway or railway along or across road	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

No Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
22 S.48A	Removal and disposal of abandoned articles	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Technical Officer Development Services Municipal Inspector 	<ul style="list-style-type: none"> Council General Manager
23 S.48B	To carry out the Council's power to move, keep or impound any vehicle causing an obstruction or danger etc, and related action	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
24 S.49	Obstructing roads: Notice to remove obstructions in accordance with the provisions of Section 49 of the <i>Roads and Jetties Act 1935</i>	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Technical Officer Development Services 	<ul style="list-style-type: none"> Council General Manager
25 S.50B	Excavations	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager
26 S.51	Laying down timber, &c., on roads	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager 	<ul style="list-style-type: none"> Council General Manager

8. Building Act 2016

No Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1 S.24(2)	The General Manager of a Council must appoint a person as a Permit Authority for the Municipal area of that Council	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Building Services Officer Technical Officer Development Services Development Services Administration Officer – Building 	<ul style="list-style-type: none"> General Manager

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No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
2	S.27(3) & (4)	Make information retained pursuant to S.27(2) available to the persons specified in S.27(3), and to provide a copy of that information upon payment of a fee	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services Development Services Administration Officer – Building 	<ul style="list-style-type: none"> Council
3	S.41(2)	The General Manager of a Council may, at all reasonable times, enter any premises or land where there is a building, temporary structure, building work, plumbing work or demolition work, if necessary to perform a function or exercise a power under this Act	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
4	S.70(1)	Be satisfied that land which is contaminated, unhealthy and not suitable for a particular purpose, has been cleaned or remedied	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer 	<ul style="list-style-type: none"> General Manager
5	S.70(2)	Be satisfied that the surface of land is capable of being drained into an existing stormwater drain or channel or other suitable outlet	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
6	S.73	Works involving, or in proximity of, existing drains – provide written consent for works and impose any reasonable conditions of that consent, including to require a written undertaking not to hold the Council liable for damage or inconvenience arising from building work	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
7	S.241	Form a belief that a building may be dilapidated, and to inspect that building and prepare a dilapidated building report upon it. To obtain information as to any matter relating to a dilapidated building report from any building services provider or other person	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer 	<ul style="list-style-type: none"> General Manager
8	S.242	Issue a dilapidated building notice	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer 	<ul style="list-style-type: none"> General Manager
9	S.244	Revoke a dilapidated building notice	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer 	<ul style="list-style-type: none"> General Manager
10	S.245(1)	Make an emergency order, and provide a copy to the permit authority	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
11	S.245(6)	Revoke an emergency order	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
12	S.251	Apply to a court for an order in relation to a contravention or likely contravention of the Act or a notice, order or determination under the Act	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer 	<ul style="list-style-type: none"> General Manager

No Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
13 S.265(3) & (4)	Perform works where there has been failure to comply with an emergency, building or plumbing order, including the power to: a) Enter on the land where the work is to be done with the appropriate equipment; and b) Exclude other persons from the place where the work is being done; and c) If anything is to be altered, determine the form of the alteration so far as it was not previously specified; and d) If anything is to be taken down, demolished or removed, determine in what condition the remainder is to be left; and e) Carry away to some convenient place any materials removed; and f) Sell any materials so carried away and deduct the proceeds from the cost of the work.	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Manager Infrastructure and Development Services Environmental Health Officer 	<ul style="list-style-type: none"> Council
14 S.266	Take proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to S.265	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Technical Officer Development Services Project Officer Environmental Health Officer 	<ul style="list-style-type: none"> Council
15 S.267(1) & (2)	Serve an order to demolish building work	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer 	<ul style="list-style-type: none"> Council
16 S.267(3)	Enter onto land and demolish any building work in respect of an order to demolish building work	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
17	S.269	Enter land or a building and perform the required work	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council
18	S.270	Make an application to recover the cost of performing any work, and to impose a charge on land	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Technical Officer Development Services Project Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council
19	S.271(1)	Sell a building for removal or after demolishing a building, sell the materials on the premises for removal	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Technical Officer Development Services Project Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council
20	S.271(2)	Grant the purchaser of a building sold pursuant to S271(1) all of the powers Council has under S.265	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Development Services Coordinator Technical Officer Development Services Project Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council
21	S.272	Request the assistance of a police officer – a) In evacuating a building or temporary structure in accordance with an emergency order; or b) In removing any person from a building or temporary structure in respect of which an emergency order, building order or plumbing order is in effect	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
22	S.275(1)	Require a building permit to be obtained for works in compliance with an emergency order	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
23	S.275(2)	Waive requirement to obtain a building permit to be obtained for works in compliance with a building order or demolition order	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
24	S.308(2)	Provide consent to inhabit a building that is not built as a dwelling for a cumulative period that exceeds 30 days	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
25	S.309	Provide consent to erect a fence, building or other structure so as to restrict the use, in connection with a building, of any unoccupied area of the land on which it is built	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer 	<ul style="list-style-type: none"> General Manager
26	S.310	Commence proceedings for an offence against the Act or the Regulations	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Environmental Health Officer 	<ul style="list-style-type: none"> General Manager
27	S.324	Issue an infringement notice	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager

9. Building Regulations 2016

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	R.43(1)	Provide written consent for works proposed pursuant to R.43(1)	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer 	<ul style="list-style-type: none"> General Manager
2	R.43(3)	If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
3	R.43(5)(a)	Recover costs as a charge under the <i>Local Government Act 1993</i>	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
4	R.53	Assessment of land as having a reasonable probability of flooding	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Project Officer Building Services Officer Environmental Health Officer 	<ul style="list-style-type: none"> General Manager
5	R.61(4)	Provide written authorisation for work in a landslip hazard area	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager
6	R.78(3)	Recover costs as a charge under the <i>Local Government Act 1993</i>	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
7	R.83	Issue building certificate certifying that Council does not intend to take any action under the Act	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Development Services Coordinator Technical Officer Development Services Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> General Manager

