

COUNCIL MEETING AGENDA

Monday 20 July 2020
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
13 July 2020

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NOTICE OF MEETING

Notice is hereby given that the next meeting of the Break O'Day Council will be held at the St Helens Council Chambers on Monday 20 July 2020 commencing at 10.00am.

CERTIFICATION

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



JOHN BROWN
GENERAL MANAGER

Date: 13 July 2020

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AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

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

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

OPENING

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

ACKNOWLEDGEMENT OF COUNTRY

We 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.

07/20.1.0 ATTENDANCE

07/20.1.1 Present

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

07/20.1.2 Apologies

Nil

07/20.1.3 Leave of Absence

Nil

07/20.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews

07/20.2.0 PUBLIC QUESTION TIME

07/20.3.0 DECLARATION OF PECUNIARY INTEREST OF A COUNCILLOR OR CLOSE ASSOCIATE

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

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

07/20.4.0 CONFIRMATION OF MINUTES

07/20.4.1 Confirmation of Minutes – Council Meeting 22 June 2020

OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 22 June 2020 be confirmed.

07/20.5.0 COUNCIL WORKSHOPS HELD SINCE 22 JUNE 2020 COUNCIL MEETING

There was a Workshop held on Monday 6 July 2020 – the following items were listed for discussion.

- Audit Panel – Review of Panel Membership
- Audit Panel – Receipt of Minutes
- Policy - AM 13 Memorial Gardens
- Policy - AM 18 Nature Strip Planting
- Forest Lodge Road Plantation
- Beauty Flats Road
- Georges Bay Walkway Bridge - Update
- Request for Sponsorship – Free2bgirls – Youth Support
- Recreational Trails Strategy
- Wrinklers Proposed Project
- Petitions
- Community Care and Recovery Package – COVID-19 - Update
- Local Government Association of Tasmania (LGAT) – Guide to Resuming Face to Face Council Meetings – COVID-19
- Review of Four (4) Tourism Information Sites in BOD
- Mental Health & Wellbeing
- RSL Club
- Tree Root Damage in Tully Street, St Helens

07/20.6.0

PLANNING AUTHORITY

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

07/20.6.1

DA 024-2020 – New Dwelling & Shed – 8 Fysh Place Stieglitz

ACTION	DECISION
PROPONENT	Design To Live
OFFICER	Deb Szekely, Planning Officer
FILE REFERENCE	DA 024-2020
ASSOCIATED REPORTS AND DOCUMENTS	Amended Plans and Elevations Amended Written Submission Bushfire Report Representations (3) Applicant Response to Representations Modelling of fill placement

OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for **DWELLING & SHED** on land situated at **8 FYSH PLACE, STIEGLITZ** described in Certificate of Title 152051/4 be **APPROVED** subject to the following plans and conditions:

Approved Plans			
Plan Name	Reference Number	Prepared By	Dated
Cover Page	FYSH08 1/7 REV5	Design To Live	6/07/2020
Site Plan	FYSH08 2/7 REV5	Design To Live	6/07/2020
Ground Plan	FYSH08 3/7 REV5	Design To Live	6/07/2020
First Floor	FYSH08 4/7 REV5	Design To Live	6/07/2020
External Services	FYSH08 5/7 REV5	Design To Live	6/07/2020
Elevations NTH-STH	FYSH08 6/7 REV5	Design To Live	6/07/2020
Elevations	FYSH08 7/7 REV5	Design To Live	6/07/2020

Development must accord with the Development Application DA 024-2020 received by Council 1 June 2020, together with all submitted documentation received and forming part of the development application, except as varied by conditions on this Planning Permit.

1. The garage/shed is approved for non-habitable residential use only and may not be changed without written consent from Council. The installation of facilities and/or any alterations to the garage/shed would therefore require a further development application.
2. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.
3. Works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.

4. All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.
5. 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.
6. Any damage that may occur to any Council infrastructure during the construction of the proposed dwelling and shed, must be reinstated to the satisfaction of Council and at the cost of the developer.
7. All conditions of this permit must be completed to the satisfaction of the responsible authority, prior to the occupancy of the dwelling on the subject site.
8. Stormwater disposal connection is to be made to the back of the side entry pit located within the road reserve (Fysh Place) in proximity to the western boundary.

ADVICE:

- Activities associated with construction works are not to be performed outside the permissible time frames listed:

Mon-Friday 7 am to 6 pm

Saturday 9 am to 6 pm

Sunday and public holidays 10 am to 6 pm.

- Be advised that in accordance with the *Building Act 2016* assessment for building approval cannot commence until such time as Council is provided with full Building Design Plans and Specifications prepared by an accredited designer.

INTRODUCTION:

The applicant is seeking approval for the use and construction of a single dwelling and attached shed at 8 Fysh Place, Stieglitz. The site is currently void of native vegetation, however the applicant is seeking retrospective approval for the removal of native vegetation (2) and small shrubbery along the western boundary fence line. Residential use (single dwelling) in the General Residential Zone is a qualified no permit required use under Table 10.2 Use Table of the *Break O'Day Interim Planning Scheme 2013*. The proposed use and development underwent a notification period from 6 June 2020 until 5pm Monday 22 June 2020. Three (3) representations were received on 22 June, although one (1) of these representations was received after the 5pm deadline. All three (3) representations have been included for consideration.

PREVIOUS COUNCIL CONSIDERATION:

Not applicable.

OFFICER'S REPORT:

1. The Proposal

The site has an area of 1102 m² and is presently vacant. On site is a caravan for which Council has issued a licence. Also on site is a shipping container for which does not form part of this application and is currently being managed within the department. Figure 1 (below) provides an aerial photo of the locality of the subject site. Figures 2 and 3 (below) provide photos of the subject site.



Figure 1 – Aerial Photo



Figure 2 – Photo – Subject site looking northwards.



**Figure 3 – Photo of subject site – Looking west from the eastern side boundary of the site.
Fence line of 10 Fysh Place visible including dwelling.**

Immediately north of the site is an internal lot (6 Fysh Place) for which Council has approved a dwelling (DA144-2018) for which the access way adjoins the sites eastern side boundary. The adjacent block to the east contains a similar style development but is of a larger scale.

The proposal is for a two-storey dwelling with an attached garage, utilities and entry located on the ground floor. An uncovered deck will be attached to the ground floor extending westward. On the ground floor level the development will consist of a living room, kitchen and bathroom/laundry facilities, as well as a two (2) bay garage. The first floor level will consist of three (3) bedrooms and a living area (rumpus) and a partial mezzanine level over the garage bays. Access will be by way of a sealed driveway closer to the eastern side boundary.

Amended Proposal

The original proposal and that which was advertised, did not include stormwater drainage to the sealed drive-way. Following receipt of representations, the applicant revised the site plan to demonstrate stormwater collection from the sealed driveway with disposal to the reticulated stormwater system. Additionally, following receipt of representations, the applicant provided computer generated modelling, demonstrating the volume of fill contained on the site.

2. Applicable Planning Scheme Provisions

Part 10 General Residential Zone

E6 Car Parking and Sustainable Transport Code

E8 Biodiversity Code

3. Referrals

Break O'Day Council Works Department.

4. Assessment

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

- 10.4.2 Setbacks and building envelope for all dwellings P3;
- E8.6.1 Habitat and Vegetation Management P2.1.

Following receipt of representations, the applicant amended the External Services Drawing (FYSH08 5/7 R5) of the proposal to demonstrate the collection of runoff from the sealed driveway.

Additionally the applicant provided computer modelling and written representation, demonstrating the amount of fill placed on site to be approximately 47m³ of BSB Gravel.

Additional information identified the application relied upon the following additional (to the above) performance criteria:

- 10.4.16.2 Filling of Sites P1 (due to proximity to boundary only)

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

10.2 Use Table

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

Residential as defined by the Scheme means:

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

10.3 Use Standards

10.3.1 Amenity

Acceptable Solutions (AS)	Proposed Solutions
A1 If for permitted or no permit required uses.	A1 The proposed Dwelling and Garage is for a Residential Use which is a No Permit Required (NPR) Use in the General Residential Zone. The proposed use and development satisfies the acceptable solution.
A2 Commercial vehicles for discretionary uses must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	A2 Not Applicable. The proposed use and development is not for a discretionary use. Residential Use is a NPR use in the General Residential Zone.
A3 If for permitted or no permit required uses.	A3 The proposed Dwelling and Garage is for a Residential Use which is a No Permit Required (NPR) Use in the General Residential Zone. The proposed use and development satisfies the acceptable solution.

10.3.2 Residential Character – Discretionary Uses – not applicable.

10.4 Development Standards

10.4.1.1 Residential Density for Multiple Dwellings – not applicable.

10.4.2 Setbacks and building envelopes 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. 	<p>A1 The proposed development has a setback to the primary frontage in excess of 19m.</p> <p>The proposed development satisfies the acceptable solution.</p>
<p>A2 A garage or carport must have a setback from a primary frontage of at least:</p> <ul style="list-style-type: none"> (a) 5.5 m, or alternatively 1 m behind the façade of the dwelling; or (b) the same as the dwelling façade, if a portion of the dwelling gross floor area is located above the garage or carport; or (c) 1 m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10 m from the frontage. 	<p>A2 The proposed garage is setback with the dwelling in excess of 19m.</p> <p>The proposed development satisfies the acceptable solution.</p>
<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4 m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m horizontally beyond the building envelope, must:</p> <ul style="list-style-type: none"> (a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by: <ul style="list-style-type: none"> (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5 m from the rear boundary of a lot with an adjoining frontage; and (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3 m above natural ground level at the side boundaries and a distance of 4 m from the rear boundary to a building height of not more than 8.5 m above natural ground level; and 	<p>Assessment against the Performance Criteria is required.</p> <p>P3 The proposed development extends approximately 77cm horizontally beyond the building envelope on the eastern boundary and is setback 2m in lieu of the required 4m on the northern (rear) boundary. This discretionary part of the development occurs on the north east corner of the lot and is immediately adjacent to the access way for the internal lot 6 Fysh Place. The discretion for the rear boundary setback, is adjacent to the approved car parking area of 6 Fysh Place.</p> <p>In terms of privacy the proposed development is sited approximately 15.6m south of the proposed dwelling on the adjoining internal lot and approximately 20m to the adjoining dwelling to the east. The proposed dwelling is in excess of 17m to the western side boundary shared with 10 Fysh Place.</p>

<p>(b) only have a setback within 1.5 m of a side boundary if the dwelling:</p> <ul style="list-style-type: none"> (i) does not extend beyond an existing building built on or within 0.2 m of the boundary of the adjoining lot; or (ii) does not exceed a total length of 9 m or one-third the length of the side boundary (whichever is the lesser). <p>P3 The siting and scale of a dwelling must:</p> <ul style="list-style-type: none"> (a) not cause unreasonable loss of amenity by: <ul style="list-style-type: none"> (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or (ii) overshadowing the private open space of a dwelling on an adjoining lot; or (iii) overshadowing of an adjoining vacant lot; or (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and (b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area. 	<p>The proposal (including a relaxation by approximately 72-77cm in the side boundary envelope) will not reduce sunlight to a habitable room or overshadow private open space of a dwelling on an adjoining lot due to the separation between dwellings.</p> <p>The proposed development is set back considerably (>19m) from the street frontage. A building pad has been established in preparation for building and the height of the proposed development at the highest point above ground level, is still within the building envelope (6692mm).</p> <p>The scale and bulk of the development is similar to that existing in the street and in particular to that adjacent (2-4 Fysh Place). The proposal is 2 stories in nature and the scale, bulk and proportions of the dwelling will not cause visual impacts due to its siting or scale.</p> <p>The separation between dwellings is consistent with this side of the street and provides more separation between dwellings than those on the opposite side of the street. Dwellings opposite demonstrate greater bulk and density than the proposed dwelling due to their proximity to the street frontage.</p> <p>The proposed development is considered to satisfy the performance outcome in this instance.</p>
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10.4.3 Site Coverage and private open space for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 Dwellings must have:</p> <ul style="list-style-type: none"> (a) a site coverage of not more than 50% (excluding eaves up to 0.6 m); and (b) for multiple dwellings, a total area of private open space of not less than 60 m² associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and (c) a site area of which at least 25% of the site area is free from impervious surfaces. 	<p>A1 (a) The proposed development will achieve a site coverage of 9.5%.</p> <p>Proposed Development: 96m²</p> <p>Land Area: 1102</p> <p>Proposed Shed: 9m²</p> <p>Driveway 97.5m² (impervious)</p> <p>(b) not applicable – development is not for multiple dwellings.</p> <p>(c) The proposed development will have 81.6% of the site free from impervious surfaces.</p> <p>The proposed development satisfies the acceptable solution.</p>

Acceptable Solutions	Proposed Solutions
<p>A2 A dwelling must have an area of private open space that:</p> <ul style="list-style-type: none"> (a) is in one location and is at least: <ul style="list-style-type: none"> (i) 24 m²; or (ii) 12 m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and (b) has a minimum horizontal dimension of: <ul style="list-style-type: none"> (i) 4 m; or (ii) 2 m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and (c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and (d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least 3 hours of sunlight to 50% of the area between 9.00am and 3.00pm on the 21st June; and (e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and (f) has a gradient not steeper than 1 in 10; and (g) is not used for vehicle access or parking. 	<p>A2 The proposed dwelling is able to achieve an area of private open space that is in one location and is at least 24 m² and has a minimum horizontal dimension of 4m. The POS is directly accessible from and adjacent to a habitable room and is located to the west of the dwelling.</p> <p>The proposed development satisfies the acceptable solution.</p>

10.4.4 Sunlight and overshadowing for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).</p>	<p>A1 The proposed development has submitted floor plans that demonstrates compliance with the acceptable solution.</p> <p>The proposed development satisfies the acceptable solution.</p>
<p>A2 A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):</p> <ul style="list-style-type: none"> (a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B): <ul style="list-style-type: none"> (i) at a distance of 3 m from the window; and (ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal. (b) The multiple dwelling does not cause the habitable room to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June. (c) That part, of a multiple dwelling, consisting of: <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4 m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling. 	<p>Not Applicable.</p> <p>The proposed development does not include a multiple dwelling.</p>

Acceptable Solutions	Proposed Solutions
<p>A3 A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):</p> <p>(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C):</p> <ul style="list-style-type: none"> (i) at a distance of 3 m from the northern edge of the private open space; and (ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal. <p>(b) The multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June.</p> <p>(c) That part, of a multiple dwelling, consisting of:</p> <ul style="list-style-type: none"> (i) an outbuilding with a building height no more than 2.4 m; or (ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling. 	A3 Not applicable

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

Acceptable Solutions	Proposed Solutions
<p>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).</p>	<p>A1 Not Applicable.</p> <p>The proposed garage is set back greater than 12m from the primary frontage.</p>

10.4.6 Privacy for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1 m above natural ground level must have a permanently fixed screen to a height of at least 1.7 m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:</p> <p>(a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3 m from the side boundary; and</p> <p>(b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4 m from the rear boundary; and</p> <p>(c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6 m:</p> <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 Not Applicable.</p> <p>The proposed deck does not have a finished floor level more than 1m above natural ground level (800mm).</p>

Acceptable Solutions	Proposed Solutions
<p>A2 A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1 m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b):</p> <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, at least 1.5 m from the edge of a window or glazed door, to a habitable room of another dwelling; or (ii) is to have a sill height of at least 1.7 m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or (iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7 m above floor level, with a uniform transparency of not more than 25%. 	<p>A2 The western elevation depicts windows on the upper floor that are more than 1 m above natural ground level, however they are set back greater than 3m to side boundary shared with 10 Fysh Place and so complies with acceptable solution A2 (a). The Northern Elevation shows windows at a height greater than 1m above the natural ground level and are set back less than 4m to the rear boundary (2m). However the window(s) are offset in the horizontal plane greater than 1.5m to a habitable room of another dwelling (greater than 15m) and satisfy the acceptable solution.</p> <p>The proposed development satisfies the acceptable solution.</p>
<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> <p>(a) 2.5 m; or</p> <p>(b) 1 m if:</p> <ul style="list-style-type: none"> (i) it is separated by a screen of at least 1.7 m in height; or (ii) the window, or glazed door, to a habitable room has a sill height of at least 1.7 m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level. 	<p>A3 Not Applicable.</p> <p>The proposed development does not include a shared driveway.</p>

10.4.7 Frontage fences for all dwellings

Acceptable Solutions	Proposed Solutions
<p>A1 A fence (including a free-standing wall) within 4.5 m of a frontage must have a height above natural ground level of not more than:</p> <p>(a) 1.2 m if the fence is solid; or</p> <p>1.8 m, if any part of the fence that is within 4.5 m of a primary frontage has openings above a height of 1.2 m which provide a uniform transparency of not less than 30% (excluding any posts or uprights).</p>	<p>A1 Not Applicable.</p> <p>The proposed development does not include a fence to the frontage.</p>

10.4.8 Waste Storage for Multiple Dwellings – Not applicable.

10.4.9 Storage for Multiple Dwellings – Not applicable.

10.4.10 Common property for Multiple Dwellings – Not applicable.

10.4.11 Outbuildings and ancillary structures for Residential Use Class other than a single dwelling – Not applicable.

10.4.12 Site Services for Multiple Dwellings – Not applicable.

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

10.4.14 Non-Residential Development - Not applicable.

10.4.15 Subdivision – Not applicable.

10.4.16.1 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 All runoff from the proposed dwelling and shed is directed into onsite water storage tanks and the overflow from the tanks disposed of into the Council maintained reticulated stormwater system (see approved plan External Services FYSH08 5/7 R5). The proposed development satisfies the acceptable solution.

