



COUNCIL MEETING AGENDA

Monday 20 December 2021
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
13 December 2021

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NOTICE OF MEETING

Notice is hereby given that the next meeting of the Break O'Day Council will be held at the St Helens Council Chambers on Monday 20 December 2021 commencing at 10.00am.

CERTIFICATION

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



GENERAL MANAGER

Date: 13 December 2021

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AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

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

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

OPENING

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

ACKNOWLEDGEMENT OF COUNTRY

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

12/21.1.0 ATTENDANCE

12/21.1.1 Present

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

12/21.1.2 Apologies

12/21.1.3 Leave of Absence

Nil

12/21.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews

DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE

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

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

CONFIRMATION OF MINUTES**Confirmation of Minutes – Council Meeting 15 November 2021****OFFICER'S RECOMMENDATION:**

That the minutes of the Council Meeting held on the 15 November 2021 be confirmed.

12/21.5.0 COUNCIL WORKSHOPS HELD SINCE 15 NOVEMBER 2021 COUNCIL MEETING

There was a Workshop held on Monday 6 December 2021 and the following items were listed for discussion as well as a Presentation from the Forest Industry and Future Potential Production Forest (FPPF) Land in Break O'Day.

- 2022 – 2023 State Budget Consultation
- Break O'Day Strategic Plan 2017 – 2027 Review
- Animal Control Report
- Policy Review – AM09 – Private Works and Plant Hire Policy
- Policy Review – AM04 - Cemetery Management
- Policy Review – AM05 – Stormwater Connection
- Investigation into Alternative Route – St Marys Pass
- Textile Recycling Facilities
- Strategic Asset Management Plan 2020 – 2029
- Friends of Eddystone Lighthouse Event
- Pending Development Application Updates
- NRM Committee Meeting Minutes – 16 November 2021
- Management of Freshwater Resources and Water Quality
- Facebook Page Commenting
- Vulnerable Road Users – Crossing in St Marys – Clr J Drummond

12/21.6.0 PLANNING AUTHORITY

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

12/21.6.1 DA291 – 2021 – Multiple Dwelling x Two (2), Carport and Garage – 6 Sunrise Court, Scamander

ACTION	DECISION
PROPONENT	Chris Triebe & Associates Town Planning Services Limited
OFFICER	Rebecca Green, Planning Consultant
FILE REFERENCE	DA 291-2021
ASSOCIATED REPORTS AND DOCUMENTS	Proposed Plans and Elevations Planning Scheme Response RFI Response TasWater SPAN Representation (1)

OFFICER'S RECOMMENDATION:

After due consideration of the representations received pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Council Interim Planning Scheme 2013* that the application for **Multiple Dwelling x 2, Carport & Garage** on land situated at **6 Sunrise Court, Scamander** described in Certificate of Title CT 161402/14 be **APPROVED** subject to the following conditions:

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

Approved Plans / Documents			
Plan / Document Name	Reference Number	Prepared By	Dated
Coversheet	A00	Spectura Studio	03/10/2021 Rev: A
Proposed Site Plan	A01	Spectura Studio	13/10/2021 Rev: B
Cut/Fill Diagram	A02	Spectura Studio	13/10/2021 Rev: B
Landscape & Access	A03	Spectura Studio	03/10/2021 Rev: A
Temp Residence, Frontage, Proj Details	A04	Spectura Studio	03/10/2021 Rev: A
Floor Plan Dwelling One	A05	Spectura Studio	03/10/2021 Rev: A
Floor Plan Dwelling Two	A06	Spectura Studio	13/10/2021 Rev: B
Dwelling One Elevations 1	A07	Spectura Studio	13/10/2021 Rev: B

Plan / Document Name	Reference Number	Prepared By	Dated
Dwelling One Elevations 2	A08	Spectura Studio	13/10/2021 Rev: B
Dwelling Two Elevations 1	A09	Spectura Studio	03/10/2021 Rev: A
Dwelling Two Elevations 2	A10	Spectura Studio	03/10/2021 Rev: A
Lot Elevations	A11	Spectura Studio	03/10/2021 Rev: A
Building Envelope Diagrams	A12	Spectura Studio	03/10/2021 Rev: A
Renders	A13	Spectura Studio	03/10/2021 Rev: A
Renders 2	A14	Spectura Studio	03/10/2021 Rev: A
Renders 3	A15	Spectura Studio	03/10/2021 Rev: A
Planning Scheme Submission		Chris Triebe & Associates Town Planning Services Limited	4 October 2021
Response to RFI		Chris Triebe & Associates Town Planning Services Limited	14 October 2021

2. All works must be in accordance with the conditions of the Amended Submission to Planning Authority Notice by TasWater, **TWDA 2021/01757-BODC** as attached to this permit.
3. The areas shown to be set aside for vehicle access, manoeuvring and car parking must be:
 - a. Completed prior to the use of the development commencing;
 - b. Designed and laid out in accordance with provisions of E6.0 of the *Break O'Day Interim Planning Scheme 2013*;
 - c. Provided with space for access, turning and manoeuvring of vehicles on-site to enable them to enter and leave the site in a forward direction;
 - d. Constructed with an impervious surface (2 x car parking spaces for each dwelling) and pervious surface (visitor space and access strips) and drained in a manner that will not cause nuisance to occupants of adjoining properties.
4. Onsite car parking spaces must be clearly marked and used solely for the designated purposes as indicated on the approved plans e.g. Visitor Parking.
5. Landscaping must be undertaken in accordance with the site plan approved as part of the permit prior to any application for a strata development.
6. All Stormwater from the development must be discharged to the kerb via one new connection and financed by the developer. A single 90mm pipe should extend back to inside

the property boundary and all other connections must be made to this pipe within the property boundary.

The connection must be made by a licenced plumber in accordance with standard drawing TSD-SW29-v3.

The point of connection at the kerb must be at the centre of the frontage of the property, off set from the driveway of the property across the street.

7. Widening of the crossover/access must be completed to match the existing crossover and be tied into the existing. Standard drawing TSD-R09-v3 should be referenced for kerb detail.

A grated strip drain is required to be installed between the proposed gravel driveway and the existing crossover/access to prevent surface water washing from the driveway down onto the road. The strip drain must connect to the proposed internal stormwater system.

Prior to any work commencing on the stormwater connection and/or the crossover a permit must be obtained by submitting a Works Permit application form.

8. Power supply to the development must be provided underground.
9. 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.
10. Any damage that may occur to any Council infrastructure during the construction of the development must be reinstated to the satisfaction of Council and at the cost of the developer.

ADVICE

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

Mon-Friday 7 am to 6 pm

Saturday 9 am to 6 pm

Sunday and public holidays 10 am to 6 pm

PROPOSAL SUMMARY:

Application is made for the construction of two dwellings and outbuildings at land identified at 6 Sunrise Court, Scamander.



^ Aerial Photograph





PREVIOUS COUNCIL CONSIDERATION:

Not applicable.

OFFICER'S REPORT:

1. The Proposal

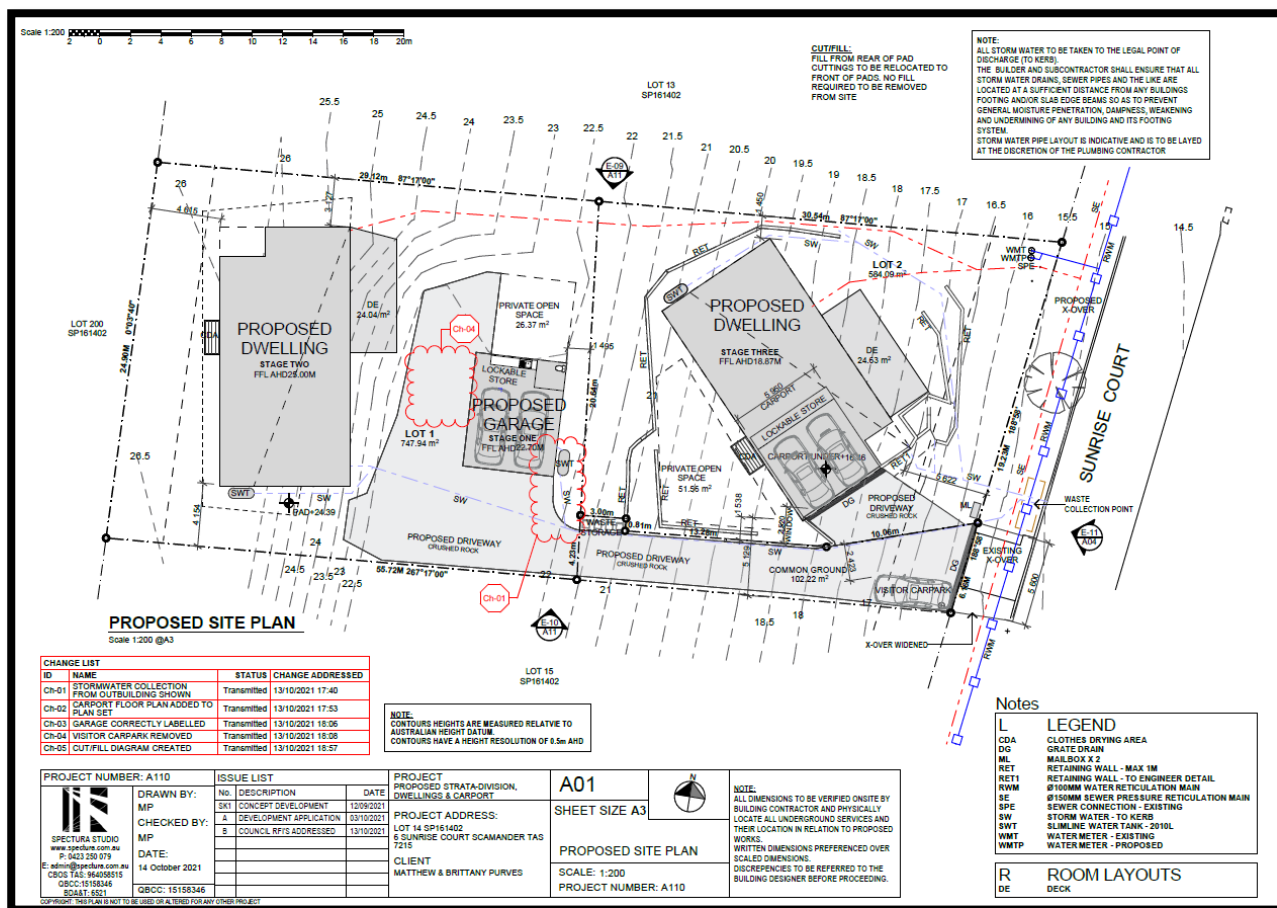
Break O'Day Council received a valid application on 25 October 2021 from Chris Triebe & Associates Town Planning Services on behalf of M Purves for use and construction of two dwellings (multiple dwellings) at 6 Sunrise Court, Scamander. At the time of the making of the application, D & J Reay were the owners and notified of the making of the application.

The subject site is a vacant serviced lot comprising an area of 1434m² located on the western side of Sunrise Court.

Both dwellings will be two (2) bedrooms with open planned living, kitchen and dining areas. Bedroom 1 in each dwelling will have a walk-in-robe and ensuite while the bathroom and laundry will be in separate rooms. East and north-east facing decks of 24.04m² and 24.63m² are respectively proposed for dwelling 1 and dwelling 2. Two (2) car parking spaces will be provided within the garage appurtenant to dwelling 1 and under the southern end of dwelling 2 (as a carport).

The 7.5m x 6.0m x 3.2m garage is to be constructed first and will seek a temporary occupancy permit (as part of the building approval process) while dwelling 1 is under construction. Upon occupancy being issued, this will be reverted to the garage with the removal of the bedroom and living area. The bathroom is to be retained as an outside facility and the kitchen sink and bench will be retained for use with the maintenance and enjoyment of the property (dwelling 1).

The dwellings will each have zincalume rooves with a maximum height of 6.32 metres above natural ground level, be pitched at 11.5 degrees and 20.5 degrees while the walls will be clad with an assortment of zincalume vertical corrugated sheeting and Sugi Ban charred cladding.



^ Site Plan

Following receipt of the representation and to complete the assessment of the application, Council requested and received an extension of time to 29th December 2021.

2. Applicable Planning Scheme Provisions

Part 10 General Residential Zone

E6 Car Parking and Sustainable Transport Code

3. Referrals

The proposal was referred to TasWater, who issued an Amended Submission to Planning Authority Notice on 22 October 2021.

4. Assessment

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

- 1) E6.7.1 Construction of Car Parking Spaces and Access Strips P1
- 2) E6.7.2 Design and Layout of Car Parking P1 & P2

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

Planning Assessment

10 General Residential Zone

10.1 Zone Purpose

10.1.1 Zone Purpose Statements

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

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

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

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

10.2 Use Table

The proposed use fits the use class of Residential, being a multiple dwelling proposal, which is permitted use (permit required) within the General Residential Zone.

Residential as defined by the Scheme means:

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

10.3.1 Amenity

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

10.3.2 Residential Character – Discretionary Uses

Not applicable. The application is for a Permitted Residential Use (Multiple Dwelling). Acceptable solution met.

10.4 Development Standards

10.4.1 Residential density for multiple dwellings

Acceptable Solutions	Proposed Solution
A1 Multiple dwellings must have a site area per dwelling of not less than: (a) 325 m ² ; 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.	A1 The subject site has an area of 1434m ² , this result in a density of 1: 717m ² . Acceptable solution met.

10.4.2 Setbacks and building envelope for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 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 3 m, 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. (e) 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 site plan demonstrates Dwelling 2 (including new carport) is at least 5.622m from the frontage. Acceptable solution met.</p>
<p>A2 A garage or carport must have a setback from a primary frontage of at least:</p> <ul style="list-style-type: none"> (a) 5.5m, or alternatively 1m 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) 1m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10m from the frontage. 	<p>A2 The site plan demonstrates that the new carport for Dwelling 2 is at least 5.5m from the frontage. Acceptable solution met.</p>
<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:</p> <ul style="list-style-type: none"> (a) Be contained within a building envelope (refer to Figures 10.1, 10.2 and 10.3) determined by: <ul style="list-style-type: none"> (i) A distance equal to the frontage setback or, for an internal lot, a distance of 4.5m 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 3m above natural ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and (b) Only have a setback within 1.5m from a side or rear boundary if the dwelling: <ul style="list-style-type: none"> (i) Does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining lot; or (ii) Does not exceed a total length of 9m or one-third the length of the side boundary (whichever is the lesser). 	<p>A3 The plans (A11) demonstrate that the development is to be wholly contained within the building envelope as per Figure 10.1. Acceptable solution met.</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 0.6m); and (b) For multiple dwellings, a total area of private open space of not less than 60m² associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer). 	<p>A1 The applicant has demonstrated:</p> <ul style="list-style-type: none"> a. a site coverage of less than 50% per cent (excluding eaves up to 0.6 m) – 25 percent proposed; and b. The Site Plan demonstrates that a private open space of at least 60m² is associated with each dwelling. <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); (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 located between the dwelling and the frontage only if the frontage is orientated between 30 degrees west of true north and 30 degrees east of true north; and (d) has a gradient not steeper than 1 in 10. 	<p>A2 The Site Plan demonstrates that each dwelling has a private open space of at least 24m² with a minimum horizontal dimension of 4m. All dedicated private open spaces are provided behind the building line and have a gradient not steeper than 1 in 10. Acceptable solution met.</p>

10.4.4 Sunlight to private open space of multiple dwellings

Acceptable Solutions	Proposed Solution
<p>A1 A multiple dwelling, that is to the north of the private open space of another dwelling on the same site, required to satisfy A2 or P2 of clause 10.4.3, must satisfy (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 Figure 10.4): <ul style="list-style-type: none"> (i) At a distance of 3m from the northern edge of the private open space; and (ii) Vertically to a height of 3m above existing 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 9.00am and 3.00pm on 21st June; and (c) This Acceptable Solution excludes that part of a multiple dwelling consisting of: <ul style="list-style-type: none"> (i) An outbuilding with a building height not more than 2.4m; or (ii) Protrusions that extend not more than 0.9m horizontally from the multiple dwelling. 	<p>A1 Not applicable, the dwellings will be located to the east and west of each other.</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 Proposal complies. The carport to Dwelling 2 has a total width of operating 5.95m and is located approximately 6.19m from the primary frontage.

10.4.6 Privacy for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 A balcony, deck, roof terrace, parking space or carport (whether freestanding or part of the dwelling) that has a finished surface or floor level more than 1m above natural ground level, must have a permanently fixed screen to a height of at least 1.7m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:</p> <ul style="list-style-type: none"> (a) Side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3m from the side boundary; and (b) Rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4m from the rear boundary; and (c) Dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6m: <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. 	<p>A1 The proposed deck to Dwelling 1 will have a height of 1m above existing ground level but will be greater than 4 metres from the northern side boundary and 14.6m from Dwelling 2. Acceptable solution met.</p>
<p>A2 A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1 m above existing ground level, must satisfy (a), unless it satisfies (b):</p> <p>(a) The window or glazed door:</p> <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. <p>(b) The window or glazed door:</p> <ul style="list-style-type: none"> (i) is to be offset, in the horizontal plane, not less than 1.5 m from the edge of a window or glazed door, to a habitable room of another dwelling; (ii) is to have a sill height of at least 1.7 m above the floor level or have 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%. 	<p>A2 Not applicable. The elevations and site plan demonstrate that no windows or glazed doors to habitable rooms with a floor level more than 1m will be within 3m of a side boundary and 4m from a rear boundary. Neither dwelling will have a window or glazed door within 6m of that of the other dwelling.</p>

Acceptable Solutions	Proposed Solutions
<p>A3 A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:</p> <ul style="list-style-type: none"> (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 Proposal complies with subclause (a). Drawing A01 demonstrates a minimum horizontal separation of 2.52 metres between the 'study nook' window, the common ground and the visitor parking space.</p>

10.4.7 Frontage fences for all dwellings – not applicable. The application will comply with exemption 5.6.2.

10.4.8 Waste storage for multiple dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 A multiple dwelling must have a storage area, for waste and recycling bins, that is not less than 1.5m² per dwelling and is within one of the following locations:</p> <ul style="list-style-type: none"> (a) An area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or (b) A common storage area with an impervious surface that: <ul style="list-style-type: none"> (i) Has a setback of not less than 4.5m from a frontage; (ii) Is not less than 5.5m from any dwelling; and (iii) Is screened from the frontage and any dwelling by a wall to a height not less than 1.2m above the finished surface level of the storage area. 	<p>A1 The Site Plan details a storage area for waste and recycling bins that complies with the acceptable solution. Acceptable solution met.</p>

10.4.9 Storage for multiple dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 Each multiple dwelling must have access to at least 6 cubic metres of secure storage space.</p>	<p>A1 The Site Plan details a storage space that complies with the acceptable solution. Acceptable solution met.</p>

10.4.10 Common property for multiple dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 Development for multiple dwellings must clearly delineate public, communal and private areas such as:</p> <ul style="list-style-type: none"> a) Driveways; and b) Site services and any waste collection points. 	<p>A1 Plans clearly delineate public, communal and private areas. Acceptable solution met.</p>

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 Complies, the garage for Dwelling 1 will not have a gross floor area exceeding 45m ² .
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.

10.4.12 Site services for multiple dwellings

Acceptable Solutions	Proposed Solutions
A1 Provision for mailboxes must be made at the frontage.	A1 Drawings A01 and A03 allows provision of mailboxes that complies with the acceptable solution. Acceptable solution met.
A2 For multiple dwellings power supplies must be underground.	A2 Power supplies will be underground to the new multiple dwelling. A condition to ensure compliance is recommended. Acceptable solution met.

10.3.13- 10.4.12.7 – not applicable

10.4.13.1 Stormwater Disposal

Acceptable Solutions	Proposed Solutions
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.	A1 Stormwater from the multiple dwellings will be directed to new collection tanks with overflow discharged to Council's roadside reticulated stormwater system. Acceptable solution met.

10.4.13.2 Filling of sites

Acceptable Solutions	Proposed Solution
A1 Fill must be; a) No more than 50m ³ , and b) Clean fill, and c) Located more than 2m from any boundary.	A1 Proposal complies, no more than 50m ³ of fill is proposed nor will this be located within 2m of any boundary.

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Acceptable Solutions	Proposed Solution
A1 The number of car parking spaces must not be less than the requirements of: a) Table E6.1; or b) a parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone).	A1 Two car parking spaces are provided per unit together with one visitor parking spaces. Acceptable solution met.

6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Acceptable Solutions / Performance Criteria	Proposed Solution
<p>A1 All car parking, access strips manoeuvring and circulation spaces must be:</p> <ul style="list-style-type: none"> a) formed to an adequate level and drained; and b) except for a single dwelling, provided with an impervious all weather seal; and c) except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces. <p>P1 All car parking, access strips manoeuvring and circulation spaces must be readily identifiable and constructed to ensure that they are useable in all weather conditions.</p>	<p>P1 The proposal seeks to construct all car parking areas of concrete, except for the visitor parking space and access strips which are to be constructed of crushed rock, which will be a different material and colour to the landscaping. The slight slope of the site will enable vehicles to access the dwellings in all weather conditions and all car parking spaces will be identifiable.</p> <p>Performance criteria met with conditions.</p>

E6.7.2 Design and Layout of Car Parking

Acceptable Solutions/ Performance Criteria	Proposed Solution
<p>A1.1 Where providing for 4 or more spaces, parking areas (other than for parking located in garages and carports for a dwelling in the General Residential Zone) must be located behind the building line; and</p> <p>A1.2 Within the general residential zone, provision for turning must not be located within the front setback for residential buildings or multiple dwellings.</p> <p>P1 The location of car parking and manoeuvring spaces must not be detrimental to the streetscape or the amenity of the surrounding areas, having regard to:</p> <ul style="list-style-type: none"> a) The layout of the site and the location of existing buildings; and b) Views into the site from the road and adjoining public spaces; and c) The ability to access the site and the rear of buildings; and d) The layout of car parking in the vicinity; and e) The level of landscaping proposed for the car parking. 	<p>P1 The single visitor parking space is located forward of the building line inside the frontage boundary. The occasional parking of a single vehicle beside the southern boundary fence and perpendicular to the road will not be detrimental to the streetscape nor the amenity of the surrounding area, where many single dwellings have informal parking between a dwelling and frontage. Some landscaping (low lying shrubs) is proposed near the parking space but will not impact the sight lines of vehicles exiting the site. Performance criteria met with conditions.</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>P2 The application seeks to rely on the performance criteria due to the vehicles associated with Dwelling 2 and the single visitor parking space being unable to exit in a forward direction. The use is for residential purposes, with only two dwellings on site. The site location ensures that vehicles exiting will have a clear view of on-coming vehicles and as a cul-de-sac would generally be low in numbers and low in speed. The expected vehicle movements reversing from the site would not exceed those normally afforded for a single dwelling. Performance criteria met.</p>

<p>A2.2 The layout of car spaces and access ways must be designed in accordance with <i>Australian Standards AS 2890.1 - 2004 Parking Facilities, Part 1: Off Road Car Parking</i>.</p> <p>P2 Car parking and manoeuvring space must:</p> <ul style="list-style-type: none"> a) Be convenient, safe and efficient to use having regard to matters such as slope, dimensions, layout and the expected number and type of vehicles; and b) Provide adequate space to turn within the site unless reversing from the site would not adversely affect the safety and convenience of users and passing traffic. 	
--	--

E6.7.3 Parking for Persons with a Disability

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

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

Not applicable. The proposal is for a permitted residential use only.

E6.8 Provisions for Sustainable Transport

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

5. Representations

The application was advertised 30 October 2021 to 15 November 2021 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. One (1) representation was received prior to the closing date and time. The representation is as follows:-

Issues	Response
Concerns regarding stormwater runoff from driveway with no gutter on this side of the street (western side)	The proposal does not intend to concentrate stormwater onto other properties, with buildings being connected to the reticulated stormwater system. The slope of the land would expect some overland flow normally, and this would be reduced by way of the proposed building and landscaping areas. A grated strip drain shall be implemented at the end of the driveway to prevent surface water washing from the driveway down onto the road. The strip drain will be connected to the internal stormwater system.
The proposal says the bushfire rating is not applicable.	The subject site is mapped as bushfire prone but as the proposal is not for a vulnerable use, hazardous use or subdivision, no further consideration of bushfire mitigation is required at the planning application stage. Bushfire considerations will be necessary at the building application stage. There is no further consideration required of this matter at the planning application stage.
Request that Council instructs the owner to leave the red flowering gum in the nature strip.	The application does not include the removal of the tree in the road reserve, this is not allowed without further Council approval as the road reserve is not privately owned. There is no need to instruct the owner to leave the gum, as the proposal plans do not propose such, Drawing A1 clearly shows the tree to remain.

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

6. Mediation

Nil.

7. Conclusion

In accordance with 8.10 of the *Break O' Day Interim Planning Scheme 2013*, the application has been assessed against the objectives of the Scheme, in particular the General Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and three (3) 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, Version 17;
Land Use Planning and Approvals Act 1993;
Local Government (Building and Miscellaneous Provisions) Act 1993.

BUDGET AND FINANCIAL IMPLICATIONS:

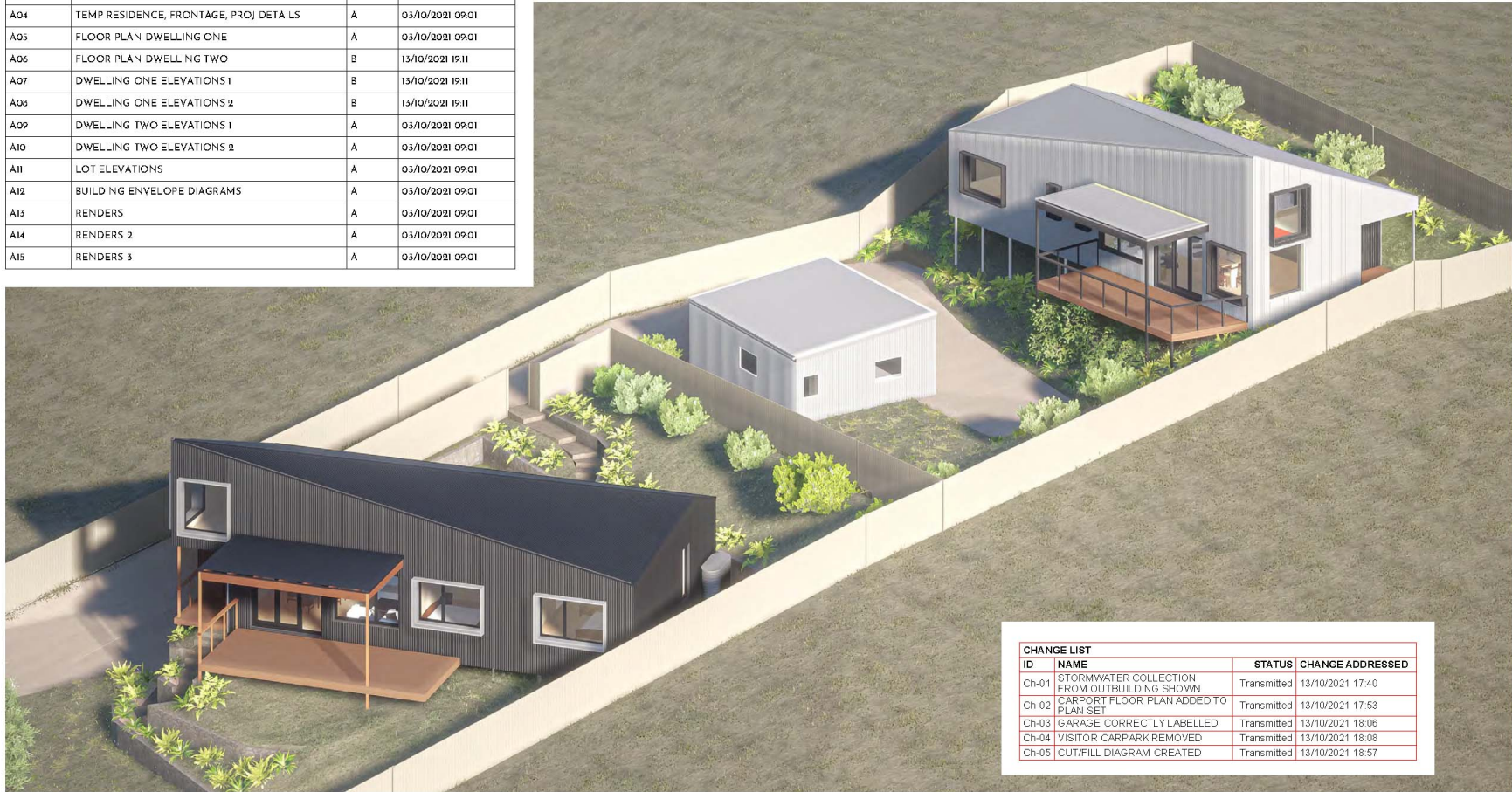
Not applicable, all costs of the development are the responsibility of the developer.

VOTING REQUIREMENTS:

Simple Majority

SHEET No.	DRAWING TITLE	ISSUE	DATE
A00	COVER SHEET	A	03/10/2021 09:01
A01	PROPOSED SITE PLAN	B	13/10/2021 19:11
A02	CUT/FILL DIAGRAM	B	13/10/2021 19:11
A03	LANDSCAPE & ACCESS	A	03/10/2021 09:01
A04	TEMP RESIDENCE, FRONTAGE, PROJ DETAILS	A	03/10/2021 09:01
A05	FLOOR PLAN DWELLING ONE	A	03/10/2021 09:01
A06	FLOOR PLAN DWELLING TWO	B	13/10/2021 19:11
A07	DWELLING ONE ELEVATIONS 1	B	13/10/2021 19:11
A08	DWELLING ONE ELEVATIONS 2	B	13/10/2021 19:11
A09	DWELLING TWO ELEVATIONS 1	A	03/10/2021 09:01
A10	DWELLING TWO ELEVATIONS 2	A	03/10/2021 09:01
A11	LOT ELEVATIONS	A	03/10/2021 09:01
A12	BUILDING ENVELOPE DIAGRAMS	A	03/10/2021 09:01
A13	RENDERS	A	03/10/2021 09:01
A14	RENDERS 2	A	03/10/2021 09:01
A15	RENDERS 3	A	03/10/2021 09:01

PROPOSED STRATA-DIVISION, DWELLINGS & CARPORT

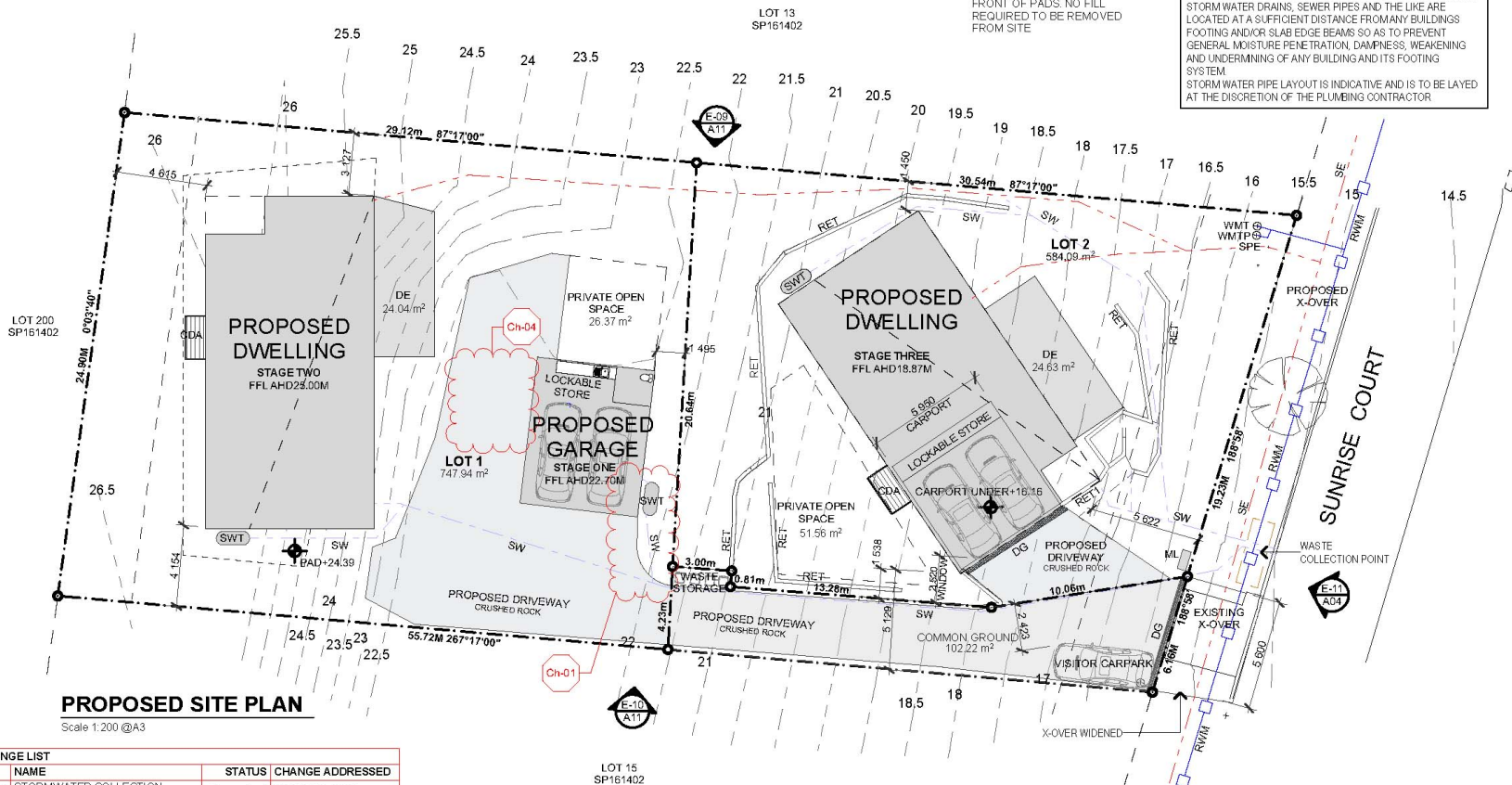


CHANGE LIST			
ID	NAME	STATUS	CHANGE ADDRESSED
Ch-01	STORMWATER COLLECTION FROM OUTBUILDING SHOWN	Transmitted	13/10/2021 17:40
Ch-02	CARPORT FLOOR PLAN ADDED TO PLAN SET	Transmitted	13/10/2021 17:53
Ch-03	GARAGE CORRECTLY LABELLED	Transmitted	13/10/2021 18:06
Ch-04	VISITOR CARPARK REMOVED	Transmitted	13/10/2021 18:08
Ch-05	CUT/FILL DIAGRAM CREATED	Transmitted	13/10/2021 18:57



SCAMANDER PASSIVE
6 SUNRISE COURT SCAMANDER TAS
7215

Scale 1:200





PROPOSED SITE PLAN

Scale 1:200 @A3

ID	NAME	STATUS	CHANGE ADDRESSED
Ch-01	STORMWATER COLLECTION FROM OUTBUILDING SHOWN	Transmitted	13/10/2021 17:40
Ch-02	CARPORT FLOOR PLAN ADDED TO PLAN SET	Transmitted	13/10/2021 17:53
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Ch-04	VISITOR CARPARK REMOVED	Transmitted	13/10/2021 18:08
Ch-05	CUT/FILL DIAGRAM CREATED	Transmitted	13/10/2021 18:57

NOTE:
CONTOURS HEIGHTS ARE MEASURED RELATIVE TO AUSTRALIAN HEIGHT DATUM
CONTOURS HAVE A HEIGHT RESOLUTION OF 0.5m AHD

PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A01			NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER SCALED DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.	
 SPECTURA STUDIO www.spectura.com.au P. 0423 250 079 E. admin@spectura.com.au CBOS TAS 904065815 QBCC: 15158346 BDA&T 6621	DRAWN BY: MP		SK1	DESCRIPTION	DATE	PROPOSED STRATA DIVISION, DWELLINGS & CARPORT				SHEET SIZE A3
	CHECKED BY: MP		A	CONCEPT DEVELOPMENT	12/09/2021	PROJECT ADDRESS:				
	DATE:		B	DEVELOPMENT APPLICATION	03/10/2021	LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215				
	14 October 2021		C	COUNCIL RFS ADDRESSED	13/10/2021	CLIENT MATTHEW & BRITTANY PURVES				

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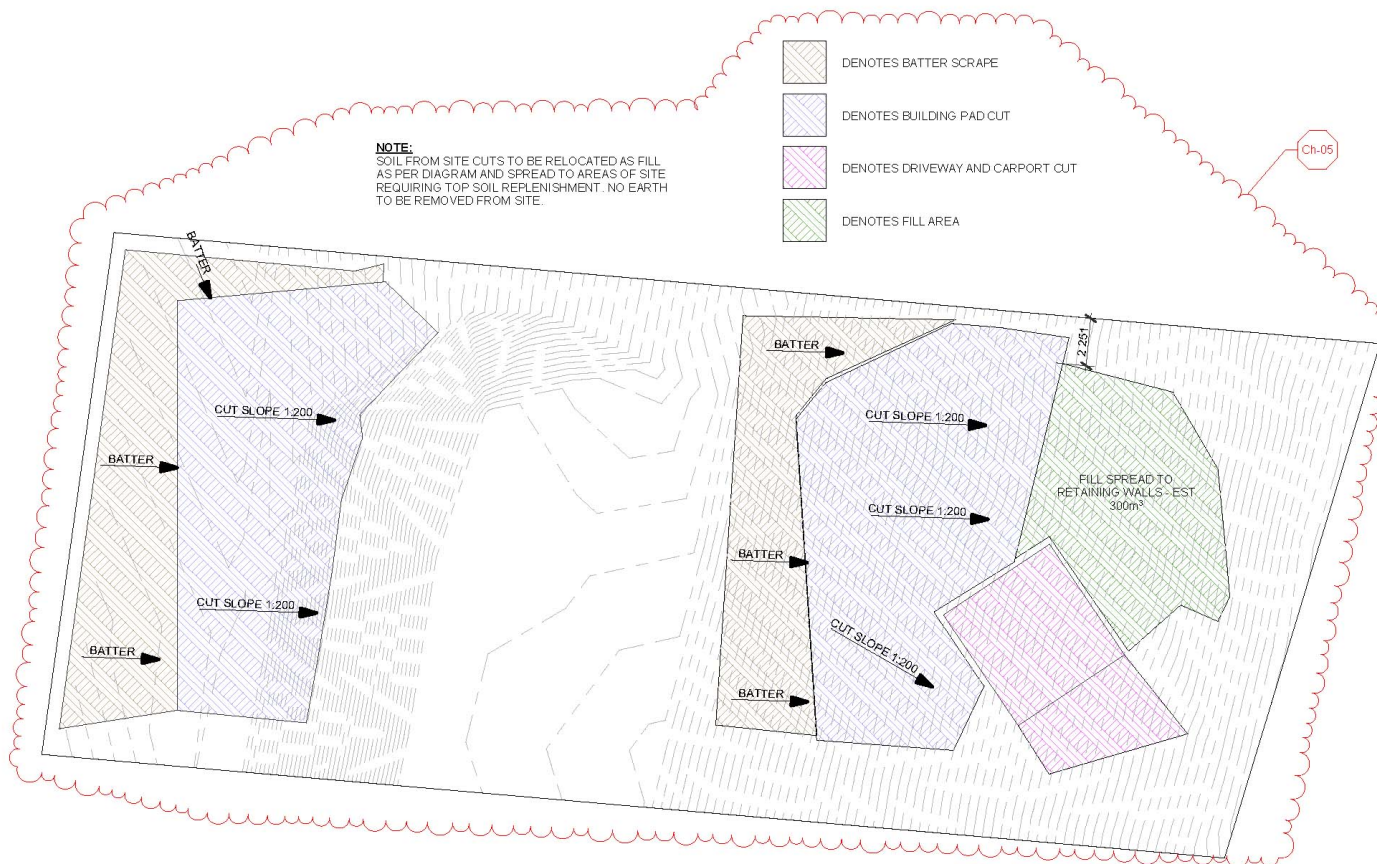
CUT/FILL:
FILL FROM REAR OF PAD
CUTTINGS TO BE RELOCATED TO FRONT OF PADS. NO FILL REQUIRED TO BE REMOVED FROM SITE

NOTE:
ALL STORMWATER TO BE TAKEN TO THE LEGAL POINT OF DISCHARGE (TO KERB)
THE BUILDER AND SUBCONTRACTOR SHALL ENSURE THAT ALL STORMWATER DRAINS, SEWER PIPES AND THE LIKE ARE LOCATED AT A SUFFICIENT DISTANCE FROM ANY BUILDINGS FOOTING AND/OR SLAB EDGE BEAMS SO AS TO PREVENT GENERAL MOISTURE PENETRATION, DAMPNES, WEAKENING AND UNDERMINING OF ANY BUILDING AND ITS FOOTING SYSTEM
STORM WATER PIPE LAYOUT IS INDICATIVE AND IS TO BE LAYED AT THE DISCRETION OF THE PLUMBING CONTRACTOR

Notes


L	LEGEND
CDA	CLOTHES DRYING AREA
DG	GRATE DRAIN
ML	MAILBOX X 2
RET	RETAINING WALL - MAX 1M
RET1	RETAINING WALL - TO ENGINEER DETAIL
RWM	Ø100MM WATER RETICULATION MAIN
SE	Ø150MM SEWER PRESSURE RETICULATION MAIN
SPE	SEWER CONNECTION - EXISTING
SW	STORM WATER - TO KERB
SWT	SUBMERSION WATER TANK - 2010L
WMT	WATER METER - EXISTING
WMT1	WATER METER - PROPOSED

R	ROOM LAYOUTS
DE	DECK



CUT/FILL DIAGRAM

Scale: 1:200 @A3

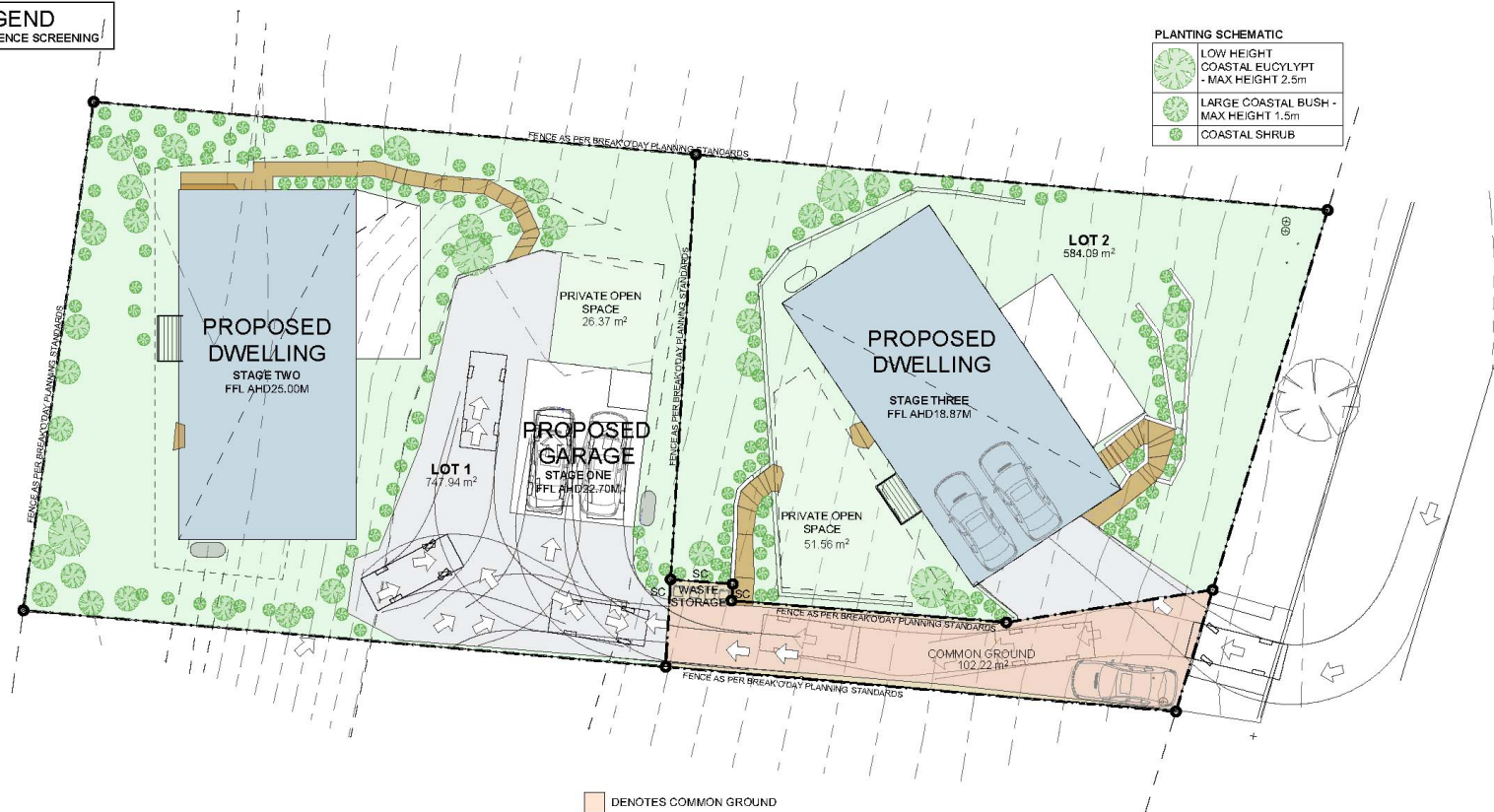
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 SPECTURA STUDIO www.spectura.com.au P: 0423 250 079 E: admin@spectura.com.au CBOS TAS: 96405615 QBCC: 15158346 BDA&T 6521	DRAWN BY:	No.	DESCRIPTION	DATE	PROPOSED STRATA DIVISION, DWELLINGS & CARPORT PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215 CLIENT MATTHEW & BRITTANY PURVES						
	CHECKED BY:	B	COUNCIL RFI'S ADDRESSED	13/10/2021							
	MP										
	DATE:										
	14 October 2021				CUT/FIL DIAGRAM						
		QBCC: 15158346			SCALE: 1:200 PROJECT NUMBER: A110						

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Scale 1:200

Notes

L	LEGEND
SC	1.8M FENCE SCREENING



LANDSCAPE & ACCESS PLAN



Scale 1:200 @A3

ALL PLANTINGS TO BE LOW WATER INDIGENOUS SPECIES

- DENOTES COMMON GROUND
- DENOTES DWELLING FOOTPRINT
- DENOTES PERMEABLE DRIVEWAY
- DENOTES LANDSCAPED PATH/STEPS

POWER TO BE PROVIDED TO DWELLINGS BY MEANS OF UNDERGROUND POWER

NOTE:
ALL BOUNDARY FENCES TO COMPLY WITH BREAK'DAY INTERIM PLANNING SCHEME 2013 PART 5 - TABLE 5.6 - SECTIONS 5.6.2 & 5.6.3
FENCES TO BE TIMBER PALING TO 1.8m BEHIND PRIMARY FRONTAGE LINE AND 1.2m WITHIN PRIMARY FRONTAGE. SCREENS AROUND WASTE STORAGE AREA TO BE 1.8m HEIGHT TIEING IN WITH ADJOINING FENCE.

PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A03			NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER SCALED DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.	
 SPECTURA STUDIO www.spectura.com.au P. 0423 250 079 E. admin@spectura.com.au CBOS TAS: 904063615 QBCC: 15158346 BDA&T 6621	DRAWN BY: MP		No.	DESCRIPTION	DATE	PROPOSED STRATA DIVISION, DWELLINGS & CARPORT				SHEET SIZE A3
	CHECKED BY: MP		A	DEVELOPMENT APPLICATION	03/10/2021	PROJECT ADDRESS:				
	DATE:		LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215							LANDSCAPE & ACCESS
	14 October 2021		CLIENT							
	QBCC: 15158346		MATTHEW & BRITTANY PURVES							
	BDA&T 6621									

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DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.

Notes

L	LEGEND
SC	1.8M FENCE SCREENING

DEVELOPMENT PROGRAM

STAGE ONE

DRIVEWAY TO LOT ONE LAID
SERVICES TO LOT ONE DWELLING AREA INSTALLED
PROPOSED GARAGE ERECTED - TO BE USED AS TEMPORARY RESIDENCE: SEE PLAN

STAGE TWO

SITEWORKS RELATING TO LOT ONE DWELLING UNDERTAKEN
LOT ONE DWELLING ERECTED
TEMPORARY RESIDENCE DECOMMISSIONED AND REVERTED TO GARAGE

STAGE THREE

DRIVEWAY TO LOT TWO DWELLING CUT
SITEWORKS RELATING TO DWELLING TWO UNDERTAKEN
SERVICES TO LOT TWO DWELLING INSTALLED
DWELLING TWO ERECTED
INTERNAL FENCING SEPARATING LOTS ERECTED

SITE DETAILS

ADDRESS: 6 SUNRISE COURT SCAMANDER TAS 7215

TITLE REF: LOT 14 SP161402

COUNCIL: BREAK O'DAY

ZONING: GENERAL RESIDENTIAL

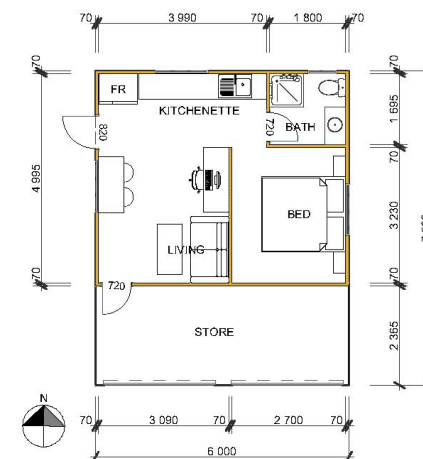
AREA: 1434m²

SITE CLASSIFICATION - GEOTECHNICAL: ASSUMED CLASS S

SITE CLASSIFICATION - WIND RATING: N4

Notes

L	LEGEND
DG	GRATE DRAIN
ML	MAILBOX X 2
SWT	SLIMLINE WATER TANK - 2010L



PROPOSED TEMPORARY RESIDENCE LAYOUT

Scale 1:100 @A3



E-11 LOT - EAST ELEVATION

A01 Scale 1:200 @A3

AREAS:

DWELLING ONE:	138.75m ²
DWELLING ONE VERANDAH:	24.04m ²
DWELLING ONE PORCH:	5.57m ²
LOT ONE GARAGE (INC 6m ³ STORAGE):	45.00m ²

TOTAL DWELLING ONE: 213.36m²

LOT ONE AREA:	747.94m ²
LOT ONE PRIVATE OPEN SPACE:	24.03m ²
LOT ONE BUILDING FOOTPRINT RATIO:	29%

DWELLING TWO:	137.03m ²
DWELLING TWO VERANDAH:	24.63m ²
DWELLING TWO PORCH:	4.71m ²

TOTAL DWELLING TWO: 166.37m²

DWELLING TWO UNDER FLOOR CARPORT (INC 6m ³ LOCKABLE STORAGE):	38.31m ²
---	---------------------

LOT TWO AREA:	584.09m ²
LOT TWO PRIVATE OPEN SPACE:	76.19m ²
LOT ONE BUILDING FOOTPRINT RATIO:	28%

COMMON AREA: 102.22m²

TOTAL BUILDING FOOTPRINT: 359.2m²
TOTAL SITE AREA: 1434.25m²

PROJECT NUMBER: A110		ISSUE LIST		PROJECT PROPOSED STRATA DIVISION, DWELLINGS & CARPORT		A04	SHEET SIZE A3	NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER SCALED DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.
 SPECTURA STUDIO www.spectura.com.au P 0423 250 079 E admin@spectura.com.au CBOS TAS: 964058615 QBCC: 15158346 BDA&T: 6521	DRAWN BY: MP	No.	DESCRIPTION	DATE	PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215			
	CHECKED BY: MP	A	DEVELOPMENT APPLICATION	03/10/2021	CLIENT MATTHEW & BRITTANY PURVES			
	DATE: 14 October 2021							
QBCC: 15158346						SCALE: 1:100, 1:200	PROJECT NUMBER: A110	
BDA&T: 6521								
CONSIDER THIS DRAWING TO BE USED AS AN INFORMATIONAL OTHER PROJECT								

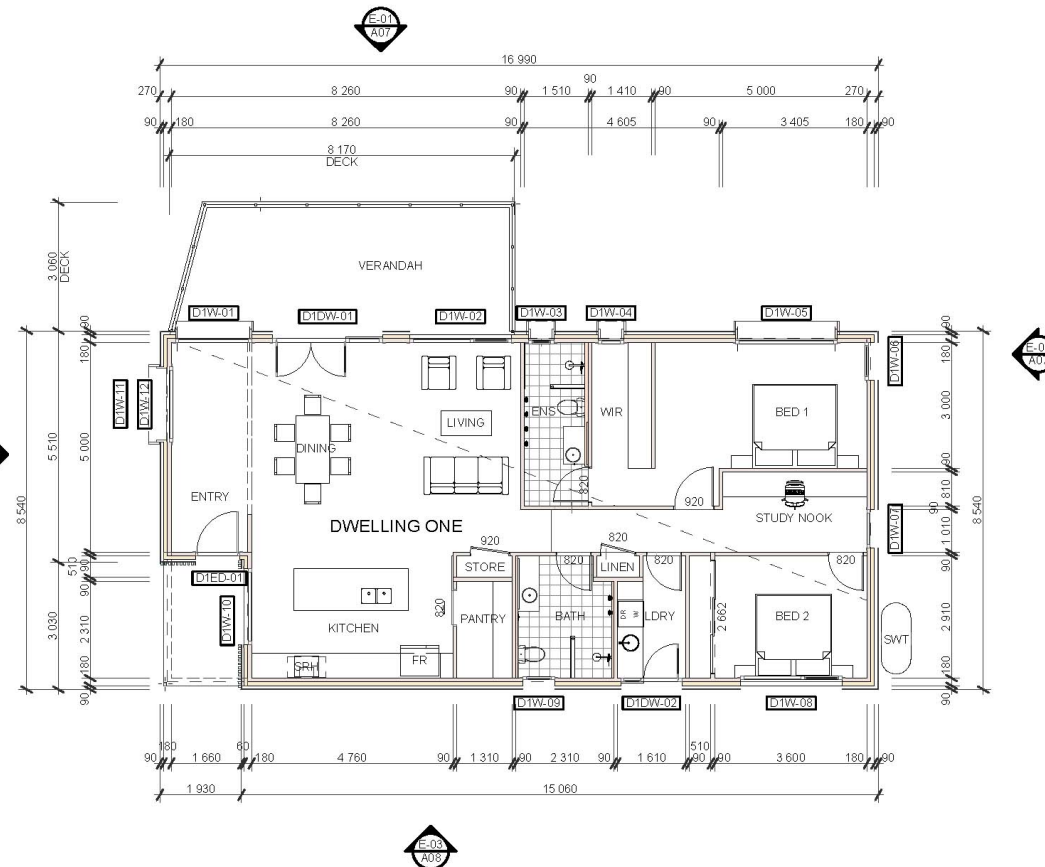
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Scale 1:100

Notes

L	LEGEND
FR	FRIDGE
SRH	STOVE RANGE HOOD
SWT	SLIMLINE WATER TANK - 2010L

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ISSUE LIST		
No.	DESCRIPTION	DATE
SK1	CONCEPT DEVELOPMENT	12/09/2021
A	DEVELOPMENT APPLICATION	03/10/2021
<p>PROJECT PROPOSED STRATA DIVISION, DWELLINGS & CARPORT</p> <p>PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215</p> <p>CLIENT MATTHEW & BRITTANY PURVES</p>		
<p>SHEET SIZE A3</p> <p>A05</p>		
<p>FLOOR PLAN DWELLING ONE</p> <p>SCALE: 1:100</p> <p>PROJECT NUMBER: A110</p>		
<p>DRAWN BY: MP</p> <p>CHECKED BY: MP</p> <p>DATE: 14 October 2021</p>		<p>QC: 15158346</p> <p>QC: 15158346</p>



PROPOSED DWELLING LOT 1

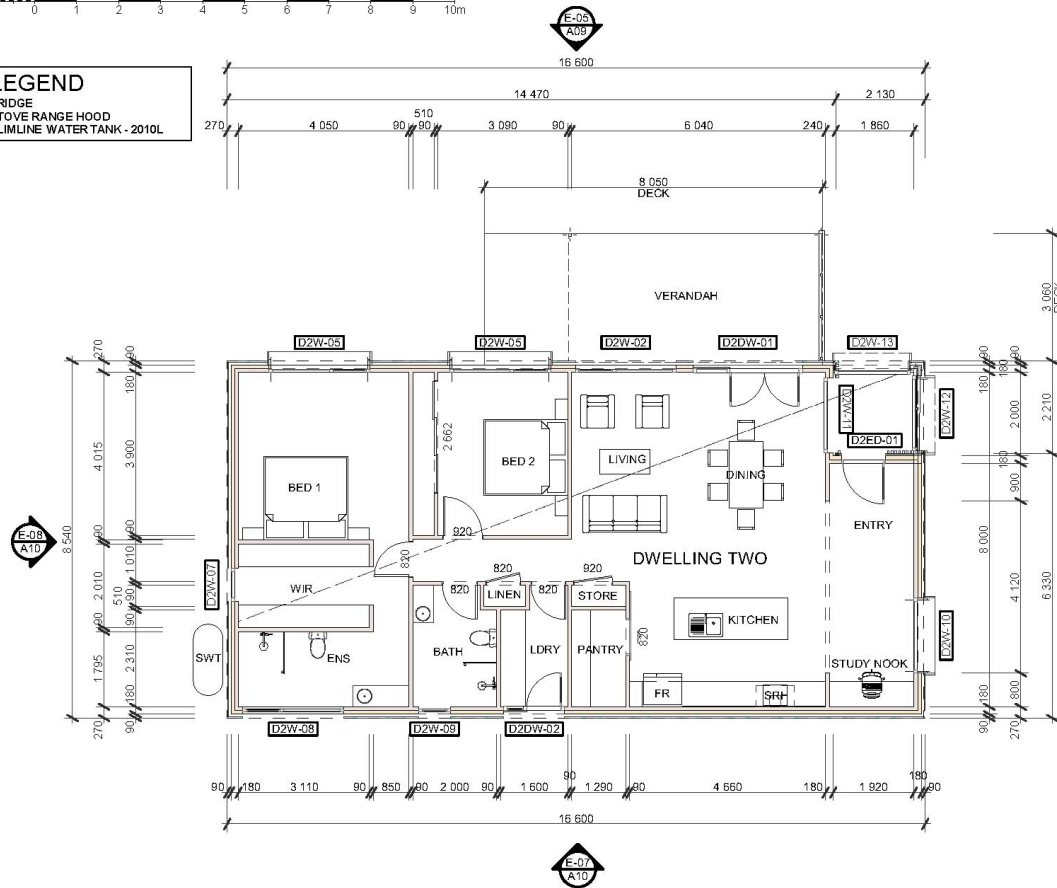
Scale 1:100 @A3

NOTE:
DWELLINGS TO BE BUILT TO MINIMUM CERTIFIED PASSIVE HOUSE CLASSIC STANDARD AS PER PASSIVE HOUSE INSTITUTE REQUIREMENTS

Scale 1:100

Notes

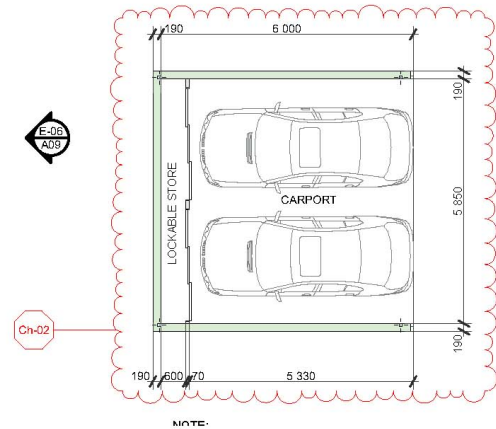
L	LEGEND
FR	FRIDGE
SRH	STOVE RANGE HOOD
SWT	SLIMLINE WATER TANK - 2010L



PROPOSED DWELLING LOT 2



Scale 1:100 @A3

NOTE:
DWELLINGS TO BE BUILT TO MINIMUM CERTIFIED PASSIVE HOUSE CLASSIC STANDARD AS PER PASSIVE HOUSE INSTITUTE REQUIREMENTS



DWELLING TWO CAR PORT

Scale 1:100 @A3

PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A06			NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER SCALED DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.
 SPECTURA STUDIO www.spectura.com.au P. 0423 250 079 E. admin@spectura.com.au CBOS TAS: 964068615 QBCC: 15158346 BDA&T 6621	DRAWN BY:	No.	DESCRIPTION	DATE	PROPOSED STRATA DIVISION, DWELLINGS & CARPORT		SHEET SIZE A3		
	CHECKED BY:	A	DEVELOPMENT APPLICATION	03/10/2021	PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215				
		B	COUNCIL RP'S ADDRESSED	13/10/2021					
DATE:					CLIENT		FLOOR PLAN DWELLING TWO		
	14 October 2021				MATTHEW & BRITTANY PURVES		SCALE: 1:100		
	QBCC: 15158346						PROJECT NUMBER: A110		

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CHANGE LIST			
ID	NAME	STATUS	CHANGE ADDRESSED
Ch-01	STORMWATER COLLECTION FROM OUTBUILDING SHOWN	Transmitted	13/10/2021 17:40
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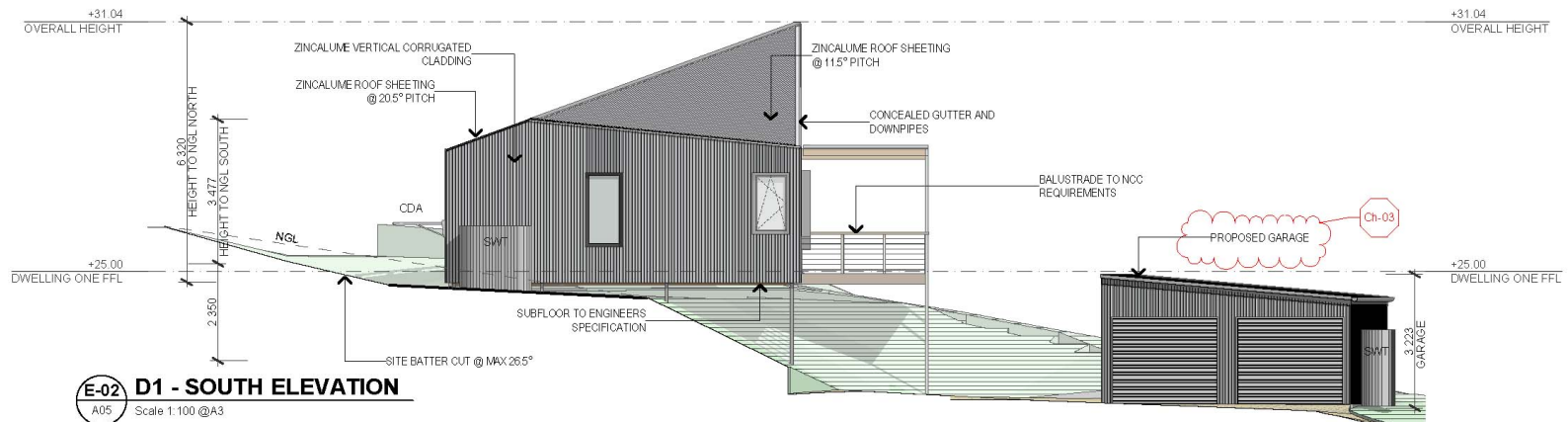
Scale 1:100

Notes

L	LEGEND
CDA	CLOTHES DRYING AREA
NGL	NATURAL GROUND LEVEL
SWT	SLIMLINE WATER TANK - 2010L



E-01 D1 - EAST ELEVATION
A05 Scale 1:100 @A3



E-02 D1 - SOUTH ELEVATION
A05 Scale 1:100 @A3

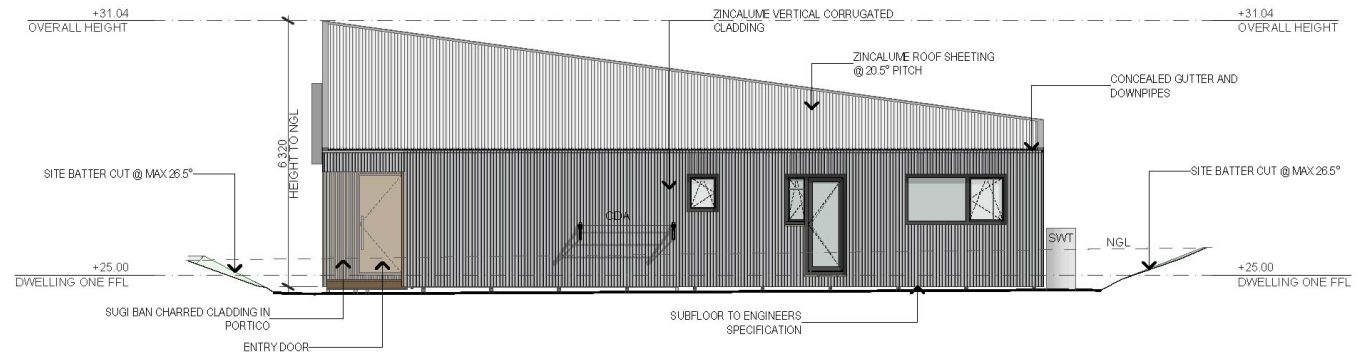
PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A07	NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER SCALED DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.
 SPECTURA STUDIO www.spectura.com.au P: 0423 250 079 E: admin@spectura.com.au CBOS TAS: 90403615 QBCC: 15158346 BDA&T: 6521		No	DESCRIPTION	DATE	PROPOSED STRATA DIVISION, DWELLINGS & CARPORT		
DRAWN BY: MP		SK1	CONCEPT DEVELOPMENT	12/09/2021	PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215	SHEET SIZE A3	DWELLING ONE ELEVATIONS 1
CHECKED BY: MP		A	DEVELOPMENT APPLICATION	03/10/2021			
DATE: 14 October 2021		B	COUNCIL RPT'S ADDRESSED	13/10/2021	CLIENT MATTHEW & BRITTANY PURVES	SCALE: 1:100 PROJECT NUMBER: A110	
QBCC: 15158346							

CHANGE LIST			
ID	NAME	STATUS	CHANGE ADDRESSED
Ch-01	STORMWATER COLLECTION FROM OUTBUILDING SHOWN	Transmitted	13/10/2021 17:40
Ch-02	CARPORT FLOOR PLAN ADDED TO PLAN SET	Transmitted	13/10/2021 17:53
Ch-03	GARAGE CORRECTLY LABELLED	Transmitted	13/10/2021 18:06
Ch-04	VISITOR CARPARK REMOVED	Transmitted	13/10/2021 18:08
Ch-05	CUT/FILL DIAGRAM CREATED	Transmitted	13/10/2021 18:57

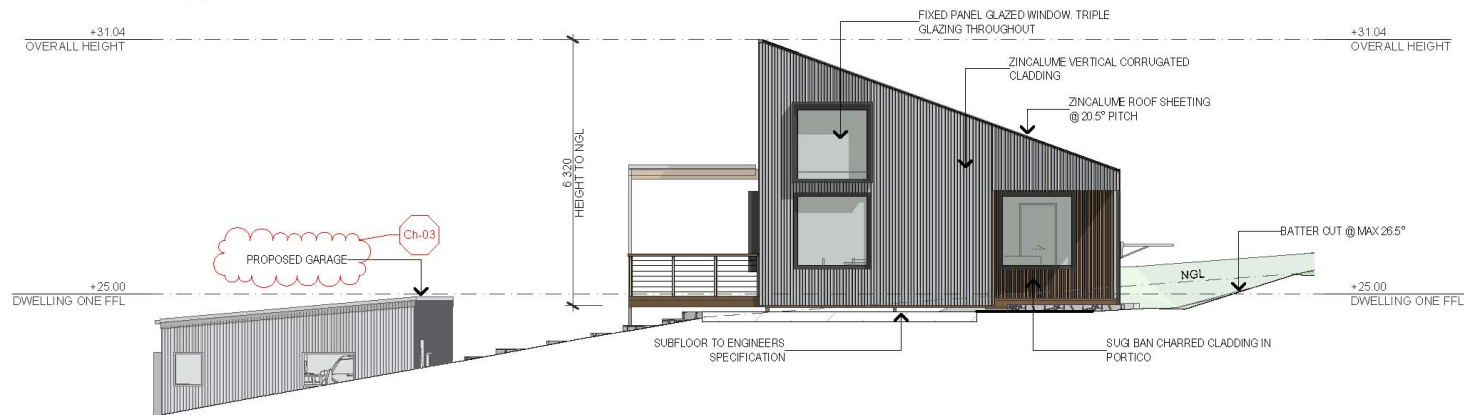
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Notes

L	LEGEND
CDA	CLOTHES DRYING AREA
NGL	NATURAL GROUND LEVEL
SWT	SLIMLINE WATER TANK - 2010L



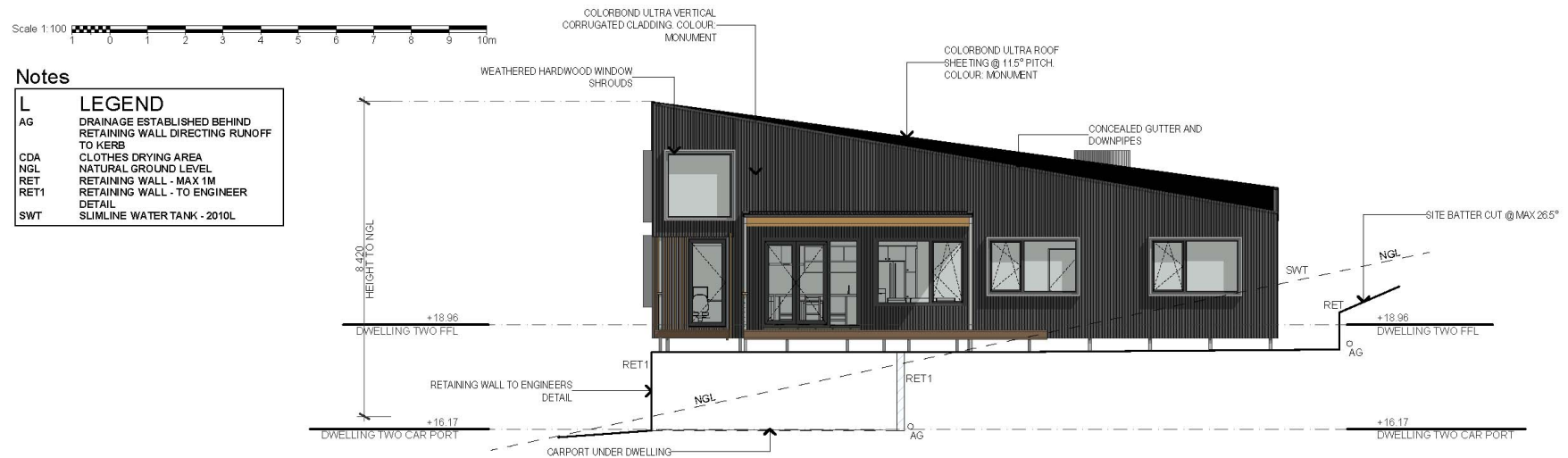
E-03 D1 - WEST ELEVATION
A05 Scale 1:100 @A3



E-04 D1 - NORTH ELEVATION
A05 Scale 1:100 @A3

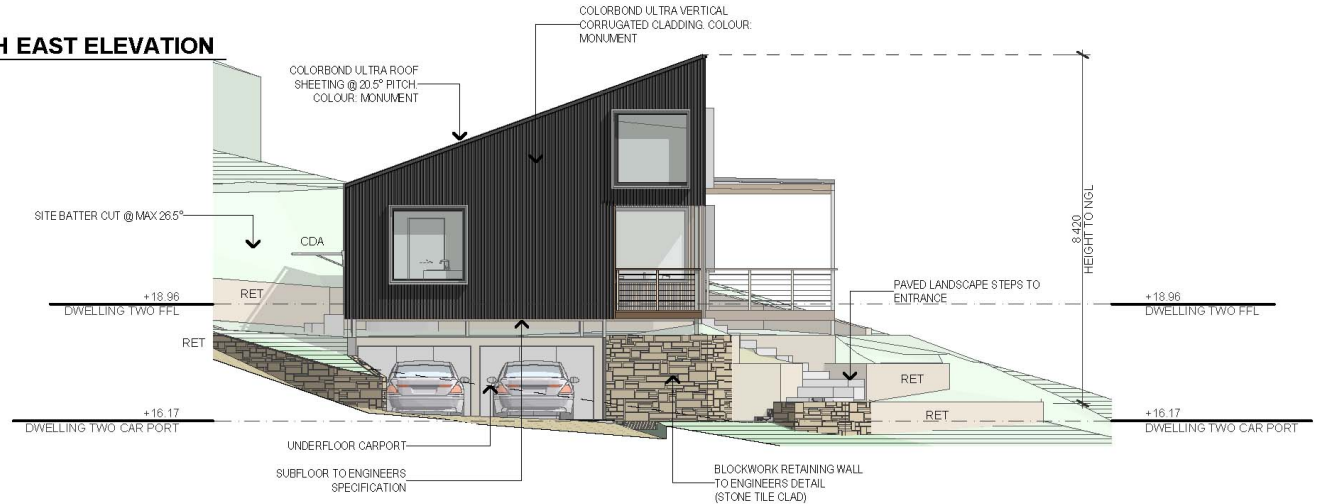
PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A08	NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERENCED OVER SCALED DIMENSIONS DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.
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	MP	A	DEVELOPMENT APPLICATION	03/10/2021	PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215		
	CHECKED BY:	B	COUNCIL RFI'S ADDRESSED	13/10/2021		CLIENT MATTHEW & BRITTANY PURVES	
	MP				SCALE: 1:100 PROJECT NUMBER: A110		
	DATE:						
14 October 2021							
QBCC: 15158346	QBCC: 15158346						
BDA&T: 6521							
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CHANGE LIST			
ID	NAME	STATUS	CHANGE ADDRESSED
Ch-01	STORMWATER COLLECTION FROM OUTBUILDING SHOWN	Transmitted	13/10/2021 17:40
Ch-02	CARPARK FLOOR PLAN ADDED TO PLAN SET	Transmitted	13/10/2021 17:53
Ch-03	GARAGE CORRECTLY LABELLED	Transmitted	13/10/2021 18:06
Ch-04	VISITOR CARPARK REMOVED	Transmitted	13/10/2021 18:08
Ch-05	CUT/FILL DIAGRAM CREATED	Transmitted	13/10/2021 18:57




E-05 D2 - NORTH EAST ELEVATION

A06 Scale 1:100 @A3



E-06 D2 - SOUTH EAST ELEVATION

A06 Scale 1:100 @A3

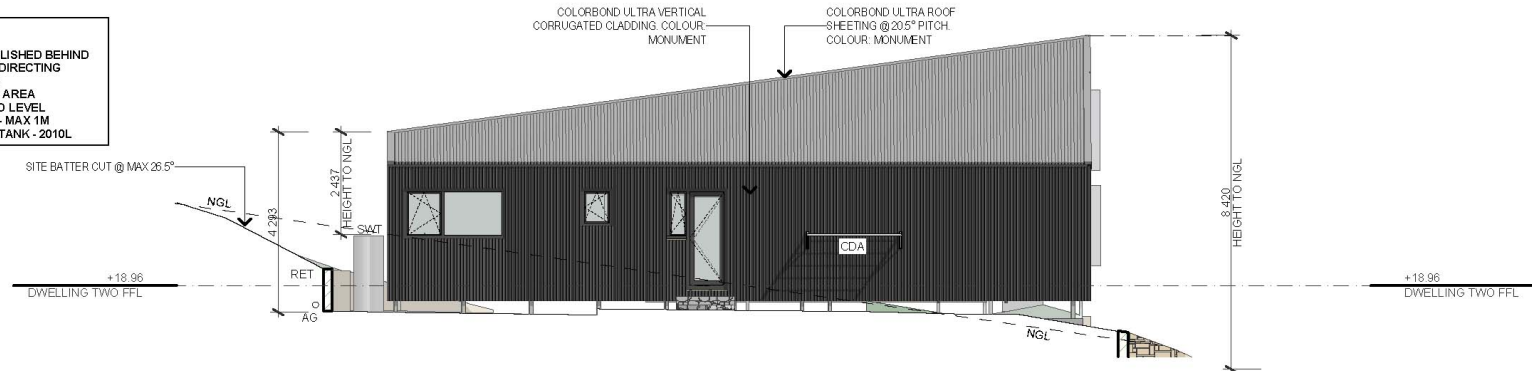
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 SPECTURA STUDIO www.spectura.com.au P: 0423 250 079 E: admin@spectura.com.au CBOS TAS: 90403615 QBCC: 15158346 BDA&T: 6521	DRAWN BY:	No.	DESCRIPTION	DATE	PROPOSED STRATA DIVISION, DWELLINGS & CARPORT		SHEET SIZE A3	
	MP	SK1	CONCEPT DEVELOPMENT	12/09/2021	PROJECT ADDRESS:			
	CHECKED BY:	A	DEVELOPMENT APPLICATION	03/10/2021	LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215		DWELLING TWO ELEVATIONS 1	
	MP	CLIENT						
DATE:	MATTHEW & BRITTANY PURVES							
14 October 2021						SCALE: 1:100		
QBCC: 15158346						PROJECT NUMBER: A110		

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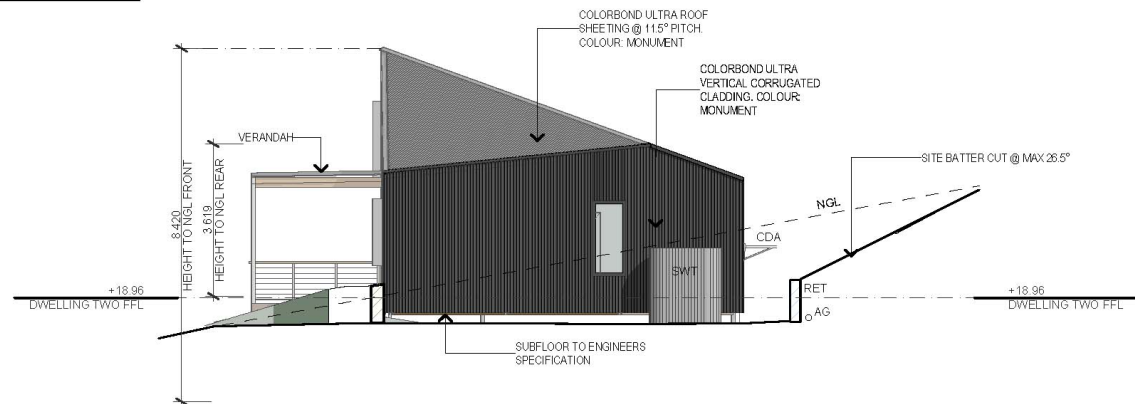
Scale 1:100

Notes


L	LEGEND
AG	DRAINAGE ESTABLISHED BEHIND RETAINING WALL DIRECTING RUNOFF TO KERB
CDA	CLOTHES DRYING AREA
NGL	NATURAL GROUND LEVEL
RET	RETAINING WALL - MAX 1M
SWT	SLIMLINE WATER TANK - 2010L



E-07 D2 - SOUTH WEST ELEVATION
A06 Scale 1:100 @A3

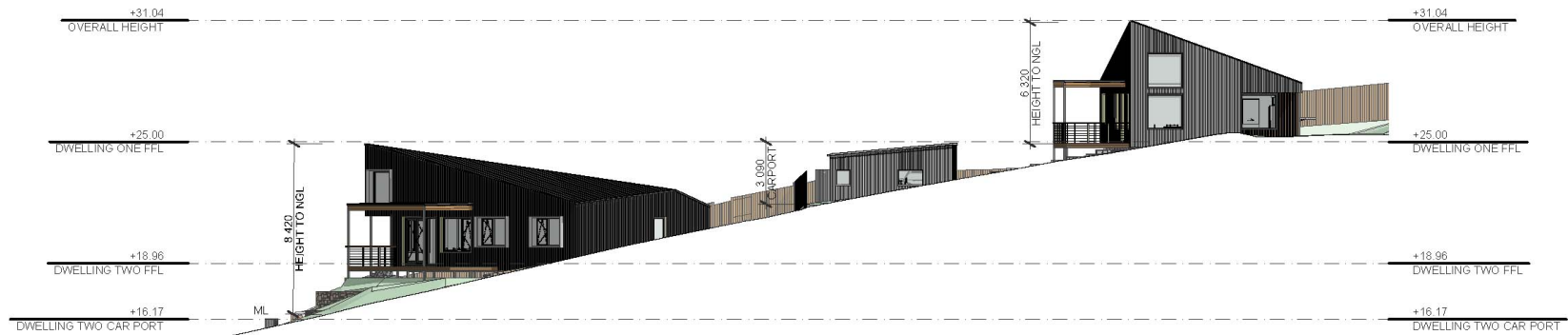


E-08 D2 - NORTH WEST ELEVATION
A06 Scale 1:100 @A3

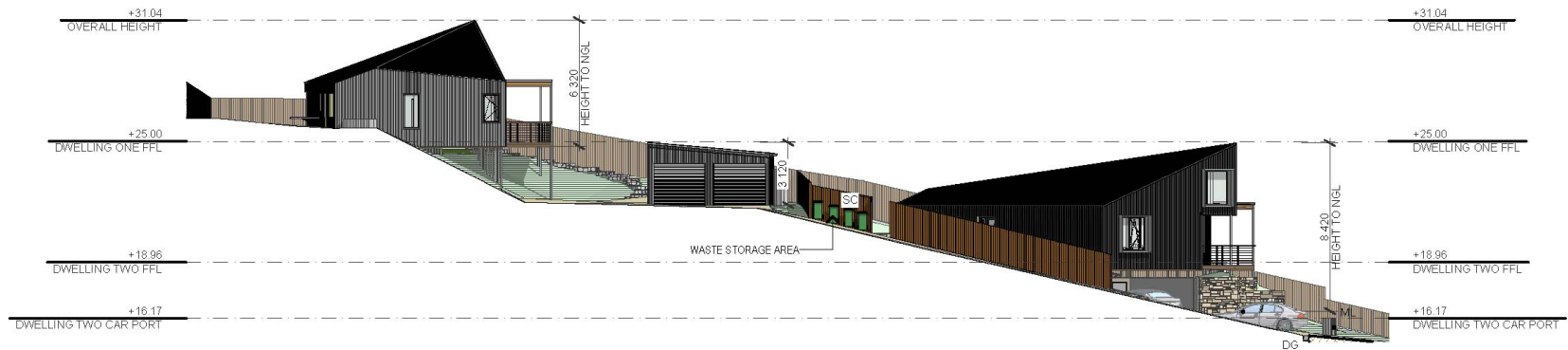
PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A10	NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER SCALED DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.	
 SPECTURA STUDIO www.spectura.com.au P: 0423 250 079 E: admin@spectura.com.au CBOS TAS: 96405815 QBCC: 15158346 BDA&T: 6521	DRAWN BY:	No.	DESCRIPTION	DATE	PROPOSED STRATA DIVISION, DWELLINGS & CARPORT			SHEET SIZE A3
	MP	A	DEVELOPMENT APPLICATION	03/10/2021	PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215			
	CHECKED BY:					CLIENT MATTHEW & BRITTANY PURVES		
	MP							
	DATE:							
14 October 2021				DWELLING TWO ELEVATIONS 2				
					SCALE: 1:100	PROJECT NUMBER: A110		
	QBCC: 15158346							
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Scale 1:200



E-09 LOT - NORTH ELEVATION
A01 Scale 1:200 @A3



E-10 LOT - SOUTH ELEVATION
A01 Scale 1:200 @A3

PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A11	NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER SCALED DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.
<p>SPECTURA STUDIO www.spectura.com.au P: 0423 250 079 E: admin@spectura.com.au CBOS TAS: 964058515 QBCC: 15158346 BDA&T 6521</p>	DRAWN BY: MP	No.	DESCRIPTION	DATE	PROPOSED STRATADIVISION, DWELLINGS & CARPORT		
	CHECKED BY: MP	SK1	CONCEPT DEVELOPMENT	12/09/2021	PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215	SHEET SIZE A3	LOT ELEVATIONS
	DATE: 14 October 2021	A	DEVELOPMENT APPLICATION	03/10/2021			
					CLIENT MATTHEW & BRITTANY PURVES	SCALE: 1:200 PROJECT NUMBER: A110	

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Notes

L	LEGEND
DG	GRATE DRAIN
ML	MAILBOX X 2
SC	1.8M FENCE SCREENING

**BREAK O'DAY
INTERIM PLANNING
SCHEME BUILDING
ENVELOPE
MODELLED.
DEVELOPMENT
COMPLIES WITH
BUILDING
ENVELOPE**

NOTE:
ALL DIMENSIONS TO BE VERIFIED ONSITE BY
BUILDING CONTRACTOR AND PHYSICALLY
LOCATE ALL UNDERGROUND SERVICES AND
THEIR LOCATION IN RELATION TO PROPOSED
WORKS.
WRITTEN DIMENSIONS PREFERRED OVER
SCALED DIMENSIONS.
DISCREPANCIES TO BE REFERRED TO THE
BUILDING DESIGNER BEFORE PROCEEDING.