10. Strata Titles Act 1998

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.31	Power to issue or refuse to issue certificates of approval	<ul style="list-style-type: none"> No authority to sub-delegate in respect of the delegation The General Manager may only issue a certificate of approval upon advice from the Manager Development Services that the application complies with the relevant legislation 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
2	S.37	Power to approve proposed staged development schemes in principle	<ul style="list-style-type: none"> No authority to sub-delegate in respect of the delegation The General Manager may only approve proposed staged development schemes in principle where there is a planning permit in existence and upon advice from the Manager Development Services that the application complies with the relevant legislation 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
3	S.54	Power to approve proposed community development schemes in principle in accordance with the provisions of Section 54 of the <i>Strata Titles Act 1998</i>	<ul style="list-style-type: none"> No authority to sub-delegate in respect of the delegation The General Manager may only approve proposed community development schemes in principle where there is a planning permit in existence and upon advice from the Manager Development Services that the application complies with the relevant legislation 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council

11. Land Use Planning and Approvals Act 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	Part 3 – Generally	<p>PLANNING SCHEMES</p> <p>As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment:</p> <p>i) Authority to give such advice, consultation, referral or notification as required under this Part;</p> <p>ii) Authority to initiate public notification of a draft scheme or draft amendment;</p> <p>iii) Authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period;</p> <p>iv) Authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation, make procedural changes or to bring the planning scheme into conformity with a mandatory planning instruction;</p> <p>v) Represent the Council and to give evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission.</p>	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
2	Part 4 - Generally	<p>ENFORCEMENT OF PLANNING CONTROL</p> <p>Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council's obligations as a planning authority to observe and enforce compliance of a planning scheme; including –</p> <p>i) To give such advice, consultation, referral or notification as required under this Part;</p> <p>ii) To represent the Council and to give evidence before the Resource Management and Planning Appeal Tribunal in respect of any appeal against a decision on a planning permit;</p> <p>iii) To initiate legal proceedings for any use of land, development or act if:-</p> <ul style="list-style-type: none"> - Contrary to a State Policy, planning scheme or special planning scheme; - An obstruction of a planning scheme or special planning scheme; or - A breach of a condition or restriction of a planning permit. 	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> • General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner 	<ul style="list-style-type: none"> • Planning Authority
3	Part 4 - Generally	<p>Authority to represent the planning authority or to appoint a person to represent the planning authority and to give evidence, on a planning appeal or other action, including any mediation, before the Resource Management and Planning Appeals Tribunal or any other body of competent jurisdiction.</p>	<p>1. No authority to sub-delegate in respect of the delegation.</p> <p>2. Except where the Council makes such decision contrary to the written advice or recommendation of the Director Land and Environmental Services.</p>	<ul style="list-style-type: none"> • General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner 	<ul style="list-style-type: none"> • Planning Authority
4	S.23	Notification of commencement of preparation of draft planning scheme	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> • General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner 	<ul style="list-style-type: none"> • Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
5	S.24(1)	Certification by Commission of draft planning schemes prepared by planning authorities	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
6	S.25(1)(a)	Public exhibition of draft planning schemes	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
7	S.28B	Notice of intention to withdraw draft planning scheme	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
8	S.28E(2)	Notification of withdrawal of draft planning scheme	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
9	S.30H	Notification and public exhibition of interim planning schemes	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
10	S.30I	Representations in relation to interim planning schemes	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
11	S.30J	Report to be provided to Commission	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
12	S.30Q(6)	Applications for dispensations	1. No authority to sub-delegate in respect of the delegation 2. Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
13	S.30R(6)	Application for permit that relates to application for dispensation	1. No authority to sub-delegate in respect of the delegation 2. Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
14	S.35	Power to certify draft amendments to Council Planning Schemes and provide a copy to the Tasmanian Planning Commission	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
15	S.38	Duty to exhibit and advertise draft amendments to Council Planning Schemes	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
16	S.39	Duty to report to the Tasmanian Planning Commission following the receipt of representations in respect of draft amendments to Council Planning Schemes	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
17	S.41A	Duty to undertake a modification or alteration to a draft amendment to a Council Planning Scheme and five notice as required by the Tasmanian Planning Commission	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
18	S.42	Duty to give notice of the Tasmanian Planning Commissions approval of a draft amendment to a Council Planning Scheme in accordance with the provisions of Section 42(3)(d) of the <i>LUPA Act 1993</i> in the manner prescribed by Regulation 7 of the <i>LUPA Regulations 2004</i>	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
19	S.43E(1)	Power to require an applicant to provide additional information before considering an application for a Planning Permit together with a request for an amendment to a Council Planning Scheme under Section 43A of the <i>Land Use Planning & Approvals Act 1993</i> in accordance with the provisions of Section 43E(1) of the <i>Land Use Planning & Approvals Act 1993</i>	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
20	S.43K	Power to make minor amendments to planning permits This power is delegated along with the duty to issue notices	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
21	S.48AA	Enforcement of special permits	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
22	S.48A	Power to issue notices or take action regarding the removal of signs erected without permit The power is delegated along with the duty to issue notices to the person who erected the sign and the power to dispose of the sign	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Municipal Inspector Technical Officer Development Services Senior Town Planner Planning Officer Development Services Coordinator 	<ul style="list-style-type: none"> Planning Authority
23	S.51	Permits	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
24	S.52(1B)	What if applicant is not the owner?	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
25	S.53(5A)	When does a permit take effect? Power to grant an extension of the period in which a use or development must be substantially commenced under a permit	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