10.4.16.2 Filling of Sites

Acceptable Solutions		Proposed Solutions
A1	Fill must be; a) No more than 50m ³ , and b) Clean fill, and c) Located more than 2m from any boundary.	Assessment against the Performance Criteria is required. P1 The proposed development includes fill of approximately 47 m ³ which is less than the requirement of the acceptable solution. However it is closer than 2m from the rear and side boundary and the acceptable solution specifies fill to be located more than two meters from any boundary. The fill is the building pad for the proposed dwelling and garage and as a result all stormwater will be directed to an onsite tank with the overflow directed to the reticulated stormwater system. The Services Plan also demonstrates stormwater directed to pits. The design ensures that stormwater is directed away from adjoining lots so as to not cause a nuisance. Additionally, the outdoor living areas of the adjoining lots, are far removed from the building area (fill) and will not have their privacy impacted by the location of the fill. The proposed development is considered to satisfy the performance criteria in this instance.
P1	Larger amounts of fill must have regard to:- a) how stormwater overflows will be directed towards the reticulated stormwater collection points or where this is not possible, how storm water run-off will be directed away from adjoining lots so as not to cause a nuisance, and b) how privacy of adjoining outdoor living areas will be maintained.	

Codes

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

Acceptable Solutions	Proposed Solutions
<p>A1 The number of car parking spaces must not be less than the requirements of:</p> <ul style="list-style-type: none"> a) Table E6.1; or b) a parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone). 	<p>A1 The proposed development is required to provide two (2) car parking spaces. These are included as undercover car parks with additional uncovered car parking available onsite.</p> <p>The proposed development satisfies the acceptable solution.</p>

E6.7 Development Standards

E6.7.1 construction of Car Parking Spaces and Access Strips

Acceptable Solutions	Proposed Solutions
<p>A1 All car parking, access strips manoeuvring and circulation spaces must be:</p> <ul style="list-style-type: none"> a) formed to an adequate level and drained; and b) except for a single dwelling, provided with an impervious all weather seal; and c) except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces. 	<p>A1 The car parking areas and driveway have been formed to an adequate level and are sealed. Stormwater collection pits have been provided on the driveway to direct stormwater to the reticulated stormwater system to ensure the drive way is drained.</p> <p>The proposed development satisfies the acceptable solution.</p>

E6.7.2 Design and Layout of Car Parking

Acceptable Solutions	Proposed Solutions
<p>A1.1 Where providing for 4 or more spaces, parking areas (other than for parking located in garages and carports for a dwelling in the General Residential Zone) must be located behind the building line; and</p> <p>A1.2 Within the general residential zone, provision for turning must not be located within the front setback for residential buildings or multiple dwellings.</p>	<p>A1.1 Not applicable. The proposed development is not required to provide for 4 or more spaces.</p> <p>A1.2 Not applicable. The proposed development does not include provision for turning in the front setback.</p>
<p>A2.1 Car parking and manoeuvring space must:</p> <ul style="list-style-type: none"> a) have a gradient of 10% or less; and b) where providing for more than 4 cars, provide for vehicles to enter and exit the site in a forward direction; and c) have a width of vehicular access no less than prescribed in Table E6.2; and d) have a combined width of access and manoeuvring space adjacent to parking spaces not less than as prescribed in Table E6.3 where any of the following apply: <ul style="list-style-type: none"> i) there are three or more car parking spaces; and ii) where parking is more than 30m driving distance from the road; or iii) where the sole vehicle access is to a category 1, 2, 3 or 4 road; and <p>A2.2 The layout of car spaces and access ways must be designed in accordance with <i>Australian Standards AS 2890.1 - 2004 Parking Facilities, Part 1: Off Road Car Parking</i>.</p>	<p>A2.1 Car parking and manoeuvring space will:</p> <ul style="list-style-type: none"> a) have a gradient less than 10%; Land slopes gently (approximately 4°) to the west. b) Not applicable. Only requires a provision of 2 car parking spaces; and c) Provides a minimum 3.0m wide vehicular access; and d) Not applicable. Fysh Place is a Category 5 road. <p>The proposed development satisfies the Acceptable Solution.</p>

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

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

E6.8 Provisions for Sustainable Transport – not applicable.

E8 Biodiversity Code

E8.6.1 Habitat and Vegetation Management

Acceptable Solutions	Proposed Solutions
<p>A1.1 Clearance or disturbance of priority habitat is in accordance with a certified Forest Practices Plan or;</p> <p>A1.2 Development does not clear or disturb native vegetation within areas identified as priority habitat.</p>	<p>A1 Not Applicable.</p> <p>The site does not include priority habitat.</p>
<p>A2 Clearance or disturbance of native vegetation is in accordance with a certified Forest Practices Plan.</p> <p>P2.1 Clearance or disturbance of native vegetation must be consistent with the purpose of this Code and not unduly compromise the representation of species or vegetation communities of significance in the bioregion having regard to the:</p> <p>a) quality and extent of the vegetation or habitat affected by the proposal, including the maintenance of species diversity and its value as a wildlife corridor;</p> <p>and</p> <p>b) means of removal; and</p> <p>c) value of riparian vegetation in protecting habitat values; and</p> <p>d) impacts of siting of development (including effluent disposal) and vegetation clearance or excavations, , in proximity to habitat or vegetation; and</p> <p>e) need for and adequacy of proposed vegetation or habitat management; and</p> <p>f) conservation outcomes and long-term security of any offset in accordance with the <i>General Offset Principles</i> for the RMPs, Department of Primary Industries, Parks, Water and Environment.</p>	<p>Assessment against Performance Criteria is required.</p> <p>P2 The site was reportedly cleared of two, possibly 3 native trees in 2018 and prior. The LIST mapping and aerial photography (2013) shows two (2) trees on the property which are most likely to be native regrowth with the site previously cleared (review of previous aerial photography 2004).</p> <p>The site is not mapped as priority habitat. The Biodiversity Code is applicable as the applicant has identified the tree (s) removed were native (similarly for small shrubbery removed on western side of lot). The applicant claims the tree (s) were removed in 2018 after damage sustained in a storm.</p> <p>Retrospective assessment for native vegetation removal is not the purpose of the Biodiversity Code or the Planning Scheme.</p> <p>P2.1 (a) The applicant is seeking retrospective consideration for the removal of native tree (s) (unidentified; location unknown) and small shrubs (unidentified and unquantified). The value of the vegetation as a wildlife corridor would not be supported due to the small number of stems on the site and the disconnection to vegetation northwards. It is unlikely the tree / shrubs removed acted as a dispersal corridor or pathway. In all likelihood the connected and functioning ecological corridor is north on reserve land as the width of the corridor and the plant distribution are important factors of a functioning corridor and provides more opportunity to keep species connected across the landscape. Ecological function increases with corridor width and integrity. The removed vegetation would have been unable to contribute to corridor width due to the fragmented vegetation within the residential lots. The main corridor is northwards and at most the vegetation would have acted as refuge and/or stepping stone. A significant barrier for wildlife movement exists due to the large fencing separating No8 from No.10. Corridors should be as broad as possible and should ideally contain multi-</p>

	<p>layered vegetation to cater for wide assemblages of species. The private lot northward that is undeveloped and adjacent to the road reserve and the Crown Reserve northward currently contribute as an Environmental Corridor. Some native planting on No. 8 can contribute to movement by providing a stepping stone and refuge as do street trees in the road reserve. Any previous use of the residential area as a wildlife corridor has been eroded due to subdivision and residential development causing fragmentation.</p> <p>(d) impacts of siting of development – as the removal of the tree and shrubs has already occurred, there has been no opportunity to site the development in order to avoid vegetation removal. A site plan for 6 Fysh Place suggests the tree (s) removed was located near the proposed driveway and removal would have been required to site the development as the crossover appears to have been established at the time of subdivision. The second tree appears to have been located in proximity to the proposed development also. Replacement plantings as part of establishing a residential garden will contribute to the loss of the trees in terms of refuge and stepping stone vegetation.</p> <p>(e) In having regard to the need for and adequacy of vegetation or habitat management, the vegetation removed is thought to contribute minimally.</p> <p>(f) The maintenance of functional corridors northward on crown reserve, will be the main contributor to conservation and fauna movement in this area. No offsets are proposed.</p> <p>An assessment of the proposed vegetation removal has determined that it will not compromise the representation of species or vegetation communities of significance in the bioregion.</p> <p>The proposed development satisfies the performance criteria in this instance.</p>
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5. Representations

The application was advertised 6 June 2020 to 22 June 2020 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. Two (2) representations were received prior to the closing date and time and one (1) representation shortly afterwards and has been included. It should be noted that Representations 2 and 3 contained representations that repeated those of Representation 1. The representation is as follows:-

Issue Raised	Issue Raised by Represor
1. Description	Representor 1, 2, 3
2. Bushfire Prone Areas Code	Representor 1, 2, 3
3. Biodiversity Code	Representor 1, 2, 3
4. 10.4.16.1 Storm water disposal	Representor 1
5. 10.4.16.2 Filling of sites	Representor 1, 2, 3
6. 10.4.2 Building Envelope	Representor 1, 2

Issue	Response
Description of the development was ambiguous.	The development has been correctly described as a Dwelling and Shed and was advertised accordingly. The shed component will be conditioned to exclude a habitable use. Any future proposed habitable use of the shed component, will require a further development application for assessment. The building assessment will correctly categorise the development with respect to an occupancy permit.
Application did not include a Bushfire Hazard Assessment.	E1.2.1 Application of the Code applies to subdivision of land that is located within or partially within a bushfire prone area and a vulnerable use or hazard use is proposed. The proposed development is not for a subdivision or a vulnerable or hazardous use. As such a Bushfire Hazard Assessment is not required to be lodged at the planning assessment stage. The applicant has however completed a Bushfire Assessment and provided a copy to Council in preparation for the building stage.
Vegetation removal was conducted without Council consent. This vegetation provided screening of the property from the street and from neighbouring properties and the removal caused a loss of amenity (R1, R2 and R3). Loss of amenity, privacy and summer shade to Representor 1 due to vegetation clearing.	The purpose of the Biodiversity Code is to protect, conserve and enhance the region's biodiversity in terms of critical habitats and priority vegetation communities including vulnerable and threatened species. Also to ensure that development minimises vegetation clearing and habitat loss. The purpose of the Code does not include the requirement for vegetation to contribute to the amenity, privacy or shading of adjoining dwellings or dwellings located in the vicinity. Representor 1 has advised that the vegetation was removed in May 2018. Council has had to consider this representation in terms of historic removal. Historic aerial photography has assisted in the assessment in terms of probable location, and it has been assumed the vegetation is native vegetation as defined by the Planning Scheme. An assessment has been conducted and the details are contained within this report. Retrospective assessment of the vegetation removal has determined the same to satisfy the Performance Criteria.
Representor 1 has expressed concern regarding: 1. Site slopes towards their property (No.10) and directs storm water onto their property; 2. Storm water overflow from proposed building; 3. Stormwater runoff from concrete surfaces; 4. Stormwater runoff from shipping container onsite; 5. Stormwater runoff from caravan.	Run-off from buildings is proposed to be directed into a 3000L tank with the overflow directed to the reticulated stormwater system. The proposed development satisfies the acceptable solution (10.4.16.1). Stormwater will be collected from the proposed driveway (impervious) and directed to the reticulated stormwater system. The proposed development satisfies the acceptable solution (E6.7.1) The shipping container onsite does not form part of this application and is currently being addressed by Council's compliance team; The caravan on site (Licencing through Council) is not part of this application or assessment.

Issue	Response
<p>Filling on site will raise the height of the proposed development and impact on amenity and overlooking into adjacent properties. Impact on stormwater.</p>	<p>The applicant has provided digital modelling and quantification of the fill that has been placed on site. The amount of fill is below the acceptable solution in terms of volume but is located within 2m of the side and rear boundary, requiring the applicant to rely on the performance criteria.</p> <p>The fill placed on site provides a base for the proposed development due to the natural slope of the land. On the eastern side the works involves a small amount of cut and progresses to fill travelling westward. In terms of storm water, the placement of the proposed dwelling on the filled area, will collect the storm water and satisfy the relevant acceptable solution by directing storm water to an onsite tank and overflow to the reticulated system.</p> <p>In terms of privacy the proposed dwelling is sited approximately 15.6m south of the proposed dwelling on the adjoining internal lot and approximately 20m to the adjoining dwelling to the east. The proposed dwelling is in excess of 17m to the western side boundary shared with 10 Fysh Place. The privacy of adjoining dwellings will not be impacted by the fill and resultant building floor levels.</p>
<p>Setbacks and building envelope of the proposed dwelling. Representation was related to the garage doors and the opinion that the building is unattractive and impact the street amenity.</p>	<p>The applicant has provided elevations that demonstrate how the propose dwelling is situated within the building envelope (acceptable solution). The application is relying on performance criteria to seek approval in that the dwelling is setback a proposed 2m from the rear boundary in lieu of the acceptable solution (4m). Additionally the dwelling and shed protrudes approximately 77cm outside the building envelope on the eastern side boundary which is far removed from any of the Representors.</p> <p>In terms of privacy the proposed dwelling is sited approximately 15.6m south of the approved dwelling on the adjoining internal lot and approximately 20m to the adjoining dwelling to the east. The proposed dwelling is in excess of 17m to the western side boundary shared with 10 Fysh Place. The proposed relaxation by approximately 77cm in the side boundary envelope will not reduce sunlight to a habitable room or overshadow private open space of a dwelling on an adjoining lot due to the separation between dwellings.</p> <p>The separation between dwellings is consistent with this side of the street. Dwellings opposite demonstrate more bulk and less separation than the proposed dwelling due to their closer proximity to the street frontage. See below figures 4- 7 for photos of neighbouring development</p>



Figure 4 - Adjacent development (east) – 2-4 Fysh Place



Figure 5 - Development across road (SW) of subject site – 2 Karaka Close.



Figure 6 - Development across road (SE) of the subject site – 3 Karaka Close.



Figure 7 - Development at end of cul-de-sac – entrance to 3 Fysh Place and public walkway

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

6. Mediation

Nil.

7. Conclusion

In accordance with 8.10 of the Break O'Day Interim Planning Scheme 2013, the application has been assessed against the objectives of the Scheme, in particular the General Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and three (3) Performance Criterion; the received representations have been considered. It is recommended for approval with conditions normally set to this type of development.

LEGISLATION & POLICIES:

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority.

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

07/20.7.0

PETITIONS

Nil.

07/20.8.0

NOTICES OF MOTION

07/20.8.1

Improvement of the Intersection of Upper Scamander Road & Tasman Highway – Cllr J Drummond

MOTION:

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

That Council consider supporting a project of improvement to the intersection of the junction of Upper Scamander Road and Tasman Highway, be funded in the 2021-2022 budget.

SUBMISSION IN SUPPORT OF MOTION:

Some residents have expressed concern about the condition of the road at the junction of Upper Scamander Road and the Tasman Highway, and also suggested that a protected right-hand turn lane would be beneficial to road users.

I respectfully request that Council support a project submission to improve the intersection and apply for Black Spot program funding as part of a safety audit in the 2021-2022 allocation of funding.

07/20.9.0

COUNCILLOR'S QUESTIONS ON NOTICE

Nil.