ISSUE LIST

No.	DESCRIPTION	DATE
A	DEVELOPMENT APPLICATION	03/10/2021

PROJECT

PROPOSED STRATA DIVISION,
DWELLINGS & CARPORT
PROJECT ADDRESS:

LOT 14 SP161402
6 SUNRISE COURT SCAMANDER TAS
7215

CLIENT

MATTHEW & BRITTANY PURVES

SHEET SIZE A3

A12

**BUILDING ENVELOPE
DIAGRAMS**

SCALE: 1:204.92

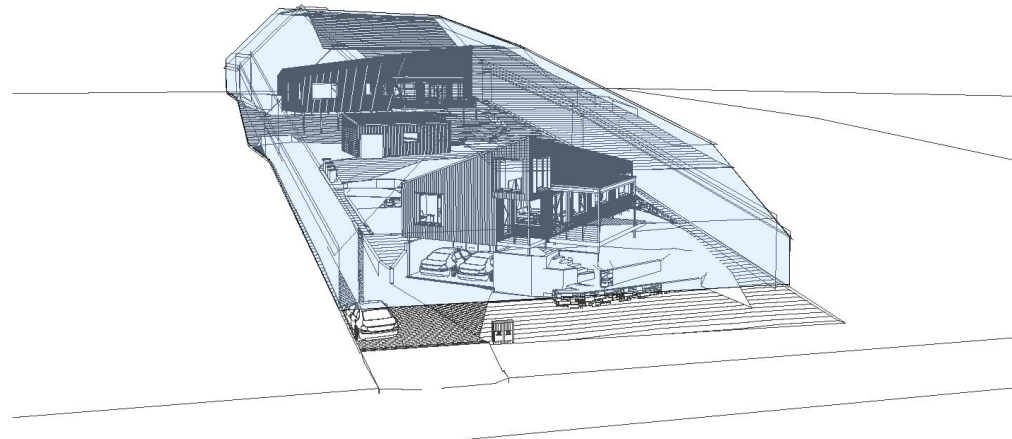
PROJECT NUMBER: A110



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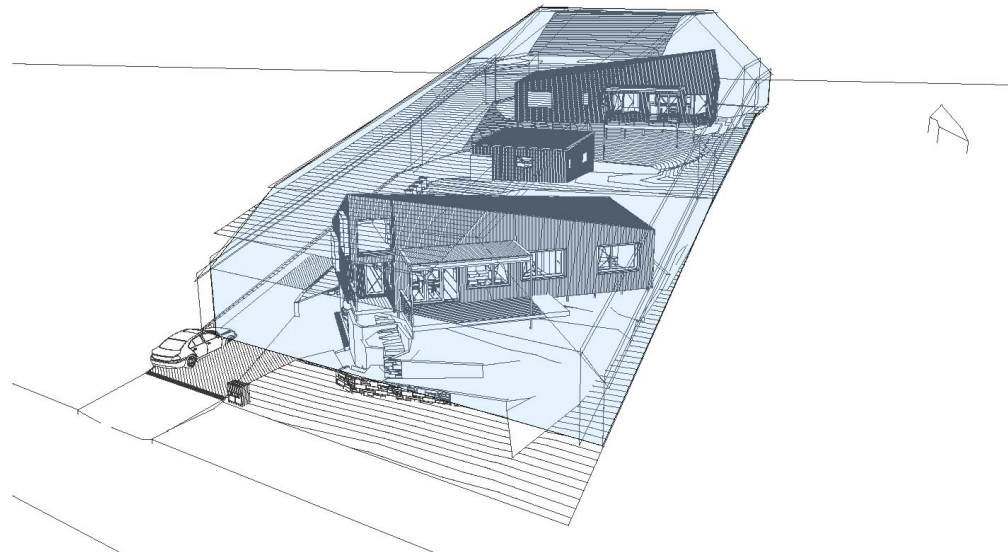
DRAWN BY:
MP
CHECKED BY:
MP
DATE:
14 October 2021

QBCC: 15158346



BUILDING ENVELOPE A


NTS



BUILDING ENVELOPE B

NTS



PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A13		NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER ALL DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.
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	CHECKED BY:	SK1	CONCEPT DEVELOPMENT	12/09/2021	PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215			
	MP	A	DEVELOPMENT APPLICATION	03/10/2021			CLIENT MATTHEW & BRITTANY PURVES	
	DATE:						RENDERS	
	14 October 2021						SCALE:	
	QBCC: 15158346						PROJECT NUMBER: A110	
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ISSUE LIST

No	DESCRIPTION	DATE
A	DEVELOPMENT APPLICATION	03/10/2021

PROJECT
PROPOSED STRATA-DIVISION,
DWELLINGS & CARPORT
PROJECT ADDRESS:
LOT 14 SP161402
6 SUNRISE COURT SCAMANDER TAS
7215
CLIENT
MATTHEW & BRITTANY PURVES

SHEET SIZE A3
A14

RENDERS 2

SCALE:
PROJECT NUMBER: A110

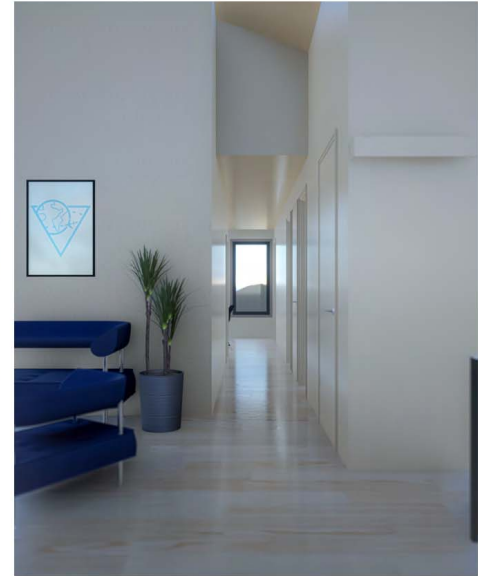
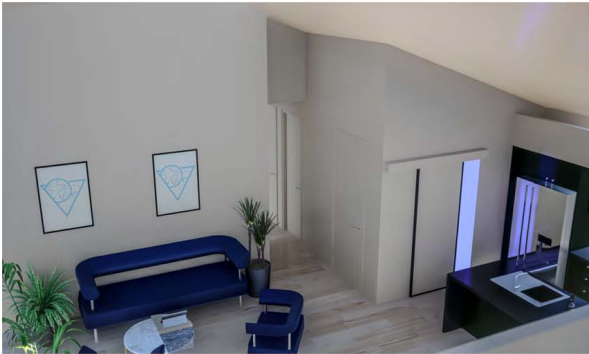
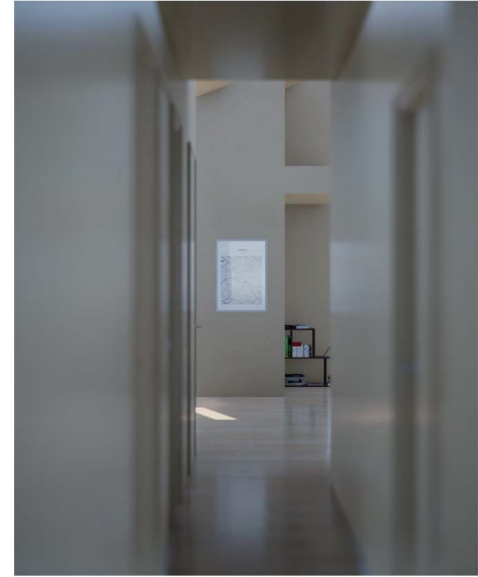



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PROJECT NUMBER: A110		ISSUE LIST		PROJECT		A15	SHEET SIZE A3	RENDERS 3	SCALE: PROJECT NUMBER: A110	NOTE: ALL DIMENSIONS TO BE VERIFIED ONSITE BY BUILDING CONTRACTOR AND PHYSICALLY LOCATE ALL UNDERGROUND SERVICES AND THEIR LOCATION IN RELATION TO PROPOSED WORKS. WRITTEN DIMENSIONS PREFERRED OVER SCALED DIMENSIONS. DISCREPANCIES TO BE REFERRED TO THE BUILDING DESIGNER BEFORE PROCEEDING.
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		A	DEVELOPMENT APPLICATION	03/10/2021	PROJECT ADDRESS: LOT 14 SP161402 6 SUNRISE COURT SCAMANDER TAS 7215 CLIENT MATTHEW & BRITTANY PURVES					

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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 2015.

12/21.7.0

COUNCIL MEETING ACTIONS

12/21.7.1

Outstanding Matters



COUNCIL RESOLUTIONS - MEETINGS - PUBLIC

13/12/2021

46

GOALS

45%

GOAL COMPLETION

COUNCIL RESOLUTIONS PLAN

COUNCIL RESOLUTIONS 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
69%	15/02/2021	20/12/2021	02/21.8.1.30 - Notice of Motion - Update St Helens Main Street - Cllr M Osborne	<i>A report is sought providing advice in accordance with the requirements of Section 85 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 the Council consider an update of the St Helens Main Street as a project for the Community Infrastructure Program Extension.	The project has been scoped and a cost estimate included in Councils 2021/2022 capital budget (that is subject to successful funding under Phase 3 of the Local Community & Infrastructure Program). Funding for the programme will not be made available until from the 1st January 2022 and where successful projects are required to be completed by 30 June 2023. Candidate Phase 3 projects will be listed for Council to discuss at the Councillor Workshop in November with project nominations endorsed before end of 2021.	Manager Infrastructure and Development Services
10%	15/02/2021	31/08/2021	02/21.16.4.50 - Draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy	That Council note the draft Policy LG55 Use of Conferencing Technology to Attend Council Meetings and Workshops Policy and await the outcome of the Local Government Act review.	On hold until the Local Government Act Review is completed.	Executive Assistant

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
90%	19/04/2021	30/06/2021	04/21.14.3.88 - St Marys Recreation Ground Lighting	That Council consider the logistics and validity of relocating the St Helens lights with particular attention paid to the ongoing cost of maintaining and running the lights.	The logistics and validity of relocating the St Helens lights with particular attention paid to the ongoing cost of maintaining and running the lights will be assessed when the lights are decomised and available for inspection and options for re-use can be verified, noting the St Helens lights are being replaced due to the age of the lights and the lights being less energy efficient.	Manager Infrastructure and Development Services
0%	19/04/2021	30/06/2021	04/21.14.3.88 - St Marys Recreation Ground Lighting	That Council continues to work with Hub4Health in relation to potential upgrades to the gym building and surrounding areas.	No action at this time	Manager Infrastructure and Development Services
5%	17/05/2021	31/08/2021	05/21.9.2.103 - Notice of Motion - Investigations into a Swimming Pool and Hydra-therapy Pool - Cllr M Tucker	<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>Council to start undertaking another look into an indoor swimming pool and hydra-therapy pool at the sports complex whilst updating our St Helens Sports Complex Master Plan.</p> <p>Council Officers/Managers go to Circular Head Council and look at the new swimming pool complex they have built and work with their Council on understanding the costs of running the complex now it has been running for a while.</p>	Future activity when the time and resources are available. Some initial investigations undertaken at a high level in relation to a Hydra-therapy pool and operational requirements as part of considerations for another project. This will feed into the broader review.	General Manager

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
93%	28/06/2021	31/08/2021	06/21.9.1.128 - Notice of Motion - Textile Recycling Facilities - Cllr J Drummond	<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 Council investigate opportunities for textile recycling partnerships and trials as part of a future focussed approach to waste management. A report is sought to assess the possibility of implementing textile recycling facilities as part of the waste management program within the Break O'Day area.</p>	Workshop report prepared for discussion by Councillors on 6th December 2021	Manager Infrastructure and Development Services
93%	28/06/2021	31/08/2021	06/21.9.2.129 - Notice of Motion - Investigation into Alternate Route - St Marys Pass - Cllr K Wright	<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 Council approaches / petitions, both State and Federal Governments for investigation into an alternate route between East Coast and Fingal Valley. This would be a major road project and would likely attract Federal funding.</p> <p>Procedural Motion was Moved and Carried:</p> <p>That the previous information be sourced and updated for discussion at a Council workshop.</p>	Report prepared for information and discussion at the December 2021 - Councilor workshop.	Manager Infrastructure and Development Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
85%	28/06/2021	31/08/2021	06/21.17.2.149 - Flagstaff Trail Head - Site Plan for Expansion Opportunities	That Council note the draft site plan and request that Council Officers proceed to an Expression of Interest (EOI) process for future development and business opportunities at the Flagstaff Trail Head.	Following decision of Council, an Expression of Interest process was developed by Council staff. Advertising for expressions of interest has now occurred and 4 Eois were received and are being assessed by Council officers and where necessary further information is being sought.	General Manager
100%	19/07/2021	15/11/2021	07/21.11.3 - Planning Authority - Cllr J Drummond	<p>I have a concern, which is evidenced within the community and reinforced by this mornings Planning Authority, about the proliferation of multiple dwelling Planning Applications across a variety of Zones within the Municipality.</p> <p>As a Council we have previously discussed the insufficiency of the Low Density Zone in Binalong Bay as a restraint with regard to multiple dwellings. I have concerns about the undermining of density standards in the Environmental Living Zone and I request that this matter be brought to Council workshop for a full and frank examination.</p> <p>This style of development has implications for the environment and the standard of living for all of our residents.</p> <p>Reply</p> <p>The General Manager advised that this can be listed for discussion at a future Council Workshop.</p>	Report Prepared and Presented at December 2021 Council Workshop. Report was prepared for information purposes only - no further actions required. Council officers are corresponding with State Government departments in relation to ongoing review of Strata Titles Act.	Senior Town Planner
50%	16/08/2021	30/09/2021	08/21.13.4.178 - Electric Vehicle Charging Station Proposal for Fingal	That management be authorised to enter into a joint funding agreement for the installation and operation of such a charging station.	A proposed site was agreed to and a funding application lodged, no further action unless and until the funding application is successful	Manager Corporate Services
77%	16/08/2021	31/12/2021	08/21.14.4.182 - Scamander Foreshore Playground Fence	That Council provide fencing around the Scamander Playground located at the Scamander Foreshore.	Installation scheduled for week commencing 6th December 2021	Manager Infrastructure and Development Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	20/09/2021	31/12/2021	09/21.9.1.195 - Notice of Motion - Terrys Hill Road - Clr M Osborne	<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 the Council investigate taking over Terrys Hills Road where ratepayers live.	Council Meeting November 2021 - 11/21.14.5.249 Moved: Clr M Osborne / Seconded: Clr B LeFevre Council pursue DPIPWE to fulfil their maintenance responsibilities on Terry Hills Road and that Council approach the State Government with the view of potentially providing the State a road maintenance service paid for by the State Government. CARRIED UNANIMOUSLY	Manager Infrastructure and Development Services
99%	20/09/2021	31/10/2021	09/21.14.3.202 - Public Open Space - 12 Oberon Place, Scamander	That Council enter a Memorandum of Understanding with North East Bioregional Network to enable the organisation to maintain the Public Open Space known as 12 Oberon Place, Scamander (PID 2948700) in accordance with conditions.	MOU prepared and e-posted to Todd Dudley on 6th October 2021 - waiting on response from NE Bioregional Network.	Manager Infrastructure and Development Services
75%	20/09/2021	21/01/2022	09/21.16.2.205 - Proposal for Water Harvesting and Water Re-Use Techniques	That Council accept the Officers Report and that Council engage in providing further education around water harvesting and water re-use techniques.	Information and material current being prepared for dissemination in consultation with communications coordinator and Tas Water	Development Services Coordinator
25%	20/09/2021	30/09/2022	09/21.16.5.208 - Intention to Make a New By-Law - Keeping of Roosters and Other Animals	In accordance with section 156 of the <i>Local Government Act 1993</i> , Council resolves to make a by-law for the regulation of keeping roosters and other animals.	Initial project scoping and research has commenced.	Environmental Health Officer
0%	18/10/2021	30/11/2021	10/21.13.4.219 - Extra to Capital Budget - Projector / Ladder Brackets	That Council approve additional capital budget allocations for: · Projector for the Tin Dragon display in the History Room for \$5,000, and · Ladder brackets for amenity buildings for \$8,000		Manager Corporate Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
0%	18/10/2021	30/11/2021	10/21.13.5.220 - Options for Differential Rating - Vacation Rental Properties	That Council move a motion at the Local Government Association of Tasmania (LGAT) General Meeting requesting legislation be amended to empower local government to levy differential rates for properties used for vacation rental.		Manager Corporate Services
0%	18/10/2021	31/12/2021	10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach	That the Break O'Day Council Marine Strategy include identification and development of an alternative launching facility to the Stieglitz boat ramp		Manager Infrastructure and Development Services
0%	18/10/2021	31/12/2021	10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach	That the Manager Infrastructure and Development Services collaborate with MAST to identify a location which will maintain existing amenity while avoiding sedimentation effects.		Manager Infrastructure and Development Services
0%	18/10/2021	31/12/2021	10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach	Signage at the existing ramp be upgraded.		Manager Infrastructure and Development Services
0%	18/10/2021	31/10/2021	10/21.14.4.224 - Policy Review - AM16 - Kerb Profile Policy	That policy AM16 Kerb Profile be revoked.		Manager Corporate Services
0%	18/10/2021	31/10/2021	10/21.14.5.225 - Reallocation of Funds - Plant and Equipment	<p>That Council approves a reallocation of capital money as follows:</p> <ul style="list-style-type: none"> · \$9,708 (unspent funds) from the capital item CJ015 "1297 Toro Mower" to CJ012 "1290 Toro Mower". · \$5,656 from the capital item CJ005 "Small Plant" to CJ012 "1290 Toro Mower". 		Manager Corporate Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	18/10/2021	30/11/2021	10/21.15.2.227 - East Coast Swans Football Club - Request for Support - Sport & Recreation Grant Application - Scoreboard and Boundary Fence Replacement	That Council provides in-principle support as landowner to the East Coast Swans Football club to seek external funding for: · Trailer Electronic Scoreboard · Re-establishing and upgrading of football oval fencing	Advised East Coast Swans of Council decision that Council supported in principle their request for sponsorship if they were successful in obtaining funds	Manager Community Services
0%	18/10/2021	30/11/2021	10/21.16.2.229 - Policy Review - EP02 - Planning Enforcement Policy	That Policy EP02 – Planning Enforcement Policy be amended as recommended.		Manager Corporate Services
100%	15/11/2021	30/11/2021	11/21.6.1.235 - DA214-21 - Two (2) Lot Subdivision - 7-11 Freshwater Street, Beaumaris	DA214-21 – Two (2) Lot Subdivision – 7-11 Freshwater Street, Beaumaris.	Planning Permit issued 22nd November 2021	Development Services Coordinator
100%	15/11/2021	30/11/2021	11/21.6.2.236 - DA044-21 - Shared Pathway - Foreshore Possum Tom Talbot Street Jetty to O'Connors Beach	DA044-21 – Shared Pathway – Foreshore Possum Tom – Talbot Street Jetty to O'Connors Beach.	Planning Permit issued 18th November 2021	Development Services Coordinator
100%	15/11/2021	30/11/2021	11/21.6.3.237 - DA148-21 - Wrinklers Lagoon Car Park Upgrade - Tasman Highway, Beaumaris	DA148-21 – Wrinklers Lagoon Car Park Upgrade – Tasman Highway, Beaumaris.	Planning Permit issued 17th November 2021	Development Services Coordinator
100%	15/11/2021	30/11/2021	11/21.6.4.238 - DA285-21 - Construction of Mountain Bike Trail - Realignment of Approximately 4.7km of Stage 7 - East of Ansons Bay Road, St Helens	DA285-21 – Construction of Mountain Bike Trail – Realignment of Approximately 4.7km of Stage 7 – East of Ansons Bay Road, St Helens.	Planning Permit issued 16th November 2021	Development Services Coordinator
0%	15/11/2021	31/12/2021	11/21.13.5.243 - Policy Review - EP09 - Public Health Warnings (Sewage Spill)	That Policy – EP09 Public Health Warnings (Sewage Spill) be deleted.		Manager Corporate Services
0%	15/11/2021	31/12/2021	11/21.13.6.244 - Council's Operational Banking Activities	That Council authorise management to transfer banking operations from Commonwealth Bank to Community Bank St Helens – St Marys.		Manager Corporate Services
0%	15/11/2021	31/12/2021	11/21.14.3.247 - Waste Transfer Station Fee Waiver - St Marys School Association Op Shop	That Council approve a waste transfer station fee waiver for St Marys School Association Op Shop to dispose of non-useable clothing and household items.		Manager Corporate Services
0%	15/11/2021	31/12/2021	11/21.14.4.248 - Waste Transfer Station Fee Waiver - St Helens District High School	That Council approve a waste transfer station fee waiver for St Helens District High School Op Shop to dispose of non-useable clothing and household items.		Manager Corporate Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action				Update	Owner
0%	15/11/2021	31/01/2022	11/21.14.5.249 - Terrys Hill Road, Goshen	Council pursue DPIWPE to fulfil their maintenance responsibilities on Terry Hills Road and that Council approach the State Government with the view of potentially providing the State a road maintenance service paid for by the State Government.					Manager Infrastructure and Development Services
0%	15/11/2021	31/12/2021	11/21.14.6.250 - Reallocation of Funds - Road Reconstruction / Dig Outs	That Council authorise the re-allocation of \$50,000 from the 2021/2022 Capital Budget from “Mathinna Road multiple dig outs” to address multiple pavement defects on Ansons Bay Road, Priory (new project).					Manager Corporate Services
100%	15/11/2021	31/12/2021	11/21.14.7.251 - Potential Projects - Local Roads & Community Infrastructure Program (LRCI) - Phase 3	That Council endorse the projects tabled in this report for nomination for funding under the Australian Governments Local Roads & Community Infrastructure Program – Phase 3.					Manager Infrastructure and Development Services
				Project	Description	Estimate	Plausible timeframe		
				1	North Ansons Bay Road Sealing – (from the end of existing sealed road segment by a further 1000m to the west of the township).	\$539,000	November 2022 to February 2023		
				2	Cecilia Street – Streetscape (eastern side of Cecilia	\$320,000	September to October 2022		

Street from
Circassia
n Street to
Georges
Bay
Esplanade
and
includes
the
realignme
nt of the
Georges
Bay
Esplanade
/Cecilia
Street
intersection.

3	St Marys Footpath between IGA and Newman Street – includes renewal of footpath, kerb and channel and parking lane.	\$200,000	February to March 2022, alternative ly October to November 2022
4	Medeas Cove Esplanade Footpath – connectin g Heather Place to Communit y Garden	\$110,000	January to March 2022

Current Co...					(Eagle Street).			
				5	Mount Paris Dam Road Sealing from Tasman Highway to Chainage 295m.	\$50,000	February 2023	
					Sub-Total	\$1,219,000		
					Unallocated funding *	\$75,812	TBA	
					TOTAL	\$1,294,812		
	15/11/2021	31/12/2021	11/21.14.8.252 - Reallocation of Funds - Plant and Equipment	That Council:				Manager Corporate Services
				1. Defer the replacement of Asset – 1318 Toyota Hilux two-(2) door flat tray to the 2022/2023 financial year.				
				2. Authorise the re-allocation of \$22,000 from the 2021/2022 Capital Budget from "1318 Toyota Hilux two-door flat tray" to "8T Excavator (second hand)".				
				3. Reallocate remaining \$18,000 to purchase an additional mower and authorise the purchase of a new ride on mower.				
				4. Authorise the purchase of current model second hand 8T Komatsu excavator.				
	15/11/2021	31/12/2021	11/21.15.2.254 - Mannalargenna Day 2021	That Council provide the sum of \$2,500.00 towards the Mannalargenna event which is being held in December 2021.		Advised the committee organising the event of Council's decision to support the event again and provide \$2,500 sponsorship towards the event.		Manager Community Services

COUNCIL RESOLUTIONS 2020

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
60%	17/02/2020	31/05/2020	02/20.8.1.13 - Notice of Motion - St Helens Foreshore Playground Sun Shade - Cllr M Osborne	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.	This Council resolution refers to the St Helens foreshore playground. The playground and other foreshore infrastructure will be considered as part of the Marine Facilities Strategy (Georges Bay).	Manager Infrastructure and Development Services
75%	20/04/2020	31/07/2020	04/20.14.3.63 - St Helens Sports Complex - Amendments to Master Plan	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.	Updated plan finalised and provided to Users for feedback which was received. This is now been assessed ready for progress to broader community engagement.	Manager Community Services
60%	20/04/2020	31/07/2020	04/20.15.3.66 - 'Future Potential Production Forest' Land in Break O'Day	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.	Staff are investigating social and economic implications of FPPF Land changes in Break O'Day to report to Council, so it can consider its position regarding the future of FPPF Land in Break O'Day.	NRM Facilitator

COUNCIL RESOLUTIONS 2019

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
50%	18/03/2019	30/06/2019	03/19.8.2.47 - Notice of Motion - Mountain Bike Track in the Fingal Valley - Cllr J Tucker	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That Council look at building a mountain bike and walking tracks in the Fingal Valley, and have it shovel ready for funding at the next State election.	This to be developed further as part of the Recreational Trails Strategy.	Manager Community Services
25%	15/07/2019	31/10/2019	07/19.16.2.182 - Intention to Make New By-Law - Trail Network By-Law	In accordance with section 156 of the Local Government Act 1993, Council resolves to make a by-law for the regulation of the Trail Networks.	Draft By-Law currently being prepared.	Executive Assistant
0%	16/09/2019	31/12/2019	09/19.14.3.229 - Kings Park	That Council replace the fence and fix the steps on the Medea Cove side of Kings Park.	Advised the Works Department of Council decision to replace the fence and fix the steps.	Manager Community Services
50%	16/09/2019	31/12/2019	09/19.14.3.229 - Kings Park	That Council 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.	Council currently undertaking a Recreational Trails Strategy where this project may be identified and supported by the community. It was identified through the development of the Township Plan for St Helens.	Manager Community Services
50%	18/11/2019	29/02/2020	11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Cllr G McGuinness	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That 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.	Investigations undertaken and a potential route has been identified following consideration of environmental constraints with a view to avoiding sensitive areas such as Penguin nesting grounds. Route has been discussed with Parks & Wildlife Service and work is ongoing with a private land owner.	Manager Infrastructure and Development Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
20%	18/11/2019	31/12/2021	11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcard to Binalong Bay Road - Cllr G McGuinness	That Council seeks funding to enable this track to be built as soon as practical.	Discussions and investigations have occurred with PWS and private landowner in relation to the potential alignment. Information presented to Council workshop in relation to the alignment	Manager Infrastructure and Development Services

12/21.8.0 PETITIONS

Nil.

MOTION:

A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:

That Council consider the introduction of a tip voucher system in one of two (2) forms. Plus a separate provision for those living outside of the wheelie bin collection area. Strictly limited to one (1) annual voucher per household.

1. That all “RESIDENTS” qualify to receive a card or voucher system which allows them a number of free tip trip/loads per calendar year. This could be done as responsibility of the resident to apply for and receive at Council office, on an annual basis. “LIMITED TO ONE (1) PER HOUSEHOLD”.

Or

2. That all “Pensioners and Health Care Card holders” qualify to receive a card or voucher system, which allows them a number of free tip trip/loads per calendar year. Again, this could be done a responsibility of the HHC holder to apply for and receive at Council office on an annual basis. “LIMITED TO ONE (1) PER HOUSEHOLD”.

Plus

All “RESIDENTS” outside of the wheelie bin collection area receive 12 free tip trip/loads per calendar year. Available on application only.

SUBMISSION IN SUPPORT OF MOTION:

Nil.

12/21.10.0

COUNCILLOR'S QUESTIONS ON NOTICE

Nil.

12/21.11.0

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.

12/21.12.0

MAYOR'S & COUNCILLOR'S COMMUNICATIONS

12/21.12.1

Mayor's Communications for Period Ending 20 December 2021

16.11.2021	St Helens	– Citizenship Ceremony
17.11.2021	St Helens	– Citizenship Ceremony
25.11.2021	St Helens	– Meeting with Senator Helen Polley
29.11.2021	St Helens Via Web	– Meeting with Representatives from the Tasmanian Audit Office – Audit Stakeholder Engagement Meeting
30.11.2021	St Helens	– Meeting with Mel Ihnen – Poss'm'agic
02.12.2021	Hobart	– Local Government Association of Tasmania (LGAT) – Mayors Workshop
02.12.2021	Hobart	– Local Government Review – Meeting with the Minister
03.12.2021	Hobart	– Local Government Association of Tasmania (LGAT) – General Meeting
06.12.2021	St Helens	– Council Workshop
06.12.2021	St Helens	– Meeting with Brian Mitchell MP
07.12.2021	St Helens	– Citizenship Ceremony
08.12.2021	St Marys	– Scamander Probus Club
09.12.2021	St Helens	– St Helens District High School - Grade 6 – 12 – Presentation Day Assembly
10.12.2021	Northern Midlands	– Northern Tasmania Priority Projects Meeting with Susie Bower, Liberal Candidate for Lyons
10.12.2021	St Marys	– St Marys District School – Grade 10 - Presentation Day Assembly
11.12.2021	St Marys	– Opening of the St Marys Camel Park
13.12.2021	St Helens	– Council Annual General Meeting (AGM)
14.12.2021	St Helens	– Citizenship Ceremony
15.12.2021	Hobart	– Local Government Association of Tasmania (LGAT) – General Management Committee (GMC) and Premiers Local Government Council (PLGC) Meetings
20.12.2021	St Helens	– 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
- East Coast Tasmania Tourism (ECTT) – Clr Barry LeFevre
- Mental Health Action Group – Clr Barry LeFevre
- Disability Access Committee – Clr Janet Drummond
- Bay of Fires Master Plan Steering Committee – Clr Glenn McGuinness

12/21.13.0 BUSINESS AND CORPORATE SERVICES

12/21.13.1 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:

Corporate Services Staffing and Other Activities:

Recruitment is almost complete for the replacement for the full time reception team member position.

As normal around this time of year, reminders have been forwarded for rate arrears, after the first two rate instalments. This year, there seems to have been many more rate payers than usual telling us that they have not received rate notices, or reminders, or other communication – particularly by post.

Meetings Attended:

With other staff members involved with procurement, participated in a Teams procurement training with LGAT procurement specialists.

Attended a Local Government Professionals (LGPro) Special Interest Group in Campbell Town with information from the Integrity Commission and the Ombudsman and discussion about 337 certificates, etc.

Attended a Teams update on cyber-threat awareness with a local government focus by the Australian government's Joint Cyber Security Centre.

Participated in various meeting with respect to implications of changes in covid risk and planning, particularly relating to the opening of Tasmania's borders, including a Teams update facilitated by LGAT

Other Issues:

Investments – Term Deposits

CBA:

\$1,001,052.40	0.14%	Maturing 13/12/2021
\$1,000,000.00	0.15%	Maturing 12/01/2022

Bendigo:

\$1,000,000.00	0.15%	Maturing 22/12/2021
\$1,000,493.15	0.15%	Maturing 06/01/2022
\$1,000,493.15	0.15%	Maturing 07/01/2022
\$1,000,000.00	0.15%	Maturing 10/01/2022
\$1,000,504.11	0.20%	Maturing 24/01/2022
\$1,000,000.00	0.25%	Maturing 07/02/2022
\$2,000,000.00	0.25%	Maturing 17/02/2022
\$1,000,000.00	0.25%	Maturing 21/02/2022
\$1,000,000.00	0.25%	Maturing 28/02/2022

Right to Information (RTI) Requests

Nil requests were received and finalised.

132 and 337 Certificates

	132	337
November 2021	74	30
October 2021	62	31
November 2020	102	44

Debtors/Creditors @ 9 December 2021

DEBTORS INFORMATION

Invoices Raised

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
93	\$ 19,532.87	409	85	339

CREDITORS INFORMATION

Payments Made

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
476	\$ 935,723.29	1870	489	1974

Work Health & Safety Coordinator

The WHS Coordinator undertook WHS inductions with new indoor employees and contractors.

Discussions were held with the management team and the community services department concerning compliance with COVID-19 requirements as well as aiding community groups with their COVID-19 compliance for their upcoming events.

Facilitated Council's Work Health & Safety and Risk Management Committee meeting and attended various staff meetings as well as fortnightly meetings with the Manager Corporate Services.

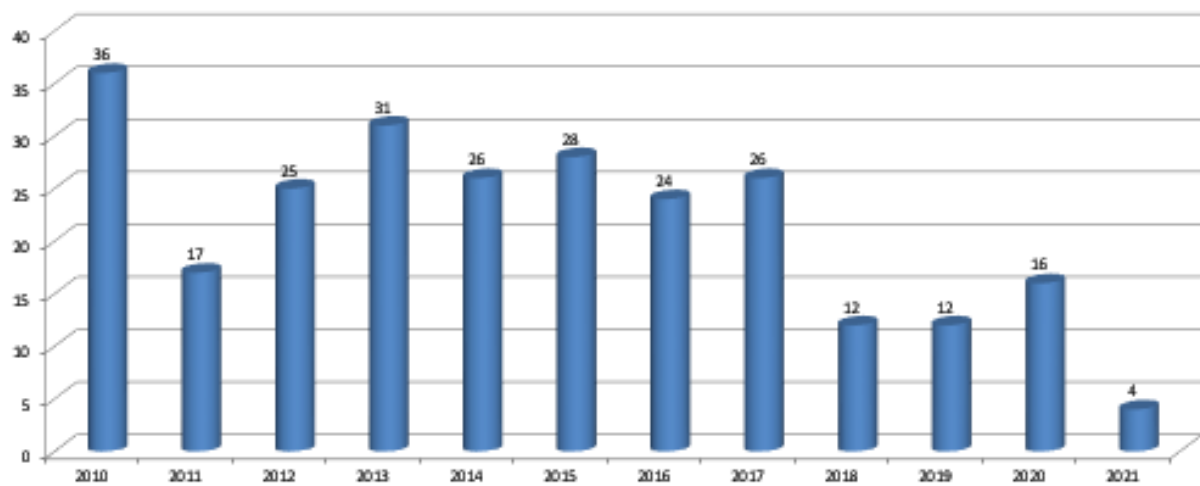
During the period of **6 November to 9 December 2021**, no vandalism was reported to the Work Health and Safety Coordinator.

Statistic January to December 2021

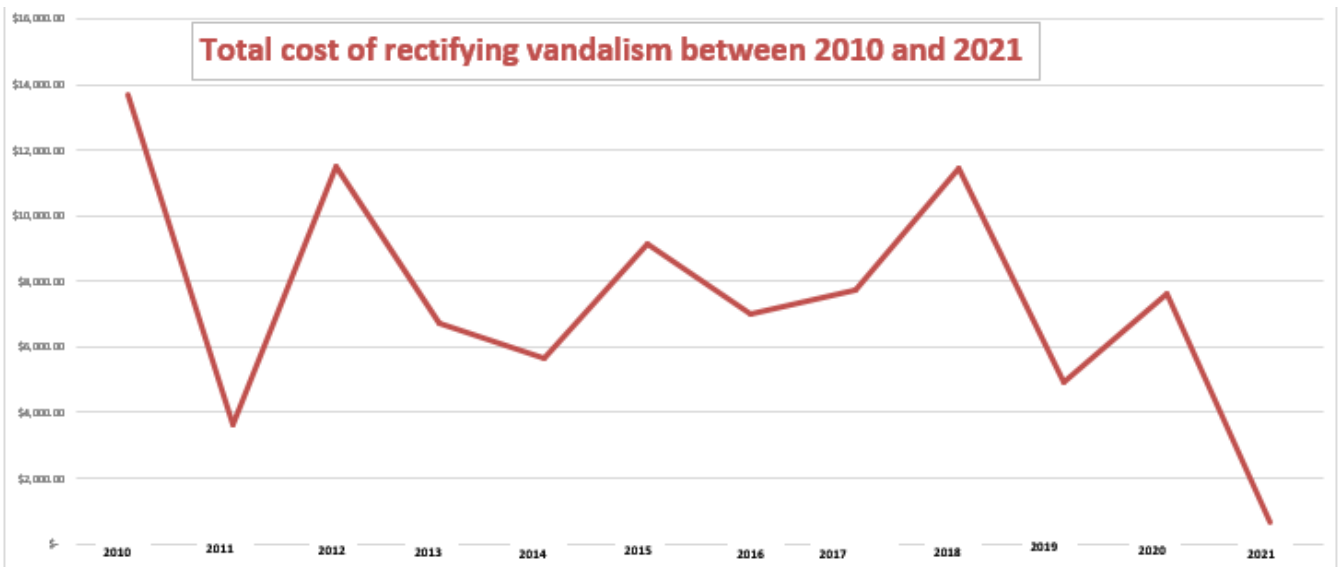
The statistic may not present a true picture of the vandalism that occurred in the municipality as only major vandalism (above \$50) is reported to the WHS Coordinator.

2021	ONLY DAMAGE / THEFT OVER THE VALUE OF \$50 IS REPORTED TO THE WHS COORDINATOR	LOCATION	APPOX. COST \$	APPROX. TOTAL \$ PER MONTH	MONTHLY REPORT EMAILED TO POLICE
January	Dog signs painted over and attempted to be removed by someone.	Binalong Bay	\$0.00	\$0.00	
February	NONE			\$0.00	
March	Adult and child swing seat damaged/vandalised	Scamander Playground	\$500.00	\$650.00	
	Graffiti on Toilet Block	St Helens Foreshore	\$150.00		
April	NONE			\$0.00	
May-20	NONE			\$0.00	
29-Jun	NONE			\$0.00	
July	NONE			\$0.00	
Aug	Items stolen outside the recycling shed & two batteries.	St Marys Waste Transfer Station		\$0.00	Reported to Police by Volunteers
Sep	NONE			\$0.00	
Oct	NONE			\$0.00	
Nov	NONE			\$0.00	
Dec	NONE			\$0.00	
		TOTAL		\$650.00	

Total amount of vandalism from 2010 to 2021



Total cost of rectifying vandalism between 2010 and 2021



RATES INFORMATION as at 9 December 2021							
This financial Year							
2021/2022	Rates Actuals inc. Annual Remissions	Rates Levied excluding remissions	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,665,865.61	7,615,142.20	76,963.75	7,692,105.95	35,874.21	12,928.33	62,385.18
Waste	1,312,200.00	1,306,100.00	11,712.07	1,317,812.07			
Wheelie	479,606.00	477,174.00	4,756.65	481,930.65			
Recycling	390,600.00	388,500.00	3,399.36	391,899.36			
Fire	373,174.52	373,012.42	1,647.43	374,659.85			
TOTAL	10,221,446.13	10,159,928.62	98,479.26	10,258,407.88	35,874.21	12,928.33	62,385.18
Last Financial Year							
2020/2021	Rates Actuals inc. Annual Remissions	Rates Levied excluding remissions	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,437,343.52	7,388,664.92	65,938.25	7,454,603.17	25,851.76	10,502.48	157,035.27
Waste	1,228,360.25	1,226,004.00	5,044.58	1,231,048.58			
Wheelie	452,734.75	452,119.20	3,474.00	455,593.20			
Recycling	253,925.20	253,536.00	664.47	254,200.47			
Fire	365,145.54	364,983.85	1,022.00	366,005.85			
TOTAL	9,737,509.26	9,685,307.97	76,143.30	9,761,451.27	25,851.76	10,502.48	157,035.27
Instalments							
2021/2022		Instalment \$	Outstanding \$	Outstanding %			
8 September 2020	Instalment 1	2,537,255.62	112,928.62	4.45%			
10 November 2020	Instalment 2	2,540,891.00	198,447.04	7.81%			
2 February 2021	Instalment 3	2,540,891.00	965,146.46	37.98%			
4 May 2021	Instalment 4	2,540,891.00	1,005,919.85	39.59%			
	TOTAL:	10,159,928.62	2,282,441.97	22.47%			
2020/2021		Instalment \$	Outstanding \$	Outstanding %			
10 September 2019	Instalment 1	2,422,220.97	80,514.98	3.32%			
12 November 2019	Instalment 2	2,421,029.00	142,203.45	5.87%			
4 February 2020	Instalment 3	2,421,029.00	869,545.90	35.92%			
5 May 2020	Instalment 4	2,421,029.00	903,830.29	37.33%			
	TOTAL:	9,685,307.97	1,996,094.62	20.61%			
Discount							
	Discount Claimed	No. of	Total Ratable	% of total			
2021/2022	105,003.62	3,330	6,498	51.25%			
2020/2021	157,878.93	3,475	6,476	53.66%			

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Nil.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the following reports for the month ending 30 November 2021 be received:

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

INTRODUCTION:

Presented to Council are the monthly financial statements.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

The financial statements as shown below show the financial position of Council as at 30 November 2021.