26	S.54	Power to require an applicant to provide additional information before considering an application for a planning permit	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
27	S.55	Power to amend a planning permit where there is a mistake	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
28	S.56	Power to make minor amendments to planning permits This power is delegated along with the duty to service notices	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
29	S.57(2)	Applications for discretionary permits	<ol style="list-style-type: none"> No authority to sub-delegate in respect of the delegation If the proposed use or development is prohibited by the scheme 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
30	S.57(3)	Notify application for a discretionary permit	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
31	S.57(5)	Power to extend the period of time for the making of representations relating to an application for a discretionary permit	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
32	S.57(6)	Duty to grant or refuse discretionary planning permit	<ol style="list-style-type: none"> 1. No authority to sub-delegate in respect of the delegation 2. The General Manager or the Manager Development Services is only to exercise this power where the decision is to: <ul style="list-style-type: none"> • Grant the permit and does not have the power to refuse a permit 3. The power to grant the permit can only be exercised when either of the following applies: <ul style="list-style-type: none"> • No representations have been received in respect of the application; or • Where the only representations received are in support of the proposal and any suggested condition of approval be included in a planning permit 4. The power to grant or refuse the permit can only be exercised when the following applies: <ul style="list-style-type: none"> • Where Council is not able to determine the application within the time period specified in Section 57(6)(b) of the <i>Land Use Planning & Approvals Act 1993</i>; following advice to Councilors; or • Where an applicant does not agree to an extension of time. 	<ul style="list-style-type: none"> • General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner 	<ul style="list-style-type: none"> • Planning Authority
33	S.57(6A)	Power to agree to a further extension of time under Section 57(6)(b) to grant a discretionary planning permit	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> • General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner 	<ul style="list-style-type: none"> • Planning Authority
34	S.57A	Power to enter into mediation on behalf of the Planning Authority regarding an application for a permit	<ol style="list-style-type: none"> 1. No authority to sub-delegate in respect of the delegation 2. Authority to undertake mediation on any appeal arising out of a decision on a planning permit and to bind Council to agreements within the mediation on any matter that the Council has a proper power relevant to the permit application under LUPAA 	<ul style="list-style-type: none"> • General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner 	<ul style="list-style-type: none"> • Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
35	S.58	Power to grant planning permits which, under the provisions of a Council Planning Scheme the Council is bound to grant, either unconditionally or subject to conditions and issue notice to the applicant	<ol style="list-style-type: none"> 1. No authority to sub-delegate in respect of the delegation 2. Grant of a permit if the use or development complies to all applicable regulatory requirements 3. The delegation to Building Services Coordinator is to exercise this delegated power for minor works only as determined by policy of Council 4. The power to grant or refuse the permit can only be exercised when an applicant does not agree to an extension of time. 	<ul style="list-style-type: none"> • General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner 	<ul style="list-style-type: none"> • Planning Authority
36	S.59(7)	Power to make a determination in relation to an application for a discretionary planning permit where time periods in which to do so under the provisions of Sections 57 and 58 of the <i>Land Use Planning & Approvals Act 1993</i> have expired but where no application under Section 59(3) has been made by the applicant	<ol style="list-style-type: none"> 1. No authority to sub-delegate in respect of the delegation 2. Subject to the same qualifications as applied to a S.57 decision 	<ul style="list-style-type: none"> • General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner 	<ul style="list-style-type: none"> • Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
37	S.60P(4)	Provide information in requested by the Tasmanian Planning Commission	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
38	S.60Q(5)	Notification and exhibition of project	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
39	S.60Y	Approve a consequential amendment of a planning scheme if required by a decision to approve a project of regional significance	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
40	S.60ZD	Issue of planning compliance certificates	<ol style="list-style-type: none"> No authority to sub-delegate in respect of the delegation Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Technical Officer Development Services Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
41	S.60ZE(3)	Grant an extension of planning compliance certificate	<ol style="list-style-type: none"> No authority to sub-delegate in respect of the delegation Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Technical Officer Development Services Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
42	S.60ZF	Cancellation of planning compliance certificates	<ol style="list-style-type: none"> No authority to sub-delegate in respect of the delegation Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Technical Officer Development Services Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
43	S.61	Represent the Council in an appeals against a permit decision	1. No authority to sub-delegate in respect of the delegation 2. Not if the decision of the Council is contrary to the written recommendation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
44	S.63	Initiate legal proceedings for obstruction of a planning scheme	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Planning Authority
45	S.63A	Initiate legal proceedings to enforce compliance with planning scheme or a permit	No authority to sub-delegate in respect of the delegation	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Planning Authority
46	S.63B(3)	Notice of suspected contravention, &c., may be given	1. No authority to sub-delegate in respect of the delegation 2. Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Planning Authority
47	S.64	Power to apply to the Resource Management and Planning Appeal Tribunal for an order regarding the contravention of Part 4	1. No authority to sub-delegate in respect of the delegation 2. The General Manager may only apply to the Resource Management and Planning Appeal Tribunal for an order upon the advice from the Manager Development Services that the application is in compliance with the relevant legislation	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Planning Authority
48	S.65G	Cancellation of permits	1. No authority to sub-delegate in respect of the delegation 2. Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Planning Authority
49	S.71	Power to enter into agreements with owners or anticipated owners of land	1. No authority to sub-delegate in respect of the delegation 2. The General Manager may only enter into an agreement upon the advice from the Manager Development Services that the application to which the agreement relates to is in compliance with the relevant legislation 3. Except where the Council makes such decision contrary to the written advice or recommendation of the Director Land and Environmental Services	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Planning Authority