07/20.10.0

COUNCILLOR'S QUESTIONS WITHOUT NOTICE

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

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

07/20.11.0**MAYOR'S & COUNCILLOR'S COMMUNICATIONS****07/20.11.1****Mayor's Communications for Period Ending 20 July 2020**

23.06.2020	St Helens	– Meeting with Janette Cumming, Director of Nursing St Helens Hospital
24.06.2020	St Helens	– Meet and Greet with Tim Holder, Tas Broadcasters
25.06.2020	St Helens Via web	– Local Government Association of Tasmania (LGAT) – Leading in a time of a Pandemic
25.06.2020	St Helens	– Win Award Winners, Flagstaff Trailhead
02.07.2020	Launceston	– Premiers Local Government Council (PLGC)
02.07.2020	Launceston	– Interviews for Northern Tasmania Development Corporation (NTDC) Chair
06.07.2020	St Helens	– Council Workshop
06.07.2020	St Helens Via Web	– Local Government Association of Tasmania (LGAT) - General Management Committee (GMC) meeting
07.07.2020	Launceston	– Northern Tasmania Development Corporation (NTDC) Chair selection panel
09.07.2020	St Helens Via web	– Presentation by Pitt & Sherry, road realignment Tasman Highway St Helens
09.07.2020	St Helens	– Meet and Greet with Minister Mark Shelton
15.07.2020	St Helens Via web	– Local Government Association of Tasmania (LGAT) – General meeting
20.07.2020	St Helens	– Council Meeting
20.07.2020	Hobart	– Local Government Association of Tasmania (LGAT) – Life Member Awards Presentation

07/20.11.2**Councillor's Reports for Period Ending 20 July 2020**

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

- St Helens and Districts Chamber of Commerce and Tourism –Clr Margaret Osborne OAM
- NRM Special Committee – Clr Janet Drummond
- Barway Committee – Clr John McGiveron
- East Coast Tasmania Tourism (ECTT) – Clr Glenn McGuinness
- Mental Health Action Group – Clr Barry LeFevre
- Disability Access Committee – Clr Janet Drummond

07/20.12.0 BUSINESS AND CORPORATE SERVICES

07/20.12.1 Corporate Services Department Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

OUTSTANDING REPORTS:

Nil

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
06/20.8.1.89	22 June 2020	That Council agrees to forward the sum of \$7,000 to the Bay of Fires Winter Arts Festival being half of the budgeted \$14,000 for the 2020 Festival. Council recognises that this year's Festival has been postponed for 12 months due to Covid-19 limitations. This money should not affect the \$14,000 committed to the 2021 event.	Completed Payment made.
06/20.12.4.94	22 June 2020	Adoption of 2020 – 2021 Budget Estimates.	Completed Documents updated.
06/20.16.3.105	22 June 2020	That Council agree to fund the Break O'Day Business Enterprise Centre (BEC) \$28,000 (GST inclusive) for the financial year 2020/2021.	Completed Included in Budget; payment will be made when invoiced.

Motion Number	Meeting Date	Council Decision	Comments
06/20.16.4.106	22 June 2020	That Council waive brochure display fees at the St Helens Visitor Information Centre (VIC) for the Break O'Day Municipality businesses for 2020/2021.	Completed Decision implemented and businesses advised.

Staff Movements:

Some staff are working from home as appropriate to the nature of their duties and as we transition back to working from the office. Reception team are attending the office, front doors are open to increased numbers as pandemic restrictions ease.

Meetings Attended:

Videoconference (VC) meeting with northern region Council managers with respect to recruitment of a shared Audit Panel Chair.

With Mayor and GM, VC meeting with consultants reviewing East Coast visitor services arising from GSBC decision to cease VIC services.

With Finance Officer, VC meeting with Tasmanian Audit Office representatives with respect to planning for 2019/2020 external audit.

VC meeting with consultant with respect to IT issues and costs for the Northern Region Shared Services project.

Face to face Corporate Services team meetings and manager-team member meetings have recommenced.

Other Issues:

Investments – Term Deposits

BENDIGO:

\$1,000,000.00	0.80%	Maturing 12/08/2020
\$1,003,575.34	0.70%	Maturing 18/08/2020
\$1,006,496.16	0.65%	Maturing 10/09/2020
\$1,006,610.81	0.65%	Maturing 10/09/2020

CBA:

\$1,007,496.16	0.62%	Maturing 06/08/2020
\$1,011,192.04	0.64%	Maturing 24/08/2020
\$2,000,000.00	0.65%	Maturing 26/08/2020
\$1,000,000.00	0.64%	Maturing 15/09/2020

Right to Information (RTI) Requests

Nil.

132 and 337 Certificates

	132	337
June 2020	32	26
May 2020	44	26
June 2019	30	21

Debtors/Creditors @ 9 July 2020

DEBTORS INFORMATION

Invoices Raised

Current		Previous Year	
Month	YTD 19/20	Month	YTD 18/19
54	879	51	894

CREDITORS INFORMATION

Payments Made

Current		Previous Year	
Month	YTD 19/20	Month	YTD 18/19
352	4491	303	4272

Work Health & Safety Coordinator

Officer's Report

The Work Health & Safety Coordinator attended various internal meetings related to risk management and work health and safety (WHS) including WHS/RM committee meeting on 24 June 2020.

Ongoing consultation with outdoor workers regarding existing and new safe operating procedures, hazards and risk controls. Regular meetings with the corporate service manager, indoor council staff meetings and other risk management meetings via Microsoft Team or face-to-face.

Ongoing review of COVID-19 safety plans, internal and external signage to raise awareness of easing of restrictions in facilities and venues. Discussions with the management team and continuous liaising with Manager Corporate Services and Community Services concerning community groups hiring council facilities and their compliance with their safety plans.

Undertook two internal audits within the Corporate Services Department and prepared a report for the Manager Corporate Services.

Facilitated hearing assessment with outdoor workers and WorkHealth Assessor technician.

Undertook WHS inspection of contractor worksite for a bridge replacement project and undertook a WHS induction with a new consultant.

Reviewed insurance renewal report from the new insurance broker and updated the Manager Corporate Services and General Manager on changes reflecting deductibles and policy wording.

During the period of **22 June to 3 July 2020**, the following vandalism was reported to Council:

Discovered Friday 26 June 2020

Fingal Neighbourhood House (FNH)

On Friday night two teenagers broke into the cubbyhouse in the courtyard of the Neighbourhood House and slept in it overnight. The following morning the FNH Manager caught them and was advised they were homeless due to a parental dispute. The teenagers continued on a bus to Launceston to stay with relatives. The incident was reported to the Police.

Discovered Monday 29 June 2020

Fingal Online Centre, 29 Talbot Street

One glass panel on the entrance door to the Online Access Centre was damaged. It appears that the perpetrator/s did not been entering the building or stolen/damaged anything else.

The incident was reported to the Police and an Offence Number was provided to Council.

Cost for Council's handyman amounted to \$200.00 and the cost for a contractor to replace the glass amounted to \$381.82.

Update on Council's Insurance Renewal for 2020/2021 Financial Year

In the past twelve months both Australia and the globe has experienced several generations defining events. The Australian summer saw a mixture of catastrophic bushfires, closely followed by severe storms, floods and hailstorms and of course, COVID19 which presented the world with a set of challenges not previously experienced.

The impact of these events has had a rapid and severe impact on the already increasing insurance market. The lack of investment returns has now focussed insurers minds specifically on the underwriting profit as almost the only revenue source.

Public Liability and Professional Indemnity Insurance

The MAV Insurance Liability Mutual Insurance (LMI) scheme has faced the following factor which has increased the scheme's underlying costs:

- A considerable hardening in the general insurance market, which has resulted in higher reinsurance program costs. Higher than expected claims payments over the past year, including the largest claim in the scheme's history. The combination of the two factors led to the scheme's reinsurance and net claims cost increasing by \$3.24m.
- Review of internal cost structures with additional expenses budgeted to strengthen the scheme's assurance and risk functions. This contributed a modest amount to the scheme's contribution increase.

- In line with last year's contribution decision, MAV was required to budget for a surplus to meet its capital plan. A revised capital management plan has prompted a modest increase in the contributions pool to meet the need.

As a consequence of these factors renewal contributions have increased on average by 17.5 per cent. **Tasmanian council members have continued to benefit from their lower claims costs, with contributions increasing by 10 % across the state's members.**

Industrial Special Risk (ISR)

In the first quarter of 2020, an average + 25% rate increases in property insurance were observed. Some high hazard property risks coming off long-term agreements with insurers experience increases of up to 100% where more capacity was required to cover the entire risk.

During the second quarter, the hard insurance market continued with increases in expiring property insurance rating to up to 40%. There is continuing pressure and scrutiny on self-insured retentions, limits/ sub-limits and general policy coverage.

Our insurer has advised that due to the poor loss history incurred and their revised capacity, they can no longer sustain the premium rating or deductible levels they had previously offered.

Whilst wanting to provide existing Council clients with options for 2020-21 renewals, our insurer's long-term plan is to withdraw from writing Council business in Tasmania altogether.

Besides, our insurer has advised the following changes will apply to the 2020-21 policy coverage:

- **Communicable Disease**
Curtailed of reinsurance support resulting from the COVID-19 pandemic has restricted our insurer's ability to continue offering the level of Communicable Disease limit contained in the expiring policy. To manage the aggregate exposure, the limit has therefore been reduced to \$1,000 in the annual aggregate (previously \$500,000 in the annual aggregate).
- **Cyber**
There have been changes concerning standard limits offered for a cyber event. The maximum standard limit our insurer can offer for a cyber event is now \$50,000 (previously \$500,000).
- **Claims Preparation Costs**
The maximum limit now offered is \$100,000. The main reason for this is that many external loss adjusters have been seeking to earn additional income by increasing their fees in line with the 'claims preparation costs' limit but often leaving the client left with significant costs/fees not covered under the policy.
- **Minimum Deductibles**
Across all sections increased from \$5,000 to \$20,000 meaning it will apply to each location damaged in the same insured occurrence (event). If multiple locations are damaged Council could be faced with a significant portion of its claim which is self-insured due to this change in wording.

Directors & Officers Liability

The Financial and Professional Liability market pricing rose by 33% on average in the quarter, marking 11 straight quarters of double-digit increases whilst conditions remained consistent with prior quarters. While the market average was 33%, many councils are receiving multiples of premium increases, despite minimal or loss histories.

Claims for Local Government have escalated over the past four years with \$6,550,000 over the past three years alone. These are primarily Employment Practices, Defamation and Representation Costs related and anecdotally related directly to Council disputes and investigations by the Local Government Inspectorate.

Consequently, we have experienced a 100% increase across the portfolio besides a good claims history.

Motor Vehicle

Renewal has resulted in a single-digit increase across the portfolio. This is a great result in light of the hardening market and motor vehicle being a volatile class of insurance that is heavily claims rated due to the high frequency of claims. Councils individual pricing is then impacted by claims loss ratio along with movement in fleet numbers.

Corporate Practices Protection

Renewal with the current insurer has been secured with no increases to the premium from last year. The policy wording has been updated and only minor changes have been applied.

Airport Liability

Renewal terms remained as expiring for 2020/2021. This is a significant win as the aviation market trend is experiencing a major upward trend in premiums and a tightening of capacity, underwriting terms and conditions.

Community Liability Pack

The rating structure for this class has remained stable for several years, however, to reflect the underwriter's guidelines and minimum premium requirements in the current hardening market caused **an increase of 5% has been applied across all sections of the policy**

Deductibles have increased from \$250 to \$500 each and every claim or series of claims arising out of any one occurrence during any one period of insurance.

Personal Accident

Our insurer has provided unchanged terms for 2020/2021.

Corporate Travel

Our insurer has provided unchanged terms for 2020/2021.

Workers Compensation

Renewal terms were offered at a rate of 1.83% which is unchanged from the current 2019/2020 policy year. This rate is well below that of many other councils and being the suggested premium rate of 2.74% published by the Tasmanian WorkCover Board.

For the 2018-2019 Year, the claims experience discount (CED) payable on renewal with the same insurer is \$10,500 and for the 2019-2020 period, the CED is currently estimated at \$10,000.

RATES INFORMATION as at 9 July 2020						
This financial Year						
2020/2021	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,388,664.92	0.00	7,388,664.92	-	19.23	153,334.53
Waste	1,226,004.00	0.00	1,226,004.00			
Wheelie	452,119.20	0.00	452,119.20			
Recycling	253,536.00	0.00	253,536.00			
Fire	364,983.85	0.00	364,983.85			
TOTAL	9,685,307.97	0.00	9,685,307.97	-	19.23	153,334.53
Last Financial Year						
2019/2020	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,313,018.65	0.00	7,313,018.65	-	3,074.78	58,659.00
Waste	1,186,206.00	0.00	1,186,206.00			
Wheelie	429,934.75	0.00	429,934.75			
Recycling	242,865.00	0.00	242,865.00			
Fire	365,043.55	0.00	365,043.55			
TOTAL	9,537,067.95	0.00	9,537,067.95	-	3,074.78	58,659.00
Instalments						
2020/2021		Instalment \$	Outstanding \$	Outstanding %		
8 September 2020	Instalment 1	2,422,220.97	2,110,561.70	87.13%		
10 November 2020	Instalment 2	2,421,029.00	2,237,769.64	92.43%		
2 February 2021	Instalment 3	2,421,029.00	2,284,301.86	94.35%		
4 May 2021	Instalment 4	2,421,029.00	2,290,698.39	94.62%		
	TOTAL:	9,685,307.97	8,923,331.59	92.13%		
2019/2020		Instalment \$	Outstanding \$	Outstanding %		
10 September 2019	Instalment 1	2,382,877.95	2,203,066.34	92.45%		
12 November 2019	Instalment 2	2,384,730.00	2,252,166.51	94.44%		
4 February 2020	Instalment 3	2,384,730.00	2,261,425.21	94.83%		
5 May 2020	Instalment 4	2,384,730.00	2,268,988.68	95.15%		
	TOTAL:	9,537,067.95	8,985,646.74	94.22%		
Discount						
	Discount	No. of	Total Ratable	% of total		
2020/2021	2,974.66	89	6,476	1.37%		
2019/2020	1,595.99	54	6,461	0.84%		

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Nil.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the following reports for the month ending 30 June 2020 be received:

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

INTRODUCTION:

Presented to Council are the monthly financial statements.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

The financial statements as shown below show the financial position of Council as at 30 June 2020.

Trading Account Summary

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

CASH AT BEGINNING OF PERIOD	11,488,687
TOTAL INCOME FOR PERIOD	560,208
TOTAL AVAILABLE FUNDS	12,048,895
LESS TOTAL EXPENDITURE	2,040,844
CASH AT END OF PERIOD	10,008,051
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	17,890

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

Income Statement				
2019-2020				
	2018-2019 Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget
INCOME				
Rates and Charges	9,444,046	9,665,748	9,635,814	9,635,814
User Charges	854,541	1,058,125	833,091	833,091
Grants	3,063,360	3,074,486	2,927,718	2,927,718
Other Income	238,544	468,076	152,000	152,000
Investment Income	712,799	345,752	538,000	538,000
Total Income	14,313,290	14,612,187	14,086,623	14,086,623
Capital Income				
Capital grants	1,719,523	5,090,286	2,875,210	2,875,210
Profit or Loss on Sale of Assets	(168,680)	5,597	27,000	27,000
Total Income	15,864,133	19,708,071	16,988,833	16,988,833
EXPENSES				
Employee Expenses	4,306,263	4,821,862	5,063,524	5,063,524
Materials and Services	3,934,702	4,860,316	4,386,834	4,386,834
Depreciation and amortisation	3,441,977	3,600,437	3,507,593	3,507,593
Other expenses	1,431,396	812,013	720,115	720,115
Total Expenses	13,114,338	14,094,629	13,678,066	13,678,066
Net Operating Surplus\ (Deficit)	1,198,952	517,559	408,556	408,556
Net Surplus\ (Deficit)	2,749,795	5,613,442	3,310,766	3,310,766