Trading Account Summary

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

CASH AT BEGINNING OF PERIOD	13,883,492
TOTAL INCOME FOR PERIOD	1,240,430
TOTAL AVAILABLE FUNDS	15,123,922
LESS TOTAL EXPENDITURE	1,103,039
CASH AT END OF PERIOD	14,020,882
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	8,124

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 @ 30 November 2021

2021-2022

	2020-2021	Year to Date Actual	Year to Date Budget	2021-2022 Estimate	Comments
INCOME					
Rates and Charges	9,770,000	10,244,952	10,109,234	10,216,483	
User Charges	1,313,000	452,553	403,471	910,591	
Grants	3,204,000	818,810	744,236	2,916,944	
Other Income	278,000	133,616	50,833	122,000	
Investment Income	303,000	103,004	14,583	423,000	TasWater dividend
Total Income	14,868,000	11,752,936	11,322,358	14,589,018	
Capital Income					
Capital grants	5,573,000	777,851	791,927	2,555,708	
Profit or Loss on Sale of Assets	(988,000)	-	-	120,000	
Total Income	19,453,000	12,530,787	12,114,285	17,264,726	
EXPENSES					
Employee Expenses	5,073,000	2,163,543	2,348,253	5,635,807	Positions not filled
Materials and Services	5,136,000	2,700,217	2,170,261	4,891,947	Capital to be corrected
Depreciation and amortisation	3,802,000	1,631,946	1,572,145	3,773,148	
Other expenses	1,587,000	205,289	211,235	734,466	
Total Expenses	15,598,000	6,700,995	6,301,894	15,035,368	
Net Operating Surplus\ (Deficit)	(730,000)	5,051,941	5,020,464	(446,350)	
Net Surplus\ (Deficit)	3,855,000	5,829,792	5,812,391	2,229,358	

Profit & Loss Statement

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
1600	Revenues					
1611	General Rate	7,692,106	7,603,116	7,603,116	101%	
1612	Waste Charges	1,317,812	1,302,700	1,302,700	101%	
1613	Fire Levy	374,660	372,656	372,656	101%	
1614	Tips & Transfer Stations	91,582	76,606	183,855	50%	
1615	Recycling Charges	391,899	386,232	386,232	101%	
1616	Early Settlement Discounts	(105,004)	(106,667)	(106,667)	98%	
1617	Wheelie Bin Charges	481,897	474,590	474,590	102%	
	Total Rates	10,244,952	10,109,234	10,216,483	100%	
	Environmental Health					
1621	Waste Disposal Fees	-	-	-		
1622	Inspection Fees	-	2,500	6,000	0%	
1623	Health/Food Licence Fees & Fines	1,760	5,833	14,000	13%	
1624	Immunisations	786	417	1,000	79%	
	Total Environmental Health	2,545	8,750	21,000	12%	
	Municipal Inspector					
1631	Kennel Licences	70	-	1,200	6%	
1632	Dog Registrations	9,155	8,350	50,100	18%	
1633	Dog Impoundment Fees & Fines	123	1,042	2,500	5%	
1634	Dog Replacement Tags	65	-	-		
1635	Caravan Fees and Fines	68,173	65,000	65,000	105%	
1636	Fire Abatement Charges	-	-	2,000	0%	
1637	Infringement Notices	(1,077)	4,167	10,000	-11%	Infringements lodged & withdrawn
	Total Municipal inspector	76,508	78,558	130,800	58%	
	Building Control Fees					
1641	Building Fees	18,290	6,250	15,000	122%	Variable & difficult to budget for
1642	Plumbing	23,605	20,833	50,000	47%	
1643	Building Search Fees	840	500	1,200	70%	
1644	Permit Administration	20,070	14,583	35,000	57%	
1645	Building Inspections	25,282	22,917	55,000	46%	
1647	Certificates of Likely Compliance	23,859	18,750	45,000	53%	
1651	Development Application Fees	51,714	29,167	70,000	74%	
1653	Subdivision Fees	3,900	1,458	3,500	111%	
1654	Advertising Fee	40,050	29,167	70,000	57%	
1655	Adhesion Orders	420	208	500	84%	
1656	Engineering Fees	4,922	833	2,000	246%	
1657	Public Open Space	10,800	8,333	20,000	54%	
	Total Planning & Building Control Fees	223,752	153,000	367,200	61%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Government Fees Levies					
1661	B.C.I Training Levy	23,282	12,500	30,000	78%	
1662	Building Permit Levy	11,641	7,083	17,000	68%	
1663	132 & 337 Certificates	60,128	50,000	120,000	50%	
1666	Right to Information	83	-	-		
	Total Government Fees Levies	95,134	69,583	167,000	57%	Volume higher than budgeted for.
	Investment Income					
1671	Interest Income	6,004	14,583	35,000	17%	
1676	Dividends - TasWater	97,000	-	388,000	25%	Early dividend payment
	Total Investment Income	103,004	14,583	423,000	24%	
	Sales Hire and Commission					
1681	Sales	17,511	39,625	95,100	18%	Gravel used not recognised
1682	Commission	4,415	6,038	14,491	30%	
1684	Facilities and Hall Hire	15,316	16,667	40,000	38%	
1685	Facilities Leases	17,372	31,250	75,000	23%	
1687	History Room Other Income	-	-	-		
	Total Sales Hire and Commission	54,613	93,580	224,591	24%	
	Other Income					
1761	Late Payment Penalties inc Interest	46,233	33,333	80,000	58%	
1765	Private Works	59,237	8,333	20,000	296%	Variable & difficult to budget for
1766	Cemetery	9,691	8,333	20,000	48%	
	Total Other Income	115,161	50,000	120,000	96%	
	Reimbursements					
1773	Workers Comp. Recoveries	12,131	833	2,000	607%	Offset for an expense item
1775	Roundings	(273)	-	-		
1776	Miscellaneous Reimbursements	3,761	-	-		
1778	GST free reimbursements	2,836	-	-		
	Total Reimbursements	18,455	833	2,000	923%	
	Gain or Loss on Sale of Assets					
1781	Profit or Loss on Sale of Assets	-		120,000	0%	
	Total Gain or Loss on Sale of Assets	-	-	120,000	0%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Grant Income					
	Operating Grants					
1792	Financial Assistance Grant	789,309	724,236	2,896,944	27%	Annual increase higher than forecast
1794	State Grants - Other	7,577	-	-		
1794	Learner Driver Mentor Grant	19,924	20,000	20,000	100%	
1796	NRM Facilitator	2,000	-			
	Total Operating Grants	818,810	744,236	2,916,944	28%	
	Capital Grants					
1791	Roads to Recovery	466,187	587,927	2,351,708	20%	
1793	State Grants Other	311,665	204,000	204,000	153%	
	Total Capital Grants	777,851	791,927	2,555,708	30%	
	Total Revenue	12,530,787	12,114,285	17,264,726	73%	
	Expenses					
	Employee Costs					
1811	Salaries and Wages	1,534,147	1,624,861	3,899,667	39%	
1812	On Costs	608,112	707,196	1,697,270	36%	
1813	Overtime Payments	21,283	16,196	38,871	55%	
	Total Employee Costs	2,163,543	2,348,253	5,635,807	38%	
	Energy Costs					
1851	Electricity	51,548	64,413	154,590	33%	
	Total Energy Costs	51,548	64,413	154,590	33%	
	Materials and Contracts					
1861	Advertising	22,683	24,375	58,500	39%	
1863	Bank Charges - GST	17,807	10,083	24,200	74%	More transactions in the first half year
1864	Books Manuals Publications	1,740	1,688	4,050	43%	
1865	Catering	6,374	6,833	16,400	39%	
1866	Bank Charges - FREE	208	417	1,000	21%	
1867	Computer Hardware Purchase	22,983	12,000	15,000	153%	Additional IT equipment required
1869	Computer Internet Charges	-	-	-		
1870	Computer Licence & Maint Fees	113,543	86,250	207,000	55%	Licence fees paid early in the year
1872	Corporate Membership	121,112	130,000	144,790	84%	
1873	Debt Collection	2,973	6,667	16,000	19%	
1876	Stock Purchases for Resale	9,433	12,500	30,000	31%	
1890	Equipment Hire and Leasing	8,428	16,042	38,500	22%	
1891	Equipment Maintenance & Minor Purchases	16,499	12,000	12,550	131%	More small equip than budgeted for
1893	Internet Billpay Costs	136	2,917	7,000	2%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
1895	Licensing and Licence Costs	33,964	38,929	93,429	36%	
1896	Land & Building Rental or Leasing Costs	23,195	20,833	50,000	46%	
1897	Materials	221,719	155,547	373,313	59%	
1898	Phone Calls Rental Fax	16,048	17,567	42,160	38%	
1899	Postage/Freight	17,922	10,412	24,988	72%	
1900	Printing/Laminating	-	1,875	4,500	0%	
1901	Property Insurance	119,713	138,500	138,500	86%	
1902	Room Hire	1,065	521	1,250	85%	
1904	Royalties and Production Licences	-	2,083	5,000	0%	
1905	Stationery	17,666	1,000	17,300	102%	
1906	Water and Property rates Payable	39,669	44,083	105,800	37%	
	Total Materials and Contracts	834,881	753,121	1,431,230	58%	More transactions in the first half year
	Contractor Costs					
1971	Contractors	744,804	339,858	815,660	91%	Capital expenditure to be corrected
1972	Cleaning Contractors	79,477	101,208	242,900	33%	
1973	Waste Management Contractors	386,793	506,909	1,216,582	32%	
	Total Contractor Costs	1,211,074	947,976	2,275,142	53%	
	Professional Fees					
1992	Audit Fees	14,915	16,667	40,000	37%	
1993	Legal Fees	44,420	19,792	47,500	94%	Variable and difficult to budget for
1994	Internal Audit Fees	-	2,917	7,000	0%	
1995	Revaluation Fees- Municipal only	11,300	11,667	28,000	40%	
1997	Professional Fees-Strategic Projects	-	20,833	50,000	0%	
1998	Other Professional Fees	121,424	76,500	183,600	66%	Planning studies
	Total Professional Fees	192,059	148,375	356,100	54%	
	Plant Hire					
2101	Plant Hire - Internal	355,549	218,750	525,000	68%	
2102	Plant Hire - External	527	2,292	5,500	10%	
2103	Registration and MAIB	43,621	45,958	45,958	95%	
2104	Insurance Premiums	30,612	30,000	46,871	65%	
2105	Plant Repairs and Maintenance	133,766	68,048	163,315	82%	
2140	Plant Hire Recovered	(392,701)	(300,000)	(720,000)	55%	
2141	Fuel	103,766	62,000	148,800	70%	
2142	Fuel Credit	(9,408)	(6,250)	(15,000)	63%	
	Total Plant Hire	265,732	120,798	200,444	133%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Government Fees and Levies					
2255	Fire Levy	93,157	93,157	372,628	25%	
2257	Building Permit Levy	11,205	6,250	15,000	75%	
2258	Land Tax	21,112	23,672	56,813	37%	
2259	Training Levy	19,448	12,500	30,000	65%	
	Total Government Fees & Levies	144,922	135,579	474,441	31%	
	Depreciation					
2305	Depreciation Buildings	180,630	180,073	432,176	42%	
2306	Depreciation Roads and Streets	787,167	760,833	1,826,000	43%	
2307	Depreciation Bridges	192,382	190,250	456,600	42%	
2308	Depreciation Plant & Equipment	162,983	174,959	419,901	39%	
2310	Depreciation Stormwater Infrastructure	154,658	138,290	331,896	47%	
2311	Depreciation Furniture	59,178	45,937	110,248	54%	
2312	Depreciation Land Improvements	85,948	71,386	171,328	50%	
2313	Amortisation of Municipal Valuation	9,000	10,417	25,000	36%	
	Total Depreciation	1,631,946	1,572,145	3,773,148	43%	
	Other Expenses					
2401	Interest Payable	25,811	25,811	290,009	9%	
2404	Grants and Community Support Given	37,627	49,525	198,100	19%	
2405	Rate Remissions	62,385	57,000	57,000	109%	
2406	Commercial rate relief	-	-	-		
2407	Waiver of Fees and Lease etc	1,464	-	-		
2408	Refunds/Reimbursements	261	-	-		
2409	Council Member Expenses	4,470	7,500	18,000	25%	
2410	Council Member Allowances	73,271	71,399	171,357	43%	
	Total Other Expenses	205,289	211,235	734,466	28%	
	Total Expenses	6,700,995	6,301,894	15,035,368	45%	
	Net Surplus\ (Deficit) before Capital amounts	5,051,941	5,020,464	(446,350)		
	Capital Grants	777,851	791,927	2,555,708	30%	
	Profit or Loss on Sale of Assets	-	-	120,000	0%	
	Net Surplus\ (Deficit)	5,829,792	5,812,391	2,229,358		

Profit And Loss Statement By Department		
2021-2022		
	Year to Date Actual	2021-2022 Budget
Business and Corporate Services		
Total Government Fees Levies	83	-
Total Investment Income	103,004	423,000
Total Reimbursements	25	-
Total Capital Grants	208,196	-
Total Revenue	311,307	423,000
Total Employee Costs	246,883	770,743
Total Energy Costs	-	5,800
Total Materials and Contracts	286,558	532,800
Total Contractor Costs	6,115	8,900
Total Professional Fees	40,007	11,000
Total Plant Hire	4,563	14,360
Total Government Fees and Levies	-	180
Total Depreciation	52,672	129,756
Total Expenses	636,798	1,473,539
Net Surplus\ (Deficit) before Capital Income	(533,687)	(1,050,539)
Net Surplus\ (Deficit)	(325,491)	(1,050,539)
Development Services		
Total Environmental Health	2,545	21,000
Total Municipal inspector	68,173	67,000
Total Planning And Building Control Fees	219,044	365,200
Total Government Fees Levies	95,052	167,000
Total Sales Hire and Commission	663	1,300
Total Reimbursements	650	-
Total Revenue	386,127	621,500
Total Employee Costs	402,979	917,742
Total Energy Costs	-	-
Total Materials and Contracts	34,719	63,120
Total Contractor Costs	3,772	2,500
Total Professional Fees	77,893	94,500
Total Plant Hire	6,373	9,025
Total Government Fees and Levies	30,653	45,000
Total Depreciation	5,518	11,567
Total Other Expenses	1,685	34,500
Total Expenses	563,592	1,177,954
Net Surplus\ (Deficit) before Capital Income	(177,465)	(556,454)
Net Surplus\ (Deficit)	(177,465)	(556,454)

	Year to Date Actual	2021-2022 Budget
Community Services		
Total Other Income	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	37,906	20,000
Total Capital Grants	-	-
Total Revenue	37,906	20,000
Total Employee Costs	71,647	288,171
Total Energy Costs	-	-
Total Materials and Contracts	11,309	21,570
Total Contractor Costs	400	30,000
Total Professional Fees	14,905	10,000
Total Plant Hire	9,217	12,735
Total Government Fees and Levies	-	-
Total Depreciation	5,460	12,551
Total Other Expenses	36,727	163,600
Total Expenses	149,665	538,627
		-
Net Surplus\ (Deficit) before Capital Income	(108,662)	(518,627)
Net Surplus\ (Deficit)	(108,662)	(518,627)

	Year to Date Actual	2021-2022 Budget
Works and Infrastructure		
Total Rates	2,283,190	2,347,377
Total Environmental Health		-
Total Municipal inspector	8,336	63,800
Total Planning And Building Control Fees	4,708	2,000
Total Investment Income	-	-
Total Sales Hire and Commission	33,205	160,000
Total Other Income	68,928	40,000
Total Reimbursements	13,967	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	422,706	1,675,694
Total Capital Grants	469,656	2,555,708
Total Revenue	3,304,695	6,966,579
Total Employee Costs	1,057,958	2,758,631
Total Energy Costs	47,910	143,790
Total Materials and Contracts	325,978	634,540
Total Contractor Costs	1,197,170	2,227,392
Total Professional Fees	17,320	42,600
Total Plant Hire	240,930	154,678
Total Government Fees and Levies	19,610	52,354
Total Depreciation	1,560,726	3,587,618
Total Other Expenses	37,382	290,009
Total Expenses	4,504,984	9,891,613
Net Surplus\ (Deficit) before Capital Income	(1,669,944)	(5,480,742)
Net Surplus\ (Deficit)	(1,200,289)	(2,925,034)

	Year to Date Actual	2021-2022 Budget
Visitor Information Centre		
Total Investment Income	-	-
Total Sales Hire and Commission	17,019	50,000
Total Gain or Loss on Sale of Assets	-	-
Total Capital Grants	-	-
Total Revenue	23,519	50,000
Total Employee Costs	61,433	141,290
Total Energy Costs	3,638	5,000
Total Materials and Contracts	80,489	36,700
Total Contractor Costs	3,618	6,350
Total Professional Fees	-	-
Total Plant Hire	430	-
Total Government Fees and Levies	602	1,600
Total Depreciation	1,090	16,136
Total Other Expenses	-	-
Total Expenses	151,300	207,076
Net Surplus\ (Deficit) before Capital Income	(127,781)	(157,076)
Net Surplus\ (Deficit)	(127,781)	(157,076)
	-	
	-	
Governance and Members Expenses	-	
Total Rates	7,961,762	7,869,106
Total Investment Income	-	-
Total Sales Hire and Commission	3,726	13,291
Total Other Income	46,233	80,000
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	351,698	1,221,250
Total Capital Grants	100,000	-
Total Revenue	8,464,136	9,183,647
Total Employee Costs	322,643	759,230
Total Energy Costs	-	-
Total Materials and Contracts	95,828	142,500
Total Contractor Costs	-	-
Total Professional Fees	41,934	198,000
Total Plant Hire	4,219	9,645
Total Government Fees and Levies	94,056	375,307
Total Depreciation	6,480	15,522
Total Other Expenses	129,495	246,357
Total Expenses	694,655	1,746,561
		-
Net Surplus\ (Deficit) before Capital Income	7,669,481	7,437,087
Net Surplus\ (Deficit)	7,769,481	7,437,087

	Year to Date Actual	2021-2022 Budget
Council Total		
Total Rates	10,185,186	10,216,483
Total Environmental Health	6,386	21,000
Total Municipal inspector	75,938	130,800
Total Planning And Building Control Fees	184,046	367,200
Total Government Fees Levies	80,103	167,000
Total Investment Income	102,372	423,000
Total Sales Hire and Commission	47,245	224,591
Total Other Income	96,826	120,000
Total Reimbursements	17,813	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	433,881	2,916,944
Total Capital Grants	777,851	2,555,708
Total Revenue	12,007,646	17,264,726
Total Employee Costs	1,755,878	5,635,807
Total Energy Costs	42,078	154,590
Total Materials and Contracts	713,297	1,431,230
Total Contractor Costs	1,009,283	2,275,142
Total Professional Fees	166,572	356,100
Total Plant Hire	216,485	200,444
Total Government Fees and Levies	133,186	474,441
Total Depreciation	1,631,946	3,773,148
Total Other Expenses	187,112	734,466
Total Expenses	5,855,836	15,035,368
FAGS grant funds received in advance		
Net Surplus\ (Deficit) before Capital Income	5,373,959	(446,350)
Strategic Projects		
Capital Income	777,851	2,675,708
Net Surplus\ (Deficit)	6,151,810	2,229,358

Financial Position				
2021-2022				
	2020-2021 Actual	Year to Date Actual	Year to Date Budget	2021-2022 Budget
Current Assets				
Cash	10,547,940	14,020,823	12,333,407	5,731,138
Receivables	691,000	3,075,092	3,248,972	750,000
Inventories	58,000	116,444	120,000	120,000
Other Current Assets	24,000	71,659	45,000	45,000
Total Current Assets	11,320,940	17,284,018	15,747,379	6,646,138
Non Current Assets				
Property Plant and Equipment	162,049,000	161,521,915	160,523,738	147,545,618
Investment in TasWater	31,996,000	31,995,528	31,995,528	29,582,956
Other Non Current Assets	166,000	63,800	95,000	95,000
Total Non -Current Assets	194,211,000	193,581,244	192,614,266	177,223,574
Total Assets	205,531,940	210,865,262	208,361,645	183,869,713
Current Liabilities				
Payables	1,765,000	1,558,248	1,629,010	950,000
Interest Bearing Liabilities	1,882,469	1,855,485	1,855,485	1,872,273
Contract Liabilities	249,000	-	-	-
Provisions	867,000	893,228	829,258	829,258
Total Current Liabilities	4,763,469	4,306,961	4,313,753	3,651,531
Non Current Liabilities				
Interest Bearing Liabilities	6,314,379	6,285,778	6,285,778	6,255,845
Provisions	488,615	488,615	549,757	549,757
Total Non Current Liabilities	6,802,994	6,774,393	6,835,535	6,805,602
Total Liabilities	11,566,463	11,081,354	11,149,288	10,457,133
Net Assets	193,965,477	199,783,908	197,212,356	173,412,580
EQUITY				
Accumulated surplus	41,932,843	44,306,685	41,735,133	21,476,318
Asset revaluation reserve	151,471,634	155,012,595	155,012,595	151,471,634
Other reserves	561,000	464,628	464,628	464,628
TOTAL EQUITY	193,965,477	199,783,908	197,212,356	173,412,580
Other Reserves - detailed separately	561,000	464,628	464,628	464,628
Trust funds	652,000	-	-	-
Unspent grant funds	249,000	-	-	-
Employee Provisions	1,355,615	1,381,843	1,379,015	1,379,015
Unallocated accumulated surplus	7,730,325	12,174,352	10,489,764	3,887,495
Total cash available	10,547,940	14,020,823	12,333,407	5,731,138
Note: This reflects the cash position and does not include Payables and Receivables				

Other Reserves				
2021-2022				
	Other Reserves 1/7/20	Reserves new 2020-2021	Reserves used 2020-2021	Remaining 30/6/2021
Public Open Space				
Binalong Bay	3,362			3,362
Ansons Bay	4,907			4,907
Beaumaris	2,229			2,229
Scamander	3,750			3,750
St Helens	23,398			23,398
St Marys	32,509			32,509
Stieglitz	6,752			6,752
Total Public Open Space	76,907	-	-	76,907
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	465,841	-	(1,213)	464,628

Estimated Cash Flow				
2021-2022				
	2020-2021 Actual	Year to Date Actual	Year to Date Budget	2021-2022 Budget
CASH FLOWS FROM OPERATING ACTIVITIES				
RECEIPTS				
Operating Receipts	15,766,000	10,545,954	10,941,764	14,589,018
PAYMENTS				
Operating payments	(12,642,000)	(6,727,660)	(7,038,888)	(11,262,220)
NET CASH FROM OPERATING	3,124,000	3,818,294	3,902,876	3,326,798
CASH FLOWS FROM INVESTING ACTIVITIES				
RECEIPTS				
Proceeds from sale of Plant & Equipment	40,000	-	-	120,000
PAYMENTS				
Payment for property, plant and equipment	(8,767,000)	(1,096,277)	(2,882,351)	(6,917,643)
Capital Grants	5,819,000	777,851	791,927	2,555,708
Payments for financial assets	-	-	-	-
NET CASH FROM INVESTING ACTIVITIES	(2,908,000)	(318,426)	(2,090,424)	(4,241,935)
CASH FLOWS FROM FINANCING ACTIVITIES				
RECEIPTS				
Proceeds from borrowings	-	-	-	-
PAYMENTS				
Repayment of borrowings	(346,060)	(26,984)	(26,984)	(1,872,273)
Repayment of Lease Liabilities	-	-	-	-
Proceeds from trust funds and deposits	421,000	-	-	-
NET CASH FROM FINANCING ACTIVITIES	74,940	(26,984)	(26,984)	(1,872,273)
NET INCREASE (DECREASE) IN CASH HELD	290,940	3,472,883	1,785,467	(2,787,410)
CASH AT BEGINNING OF YEAR	10,257,000	10,547,940	10,547,940	5,777,463
CASH AT END OF PERIOD	10,547,940	14,020,823	12,333,407	2,990,053

Capital Expenditure							
2020-2021							
Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
	PLANT & EQUIPMENT						
CJ012	1290 Toro Mower	-	-		30,000	30,000	
CJ015	Toro G3 Z-Master 60" 4000 Series		17,292		27,000	27,000	
	1075 Isuzu Truck FVR1000	-	-		130,000	130,000	
CJ025	8T Excavator (second hand)	-	-		90,000	90,000	For St Helens WTS extra 20K from #1318 Hilux
CJ035	Toro Mower (NEW)	-	-		-	-	20K from Asset 1318 Hilux
	Mobile water tank 10KL	-	-		40,000	40,000	
CJ010	1310 Nissan Navara - Asset Officer		45,040		45,000	45,000	
CJ030	1311 Nissan Navara - Valley TL	16,201	16,201		45,000	45,000	
	1318 Toyota Hilux 2 Door Flat Tray	-	-		40,000	40,000	
CJ035	1040 Mitsubishi Triton Ute 2009 WD Pool car	-	-		40,000	40,000	
CJ020	1375 Triton dual cab - Works Operations Manager	-	-		45,000	45,000	
CI015	1226 Ute 2WD Tipper	-	-	30,000		30,000	
	1338 - 2017 Toyota Hilux - Trails Project Manager	-	-		45,000	45,000	
CI025	1294 Dual Cab Ute 4WD	-	-	40,000	5,000	45,000	
	Mobile traffic control	-	-		50,000	50,000	To address changing compliance requirements
CJ005	Small Plant - VARIOUS		18,312	-	42,000	42,000	
CI005	Truck Tyre Changing Machine	-	-	-			SMALL PLANT BUDGET
CI005	Vehcile Hi-Ab for #1360	-	-				SMALL PLANT BUDGET
	TOTAL PLANT & EQUIPMENT	16,201	96,844	70,000	674,000	744,000	
	FURNITURE & IT						
CI070	Additional sit down/stand up desks		635		2,500	2,500	
CJ070	IT - Server Upgrades 2021/22		28,380		34,000	34,000	
CJ060	Desktop/Laptops/Monitors 2020/21		14,826		12,000	12,000	
CJ055	RICOH Printers/Copiers - VIC	-	-		3,500	3,500	
	Town Christmas Decorations	-	-		5,000	5,000	

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CJ065	Office 365 Migration from Exchange		9,450		10,000	10,000	
	UPS Battery replacement	-	-		4,000	4,000	
	TOTAL FURNITURE & IT	-	53,291	-	71,000	71,000	
	BUILDINGS						
CC730	Old Tasmanian Hotel - New Storage Shed	-	-	11,000	45,000	56,000	Carry Over \$11K + \$10K additional Council Contribution + \$30K State Gov + \$5K Neighbourhood House
CI705	St Helens Works Depot - Cty Services Storage bldg		406	5,000	-	5,000	Carry over
CI710	St Marys Railway Station Upgrades	-	-	25,000		25,000	
CI720	Marine Rescue Building - Additions	3,549	5,535	-	160,000	160,000	Externally funded project - Council budget for JI time for Project management + Small Contingency
CH730	Portland Hall Upgrades		545	6,933	-	6,933	Audio visual equipment to be purchased and installed.
	St Marys Hall Upgrades	-	-		50,000	50,000	Solar Panel = \$35K + \$15K for Heating - Refer Council Motion
CJ705	St Marys Community Space - Unisex Toilet	-	-		80,000	80,000	Unisex Family Toilet Space - Design & Construct
CE770	Workspace Renovations - History Rooms	-	-	27,270		27,270	Carry over
CH705	Small projects - bus shelters and misc improvements	-	-		30,000	30,000	Bus Shelters/Small projects and improvements that cannot be considered maintenance
CJ710	Council Chambers additions and improvements		80		40,000	40,000	New Indoor/Outdoor Kitchen/Lunch Room Extension
CH720	Four Mile Creek Community Hub		1,500	57,880		57,880	Carry over
	TOTAL BUILDINGS	3,549	8,067	133,083	405,000	538,083	
	PARKS, RESERVES & OTHER						
	Special Project - LPS & Strategic Planning Document Review	-	-		70,000	70,000	
	Special Project - Bay of Fires Master Plan, Recreational Trails Strategy	-	-		50,000	50,000	Part funded from PWS
	Special Project - Marine Strategy	-	-		40,000	40,000	
CI810	St Helens Sports Complex - Athletics building	-	-	45,000	-	45,000	
CI815	Shade Structures - Scamander Reserve	2,928	18,476	25,000	-	25,000	

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CI820	Playground equipment replacement program	-	-	20,000		20,000	
CI825	Playground equipment replacement program		5,739	50,000	20,000	70,000	
CI830	Resheet airport runway	-	-	100,000		100,000	CFWD from 2021/21: Grant application awaiting outcome
CH815	Dog exercise area St Helens Improvements	-	-	-	10,000	10,000	
CH530	Car Parking & MTB Hub - Cecilia St Carpark	5,333	49,094			-	
CH830	Binalong Bay Playground site improvements	-	-		10,000	10,000	
CD815	Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building	11,831	37,148	89,400	30,600	120,000	Transfer \$30,600 from CE110
CF825	Parnella foreshore protection works	-	-	3,753	-	3,753	
CF805	Parnella/Foreshore Walkway	-	-	247,510		247,510	Existing grant
CH855	Flood Levee - Groom Street, St Marys Flood Mit.		7,387				
CH860	Flood Warning System - St Marys Flood Mitigation		746				
CI880	LRCI Phase 1 - Tourism Info Signage - Multiple		753	-	-	-	
CJ815	Digital Noticeboard & PA System Flagstaff		10,940	-		-	Grant Funded \$19485 ex GST
CJ830	Instal Information Signs Scamander Bridge	-	-	-		-	Grant Funding
CJ825	Bushfire Recovery Grant - Initial Application	4,880	14,193	-		-	breakdown of works and costs TBA
CJ820	MTB - Bay of Fires EPIC Status		1,253	-		-	
CJ835	Aerodrome Fencing - Replacement	40,000	76,364	-		-	
CJ840	Scamander Playground Fence		14,000	-		-	
	TOTAL PARKS, RESERVES & OTHER	20,092	119,344	580,663	230,600	811,263	
	ROADS						
	STREETSCAPES						
CE110	Scamander entrance at Wrinklers	1,320	13,534	193,500		193,500	Transfer \$30,600 to CD815
CE105	Cecilia St (Northern end)	-	-		80,000	80,000	To be potentially be funded from LRCI Program Round 3
	TOTAL STREETSCAPES	1,320	13,534	193,500	80,000	273,500	

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
	FOOTPATHS						
CJ105	Annual replacement of damaged footpaths		11,265	-	25,000	25,000	
CI110	Akaroa - Akaroa Ave	-	-	7,200		7,200	
CI115	Akaroa - Carnnell Place	-	-	6,300		6,300	
CI120	Binalong Bay - Coffey Drive		10,985	-	-	-	
CI105	Scamander - Scamander Ave		58	-	-	-	Project Completed
	St Helens - Existing Sub-division	-	-	65,000		65,000	Allocated to Lawry Heights Road in 21/22
CI140	Cobrooga (Mimosa/Jason) Drive - Footpath		49,085	40,000	30,000	70,000	Continue in 21/22
CH105	Binalong Bay Footpath - Main Road	-	-	30,000	-	30,000	
CF130	Parkside Foreshore Footpath	-	-		763,811	763,811	
CF125	Medea Cove Footpath/Road options	-	-	70,265	120,000	190,265	Requires grant funding
	St Helens Lawry Heights 580m	-	-		104,000	104,000	
CJ110	St Helens Lawry Heights to Falmouth St		13,963		14,000	14,000	
CI855	LRCI Phase 1 - Shared Pathway - Binalong Bay	9,062	11,018	39,739	30,000	69,739	Total project budget \$70239
CI865	LRCI Phase 1 - Shared Pathway - Scamander	53,099	86,097	101,167	-	101,167	Total project budget \$108167
CI870	LRCI Phase 1 - Shared Pathway - Foreshore to Circassian		24,072	-	-	-	
CI885	LRCI Phase 2 - Shared Pathway - O'Connors Beach		92,375	93,000	-	93,000	
CI890	LRCI Phase 2-Shared Pathway-Tasman Hwy, Beaumaris		30,171	85,000		85,000	
CI895	LRCI Phase 2-Shared Pathway - Esk Main Rd, St Marys	-	-	50,000		50,000	
	TOTAL FOOTPATHS	62,161	329,090	587,671	1,086,811	1,674,482	
	KERB & CHANNEL						
CI155	Atlas Drive - Landslip Control	-	-	40,000		40,000	Kerb and Channel replacement on western side
CH155	Byatt Court, Scamander	-	-	20,000		20,000	SW system assessment and new design
	Replacements TBA	-	-	22,000	28,000	50,000	
CJ155	Reedy Road, Beaumaris - Repairs	1,522	1,522			-	

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CI165	Jason Street, St Helens	-	-	-	-	-	
CG155	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	20,000	20,000	40,000	
CE165	Treloggen Drive, Binalong Bay		27,662			-	Wayne to confirm final cost est
	TOTAL KERB & CHANNEL	1,522	29,184	102,000	48,000	150,000	
	RESHEETING						
CJ305	40 - Anchor Rd		34,908		22,796	22,796	
	39 - Anchor Rd	-	-		24,570	24,570	
CI305	903 - Ansons Bay Rd (Priory Rd)	-	-		101,501	101,501	
CJ310	901 - Ansons Bay Rd (Priory Rd)	-	-		36,660	36,660	
CJ310	902 - Ansons Bay Rd (Priory Rd)	-	-		36,568	36,568	
CI305	904 - Ansons Bay Rd (Priory Rd)	-	-		36,436	36,436	
CJ315	46 - Church Hill Rd		6,370	2,800	3,570	6,370	
CJ320	1081 - Sorell St	-	-	6,700		6,700	
CJ325	1024 - Franks St Fingal	-	-	3,400		3,400	
CJ330	1187 - Honeymoon Pt Rd		5,547	6,200		6,200	
CJ335	1178 - Jeanerret Beach Rd		1,034	800		800	
CJ340	47 - Johnston Rd		5,860	8,100		8,100	
CJ345	1053 - Louisa St	-	-	2,800		2,800	
CJ345	1051 - Louisa St	-	-	3,700		3,700	
CJ346	704 - U/N 1 Stieglitz	-	-	4,600		4,600	
CJ350	999 - Victoria St Part C	-	-	1,400		1,400	
CJ350	998 - Victoria St Part C	-	-	360		360	
CJ350	997 - Victoria St Part C	-	-	2,100		2,100	
CJ325	2138 - Franks St Fingal	-	-	3,795		3,795	
CJ355	1135 - Irishtown Rd Sect 1	-	-		29,757	29,757	Per community request
CJ355A	1134 - Irishtown Rd Sect 2	-	-		32,487	32,487	Per community request
CJ355B	1133 - Irishtown Rd Sect 3	-	-		28,028	28,028	Per community request

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CJ360	138 - St Patricks Head Rd	-	-		33,245	33,245	Per community request
CJ365	1168 - Nth Ansons Bay Rd	-	-		43,225	43,225	Priority 1
CJ365	1167 - Nth Ansons Bay Rd	-	-		60,970	60,970	Priority 1
CJ370	2258 - McKerchers Rd	-	-	8,190		8,190	
CJ370	2259 - McKerchers Rd	-	-	9,623		9,623	
CJ370	2260 - McKerchers Rd	-	-	2,662		2,662	
CJ375	2380 - Tims Creek Rd	-	-	6,880		6,880	
CJ380	2392 - Tyne Rd	-	-	6,370		6,370	
CJ380	2393 - Tyne Rd	-	-	7,262		7,262	
CJ380	2394 - Tyne Rd	-	-	6,166		6,166	
CJ385	2303 - Old Roses Tier Rd	-	-	6,848		6,848	
	2176 - Honeymoon Point Rd	-	-	1,401		1,401	
CF325	Upper Scamander Road, Scamander	-	-		15,000	15,000	
	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	
	TOTAL RESHEETING	-	53,719	130,637	504,813	635,450	
	RESEALS						
CJ475	913 - Ansons Bay Rd		6,577		4,550	4,550	
	922 - Ansons Bay Rd	-	-		27,606	27,606	
CJ427	1029 - Bagot St	-	-		8,710	8,710	
CJ415	328 - Cornwall Rd	-	-		14,621	14,621	
CJ425	1075 - Flemming St	-	-		8,165	8,165	
	1076 - Flemming St	-	-		7,974	7,974	
CJ420	1025 - Franks St	-	-		644	644	
CJ430	1069 - Grant St	-	-		7,314	7,314	
	1070 - Grant St	-	-		12,876	12,876	
CJ435	1019 - Gray St	-	-		13,843	13,843	

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CJ405	759 - Hilltop Dve	-	-		5,298	5,298	
CJ440	1066 - Horne St	-	-		2,261	2,261	
CJ440	1066 - Horne St	-	-		8,008	8,008	
CJ445	1094 - Legge St Fingal	-	-		8,886	8,886	
	1095 - Legge St Fingal	-	-		9,612	9,612	
	1096 - Legge St Fingal	-	-		8,100	8,100	
CJ450	657 - Lomond Pl	-	-		3,493	3,493	
CJ410	764 - Main Rd, Binalong Bay	-	-		10,920	10,920	
CJ495	857 - Main St, St Marys	-	-		7,360	7,360	
CJ465	637 - Mangana St, Mathinna	-	-		2,044	2,044	
CJ480	172 - Mathinna Rd	-	-		25,119	25,119	
CJ490	391 - Medeas Cove Esp	-	-		10,661	10,661	
CJ455	1102 - Peddar St	-	-		2,711	2,711	
	1103 - Peddar St	-	-		11,404	11,404	
CJ485	273 - Rossarden Rd	-	-		53,983	53,983	
CJ470	71 - St Columba Falls Rd	-	-		7,500	7,500	
	72 - St Columba Falls Rd	-	-		38,584	38,584	
CJ460	1005 - Victoria St Part B	-	-		15,987	15,987	
	1006 - Victoria St Part B	-	-		2,958	2,958	
	1007 - Victoria St Part B	-	-		7,613	7,613	
CI460	Giblin Street, Mathinna		4,239			-	
	764 - Main Road Binalong Bay	-	-		50,000	50,000	
	765 - Main Road Binalong Bay	-	-		50,000	50,000	
CH495	St Marys - Esk Main Road Storey to Groom Street		8,916	50,000		50,000	Subject only to DoSG plan to place new overlay over Story Street.
	TOTAL RESEALS	-	19,732	50,000	448,805	498,805	
	ROAD RECONSTRUCTION / DIGOUTS						
CI525	Gardens Road - Digouts	2,525	3,200	-	250,000	250,000	Multiple digouts
CI525A	Gardens Road - Widening		-				

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CI530	Medeas Cove Esplanade Reconstruction		389	-	100,000	100,000	Part B Reconstruct
CJ525	Mathinna Road	-	-		200,000	200,000	Address multiple defects
CJ505	Ansons Bay Road	5,540	43,337		350,000	350,000	Multiple digouts and extension of sealing works at Bosses Creek.
CJ505A	Ansons Bay Road - SHEET	7,144	7,930				
CJ505B	Ansons Bay Road - SEAL	-	-				
CI540	Skyline Drive Intersection Upgrade		19,960			-	
CG505	St Helens Pt Rd - near Cunningham St Jetty	1,892	6,530		47,406	47,406	
CI545	216 - Mathinna Plains Road		920		185,000	185,000	
	Road Intersection Upgrade Works	-	-		50,000	50,000	
CI495	Pavement Investigations Ansons Bay Rd		284			-	
CI591	Asphalt Johns St, Cornwall		6,006				
	Ansons Bay Rd seal 800m	-	-		50,000	50,000	
CH510	Atlas Drive - Retaining Wall Anchor	-	-	40,000	30,000	70,000	Additional funding required due to complexity of works at the site.
CI535	Gardens Road - Sight Distance Works		6,871			-	\$200K Black Spot Funding
CH560	Road Network - Sign Replacement	-	-	-	25,000	25,000	
	LRCI Phase 3 Projects to be determined	-	-		1,294,812	1,294,812	
CJ520	LRCI Phase 2 - Road sealing - Franks Street, Falmouth	3,290	3,290	-	259,896	259,896	
CJ520A	LRCI Phase 2-Road sealing-Morrison Street, Falmouth	3,225	3,225	-			
	TOTAL ROADS OTHER	17,100	95,427	40,000	1,287,406	1,327,406	
	ROADS TOTAL	88,619	547,200	1,103,808	5,010,543	6,114,351	
	BRIDGES						
CG210	B760 Bent St, Mathinna	-	-		5,500	5,500	Replace deck
	B2177 St Patricks Head Road	-	-		30,000	30,000	Replace deck
	B7010 Rattrays Road	-	-		40,000	40,000	Replace deck

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CJ805	Kirwins Beach Jetty		50,440		142,000	142,000	Replace Jetty - funded by MAST
CJ810	Beauty Bay Jetty	9,150	51,640		62,000	62,000	Replace Jetty - funded by MAST
	TOTAL BRIDGES	9,150	102,081	-	279,500	279,500	
	STORMWATER						
CJ655	Minor stormwater Jobs		17,228	-	50,000	50,000	
CI685	Treloggens Track	4,124	23,702	30,000		30,000	
	Osprey Drive	-	-		10,000	10,000	Design only
CD655	Implement SWMP priorities	14	68			-	
CG665	Freshwater Street / Lade Court (Beaumaris)	-	-	70,000	-	70,000	
CG670	Medea St - Opposite Doepel St	405	5,884	45,000		45,000	Project under review - may not be required
	Peron Stormwater System - design only	-	-		30,000	30,000	
CH655	Beaumaris Ave	-	-		25,000	25,000	CFWD
	TOTAL STORMWATER	4,543	46,883	145,000	115,000	260,000	
	WASTE MANAGEMENT						
CI630	Rehabilitation of former Binalong Bay Tip	-	-	5,000		5,000	Contingency sum only - no immediate requirement to undertake works
	Scamander - waste paint container station	-	-		15,000	15,000	
CI615	Scamander WTS - Inert Landfill		5,818		20,000	20,000	Regulatory/consulting
	St Marys WTS - Addition to Existing Building	-	-		45,000	45,000	Potential grant funding application - roof only to front side and over existing container
	Scamander WTS retaining wall replacement	-	-		52,000	52,000	Contingency for potential replacement - condition monitoring in place for existing asset
	WASTE MANAGEMENT TOTAL	-	5,818	5,000	132,000	137,000	
	Total Capital expenditure	187,033	1,096,277	2,037,554	6,917,643	8,955,197	

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:**

VIC is operating normally. One long serving staff member will be retiring in early January and we have a casual starting with us one day a fortnight and to help cover any leave.