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
50	S.74(3)	Power to end agreements with the approval of the Tasmanian Planning Commission or with the agreement of all parties bound by any covenant contained in the agreement	1. No authority to sub-delegate in respect of the delegation 2. The General Manager may only end an agreement upon the advice from the Manager Development Services that the application to which the agreement relates to is in compliance with the relevant legislation	• General Manager	• Planning Authority
51	S.75	Amend agreements	No authority to sub-delegate in respect of the delegation	• General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner	• Planning Authority
52	S.76	Lodge agreement with the Commission	No authority to sub-delegate in respect of the delegation	• General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner	• Planning Authority
53	S.78	Registration of agreements	No authority to sub-delegate in respect of the delegation	• General Manager • Manager Infrastructure and Development Services • Development Services Coordinator • Senior Town Planner	• Planning Authority
54	S.80	Represent the Council or appoint a person (legal practitioner) to represent the Council in proceedings before the Appeal Tribunal	No authority to sub-delegate in respect of the delegation	• General Manager	• Planning Authority
55	S.84	Serve notices or other documents	No authority to sub-delegate in respect of the delegation	• General Manager	• Planning Authority

12. Land Use Planning and Approvals Regulations 2004

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	4	Advertisement of exhibition of draft planning scheme	No authority to sub-delegate in respect of delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
2	5	Notification of approval of draft planning scheme	No authority to sub-delegate in respect of delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
3	6	Advertisement of exhibition of draft amendment	No authority to sub-delegate in respect of delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
4	7	Notification of approval of draft amendment	No authority to sub-delegate in respect of delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority
5	8	Notification of application for permit	No authority to sub-delegate in respect of delegation	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Planning Authority

13. Dog Control Act 2000

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1		The General Manager hereby delegates the named Officers/employees of Council all the powers, duties and functions conferred upon the General Manager in accordance with the provisions of the <i>Dog Control Act 2000</i>		<ul style="list-style-type: none"> • Municipal Inspector • Development Services Coordinator • Environmental Health Officer • Works Operations Manager • Municipal Workers • Manager Infrastructure and Development Services • Works Support Officer • Asset/GIS Officer 	<ul style="list-style-type: none"> • General Manager

14. Right to Information Act 2009

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.12, 23, 33, 36, 37 & 49	The General Manager hereby delegates to the named Officers/employees of Council all the delegable powers, duties and functions conferred upon the General Manager as the Principal Officer	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager • Executive Assistant • Records Officer 	<ul style="list-style-type: none"> • Council • General Manager
2	S.10	Electronic information	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council
3	S.13(5)(6)(7)(8)	Application for assessed disclosure of information	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council
4	S.14(1)	Transfer of applications	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council
5	S.15	Time within which applications for assessed disclosure of information are to be decided	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council
6	S.16	Charges for information	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council
7	S.17	Deferment of provision of information	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council
8	S.18	Provision of information	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council
9	S.19	Requests may be refused if resources unreasonably diverted	<ul style="list-style-type: none"> • Nil Conditions or Restrictions 	<ul style="list-style-type: none"> • General Manager 	<ul style="list-style-type: none"> • Council

Delegations @ April 2020

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No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
10	S.20	Repeat or vexatious applications may be refused	• Nil Conditions or Restrictions	• General Manager	• Council
11	S.21	Decision to be made on behalf of public authority by authorised person	• Nil Conditions or Restrictions	• General Manager	• Council
12	S.22	Reasons to be given	• Nil Conditions or Restrictions	• General Manager	• Council
13	S.43(4)(5)	Internal review	• Nil Conditions or Restrictions	• General Manager	• Council

15. Public Interest Disclosure Act 2002

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1		The General Manager hereby delegates to the named Officers/employees of Council all the delegable powers, duties and functions conferred upon the General Manager as the Principal Officer in accordance with the provisions of the <i>Public Interest Disclosure Act 2002</i>	• Nil Conditions or Restrictions	• Executive Assistant • Records Officer	• General Manager

16. Vehicle and Traffic Act 1999

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.56C(2)(3)(4)(5)	Certain activities prohibited on public streets in accordance with the provisions of Section 56C(2)(3)(4)(5) of the Vehicle and Traffic Act 1999	• Nil Conditions or Restrictions	• General Manager • Manager Infrastructure and Development Services	• Council • General Manager