Profit & Loss Statement							
2019-2020							
		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1600	Revenues						
1611	General Rate	-	7,415,093	7,368,676	7,368,676	101%	
1612	Waste Charges	-	1,191,606	1,188,585	1,188,585	100%	
1613	Fire Levy	-	367,797	365,186	365,186	101%	
1614	Tips & Transfer Stations	12,579	157,064	169,880	169,880	92%	
1615	Recycling Charges	-	244,678	243,216	243,216	101%	
1616	Early Settlement Discounts	-	(145,812)	(130,000)	(130,000)	112%	
1617	Wheelie Bin Charges	15	435,323	430,271	430,271	101%	
	Total Rates	12,594	9,665,748	9,635,814	9,635,814	100%	
	Environmental Health						
1622	Inspection Fees	-	-	6,000	6,000	0%	
1623	Health/Food Licence Fees and Fines	(60)	(480)	14,000	14,000	-3%	
1624	Immunisations	-	1,074	1,000	1,000	107%	
	Total Environmental Health	(60)	594	21,000	21,000	3%	
	Municipal Inspector						
1631	Kennel Licences	(80)	1,460	1,200	1,200	122%	
1632	Dog Registrations	15,997	41,341	50,100	50,100	83%	
1633	Dog Impoundment Fees & Fines	123	1,373	2,500	2,500	55%	
1634	Dog Replacement Tags	80	225	-	-		
1635	Caravan Fees and Fines	(520)	61,290	50,000	50,000	123%	
1636	Fire Abatement Charges	-	-	2,000	2,000	0%	
1637	Infringement Notices	(49)	11,402	17,500	17,500	65%	
	Total Municipal inspector	15,551	117,091	123,300	123,300	95%	
	Building Control Fees						
1641	Building Fees	2,235	35,250	30,000	30,000	118%	
1642	Plumbing	1,598	41,658	50,000	50,000	83%	
1643	Building Search Fees	-	500	1,200	1,200	42%	
1644	Permit Administration	2,175	41,270	35,000	35,000	118%	
1645	Building Inspections	2,836	49,731	40,000	40,000	124%	
1647	Certificates of Likely Compliance	1,755	37,565	22,000	22,000	171%	
1651	Development Application Fees	3,300	80,575	50,000	50,000	161%	
1653	Subdivision Fees	-	470	3,500	3,500	13%	
1654	Advertising Fee	5,200	61,250	50,000	50,000	123%	
1655	Adhesion Orders	210	840	500	500	168%	
1656	Engineering Fees	428	6,634	2,000	2,000	332%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
	Total Planning And Building Control Fees	19,736	355,743	284,200	284,200	125%	
	Government Fees Levies						
1661	B.C.I Training Levy	1,287	33,270	30,000	30,000	111%	
1662	Building Permit Levy	644	16,635	17,000	17,000	98%	
1663	132 & 337 Certificates	7,399	118,693	80,000	80,000	148%	
1664	Section 137 Property Sales	-	99,379	-	-		
1666	Right to Information	-	41	-	-		
	Total Government Fees Levies	9,330	268,017	127,000	127,000	211%	
	Investment Income						
1671	Interest Income	12,263	151,752	150,000	150,000	101%	
1675	Tax Equivalents - TasWater	-	31,435	-	-		One off from 2018-19
1676	Dividends - TasWater	-	162,565	388,000	388,000	42%	
	Total Investment Income	12,263	345,752	538,000	538,000	64%	
	Sales Hire and Commission						
1681	Sales	71,333	188,796	130,100	130,100	145%	
1682	Commission	63	15,855	16,491	16,491	96%	
1683	Equipment Hire	-	73	-	-		
1684	Facilities and Hall Hire	1,577	34,394	55,000	55,000	63%	
1685	Facilities Leases	4,099	76,540	75,000	75,000	102%	
1686	Public Liability Blanket Cover	-	18	-	-		
1687	History Room Other Income	-	1,003	1,000	1,000	100%	
	Total Sales Hire and Commission	77,072	316,680	277,591	277,591	114%	
	Other Income						
1761	Late Payment Penalties inc Interest	229	67,376	100,000	100,000	67%	
1763	Heavy Vehicle Contributions	-	48,809	-	-		
1765	Private Works	4,957	203,828	20,000	20,000	1019%	MAST - Jetty Upgrades
1766	Cemetery	1,873	28,130	25,000	25,000	113%	
1767	Contributions	15,000	50,000	-	-		FVNH towards Old Tas Hotel
1768	Miscellaneous Income	-	5,832	-	-		
	Total Other Income	22,059	403,974	145,000	145,000	279%	
	Reimbursements						
1773	Workers Comp. Recoveries	-	-	2,000	2,000	0%	
1775	Roundings	-	(357)	-	-		

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1776	Miscellaneous Reimbursements	-	12,996	5,000	5,000	260%	
1778	GST free reimbursements	120	51,464	-	-		Recovery of legal fees, overdue rate collection costs, property sales costs etc from ratepayers
	Total Reimbursements	120	64,102	7,000	7,000	916%	
					-		
	Gain or Loss on Sale of Assets				-		
1781	Profit or Loss on Sale of Assets	-	5,597	27,000	27,000	21%	
	Total Gain or Loss on Sale of Assets	-	5,597	27,000	27,000	21%	
	Grant Income						
	Operating Grants			-			
1792	Financial Assistance Grant	-	2,892,521	2,907,718	2,907,718	99%	
1794	State Grants - Other	(160,041)	2,000	-	-		
1794	Drought & Weed Management Program	55,000	55,000	-			
1794	Flood Claim -Final 2016	105,041	105,041	-			
1794	Learner Driver Mentor Grant	-	19,924	20,000	20,000	100%	
	Total Operating Grants	-	3,074,486	2,927,718	2,927,718	105%	
	Capital Grants						
1791	Roads to Recovery	(331,818)	1,221,109	650,000	650,000	188%	
1791	Old Tasman Hotel	-	75,000	500,000	500,000		
1791	Blackspot			600,000	600,000		
1791	Jetty Upgrades			155,000	155,000		
1791	Mountain Bike Trails - Federal Grant	234,094	1,832,953	-	-		
1791	Drought Communities Grant	87,724	987,724	970,210	970,210		
1791	St Marys Flood Mitigation	260,000	360,000	-	-		
1793	State Grants Other	13,500	13,500	-	-		
1793	Mountain Bike Trails - State Grant		600,000	-	-		
	Total Capital Grants	263,500	5,090,286	2,875,210	2,875,210	177%	
	Total Revenue	432,166	19,708,071	16,988,833	16,988,833	116%	
	Expenses						
	Employee Costs						
1811	Salaries and Wages	256,356	3,355,965	3,489,708	3,489,708	96%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
1812	On Costs	105,898	1,408,621	1,549,816	1,549,816	91%	
1813	Overtime Payments	317	57,276	24,000	24,000	239%	
	Total Employee Costs	362,570	4,821,862	5,063,524	5,063,524	95%	
	Energy Costs						
1851	Electricity	9,192	133,210	143,875	143,875	93%	
	Total Energy Costs	9,192	133,210	143,875	143,875	93%	
	Materials and Contracts						
1861	Advertising	960	57,291	48,350	48,350	118%	
1863	Bank Charges - GST	2,334	24,836	24,200	24,200	103%	
1864	Books Manuals Publications	265	2,123	4,790	4,790	44%	
1865	Catering	7	9,345	14,100	14,100	66%	
1866	Bank Charges - FREE	41	681	1,000	1,000	68%	
1867	Computer Hardware Purchase	1,088	20,404	12,000	12,000	170%	
1868	Computer Software Purchase	-	871	-	-		
1869	Computer Internet Charges	-	455	2,550	2,550	18%	
1870	Computer Licence and Maintenance Fees	35,849	194,793	203,000	203,000	96%	
1872	Corporate Membership	1,380	118,754	144,790	144,790	82%	
1873	Debt Collection	-	42,880	16,000	16,000	268%	Higher successful debt collections
1876	Stock Purchases for Resale	1,391	44,897	45,000	45,000	100%	
1890	Equipment Hire and Leasing	1,998	27,678	38,000	38,000	73%	
1891	Equipment Maintenance and Minor Purchases	-	4,539	17,700	17,700	26%	
1893	Internet Billpay Costs	608	6,250	7,000	7,000	89%	
1895	Licensing and Licence Costs	8,714	47,952	39,379	39,379	122%	
1896	Land and Building Rental or Leasing Costs	3,907	8,715	9,000	9,000	97%	
1897	Materials	113,325	365,098	284,800	284,800	128%	
1898	Phone Calls Rental Fax	2,815	34,977	40,906	40,906	86%	
1899	Postage/Freight	2,361	30,744	24,010	24,010	128%	
1900	Printing/Laminating	-	-	16,600	16,600	0%	
1901	Property Insurance	-	102,821	95,500	95,500	108%	
1902	Room Hire	-	1,105	700	700	158%	
1904	Royalties and Production Licences	-	-	5,000	5,000	0%	
1905	Stationery	891	10,787	9,000	9,000	120%	
1906	Water and Property rates Payable	23,181	115,309	105,800	105,800	109%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
	Total Materials and Contracts	201,113	1,273,305	1,209,175	1,209,175	105%	
	Contractor Costs						
1971	Contractors	93,461	1,043,504	624,400	624,400	167%	\$94k Drought grant expenditure
1972	Cleaning Contractors	3,878	193,275	182,850	182,850	106%	
1973	Waste Management Contractors	88,904	1,004,647	1,249,425	1,249,425	80%	
	Total Contractor Costs	186,244	2,241,426	2,056,675	2,056,675	109%	
	Professional Fees						
1992	Audit Fees	-	40,912	36,000	36,000	114%	
1993	Legal Fees	1,045	59,665	28,500	28,500	209%	
1994	Internal Audit Fees	1,720	6,593	12,000	12,000	55%	
1995	Revaluation Fees- Municipal only	-	18,500	28,000	28,000	66%	
1996	Professional Fees - Grant funded	-	98,733	-	-		
1997	Professional Fees - Strategic Projects	-	-	150,000	150,000	0%	
1998	Other Professional Fees	24,375	264,876	187,000	187,000	142%	Additional planning + Ansons WTS WIP
	Total Professional Fees	27,140	489,278	441,500	441,500	111%	
	Plant Hire						
2101	Plant Hire - Internal	52,328	550,409	501,000	501,000	110%	
2102	Plant Hire - External	-	1,706	5,500	5,500	31%	
2103	Registration and MAIB	-	34,866	34,387	34,387	101%	
2104	Insurance Premiums	-	20,779	27,830	27,830	75%	
2105	Plant Repairs and Maintenance	11,768	185,764	100,300	100,300	185%	
2140	Plant Hire Recovered	(51,813)	(656,394)	(701,000)	(701,000)	94%	
2141	Fuel	1,270	149,446	148,500	148,500	101%	
2142	Fuel Credit	-	(25,431)	(15,000)	(15,000)	170%	
	Total Plant Hire	13,553	261,146	101,517	101,517	257%	
	Government Fees and Levies						
2255	Fire Levy	-	364,926	332,279	332,279	110%	
2257	Building Permit Levy	719	17,342	15,000	15,000	116%	
2258	Land Tax	-	46,412	56,813	56,813	82%	
2259	Training Levy	1,287	33,270	30,000	30,000	111%	
	Total Government Fees and Levies	2,006	461,950	434,092	434,092	106%	

		Month Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	% of Annual Budget used	Comments
	Depreciation						
2305	Depreciation Buildings	20,016	236,118	216,088	216,088	109%	
2306	Depreciation Roads and Streets	152,167	1,826,004	1,826,000	1,826,000	100%	
2307	Depreciation Bridges	36,708	440,496	440,496	440,496	100%	
2308	Depreciation Plant & Equipment	32,452	378,661	329,075	329,075	115%	
2310	Depreciation Stormwater Infrastructure	27,658	331,896	331,896	331,896	100%	
2311	Depreciation Furniture	12,332	152,031	140,517	140,517	108%	
2312	Depreciation Land Improvements	17,779	213,631	198,521	198,521	108%	
2313	Amortisation of Municipal Valuation	1,800	21,600	25,000	25,000	86%	
	Total Depreciation	300,912	3,600,437	3,507,593	3,507,593	103%	
	Other Expenses						
2401	Interest Payable	131,972	320,684	335,328	335,328	96%	
2403	Bad & Doubtful Debts	1,720	6,037		-		
2404	Grants and Community Support Given	7,000	107,027	142,800	142,800	75%	
2405	Rate Remissions	920	181,196	57,000	57,000	318%	
2407	Waiver of Fees and Lease etc	-	2,555	-	-		
2408	Refunds/Reimbursements	-	6,622	-	-		
2409	Council Member Expenses	07	17,336	18,000	18,000	96%	
2410	Council Member Allowances	14,318	170,556	166,987	166,987	102%	
	Total Other Expenses	156,137	812,013	720,115	720,115	113%	
	Total Expenses	1,258,868	14,094,629	13,678,066	13,678,066	103%	
	Net Surplus\ (Deficit) before Capital amounts	(1,090,202)	517,559	408,556	408,556		
	Capital Grants	263,500	5,090,286	2,875,210	2,875,210		
	Profit or Loss on Sale of Assets	-	5,597	27,000	27,000		
	Net Surplus\ (Deficit)	(826,702)	5,613,442	3,310,766	3,310,766		

Profit And Loss Statement				
2019-2020				
	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Business & Corporate Services				
Total Government Fees Levies	-	41	-	
Total Investment Income	12,263	345,754	538,000	
Total Sales Hire and Commission	11	156	6,000	
Total Other Income	-	3,500	-	
Total Reimbursements	80	19,793	-	
Total Gain or Loss on Sale of Assets	-	4,720	-	
Total Revenue	12,354	373,963	544,000	
Total Employee Costs	60,158	727,887	771,532	
Total Energy Costs	-	-	5,800	
Total Materials and Contracts	45,502	402,465	483,650	
Total Contractor Costs	-	2,132	7,900	
Total Professional Fees	1,720	8,100	18,000	
Total Plant Hire	-	15,736	12,350	
Total Government Fees and Levies	-	-	180	
Total Depreciation	10,713	132,494	140,905	
Total Expenses	118,558	1,288,815	1,440,318	
Net Surplus\ (Deficit) before Capital Income	(106,204)	(914,852)	(896,318)	
Net Surplus\ (Deficit)	(106,204)	(914,852)	(896,318)	
Development Services				
Total Environmental Health	(60)	594	21,000	
Total Municipal inspector	(520)	61,290	59,500	
Total Planning And Building Control Fees	19,308	349,044	282,200	
Total Government Fees Levies	9,330	168,598	127,000	
Total Sales Hire and Commission	63	1,180	1,300	
Total Other Income	-	200	-	
Total Reimbursements	-	203	-	
Total Revenue	28,121	636,109	491,000	
Total Employee Costs	67,926	783,499	913,788	
Total Materials and Contracts	1,718	42,868	45,910	
Total Contractor Costs	2,000	2,320	20,000	
Total Professional Fees	6,872	278,212	91,500	
Total Plant Hire	-	8,929	11,802	
Total Government Fees and Levies	2,006	50,612	45,000	
Total Depreciation	1,645	16,148	14,352	
Total Other Expenses	-	7,287	1,000	
Total Expenses	82,167	1,189,875	1,143,352	
Net Surplus\ (Deficit) before Capital Income	(54,046)	(553,766)	(652,352)	
Net Surplus\ (Deficit)	(54,046)	(553,766)	(652,352)	

	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Community Services				
Total Sales Hire and Commission	-	127	-	
Total Other Income	-	7,812	-	
Total Reimbursements	-	9,607	-	
Total Operating Grants	-	21,924	20,000	
Total Capital Grants	13,500	2,834,537	-	
Total Revenue	13,500	2,874,007	20,000	
Total Employee Costs	16,643	264,812	307,619	
Total Energy Costs	-	170	-	
Total Materials and Contracts	309	21,869	26,450	
Total Contractor Costs	-	67,002	30,000	
Total Professional Fees	-	15,724	8,000	
Total Plant Hire	-	13,166	12,640	
Total Depreciation	1,175	16,998	23,780	
Total Other Expenses	7,000	107,227	141,800	
Total Expenses	25,127	506,968	550,289	
			-	
Net Surplus\ (Deficit) before Capital Income	(25,127)	(467,498)	(530,289)	
Net Surplus\ (Deficit)	(11,627)	2,367,039	(530,289)	
Works and Infrastructure				
Total Rates	12,594	2,028,670	2,031,952	
Total Municipal inspector	16,071	55,801	63,800	
Total Planning And Building Control Fees	428	6,699	2,000	
Total Sales Hire and Commission	71,905	227,630	175,000	
Total Other Income	21,830	323,268	45,000	
Total Reimbursements	-	4,007	2,000	
Total Gain or Loss on Sale of Assets	-	878	27,000	
Total Operating Grants	-	1,588,530	1,569,650	
Total Capital Grants	250,000	1,656,109	1,905,000	
Total Revenue	372,829	5,891,592	5,821,402	
Total Employee Costs	141,233	2,289,662	2,219,761	
Total Energy Costs	9,128	124,529	133,075	
Total Materials and Contracts	148,676	542,677	454,399	
Total Contractor Costs	184,199	2,156,834	1,993,925	
Total Professional Fees	14,202	59,735	94,000	
Total Plant Hire	13,383	212,930	59,350	
Total Government Fees and Levies	-	42,987	52,354	
Total Depreciation	284,377	3,400,120	3,301,335	
Total Other Expenses	133,226	327,100	335,328	
Total Expenses	928,425	9,156,574	8,643,527	
			-	
Net Surplus\ (Deficit) before Capital Income	(805,597)	(4,921,091)	(4,727,125)	
Net Surplus\ (Deficit)	(555,597)	(3,264,982)	(2,822,125)	