Although visitor numbers are up on November 2020's Covid affected result, numbers are still less than half of a normal start to the busy season of the year.

Meetings Attended/Other information:

VIC staff noted:

- Numbers were up about 48% from this time last year. Had a lot of tourists coming from WA which is very different from previous years
- Still getting a few phone calls mainly from Vic and NSW tourists looking at coming over to either camp or looking for accommodation
- Data from the Tasmanian Visitor Survey relating to planning and booking trips to Tasmania for the year ending 30 June 2021 showed Information Centres being ranked 1st with both "All Visitors" and "Holiday Visitors" who were looking for inspiration whilst they were travelling around Tasmania and also Information Centres were ranked 3rd with "Holiday Visitors" as an inspiration source for people planning their trip before arrival.

The History Room Curator noted the following items relating to displays:

- Official opening of NAA touring exhibition 'Out of this world – Australia in the space age' occurred 14 November 2021, small numbers but representative attended from Hobart archives office with a range of resources for distribution which as great.
- Supportive of Friends of Eddystone Lighthouse and their projects. Clerk of Works building now repaired. Talked about displays there with their President.
- Spoke with QVMAG Curator about possible donation of a Mine Trolley for the Mining section. Measured dimensions for potential inclusion. This will have to wait until sometime in the New Year as there is just no space for anything further at the present time.

And general items:

- Finalist in the East Coast Tourism Award and was presented with a framed certificate.
- Contacted Council Engineer regarding the new Shared pathway around Possum Tom Point and its impact on the Horizontal Tree at the Parkside jetty. Looked at plans and boardwalk is being built around this tree. (DA 044-21).
- Three surveys completed: 'The Tasmania Project' Utas; National Survey for First Peoples Engagement; Australian Tourism Data Warehouse.
- Thirteen donors gifted items to the History Room over the past 4 months all received thank you letters.
- Visit the Tas Archives to be arranged at some stage to explore St Helens Glebe cemetery, Georges Bay Trading Co and the Black Swan Inn documentation.
- Forwarding visitor numbers to NAA in Canberra for the touring exhibition each month.
- Statistics continue to be pretty stable with both visitation and revenue. These levels are half of what they were pre COVID. Will be interesting to see how numbers track with the opening of Tasmanian state borders on the 15th of this month.

Statistics:

Door Counts:

Month/Year	Visitor Numbers	Daily Average	History Room
November 2012	3,012	100.4	130
November 2013	3,234	107.8	129
November 2014	3,904	130.1	133
November 2015	4,683	156.1	128
November 2016	3,309	110.3	126
November 2017	2,874	95.8	91
November 2018	3,188	106.3	120
November 2019	3,114	103.8	166
November 2020	854	28.5	35
November 2021	1,264	42.1	53

Revenue 2020/2021:

Month	VIC Sales	HR Entry	HR Donations
July	2,335.55	194.00	121.65
August	1,774.39	111.00	78.05
September	1,642.36	216.00	83.10
October	1,791.61	372.00	73.45
November	2,022.22	137.00	105.05
December	3,963.18	217.00	65.15
January	3,922.85	420.00	113.25
February	5,078.95	456.00	237.90
March	6,599.42	662.00	233.40
April	6,002.76	451.00	174.15
May	3,616.50	373.00	132.90
June	1,953.40	257.00	78.95

Revenue 2021/2022:

Month	VIC Sales	HR Entry	HR Donations
July	2,534.48	200.00	72.95
August	1,820.81	Nil	138.50
September	2,460.63	267.00	96.20
October	2,596.31	237.00	114.55
November	3,035.09	209.00	171.30

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.

LEGISLATION & POLICIES:

Nil.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy AM01 Asset Recognition and Depreciation

OFFICER'S RECOMMENDATION:

That Policy AM01 Asset Recognition and Depreciation as amended be adopted.

INTRODUCTION:

This Policy is not due for review until December 2023 but has been reviewed in the context of changes identified through the external audit process.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 25 June 2012 – Minute No 06/12.11.9.149
 Amended 29 January 2013 – Minute No 01/13.11.10.21
 Amended 17 March 2014 – Minute No 03/14.11.7.052
 Amended 21 March 2016 – Minute No 03/16.12.4.58
 Amended 20 August 2018 – Minute No 08/18.12.6.189
 Amended 21 December 2020 – Minute No 12/20.12.8.234
 This specific amendment has not been considered by Council

OFFICER'S REPORT:

This Policy is not due for review until December 2023 but external audit by the Tasmanian Audit Office (TAO) identified inconsistencies between financial treatment and this policy. In particular, lives have been adjusted for buildings, kerb and channel and bridge components. On this basis, the amendment of the Policy is recommended as the amendments more properly reflect current asset recognition and depreciation practices.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

As identified in the Policy

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO AM01 ASSET RECOGNITION AND DEPRECIATION POLICY

DEPARTMENT:	Corporate Services
RESPONSIBLE OFFICER:	Manager Corporate Services
LINK TO STRATEGIC PLAN:	Ensure the efficient and effective provision of appropriate community assets
STATUTORY AUTHORITY:	Local Government Act 1993 Local Government (General) Regulations 2005 AASB Accounting Standards
OBJECTIVE:	Break O'Day Council is required to capitalise certain expenditure where it is probable that future economic benefit will eventuate. This policy provides the framework for ensuring that a consistent and transparent approach is taken to this recognition and any subsequent revaluation.
POLICY INFORMATION:	Adopted 25 June 2012 – Minute No 06/12.11.9.149 Amended 29 January 2013 – Minute No 01/13.11.10.21 Amended 17 March 2014 – Minute No 03/14.11.7.052 Amended 21 March 2016 – Minute No 03/16.12.4.58 Amended 20 August 2018 – Minute No 08/18.12.6.189 Amended 21 December 2020 – Minute No 12/20.12.8.234

POLICY

1. BACKGROUND

Break O'Day Council is committed to appropriate accounting practices and transparency in the reporting of financial information to the community.

2. POLICY STATEMENTS

2.1 Recognition and Measurement

The cost method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.



An asset will be recognised where it is probable that future economic benefits embodied in the asset will eventuate, the useful life of the asset exceeds one year, and the cost of the asset can be measured reliably and exceeds the threshold applicable to its class as follows:

	Threshold
	\$000
Property	
Land	
land	5.0
land improvements	5.0
Buildings	5.0
buildings	5.0
heritage buildings	5.0
Plant and Equipment	
plant, machinery and equipment	1.5
fixtures, fittings and furniture	1.5
computers and telecommunications	1.5
Infrastructure	
Roads	
road pavements and seals	5.0
road substructure	5.0
road formation and earthworks	5.0
road kerb, channel and minor culverts	5.0
Bridges	
bridges deck	5.0
bridges substructure	5.0
Other	
footpaths and cycle ways	5.0
drainage	5.0
recreational, leisure and community facilities	5.0
waste management	5.0
parks, open space and streetscapes	5.0
off street car parks	5.0

2.2 Depreciation and Amortisation

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Where a specific asset has an identifiable life attributed by a qualified expert, this may be used rather than depreciation periods by asset class.

Straight line depreciation is charged based on the residual useful life as determined each year.

Major depreciation periods used are listed below:

Property	Period Years
Land	
land improvements	25
Buildings	
buildings	30-100 50-220
Plant and Equipment	
plant, machinery and equipment	3-20
fixtures, fittings and furniture	3-20
computers and telecommunications	5-10
Infrastructure	
Roads	
road pavements and seals	22-95
road substructure	100
road formation and earthworks	100
road kerb, channel and minor culverts	85-95
Bridges	
bridges deck	20-100 80
bridges substructure	20-100 80
Other	
footpaths and cycle ways	60
drainage	60-80
recreational, leisure and community facilities	25
waste management	25
parks, open space and streetscapes	25

2.3 Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than Plant and Equipment, Furniture and Fittings, Land Improvements and Historical Assets are measured at their fair value, being the amount for which the assets could be exchanged between knowledgeable willing parties in an arm's length transaction.



For infrastructure and other assets where no active market exists, fair value will be determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefit of the asset. The current replacement cost of the asset will be based on the asset in its current form, not an intended future form.

Council shall undertake a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 3 to 5 years. The valuation shall be performed either by experienced council officers or independent experts.

Where the assets are re-valued, the revaluation increments are credited directly to the asset revaluation surplus except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation surplus for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year shall be offset.

2.4 Land under Roads

Land under Roads is valued by:

- Office of the Valuer-General provides valuation by land category
- Council identifies the length and land category of each road in the municipality
- Council identifies the width of road formation for each road

Total value of Land under Roads is therefore the area of road in each category, added together to provide the total for the municipality.

3. ANNUAL REPORTING

These policies are included in Note 1 Significant Accounting Policies to the Financial Statements in each Annual Report.

4. MONITORING AND REVIEW

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

ACTION	DECISION
PROPONENT	Secretary to the Audit Panel
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\005\004\
ASSOCIATED REPORTS AND DOCUMENTS	Minutes of Audit Panel Meeting 06 December 2021

OFFICER'S RECOMMENDATION:

That Council receive the minutes of the Audit Panel 06 December 2021

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

Minutes of Audit Panel meetings are provided to and considered by Council following those meetings, four (4) times per year. This specific report has not previously been considered by Council.

OFFICER'S REPORT:

As per the minutes, the Audit Panel received and reviewed various elements of Council's financial performance, internal and external audit activities, management of risk and review of policies. Legislation requires these minutes to be provided to Council.

It is recommended Council receive these minutes.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

LEGISLATION & POLICIES:

Local Government (Audit Panels) Order 2014
Division 4 – Audit Panels of Local Government Act 1993

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority.

Minutes of the Meeting of the Audit Panel

Meeting Time and Date: Monday 06 December 2021 8.30 am

Meeting Venue: Break O'Day Council Library

Present: A Gray (Chair); Cllr B LeFevre; Cllr J McGivern (Alternate)

In attendance: General Manager – J Brown (GM); Manager Corporate Services
– B Hoogland (MCS)
Mr David Bond, Tasmania Audit Office (by phone)

Apology: Cllr L Whittaker

Order of Business:

Item 12/21.2.0 – Declaration of Pecuniary Interests/Conflict of Interests

Nil

Item 12/21.3.0 – Adoption of Previous Minutes

Minutes of the Meeting 25 October 2021 were accepted as circulated, having been received by Council at the November 2021 Monthly Meeting

Item 12/21.5.0 - Outstanding from Previous Meetings – Action Sheet

The outstanding actions were considered at the relevant items in the agenda

Order of Business – Governance and Strategy:

Item 12/21.6.1 – Review Strategic Asset Management Plan (SAMP)

The meeting considered the circulated SAMP. MCS noted Manager Infrastructure & Development Services (MIDS) has, subsequent to the last Audit panel review:

- Not substantially amended the content
- Incorporated MTB trails
- Acknowledged state government “take over” of Binalong Bay Road
- “tidied up” layout

The Audit Panel requested the MTB Asset Management Plan be provided in due course. The meeting received the circulated report and noted the previous recommendation of adoption by Council.

Item 12/21.6.2 Review Policies and Procedures

The Panel noted the simplified format of the overdue policy report. MCS noted that this was the same spreadsheet with superfluous rows and columns hidden. GM and MCS commented on some of the overdue policies. The Audit Panel requested that future reports include the column indicating policies to be reviewed by the Audit panel. The Audit Panel received the report.

Item 12.21.6.3 – Review performance of plans, strategies and policies against benchmarks

GM updated the Audit Panel on the Strategic Plan review process. MCS noted that generally this item incorporated consideration of local government benchmarking reports as they become available. The Chair noted that the previous such report was at a significantly high level rather than directly allowing Councils to compare with like local governments. The meeting discussed other benchmarking options such as informal discussions with other Councils and use of financial benchmarks.

Order of Business – Financial Reporting

Item 12/21.7.1 - Financial Reports

The Panel considered the circulated end of month financial report as at 31 October 2021 which were presented to the November 2021 Council Meeting. The meeting generally discussed the report and noted it was tracking well. The Chair queried possible slow progress with capital expenditure. GM noted specific capital projects underway. MCS confirmed that the financial report was provided to Council as a spreadsheet, that is, not directly from a report from the general ledger. The Chair recommended that the report incorporate check totals from the general ledger to confirm the overall accuracy of the spreadsheet information. The Audit Panel received the report.

Order of Business – Internal Audit

Item 12/21.8.1 – Internal Audit Reports

MCS noted the updated format of the schedule but that no actions had been undertaken since the last Audit Panel meeting. The Audit Panel received the reports.

Order of Business – External Audit

Item 12/21.9.1 – External Audit Reports

The Audit Panel considered the final Memorandum of Audit Findings (MOAF), noting that the issues identified were generally of a very minor nature. MCS noted actions planned to correct the discrepancy between the Asset Recognition Policy and note in the Financial Statements, as well as action planned to prevent a recurrence. GM noted current numbers of staff with high levels of leave balances and overall processes to continue reducing these.

Mr David Bond of TAO attended the meeting by phone, generally noting the issues identified in the MOAF. The meeting noted the management response to Item 2.1 Capital works form not authorised and suggested that this matter could be considered resolved. Mr Bond acknowledged that this could be considered resolved.

The Audit Panel received the external audit reports

Order of Business – Risk Management and Compliance

Item 12/21.10.1 – Review Risk Management Framework Policies

The meeting considered the circulated risk management Framework and Policy. The meeting noted that these had been relatively recently been significantly reviewed and amended and seemed fit for purpose. The Audit Panel received the reports.

Item 12/21.10.2 – Review IT governance, processes and controls

MCS provided a verbal report on the policies, processes and actions in place governing and managing technology and records at BODC. GM noted discussions at regional/state level with respect to additional shared service controls. The Audit Panel received the report.

Item 12/21.10.3 – Review Business Continuity Plan

The Audit Panel considered the circulated Business Continuity Plans (BCPs). MCS noted that the BCP for the admin office had been updated with recommendations from a desktop review and the BCP for the depot was new and subject to final review. The Panel discussed the relative merits of alternative depot locations – St Marys or Fingal. The Audit Panel received the report.

Item 12/21.10.4 – Review WH&S management process

The Audit Panel considered the circulated report on WH&S actions undertaken and risk management activities. The Audit Panel discussed the High risk rating for mental health issues arising from covid and/or working from home. MCS noted the likelihood/consequences review process is not necessarily intuitive in terms of the rating outcome. GM noted a cautious approach to mental health risk. The Audit panel received the report.

Item 12/21.10.5 – Monitor/Oversee claims/lawsuits/instances of fraud

The Chair queried if there were any reportable instances to be brought to the attention of the Panel. GM confirmed that there had been no such instances.

The Audit Panel received the verbal report.

Order of Business – Other Business

Item 12/21.12.0 – Other Business

Nil

Item 12/21.13.0 - Meeting Close/Next meeting Date

The meeting closed at 9.35am, the next meeting has been scheduled for 07 March 2022

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.

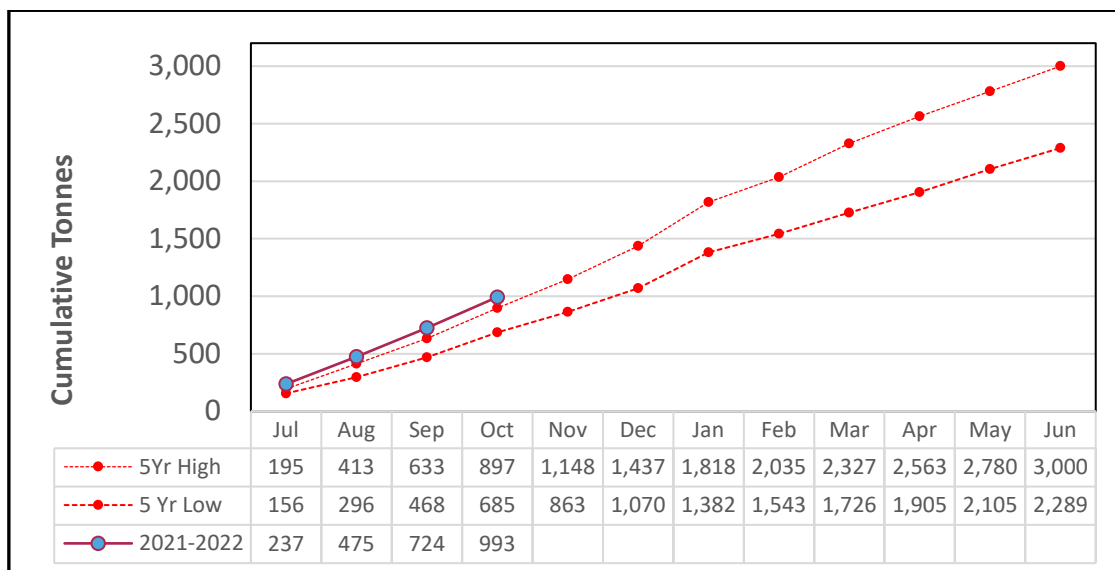
OFFICER'S REPORT:

Asset Maintenance	
Facilities	<ul style="list-style-type: none"> Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds. Maintenance identified during inspection and managed via TRIM record. Lions Park BBQ Shelter – refurbishment. Completed repainting of the Memorial Park fence.
Town & Parks	<ul style="list-style-type: none"> Mowing/ground maintenance – all areas. Garden/tree maintenance and weeding where required. Footpath maintenance and repairs where required. Boat Ramp – monthly inspections and cleaning undertaken.
Roads	<ul style="list-style-type: none"> Sealed road patching – all areas. Tree maintenance pruning. Stormwater system pit cleaning and pipe unblocking. Maintenance grading of North Ansons Bay and Ansons Bay Roads has been undertaken.
MTB	<ul style="list-style-type: none"> Routine track maintenance.

Weed Management	
Ansons Bay WTS	• Spanish heath, caper spurge, broom, mullein, periwinkle, hemlock
Ansons Bay	• Spanish heath
Stieglitz	• Pampas, heath

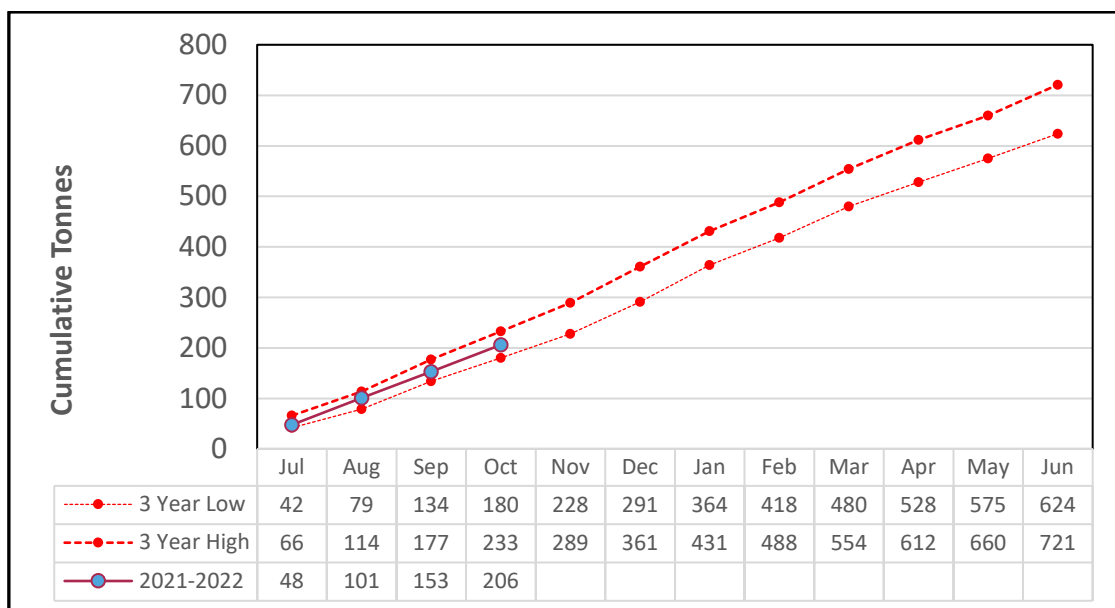
Waste Management

Municipal general waste to landfill – (kerbside, waste transfer station and town litter).



Note: November quantity not available at time of report preparation.

Municipal kerbside co-mingled recyclables collected by JJ's Waste.



Note: November quantity not available at time of report preparation.

CAPITAL WORKS

Activity	Update
Ansons Bay Road – Segment reconstruction	In-progress: Construction
Falmouth Street – footpath link to Lawry Heights	Civil works completed, path to be sealed later in the year.
Treloggen Drive (Binalong Bay) Kerb & Channel Works	In-progress: road seal to be replaced by contractor.
Foreshore Shared Way – Possum Tom (Parkside)	Pending permit issue.
Gardens Road – pavement defects	In-Progress: Sealing completed, line marking required.
Jetty replacement – Beauty Bay	In-progress: Construction.
Jetty replacement – Kirwans Beach	Pending consent from Property Services (Parks & Wildlife Services).
Local Roads & Community Infrastructure Projects	
• Binalong Bay Footpath	In-progress: Construction.
• Beaumaris Pathway Upgrade	In-progress: Construction.
• O’Connors Beach Pathway	Completed
• Scamander Pathway (Winifred Drive to Winifred Curtis Reserve)	Completed.
• Falmouth – Road Sealing	In-progress: Construction.
Road resealing program 2021/2022	Works started and will continue until end of March 2022.
Road pavement reconstruction (Medeas Cove Esplanade)	Completed
Road pavement reconstruction - St Helens Point Road	In-progress: Construction (section between Cunningham Street and Cunningham Street jetty).

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:

Dog control – activity summary available for 30 October 2021 – 25 November 2021.

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye/Weldborough	St Helens	St Marys	TOTALS
Dogs Impounded								1					1		2
Dogs in Prohibited Area															
Dogs Rehomed or sent to Dogs Home															
Livestock Complaints															
Barking Dog									1				1		2
Bark Monitor													2		2

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye/Weldborough	St Helens	St Marys	TOTALS
Bark Abatement Notice															
Wandering Dog or Off Lead								1	1		2		3		7
Verbal Warnings						1		1			1		1		4
Letter/Email warnings and reminders plus pending registrations						1			2				1	1	5
Patrol		2	1	2	2	2		4	4		3	1	3	2	26
Dog Attack - on another animal (Serious)															
Dog Attack/Harassment - on another animal (Minor)					1						1				2
Dog Attack - on a person (Serious)															
Dog Attack/Harassment - on a person (Minor)															
Dog - chasing a person															
Declared Dangerous dogs															
Dangerous Dogs Euthanised															
Unregistered Dog - Notice to Register					2				2				3	2	9
Dogs Registered 2021/22 to date															1465
Pending Dog Registration 2021/22															22
Infringement Notice Issued															
Pending Dog Registration Checks								1	2					1	4
Caution Notice Issued											1		1		2

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye/Weldborough	St Helens	St Marys	TOTALS
Verbal Warnings /Education Sheets Maps															
Infringement Notice - Disputes in Progress															
Infringement - Time Extension request															
Infringement Notice - Revoked															
Kennel Licence - No Licence														1	1
Kennel Licence - Issued															
Rooster Complaints													1		1
Other / Welfare concerns /RSPCA			1										2		3
Cat Complaints															
Lost Dogs															
Illegal Camping															
Beach Patrols (not additional days)															
TOTALS		2	2	2	5	4		8	12		8	1	19	7	

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.

12/21.14.3 Policy Review – AM09 – Private Works and Plant Hire Policy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – AM09 Private Works and Plant Hire Policy

OFFICER'S RECOMMENDATION:

That Policy AM09 Private Works and Plant Hire Policy be accepted without amendment.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069

Amended 14 December 2015 – Minute No 12/15.12.4.327

Amended 17 December 2018 – Minute No 12/18.13.4.302

OFFICER'S REPORT:

This Policy was previously reviewed in December 2018 and is therefore due for revision.

No amendments have been recommended to the policy.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 -2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Nil

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO AM09 PRIVATE WORKS AND PLANT HIRE POLICY

DEPARTMENT:	Works & Infrastructure
RESPONSIBLE OFFICER:	Manager Infrastructure and Development Services
LINK TO STRATEGIC PLAN:	To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors
STATUTORY AUTHORITY:	NIL
OBJECTIVE:	<p>Council may carry out private works or provide plant for hire to residents of the Municipality.</p> <p>It is not Council's objective to compete with private enterprise where an adequate service is provided within the municipality.</p>
POLICY INFORMATION:	<p>Adopted 19 March 2012 – Minute No 03/12.15.4.069</p> <p>Amended 14 December 2015 – Minute No 12/15.12.4.327</p> <p>Amended 17 December 2018 – Minute No 12/18.13.4.302</p>

POLICY

1. PRIVATE WORKS

All private works carried out by Council must comply with any construction standards applicable and all costing must adhere to Council's fees & charges and plant hire rates.

2. PRIVATE PLANT HIRE

Council may make available items of plant for use to outside organisations on the following basis;

- All major items must be operated by a Council operator unless specific approval has been given by the Manager Infrastructure and Development Services.
- The hire of plant shall be at the Manager Infrastructure and Development Services discretion and subject to his direction in regard to operation. Potentially dangerous items such as chainsaws or the wood chipper will not be hired or lent.
- The cost of hire for persons or organisations other than service organisations shall be charged for at the actual hire rate plus 25%.
- The cost of hire for service organisations shall be one-half of that which would normally be charged to persons and organisations other than service organisations.
- 'Service Organisations' shall include all service clubs (e.g. Rotary, Lions, School Parents & Friends Associations) and non-profit organisations (e.g. sporting bodies, scouts).

3. MONITORING AND REVIEW

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

12/21.14.4 Policy Review – AM04 – Cemetery Management

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – AM04 Cemetery Management

OFFICER'S RECOMMENDATION:

That Policy AM04 Cemetery Management be accepted without amendment.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 Minute No. 03/12.15.4.069.
Amended 21 October 2013 Minute No. 10/13.12.5.262.
Amended 19 October 2015 Minute No. 10/15.12.5.275.
Amended 19 November 2018 Minute No. 11/18/13.3.258

OFFICER'S REPORT:

This Policy was previously reviewed in November 2018 and is therefore due for revision.

No amendments have been recommended to the policy.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 -2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority.



ASSET MANAGEMENT POLICY AM04 CEMETERY MANAGEMENT

DEPARTMENT:	Works and Infrastructure
RESPONSIBLE OFFICER:	Manager Infrastructure and Development Services
LINK TO STRATEGIC PLAN:	To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors
STATUTORY AUTHORITY:	Burial and Cremation Act (current version)
OBJECTIVE:	To maintain Council owned cemeteries to a high standard within budget constraints.
POLICY INFORMATION:	Adopted 19 March 2012 Minute No. 03/12.15.4.069. Amended 21 October 2013 Minute No. 10/13.12.5.262. Amended 19 October 2015 Minute No. 10/15.12.5.275. Amended 19 November 2018 Minute No. 11/18/13.3.258

POLICY

1. INTRODUCTION

Council conducts burials at various cemeteries in the municipality and is responsible for maintenance of the cemeteries at:

- Falmouth – Legge Street
- Fingal – Seymour Street
- Mathinna – Clarke Street
- St Helens – Eagle Street
- St Marys – Elephant Pass Road
- Weldborough – Tasman Highway

2. GENERAL MAINTENANCE

- 2.1 Grass will be maintained to an acceptable length at council owned cemeteries in conjunction with scheduled town maintenance and prior to a burial.
- 2.2 Shrubs and trees will be kept pruned and tidy.
- 2.3 Where water tanks are provided, these will be checked and filled as required.
- 2.4 Any damage found to graves will be made safe until contact is made with relatives to request repairs which may be undertaken by Council or a contractor at relatives request and subject to a fee.

3. WORKS AND PLACEMENT OF ITEMS ON GRAVES

- 3.1 Council's Works Department must be consulted prior to any proposed masonry or other works being carried out to ensure works are correctly sited and there are no safety issues.
- 3.2 Wreathes or ornaments on graves should be kept in a tidy condition and removed when damaged or not required.
- 3.3 Due to safety hazards, the use of glass containers is not allowed.



4. BURIALS

All burials must be in accordance with the Burial & Cremation Act (current version) and must be confirmed with the Works Department.

5. RECORDS

Records kept by Council include a plan of all cemeteries within the municipality, a register of interments and a register of exclusive rights of burial (Reservations).

6. BURIAL ADMINISTRATION AND RESERVATIONS

To prevent multiple bookings and discrepancies, all administration including bookings and reservations, are to be managed by the Works Department only.

7. CHARGES

All costs for reservation and/or burials are to be in accordance with Council's fees and charges.

8. GRAVE DIGGING

8.1 Grave depths are limited to 1.5 metres.

8.2 Double depth interments are no longer permitted except where the lower grave is already occupied.

8.3 Depth of graves for ash burials are to have a minimum of 900mm cover, with no more than 2 burials per plot.

9. MONITORING AND REVIEW

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

12/21.14.5 Policy Review – AM05 – Stormwater Connection

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – AM05 Stormwater Connection

OFFICER’S RECOMMENDATION:

That Policy AM05 Stormwater Connection, be accepted without amendment.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012; Minute 03/12.15.4.069.
Amended 19 October 2015; Minute 10/15.12.6.276.
Amended 17 December 2018; Minute 12/18.13.3.301

OFFICER’S REPORT:

This Policy was previously reviewed in December 2018 and is therefore due for revision.

No amendments have been recommended to the policy.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 -2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority.

ASSET MANAGEMENT POLICY AM05 STORMWATER CONNECTION

DEPARTMENT:	Works and Infrastructure
RESPONSIBLE OFFICER:	Manager Infrastructure and Development Services
LINK TO STRATEGIC PLAN:	To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors
STATUTORY AUTHORITY:	Urban Drainage Act 2013
OBJECTIVE:	To ensure uniformity in the provision of property connections into council's stormwater infrastructure.
POLICY INFORMATION:	Adopted 19 March 2012; Minute 03/12.15.4.069. Amended 19 October 2015; Minute 10/15.12.6.276. Amended 17 December 2018; Minute 12/18.13.3.301

POLICY

1. INTRODUCTION

Council provides stormwater connection points for private properties to connect to council's stormwater infrastructure where a public system is available in accordance with the Urban Drainage Act 2013.

2. STORMWATER CONNECTIONS

- 2.1 Council is the Responsible Authority for the management of public stormwater infrastructure for the municipality.
- 2.2 If a property at its nearest property boundary point is located within 30 metres of a public stormwater system, and it is reasonable to make a connection, Council will provide the property with a connection point for the disposal of stormwater.
- 2.3 If the owner of a property that is permitted to connect to a public stormwater system requests to do so, Council will ensure that a single separate stormwater connection point is constructed.
- 2.4 Council may set an appropriate fee for the cost of providing a stormwater connection point to a property and the property owner is to pay the fee outlined in Council's Fees & Charges before the work is undertaken.
- 2.5 Connections must be made by Council or by a contractor approved by Council.

3. STORMWATER SYSTEM MAINTENANCE

- 3.1 It is the property owner's responsibility to ensure that the stormwater drainage infrastructure within their property is maintained and operational.
- 3.2 The property owner is responsible for stormwater drainage from their property until it reaches a point of connection with Council's drainage infrastructure, including if the property's stormwater drains to the roadside kerb, roadside table drain or council's underground stormwater pipe.



4. VEGETATION AND STRUCTURES

- 4.1 Property owners and residents must not plant invasive plant species over or near stormwater mains or manholes.
- 4.2 Manholes shall not be buried during gardening or landscaping activities. In the event that a stormwater pit cover needs to be altered to accommodate these activities the cost shall be borne by the property owner. The exception is where a pre-existing buried pit cover is found in which case Council will investigate and advise the property owner of modification requirements.
- 4.3 A person must not discharge, or cause or permit to be discharged, anything other than stormwater into a public stormwater system.
- 4.4 A person must not discharge, or cause or permit to be discharged stormwater into a sewer main or sewer fitting such as an overflow gully. Where there may be an existing problem, advice is available from Council staff.

5. MONITORING AND REVIEW

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

12/21.14.6 Strategic Asset Management Plan 2020 - 2029

ACTION	DECISION
PROPONENT	Council
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	018\004\001\
ASSOCIATED REPORTS AND DOCUMENTS	Strategic Asset Management Plan 2020-2029

OFFICER'S RECOMMENDATION:

That Council adopt, in principle, the Strategic Asset Management Plan 2020-2029.

INTRODUCTION:

Council is required to prepare a Strategic Asset Management Plan. The attached plan includes the financial impact of the transfer of Binalong Bay Road, road, bridge and culvert assets to the Tasmanian State Government in October 2021.

PREVIOUS COUNCIL CONSIDERATION:

No previous Council consideration.

OFFICER'S REPORT:

Break O'Day Council is responsible for the acquisition, operation, maintenance, renewal and disposal of an extensive range of physical infrastructure assets.

This Strategic Asset Management Plan (the plan) takes the organisational objectives in Councils Strategic Plan 2017-2027, develops the asset management objectives, principles, framework and strategies required to achieve organisational objectives.

The plan summarises activities and expenditure projections from individual asset management plans listed below only to achieve the asset management objectives.

- Aerodrome (St Helens) – runway including lighting, taxiway, apron, fencing and buildings.
- Bridges – bridge structures and major culverts.
- Stormwater – stormwater mains, manholes, side entry pits and minor culverts.
- Buildings - halls, sporting facilities, toilet blocks community centres, all other Council owned buildings.
- Mountain Bike Trails
- Transport assets – including road carriageway, road shoulders, urban footpaths, shared pathways and kerb.

The objectives of this strategic asset management plan and which support this position are to:

- Ensure that Council's infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to our financial sustainability.
- Safeguard assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Meet legislative requirements for all our operations.
- Ensure resources and operational capabilities are identified and that responsibility for asset management is allocated.
- Ensure that both operational and service delivery risks are adequately managed and mitigated.
- Continually mitigate asset risks and improve financial management and service delivery performance. This action may mean the reduced maintenance, renewal, upgrade and the deferral of new asset acquisitions and possible disposal of assets.
- Provide high level oversight of financial and asset management responsibilities through Councils General Manager and in the reporting to both the Council's Audit Committee and the Council on the development and implementation of the Strategic Asset Management Plan, Asset Management Plan(s) and Long-Term Financial Plan.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

Key Focus Areas

Towns - Create townships that are vibrant and welcoming through improvements to infrastructure such as, streetscapes, parking, safety and signage.

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

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

Recreational Facilities - Support an outdoor, active and healthy lifestyle for residents and visitors through a range of recreational facilities including walking trails, bike trails and other identified infrastructure

LEGISLATION & POLICIES:

Local Government Act 1993 – Sections 70B, 70C and 70D.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.



STRATEGIC ASSET MANAGEMENT PLAN

Break O'Day Council

Strategic Asset Management Plan 2020 – 2029

Document Control		Strategic Asset Management Plan (combined)			
Document ID :					
Rev No	Date	Revision Details	Author	Reviewer	Approver
1	May 2021	DRAFT UPDATE Review, update of asset expenditure.	EB		
2	November 2021	DRAFT UPDATE - Review, update of asset expenditure as a result of the transfer of Binalong Bay Road assets to the Tasmanian State Government and inclusion of Mountain Bike Trail infrastructure.	EB	DJ	DJ
3	December 2021	Received by Break O'Day Council, Council Meeting of 20 December 2021. Minute: TBA	EB	DJ	Council

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The Institute of Public Works Engineering Australasia

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EXECUTIVE SUMMARY

Context

Break O'Day Council is responsible for the acquisition, operation, maintenance, renewal and disposal of an extensive range of physical infrastructure assets.

This Strategic Asset Management Plan takes the organisational objectives in our Strategic Plan, develops the asset management objectives, principles, framework and strategies required to achieve our organisational objectives. The plan summarises activities and expenditure projections from individual asset management plans listed below only to achieve the asset management objectives.

- Aerodrome (St Helens) – runway including lighting, taxiway, apron, fencing and buildings.
- Bridges – bridge structures and major culverts.
- Stormwater – stormwater mains, manholes, side entry pits and minor culverts.
- Buildings - halls, sporting facilities, toilet blocks community centres, all other Council owned buildings.
- Mountain Bike Trails
- Transport assets – including road carriageway, road shoulders, urban footpaths, shared pathways and kerb.

Current situation

Council's aim is to continuously improve its asset management processes and practices. Effort continues to working towards achieving a 'core' maturity over time for asset management activities and continued maturity improvement where the benefits exceed the costs. Improvement tasks with costs and target dates have been identified and documented in Table 8.2.

What does it Cost?

In October 2021, the ownership of Binalong Bay Road (replacement value \$5.062million) was transferred from the Council to the Tasmanian State Government by proclamation. Asset classes managed by Council and tabled in this plan have an updated replacement value (at 2021) of \$201.337 million.

Projected operating (operational and maintenance) outlay necessary to support and provide asset services

covered by this Plan over the ten year period 2020 to 2029 is on average \$1.666 million per year.

Projected capital outlay (including the renewal / replacement, upgrade of existing assets and acquisition of new assets) over the 10 year planning period is \$3.192 million on average per year.

To ensure the continued long-term financial sustainability of the Council, it is essential to balance the community's expectations for services with Council's capacity to pay for the infrastructure assets used to provide those services.

Although individual class asset management plan provide the basis for asset replacement, the Long Term Financial Plan tempers the ideal solution with the capacity to pay and remains the basis for all service and budget funding decisions by the Council.

The objectives

The objectives of this strategic asset management plan and which support this position are to:

- Ensure that Council's infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to our financial sustainability.
- Safeguard assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Meet legislative requirements for all our operations.
- Ensure resources and operational capabilities are identified and that responsibility for asset management is allocated.
- Ensure that both operational and service delivery risks are adequately managed and mitigated.
- Continually mitigate asset risks and improve financial management and service delivery performance. This action may mean the reduced maintenance, renewal, upgrade and the deferral of new asset acquisitions and possible disposal of assets.
- Provide high level oversight of financial and asset management responsibilities through Councils'

General Manager and in the reporting to both the Council's Audit Committee and the Council on the development and implementation of the Strategic Asset Management Plan, Asset Management Plan(s) and Long-Term Financial Plan.

What we will do

Our aim is to provide services needed by the community in a financial sustainable manner. Achieving financial sustainability requires balancing service levels and performance with cost and risk.

It may not be possible to meet all expectations for services within current financial resources. We will continue to engage with our community to ensure that needed services are provided with appropriate service level at an affordable cost while managing risks.

Managing the Risks

There are potential risks associated with providing the service to the Council and the organisation not being able to complete all identified initiatives and projects, such as;

- Public safety risk – a risk posed through the use of degraded assets or an introduced lower level of service.
- Reputational risk – risk associated with degraded assets, inability to access facilities and services (including Councils response to mobility access) and asset aesthetics.
- The quantum of financial assistance grant (FAGs) funding and other funding sources - Essential for existing asset base renewal and maintenance. Insufficient funding may result in the reduction of service standard.
- Cost implications associated with community expectation of greater levels of service and asset over-servicing.
- Increased demands on Council's transport system - Increased traffic volume and heavy vehicles (Oversize & over Mass) operating on the municipal road network due to increased tourism, forestry and more limited, mining activity.
- Risks associated in responding to Climate Change and resultant severe weather events that generate demand to minimise service interruptions and for more resilient communities and infrastructure.

We will endeavour to manage these risks within available funding by applying treatments noted in each of the supporting asset management plans and in the context of Council's Risk Management framework. Generally, this means prioritising resources across all the activities of Council, and not asset management alone given the overall fiscal constraints under which the Council operates.

Confidence Levels

This plan has been written based on medium-high level of confidence information.

The Next Steps

The actions resulting from this asset management plan are:

- Implement the improvement plan in Section 8.2.
- Improve our consultation methods to increase awareness of service performance, risk and cost pressures we are facing and to better define and understand demand drivers.
- Investigate ways to extend the operational life of assets without affecting performance and safety risk (public safety and asset failure risks).
- Review asset renewal and replacement options in an effort to identify opportunities to reducing service delivery life-cycle costs.
- Continue to develop and improve Council's understanding of asset risks.

2. ASSET MANAGEMENT STRATEGY

2.1 Asset Management System

Asset management enables an organisation to realise value from assets in the achievement of organisational objectives, while balancing financial, environmental and social costs, risk, quality of service and performance related to assets.¹

An asset management system is a set of interrelated and interacting elements of an organisation to establish the asset management policy and asset management objectives, and the processes, needed to achieve those objectives. An asset management system is more than 'management information system' software. The asset management system provides a means for:

- Coordinating contributions from and interactions between functional units within an organisation,²
- Consistent application of the asset management processes to achieve uniform outcomes and objectives.

The asset management system includes the:

- Asset management policy
- Asset management objectives
- Strategic asset management plan required under the Local Government Act, sections 70B, 70C and 70D.
- Asset management plans, which are implemented in
 - Operational planning and control
 - Supporting activities
 - Control activities
 - Other relevant processes.³

The asset management system fits within the organisation's strategic planning and delivery process as shown in Figure 1.

¹ ISO, 2014, ISO 55000, Sec 2.2, p 2

² ISO, 2014, ISO 55000, Sec 2.5.1, p 5

³ ISO, 2014, ISO 55002, Sec 4.1.1, p 2.