17. Burial and Cremation Act 2002

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
COUNCIL AS CEMETERY MANAGER					
1	S.19(1)	Keep a cemetery so as not to be prejudicial to public health or public safety	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
2	S.19(2)	Keep records as prescribed of all interments in the cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
3	S.19(3)	Allow access to the cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
4	S.19(4)	a) improve, embellish and enlarge a cemetery under the control of that manager; b) restrict interments in any portion of the cemetery, except as may be required by an exclusive right of burial granted before the commencement of this Act; and c) take any other action as may be required for the proper management and maintenance of the cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
5	S.20(1)	Permit any vault or grave to be made or dug, and any monument to be erected or placed, in any portion of the cemetery on payment of the fee which has been fixed for doing so	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
6	S.20(2)	Determine the position of any monument to be erected or placed according to its description, size and character and having regard to the general plan for ornamenting the cemetery in an appropriate manner	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
7	S.20(3)	Enter into an agreement for the maintenance of a vault, grave or monument	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
8	S.21(1)	Provide notice to require a person to take down or remove a monument or to render it safe, if a monument has been erected or placed contrary to the terms and conditions on which the permission to erect or place it was granted or, in the opinion of the General Manager, it is unsafe	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
9	S.21(2)(b)	To make enquiries to find a person who erected or placed a monument	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
10	S.21(2)(c)	Take a monument down and remove it, or render it safe, as the case may require where a notice served pursuant to S.21(1) has not been complied with or the person who erected or placed the monument has not been found	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
11	S.21(2)(d)	Recover any costs incurred in taking a monument down and remove it, or render it safe	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
12	S.21(4)	Provide notice of the removal of a monument and arrange for it to be re-erected if there is an agreement pursuant to S.20(3) which meets the requirements of the Act	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
13	S.23(2) & (3)	Grant an exclusive right of burial	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
14	S.27B	Make an application for approval to establish a new cemetery, with the Council as the cemetery manager	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
15	S.27C	Take steps to establish a new cemetery, as approved, including to issue a notice of the new cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
16	S.27E	Provide notice that a new cemetery will not be established	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
17	S.27F	Provide notice of the first interment or placing of human remains in a new cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
18	S.27J	Take required steps to notify of the intention to sell a cemetery, and provide notice to the regulator	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
19	S.27K	Carry out an audit within 6 months of publication of notice to sell a cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
20	S.27L	Apply for a certificate of compliance in relation to the sale of a cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
21	S.27M	Offer for sale a cemetery which is the subject of a certificate of compliance	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
22	S.27O	Notify the regulator of a decision to no longer sell a cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
23	S.27P	Prepare and provide a disclosure document with the required information, in relation to the sale of a cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
24	S.27S	Provide notice of becoming a new owner of a cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
25	S.28	Take steps to comply with any notice given by the Director of Public Health, or to appeal that notice	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> Council
26	S.29	Publish a notice of intention to close a cemetery and apply to the regulator to do so	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
27	S.29A	Provide notice, as required, of the closure of a cemetery and to close the cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
28	S.29B	Forward cemetery records to the State Archivist	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
29	S.29B(5)	Take steps permitted in relation to tombstones and monuments, and the surrounding features, as permitted	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
30	S.29C	Enter into an agreement with a person who holds an exclusive right of burial, and take action as agreed	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
31	S.30	Apply to the regulator for approval to lay out a closed cemetery as a park or garden, and take related steps	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
32	S.33	Provide notification and prepare a statement as required by S.34 prior to carrying out works	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
33	S.35	Make available land in another cemetery for interment of human remains or the relocation of the grave or the re-erection of the monument or vault from a closed cemetery	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
34	S.36(2) & (3)	Demolish and remove any grave, monument or vault, and reverently exhumed and re-inter any human remains where a S.36(1) is satisfied, and to keep records as required	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
35	S.36(1A)	Offer a closed cemetery or a portion of a closed cemetery as a gift to a religious or cultural group	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
36	S.39(1)	Reopen a grave if it is not intended to remove any human remains	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
37	S.49B	Take steps to comply with a directive issued by the regulator	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
38	S.51A	Make an application to the regulator to take action even though less than 100 years have passed since the last interment in a closed cemetery, and take related steps	<ul style="list-style-type: none"> No authority for the General Manager to sub-delegate 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council
OTHER					
39	S.14(1)	Closure of crematorium – The General Manager may give notice to the crematorium manager (where the crematorium manager is not the Council) that the whole or part of the crematorium is to be closed	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> General Manager
40	S.28(1)	Permit the carrying out of activity in a cemetery – The General Manager may give notice to the cemetery manager (where the cemetery manager is not the Council) that the whole or part of the cemetery is to be closed. The notice may require works or other action within a specified time	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> General Manager
41	S.37(1)	Closure of cemetery and notice to carry out works – The General Manager may permit the carrying out of activity consistent with quiet recreation in a closed cemetery	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> General Manager
42	S.40(2)	Consultation with Director of Public Health in relation to cremation on Aboriginal Land – The Director of Public Health must consult with the General Manager in relation to an application for a cremation on Aboriginal Land	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Manager Infrastructure and Development Services Works Operations Manager Works Support Officer Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> General Manager
43	S.41(1)	Written permission to intern human remains other than in a cemetery – The General Manager's permission (and the landholder's) is required to intern human remains otherwise than in a cemetery	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Manager Infrastructure and Development Services Works Operations Manager Works Support Officer Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
44	S.41(2)	General Manager must be provided with certain information – A person wishing to intern human remains otherwise than in a cemetery must provide the General Manager with certain information	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Manager Infrastructure and Development Services Works Operations Manager Works Support Officer Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> General Manager
45	S.41(4)	General Manager must ensure a record is kept – The General Manager must ensure Council keep a record of the location of the proposed grave and ensure it is included on any S.337 LGA certificate issued by Council	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Manager Infrastructure and Development Services Works Operations Manager Works Support Officer Development Services Coordinator Environmental Health Officer 	<ul style="list-style-type: none"> General Manager
46	S.41(5)	Closure of cemetery and notice to carry out works – The General Manager may permit the carrying out of activity consistent with quiet recreation in a closed cemetery	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> General Manager