	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Visitor Information Centre, History Room and Tourism				
Total Sales Hire and Commission	5,093	72,990	82,000	
Total Other Income	-	1,818	-	
Total Reimbursements	-	491	-	
Total Revenue	5,093	75,299	82,000	
Total Employee Costs	11,360	168,246	149,804	
Total Energy Costs	64	8,512	5,000	
Total Materials and Contracts	2,484	118,854	49,700	
Total Contractor Costs	45	10,798	4,850	
Total Professional Fees	-	10,231	9,000	
Total Plant Hire	170	795	-	
Total Government Fees and Levies	-	1,370	1,600	
Total Depreciation	1,702	20,332	8,472	
Total Expenses	15,825	339,137	228,426	
			-	
Net Surplus\ (Deficit) before Capital Income	(10,732)	(263,838)	(146,426)	
Net Surplus\ (Deficit)	(10,732)	(263,838)	(146,426)	
Governance and Members Expenses				
Total Rates	-	7,637,078	7,603,862	
Total Government Fees Levies	-	99,379	-	
Total Investment Income	-	(2)	-	
Total Sales Hire and Commission	-	14,597	13,291	
Total Other Income	229	67,376	100,000	
Total Reimbursements	40	30,001	5,000	
Total Operating Grants	-	1,409,032	1,338,068	
Total Capital Grants	-	599,640	970,210	
Total Revenue	269	9,857,101	10,030,431	
Total Employee Costs	65,251	587,756	701,019	
Total Materials and Contracts	2,423	144,574	149,066	
Total Contractor Costs	-	2,340	-	
Total Professional Fees	4,346	117,276	221,000	
Total Plant Hire	-	9,591	5,375	
Total Government Fees and Levies	-	366,981	334,958	
Total Depreciation	1,300	14,344	18,749	
Total Other Expenses	15,445	369,934	241,987	
Total Expenses	88,766	1,612,795	1,672,154	
			-	
Net Surplus\ (Deficit) before Capital Income	(88,497)	7,644,666	7,388,067	
Net Surplus\ (Deficit)	(88,497)	8,244,306	8,358,277	

	Month Actual	Year to Date Actual	2019-2020 Budget	Comments
Council Total				
Total Rates	12,594	9,665,748	9,635,814	
Total Environmental Health	(60)	594	21,000	
Total Municipal inspector	15,551	117,091	123,300	
Total Planning And Building Control Fees	19,736	355,743	284,200	
Total Government Fees Levies	9,330	268,017	127,000	
Total Investment Income	12,263	345,752	538,000	
Total Sales Hire and Commission	77,072	316,680	277,591	
Total Other Income	22,059	403,974	145,000	
Total Reimbursements	120	64,102	7,000	
Total Gain or Loss on Sale of Assets	-	5,597	27,000	
Total Operating Grants	-	3,074,486	2,927,718	
Total Capital Grants	263,500	5,090,286	2,875,210	
Total Revenue	432,166	19,708,071	16,988,833	
Total Employee Costs	362,570	4,821,862	5,063,524	
Total Energy Costs	9,192	133,210	143,875	
Total Materials and Contracts	201,113	1,273,305	1,209,175	
Total Contractor Costs	186,244	2,241,426	2,056,675	
Total Professional Fees	27,140	489,278	441,500	
Total Plant Hire	13,553	261,146	101,517	
Total Government Fees and Levies	2,006	461,950	434,092	
Total Depreciation	300,912	3,600,437	3,507,593	
Total Other Expenses	156,137	812,013	720,115	
Total Expenses	1,258,868	14,094,629	13,678,066	
Net Surplus\ (Deficit) before Capital Income	(1,090,202)	517,559	408,556	
Capital Income	263,500	5,095,883	2,902,210	
Net Surplus\ (Deficit)	(826,702)	5,613,442	3,310,766	

Financial Position					
2019-2020					
	2018-2019 Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	Comments
Current Assets					
Cash	8,692,180	10,008,049	2,587,214	2,612,214	
Receivables	890,072	1,062,940	416,436	600,000	
Inventories	146,073	63,905	120,000	120,000	
Other Current Assets	64,816	73,719	30,000	30,000	
Total Current Assets	9,793,141	11,208,613	3,153,650	3,362,214	
Non Current Assets					
Property Plant and Equipment	144,849,527	149,062,156	149,296,739	144,711,102	
Investment in TasWater	38,672,525	38,672,525	38,672,525	38,672,525	
Other Non Current Assets	153,392	63,800	74,000	74,000	
Total Non -Current Assets	183,675,444	187,798,481	188,043,264	183,457,627	
Total Assets	193,468,585	199,007,094	191,196,914	186,819,841	
Current Liabilities					
Payables	1,258,061	1,234,171	888,292	850,000	
Interest Bearing Liabilities	340,941	0	0	326,296	
Provisions	853,572	824,119	853,572	853,572	
Total Current Liabilities	2,452,574	2,058,290	1,741,864	2,029,868	
Non Current Liabilities					
Interest Bearing Liabilities	8,484,374	8,484,374	8,484,374	7,651,610	
Provisions	569,414	569,414	569,414	569,414	
Total Non Current Liabilities	9,053,788	9,053,788	9,053,788	8,221,024	
Total Liabilities	11,506,362	11,112,078	10,795,652	10,250,892	
Net Assets	181,962,223	187,895,016	180,401,262	176,568,949	
EQUITY					
Accumulated surplus	33,517,364	42,103,483	34,609,729	30,777,416	
Asset revaluation reserve	147,973,853	145,384,764	145,384,764	145,384,764	
Other reserves	471,006	406,769	406,769	406,769	
TOTAL EQUITY	181,962,223	187,895,016	180,401,262	176,568,949	
Other Reserves - detailed separately	471,006	406,769	406,769	406,769	
Employee Provisions	1,422,986	1,393,533	1,422,986	1,422,986	
Unallocated accumulated surplus	6,798,188	8,207,747	757,459	782,459	
Total cash available	8,692,180	10,008,049	2,587,214	2,612,214	
Note: This reflects the cash position and does not include Payables and Receivables					

Other Reserves				
2019-2020				
	Other Reserves 1/7/2019	Reserves new 2019- 2020	Reserves used 2019- 2020	Remaining 30/6/2020
Public Open Space				
Binalong Bay	3,362			3,362
Ansons Bay	4,907			4,907
Beaumaris	2,229			2,229
Scamander	6,593			6,593
St Helens	23,398			23,398
St Marys	32,509			32,509
Stieglitz	6,752			6,752
Total Public Open Space	79,750	-	-	79,750
General Reserves				
Community Development	12,500			12,500
137 Trust Seizures	273,259	-	-	273,259
Total General Reserves	285,759	-	-	285,759
Grant Proceeds Reserve				
Projectors for Stadium	14,000		-	14,000
Regional Workforce Development	15,710		(15,710)	-
Community Infrastructure Fund Grant	28,010		(750)	27,260
26TEN Communities Grant Program	45,455		(45,455)	-
Total Grant Reserves	103,175	-	(61,915)	41,260
Total Other Reserves	468,684	-	(61,915)	406,769

Estimated Cash Flow

2019-2020

	2018-2019 Actual	Year to Date Actual	Year to Date Budget	2019-2020 Budget	Comments
CASH FLOWS FROM OPERATING ACTIVITIES					
RECEIPTS					
Operating Receipts	14,456,726	13,933,905	14,086,623	14,086,623	
Less FAGs received in advance					
PAYMENTS					
Operating payments	(9,680,309)	(9,418,173)	(10,170,473)	(10,170,473)	
NET CASH FROM OPERATING	4,776,417	4,515,732	3,916,150	3,916,150	
CASH FLOWS FROM INVESTING ACTIVITIES					
RECEIPTS					
Proceeds from sale of Plant & Equipment	153,400	5,597	27,000	52,000	
PAYMENTS					
Payment for property, plant and equipment	(7,146,767)	(7,954,805)	(12,582,385)	(12,582,385)	
Capital Grants	1,719,523	5,090,286	2,875,210	2,875,210	
Payments for other assets	(149,000)				
NET CASH FROM INVESTING ACTIVITIES	(5,422,844)	(2,858,922)	(9,680,175)	(9,655,175)	
CASH FLOWS FROM FINANCING ACTIVITIES					
RECEIPTS					
Proceeds from borrowings	-	-	-	-	
PAYMENTS					
Repayment of borrowings	(326,296)	(340,941)	(340,941)	(340,941)	
NET CASH FROM FINANCING ACTIVITIES	(326,296)	(340,941)	(340,941)	(340,941)	
NET INCREASE (DECREASE) IN CASH HELD	(972,723)	1,315,869	(6,104,966)	(6,079,966)	
CASH AT BEGINNING OF YEAR	9,664,903	8,692,180	8,692,180	8,692,180	
CASH AT END OF PERIOD	8,692,180	10,008,049	2,587,214	2,612,214	

Capital Expenditure							
2019-2020							
Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
	PLANT & EQUIPMENT						
	Replacement of the following vehicles						
CH015	Skoda Kodiaq Base 4x4 Wagon	-	44,947		45,000	45,000	
CH020	1322 Pool Car - Forester wagon	-	-		20,000	20,000	
CH025	Garbage truck	-	208,764		280,000	280,000	
CH030	1307 Toro Mower 42in	-	15,236		16,000	16,000	
CF012	1040 Dual Cab Ute 4WD	-	-		38,000	38,000	Disposal Jan 2020
CH035	Navara 4x2 Utility S/Cab C/Chas RX	-	30,342		27,000	27,000	
CH010	Mitsubishi Trtion Ute GLX 2.4L	-	37,684		38,000	38,000	
CH005	Mitsubishi Trtion Ute GLX 2.4L with Canopy	-	39,323		38,000	38,000	1294 Dual Cab Ute 4WD - Disposal in 2020/21
CG049	HiperVR Base & Rover Kit (Surveying Equip)	-	42,512			-	
CH040	Hi-Ab truck crane for #1270	-	7,233			-	
CH045	Mitsubishi MR Triton GLX 2.4L	-	30,012			-	MTB Trail Crew - Not Budgeted
CH047	Enerpac Hydraulic Manhole Lifter	-	1,784			-	Small Plant
CH046	Suzuki DR200SL9 Motorcycles x2	-	11,162			-	MTB Trail Crew - Not Budgeted
CH049	Volvo FE Garbage Truck - NEW (Heir)	337,689	337,689			-	NEW \$375000K -
CH048	Volvo FE Garbage Truck - NEW (Spare)	-	-			-	NEW \$139000K
	TOTAL PLANT & EQUIPMENT	-	418,808	-	502,000	502,000	
						-	
	FURNITURE & IT					-	
CH075	Town Christmas Decorations	-	-		5,000	5,000	
CD730	Hall Furniture Replacement	-	984		10,000	10,000	
CE085	Additional sit down/stand up desks	-	1,455		2,500	2,500	
CG060	IT - Major Software Upgrades	-	26,930		28,000	28,000	Office 2019 for 50 computers
CH060	IT - Server Upgrades	-	7,847		17,500	17,500	Wifi & remote server upgrades 2019/20
CH055	Desktop/Laptops/Monitors	-	32,110		20,000	20,000	Desktops/laptop/monitors 2019/20
CH070	Printers/Copiers History Room 2019/20	-	3,390		6,500	6,500	History Room