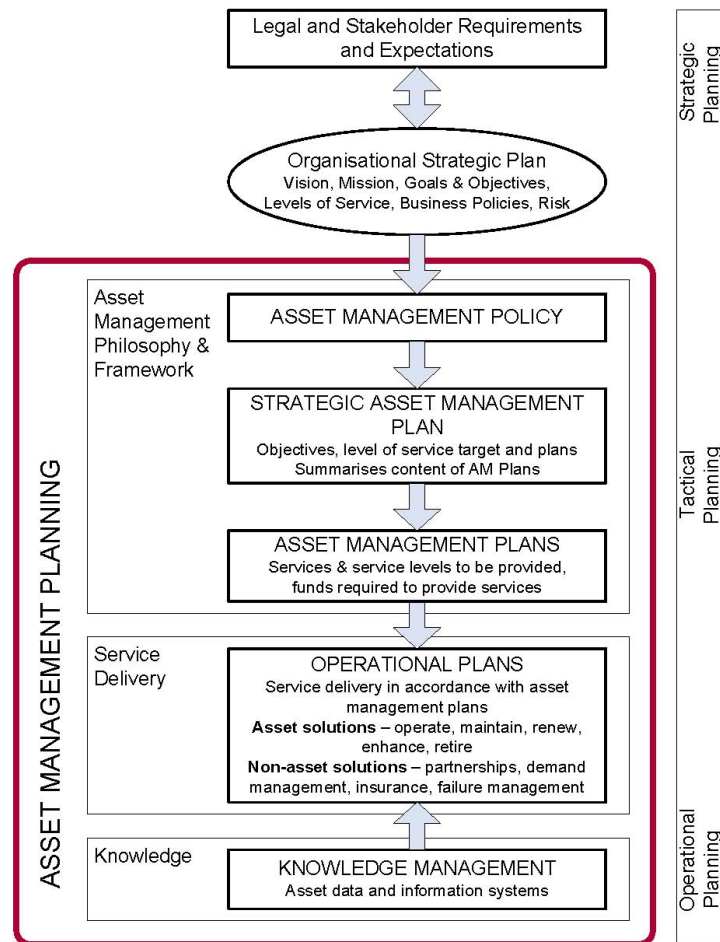


Figure 1: Strategic Asset Management Plan fit in Planning Process

2.1.1 Asset Management Policy

Council's asset management policy sets out the principles by which the organisation intends applying asset management to achieve its organisational objectives.⁴ Organisational objectives are the results the organisation plans to achieve, as documented in its Strategic Plan. The policy can be viewed and downloaded from Council's website <https://www.bodc.tas.gov.au/>.

2.1.2 Asset Management Objectives

Council's asset management objectives are to fundamentally:

- Provide visibility of the costs and advantages linked with providing agreed service levels/standards.

⁴ ISO, 2014, ISO 55002, Sec 5.2, p 7.

- To understand and reduce the whole-of-life cost, that involves the operation, replacement and maintenance or disposal of each asset owned by the Council.

Council's asset management policy sets out four goals:

Goal 1: To develop and maintain detailed Asset Registers of all assets owned or under Council's control and Long-term Asset Management Plans:

- Roads, bridges (including culverts) and traffic infrastructure.
- Storm water infrastructure.
- Buildings.
- any other class of assets, except land, where the total value of all assets within that class held by council is 5% or more of the total asset base of council
- any other class of assets Council chooses to manage over and above the requirements of legislation.

Goal 2: To ensure Council's assets are managed in an appropriate and financially sound manner, enabling the provision of appropriate levels of service delivery and maximising the sustainable use of available resources.

Goal 3: to seek innovative and cost effective means of improving work practices and processes to ensure Council's assets are managed in accordance with best practice principles.

Goal 4: To minimise Council's exposure to risk in regard to asset failures.

The asset management objectives developed in Section 2.4.3 in this plan provide the essential link between the organisational objectives and the asset management plan(s) that describe how those objectives are going to be achieved. The asset management objectives transform the required outcomes (product or service) to be provided by the assets, into activities typically described in the asset management plans. Asset management objectives should be Specific, Measurable, Achievable, Realistic and Time bound (i.e. SMART objectives).⁵

2.1.3 Strategic Asset Management Plan

The purpose of this strategic asset management plan is to document the relationship between the organisational objectives set out in the Break O' Day Strategic Plan 2017-2027 and the asset management (or service) objectives and define the strategic framework required to achieve the asset management objectives.⁶

Asset management objectives must be aligned with the organisation's strategic objectives set out in its strategic plan.

This strategic asset management plan encompasses the following assets:

- Aerodrome (St Helens) – runway including lighting, taxiway, apron, fencing and buildings.
- Bridges – bridge structures and major culverts.
- Stormwater – stormwater mains, manholes, side entry pits and minor culverts.
- Buildings - halls, sporting facilities, toilet blocks community centres, all other Council owned buildings.
- Mountain Bike Trails.

⁵ ISO, 2014, ISO 55002, Sec 6.2.1, p 9.

⁶ ISO, 2014, ISO 55002, Sec 4.1.1, p 2.

- Transport assets – including road carriageway, road shoulders, urban footpaths, shared pathways and kerb.

The strategic asset management framework incorporates strategies to achieve the asset management objectives. The strategies are developed in 4 steps:

- What assets do we have?
- Our assets and their management.
- Where do we want to be?
- How will we get there?⁷

2.1.4 Asset Management Plans

Supporting the strategic asset management plan are asset management plans for major service/asset classes. The asset management plans document the activities to be implemented and resources to be applied to meet the asset management objectives. The strategic asset management plan summarises the key issues from following asset management plans:

- Break O' Day Council Transport Asset Management Plan
- Break O' Day Council Stormwater Asset Management Plan
- Break O' Day Council Buildings & Facilities Asset Management Plan
- Break O' Day Council Bridges & Major Culverts Asset Management Plan
- Break O' Day Council Aerodrome Asset Management Plan
- Break O' Day Council MTB Asset Management Plan (currently under development).

Asset Management Plans are to include, or will have developed for inclusion:

- agreed service levels
- information on those assets
- resourcing for those assets
- compliance with all applicable legislation
- enable continual improvement in the management of those assets
- promote sustainability and community resilience
- planning for climate change adaptation and mitigation
- adoption of whole of life costing and linking to Council's Long Term Financial Plan
- assignment of responsibility for service delivery and for the management of relevant assets

The Strategic Asset Management Plan is part of the organisation's strategic and annual planning and reporting cycle as shown in Table 2.1.4.

⁷ LGPMC, 2009, Framework 2, Sec 4.2, p 4.

Table 2.1.4: Strategic Asset Management Plan within the Planning and Reporting Cycle

	Plan	Planning Cycle	Performance Reporting	Reporting to Council
Municipal Management Planning	Municipal Management Plan	10 - 20 years	The Plan inputs to Strategic Planning, Annual Planning, Operational Planning and Annual Planning & Budget.	Via Annual Planning process, covering Economic Development, Residential Growth, Community and Sense of Place, Asset Management, Recreation and the Environment, Tourism Development, Leadership and Governance.
Strategic Planning	10 year Strategic Plan	10 years	Meeting of Organisational Objectives	Annual Report
	10 year Long-Term Financial Plan	10 years and updated annually	Financial Indicators	Reported and updated at annual budget preparation cycle.
	Strategic Asset Management Plan Asset Management Plans	10 years, and updated every 4 years.	Asset Management Objectives and Actions.	Reported to Council in alignment with scheduled review.
Operational Planning	Four Year Capital Works Plan	4 years and updated annually	Input to annual Capital budget by endorsement of the Council.	Annual reporting to Council
Annual Planning & Budget	Operational and Capital Works budgets	Annually	Actual expenditure vs Budget	Monthly briefing reporting to Council and Annual Report.
	Annual Plan	Annually	Annual Plan is structured to link Strategic Plan strategies to Key Focus Areas and Actions.	Quarterly update reporting to Council that includes Goal completion and updates to Key Focus Areas and Actions.
	Departmental Work Plans	Monthly	Work Plan Tracking	Information provided in Departmental Reports to Council monthly.
	Individual Work Plans	Continuous	Work Plan Tracking	Not applicable – internal management role and responsibility.

2.2 What Assets do we have?

Council manages a range of assets to provide services to our community. The assets provide the foundation for the community to carry out its everyday activities, while contributing to overall quality of life.

Table 2.2 tables the assets covered by this Plan. The table was updated prior to release of this plan to reflect the handover of Binalong Bay Road assets to the Tasmania State Government, with handover proclaimed and gazetted at 20 October 2021.

Table 2.2: Assets covered by this Plan

Asset Class/Category	Unit	Quantity at Plan Commencement 2020	Post-handover of Binalong Bay Road to the Tasmanian Government – October 2021
Unsealed roads	km	324.64	324.64
Sealed roads	km	226.11	217.29
MTB tracks (overall length)	km	111	111
Kerb & Channel	km	79.95	79.95
Stormwater mains	km	51.56	51.56
Footpaths/bikeways	km	45.81	45.81
Bridges & major culverts	#	145	138
Culverts (minor)	#	2,178	2,127
Stormwater manholes	#	717	717
Stormwater Side entry pits including gross pollutant traps	#	658	658
Buildings	#	109	109
Toilet blocks	#	24	24
Aerodrome runway	m ²	17,550	17,550

2.3 Our Assets and their management

2.3.1 Asset Values

The infrastructure assets covered by this strategic asset management plan are shown in Table 2.3.1. These assets are used to provide services to the community.

Table 2.3.1: Assets covered by this Plan

Asset Class	At Plan Commencement - 2020			2021 (adjusted for Binalong Bay Road assets disposal)		
	Replacement Cost (\$'000)	Carrying Value (\$'000)	Annual Depreciation (\$'000)	Replacement Cost (\$'000)	Carrying Value (\$'000)	Annual Depreciation (\$'000)
Transport	113,236	72,689	1,714	111,536	71,031	1,669
Bridges & Major Culverts	32,065	23,375	453	28,949	20,909	422
Stormwater	30,665	19,391	375	30,419	19,253	372
Buildings	24,711	8,912	418	24,711	8,912	418
MTB Infrastructure	4,965	1,269	84	4,965	1,269	84
Aerodrome	757	592	13	757	592	13
TOTAL	206,399	126,228	3,057	201,337	121,966	2,978

Asset Class Management Plans provide information on cost/value, depreciation, residual value, and useful life. Plans also provide detail on operational and maintenance cost information and have a role in providing detail for informed financial planning and reporting.

The replacement cost is the amount that Council would need to pay for assets that are priced at the same or equal value. The cost to replace an asset can change depending on variations in the market value of the components used to reconstruct the assets and includes other costs needed to prepare an asset ready for use.

The carrying value is the cost of an asset less accumulated depreciation. Council utilises straight line methodology to derive the annual depreciation amount. For the current asset base this equates to 1.48% of replacement cost.

For a local government entity to be financially sustainable, the Council needs to be able to maintain the condition of its infrastructure and non-current assets at chosen levels to deliver services to the community over the longer term. The general asset management principal that applies, is that consumption of assets should not exceed asset renewal or replacement on Fair Value. Investment in new assets when existing assets are not being maintained adequately should be avoided.

Figure 2 shows the replacement value break down of Council's assets at 2021 (excluding Binalong Bay Road Assets)

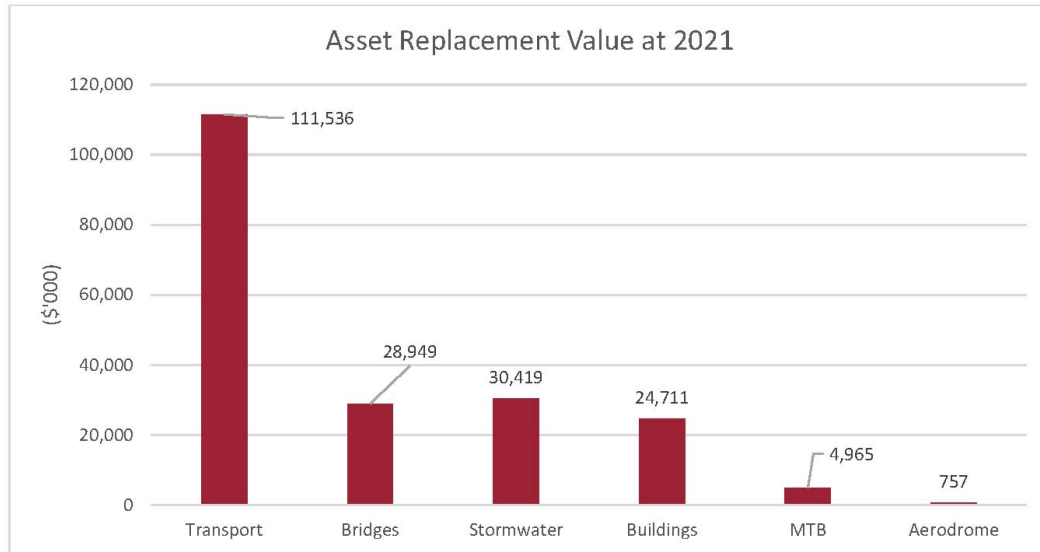


Figure 2: Asset Replacement Values

2.3.2 Asset Condition, Function and Capacity

Council monitors the performance of its assets through:

- Condition monitoring – how good is the service?
- Consideration of asset function - does an asset meet users' needs?
- Capacity/utilisation measurement – is the service usage appropriate to capacity?

Detail relevant to Council's assets is included in respective asset management plans.

2.3.3 Lifecycle Costs

Lifecycle costs (or whole of life costs) are the average annual costs that are required to sustain the service levels over the longest asset life. Lifecycle costs include operation and maintenance expenditures plus asset consumption (depreciation). Life cycle costs can be compared to lifecycle expenditure to give a comparison of current expenditures to lifecycle costs of services.

Lifecycle expenditures include operation and maintenance expenditures (excluding depreciation) plus capital renewal expenditure. The capital renewal component of lifecycle expenditure can vary depending on the timing of asset renewals.

The lifecycle costs and expenditures averaged over the 10-year planning period are shown in Table 2.3.3.

Table 2.3.3: Asset Lifecycle Costs (excludes Binalong Bay Road assets)

Asset Class/Category	Lifecycle Cost (\$'000)/year (A)	Lifecycle Expenditure (\$'000)/year (B)	Lifecycle Gap (\$'000)/year (B-A)	Lifecycle Indicator (B/A)
Transport	2,900	2,332	(568)	0.80
Bridges & Major Culverts	481	62	(419)	0.13
Stormwater	434	306	(128)	0.71
Buildings	340	245	(95)	0.72
MTB	326	358	32	1.1
Aerodrome	64	60	(4)	0.94
TOTAL	4,545	3,363	(1,182)	0.74

Comparing life-cycle cost and life cycle expenditure highlight differences between present outlays and the average cost of providing the service over the long term.

A shortfall between life-cycle cost and life cycle expenditure gives an indication of the life cycle gap to be addressed in in asset management and long-term financial planning, noting that total life-cycle expenditure may reasonably be higher/lower than lifecycle costs in periods of above/below average asset renewal/replacement activity. The lifecycle indicator is a measure of estimated need over the long-term. It is dependent on the age profile of the assets, with older or higher wearing assets expected to have a higher life-cycle indicator and newer assets a lower life-cycle indicator.

Lifecycle gaps may be addressed through:

- A review of levels of service in consultation with the community
- Implementation of efficiency improvement strategies or plans and include adoption of new engineering technologies and approaches in construction.
- Increased revenue (by example, via rates, grants, sale of assets).

Section 5.4 provides additional detail of renewal/replacement funding needs over the period of this plan.

2.3.4 Asset Management Indicators

An asset management objective is to provide the services that the community needs at the optimum lifecycle cost in a financially sustainable manner. The objective includes providing visibility of the costs and advantages linked with providing agreed service levels/standards and to reduce the whole-of-life cost that involves the operation, maintenance, purchase, renewal or disposal of each asset owned by the Council. Figure 3 shows the projected life-cycle costs; operation & maintenance, acquisition, renewal expenditure balanced with financial outlays in the 10-year long-term financial plan.

Council will continue to review its operational and maintenance activities and to make informed decisions relating to asset acquisition, renewal, and disposal. Deferral of acquisitions and renewal of assets to subsequent years may occur from time-to-time to allow further consideration of service level needs and financing options.

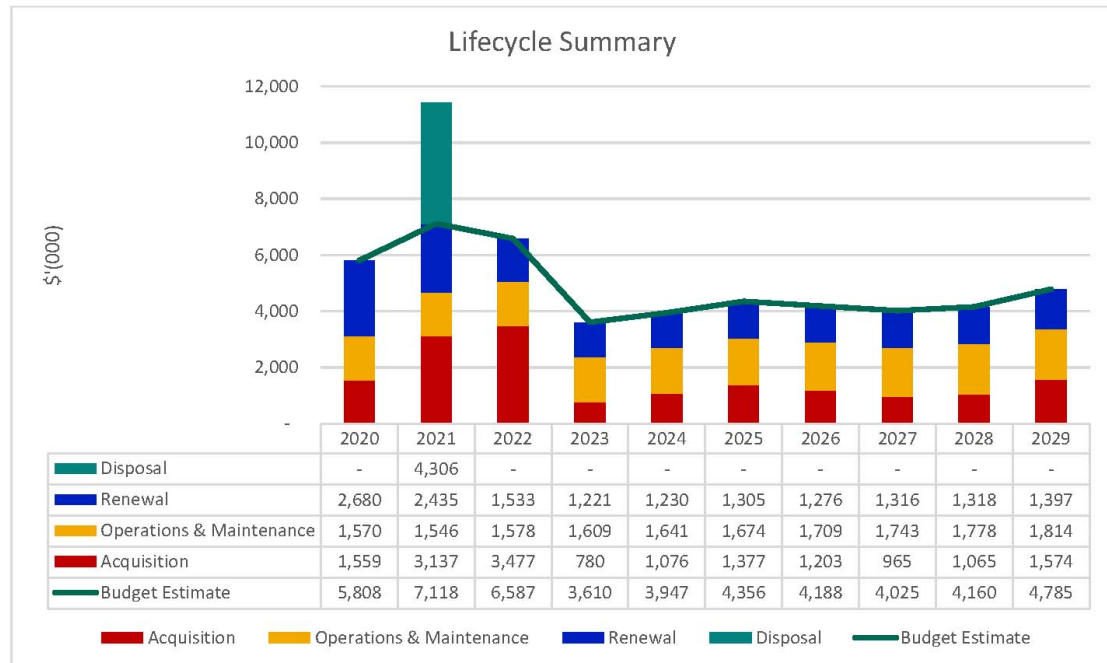


Figure 3: Projected Operating and Capital Expenditure

Note: Asset disposal in 2021 reflects the handover of Binalong Bay Road (road, bridges and culverts) to the State Government, effective 20 October 2021.

2.3.5 Opportunities and Risks

We have identified opportunities relevant to the services included in this strategic asset management plan including:

- Technological advancement - the emergence of improved engineering design and construction practices (modern equivalent asset) to provide longer asset life and better value for money for ratepayers/stakeholders.
- Compare the Annual Report against the strategic objective and examine and document the basis of variations where they occur between the budget and long term financial plan.

Relevant risks to the strategic asset management plan in the future are:

- Public safety risk, the risk associated with the use of degraded assets or an introduced lower level of service.
- Reputational risk, the risk to the Council associated with degraded assets, inability to access facilities and services (including Council's response and approach to mobility accessibility) and asset aesthetics.
- The quantum of Financial Assistance Grants funding and other funding sources - Essential for existing asset base renewal and maintenance. Insufficient funding may result in the reduction of service standard.
- The cost implications associated with community expectation(s) of greater levels of service and asset over-servicing.

- Increased demands on Council's transport system - Increased traffic volume and heavy vehicles (B-Double and Oversize & over Mass) operating on the municipal road network due to forestry and some mining activity.
- Climate Change risk that result from severe weather events that generate demand to minimise service interruption, for resilient communities and infrastructure.

Infrastructure risk management plans for those listed above, other relevant risks are summarised with risk management activities, and resource requirements incorporated in the relevant asset management plans.

2.3.6 Asset and Financial Management Maturity

We have taken steps to improve our asset and financial management performance including assessing alignment of our asset management maturity with ISO 55001 Asset Management – Management Systems – Requirements. Figure 4 shows the current and target alignments with the seven elements of ISO 55001.

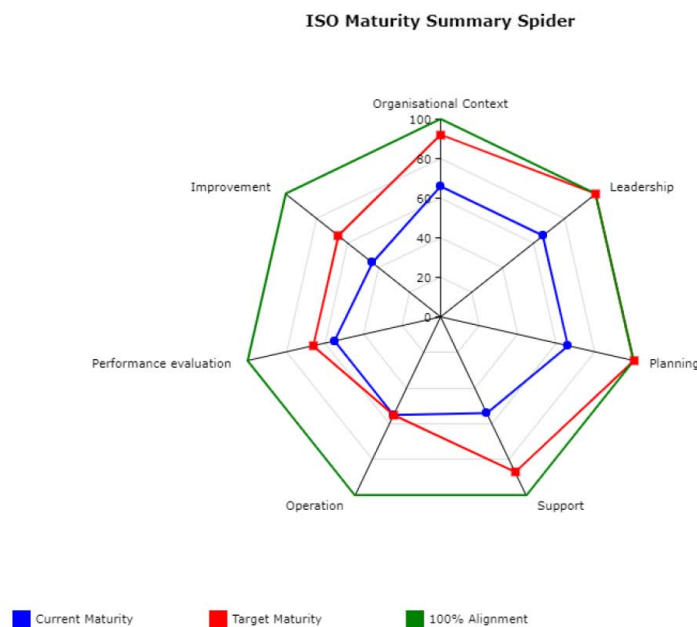


Figure 4: Maturity Assessment

Improvement in maturity is indicated by movement of the blue (current maturity) line to the red (target maturity) and green line (full alignment with ISO 55001 requirements). A continuous improvement approach is adopted by Council to improve the deployment Councils risk-based asset management. Refer to Section 8.2 to view identified improvement actions.

2.3.7 Strategy Outlook

The strategy outlook is for the Council to:

1. Manage within Councils Risk Management framework the desired current levels of service for the next ten years based on current knowledge and projections in Asset Management Plans and Long-Term Financial Plan.

2. Fund infrastructure lifecycle costs utilising Council, Financial Assistance Grants other grants and revenue streams. The current level of funding is considered to be adequate over the next 10 years.
3. Review services and the service levels (and all associated costs) that will need to be carried out over the next 10 years to identify and monitor changes in demand for services and affordability over the longer-term.
4. To, over time, achieve core level maturity (asset and financial management maturity) and investment needed to improve information management, lifecycle management, service management and accountability and strategic direction.

2.4 Where do we want to be?

2.4.1 Community Expectations

Council's current understanding of community expectations is based on the type and frequency of Customer Service Requests, complaints received, asset related requests, engagement with elected members, meetings with community groups/sporting clubs and local communities via periodic drop-in session where community is invited to discuss and record asset and service needs.

It is probable that the level of service may be higher than necessary in some areas of service delivery.

A future action will involve the refinement of service levels. This will necessitate some form of formal engagement with the community with the objective of assessing the impact and implications of changes or reductions to the level of service.

2.4.2 Organisational Objectives

The development of a 10 Year Strategic Plan is a legislative requirement of Local Government. The current plan was developed through extensive conversation with the local community on the basis that strategic planning and implementation is both a council and community responsibility and that the plan had to be deliverable.

The Strategic Plan 2017-2027 sets out the Vision, the plan for achieving the Vision, the Values and Goals, Strategies and Key Focus Areas for Community, Economy, Environment, Infrastructure and Services. Website links to view the 10 Year Strategic Plan and Transparency Document are:

- www.bodc.tas.gov.au/wp_content/uploads/2018/06/bod_strategicplan_final.pdf
- www.bodc.tas.gov.au/wp_content/uploads/2018/06/Transparency_Doc.pdf

Links to our asset management approach are tabled, Table 2.4.2.

Table 2.4.2: Ten Year Strategic Plan Goals and the link to Asset Management

Community Goal		
To strengthen our sense of community and lifestyle through opportunities for people to connect and feel valued.		
Strategy	Key Focus Area	Assessing Progress
1. Create an informed and involved community by developing channels of communication.	Communication: Improve and develop communication processes that lead to the community feeling more informed and involved.	<ul style="list-style-type: none"> • Improvements to communication processes. • Participation through surveys
4. Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community.	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.	<ul style="list-style-type: none"> • New and upgraded community facilities • New and expanded programs within the community

Economy Goal		
To foster innovation and develop vibrant and growing local economies which offer opportunity for employment and development of business across a range of industry sectors.		
Strategy	Key Focus Area	Assessing Progress
4. Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focussed service delivery.	Opportunities: Prepare and maintain an economic prospectus which details opportunities; infrastructure and land availability; and local resources.	<ul style="list-style-type: none"> • Decreased unemployment • Contribution to economic output

Environmental Goal

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

Strategy	Key Focus Areas	Assessing Progress
<p>1. Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.</p> <p>3. Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.</p> <p>4. Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment. (For example flood and fire.)</p>	<p>Land Management: Develop the financial and human resources to undertake projects and activities which address environmental issues such as weeds and land degradation.</p> <p>Water: Develop and implement strategies and activities to improve water quality and health within our rivers, estuaries and coastal areas and reduce the risks from flooding, inundation and erosion.</p> <p>Appropriate Development: Encourage sensible and sustainable development through sound land use planning, building and design.</p>	<ul style="list-style-type: none"> • Sustainable land use strategies • Community awareness activities • Land management projects and activities undertaken • Grant funding • Flood mitigation projects and activities undertaken

Infrastructure Goal To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.		
Strategy	Key Focus Areas	Assessing Progress
<ol style="list-style-type: none"> 1. Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area. 2. Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle. 3. Develop and maintain infrastructure assets in line with affordable long-term strategies. 	<p>Towns: Create townships that are vibrant and welcoming through improvements to infrastructure such as, streetscapes, parking, safety and signage.</p> <p>Waste Management: Provide access to services and facilities which support a sustainable lifestyle.</p> <p>Roads and Streets: Develop a well maintained road network that recognises the changing demands and requirements of residents and visitors.</p> <p>Community Facilities: Provide community facilities that encourage participation and supports the lifestyle of residents and growing visitor numbers.</p> <p>Telecommunications: Ensure residents and visitors can access telecommunication services such as NBN and mobile phone coverage where they are living and visiting.</p> <p>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.</p>	<ul style="list-style-type: none"> • Asset renewal levels • Landfill usage levels • Streetscape upgrades • Provision of walking and bike trails • Requests for service and complaints • Asset condition assessments • Mobile phone coverage • Community facility improvements • Road network quality

Services Goal		
To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.		
Strategy	Key Focus Areas	Assessing Progress
<p>2. Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.</p> <p>3. Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.</p>	<p>Transport: Facilitate a range of transport options that support movement within and outside the Break O' Day area.</p>	<ul style="list-style-type: none"> • Community and public transport availability

2.4.3 Asset Management Objectives

Council's asset management objectives are fundamentally:

- To provide visibility of the costs and advantages linked with providing agreed service levels/standards.
- To reduce the whole-of-life cost, that involves the operation, replacement and maintenance or disposal of Councils assets.

2.5 Strategic Asset Management Vision

To ensure the long-term financial sustainability of the organisation, it is essential to balance the community's expectations for services with Council's capacity to pay for the infrastructure assets used to provide those services.

Maintenance of service levels for infrastructure services requires appropriate investment over the whole of the asset life cycle. To assist in achieving this balance, we aspire to develop and maintain asset management governance, skills, process, systems and data in order to provide and maintain the level of service that is appropriate to meet community need, in the most cost-effective and fit for purpose and safe manner.

To align with this vision, the corresponding objectives of the strategic asset management plan are to:

- Ensure that Council's infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to our financial sustainability.
- Safeguard assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Integrate and complement this plan with Council's Long Term Financial Plan (LTFP) and where individual class Asset Management Plan provide the basis for asset replacement and where the LTFP tempers the ideal solution with the capacity to pay and is the basis for all service and budget funding decisions.
- Meet legislative requirements for all of our operations.

- Ensure resources and operational capabilities are identified and that responsibility for asset management is allocated.
- Ensure that both operational and service delivery risks are adequately managed and mitigated.
- Continually improve our asset risks, financial management and service delivery performance. This action may mean the reduced maintenance, renewal, upgrade and the deferral of new asset acquisitions and possible disposal of assets.
- Provide high level oversight of financial and asset management responsibilities through Councils General Manager and in the reporting to both the Audit Committee and the Council on the development and implementation of the Strategic Asset Management Plan, Asset Management Plan(s) and Long-Term Financial Plan.

Strategies to achieve this position are outlined in Section 2.6.

2.6. How will we get there?

The strategic asset management plan proposes strategies to enable the organisational objectives and asset management policies to be achieved.

Table 2.6: Asset Management Strategies

No	Strategy	Desired Outcome
1	Incorporate Year 1 of long term financial plan revenue and expenditure projections into annual budgets.	Long term financial planning drives budget deliberations and the long term implications of all services are considered in annual budget deliberations.
2	Report our financial position at Fair Value in accordance with Australian Accounting Standards, financial sustainability and performance against organisational objectives in Annual Reports.	Financial sustainability information is available for Council and the community.
3	Develop and maintain a long term financial plan covering 10 years incorporating asset management plan expenditure projections with a sustainable funding position outcome.	Sustainable funding model to provide our services.
4	Develop and annually review asset management plans and strategic asset management plan covering at least 10 years for all major asset classes (80% of asset value).	Identification of services needed by the community and required funding to optimise 'whole of life' costs.
5	Review and update asset management plans, strategic asset management plan and long term financial plans after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks.	We and the community are aware of changes to service levels and costs arising from budget decisions.
6	Develop and maintain a risk register of operational and service delivery risks showing current risk levels, risk management treatments and report regularly to Council on current high level risks.	Risk management of operational and service delivery risks is an integral part of governance.
7	Ensure Council decisions are made from accurate and current information on 'whole of life' costs and which can be supplemented with information contained within in asset registers, service level performance analysis, condition monitoring including engineering assessment where necessary.	Improved and informed decision making and greater value for money.
8	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions.	Responsibility for asset management is defined.
9	Implement an improvement plan to realise 'core' maturity for the financial and asset management competencies within 4 years.	Improved financial and asset management capacity within the organisation.
10	Report annually to Council on development and implementation of strategic asset management plan, Asset Class asset management plans and long term financial plan. Includes a review by Councils Audit Panel.	Oversight of resource allocation and performance.

2.7 Asset Management Improvement Plan

The tasks required achieving a 'core' financial and asset management maturity are shown in priority order in the asset management improvement plan in Section 8.2

2.8. Potential consequences should actions not be addressed

Potential consequences for the Council if the improvement actions are not completed may include:

- A hindering to fully achieve strategic and organisational objectives.

- Difficulty in achieving financial sustainability for the organisation's operations over time.
- Risks to infrastructure service delivery may not be managed effectively and where response actions may not be appropriately managed leading to asset failure and or increased public risk.
- Council may become compromised in being able to accommodate and/or manage changes in demand for infrastructure services.

3. LEVELS OF SERVICE

3.1 Consumer Research and Expectations

The expectations and requirements of various stakeholders were considered in the preparation of asset management plans summarised in this strategic asset management plan.

Council has not undertaken a formalised or broad community consultation at this stage regarding the various services it provides. However, based upon interaction with users of facilities, service requests and type, complaints, interactions with community groups, elected member feedback, it is believed that Council understands the needs and expectations related to the assets it manages and services it provides and caters for expectations in an affordable and appropriate manner.

An action in this space is for the Council to consider the merits and resourcing implications associated in undertaking service level reviews as asset class management are reviewed and updated.

3.2 Organisational Objectives

The Strategic Plan 2017-2027 sets out the Vision, the plan for achieving the Vision, the Values and Goals, Strategies and Key Focus Areas for Community, Economy, Environment, Infrastructure and Services. Refer Section 2.4.1.

The asset management objectives provide focus for the community and technical level of service tables in Section 3.4.

3.3 Legislative Requirements

Council is required to meet many legislative requirements including Australian and State legislation and regulation, and applicable Australian Standards. These are detailed in asset management plans summarised in this strategic asset management plan.

3.4 Level of Service

Level of Service (also known as Service Level) is defined as the service quality for a given activity. Levels of Service are documented within individual asset class Asset Management Plans as a commitment of the Council to carry out a given action or actions within a specified time frame in response to an event or asset condition data. More broadly, Service Levels usually relate to quality, quantity, reliability, responsiveness, environmental acceptability, and cost.

Community Service Level

A community service level (community level of service) is a service level that specifies the level of service that is to be provided to the community. Council utilises a Service Request process that can measure and provided information on our performance on service delivery. The number of customer requests or complaints is used to measure if a customer service level is being met and corresponding and timely corrective action implemented.

Technical Levels of Service

A technical service level is a service level associated with the physical characteristics of an asset. Supporting the community service levels are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that the organisation undertakes to best achieve the desired community outcomes and demonstrate effective organisational performance.

Technical service measures are linked to annual budgets covering:

- Operational & Maintenance – the regular and expected activities, such as the provision of waste management services, parks, reserves, recreational facilities and playground upkeep, nature strip mowing, tree trimming, road patching, unsealed road grading, building and structure repairs, etc.

- Renewal – the activities that return the service capability of an asset similar to that which it had originally, for example; road resurfacing and pavement reconstruction, footpath resurfacing, bridge and stormwater system replacement and building component replacement) or to a lower service level.
- Acquisition – the activities to provide a higher level of service, such as widening a road, sealing an unsealed road, replacing a pipeline with a larger size), provision of new buildings, footpaths, carparks or a new service that did not exist previously (e.g., a new amenity building).

Service managers plan, implement and control technical service levels to influence the customer service levels.⁸

Together the community and technical levels of service provide detail on service performance, cost and whether service levels are likely to stay the same, get better or worse.

⁸ IPWEA, 2011, IIMM, p 2.22

4. FUTURE DEMAND

4.1 Demand Drivers

Drivers affecting demand include population change, changes in demographics, seasonal factors, climate change, vehicle ownership rates, consumer preferences and expectations, government decisions, technological changes, economic factors, tourism growth, agricultural practices, environmental awareness, plus others as identified.

4.2 Demand Forecast

The present position and projections for demand drivers that may impact future service delivery and utilisation of assets were identified and are documented in Table 4.3.

4.3 Demand Impact on Assets

The impact of demand drivers that may affect future service delivery and utilisation of assets are shown in Table 4.3.

Table 4.3: Demand Drivers, Projections and Impact on Services

Projection	Impact on services
Funding	
Funding may increasingly need to be targeted to renewal works to ensure that the asset base is maintained.	Service standard may alter should adequate funding be unavailable. Asset life-cycle principles and approach should be deployed to forecasting and projections of existing and new assets to ensure that assets may be maintained and serviced at a satisfactory level.
Grant funding (government) more likely to become tied to sustainable asset management practices.	
Population	
It is expected that the municipality will experience a decline in population over the next 10 - 20 years	May result in a reduction in the capacity of the community to pay for maintenance and renewal and lead to a lowering of standard of services
Demographics	
The percentage of older population will continue to increase in the Break O' Day municipality. Population continues to age with increased proportion of persons over 65 years of age	Increased use of footpaths. Increase demand to widen and upgrade footpaths and provide disability compliant access ramps, including retrofitting of existing infrastructure.
Community Expectations	
As the community is more informed of the services it receives or changes in population occur (bringing with it knowledge of how services are provided elsewhere) expectations of quality, safety, variety and the like increase.	Desire/demand for improved or additional facilities. Increased cost and ability/inability to fund will require consideration. Community tolerance for defects in assets that impact on use may become less and subsequently lead to increased pressure on operational, maintenance and asset renewal costs.
Climate Change	
Changes in weather patterns may impact on maintenance and construction practices as well as the ability to use various facilities and assets	Possible increase is Service interruptions. Existing facilities may require upgrade or relocation to cope with changing weather patterns.
Increasing community awareness of climate change and resultant severe weather events.	Demand for more resilient communities and infrastructure may increase. New design standards likely to apply with increased frequency of inspection regimes and increased cost of construction.

Ageing infrastructure	
Some of Councils asset stock (various classes) in the latter stages of predicted useful lines	Service disruptions or reallocation of funding streams. Unplanned asset failure redirecting funds from planned works. Disruption to the Community.
Consumer Preferences	
Building amenities	Change of use of buildings therefore requiring upgrades
Technology	
Changes in vehicle types and mode of operation will require asset upgrade / changes	Refocusing of funds to meet new demand levels. Degradation of assets due to over loading or use impacting established levels of service. Electric vehicle – increasing number of vehicles and demand for local charging stations in towns across the municipality.
Materials and construction methodologies will reduce time and cost of construction	Refocusing of funds to meet new demand levels. Degradation of assets due to over loading or use impacting established levels of service.
	Changing skill sets in workforce, transition may have service implications i.e. lack of trained staff
	Opportunities to improve operational services by applying less invasive / cost effective new technologies.
Economic Growth/Tourism Growth	
It is expected that the MTB trails will continue to increase the number of tourists and investment to the area.	Impact of services: Increase of mountain bikers will require continued maintenance and upgrading of the trails. Existing facilities may also require upgrading to manage demand. Demand for additional MTB trails and related developments will require an increase of financial resources and infrastructure. Maintenance cost and ability/inability to fund will require consideration.

4.4 Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Demand management practices include non-asset solutions, insuring against risks and managing failures.

Non-asset solutions focus on providing the required service without the need for the organisation to own the assets and management actions including reducing demand for the service, reducing the level of service (allowing some assets to deteriorate beyond current service levels) or educating customers to accept appropriate asset failures⁹. Examples of non-asset solutions include providing joint services from existing infrastructure such as aquatic centres and libraries that may be in another community area or public toilets provided in commercial premises.

Opportunities identified for demand management are shown in Table 4.4.

Table 4.4: Demand Management Plan Summary

Demand Driver	Projection	Service Impact	Demand Management Plan
Continued Financial Assistance Grants and other grant funding	Maintain in short-term, possible decrease over medium to longer term.	Increasing importance as maximising service delivery that can be delivered within funding limitations may become under pressure.	The Council make informed decisions on new and asset upgrade (based on asset life-cycle cost analysis) to minimise financial impact on rate payers.
Higher community expectation and demand created from urban development.	Expectations expected to continue to increase, but slowly. Infill development in established urban areas likely to create a significant load on existing and aged infrastructure.	Increased load on existing and aged infrastructure, increasing over time.	Council has modelled stormwater catchment level and flow for 1 in 100-year storm events for all catchments within the municipality. Information is made available to developers for the design of stormwater systems for all new subdivisions.
Climate Change	High intensity and prolonged rainfall events and under capacity stormwater network. Trend is a move towards consideration of 1 in 200-year storm events from current approach of considering 1 in 100-year storm events.	Increased load on existing and aged infrastructure and unable to carry forecast stormwater volume or flow – possible localised flooding events becoming more frequent adversely impacting on residential properties.	Stormwater model and mapping to be updated within 10 years to cater for future 1 in 200-year storm events.
Main growth in urban area to increase traffic volume	Construction of new control measures such as lighted intersections & roundabouts	Localised congestion on local road and State network in higher density residential areas and business precincts at St Helens and St Marys.	Monitor current traffic flows in urban areas and consider future traffic flow demand based on development and outcome of Traffic Impact Assessments. Plan for alterations to existing road infrastructure including consideration of new control measures such as lighted intersections & roundabouts to assist traffic flow.

⁹ IPWEA, 2015, IIMM, Sec 2.3.6, p 2|53.

Heavy vehicles	Trend is for higher productivity and oversize/over mass vehicles to operate on designated freight networks than include Councils Road Network	Increased damage potential to road pavements and lower service life leading to increased road maintenance and renewal costs to Council. Several bridge assets are limited to 44tonne loads or nearing end of life with low load limits applied. Overloading will reduce service life.	Replace existing pavements over time with high load pavements. Replace bridges on heavy vehicle routes with structure that meet AS5100 – SM1600 design loads. Utilise available Roads to Recovery and Bridge Renewal funding opportunity and lobby for increased financial assistance grants.
Health and well-being	Promotion of community activity and increased sporting activity.	Demand for more walkways, park, and recreational facilities.	Identify need by undertaking pathway and recreational facility audit and develop relevant open space strategies and Plans.
Technology	Changes in asset management technology, such as remote load sensors on bridges, automatic traffic flow monitoring, stormwater system monitoring of live flow and water level in pipelines. Utilise internet of things.	New technology offers the opportunity for ongoing cost savings and protection of assets, asset users and the environment.	Technical factors to be addressed in determining and scoping capital and maintenance work requirements.

4.5 Asset Programs to meet Demand

The new assets required to meet growth will be acquired free of cost from land developments and constructed/acquired by the organisation. New assets constructed/acquired by the organisation are discussed in Section 5.4.

Acquiring these new assets will commit the organisation to fund ongoing operation, maintenance and renewal costs for the period that the service provided from the assets is required. These future costs are identified and considered in developing forecasts of future operation, maintenance and renewal costs in Section 6.

5. LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the organisation plans to manage and operate the assets at the agreed levels of service (defined in Section 3) while optimising life cycle costs and managing risks (Section 6).

5.1 Background Data

5.1.1 Physical parameters

The assets covered by this strategic asset management plan are shown in Tables 2.2 and 2.3.1.

5.1.2 Asset capacity and performance

The organisation's services are generally provided to meet design standards where these are available.

5.2 Routine Operation and Maintenance Plan

Operation include regular activities to provide services such as public health, safety and amenity, e.g. Cleansing, utility services, street sweeping, grass mowing and street lighting. Break O'Day Council does not separate operations and maintenance costs/budgets.

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again.

5.2.1 Operation and Maintenance Plan

Operation activities affect service levels including quality and function, such as cleanliness, appearance, through street sweeping and grass mowing frequency, intensity and spacing of street lights and cleaning frequency and opening hours of building and other facilities.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating, e.g. road patching but excluding rehabilitation or renewal.

Maintenance expenditure levels are considered to be adequate to meet projected service levels, which may be less than or equal current service levels. Where maintenance expenditure levels are such that will result in a lesser level of service, the service consequences and service risks have been identified and service consequences highlighted in the respective asset management plan and service risks considered in the Council's Risk Management register.

5.2.2 Operation and Maintenance Strategies

We will operate and maintain assets to provide the defined level of service to approved budgets in the most cost-efficient manner. The operation and maintenance activities include:

- Scheduling operations activities to deliver the defined level of service in the most efficient manner.
- Undertaking maintenance activities through a planned maintenance system to reduce maintenance costs and improve maintenance outcomes. Undertake cost-benefit analysis to determine the most cost-effective split between planned and unplanned maintenance activities (50 – 70% planned desirable as measured by cost).
- Maintain a current infrastructure risk register for assets and present service risks associated with providing services from infrastructure assets and reporting Very High and High risks and residual risks after treatment to management and the Council.
- Review current and required skills base and implement workforce training and development to meet required operation and maintenance need.