18. Heavy Vehicle National Law (Tasmania) Act 2013

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.118(1)(b)	Granting consent for exemption on mass or dimension restriction	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
2	S.124(1)(b)	Granting consent for exemption (permit) on mass or dimension restriction	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
3	S.145(1)(b)	Granting consent for a class 2 heavy vehicle authorisation	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
4	S.156(2)	Asking the Regulator for a longer period to decide whether to grant consent for a mass or dimension authority	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
5	S.156(6)	Providing written statement explaining road manager's reasons not to give consent for a mass or dimension authority	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
6	S.156A	Decide whether to grant consent, after considering the specific matters in S.156A and provide written reasons to the Regulator for the decision in relation to consent	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
7	S.158	Deal with a request for consent and decide to give or not give consent for a mass or dimension authority	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
8	S.159(2)	Notifying the Regulator that route assessment is required by the road manager in deciding whether to give consent and the fee payable	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
9	S.160(1)	Specifying road condition(s) to which the granting of consent is subject	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
10	S.160(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
11	S.161(1)	Specifying travel condition(s) to which the granting of consent is subject	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
12	S.161(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
13	S.162(2)	Requesting specified vehicle condition(s) be imposed on the mass or dimension authority	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
14	S.167(2)(b)	Giving notice to the Regulator of objection to the application of this section [which provides for expedited process for renewal of mass or dimension authority]	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
15	S.169	Giving consent to the grant of a mass or dimension authority for a trial period or no more than 3 months	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
16	S.170	Provide the Regulator with a written objection to a renewal of a mass or dimension authority	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
17	S.174(2)	Asking the Regulator to amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
18	S.176	Provide consent to an amendment of a permit for a mass or dimension authority	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
19	S.178(2)	Asking the Regulator amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager
20	S.645	Decide a review of a reviewable decision under the Act	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	<ul style="list-style-type: none"> Council General Manager

19. Monetary Penalties Enforcement Act 2005

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.17(2)	Options for dealing with infringement notice – approve or refuse an application for the withdrawal of an infringement notice or a variation of an infringement notice, and notify the applicant of the approval or refusal	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
2	S.18(1)	Referral to Director of Monetary Penalties Enforcement Service – The Council may refer an infringement notice served by it to the Director for enforcement	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager Administration Officer – Customer Service Technical Officer Development Services 	<ul style="list-style-type: none"> Council General Manager
3	S.23	Withdrawal of infringement notice – The Council may withdraw an infringement notice served by it. The Council is required to advise the offender in writing and advise the Director MPES if the notice was referred to MPES	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council General Manager
4	S.28(1)	Receive application for variation of payment conditions – A person served with an infringement notice may apply to the Council for a variation of payment conditions	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council General Manager
5	S.39(1)	Council may issue proceedings if alleged offender elects hearing – If an alleged offender elects to have offences heard and determined by a court the Council may commence proceedings	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council General Manager
6	S.40(3)	Council may consent to setting aside of conviction – The Council may consent to an application by a person convicted to the setting aside of that conviction	<ul style="list-style-type: none"> Nil Conditions or Restrictions 	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council General Manager

20. Miscellaneous Powers and Functions to the General Manager and an Officer / Employee

No	Function or Power	Delegation	Original Source of Power
1	To call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment or materials.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Manager Corporate Services 	<ul style="list-style-type: none"> Council General Manager

Delegations @ April 2020

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No	Function or Power	Delegation	Original Source of Power
2	To approve the taking over by the Council of engineering works involved in the development of a subdivision subject to certification by the Engineering Technical Officer or Consultant Engineer that all the items, including maintenance, have been satisfactorily completed and "as constructed" drawings have been received.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
3	To institute, defend, abandon, settle or compromise any proceedings before any tribunal for the recovery of debts due to the Council or for breaches of any By-laws or statutes affecting the Council, or to protect, recover or secure recompense for damage to or loss of any property of the Council.	<ul style="list-style-type: none"> General Manager Manager Corporate Services 	<ul style="list-style-type: none"> Council General Manager
4	To authorise and to institute proceedings for non-compliance with any order or notice lawfully made or given by or on behalf of the Council, and where such order or notice is not complied with, to authorise the carrying out of the necessary work where the Council has the power to do so.	<ul style="list-style-type: none"> General Manager Technical Officer Development Services Development Services Coordinator Environmental Health Officer Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
5	To issue or publish or cause to be issued or published statements of fact relating to Council's activities or policies.	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
6	To seek legal advice and to complete affidavits on behalf of Council in accordance with Council policies.	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
7	To sign all contracts, leases and agreements on behalf of Council in accordance with Council policies.	<ul style="list-style-type: none"> General Manager 	<ul style="list-style-type: none"> Council
8	To control and supervise all contracts and to approve expenditure authorised thereunder in the relevant budget, including contingency provisions.	<ul style="list-style-type: none"> General Manager Manager Corporate Services Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
9	To authorise the carrying out by Council of private works for other parties.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
10	To authorise the joining in or the contribution by the Council, to the erection or repair of any fence between land of the Council and adjoining land in accordance with the Boundary Fences Act 1908 and in keeping with the Council budget estimates.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
11	To determine the use of public roads for walk-a-thons, charitable collections or other like events.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
12	To authorise the closure of roads or parts thereof temporarily for repairs or construction.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
13	To authorise the total or partial release of bonds, guarantees and security deposits where the relevant Manager has certified that the work or thing which the bond, guarantee or security deposit relates has been satisfied in whole or in part and to call on any bonds, guarantees or security deposits where the work secured has not been carried out in accordance with Council requirements.	<ul style="list-style-type: none"> General Manager Manager Corporate Services Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
14	To authorise the use of Council's plant and equipment in emergencies at the request of the State Emergency Services, Tasmania Police or the State Fire Authority.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager