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH071	Panasonic PT-VMZ40 LCD Projector	-	3,058			-	
CH072	Chinese Antiques for Display	-	3,410			-	History Rooms - \$3410.00
CG820	Foreshore Power Upgrade	-	14,686	12,000		12,000	
CH065	Audio visual equip	-	14,982		20,000	20,000	Chamber
CH080	Dakin Air-Conditioner Unit - Planning Officer	-	1,705			-	N Cooper Office
	TOTAL FURNITURE & IT	-	108,853	12,000	109,500	121,500	
						-	
	BUILDINGS					-	
CE770	Workspace Renovations - History Rooms	-	750	28,020		28,020	
CF705	Weldborough Amenities	-	450	125,000		125,000	
CH705	Install 1 X Bus Shelter - High St, Mathinna	11,058	22,115		15,000	15,000	As per community consultation in April 2018
CH735	Fingal Park Shelter	12,407	24,815			-	As per community consultation in April 2018
CH710	St Helens Waste Transfer Station Tip Shop	41,644	83,287		45,000	45,000	New Addition to Tip Shop
CH715	Fingal Sports Complex - Toilet Addition	34,346	68,131		60,000	60,000	As per community consultation in April 2018
CH720	Four Mile Creek Community Hub	818	818		58,690	58,690	FOFMC
CH725	Break O Day Community Stadium - Upgrades	-	-		30,000	30,000	Roof Replacement to original amenities section
CC730	Old Tasmanian Hotel Upgrades in Accordance with Conservation Mgt Plan	229,777	615,715	5,630	600,000	630,630	Annual commitment to Heritage upgrades and renovations +\$25,000 contribution received March 2020
CH730	Portland Hall Upgrades	14,099	73,232	12,440	100,000	112,440	2019/20 Upgrades
CG725	Scamander Sports Complex Disabled Toilet & Improvements	-	5,484	5,500		5,500	
	TOTAL BUILDINGS	344,149	894,798	176,590	908,690	1,110,280	
						-	
	PARKS, RESERVES & OTHER					-	
CH805	St Marys Cemetery Master Plan	-	127,606		20,000	20,000	DCP
CH810	St Helens Cemetery Master Plan	-	173		50,000	50,000	
CH815	Dog exercise area St Helens Improvements	-	-		10,000	10,000	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH820	Medeas Cove & Annie St intersection	-1,441	-		15,000	15,000	Installation of crash barrier
CE715	Break O Day Community Stadium - External Upgrades	-	-	9,950	-	9,950	as per Council decision 10/19.17.3 Moved \$150k to CH530
CH530	Car Parking & MTB Hub - Cecilia St Carpark	516	2,752		300,000	300,000	as per Council decision 10/19.17.3
CH825	Cornwall Playground Upgrade (Slide Only)	-	-		5,000	5,000	Cornwall - Slide Only
CH830	Binalong Bay Playground site improvements	-	-		25,000	25,000	
CD815	Wrinklers Lagoon Redevelopment Design & Planning	-	-	89,400		89,400	
CE820	Street furniture & signage	-	-	8,860		8,860	
	Jetty upgrades - TBA	-	-		155,000	155,000	Grant funded
CD830 B	Jetty Upgrades - Cunningham Street	-	42,161	13,880		13,880	
CH835	St Helens Rec ground - Football Grounds	-	35,000		35,000	35,000	Irrigation
	Break O Day Community Stadium	-	-		45,000	45,000	Completed
CH840	St Helens Croquet Playing Field	-	3,668		30,000	30,000	
CF810	Fingal Cemetery Master Plan	-	-	40,000		40,000	
CE815	Mathinna Cemetery Master Plan	-	-	20,000		20,000	
CF825	Parnella foreshore protection works	-	2,063	50,000		50,000	C/f to CF805
CF805	Parnella/Foreshore Walkway	-	9,597	250,510		250,510	Moved from Footpaths
CG825	Streetlighting - LED Implementation	-	-	22,700		22,700	C/f to CF805
CH845	Street banner pole refurbishment St Helens	-	24,760		25,000	25,000	
CH850	Scamander Sports - Bowls Green Shade Structure	-	7,300		-	-	Replacement
CH855	Flood Levee - Groom Street, St Marys Flood Mit.	25,342	85,706			-	Flood Mitigation Funding Due December 2019
CH860	Flood Warning System - St Marys Flood Mitigation	-	30,246			-	Flood Mitigation Funding Due December 2019
CH865	Mountain Bike Trail - Swimcart to Binalong Bay	-	4,256			-	
CF820*	Mountain Bike Trails - Poimena to Bay of Fires	3,422	549,745	419,570		419,570	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CF820A *	Mountain Bike Trails - Stacked Loops-St Helens	91,064	2,421,303	2,609,550	100,000	2,709,550	
CH870	Flagstaff Trailhead - Shade Area	-	40			-	\$25K Total - \$15K is grant funding TBA
	TOTAL PARKS, RESERVES & OTHER	118,902	3,346,337	3,534,420	815,000	4,349,420	
						-	
	ROADS					-	
	STREETSCAPES					-	
CE110	Scamander entrance at Wrinklers	-	768	93,500	100,000	193,500	
CE105	Cecilia St (Circassian to Esplanade)	-	15,046	-	-	-	
CF105	Fingal Streetscape - Stage 2	-	23,872	40,000	-	40,000	
CG120	Fingal Streetscape - Stage 3	49,176	409,190			-	
	TOTAL STREETSCAPES	49,176	448,874	133,500	100,000	233,500	
						-	
	FOOTPATHS					-	
CG115	Annual replacement of damaged footpaths	-	-		30,000	30,000	
CH105	Binalong Bay Footpath - Main Road	-	-		30,000	30,000	as per foreshore masterplan
CF130	Parkside Foreshore Footpath	-	870			-	
CH110	Binalong Bay - Pacific to Bevan Streets	-	-		3,000	3,000	Replace gravel
CH115	Fingal - Talbot Street	-	23,679		30,000	30,000	Avoca end near old town hall to PO. Includes East of Champ St
CH120	Scamander - Scamander Ave	-	31,111		58,000	58,000	Part A
CH125	Stieglitz - Chimney Heights	-	-		3,000	3,000	Replace gravel
CF125	Medea Cove Footpath/Road options	-	6,844	38,640	32,000	70,640	
CG110	Storey St, St Marys	-	-	50,000		50,000	Replace gravel
CF135	Cycleway/Walkway - St Helens - Upgrade	1,394	24,603			-	\$2.1M Grant - See A, B & C
CF135 A	BRIDGE - Foreshore Cycleway/Walkway	-	-			-	
CF135 B	ELEVATED WALKWAY - Foreshore Cycleway/Walkway	-	-			-	
CF135 C	WALKWAY - Foreshore Cycleway/Walkway	-	-			-	
	TOTAL FOOTPATHS	1,394	87,107	88,640	186,000	274,640	
						-	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
	KERB & CHANNEL					-	
CH155	Byatt Court, Scamander	-	-		46,000	46,000	Stormwater management plan
	Replacements TBA	-	-		22,000	22,000	to be allocated
CG155	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	9,000	11,000	20,000	Width to be checked for on street parking options
CG160	Penelope St St Helens	-	2,051			-	Replace 50mt kerb & channel on western side of Penelope St, St Helens - starting at intersection of Lawry Heights
CG165	Helen Grove, St Helens (Northern Side)	-	20,632	23,530		23,530	
CE165	Treloggen Drive, Binalong Bay	-	-	50,360		50,360	
CG170	Aerodrome Road, Stieglitz	-	23,014	33,190		33,190	
	TOTAL KERB & CHANNEL	-	45,697	116,080	79,000	195,080	
						-	
	RESHEETING					-	
CH325	2054 - Brooks Rd	3,672	6,315		10,046	10,046	
	2138 - Franks St Fingal	-	-		3,795	3,795	
CH305	2161 - Groves Rd	3,540	24,619		15,288	15,288	
CH305	2160 - Groves Rd				15,288	15,288	
	2285 - North Ansons Bay Rd	-	-		5,528	5,528	
	2286 - North Ansons Bay Rd				16,517	16,517	
	2258 - McKerchers Rd	-	-		8,190	8,190	
	2259 - McKerchers Rd		-		9,623	9,623	
	2260 - McKerchers Rd		-		2,662	2,662	
	2380 - Tims Creek Rd	-	-		6,880	6,880	
	2392 - Tyne Rd	-	-		6,370	6,370	
	2393 - Tyne Rd		-		7,262	7,262	
	2394 - Tyne Rd		-		6,166	6,166	
	2303 - Old Roses Tier Rd	-	-		6,848	6,848	
CH320	2015 - Ansons Bay Rd (Priory Rd)	61,685	72,110		4,277	4,277	
CH320	2016 - Ansons Bay Rd (Priory Rd)				7,287	7,287	
CH320	2008 - Ansons Bay Rd (Priory Rd)				20,093	20,093	
CH320	2011 - Ansons Bay Rd (Priory Rd)				11,717	11,717	
CH320	2012 - Ansons Bay Rd (Priory Rd)				11,652	11,652	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH320	2013 - Ansons Bay Rd (Priory Rd)				8,328	8,328	
CH320	2014 - Ansons Bay Rd (Priory Rd)				8,234	8,234	
CH320	2017 - Ansons Bay Rd (Priory Rd)				20,300	20,300	
	2176 - Honeymoon Point Rd	-	-		1,401	1,401	
	2331 - Reids Rd	-	-		5,528	5,528	
	2332 - Reids Rd		-		5,405	5,405	
	2333 - Reids Rd		-		4,641	4,641	
CG310	Reids Rd		-	33,780	10,000	43,780	
CF330	Upper Esk Road, Mathinna	14,765	14,765	-		-	
CD310	Tyne River Road	24,072	24,072	-		-	
CF355	Lottah Road, Pyengana	-	-	8,820		8,820	
CF325	Upper Scamander Road, Scamander	-	-	14,820		14,820	
	Fingal Streets	-	-	6,500		6,500	
CG345	German Town Road, St Marys	-	-	6,980		6,980	
CG350	Dublin Town Road, St Marys	-	-	15,000		15,000	
	Falmouth Streets	-	-	40,000		40,000	
	Mathinna Plains Road	-	-	39,000		39,000	
CH315	Ansons Bay Road, Ansons Bay	23,001	82,282	80,000		80,000	Sealing section
CH310	North Ansons Bay Road, Ansons Bay	7,314	103,123	80,000		80,000	
	TOTAL RESHEETING	138,048	327,286	324,900	239,326	564,226	
						-	
	RESEALS					-	
CH405	799 - Acacia Dve	-	9,692		11,135	11,135	
CH410	731 - Aerodrome Rd	-	12,874		17,514	17,514	
CH415	673 - Akaroa Ave	-	9,700		29,225	29,225	
CH420	683 - Cannell Pl	-	5,390		15,734	15,734	
CH425	434 - Circassian St	-	9,434		15,585	15,585	
CH425	433 - Circassian St		-		8,789	8,789	
CH430	788 - Coffey Ct	-	6,818		12,680	12,680	
CH435	379 - Douglas Crt (turning circle only)	-	18,569		50,000	50,000	
CH440	526 - Fresh Water St	-	6,128		6,726	6,726	
CH440	525 - Fresh Water St		-		2,178	2,178	
CH445	564 - Hodgman St	-	8,044		12,049	12,049	
CH450	792 - King St Binalong Bay	-	4,464		3,695	3,695	
CH450	791 - King St Binalong Bay		-		3,743	3,743	
CH453	Talbot Street, Fingal	-	-			-	
CH455	58 - Lottah Rd	-	6,197		9,346	9,346	
CH460	760 - Main Rd Binalong Bay	-	105,286		8,658	8,658	
CH460	766 - Main Rd Binalong Bay		-		81,648	81,648	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH460	762 - Main Rd Binalong Bay		-		13,498	13,498	
CH465	670 - Maori Pl	-	2,459		3,934	3,934	
CH470	389 - Medeas Cove Esp	-	8,644		8,579	8,579	
CH473	Heather Place	-	5,549			-	
CH475	1257 - Melaleuca St	-	1,866		2,004	2,004	
CH480	- Quail St parking	-	-		25,000	25,000	
CH485	951 - Reids Rd	-	-		7,290	7,290	
CH485	947 - Reids Rd	-			6,210	6,210	
CH487	758 - Reserve St	-	2,763		5,138	5,138	
CH488	549 - Rest Area C/P	-	6,309		9,339	9,339	
	541 - Scamander Ave	-	-		5,055	5,055	
CH490	543 - Scamander Ave	-			22,810	22,810	
CH490	540 - Scamander Ave	-			1,320	1,320	
CH491	512 - Seaview Ave (turning circle only)	-	10,341		43,750	43,750	
CH492	71 - St Columba Falls Rd	-	2,383		4,311	4,311	
CH492	69 - St Columba Falls Rd				26,760	26,760	
CH493	Beaumaris Avenue	-	8,160			-	
CH494	380 - Susan Crt (turning circle only)	-	12,409		50,000	50,000	
CH495	St Marys - Esk Main Road Storey to Groom Street	-	-		50,000	50,000	To coincide with DSG Road Sealing Programme
CH490	Scamander Ave - Bridge to IGA	-	25,215		120,000	120,000	To coincide with DSG Road Sealing Programme
	TOTAL RESEALS	-	288,693	-	693,699	693,699	
						-	
	ROADS OTHER					-	
CH550	Brown Street, Fingal - Pavement Remediation	1,440	285,179		300,000	300,000	Project to use all Road Reconstruction/ Dig Out Budget
CH565	Lottah Road - Part 1 - CH 2.3-3.1	36,768	81,276		110,000	110,000	RTR Funding
CH570	Lottah Road - Part 2 - CH 3.5-3.7	66,348	114,512		75,000	75,000	RTR Funding
CH575	Lottah Road - Part 3 - CH 4.8	25,616	26,927		65,000	65,000	RTR Funding
CH580	Lottah Road - Part 4 - CH 6.8-6.95	75,259	87,251		150,000	150,000	RTR Funding
CF515	The Gardens Road RTR	-	-	4,460		4,460	
CG540	Ansons Bay Rd dig out	-	-	13,880		13,880	
CG545	Rex Ct St Helens dig out	-	-	27,540		27,540	
CH541	Beaumaris Ave, dig out	-	-			-	
CG550	St Helens Pt Rd dig out	-	-	50,000		50,000	
CH505	St Helens Pt Rd (Parkside)	-	7,113		800,000	800,000	Part B - Requires Grant Finding
CH510	Atlas Drive - Retaining Wall Anchor	-	4,796		40,000	40,000	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH515	Ansons Bay Road - Gravel Stabilisation	-	27,899		75,000	75,000	
	Gardens Road - Sight Distance Works	-	-		400,000	400,000	Subject to successful Black Spot funding application
	Road Intersection Upgrade Works	-	-		50,000	50,000	
CH546	Grant Street, Falmouth - Sealing	-	2,827			-	
CH545	Franks Street, Falmouth - Sealing	-	6,573			-	
CH520	Talbot St, Fingal - Off Hwy Reconstruction/DigOut	-	99,774		100,000	100,000	Gleadow St to Brown St
CH555	Talbot to Percy Street, Fingal - Reconstruction	-	24,463			-	
CH525	Crash Barrier - Fingal Bridge	-	50,573		150,000	150,000	Mathinna Rd - DSG Bridge
	ROAD ASSET MANAGEMENT	-	-			-	
	Sealed Roads - Condition Assessments	-	-		32,500	32,500	
CH560	Road Network - Sign Replacement	-	540		25,000	25,000	
CG520	Beaumaris Ave	2,805	11,692	15,000		15,000	
	TOTAL ROADS OTHER	208,236	831,395	110,880	2,372,500	2,483,380	
						-	
	ROADS TOTAL	396,854	2,029,053	774,000	3,670,525	4,444,525	
						-	
	BRIDGES					-	
CG205	B185 Gillies Road, St Marys	5,205	14,894		25,000	25,000	Replace Deck
CG220	B2293 Cecilia St, St Helens	1,456	9,671		22,000	22,000	Replace Deck
CG210	B760 Bent St, Mathinna	675	675	5,500		5,500	
CG215	B1675 Lower Germantown Road, St Marys	-	-	2,600		2,600	
CG230	B2809 Argyle St, Mangana	-	-	30,000		30,000	
CG235	B4457 Argonaut Road, St Helens (Saxelby Creek)	459	9,667	11,620		11,620	
CG245	B7032 Davis Gully Road, Four Mile Creek	-	-	19,790		19,790	
CG250	B7027 Mathinna Plains Road	-	-	15,000		15,000	
CH220	B2006 - Reids Rd, Priory	-	47,381		90,000	90,000	Replace Deck
CH225	B2809 - Argyle St, Mangana	8,427	18,670		30,000	30,000	Replace Deck
CG240	B7004 Richardson Road, St Marys	-	24,557		38,000	38,000	Replace Deck
CH230	B7005 - Tims Ck Rd	5,423	14,206		30,000	30,000	Replace Deck
CH235	B2242 - Hodges Rd	20,243	35,821		60,000	60,000	Replace Deck

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH215	B2191 - Fletchers Creek, Reids Rd	-	132,447		150,000	150,000	Extra Budget Approved \$130K Bridgepro \$20 Variation
CH205	Footpath Bridge at Fingal Culvert	10,000	13,000		30,000	30,000	New bridge - footpath
CG225	B2792 Four Mile Creek Road	-	5,728	29,550	220,000	249,550	renew coating
CH240	B2117 The Flat Road Bridge, St Marys	-	179,109			-	Flood Mitigation Funding Due December 2019
	Install/upgrade traffic barriers	-	-	120,000		120,000	
CH245	B2006 - Reids Road - Barrier Upgrade	-	31,631			-	
CH535	Medeas Cove Esp/Annie St Int - Barrier Upgrade	-	14,413			-	
CH540	Gardens Road Twin Culverts - Barrier Upgrade	-	21,324			-	
CH581	Fingal Rivulet Barriers B2691	17,727	18,602			-	
CH582	Fingal Rivulet Barriers B2692	14,203	15,078			-	
CH210	B7043 Mathinna Road, Fingal (DSG)	-	1,500	-		-	
	TOTAL BRIDGES	51,887	505,826	234,060	695,000	929,060	
						-	
	STORMWATER					-	
CH660	Minor stormwater Jobs 2019/20	7,428	12,000		50,000	50,000	
CD655	Implement SWMP priorities	26	50,814	138,600	80,000	218,600	
CG665	Freshwater Street / Lade Court (Beaumaris)	-	-	30,000	40,000	70,000	Install new stormwater pipe rear of Freshwater Street properties to prevent Lade Court properties flooding.
CG670	Medea St - Opposite Doepel St	-	-	40,000	5,000	45,000	115m of open drain
CF657	Parnella Stormwater Stage 2	-	15,131	-		-	Civilscape retention not previously costed
CF665	Beauty Bay Access track improvements	-	5,200	6,000		6,000	
CH655	Beaumaris Ave	-	-		25,000	25,000	New Stormwater main
	TOTAL STORMWATER	7,455	83,146	214,600	200,000	414,600	
						-	
	WASTE MANAGEMENT					-	
CH605	St Helens WTS - Polystyrene Densifier	-	-		30,000	30,000	

Project Code	Details	Month Actuals	Year to Date Actual	2018-2019 Budget C/F	2019-2020 Budget	Total New Budget + C/f	Comments
CH610	Scamander WTS - Reseal entrance road	19,666	25,364		20,000	20,000	
CG605	Reconstruction & seal entrance to St Helens WTS	-	3,194	4,320		4,320	
CE615	Scamander WTS retaining wall replacement	-	-	52,000		52,000	
	Recycling facilities	-	-	20,000		20,000	
CE625	Rehabilitation of former Binalong Bay Tip	-	-	2,680		2,680	
CF610	Fingal WTS Retaining Wall Replacement	-	47,254	80,000		80,000	
	WASTE MANAGEMENT TOTAL	19,666	75,812	159,000	50,000	209,000	
						-	
	Total Capital expenditure	1,308,532	7,954,805	5,104,670	6,950,715	12,582,385	

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

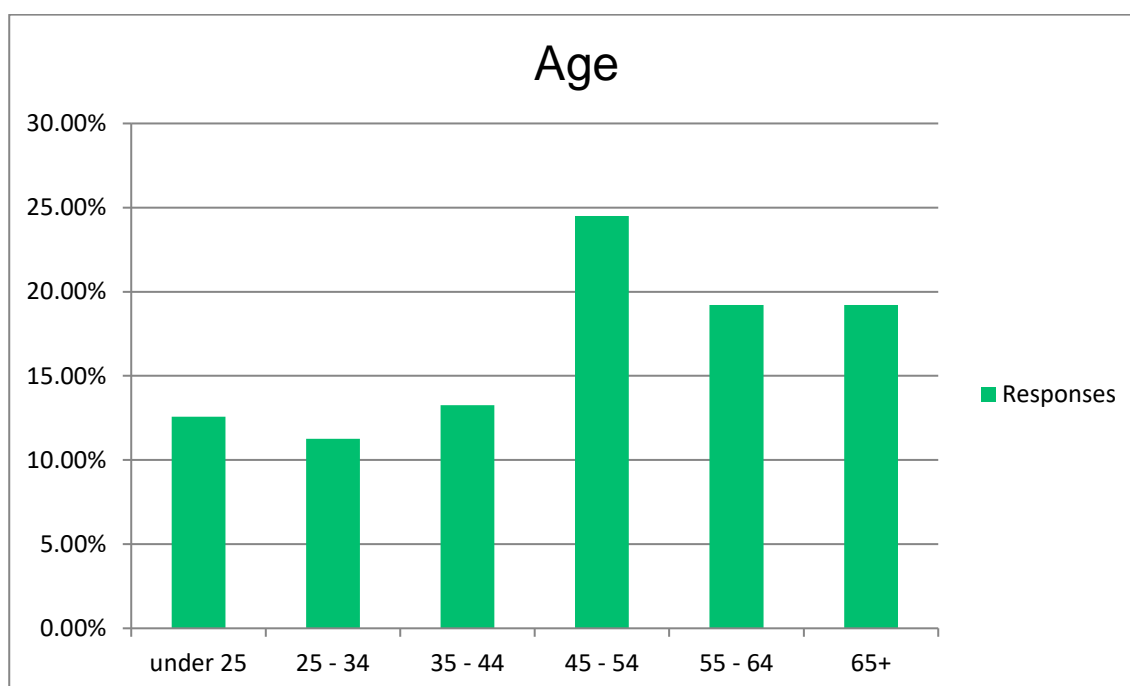
Visitor Information Centre re-opened on 17 June 2020 following state government advice and in cooperation with Tourism Tasmania intra-state visitation promotions. VIC staff, in conjunction with community services department, participated in the "Care Call" project, contacting tourism related businesses with respect to the impacts of the pandemic lockdowns and advising of Councils decision to waive brochure distribution fees. This contact was received very positively.