- Review asset utilisation to identify underutilised assets and appropriate remedies, and over utilised assets and customer demand management options.
- Maintain a current hierarchy of critical assets and required operation and maintenance activity.
- Develop and regularly review appropriate emergency response capability.
- Review management of operation and maintenance activities to ensure we are obtaining best value for resources used.

5.2.3 Summary of future forecasted operation and maintenance expenditures

Future operation and maintenance expenditure is forecast to trend in line with the value of the asset stock as shown in Figure 5. Expenditures shown are current dollar values.

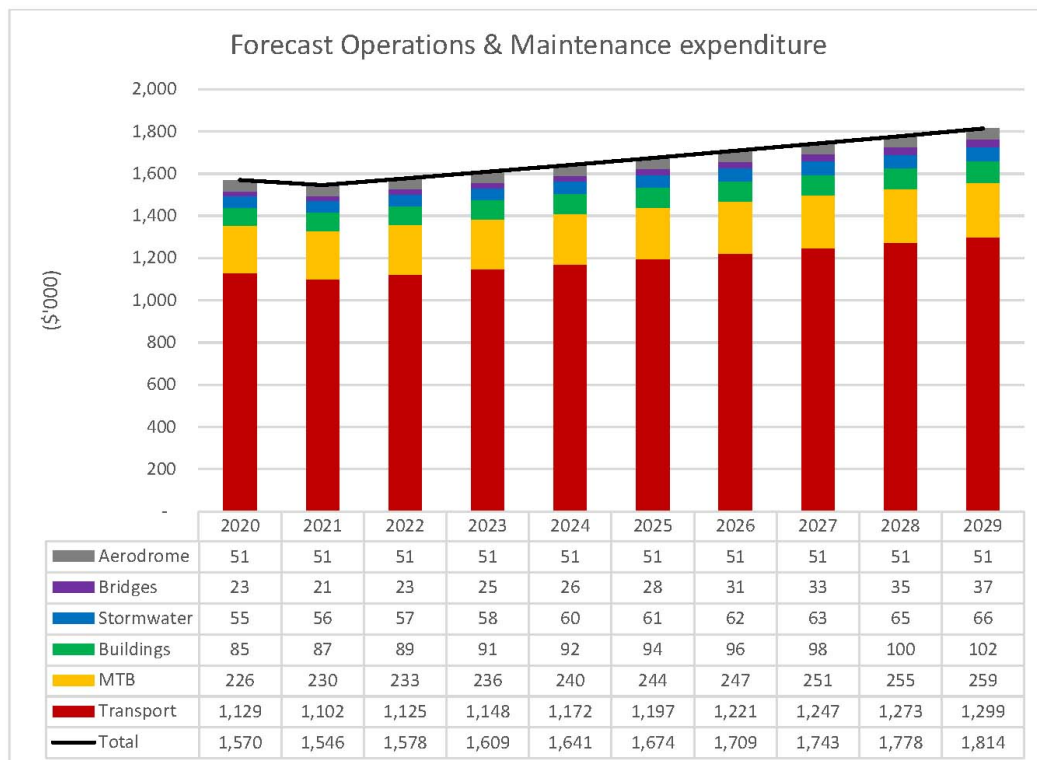


Figure 5: Projected Operation and Maintenance Expenditure and LTFP Outlays

The consequences of deferred maintenance, i.e., works that are identified for maintenance and unable to be funded are to be included in the risk assessment and analysis in the infrastructure risk management plan.

5.3 Renewal/Replacement Plan

Renewal and replacement expenditure is major work which does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original or lesser required service potential. Work over and above restoring an asset to original service potential is upgrade/expansion or new works expenditure.

5.3.1 Renewal and Replacement Strategies

We will plan capital renewal and replacement projects to meet level of service objectives and minimise infrastructure service risks by:

- Planning and scheduling renewal projects to deliver the defined level of service in the most efficient manner
- Undertaking project scoping for all capital renewal and replacement projects to identify:
 - the service delivery 'deficiency', present risk and optimum time for renewal/replacement
 - the project objectives to rectify the deficiency
 - the range of options, estimated capital and life cycle costs for each options that could address the service deficiency
 - and evaluate the options against evaluation criteria adopted by Council/Board, and
 - select the best option to be included in capital renewal programs.
- Using *optimal* renewal methods (cost of renewal is less than replacement) wherever possible.
- Maintain a current infrastructure risk register for assets and service risks associated with providing services from infrastructure assets and report Very High and High risks and Residual risks after treatment to management, Audit Committee and Council/Board.
- Review current and required skills base and implement workforce training and development to meet required construction and renewal needs.
- Maintain a current hierarchy of critical assets and capital renewal treatments and timings required.
- Review management of capital renewal and replacement activities to ensure we are obtaining best value for resources used.

Renewal ranking criteria

Asset renewal and replacement is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate or
- To ensure the infrastructure is of sufficient quality to meet the service requirements.

Capital renewal and replacement priorities are indicated by identifying assets or asset groups that:

- Have a high consequence of failure.
- Have a high utilisation and loss of service would have a significant impact on users.
- Have the highest average age relative to their expected lives.
- Are identified in the AM Plan as key cost factors.
- Have high operational or maintenance costs, and
- Where replacement with modern equivalent assets would yield material savings.

The ranking criteria used to determine priority of identified renewal and replacement proposals is detailed in the individual asset class asset management plans referenced within this document.

5.3.2 Summary of future renewal and replacement expenditure

Projected future renewal and replacement expenditures are forecast to increase over time as the asset stock ages. The forecast expenditures are shown in Fig 6. Expenditures shown are current dollar values.

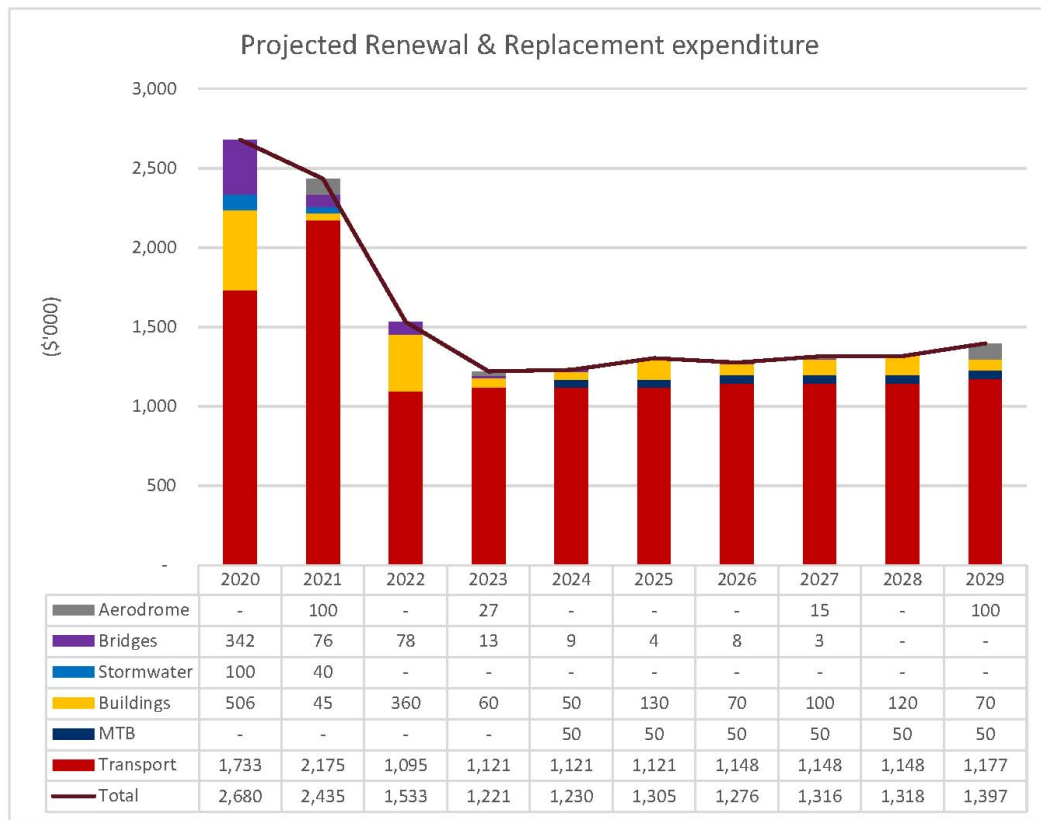


Fig 6: Projected Capital Renewal and Replacement Expenditure

Notes:

- Increased expenditure in 2021 and 2022 due to grant funding for asset renewal and replacement.
- MTB Trail - provision for potential trail refurbishment works.

The overall fundamental asset management objectives are to:

- Provide visibility of the costs and advantages linked with providing agreed service levels/standards.
- To reduce the whole-of-life cost, that involves the operation, replacement and maintenance or disposal of each asset owned by the Council.

And where the basis for asset replacement is matched with the long-term financial planning process and plan that acts to temper the ideal solution with the capacity to pay and is the basis for all service and budget funding decisions.

Asset renewal and replacement projections presented in figure 6 are based typical useful lives documented within individual asset class asset management plans. Council does not replace assets when a typical or even a theoretical useful life limit has been reached. In practice asset renewal/replacement is considered in the context of asset condition, usage demand and risk.

Assets will not be renewed or replaced if the assets condition does not warrant replacement and the asset continues to provide agreed service levels and standards.

Council can defer asset replacement or to extend useful life of its assets through altered maintenance regime or to dispose of assets no longer required.

5.4 Creation/Acquisition/Upgrade Plan

New works are those works that create a new asset that did not previously exist, or works which upgrade or improve an existing asset beyond its existing capacity. They may result from growth, social or environmental needs. Assets may also be acquired at no cost to the organisation from land development and the Tasmanian State Government. These assets from growth are discussed in Section 4.5.

5.4.1 Selection criteria

New assets and upgrade/expansion of existing assets are identified from various sources such as councillor or community requests, proposals identified by strategic plans or partnerships with other organisations. Candidate proposals are inspected to verify need and to develop a preliminary renewal estimate. Verified proposals are ranked by priority and available funds and scheduled in future works programmes. The priority ranking criteria is detailed in the respective asset management plans.

5.4.2 Capital Investment Strategies

We will plan capital upgrade and new projects to meet level of service objectives by:

- Planning and scheduling capital upgrade and new projects to deliver the defined level of service in the most efficient manner.
- Undertake project scoping for all Renewal projects to identify
 - the service delivery 'deficiency', present risk and required timeline for delivery of the upgrade/new asset.
 - the project objectives to rectify the deficiency including value management for major projects.
 - the range of options, estimated capital and life cycle costs for each option that could address the service deficiency.
 - management of risks associated with alternative options.
 - and evaluate the options against evaluation criteria adopted by Council/Board, and
 - select the best option to be included in renewal programs.
- Review current and required skills base and implement training and development to meet required construction and project management needs.
- Review management of capital project management activities to ensure we are obtaining best value for resources used and that those activities are in alignment with Councils Long Term Financial plan and are affordable.

Standards and specifications for maintenance of existing assets and construction of new assets and upgrade and/or expansion of existing assets are detailed in relevant asset management plans.

5.4.3 Summary of potential future upgrade/new assets expenditure

Projected upgrade/new asset expenditures and estimated long-term financial plan outlays are summarised in Fig 7. Forecast expenditures beyond 2021 in this plan have not yet been accommodated in Councils long-term financial plan.

New assets include the transfer of new subdivision roads and stormwater assets to Council, state government assets, and asset upgrades included in annual capital budgets and four year capital plan approved by the Council.

Expenditures shown are current dollar values.

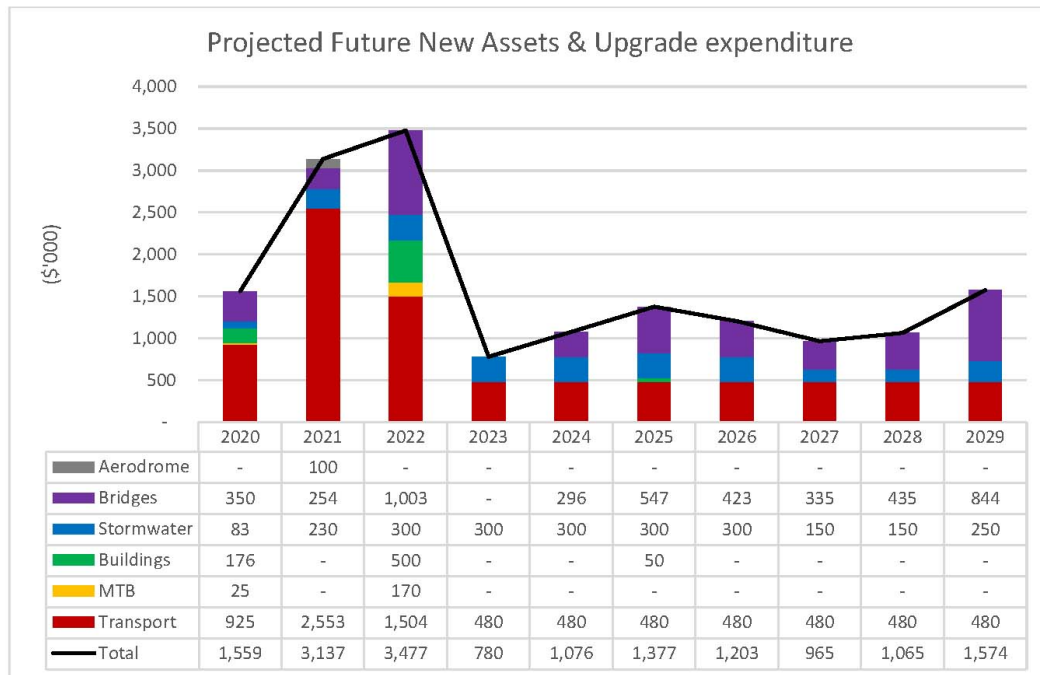


Fig 7: Projected Future New Assets & upgrade expenditure

Funding sources for projected upgraded and new assets for the period 2022 to 2029 are yet to be fully determined and confirmed and may include funding by the council, Australian and State government grants and subsidies and in preference to borrowing.

Increased expenditure for the period 2020 to 2022 reflects the construction of new and upgrade of assets largely enabled by funding accessed by the Council via the Roads to Recovery Program, Black Spot Road Program, Local Roads and Community Infrastructure Program, Regional Airport Program and other State Government grants.

5.5 Disposal Plan

Disposal includes any activity associated with disposal of a decommissioned asset including sale, demolition or relocation. Council policy: AM16 Asset Disposal Policy is the guiding document.

Assets identified for possible decommissioning and disposal are shown in the respective asset management plans listed in this strategic asset management plan. Decisions on asset disposal will be typically made as a resolution of the Council after consideration has been given to demand and risk management and life cycle cost analysis.

In October 2021, the Tasmanian State Government proclaimed a change in ownership to the State of Binalong Bay Road and associated assets (written down value at 30 June 2021 = \$4.306 million) comprising:

- Road Assets at \$ 1.700 million.
- Bridge Assets at \$2.466 million.
- Stormwater – minor culverts at \$0.14 million

5.6 Service Consequences and Risks

The organisation has prioritised decisions made in adopting the asset management plans summarised in this strategic asset management plan to obtain the optimum benefits from its available resources.

The asset management plans are based on balancing service performance, cost and risk to provide an agreed level of service from available resources in our long-term financial plan

5.6.1 Deferred initiatives and projects

Council has some operation and maintenance initiatives and capital projects that have been deferred due to the reassignment of priorities. Initiatives include:

- The extension of stormwater reticulation into currently un-serviced urban areas.
- Culvert upgrades.
- Upgrade of roadside guardrails to latest Australian standards.
- Ensure all new building work and upgrades to publically accessible buildings are compliant with the *Disability Discrimination Act 1992*.

Council is yet to complete a prioritisation plan and as such is listed as an action for completion in this plan.

5.6.2 Service consequences

Operation and maintenance initiatives and capital projects that have been deferred will maintain or create service consequences for users. The major service consequences include:

- No stormwater connections available therefore reduced level of service.
- Older type guardrails may not protect motor vehicle occupants.
- Undersized/defective culverts can cause flooding of roads.
- Existing building are not compliant with Disability Discrimination Act and applicable Australian Standards.
- Assets may pose a threat to health and safety to the public or users and/or occupants of buildings/land.

5.6.3 Risk consequences

The operation and maintenance initiatives and capital projects that cannot be undertaken may maintain or create risk consequences for the organisation. The major service risks include:

- Lack of stormwater connection may result in increased risk of inundation and localised flooding.
- Guardrail non-compliance may increase the severity of injury sustained by motor vehicle occupants in the event of a collision with the guardrail.
- Undersized culverts may lead to localised flooding causing erosion of roads and possible motor vehicle accidents.
- Risk of lodgement of a complaint against Council for discrimination under the Disability Discrimination Act 1992 for non-complying assets.
- Risk of legal ramifications against Council for exposing public/users to health and safety hazards.

6. RISK MANAGEMENT PLANNING

The purpose of infrastructure risk management is to document the findings and recommendations resulting from the periodic identification, assessment and treatment of risks associated with providing services from infrastructure, using the fundamentals of International Standard ISO 31000:2009 Risk management – Principles and guidelines.

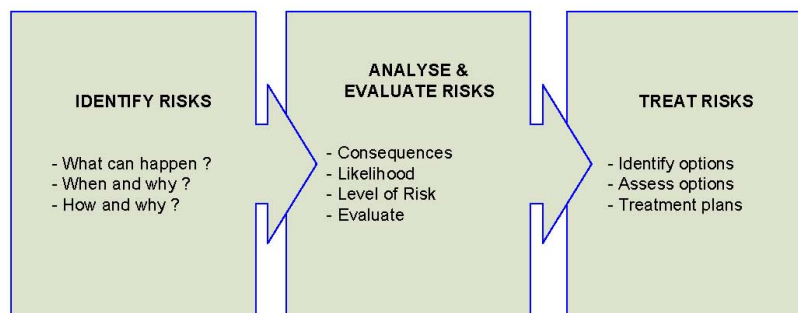
Risk Management is defined in ISO 31000:2009 as: ‘coordinated activities to direct and control with regard to risk’¹⁰.

An assessment of risks associated with service delivery will identify critical risks that will result in loss or reduction in service from infrastructure assets or a ‘financial shock’. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, and the consequences should the event occur. The risk assessment should also include the development of a risk rating, evaluate the risks and develop a risk treatment plan for those risks that are deemed to be non-acceptable.

6.1 Risk Assessment

The risk management process used in this project is shown in Figure 8 below. It is an analysis and problem solving technique designed to provide a logical process for the selection of treatment plans and management actions to protect the community against unacceptable risks. The process is based on the fundamentals of the ISO risk assessment standard ISO 31000:2009.

Figure 8 Risk Management Process – Abridged



The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

An assessment of risks associated with service delivery from infrastructure assets will identify the critical risks that will result in significant loss, ‘financial shock’ or a reduction in service.

Critical risks are those assessed with ‘Very High’ (requiring immediate corrective action) and ‘High’ (requiring corrective action) risk ratings identified in the Infrastructure Risk Management Plan.

The residual risk and treatment costs of implementing the selected treatment plan is shown in Table 6.1.

Reporting, consideration and implementation of effective risk mitigation action is of importance to the Council.

¹⁰ ISO 31000:2009, p 2

Table 6.1: Critical Risks and Treatment Plans

Service or Asset at Risk	What can Happen	Risk Rating	Risk Treatment Plan	Residual Risk *	Treatment Costs
Stormwater Network	General ageing of the network resulting in structural and capacity failures	Moderate	Assess adequacy of inspections, particularly in aged network areas. Keep data up to date so renewals can be planned and take into account future demand need such as subdivision developments.	Low	Staff time
Stormwater Network	Flooding due to blockages	Moderate	Problem areas are known. Council has invested heavily in correcting a number of known network deficiencies. Continue to monitor network and continuously improve system cleaning and maintenance management of assets.	Low	Staff time
Sealed road network	Increase in pavement failures and road roughness due to wearing of sealed surfaces and prolonged wet weather events.	Moderate	Address resealing frequencies and develop pavement rehabilitation plan, updating annually.	Low	Engineering resource time and cost.
Unsealed road network	Reduction in number of roads with all-weather access	High	Review road hierarchy and match service levels to road use and available funding.	Low	Staff time
Building portfolio	Growth in building portfolio and ageing of existing building assets with higher maintenance requirement.	Moderate	Although grants may be available for the capital cost of new or expanded facilities, due consideration should be made to ensure sufficient ongoing operation and maintenance funds can be provided to support these additional assets.	Low	Staff time

Note * The residual risk is the risk remaining after the selected risk treatment plan is implemented.

7. FINANCIAL SUMMARY

This section contains the financial requirements resulting from all the information presented in the previous sections of this strategic asset management plan. The financial projections will be improved as further information becomes available on desired levels of service and current and projected future asset performance.

7.1 Financial Indicators

Council's strategic plans including the Long Term Financial Plan (2020-2030) state the measures (financial and non-financial) that are to be used to monitor and assess the performance of the Council against its objectives.

In general, Council will report using legislated Management (Asset and Finance) Ratios, consistently for all financial and budget reporting, supplemented by other indicators as appropriate.

For the purposes of Section 84(2A) of the Local Government Act, Local Government (Management Indicators) Order (S.R.2014, No.36) has specified the following indicators: the Tasmanian Audit Office has identified benchmarks for each, Table 7.1.

Table 7.1: Benchmark Indicators

Benchmark	Break O'Day Council Long Term Financial Plan 2020-2030
Asset consumption ratio: greater than 60% (in total and possibly by asset class).	The ratio highlights the aged condition of Council' assets. If a Council is responsibly maintaining and renewing and replacing its assets, then the ratio would be relatively high. In practice, it makes no sense financially to replace perfectly serviceable assets on the basis that those assets may be aged. Providing a Council is operating sustainably, it will be in a strong financial position to be able to fund the future renewal or replacement of assets when necessary. That is Council's assets have between 80% and 40% of their useful life remaining.
Asset renewal funding ratio: at least 90%.	Target range is 90% to 110%.
Asset sustainability ratio: at least 100%.	Target is 100%.
Net financial liabilities ratio: between negative 50% and zero.	Net financial liabilities ratio: between negative 50% and zero.
Underlying surplus or deficit and ratio: greater than zero.	Underlying surplus or deficit and ratio: greater than zero. The long-term surplus target is \$500,000, which was wound back in 2020 and 2021 due to Covid 19.

7.2 Financial Strategy Objectives

The funding strategy to provide the services covered by this strategic asset management plan and supporting asset management plans is contained within the organisation's 10 year long term financial plan and defined in the Break O'Day Council Financial Management Strategy 2019-2028. This has been developed in accordance with Sect 70A of the Local Government Act 1993 to guide Council in its financial decision making.

'The Council is seeking to move beyond 'financial sustainability' to a position of 'financial comfort' by 2024/2025. Financial comfort is considered to be a position where Council has an underlying ongoing annual surplus of \$500,000 providing Council with the flexibility to initiate activities and services within the Break O'Day area which facilitates the growth of the population and local economy or progress objectives of the Strategic Plan'.

7.3 Valuation Forecasts

Asset values are forecast to increase as additional assets are added to the asset stock from construction and acquisition by the organisation and from assets constructed by land developers and others and donated to the organisation. Figure 9 shows the projected replacement cost asset values over the planning period in current dollar value.

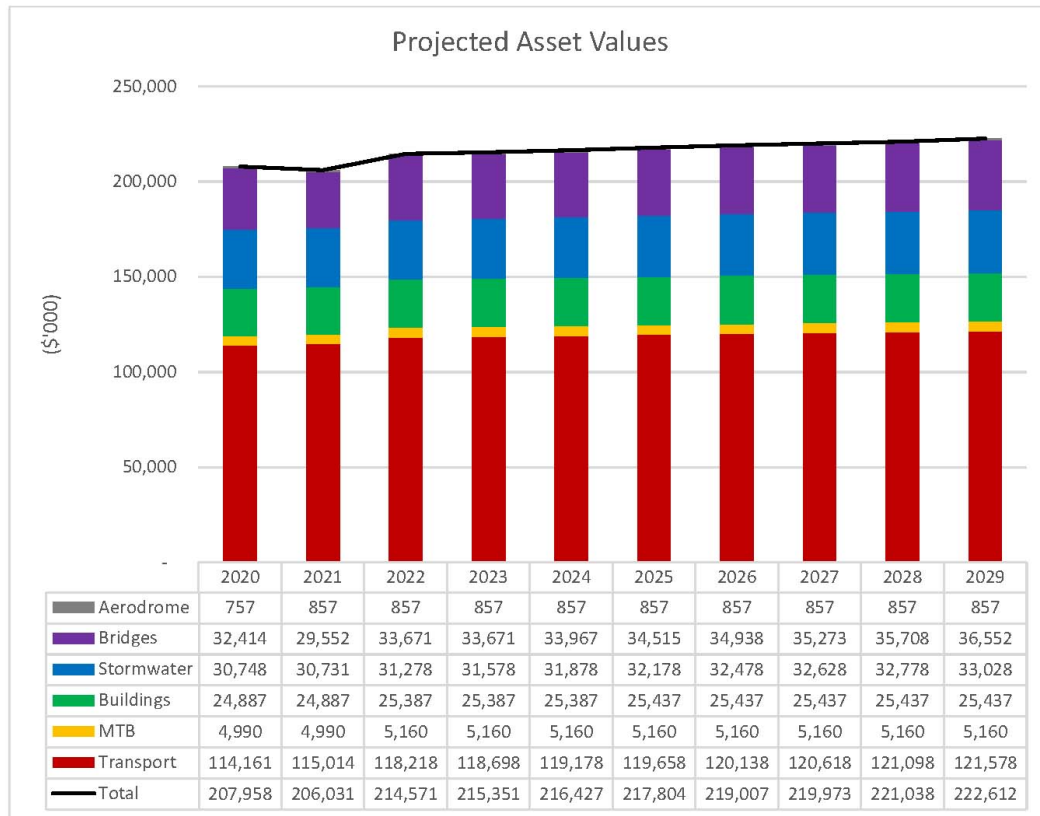


Figure 9: Projected Asset Values

The depreciated replacement cost will vary over the forecast period depending on the rates of addition of new assets, disposal of old assets and consumption and renewal of existing assets. Forecast of the assets' depreciated replacement cost is shown in Figure 10.

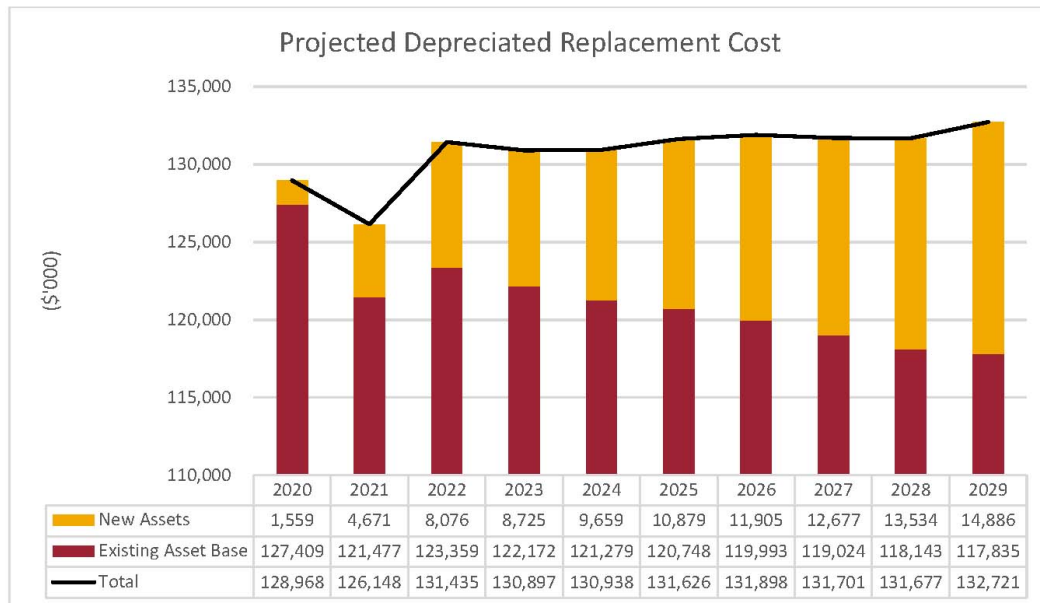


Figure 10: Projected Depreciated Replacement Cost

An increase in the projected depreciated replacement cost (carrying value) of infrastructure assets indicates that the organisation is maintaining/increasing its infrastructure capital in aggregate.

7.4 Key Assumptions made in Financial Forecasts

This section details the key assumptions made in presenting the information contained in this strategic asset management plan and in preparing forecasts of required operating and capital expenditure and asset values, depreciation expense and carrying amount estimates. It is presented to enable readers to gain an understanding of the levels of confidence in the data behind the financial forecasts.

Key assumptions made in this asset management plan and risks that these may change are shown in Table 7.4.

Table 7.4: Key Assumptions made in Strategic Asset Management Plan and Risks of Change

Key Assumptions	Risks of Change to Assumptions
Asset register is up to date	If assets are not listed, financial estimates will be incorrect
Asset estimated lives and replacement costs are accurate	Could vary depreciation estimates
Service levels meet community expectations	Funding for asset replacement and/or upgrade will need to be increased

7.5 Forecast Reliability and Confidence

The expenditure and valuations projections in this strategic asset management plan are based on best available data. Currency and accuracy of data is critical to effective asset and financial management.

The estimated confidence level for and reliability of data used in this strategic asset management plan is shown in Table 7.5.

Table 7.5: Data Confidence Assessment for AM Plans summarised in Strategic AM Plan

AM Plan	Confidence Assessment	Comment
Transport	High	Well documented and assessed regularly
Bridges & Major Culverts	High	Well documented and assessed regularly
Stormwater	Medium	Most assets mapped. Condition assessments have not been completed as at November 2021.
Buildings	High	Condition assessment carried out recently by internal staff
Aerodrome	High	Well documented and assessed regularly
Mountain Bike Trails	High	Asset Management Plan under draft at the time of preparing this Strategic Asset Management Plan.

Over all data sources, the data confidence is assessed as medium – high confidence level for data used in the preparation of this strategic asset management plan.

8. PLAN IMPROVEMENT AND MONITORING

8.1 Status of Asset Management Practices

Continuous improvement in asset management practices have been identified as follows:

- Improved process to inform Asset Management Plans and Long Term Financial Plan of projects which deliver strategic objectives and are approved and adopted by Council.
- Capture corporate knowledge of assets and the management of assets and increase awareness of Asset Management within Council (Councillors and Council officers).
- Continue to improve asset information (documentation used for reporting and internal management processes).

8.2 Improvement Plan

The asset management improvement tasks identified from an asset management maturity assessment and preparation of this strategic asset management plan are shown in Table 8.2.

Table 8.2: Improvement Plan

No	Action	Responsibility	Resources Required
1	Data and systems, improve asset data accuracy, document inspection processes and standards. Use Maturity Assessment to benchmark AM performance and AM practices	Manager Infrastructure & Development Services	Staff Time
2	Fine tune AMP service levels to the standard that defines operational standards. Link AMP service levels to operational service standards. Costs of providing current levels of service can be described in value for money reporting for key activities. (e.g., mowing, gravel re-sheeting, resurfacing, building maintenance)	Manager Infrastructure & Development Services	Staff Time
3	Complete development of a corporate strategic plan that has a closer link between strategic plan and LTFP that reports on levels of service targets achievable under the LTFP and AMPs. Include a statement about outlook for service levels in the update of the corporate strategic plan	Corporate (Technical & Financial)	Staff Time
4	Review of AM Plans to include documented hierarchies, asset utilisation and performance, where necessary (e.g., disposal plans, service request targets) including the preparation of a Parks and Reserves Asset Management Plan.	Manager Infrastructure & Development Services	Staff Time
5	Implement a state of asset reporting to provide overview for service level trends	Manager Infrastructure & Development Services	Staff Time
6	Where relevant Annual Report needs to report on policy initiatives and how these changes might impact on Councils Strategic Plan	Corporate (Technical & Financial)	Staff Time
7	Refer to Strategic Plan in the Annual Budget to establish the link. Review community engagement process as part of the Strategic Plan	Corporate (Technical & Financial)	Staff Time
8	Formalise training and induction for Councillors and staff. Separate upgrade from renewal to allow annual review of unit costs for renewal activities	Corporate (Technical & Financial)	Staff Time
9	Review methodology for determining remaining life, with detailed assessment for assets requiring renewal in the medium term (next 10-20 years)	Corporate (Technical & Financial)	Staff Time
10	Investigate purchase and implementation of asset management software package	Corporate (Technical & Financial)	Staff time/ Council decision

8.3 Monitoring and Review Procedures

The strategic asset management plan has a life of 4 years.

8.4 Performance Measures

The effectiveness of the strategic asset management plan can be measured in the following ways:

- The degree to which the required projected expenditures identified in this strategic asset management plan are incorporated into the organisation's long term financial plan.
- The degree to which 1–5-year detailed works programs, budgets, business plans and organisational structures take into account the 'global' works program trends provided by the summarised asset management plans.
- The degree to which the existing and projected service levels and service consequences (what we cannot do), risks and residual risks are incorporated into the organisation's Strategic Plan and associated plans.
- Financial Indicators highlighted in Section 7.1

9. REFERENCES

- ISO, 2014, ISO 55000, *Asset management – Overview, principles and terminology*, International Organization for Standardization, Geneva.
- ISO, 2014, ISO 55001, *Asset management – Management systems - Requirements*, International Organization for Standardization, Geneva.
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- IPWEA, 2014, 'NAMS.PLUS3 Asset Management', Institute of Public Works Engineering Australia, Sydney, www.ipwea.org/namsplus.
- IPWEA, 2015, 'Australian Infrastructure Financial Management Manual', Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/AIFMM.
- IPWEA, 2011, 2015, 'International Infrastructure Management Manual', Institute of Public Works Engineering Australasia, Sydney, www.ipwea.org/IIMM
- Break O'Day Council 'Strategic Plan 2017 - 2027,
- Break O'Day Council 'Annual Plan and Budget',
- Break O'Day Council 'Asset Management Plans.

END OF DOCUMENT

12/21.14.7 Textile Recycling Facilities

ACTION	DECISION
PROPONENT	Council
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	033\025\002\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council receive and endorse the Officers recommendation:

That opportunities for regional commercial textile recycling partnerships and trials as part of a future focussed approach to waste management be researched and considered when regional Councils participate in the development of the Regional Waste Management Strategy 2023-2028 and its subsequent delivery.

INTRODUCTION:

The purpose of this report is for Council to receive and endorse the Officer recommendation in response to a Notice of Motion from Clr J Drummond, June 2021 Council Meeting.

PREVIOUS COUNCIL CONSIDERATION:

06/21.9.1 Notice of Motion – Textile Recycling Facilities – Clr J Drummond

MOTION:

A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:

That Council investigate opportunities for textile recycling partnerships and trials as part of a future focussed approach to waste management. A report is sought to assess the possibility of implementing textile recycling facilities as part of the waste management program within the Break O'Day area.

SUBMISSION IN SUPPORT OF MOTION:

As part of a future focused approach to waste management within the municipality, it would be positive to see Council seek grant funding for a textile recycling trial. Council could also investigate partnerships with textile recyclers, which may include providing dropping off facilities for the community at Council waste transfer stations.

I am very aware of the amount of textiles that are donated to the Op Shops in the municipality, some of these donated textiles cannot be resold and must be sent to landfill, this amount must be multiplied many times at the Council owned waste transfer stations.

Textile decomposition can take up to 200 years and during that time these materials, that are put into landfill, leach out harmful chemicals such as ammonia and methane, this creates significant environmental harm.

Textiles are a major problem when it comes to waste management, particularly when we look at the movement towards “fast fashions” in our society and the “throw away” mentality that results from this movement.

2020-21 Budget: Building Tasmania’s circular economy

Roger Jaensch MP in November of last year, announced details of the national Recycling Modernisation Fund and committed the Tasmanian Government to providing up to \$5.5 million in grants. These grants will be matched dollar-for-dollar by the Australian Government and recycling businesses to invest at least \$16.5 million in new commercial recycling opportunities that create long-term sustainable jobs in Tasmania.

A textile recycling facility could become a part of the circular economy that is being encouraged by the State Government.

What happens to recycled textiles?

For natural fibres like cotton and wool, the material is shredded, blended, and combed, and then spun into a yarn that can be woven or knitted back into cloth. The process is different for synthetic fabrics like polyester, which are shredded, then granulated and formed into plastic pellets called nurdles. These pellets undergo a few processes so they can be melted, extruded, and spun into a new fibre.

DISCUSSION:

- *Clr Chapple stated that she is very much on board with what Clr Drummond has said.*
- *Clr McGuinness stated that from experience he knows, we could rely on organisations to take over this role eg could convert to rags, etc. There are opportunities for private enterprise or semi-private enterprise to look into this.*

COUNCIL DECISION:

06/21.9.1.128 Moved: Clr J Drummond / Seconded: Clr K Chapple

A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:

That Council investigate opportunities for textile recycling partnerships and trials as part of a future focussed approach to waste management. A report is sought to assess the possibility of implementing textile recycling facilities as part of the waste management program within the Break O'Day area.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

A waste audit conducted by APC Environmental Management across seven landfills in the north and north-west of the State in 2011 estimated the average composition of waste types to landfill. Textiles contributed to 4.6% by weight. In 2014, EC Sustainable audited material type placed into kerbside general waste bins across the northern regional council municipalities and reported that Textile rags contributed to 4.0% by weight (4.04% by volume). For the Break O'Day municipality 4.0% by weight equates to 120 tonnes of textiles landfilled annually and at a regional level 5,600 tonnes annually.

The Northern Tasmanian Regional Waste Management Strategy 2017-2022 (the Strategy) gives recognition to textiles as an organic waste (along with garden waste, food waste, timber, paper and cardboard, textiles, bio-solids and organic sludge's).

Textiles recycling is partly addressed under the priority waste theme of kerbside recycling assessments and community education. Strategic project activity, funded at \$490,326 over five (5) years is to undertake assessments of recycling bins in northern Tasmania to reduce contamination, with the focus of bin audits being on getting cardboard/paper, film plastic and textiles out of the waste bin and into appropriate recycling/reuse schemes and supported by community education.

The Strategy acknowledges the opportunity that exists to educate the community about alternative disposal methods for textiles, such as charity or tip shops, or encouraging reuse within the home, such as using unwanted textiles as cleaning rags rather than buying new cleaning cloths. The Strategy is due to be updated in mid-2022.

Second-hand clothing shops and cottage type material re-use businesses help reduce textiles waste to landfill. There are a range of charity and social enterprise retailers in the north of the state that support employment, volunteers, and charity collection bins.

Waste service businesses operating in Tasmania do not have facilities whereby the larger balance quantity of textiles can be reprocessed.

Australian Government Recycling Modernisation Fund (RMF)

The \$190 million RMF was established by the Australian Government in 2020 to improve recycling infrastructure by addressing the gaps in Australia's waste management and resource recovery system. The RMS focuses on the waste streams impacted by the Council of Australian Governments' Export Waste Ban (specifically on unprocessed glass, mixed and single polymer plastics, tyres, and mixed paper and cardboard). The RMF jointly funded with states and territories through the National Partnership on Recycling Infrastructure.

Funding is provided to the states and territories through the National Partnership on Recycling Infrastructure. Under the RMF, the Australian Government will co-fund projects that increase the sorting, processing, and manufacturing or remanufacturing capacity of regional and remote locations and which help the targets of the National Waste Policy Action Plan that address the ban of the export of waste plastic, paper, glass and tyres, commencing in the second half of 2020.

RMF projects (August 2021) for Tasmania are for the processing of plastics as follows:

Project Description	Waste Export Ban Category	Additional Capacity (tonnes/ annum)	Completion Date	Co-funding (\$)
Processing plastics into various products.	Plastics	6,400	June 2024	2,099,940
Processing plastic for products to use in aquaculture, agriculture and construction industries.	Plastics	7,200	June 2024	3,084,394
Processing plastic into composite decking and other products.	Plastics	1,400	April 2023	5,815,666
TOTALS		15,000		11,000,000

The National Waste Policy Action Plan does not specifically address improved product stewardship of clothing textile waste nor a coordinated action on clothing textiles waste.

Tasmanian Draft Waste Action Plan

The Plan sets out a broad framework for waste management and resource recovery in Tasmania and includes the following key actions and targets:

- Introduce a waste levy by 2021 to fund waste management and resource recovery activities;
- Introduce a Container Refund Scheme in Tasmania by the end of 2022;
- Ensure 100% of packaging is reusable, recyclable or compostable by 2025;
- Reduce waste generated in Tasmania by 5% per person by 2025 and 10% by 2030;
- Achieve a 40% average recovery rate from all waste streams by 2025 and 80% by 2030;
- Have the lowest incidence of littering in the country by 2023;
- Work at the national level and with local government and businesses in Tasmania to phase out problematic and unnecessary plastics by 2030; and
- Reduce the volume of organic waste sent to landfill by 25% by 2025 and 50% by 2030.

The Draft Waste Action Plan identifies seven (7) priority themes or Focus Areas.

The Focus Areas are:

1. Moving to a Circular Economy
2. Governance
3. Data, targets, and innovation networks
4. Infrastructure planning
5. Support for the Resource Recovery Industry
6. Education and community engagement
7. State and National Policy and Regulatory settings

Moving to a circular economy relies on market-based approach solutions being developed to address the states waste and recycling challenges where capacity should be developed to support the establishment of recycling and reuse businesses. Including support for domestic businesses entering national and international markets (government can set the policy frameworks and provide supportive structures, industry has a role in promoting its recycled products and for consumers to buy these products).

The circular economy provides future opportunity for improved product stewardship of clothing textile waste (including local level recycling and reuse initiatives).

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

Key Focus Area

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

LEGISLATION & POLICIES:

Local Government Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

12/21.14.8 Excavator Purchase

ACTION	DECISION
PROPONENT	Council
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	025\008\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil.