No	Function or Power	Delegation	Original Source of Power
15	To make payments and donations in keeping with Council policy.	<ul style="list-style-type: none"> General Manager Manager Corporate Services Manager Community Services 	<ul style="list-style-type: none"> Council General Manager
16	To approve or disapprove, upon written application, requests to consume intoxicating liquor on Council reserves or premises.	General Manager	Council
17	To lend materials from Council stores stock in emergency circumstances as determined by the General Manager subject to the provision of a written acknowledgement of receipt of an undertaking to replace within a set time.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services 	<ul style="list-style-type: none"> Council General Manager
18	Power to approve demolition of buildings not classified by the National Trust or Heritage listed.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Technical Officer Development Services 	<ul style="list-style-type: none"> Council General Manager
19	To approve conditionally or otherwise all temporary signs and hoardings.	<ul style="list-style-type: none"> General Manager Manager Infrastructure and Development Services Development Services Coordinator Senior Town Planner 	<ul style="list-style-type: none"> Council General Manager
20	Authority to appoint "Authorised Officers" or "Council Officers" where such are required to be appointed under the Local Government Act 1993 or any other Act and to issue "Certificates of Authority" to those officers where required.	General Manager	Council
21	The Affixing of the Common Seal as per the following conditions: 1. The General Manager may only affix the Council Seal to Sealed Plans 2. The General Manager may only affix the Council Seal to Grant Deeds/Funding Agreements 3. All use of the Seal must be reported to Council at its next Ordinary Meeting	General Manager	Council
22	To act in the role of Permit Authority to facilitate the powers and functions in administration, enforcement and responsibilities in accordance with the provisions of the Building Act 2016. **NOTE CONDITION: 1. This authority does not grant the Officers the power to delegate this function to any other persons.	<ul style="list-style-type: none"> Development Services Coordinator Development Services Administration Officer - Building Technical Officer Development Services 	General Manager
23	To act in the role of administering and facilitating the orderly administration of the Act in accordance with the provisions of the Litter Act 2007.	<ul style="list-style-type: none"> Municipal Inspector Development Services Coordinator Environmental Health Officer Manager Infrastructure and Development Services Works Operations Manager Works Support Officer 	General Manager

05/20.16.6 Community Care and Recovery Package – COVID-19

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	020\002\005\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council note the report and increasing focus on community support, including National Volunteers Week recognition, and engagement with the business community of Break O'Day.

INTRODUCTION:

During the current COVID-19 Pandemic Break O'Day Council is working with Tasmanian Councils and other levels of Government to address the impact of this Pandemic with one area of focus being a Community Care and Recovery Package. With a rapidly evolving situation it is important that Council continually review the package to address the emerging needs in the community where possible.

PREVIOUS COUNCIL CONSIDERATION:

Council adopted the Community Care and Recovery Package and the 20 April 2020 Council Meeting.

04/20.16.2.68 Moved: Clr M Osborne / Seconded: Clr K Chapple

That Council agree to the delivery of the following actions as part of a Community Care and Recovery Package to assist our community to both manage and recover from the impacts of the COVID-19 Pandemic:

1. *Provide a 100% remission of the general rates charge for a period of six (6) months for the following groups within the Commercial Rates category:*
 - a. *Accommodation*
 - b. *Hospitality (Restaurants, Cafes, Coffee Shops)*
 - c. *Retail (noting that some are of a mixed nature which Council will assess on a case by case basis) excluding the following business types*
 - (i) *Supermarkets*
 - (ii) *Bottle Shops*
 - (iii) *Butchers*
 - (iv) *Chemists*
 - (v) *Newsagents*
 - (vi) *Petrol stations*
 - (vii) *Banks*
 - (viii) *Post Offices*
 - (ix) *Hardware*

Such remission to apply from 1 April 2020 to 30 September 2020.

2. *Waive penalties and interest on the 4th Instalment of the 2019-20 Rates. The instalment is due on 5 May 2020.*
3. *Deliver an Annual Plan and Budget for 2020/2021 financial year based on a 0% General Rate increase.*
4. *Waive fees for the annual registration of Food Premises for a period of 6 months.*
5. *Waive lease fees for commercial premises leased from Council for a 6 month period commencing 1 April 2020*
6. *Reduce the fee for new Planning & Building Applications (excluding Discretionary Application Advertising Fee and Building Surveying Fees) by 50% from 1 May 2020 to 1 November 2020.*
7. *Refocus Council resources where possible to assist with supporting the community and community organisations through this period*
8. *Actively work with event organisers to reschedule events and resolve event sponsorship funding arrangements for cancelled events as well as to develop new events*
9. *Develop infrastructure projects to a 'shovel ready' stage to provide employment and support economic activity.*
10. *Review the Community Care & Recovery Package at each Council meeting*

CARRIED UNANIMOUSLY

Discussion took place at the Council Workshop held on the 6 April 2020.

OFFICER'S REPORT:

The need for ongoing review of Councils Community Care & Recovery Package (CCRP) was a key part of the decision which Council made at its April 2020 meeting. The review process focuses on the implementation of the agreed measures as well as addressing emerging needs we may be seeing.

The following is an update of progress and the effect:

1. Provision of rates relief for businesses impacted by closure as a result of the pandemic.

The Community Care & Recovery Package impact on Councils financial situation for the rates remission will be approx \$197,816 as described in the following table subject to additional properties being identified:

	19/20 Financial Year	20/21 Financial Year
Commercial Rate Remission	\$98,908	\$98,908

The affected property owners were identified in accordance with Council's decision and a letter was sent advising of Council's decision and how it was being implemented

2. Waiving of penalties and interest on the 4th Instalment of the 2019-2020 Rates.

A covering letter has been provided with the notice in part due to the situation and also to explain that we have hardship provisions available for people to contact Council in relation to. We have had a small number of hardship applications and we continue to work with property owners on how we can provide assistance

The Community Care & Recovery Package impact on Councils financial situation for the waiving of penalties and interest are dependent on the number of ratepayers unable to pay the instalment and is difficult to judge. A comparison of rate collections for the 4th Instalment in 2019 and 2020 reveals:

	18/19 Financial Year	19/20 Financial Year
Rates Outstanding at end of 4 th Instalment due date		

Resulting in the following impact:

	19/20 Financial Year	20/21 Financial Year
Penalty Waiving Remission	\$18,201	Yet to be determined

3. Deliver a Budget for 2020/21 based on a General Rate increase of 0%

The initial draft of the Budget is based on a 0% General Rate increase prior to any of the additional factors identified in this report are taken into account. We now understand that there will be no Dividend from TasWater over a 12 month period split across the two (2) Financial Years.