Meetings Attended/Other information:

The results have come in from the annual survey (obviously undertaken prior to the COVID-19 closure) providing similar results to previous years. 150 surveys were returned with over 98% responding their visit to the VIC either considerably or highly influenced their visitation plans and over 99% either satisfied or very satisfied with the assistance provided. There is also some useful data in terms of the age of visitors to the VIC and their reasons for entering:

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

Answer Choices	Responses	
Find out about accommodation	11.18%	17
Find out about attractions/activities in the area	43.42%	66
Pick up maps	51.97%	79
Pick up printed brochures	26.32%	40
Get transport advice	15.13%	23
Make a booking	5.26%	8
Get directions	43.42%	66
Purchase souvenirs, maps, Parks Passes	22.37%	34
Use facilities (e.g. toilets, internet)	4.61%	7
Other (please specify)	9.87%	15



The History Room Curator also noted the following:

- Re-Opening of St Helens History & Visitor Information Centre:** This took place on Wednesday 17 June 2020 with the majority of SHHR volunteers returning to duties on Monday 22 June 2020. The centre is COVID compliant and is following current guidelines with a maximum of eight (8) allowed in the Backroom, two (2) persons at one time within the kitchen area and 24 visitors allowed in the VIC and HR. All volunteers have been briefed on new compliance arrangements with each one doing a clean down at the end of each shift. Visitation has been steady and pleasing. No volunteer Backroom meetings are taking place just yet. Report and communications are either on 1:1 basis or via emails and telephone calls.
- The Examiner advertising feature:** Participated in this special feature (Sunday 5 July 2020) in readiness for the Tasmanian school holidays. Well placed fitting directly underneath the article featuring the opening of the new MTB trails in St Helens.

- **The Compass Society Tour 'Tasmania at its Finest', Andrew Jones Travel:** Small group visiting on Sunday 19 July 2020 where the Curator will do a meet and greet. Have been in negotiations with the Tour Escort.
- **KTG Tours:** Booked in for a visit on Sunday 7 March 2021 at 9 am with 30-40 seniors. Curator will also do a meet and greet with this group.
- **Digital Images for Titley's Shack:** As a result of dismantling the historical images at Titley's Shack, we are now digitising these images to enable the operator to have these on a USB stick for showing on a SMART TV. As some are A3 size, we have had to scan them using the Ricoh machine and they are formatted as a pdf. These need converting to a jpg format.
- **Brochures distributed:** SHHR brochures sent across the state to strategic VIC's for intrastate visitation. The centres were: Strahan, Burnie, Devonport, Sheffield, Deloraine, Launceston, Scottsdale, all free of charges.
- **New Volunteer:** We have a new volunteer in the Backroom who is currently working on Thursdays. There are 15 volunteers working for the St Helens History Room.
- **Backroom meeting space:** Have been approached by the St Helens Literacy Co-ordinator of possibly have her peer group meetings here as her floor space is too small at present under current COVID guidelines.
- **Webinars:** Continuing to participate in these with AMaGA (Australian Museums and Galleries Association).
- **Statistics:** Takings May/June 2020:
 - Entry \$ 37.00
 - Donations \$ 21.85
 - Total \$ 58.85

Visitation June 2020: Families/Couples 5
 Concessions 3
 Total 8
 (Interestingly, only had 8 visitors into the museum in June 2012)
 Volunteer hours 31.75 hours equating to 15.8 hours per week

Statistics:

Door Counts:

Month/Year	Visitor Numbers	Daily Average	History Room
June 2010	821	27.37	
June 2011	943	31.43	
June 2012	883	29.43	60
June 2013	766	25.53	62
June 2014	880	29.33	54
June 2015	1,038	34.60	38
June 2016	803	26.77	35
June 2017	918	30.60	30
June 2018	820	27.33	49
June 2019	805	26.83	58
June 2020	196	14.00	8

Revenue 2018/2019:

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

Revenue 2019/2020:

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

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.

Goal

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

Key Focus Area 2.1.2

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

Action 2.1.2.9

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

LEGISLATION & POLICIES:

Nil.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/20.12.4 Audit Panel – Receipt of Minutes

ACTION	DECISION
PROPONENT	Secretary to the Audit Panel
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\005\024\
ASSOCIATED REPORTS AND DOCUMENTS	Minutes of Audit Panel Meeting 22 June 2020 Audit Panel Annual Work Plan

OFFICER'S RECOMMENDATION:

That Council receive the minutes of the Audit Panel 17 February 2020, the Audit Panel 2019/2020 Report and endorse the Audit Panel Work Plan for 2020/2021.

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 was considered at a recent Council Workshop.

OFFICER'S REPORT:

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

The Audit Panel also received the Chair's report for 2019/2020 and recommended that Council receive this report. The Audit panel also reviewed the Work Plan for 2020/2021, recommending a minor change to the timing of the review of the Annual Plan and Strategic Plan, noting that a new Chair may further review the Work Plan.

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 22 June 2020 8.30 am

Meeting Venue: Break O'Day Council Chambers

Present: S J Hernyk (Chair); Clr J Drummond (by video); Clr B LeFevre
In attendance: General Manager – J Brown (GM); Manager Corporate Services – B Hoogland (MCS); Clr L Whittaker (alternate Council Panel representative); by phone for Agenda Item 13 - Mr Leigh Franklin, Tasmania Audit Office

Order of Business:

Item 1 – Declaration of Pecuniary Interests/Conflict of Interests
Nil.

Item 2 – Adoption of Previous Minutes
Minutes of the February 2020 Meeting were accepted as circulated, having been received by Council at the March 2020 Monthly Meeting.

Item 3 – Business Arising
Referred to Item 4

Item 4 - Outstanding from Previous Meetings – Action Sheet
Local government comparative performance indicators – The Chair noted that the state government had not progressed this matter and it should therefore remain as outstanding.

Internal Audit Schedule to be updated to include Synectic audits – MCS advised that the Synectic audit should be completed prior to 30/06/202 but have not been budgeted for in 2020/2021 and therefore the Schedule does not require amendment, for now.

Revised Risk Framework – The Chair noted that the Framework is falling due for review in the not too distant future and can therefore be considered at that time.

Order of Business – Governance and Strategy:

Item 5 – Review Strategic Plans
GM provided a verbal report to the Panel, noting the intent to review Key Focus Areas of the Strategic Plan during 2020/2021. The GM noted the alignment of Annual Planning with Strategic Planning and recommended amending the Audit panel Work Plan to consider the Annual and Strategic Plan at the same and that this be in June, when the Annual Plan is normally submitted to Council for adoption. The Audit Panel agreed with this approach.

Item 6 – Budget Review
The Chair noted the circulated draft 2020-2021 Budget and that this was on the agenda for the June 2020 Meeting of Council, later today, for consideration and adoption.

The Chair noted the recommendation to increase waste charges in response to increased waste charges but that there was a decrease in Waste Contract budgeted expenditure. GM advised that general waste collection was moving “in house”, rather than contracted, and the increased expenditure is identified in other budget items.

The Chair noted the very significant decrease in cash holdings budgeted for over the 2020/2021 financial year and the need for Council awareness of this and to potentially consider borrowings for the extensive capital works program. MCS advised that Council has considered the decrease in the cash position and determined that this is still at an appropriate level.

Item 7 - Review Policies and Procedures

The Panel noted the circulated Policy Review Schedule and the Chair clarified progress with specific outstanding Policies. The Audit Panel received and noted the Policy Review Schedule.

The Panel noted the circulated Schedule of Procedures that has been and agreed with the recommended format and approach to review. The Audit Panel will now expect progress in the review of the Procedures according to the schedule. The Procedure Review Schedule was received and noted by the Audit Panel.

Order of Business – Financial Reporting

Item 8 - Financial Reports

The Panel noted the circulated end of month financial reports and received the reports. The Chair noted the under-expenditure in the Capital section with respect to road re-sheeting and re-sealing. GM noted that re-sealing has been undertaken as per the asset program and expenditure shortfalls relate to invoices not yet received/paid and savings on budgeted expenditure. GM also clarified that the road re-sheeting program was delayed due to unseasonal dry weather.

Item 9 - Special Reports

Nil.

Item 10 – Australian Accounting Standards

This matter was considered with Item 12 as this will be updated by the Tasmanian Audit Office representative.

Order of Business – Internal Audit

Item 11 – Internal Audit Report

The Panel received the circulated internal audits undertaken of the Records Management and Policy Review systems. MCS also provided a verbal update of the Synectic internal audits, confirming that documents had been forwarded to the auditor and a date set for audit, prior to 30 June 2020. The Audit panel received and noted the reports.

Order of Business – External Audit

Item 12 – External Audit Report

Mr Leigh Franklin of Tasmanian Audit Office attended the meeting by phone and provided a verbal update of the status of the external audit of Break O’Day Council for 2019/2020 noting that:

- Due to COVID-19 restrictions, TAO offices closed and staff have been working from home and will be until 13/07/2020.
- This has resulted in reduced audit capability and TAO have focused on large government departments and GBE's.
- For smaller Councils (ie BODC), there would not be a pre-30/06/2020 visit, focus would be on balance sheet auditing and a plan/strategy would be progressed shortly.
- LGAT requested a deferral of the due date for lodging of financial reports but this was very unlikely to be approved. However, the impact of COVID-19 restrictions would be considered in audit reporting of late lodgements.
- TAO will also struggle to meet audit deadlines of financial accounts and confirmed the BODC priority for auditing of Roads to Recovery reporting.
- Noted Australian Accounting Standard updates for 2019/2020 reporting.

The Audit Panel received the verbal report of the Tasmanian Audit Office representative.

MCS also provided a verbal report on the Procedural Audit being undertaken of the procurement processes of BODC. This is progressing slowly, with no site visits and documents being exchanged online and interviews undertaken by telephone. However, it is progressing.

Order of Business – Risk Management and Compliance

Item 13 – Monitoring Ethical Standards ... to determine adequacy of systems of control and
Item 14 – Internal and Fraud Controls.

GM and MCS confirmed no incidents, claims or notifiable events. GM provided a verbal report, and responded to questions. The Audit Panel received the report.

Order of Business – Audit Panel Performance

Item 15 - Report to Council on Execution of Duties; Item 16 – Audit Panel Performance Review and Item 17 – Review of Annual Work Plan.

The meeting considered the circulated Annual Report of the Audit panel to Council for 2019/2020, the Audit Panel Performance Evaluation Report and the Audit Panel Work Plan. The Chair noted the improvement in feedback received in the Performance Evaluation survey. The Chair also noted feedback received indicating the desirability of greater understanding of financial reporting in local government. The Chair recommended Panel members take up Audit Office, LGAT and other training opportunities when these become available again.

The Meeting recommended that Council accept the Annual Work Plan, subject to the amendment noted earlier in the Meeting.

The Audit Panel noted strong concerns with the agenda and particularly Audit panel reports being circulated very late, providing inadequate time for appropriate consideration. The Audit Panel requested that these be circulated no later than the Tuesday before the meeting, similarly to Council agendas. MCS noted this requirement and will ensure that this is undertaken in future.

Order of Business – Other Business

Item 18 – Other Business

Nil.

Item 19 - Meeting Close/Next meeting Date

The meeting closed at 9.40am, the next meeting has been scheduled for 5 October 2020. The Chair foreshadowed that this may need to be re-scheduled to 19 October 2020 due to another commitment.

Proposed Meeting Dates 2020/2021	Oct	Dec	Feb	June
	19/10/2020	07/12/2020	01/02/2021	07/06/2021

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

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

07/20.12.5 Audit Panel – Review of Panel Membership

ACTION	DECISION
PROPONENT	Secretary to the Audit Panel
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	018\005\024\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council appoint Clr as Audit Panel member to replace Clr Drummond until the October 2020 Audit Panel membership review.

INTRODUCTION:

Clr Drummond has indicated her desire to be replaced as Councillor representative to the Audit Panel.

PREVIOUS COUNCIL CONSIDERATION:

At the November 2018 Council Meeting, following the local government election:

11/18.16.3.273 *Moved: Clr B LeFevre / Seconded: Clr K Chapple*

Break O'Day Council Audit Committee – Two (2) Councillors and one (1) backup Councillor

- *Clr John McGiveron*
- *Clr John Tucker*
- *Clr Janet Drummond - Backup*

CARRIED UNANIMOUSLY

Subsequently, Clr Tucker resigned from Council and Council appointed Clr Drummond to the Audit Panel and Clr LeFevre as Alternate and more recently Council appointed Clr LeFevre to replace Clr McGiveron as representative and Clr Whittaker as alternate.

This specific matter was considered at a recent Council Workshop.

OFFICER'S REPORT:

Clr Drummond has indicated her desire to be replaced as Councillor representative to the Audit Panel.

Council needs to identify a replacement Audit Panel representative. The recommendation is to appoint a Councillor as a replacement. Council could also appoint the current alternate Audit panel representative and therefore would appoint a new alternate.

As membership is reviewed every two (2) years and previous appointments were to October 2020, it is recommended that these appointments also be until October 2020. Council may choose to delay the replacements, depending on the recruitment process of a replacement Audit Panel Chair.

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:

Continues an existing budgeted expenditure commitment.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

Motion Number	Meeting Date	Council Decision	Comments
04/18.16.4.102	16 April 2018	<ol style="list-style-type: none"> Pursuant to section 14 of the <i>Local Government (Highways) Act 1982</i> (the Act), for the Council to discuss and consider the closure of the following assets for the public benefit due to "lack of use". <ol style="list-style-type: none"> The closure of Bridge 3462 over the George River providing current access to Yosts Flat. The closure of Grimstones Road from chainage 910m to end of road at chainage 4,680m. resolves that the part of Grimstones Road, Goshen as marked on the plan annexed and marked "A" should be closed to all traffic for the public benefit. Council delegates its functions and powers pursuant to section 14(1)(b) of the Act to the General Manager and authorises the General Manager to take such steps as may be necessary to comply with each of the requirements of that section in relation to the closure of Bridge 3462 over the George River providing current access to Yosts Flat and the closure of Grimstones Road from chainage 910m to end of road at chainage 4,680m. 	<p>Refer to Closed Council Resolution 11/18.17.3.</p> <p>Sustainable Timbers Tasmania and MIDS to meet during July 2020 to discuss road ownership matters.</p>

Motion Number	Meeting Date	Council Decision	Comments
11/19.8.1.266	18 November 2019	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <ol style="list-style-type: none"> 1. That Council investigates the best route for a dual access, (bike/pedestrian), dual direction track between Swimcart Beach and the “yet to be built” dual access Binalong Bay Rd. track. 2. That Council seeks funding to enable this track to be built as soon as practical. 	Investigations commenced and potential route(s) are in initial stages of discussion with PWS.
11/19.13.3.274	18 November 2019	That Council consult with the St Marys Community to ascertain specific night-time usage requirement at the recreational ground, prior to giving consideration to commit \$35,000 to lighting infrastructure renewal.	To be actioned.
02/20.8.1.13	17 February 2020	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.</p>	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).

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
10/19.13.3.251	21 October 2019	That Council invoke Section 16 of the Local Government (Highways) Act 1982 in support of Forico’s request for Beauty Flat Road, Transport Segment ID 6174046 off Barnes Road, near Mathinna to be changed from a public road to a Private road where it intersects with title 112336-2.	Completed Report prepared for July 2020 Council meeting.
12/19.8.1.288	16 December 2019	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council increase the hours for the Animal Control Officer in the 2020/2021 Budget.</p>	Completed 2020-2021 Council budget adopted by Council (June 2020).
01/20.8.1.2	20 January 2020	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council investigates the earliest practical inclusion of the installation of several shade cloth covered areas on the grassed area between the Mouth Cafe and the Scamander River in the capital works program.</p>	Completed 2020-2021 Council budget adopted by Council (June 2020).