OFFICER'S RECOMMENDATION:

That Council approve the purchase of a second hand excavator for \$110,000 excluding GST.

INTRODUCTION:

The purpose of this report is for Council to approve the purchase of a second hand excavator for \$110,000 excluding GST through a variation to Councils Procurement PolicyLG07.

PREVIOUS COUNCIL CONSIDERATION:

Council Decision

11/21.14.8.252 Moved: Clr M Osborne / Seconded: Clr J McGiveron

That Council:

1. Defer the replacement of Asset – 1318 Toyota Hilux two-(2) door flat tray to the 2022/2023 financial year.
2. Authorise the re-allocation of \$22,000 from the 2021/2022 Capital Budget from “1318 Toyota Hilux two-door flat tray” to “8T Excavator (second hand)”.
3. Reallocate remaining \$18,000 to purchase an additional mower and authorise the purchase of a new ride on mower.
4. Authorise the purchase of current model second hand 8T Komatsu excavator.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

On 1 December 2021, Councils General Manager emailed Councillors in relation to the purchase of an Excavator for the St Helens Waste Transfer Station.

In the 2021/2022 budget there is a capital allocation of \$90,000 to purchase a second hand excavator for use at the St Helens Waste Transfer Station.

At the time of sourcing excavators it became apparent that the allocated budget would not be sufficient due to the current high demand for machinery in the civil industry across Australia. Hence the Council approved a \$22,000 budget reallocation from an existing budget item at the November 2021 to provide the required funds.

Four excavators were considered and a recommendation is made to purchase a second hand excavator for \$110,000 excluding GST.

An independent mechanical assessment of the preferred excavator has been undertaken on our behalf and the machine is in good, sound condition. The machine is a current model Komatsu 8T with a tilting quick hitch and comes with a full suite of buckets. It currently has 1,000 hours on the clock and is in as new condition.

The three other similar machines ranged in price from \$65,000 to \$95,000. These excavators all had in excess of 5,500 hours of operating time and mechanically were not considered as being viable for our purposes.

The cost of an equivalent new machine including attachments is estimated by a Komatsu dealer at \$170,000.

It is noted in Council's Procurement Policy LG07 that the requirement for tender is set by Council at \$100,000 which is lower than the Local Government Act requirements for public Tenders of \$250,000. Between \$10,000 and \$100,000 the applicable requirement is to seek at least three (3) written quotations which has been complied with. The issue is obviously that the preferred solution is in excess of this amount.

Therefore Council approval is required to proceed with the recommended purchase without going out to tender.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

Key Focus Area

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

LEGISLATION & POLICIES:

Local Government Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

2021/2022 Capital Budget (\$90,000) and the reallocation of funds as per Council Decision 11/21.14.8.252.

VOTING REQUIREMENTS:

Absolute Majority.

12/21.15.0 COMMUNITY DEVELOPMENT

12/21.15.1 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:

2021 - 2022 Programs and Initiatives

Program and Initiatives	2021 - 2022
Community Services	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000

Program and Initiatives	2021 - 2022
Community Event Funding	
Seniors Day	3,000
Australia Day Event	5,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
Mountains to the Sea Trail Fest including wood chopping	15,000 - 5,000 for WC
Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride	500
St Helens Game Fishing Comp.	2,000
Marketing Valley Tourism	2,500
Volunteer Week	2,500
Bay of Fires Art Prize	10,000
Bay of Fires Winter Arts Market	4,000
St Marys Memorial Service funding	500
St Marys Community Car & Bike Show	2,000
East Coast Masters Golf Tournament	2,500
Break O'Day Community Triathlon	2,000
Suicide Prevention	1,000
World Supermodel	1,000
Mental Health Week	500
International Disability Day event	1,000

Updates on current projects being managed by Community Services:

St Helens Mountain Bike Network

All trails in the St Helens network are in readiness for what we expect to be a busy summer / holiday period. The trail maintenance team have been doing an excellent job in keeping the trails well maintained and clear of trees and debris that is a constant challenge.

The Bay of Fires Trail

The Bay of Fires Trail is fully open with the top section eventually drying out. The trail is in prime condition and will be a massive draw card for visitors to the region.

International Mountain Bike Association (IMBA) EPIC Status – Bay of Fires Trail

Contract has been awarded and all approvals have been attained with commencement of works planned for late January 2022. Construction of the trail is planned to be complete by the end of March with no specific opening date yet confirmed. The formal process of applying for IMBA EPIC status will be undertaken post completion of trail construction.

Recreation Trail Strategy

The draft strategy was received early December and is currently being reviewed internally by Council staff. An opportunity will be provided for key stakeholders early in the new year prior to the Strategy being finalised.

The program listed below.

Milestone 1 - Inception meeting - **Completed**

Milestone 2 - Desk top review commenced, Interviews completed and site visits to be completed – 30 July 2021 - **Completed**

Milestone 3 - Workshops Completed and opportunities analysis summary presented – 30 September 2021 - **Completed**

Milestone 4 – Economic assessment completed and social benefits summarised – 15 October 2021 – **revised date - Mid Feb 2022 when final Strategy issued based on agreed priorities**

Milestone 5 – Delivery of draft strategy – 30 November 2021. – **Completed**

The Story of the Bridges – Scamander

This project is progressing well and an extension on the funding was sought due to the issue of materials being available to build the stands. The community group are nearing completion with the proofs in readiness for them to be printed.

Council were promised funds in the 2018 elections to assist with community projects for this area. One being a new pontoon for the Scamander River, this has been completed by MAST and the balance funds to be put towards onshore projects. Council is currently sourcing the balance of those funds.

Community Events

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

December

- 24 - St Helens Volunteer Fire Brigade – Christmas Lolly run – St Helens Foreshore
- 24 - St Marys Christmas Children's Party– St Marys Community Space
- 27-28 – Blueberries Dance Party – Bendigo Bank Community Stadium (Cancelled)

January

- 1 – St Marys races – St Marys Recreation Ground
- 3-11 – Scripture Union Beach Mission – Portland Hall
- 26 - Australia Day Awards – Portland Hall
- 29-30 Tas Bream Classic – St Helens Foreshore
- 29 - Break O'Day Council Woodchopping – St Helens Foreshore

Proposed Binalong Bay Swimcart trail

A conceptual design is currently being worked up in relation to trail alignment. This project is currently on hold whilst some issues are worked through with relevant Government agencies.

Bay of Fires Master Plan

This project is currently on hold as we wait for additional members to join the committee. The positions are:

- Community member – this position became vacant when the past committee member resigned due to work commitments.
- Aboriginal Land Council of Tasmania – this is an additional position requested by Parks & Wildlife.

Leaner Driver Mentor Program

The Program Coordinator has possibly recruited two new mentors, hopefully starting in the New Year. This month one learner successfully obtained his provisional license. The number of on road hours are down this month because of the lack of mentors.

On Road Hours:	49
Learners in the car:	6
Learners on waiting list:	7
Mentors:	2

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	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:**KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS:**

- ✓ Development Services Staff attended briefing from Consumer Building and Occupational Services on proposed plumbing legislation changes;
- ✓ Building Surveyor attended Northern Building Surveyors Group meeting;
- ✓ Development Services Staff attended Parks & Wildlife Reserve Activity Assessment workshop;
- ✓ Development Services Staff attended briefing from Consumer Building and Occupational Services regarding PlanBuild Introduction;
- ✓ Internal Workshop and Discussions relating to proposed Municipal By-Law;
- ✓ Development Services Staff attended Writing Clearly workshop.

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 2020 / 2021
NPR	4	6	5	3	3								21	
Permitted	5	4	2	1	4								16	
Discretionary	27	24	16	14	20								101	
Amendment	3	3	1	1	2								10	
Strata		1		1	1								3	
Final Plan	2		1		3								6	
Adhesion														
Petition to Amend Sealed Plan	2												2	
Total applications	43	38	25	20	33								159	307

Ave Days to Approve Nett	31.13	30.13	28.92	33.35	34.84								31.67
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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:

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
125-2021	St Helens	Service Industry - Shed Including Office, Associated Car Parking, Landscaping & Signage	S57	42	42
534-2006 AMEND	Scamander	Amend Planning Permit Conditions Numbers 2, 3, 6, 9, 10, 11, 12, 13, 26 and 35	S56 AMEND	92	29
219-2021	Pyengana	Telecommunications Tower	S57	93	42
297-2021	Stieglitz	Change of Use to Visitor Accommodation	S58	12	11
246-2021	Binalong Bay	Change of Use to Visitor Accommodation	S57	54	53
279-2021	Binalong Bay	BBQ Shelter	S57	46	46
309-2021	Scamander	Change of Use to Visitor Accommodation	S58	14	14
283-2021	St Helens	Shed	S57	43	43
261-2021	Falmouth	Dwelling Additions & Change of Use - Shed to Bedroom	S57	51	36
301-2021	Binalong Bay	Shed with Office & Amenities	S58	28	28
296-2021	St Helens	Deck & Veranda	NPR	2	0
278-2020	Fingal	Garage	NPR	309	3
282-2021	Scamander	Dwelling Additions & Demolition of Shed	S57	43	42
130-2021 FINAL	St Helens	Final Plan of Survey - 2 Lot Subdivision	FINAL	14	14
314-2021	St Helens	Change of Use to Visitor Accommodation	S58	19	19
285-2021	St Helens	Construction of Mountain Bike Trail - Realignment of Approximately 4.7km of Stage 7 (East of Ansons Bay Road)	S57	29	29
301-2020 FINAL	Stieglitz	Final Plan of Survey - 2 Lot Subdivision	FINAL	48	34
271-2021	Binalong Bay	Dwelling & Additional Crossover	S57	58	43
148-2021	Beaumaris	Carpark Upgrade	S57	78	78
264-2021	Four Mile Creek	Garage	S57	42	38
044-2021	St Helens	Shared Pathway - Foreshore Possum tom - Talbot Street Jetty to O'Connors Beach	S57	240	55
096-2021 FINAL	Binalong Bay	Final Plan of Survey – 2 Lot Subdivision	FINAL	15	15
272-2021	St Helens	New Visitor Accommodation	S57	59	59
214-2021	Beaumaris	2 Lot Subdivision	S57	64	63
024-2020 AMEND	Stieglitz	Deck Extension (Southern Extent 3m), Roof Over Deck, External Stairs to Deck, Removal of Garage Door (Eastern) and Replaced With Wall and New South Facing Window, Removal of Bathroom Window (North Facing)	S56 AMEND	20	20
262-2020 STRATA	St Helens	Strata Development	STRATA	32	32
194-2021	Stieglitz	Dwelling Additions & Alterations & New Deck, Veranda & Shed	S57	139	44

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
324-2021	Scamander	Ancillary Dwelling	NPR	10	10
303-2021	St Helens	Shed Extension	S57	41	41
266-2021	Beaumaris	Demolition of Carport & Construction of Garage	S57	53	40
280-2021	Scamander	Shed	S57	43	42
299-2021	Mangana	Upgrade Telecommunications Facility	S57	43	43
277-2021	St Helens	Outbuilding with Amenities, Retaining Wall & Fence	S57	63	42

TOTAL: 33

BUILDING PROJECTS REPORT

Projects Completed in the 2021/2022 financial year

Description	Location	Updates
Community Services Storage Shed	St Helens Works Depot	Completed August 2021
Lions Park Renovations	Lions Park	Completed November 2021
New Shade Structure	Scamander Reserve	Completed November 2021

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

Description	Location	Updates
Marine Rescue Additions	St Helens Foreshore	<ul style="list-style-type: none"> Works commenced and scheduled for Completion end December 2021.
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> Works Commenced.
New Amenities building	Wrinklers lagoon carpark	<ul style="list-style-type: none"> Works commenced; Aiming for completion prior to end of calendar year.
Relocation of Community Garden Site Office & Infrastructure	St Helens Sports Complex – Community Garden Site	<ul style="list-style-type: none"> Development Application approved; Container relocated; Garden storage sheds & shelters under construction.
New Accessible/Family Toileting Facility	St Marys Community Space	<ul style="list-style-type: none"> New project - Approved in 2021/2022 Capital Works Program Confirmation received that planning and building approvals not required; Plumbing Application Submitted; Works scheduled for commenced early 2022.

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

Description	Location	Updates
Building upgrades	St Marys Railway Station	<ul style="list-style-type: none"> • Works scoping and scheduling of works to be confirmed.
Old Tasmanian Hotel Site – New Storage Shed	20 Talbot Street, Fingal	<ul style="list-style-type: none"> • New project - Approved in 2021/2022 Capital Works Program. • Pending Grant Application outcome.
New Solar Panels & Heating Improvements	St Marys Community Hall	<ul style="list-style-type: none"> • New project - Approved in 2021/2022 Capital Works Program. • Scoping and works and quotations currently being sourced.
Building Improvements	St Helens Council Chambers	<ul style="list-style-type: none"> • New project - Approved in 2021/2022 Capital Works Program.
St Marys Waste Transfer Station Additions	St Marys Waste Transfer Station	<ul style="list-style-type: none"> • New project - Approved in 2021/2022 Capital Works Program.
New Lighting Towers	St Helens Sports Complex – Football Oval	<ul style="list-style-type: none"> • Planning Application Submitted; • Works scheduled delayed due to availability of materials – pending further advice.

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



No.	BA No.	Town	Development	Value
1	2021 / 00051	Stieglitz	New Shed	\$22,000.00
2	2021 / 00051	Stieglitz	Legalisation – Retaining Walls & Earthworks	\$4,000.00
3	2021 / 00046 - STAGE 1	Stieglitz	New Dwelling & Veranda (to lock up stage only)	\$171,000.00
4	2021 / 00122	Scamander	Additions & Alterations – Dwelling	\$143,000.00
5	2021 / 00278	Scamander	New Solar Panels	\$12,000.00
6	2020 / 00136	Scamander	New Non-Habitable Outbuilding	\$34,000.00
7	2021 / 00210	Scamander	New Dwelling	\$247,180.00
8	2021 / 00182	St Helens	New Deck	\$10,000.00
9	2021 / 00228	Beaumaris	New Shed	\$22,000.00
10	2021 / 00218	Binalong Bay	New Dwelling incorporating Garage	\$355,000.00
11	2020 / 00151 - STAGE 2	St Helens	New Dwelling & Carport – Stage 2	\$205,000.00
12	2021 / 00179	St Helens	New Shed	\$20,000.00
13	2021 / 00107	Ansons Bay	New Outbuilding with Amenities	\$85,000.00
14	2021 / 00306	Scamander	Repairs to Dwelling & Veranda	\$133,000.00
15	2021 / 00181	Falmouth	New Dwelling incorporating Pergola, Deck, Veranda & Garage with Amenities	\$136,000.00
16	2021 / 00253	St Helens	New Shed	\$15,000.00
17	2021 / 00100	Ansons Bay	Change of Use – Shipping Container to Dwelling & New – Shipping Container for Storage	\$50,000.00
18	2021 / 00273	Gray	New Farm Machinery Shed	\$70,000.00
19	2020 / 00213	Ansons Bay	New Dwelling	\$131,000.00


ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2020/2021	2021/2022
	\$5,522,752.00	\$13,390,900.00

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2020	2021
	November	\$2,344,207.00	\$1,865,180.00

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2020/2021	2021/2022
	November	60	90

ENVIRONMENTAL REPORT

Description	Updates
Weed Management	<p>The NRM facilitator and Weed Program Coordinator attended Biosecurity Tasmania Weed Inspector training.</p> <p>The Break O'Day Drought Weeds Officer project is completing reporting, including a Farm Sector Weed Plan of future priorities.</p>
Dog Management	<p>The Local Government Association of Tasmania (LGAT) convened state and local government workshop on dog management issues and cooperation. Representatives from Parks & Wildlife Services (PWS), the renamed 'Department of Natural Resources and Environment' and 11 other Councils attended the workshop. Council presented at the workshop. It had called for, through LGAT, for state-level discussion of issues and cooperation.</p>  <p>The 2021/2022 campaign on beaches continues. Fines and Cautions issued to beach goers during coordinated patrols and enforcement of dog zones by PWS and Council officers have had an impact in the community. Thankfully most people are respecting the dog beach zones or heeding warnings.</p>
NRM Committee	<p>The NRM Committee held a meeting on 16 November with a focus on recent concerns raised for Tasmania's management of river health and water quality.</p>
Project support	<p>Planning, design and implementation support was provided to Council projects to landscape Morty's Car Park with local native species and magnolias, and construction of the Binalong Bay foreshore pathway.</p> 

Description	Updates
Climate Change	<p>Council is working with other northern council's to establish a Northern Regional Councils Climate Change Action initiative.</p> <p>Break O'Day has contributed with staff from across the Council providing input at a workshop on the scope of our priorities and discussing resourcing and governance options for regional collaboration with other Councils on climate change.</p>
St Marys Flood Warning System	<p>Rain events provided an opportunity for successful testing of the system with staff of emergency management agencies and other councils. Invitations for community registrations to receive flash flood alerts will follow.</p>  <p>The system was also presented to the Tasmanian Flood Warning Consultative Committee at its recent meeting.</p>

Recreational Water Quality

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

Council's monitoring program has started with sampling in December. Results will be reported at the next Council Meeting and posted on Council's website when available.

All natural waters may be subject to local poorer water quality from time to time due to weather or other conditions.

PUBLIC HEALTH REPORT

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	2021/2022		2020/2021	
	Persons	Vaccinations	Persons	Vaccinations
July - December	43	45	50	58
January - June			90	90
TOTAL	43	45	140	148

Sharps Container Exchange Program as at 6 October 2021

Current Year	Previous Year
YTD 2021/2022	YTD 2020/2021
15	26

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	DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Meeting Minutes - NRM Special Committee – 16 November 2021

OFFICER'S RECOMMENDATION:

That Council receive the Minutes of the NRM Committee Meeting held on 16 November 2021, acknowledging advice and considering recommendations from the Committee for further Council attention.

INTRODUCTION:

The Break O'Day NRM Special Committee met on 16 November 2021, at the Break O'Day Child and Family Centre.

PREVIOUS COUNCIL CONSIDERATION:

Council reviewed the draft Minutes of the NRM Committee Meeting held on 16 November 2021, at its December 2021 Workshop.

09/21.16.6.209

Moved: Clr G McGuinness / Seconded: Clr K Chapple

1. That Council receive the Minutes of NRM Committee Meetings held on 4 May 2021 and 13 July 2021, acknowledging any advice and considering recommendations from the Committee for further Council attention.

2. Council acknowledges the NRM Special Committee's request regarding the Bay of Fires Master Plan project and advises the Committee that the committee will be undertaking its role through the forthcoming community consultation and providing Council with its feedback on the draft Plan as the project progresses.

CARRIED UNANIMOUSLY

06/21.16.2.146

Moved: Clr J Drummond / Seconded: Clr K Wright

That Council receive the Minutes of NRM Committee Meeting of 23 February 2021, acknowledging any advice and considering recommendations from the Committee for further Council attention.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

Minutes from the NRM Committee's meeting in November are attached for Councils attention and to be formally received.

The table below lists current outstanding NRM Committee actions or advice following the meeting, to be noted and/or considered for further attention by Council.

One topic in particular that the Committee considered should be noted: reviewing recent concern for river health and water quality and their management in Tasmania. This will be the subject of a separate report to Council, at its next Workshop.

	Item	Status
25 February 2020		
6.1.3	That Council consider the information it has available to it, taking into consideration the implications for economic, social and environmental values, to determine its position on possible changes to FPPF land in Break O'Day.	The subject of presentations at this Workshop
4 August 2020		
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	To Action
16 November 2021		
	Council seek input and advice from state water managers and independent experts on the adequacy of management arrangements and development initiatives in Tasmania, for ensuring the ecologically sustainable use and development of freshwater systems and resources in Break O'Day.	To Action

Council should discuss any matters for further action.

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

1. Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.
2. Increase the community's awareness of the natural environment; the pressures it faces; and actions we can take to sustain it and what it provides.
3. Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.
4. Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees
Local Government (Meeting Procedures) Regulations 2015

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority.



Minutes

NRM SPECIAL COMMITTEE MEETING

Tuesday 16 November 2021
12:30 – 3:15 pm

BREAK O'DAY CHILD & FAMILY CENTRE
Meeting room, 1 Groom St. St Helens, from 12 noon

COVID-19 Pandemic Protocols Apply

- Do not come if experiencing any cold/flu/COVID-19 like symptoms, in contact with an infected person, under quarantine or recently overseas.
- Check-in and sanitise on entering CFC building
- Practice necessary hygiene and gathering restrictions
- BYO lunch

1 Attendance

Present: Councillor Janet Drummond (Break O'Day Council - Chair); Lionel Poole (Parks and Wildlife Service); Howard Jones (Community Representative); Todd Dudley (NE Bioregional Network); Tim Rhodes (Agriculture Industry); Craig Lockwood (Marine Aquaculture).

Attending and meeting note taking: Polly Buchhorn, NRM Facilitator.

Apologies: Clr Lesa Whittaker (Break O'Day Council); Clr Kristi Chapple (Break O'Day Council), Linda Overend (Parks and Wildlife Service)

1.1 Acknowledgement of Country

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

2 Confirmation Minutes of Meeting

2.1 Minutes of Meeting

2.1.1 Motion: That the minutes of the Meeting held on Tuesday 13 July 2021 at Break O'Day Child and Family Centre be confirmed.

Moved: L. Poole

Seconded: H. Jones

Carried

2 Declaration of interest of a member or close associate

2.1.1 Recommendation: Members to declare any interest they or a close associate have in matters on the Agenda.

Nil

3 Business arising from the previous meeting

3.1 River Water Quality

NRM Committee considered a round-up of emerging river water quality issues after reports at recent meetings from Committee member Howard Jones and an escalation of concern state

22/11/2021

2

wide for the condition, monitoring and management of freshwater resources and natural river systems.

Howard, a member of the Anglers Alliance of Tasmania (AAT, a peak body representing freshwater anglers) presented to Committee members a presentation the AAT had recently made to DPIPWE's *Rural Water Roundtable*, a group formed for authorities and stakeholders to consider implementation of the Tasmanian Government's *Rural Water Use Strategy*, released in March 2021. The AAT presentation, Rural Water Use Strategy and other documents were circulated to the Committee ahead of the meeting.

Howard outlined a growing range of issues and cases raised by fishers through AAT for river health and degradation, fish-kill events, pollution and declining water quality and reduced fluctuating flows. AAT associated a range of water and catchment activities as sources of pressure on stream health, flows and water quality: forestry and agriculture, works and development too close to streams, effluent discharge from dairy, fish-farming and other activities and extraction of water for irrigation and domestic supplies (including using rivers to convey water to a user downstream). At DPIPWE's *Rural Water Roundtable* meeting the AAT called for improved reporting, transparency, compliance and remediation and rehabilitation actions.

Howard referred to a 2020 DPIPWE report reviewing trends in river health and water quality over time and across Tasmanian in support of the AAT's concerns. This report was only released under a Right To Information request and finds many Tasmanian waterways have poor and declining health and water quality and associates this with the same sorts of pressures from water and catchment use and activities.

The Committee discussed water quality and river health issues considering AAT's concerns, DPIPWE's 2020 river health report, the Tasmanian Rural Water Use Strategy, and other information available to it, including a report on the condition of freshwater systems and their management in Tasmania by an independent group of scientists. Cases and issues discussed by the Committee in relation to Break O'Day included

- turbidity of irrigation water transferred down the South Esk River
- fish-kill events in the Scamander River
- collapse of the Break O'Day Rivulet's health since 2008
- water quality in the George catchment
- fish farming operations at Upper Esk
- vulnerability of smaller coastal catchments
- vulnerability of town water supplies
- irrigated agriculture development, for the Tasmanian Government's 2050 Agri-growth ambition.

Todd Dudley felt many degraded catchments, such as the Break O'Day Rivulet, need extensive restoration and rehabilitation of the land and waterways for river health to recover. Howard Jones added the AAT supported widespread development of protective riparian buffers with stewardship solutions for their maintenance. The North East Bioregional Network, like the AAT, had made a submission to the Rural Water Use Strategy, concerned 'agri-growth 2050' plans

would ruin Tasmania's rivers. The Rural Water Use Strategy focusses on water quantity and extraction and assumes water quality is effectively managed elsewhere.

Craig Lockwood observed in summing up that water use and management had to be 'sustainable'.

The members concluded recent reports on the condition of rivers and freshwater resources and water management in Tasmania cast doubt on the sustainability of freshwater ecosystems and the productivity of Break O'Day's freshwater resources in future, including the good water quality and healthy waterways that its communities and producers depend on.

Key areas identified for attention included

- monitoring and reporting of river health and sustainability
- administration of water (quantity) extraction and dams planning, approvals and performance compliance
- transparency with freshwater condition data, river health management and investigations
- rural water development plans and growth in intensive irrigated agriculture
- increased effort and resources needed to sustainably manage waterways and freshwater resources.

- 3.1.1 Recommendation: Council seek input and advice from state water managers and independent experts on freshwater management arrangements and development initiatives in Tasmania, and their adequacy for ensuring the ecologically sustainable use and development of freshwater systems and resources in Break O'Day.

Moved: H. Jones

Seconded: T. Rhodes

Carried

3.2 Bay of Fires Master Plan project

The Committee noted Council's response, that the NRM Committee undertake its role through the by following the public consultation process and release of information for the Master Plan project and provide Council with its feedback on it as the project progresses.

Todd Dudley from the North East Bioregional Network noted selection of a consultant to undertake the project work was underway.

4 Outstanding Committee items

The NRM Committee reviewed the report on items and decisions outstanding from past meetings.

	Item	Status
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22/11/2021

4

16 Nov. 2017		
6.1.2	That Council take a motion to LGAT that all Councils join together to fund and establish a process that provides education on managing our beaches. This would include reference to dog management, protection of shorebirds and wildlife and the safe use of our beaches by people in Tasmania. This may include lobbying the State Government for funding.	Completed Break O'Day presenting at workshop by LGAT for Tasmanian and local government in November. Local cooperation continues on dog management and wildlife, including Policies, zoning, education, enforcement and resources.
25 February 2020		
6.1.3	That Council consider the information it has available to it, taking into consideration the implications for economic, social and environmental values, to determine its position on possible changes to FPPF land in Break O'Day.	Research underway again. Working towards report and consideration for Council's December meetings.
4 August 2020		
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	To Action
4 May 2021		
3.1.1	Council should amend its NRM Committee Charter by adding as a new dot point to the Committee responsibilities: Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative's differing points of view, focus on the issues and accept the consensus of the Committee.	Completed
13 July 2021		
3.1.1	That minutes and reports of the Bay of Fires Master Plan Steering Committee be provided to the NRM Committee to assist the Committee to undertake its roles in the Break O'Day Council NRM Committee Charter.	Completed

4.1.1 Recommendation: The Committee receives the report on Outstanding Committee items and updates to their status.

Moved: T. Dudley

Seconded: C. Lockwood

Carried

5 Issues

5.1 Northern Region NRM Strategy Review

The NRM Facilitator presented an overview of NRM North's draft 2030 NRM Strategy Northern Tasmania highlighting significant priorities and actions for Break O'Day. He noted that while the consultation period for feedback has closed (on 14 November) NRM North had visited Council earlier to consider priorities and actions for the regional strategy with regard to Break O'Day's Environment and NRM Strategy, and to discuss specific areas for collaboration in the future. All three NRM regions were collaborating to revise their regional strategies at the same time and model, which was to focus on where potential for investment and resources exists for actions and outcomes for the region.

The draft Strategy a range of priorities and actions consistent and providing future opportunities for the Break O'Day NRM Strategy and priorities and incorporated input provided during initial consultation. General and supportive feedback had been provided to NRM North on the draft. Highlights for Break O'Day include

Land

- Healthy Country - work with and support Tasmanian Aboriginal land managers
- Resilient Land - adaptation pathways, partnership programs and knowledge sharing, planning, disaster recovery and Biosecurity
- Soil & vegetation best practice - Fingal valley

Water

- Rivers – George catchment, riparian protection, best practice agriculture
- Wetlands – Dianas Basin
- Coastal – seagrasses, giant kelp forests, native shellfish reefs and coastal inundation

Biodiversity

- Focus areas – NE corner (including much of Break O'Day coastal strip)
- Threatened communities – black and Brookers gum, white/blue gum forests, riparian vegetation and saltmarsh
- Threatened species – shorebirds, Davies wax flower, ptunnarra butterfly, bandicoots and quolls, eastern bittern.

The strategy also provides for actions to identify and survey natural values and their condition and needs, and to act on new and emerging priorities.

Todd Dudley noted that wet white gum forests had recently been listed nationally as threatened. He also noted there may be opportunities to improve riparian buffers in the

Forest Lodge plantations above Pyengana with the forest industry. Craig Lockwood commented on future trends for growth of a seaweed aquaculture industry and possible opportunities there.

5.2 Break O'Day Planning Scheme – consultation on Local Provisions Schedule including new zoning maps

The Committee noted report and that public consultation is underway for implementation of the State Planning Provisions (SPP - state-wide planning scheme template) in Break O'Day with a Local Provisions Schedule (LPS).

The wide scope and extent of changes in the LPS, including Zone Maps, Code Overlay Maps, Particular Purpose Zones and Specific Area Plans (SAPs), and the State Planning Provisions (not being consulted on) were discussed. Todd Dudley commented on the translation of the current Environmental Living zone to the new Landscape Conservation zone. The NRM Facilitator commented the new Agriculture zone was a significant change, in which clearing of native vegetation would not be controlled.

From the discussion, members felt they would not be able to explore and become familiar with the LPS and SPP, and consider the implications for environment and NRM priorities for Break O'Day or identify concerns for the NRM Committee.

5.3 Dog Management

The Committee noted the report.

The NRM Facilitator commented on significant further beach patrols since 29 October by PWS and Council's officer with several Cautions and Infringement Notices issued. Importantly this had generated ripples in the community, which would lead to increased awareness of responsible dog management and behavior choices. Council and PWS were working more closely again this year and sharing non-compliance information.

The NRM Facilitator also reported on a successful state-wide workshop on local government and DPIWWE/PWS collaboration on dog management convened by LGAT. It had attracted officers from across the state from councils and PWS and DPIWWE to reveal widespread common concerns, different experiences with overlap and policy development, signage and communication and enforcement, and efforts to improve outcomes. The workshop followed concerns raised with LGAT by Council, that the Tasmanian Government needed to pay more attention to dog management at state-level to support and work with local government efforts.

6 NRM staff update

The NRM Facilitator reported

- Chaired Northern Regional Cat Management Working Group meeting. NRM North is recruiting a new Coordinator, which will suit timing in autumn/winter of Break O'Day priorities for desexing and trapping activities
- Presented St Marys Flash Flood Warning System to the Tasmanian Flood Warning Consultative Committee
- Shorebird/dog management working group and joint campaign well underway with brochure, signage, enforcement and communications activities
- Lower George Floodplain Impact Assessment project has been delayed.

In relation to the George Floodplain Craig Lockwood was concerned about suggestions of removing sediment from the riverbed, as he was involved with a research project sampling sediments for possible toxin residues. The NRM Facilitator noted sediment extraction was not part of the Impact Assessment project but was a flood risk mitigation strategy that had been identified. Knowledge of toxins or other pollutants on or in floodplain sediments would be important to consider.

6.1 Weed Management Activity

The report on recent weed control on Council weed property was noted.

The NRM Facilitator also reported boneseed had been targeted recently on St Helens Point, Scamander and Dianas Basin. He thanked Todd Dudley for leading this with volunteer efforts contacting landholders and assisting them. Council provided support by contacting landholders missed to ask them to help by removing boneseed from their properties.

7 Committee Members update and other business

7.1 Pittosporum and Blue Bell Creeper

Todd Dudley from the North East Bioregional Network was concerned increasing numbers and the spread of pittosporum and blue bell creeper. He suggested the significance and priority given to these weeds needed to be raised and more action taken. Their expansion in the Binalong Bay area was concerning and he suggested residents there be provided information and be asked to control them.

7.2 Dianas Basin fuel reduction burn

Todd Dudley from the North East Bioregional Network was concerned that planned fuel management burning at Dianas Basin by PWS only 10 years since the last burn was too soon. High burn frequencies disadvantaged obligate seeders such as the Banksias, which would be less likely to seed and regenerate before being burnt again, and favouring vegetation cover of shorter lived grasses and sedges.

7.3 Deer Management

Todd Dudley reported community input was being sort [until 3 December] on the Draft Wild Fallow Deer Management Plan for Tasmania.

7.4 Dryland Soil Moisture Probe Site

Tim Rhodes reported NRM South had installed a soil moisture probe on Killymoon as part of a network of probes on Midlands and east coast farms for a drought resilience project.

4 Next meeting dates

The Committee discussed its next meeting dates. The first and third Tuesdays of the month were not suitable for several members.

Janet Drummond suggested the Committee try for its next meeting a new Council meeting room being fitted out in the old Hub4Health building at 5 Portland Court St Helens.

Dates for second Tuesdays in 2022 were agreed to be:

- Tuesday 8 February
- Tuesday 12 April
- Tuesday 12 July
- Tuesday 11 October

The next meeting on Tuesday 8 February would be at Council's new facility at 5 Portland Court St Helens. In the afternoon as previously: from 12:30pm for BYO light lunch, with business starting 1pm, or sooner with agreement of those attending.

Meetings have normally been on Tuesdays - starting at 12:30pm for BYO light lunch, with business starting 1pm, or sooner with agreement of those attending. The preferred venue is the Child and Family Centre at St Helens.

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	002\012\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:**Meeting and Events attended:**

17.11.2021	Hobart	– Local Government Association of Tasmania (LGAT) General Managers Workshop
17.11.2021	Hobart	– Parks & Wildlife Service, meeting with Will Joscelyne (Acting General Manager) to discuss key projects including Burns Bay Car Park, Bay of Fires Master Plan, Parkside foreshore, and St Helens Wharf. He has recently taken up this position and was seeking a broad understanding.
18.11.2021	Hobart	– Local Government Association of Tasmania (LGAT) General Managers Workshop
18.11.2021	Hobart	– St Helens Wharf, meeting with Minister Petrusma's Senior Advisor regarding the disputed section of St Helens Wharf to discuss Council's position on the matter and previous commitments.
19.11.2021	Launceston	– Community Wellbeing Project, participated in an evaluation interview with UTas in relation to this project.
24.11.2021	Scamander	– Probus, attended the Scamander Probus group meeting to discuss projects Council were undertaking stretching from Fingal to Binalong Bay.
29.11.2021	St Helens Via Web	– Tasmanian Audit Office (TAO) – Stakeholder Engagement Meeting which was in effect a general discussion on strategic priorities of Council and challenges we face.
01.12.2021	Fingal	– Break O'Day Employment Connect (BODEC) - Strategic and Operational Plans Workshop
03.12.2021	Hobart	– Local Government Association of Tasmania (LGAT) – General Meeting

03.12.2021	Hobart	– Tasmania Community Achievement Awards, attended as Council had been nominated as a finalist in the Awards for the St Helens Mountain Bike Trails in the Innovation section.
06.12.2021	St Helens	– Council Workshop
06.12.2021	St Helens	– Brian Mitchell MP, meeting involving the Mayor to discuss Council's identified Federal Election projects.
07.12.2021	St Helens Via Web	– Population Change in Break O'Day, moderated the online presentation which had been made available to a wider audience.
08.12.2021	Devils Corner	– Official opening of the expanded Brown Brothers Cellar Door at Devils Corner
10.12.2021	Launceston	– Northern Tasmania Development Corporation (NTDC) Priority Projects Meetings with Brian Mitchell as part of the lobbying for projects in the northern Tasmania region.

Meetings & Events Not Yet Attended:

17.12.2021	Launceston	– Northern General Managers Meeting
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General – The General Manager held regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with community members included Grant Thurlow, and Barry Hay.

Brief Updates:

Vegetation Removal

As Councillors are aware there were two trees which were cut down on the foreshore at Stieglitz a couple of weeks ago. Since that time Council officers have been working with Parks & Wildlife Service and Crown Land Services in relation to the investigation and potential prosecution of the individual(s) involved in this action. Council and the state agencies view this matter very seriously. It has been confirmed that the trees are on the Crown Reservation.

St Helens Wharf

As Councillors are aware this has been an ongoing matter and numerous representations have been made to several Ministers on this matter. Approximately 12 months ago there was a commitment made that the State Government would fund an engineering condition assessment and that MAST would manage the project. Unfortunately this did not eventuate at that stage. More recently The General Manager has made progress through Minister Petrusma's office and it is hoped that the required engineering condition assessment will now be progressed.

Local Government Reform

As advised to Councillors at the November Council meeting we are now heading into a review process which will focus initially on the functions (roles and responsibilities) of local government and then examine the form (boundaries) of local government. As indicated by the Minister the process will commence in January 2022 and last for 18 months. Over the last month, substantial progress has been made by the State Government in relation to getting this process underway. It is anticipated that the Terms of Reference and Review Board membership will be released before Christmas.

Communications Report – DECEMBER 2021

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS	BODC Newsletter	Came out on 2 December and featured articles on: <ul style="list-style-type: none">Fairy Tern NestingSnake informationFinancial Snap-shot from the Annual ReportCouncil DecisionsWorks updates and more
	Annual Report	The Annual Report is now complete. Copies have been sent to the Minister for Local Government and the Health Minister. The AGM will be held on 13 December
	St Helens MTB Data collection	This survey remains open and will do over the summer holidays to capture those riders
	Federal Election Submission	Draft approved by General Manager. Finishing touches now underway.
	Mayors Opinion Piece	Developed in collaboration with the Mayor an Op-Ed on Silver linings and the importance of remaining COVID vigilant etc.
	5 Minutes with the Mayor Valley Voice	Valley Voice asked for an article on what our Local Roads and Community Infrastructure Project (LRCIP) priorities for round three (3) were.
	Council Bulletin	Introduced a Council Bulletin that comes out with in 24 hours of the Council Meeting. The bulletin is an abbreviated version of Council decisions and aims to keep staff informed of Council decisions and activities.
	Population Session with Lisa Denny	Promotion and set up of the Population Event Brite live streaming
	Customer Service improvements	Developing a customer Service page and post card with a QR code linking to the page. The post cards can be carried by Works staff and handed out to community members.

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS Cont ...	End of Year Newsletter	Starting to put together the last newsletter of the year. December/January edition.
GRANTS	Digital Notice Board and PA System for the Flagstaff Trailhead	Installation will occur in January 2022.
	Destination Action Plan Sculpture Walk Project	EOI for artists to submit sculptures has been drafted and is with the group to formalize.
SOCIAL MEDIA	Facebook Commenting	Report presented to Council about the Voller case and the effect this now has on comments.
EMAIL DATABASES	Continuing to develop	Continuing to collect email addresses for the newsletter and township databases. The Drop-in sessions provided a great opportunity to do this.
	MTB Portal	Re developing the sign-up of the users of the portal. Emergency Service and Shuttle Operator Users will now have their own level.

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
75 Quail Street, St Helens	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager
3 Fysh Place, Stieglitz	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager
54-56 Main Road, Binalong Bay	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager
Sunnybank Close, St Helens	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager
Scamander Sanctuary, Tasman Highway, Scamander	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager

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

Date	Document	Address	PID or DA
02.11.2021	337 Certificate	358 Terryvale Road, Goshen	7845241
02.11.2021	337 Certificate	50 Victoria Street, Fingal	6412970
02.11.2021	337 Certificate	7 Lade Court, Beaumaris	6787916
02.11.2021	337 Certificate	King Street (CT246963-1) Mathinna	2708993
03.11.2021	337 Certificate	13 Iliad Grove, St Helens	6781012
Date	Document	Address	PID or DA

03.11.2021	337 Certificate	2 Bay Close, St Helens	7560035
03.11.2021	337 Certificate	251 Lohreys Road, St Marys	7130203
03.11.2021	337 Certificate	Lot 1 Bent Street (CT103415-1), Mathinna	1438207
09.11.2021	337 Certificate	22 Skyline Drive (CT180379-2), Beaumaris	3405150
10.11.2021	337 Certificate	886 North Ansons Road, Gladstone	7818788
12.11.2021	337 Certificate	73-89 Talbot Street, Fingal	6412217
12.11.2021	337 Certificate	6 Karaka Close, Stieglitz	2800909
16.11.2021	337 Certificate	77 St Helens Point Road, Stieglitz	1913565
17.11.2021	337 Certificate	43 Falmouth Street, St Helens	1489039
18.11.2021	337 Certificate	78 Parnella Drive, Stieglitz	2215523
18.11.2021	337 Certificate	19 Maori Place, Akaroa	2512480
24.11.2021	337 Certificate	8 Seabreeze Court, Beaumaris	2228375
24.11.2021	337 Certificate	22 Legge Street, Fingal	6411433
25.11.2021	337 Certificate	25582 Tasman Highway, St Helens	6782402
25.11.2021	337 Certificate	32 Pedder Street, Fingal	6411652
25.11.2021	337 Certificate	28 Legge Street, Fingal	6411476
25.11.2021	337 Certificate	2/9 Lindsay Parade, St Helens	7854615
25.11.2021	337 Certificate	24 Fitzgeralds Road, Goulds Country	6805483
25.11.2021	337 Certificate	6 Talbot Street, Fingal	6412591
25.11.2021	337 Certificate	25-27 Erythos Grove, St Helens	6808772
25.11.2021	337 Certificate	73-89 Talbot Street, Fingal	6412217
29.11.2021	337 Certificate	80-82 Tully Street (CT126081/4), St Helens	3180457
29.11.2021	337 Certificate	3 Wrinklers Drive, Scamander	3017027
29.11.2021	337 Certificate	191 Lottah Road, Goulds Country	6805512
29.11.2021	337 Certificate	5 Cameron Street, St Helens	6793216
29.11.2021	337 Certificate	35 Main Street, St Marys	6404620

Tenders and Contracts Awarded:

Nil.

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.

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2015 that Council move into Closed Council.

IN CONFIDENCE

12/21.18.0 **CLOSED COUNCIL**

12/21.18.1 **Confirmation of Closed Council Minutes – Council Meeting 15 November 2021**

12/21.18.2 **Outstanding Actions List for Closed Council**

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2005 that Council move out of Closed Council.