The Community Care & Recovery Package impact on Councils financial situation for the 2020-2021 Budget with a 0% General Rate increase will be approx \$175,000 as described in the following table:

	19/20 Financial Year	20/21 Financial Year
0% General Rate increase	\$nil	\$175,000
TasWater Dividend loss	\$194,000	\$194,000

4. Waiving fees for Food Premise Registrations.

The current situation has had a significant impact on the vast majority of these businesses. We have written to the registered businesses advising of Council's decision and we are receiving a good flow of renewal applications.

	19/20 Financial Year	20/21 Financial Year
Food Premise Fee Waiver	\$14,000	\$nil

5. Waiving Lease fees for Commercial premises leased from Council.

We are currently in the process of implementing this assistance

	19/20 Financial Year	20/21 Financial Year
Premises lease fee waiver	\$to be determined	\$to be determined

6. Fee reduction for Development Applications for a six (6) month period.

A fee reduction of 50% has been introduced for new Planning and Building Applications for the next six (6) months. Council officers will track the impact and provide an update as it progresses. We are still seeing a good level of enquiries flowing through and a steady flow of Application:

	19/20 Financial Year	20/21 Financial Year
Planning & Building Application Fee Reduction	\$5,000est	\$10,000est

7. Community Support through this period.

Council's Community Development team are working with the Mental Health & Well-being Coordinator on activating initiatives and are continually assessing new ideas whilst communicating with other organisations to ensure the communities of Break O'Day feel supported. A particular focus is on our volunteers who rely on the activities they undertake for social interaction and who gain immense satisfaction from what they do. With National Volunteers Week commencing on 18 May 2020 we feel that it is important to recognise what they do as part of making sure that they don't feel forgotten.

As mentioned in the General Manager's report, there have been discussions with the BEC regarding the local business community and what activities they have been undertaking. We believe that there are a number of businesses who have not had any direct contact and are hopefully just dealing with it themselves. Further attention in this area is required and we are currently working through what this might look like.

Additional resources will be applied to this area through the re-tasking of existing employees as their workload ceases or diminishes.

	19/20 Financial Year	20/21 Financial Year
Community Support	\$to be determined	\$to be determined

8. Support for event organisers.

Of the 13 events sponsored by the Council and scheduled through to June 2020, 11 events have been cancelled, two (2) have been postponed. Sponsorship for the annual events totals \$46,100. Given the economic benefits of hosting events within the Municipal Area, and the number of attendees these attract, Council officers have been working with event organisers regarding event sponsorship funding which may have been provided for cancelled events and the rescheduling of events.

	19/20 Financial Year	20/21 Financial Year
Event Organisers Support	\$to be determined	\$to be determined

9. Infrastructure Projects

As mentioned previously there is a focus by the Federal and State Governments on infrastructure projects which are ready to be commenced in the short term, the next 3 – 6 months. It is intended that these 'shovel ready' projects will stimulate employment and underpin the rebound in the economy.

	19/20 Financial Year	20/21 Financial Year
Infrastructure Projects	\$to be determined	\$to be determined

10. Community Care & Recovery Package Review

There is a very strong expectation that Local Government will share the pain and shoulder some of the burden from other levels of Government. As we are all too painfully aware the situation has been moving at a rapid pace requiring Council to react quickly to the situation as it evolves. In light of this it is anticipated that Council should review the Community Care & Recovery Package on a monthly basis.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

The whole Plan.

2019-2020 Annual Plan

We didn't envisage a Pandemic when we drew up this Plan.....

LEGISLATION & POLICIES:

Local Government Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The financial impact of the Pandemic is going to be very significant on the Break O'Day Council now and over future years. The 2020-21 Budget has the hallmarks of being very challenging without any cost increases and with the following impacts potentially occurring:

	19/20 Financial Year	20/21 Financial Year
Commercial Rate Remission	\$98,908	\$98,908
Penalty Waiving Remission	\$18,201	Yet to be determined
0% General Rate increase	\$nil	\$175,000
TasWater Dividend loss	\$194,000	\$194,000
Food Premise Fee Waiver	\$14,000	\$nil
Premises lease fee waiver	\$to be determined	\$to be determined

	19/20 Financial Year	20/21 Financial Year
Planning & Building Application Fee Reduction	\$5,000est	\$10,000est
Community Support	\$to be determined	\$to be determined
Event Organisers Support	\$to be determined	\$to be determined
Infrastructure Projects	\$to be determined	\$to be determined
Total Estimated	\$330,109	\$477,908

VOTING REQUIREMENTS:

Absolute Majority.

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2015 that Council move into Closed Council.

IN CONFIDENCE

05/20.17.0

CLOSED COUNCIL

05/20.17.1

Confirmation of Closed Council Minutes – Council Meeting 20 April 2020

05/20.17.2

Outstanding Actions List for Closed Council

05/20.17.3

Contract 030\001\116\ St Helens Foreshore Path - Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015

05/20.17.4

Contract 030\001\120\ – St Helens Cycle/Walkway – Design & Construct – Separable Portions – Bridge and Elevated Walkway - Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015

05/20.17.5

Tender - Contract 030\001\123\ Kerbside Co-Mingled Recyclables Collection Service - Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015

05/20.17.6

Contract 030\001\124\ Kerbside General Waste Collection Service - 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.