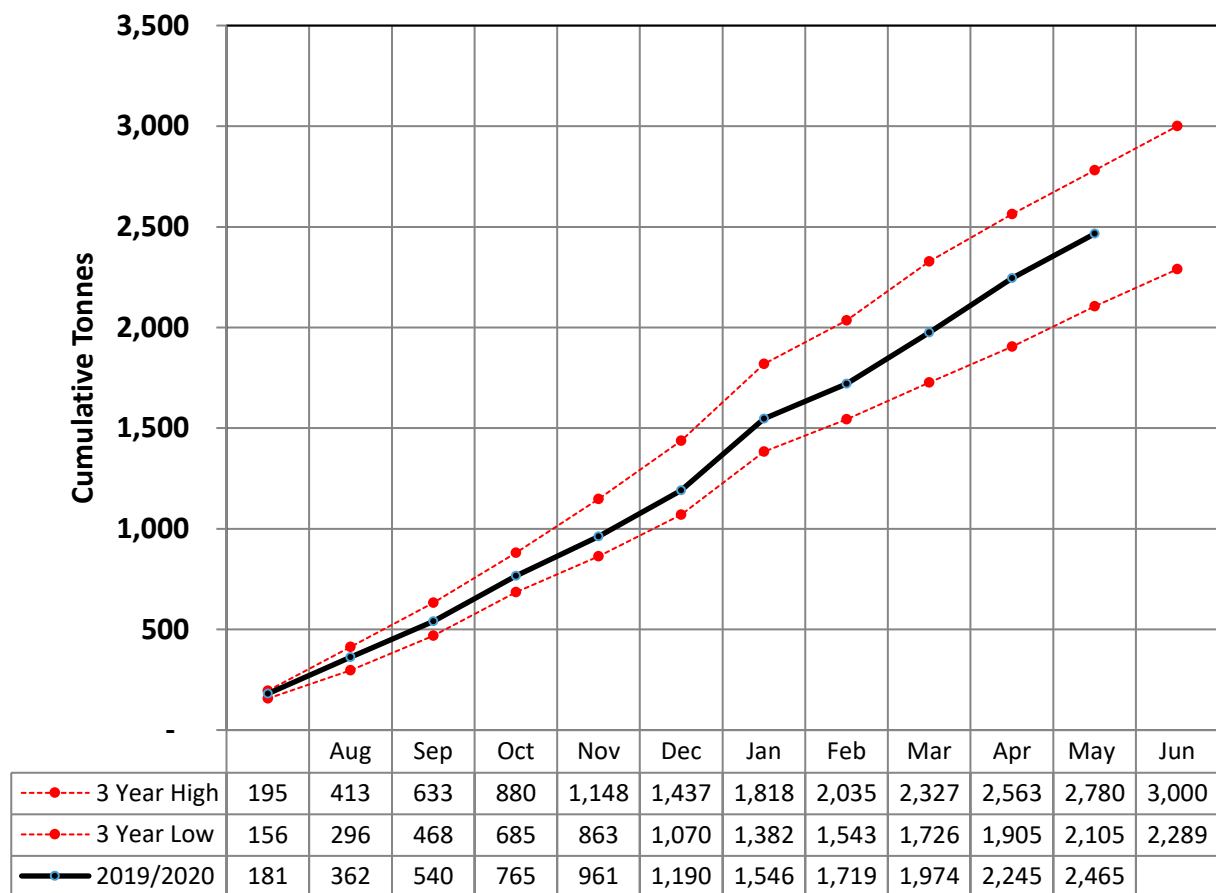
Motion Number	Meeting Date	Council Decision	Comments
06/20.13.3.97	22 June 2020	That Council adopt and act on the recommendation of the Consulting Arborist and pollard the street trees (elms) on the southern side of Tully Street, St Helens.	Completed Works in progress. Arborist commenced works Monday 6 July.

Asset Maintenance	
Facilities	<ul style="list-style-type: none"> Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds. Maintenance identified during inspection and notified via Customer Service Requests.
Town & Parks	<ul style="list-style-type: none"> Mowing/ground maintenance – all areas. Garden/tree maintenance and weeding where required. Footpath Edging – all areas. Boat Ramp Inspections and cleaning.
Roads	<ul style="list-style-type: none"> Sealed road patching – all areas. Traffic Signage replacement of damaged and removed signs. Tree maintenance pruning. Drains and culvert cleaning around the towns of Fingal, St Marys and Ansons Bay Stormwater system pit cleaning and pipe unblocking. Grading of Seymour and the road network surrounding St Marys where required.
MTB	<ul style="list-style-type: none"> Routine track maintenance. Construction of small walkway bridge and boardwalk on the Blue Tier.

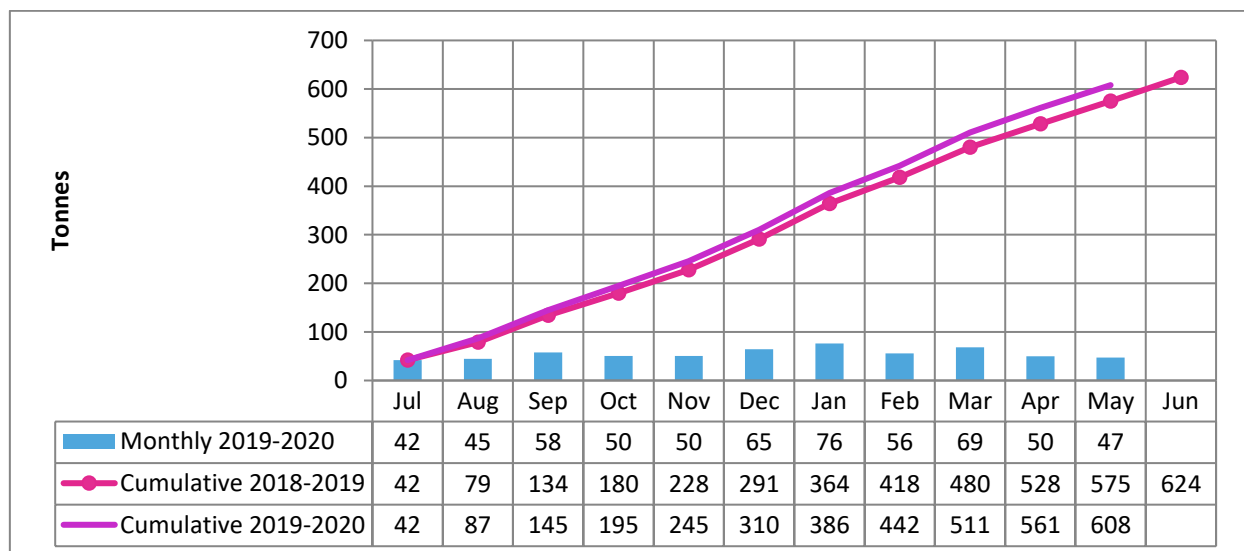
Weed Management – Targeted weeds	
Foreshore to Lions Park	<ul style="list-style-type: none"> Blackberry, Thistle, Fumaria, Mignonette, Bluebell Creeper
St Marys Flood Warning Station	<ul style="list-style-type: none"> Spanish Heath
Waste Transfer Stations	<ul style="list-style-type: none"> St Helens, St Marys, Scamander & Welborough (Swan Plant, Scotch Thistle, Californian Thistle, Butterfly Plant, Mignonette, Great Mullein, Pampas Grass, Mirror Bush, Sweet Pittosporum, Ragwort, Gorse, Periwinkle, Cape Spurge, Broom, Hemlock, Thornapple, Fleabane, Prickly Pear, Boneseed, various others).
Mountain Bike Trails	<ul style="list-style-type: none"> Blue Tier: Foxglove Town Link: Spanish Heath, Blackberry, Thistles, Bridal Creeper
St Helens Airport	<ul style="list-style-type: none"> Spanish Heath
Scamander Sports Complex	<ul style="list-style-type: none"> Pampas, Gorse, Blue Butterfly Bush, Blackberry

Waste Management

Municipal General Wastes to Copping Landfill



Kerbside Recyclables



Note: June data not available at the time of publication of this report.

Kerbside Waste Collection Services

From 1 July 2020, Council will operate the kerbside general waste collection service. A fit for purpose side lifter garbage truck has been purchased. The advertised vacancy for truck driver has been advertised and filled.

JJ's Waste have been contracted to provide a Kerbside Co-Mingled Recyclables Collection Service. Contract term is three (3) years.

CAPITAL WORKS – IN PROGRESS & COMPLETED

Project Code	Details	Budget	Project Update
CF805	Parnella/Foreshore Walkway	285,000	Government approvals – being sought.
	Scamander Avenue Footpath Part A	58,000	Works commenced prior and halted due to pandemic physical distancing rules. Works have recommenced.
	Storey Street Footpath	50,000	Contract awarded and deferred due to pandemic physical distancing rules. Works to be undertaken during the July school holiday period with revised work practices.
	Bridge 2293 - Cecilia St	22,000	Deck replacement deferred to coincide with superstructure replacement in 2022.
	Footpath Bridge - Fingal Culvert	30,000	Footbridge ordered to be installed on delivery
CG225	Bridge 2792 Four Mile Creek	250,000	Bridge removed from site on 25 June for refurbishment and to be returned to service by 25 September 2020.
CH515	Ansons Bay Road Stabilisation	75,000	In-progress - Earthworks including verge maintenance completed. Sealing to be undertaken when conditions are suitable.
CH565	Lottah Road Upgrade(Part 1)	110,000	Completed
CH570	Lottah Road Upgrade(Part 2)	75,000	Completed
CH575	Lottah Road Upgrade(Part 3)	65,000	Completed
CH580	Lottah Road Upgrade(Part 4)	150,000	In-progress.
	Georges Bay Foreshore Track	2,100,000	Construction commences July 2020 with practical completion at November 2020.
CI615	Scamander WTS – Inert Landfill	20,000	In-progress: Addressing of regulatory requirements outlined by EPA for the establishment of a new inert landfill site.

PLANNED NEW WORKS – JULY 2020

Details	Project Scope
Binalong Bay Playground	Extension of playground soft fall area.
Binalong Bay Footpaths	Re-gravel worn footpath segments.
Stieglitz Footpath	Re-gravel worn footpath segments.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

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

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour	Steiglitz	Goshen	St Helens	St Marys	YEAR TOTALS
Dogs Impounded				1											6
Dogs Rehomed or sent to Dogs Home													2		5
Cat Complaints															3
Livestock Complaints															3
Barking Dog						1			1					1	16
Bark Abatement Notice															0
Bark Monitor													1		10
Wandering Dog				1			1		1				3		25

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour	Stieglitz	Goshen	St Helens	St Marys	YEAR TOTALS
Verbal Warnings									1				1		5
Letter/Email warnings & Reminders				1		1			1					1	16
Patrol		1			1	1			1		2		3	1	46
Dog Attack - on another animal (Serious)															0
Dog Attack/Harassment – on another animal (Minor)															1
Dog Attack - on a person (Serious)									1						1
Dog Attack/Harassment – on a person (Minor)															3
Dog - chasing a person															2
Declared Dangerous Dog									1						2
Dangerous Dog Euthanised				1											2
Unregistered Dog - Notice to Register							3		1					1	20
Dogs Registered							3								7
Infringement Notice Issued									1						4
Pending Dog Registration Checks															19
Caution Notices Issued															5
Verbal Warnings/Education Sheets Maps															1
Infringement Notice - Disputes in Progress															2
Infringement - Time Extension request															0
Infringement Notice - Revoked															3
Kennel Licence - No Licence							1							1	2

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour	Stieglitz	Goshen	St Helens	St Marys	YEAR TOTALS
Kennel Licence - Issued															0
Rooster Complaints															3
Other						3	1							2	42
Illegal Camping															0

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/20.13.3 Policy – AM13 Memorial Gardens

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Policy – AM13 Memorial Gardens

OFFICER'S RECOMMENDATION:

That Policy AM13 Memorial Gardens, as amended, be adopted.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 May 2014 - Minute No 05/14.12.5.129.

Amended 20 March 2017 – Minute No 03/17.13.2.73.

OFFICER'S REPORT:

This Policy was previously reviewed in March 2017 and is therefore due for revision.

Minor amendments have been recommended to the policy, particularly recognising Council's Strategic Plan.

The property at 34a Tully Street, St Helens has been added to the policy which houses the old gravestones recovered from the newly developed adjoining land behind the site.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 - 2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO. AM13 MEMORIAL GARDENS POLICY

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:	Nil.
OBJECTIVE:	To define Council's responsibility in relation to the maintenance of memorial gardens in order to provide and preserve a safe, functional and aesthetically pleasing landscape.
POLICY INFORMATION:	Adopted 19 May 2014 - Minute No 05/14.12.5.129 Amended 20 March 2017 – Minute No 03/17.13.2.73

POLICY

1. INTRODUCTION

This policy describes Council's position regarding the maintenance of memorial gardens within the municipality.

2. SCOPE

This policy applies to the following memorial gardens:

Town	Garden
Cornwall	• Miners Memorial Gardens
Fingal	• Cenotaph
Mathinna	• War Memorial Gardens
St Marys	• Cenotaph • Woodcraft Guild Memorial Gardens
St Helens	• War Memorial • Fishermen's Park • 34a Tully Street, gravestones

3. MAINTENANCE BY COUNCIL

Where a memorial garden is maintained by Council, the frequency of maintenance works will be in accordance with the town maintenance rotation program.

Maintenance works will include mowing, weed removal, garden bed maintenance and trimming.



4. MAINTENANCE BY COMMUNITY ORGANISATIONS

Where a memorial garden is maintained by a community organisation, the frequency of maintenance will be determined by the organisation.

If requested, council can provide advice.

If the memorial garden remains unattended, council will consult with the community organisation to determine a solution.

5. IMPROVEMENTS AND CHANGES

Memorial gardens listed in this policy are protected by council to remain as community assets.

Any proposed improvements and/or changes to the memorial garden will require consultation with the relevant memorial garden stakeholders, and final approval by council.

6. MONITORING AND REVIEW

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

07/20.13.4 Policy – AM18 Nature Strip Planting

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Policy – AM18 Nature Strip Planting

OFFICER’S RECOMMENDATION:

That Policy AM18 Nature Strip Planting, as amended, be adopted.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

Adopted 14 December 2015 - Minute 12/15.12.3.326.

OFFICER’S REPORT:

This Policy was adopted in December 2015 and has not been reviewed since.

Minor amendments have been recommended to the policy, particularly recognising Council’s Strategic 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.

Strategy

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

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

ASSET MANAGEMENT POLICY AM18 NATURE STRIP PLANTING

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:	Nil.
OBJECTIVE:	To provide guidance to residents wishing to plant on the nature strip adjoining their property.
POLICY INFORMATION:	Adopted 14 December 2015 - Minute 12/15.12.3.326

POLICY

1. PURPOSE

To ensure proper management of nature strips in the Break O'Day Council municipality.

2. SCOPE

This policy applies to all Council nature strips in the Break O'Day Council municipality.

3. DEFINITION

The term "nature strip" refers to "the area of road reserve between the property boundary and the back of the kerb (or road shoulder), excluding any footpath or other asset such as driveways, power poles, utility pits or fire hydrants".

Nature strips are set aside to provide one or more of the following uses:

- to accommodate power poles, light poles and a range of underground infrastructure such as water, gas, electricity, storm water, sewage, communications;
- to allow pedestrian access along the street where there is no footpath;
- to provide a flat space for the kerbside collection and emptying of rubbish and recycling bins;
- to allow vehicles to park safely at the kerbside and for door opening space between the road and footpath;
- to allow for pedestrian, pram, pusher, scooter and wheelchair traffic between the road and footpath;
- to provide visibility of and for motorists, cyclists and pedestrians at intersections, curves in the road and near driveways; and
- to provide space for street tree planting.

4. WORKS REQUIRING COUNCIL CONSENT

Aside from regular maintenance activities on the nature strip, including mowing, weeding and picking up rubbish/litter, all other activities carried out on the nature strip require a Works Permit, available upon application and payment of fee from Council's Works Department.

5. APPROVED PLANTINGS AND MULCHES

AM18 – Nature Strip Planting

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If certain conditions are met (as detailed in 5.1); residents are permitted to plant nature strips abutting their property with a range of indigenous ground covers, low growing shrubs and grasses that are well-suited to the natural environment. These species require less watering, are hardy and low-maintenance once established.

A list of recommended indigenous plant species is available from Council.

5.1 Plants may be planted on the nature strip under the following conditions:

- a) That approval to work within the road reserve is sought from the relevant Coordinating Road Authority (Council for local roads and Department of State Growth for state roads) prior to commencing modifications in the road reserve.
- b) Indigenous ground covers, shrubs and grasses listed in Council guidelines are used;
- c) Plants (except street trees) must be maintained at a maximum height of 600mm. Corner blocks are limited to ground cover plants to a maximum height of 250 mm.
- d) Minimum clearance distances:
 - 500 mm from the back of kerb to allow for people to enter and exit their vehicles safely and to allow for placement of waste and recycling bins;
 - 500 mm from the edge of a hard surface footpath;
 - 1.5 metres from the property boundary to allow for pedestrian access, mail, paper and other deliveries;
 - 9 metres either side of a minor intersection and 15 metres at a major intersection to ensure a clear line of sight for motorists and pedestrians (measured from kerb, edge of seal or pavement);
 - 2 metres from driveways, drainage pits, service pits and hydrants;
 - 3 metres from power poles, street lights and service wires;
- e) Ensure plants do not obscure or prevent access to signage, mailboxes, gates, lighting, footpaths and pedestrian accesses, and are not planted over utility pipes and connections.

5.2 The following mulches, wood chips and gravels are permitted:

- Fine gravel such as compacted washed granitic sand or similar, to a depth of 75mm;
- Mulches or bark chips 12mm to 25mm in size, to a depth of 75mm and natural in colour.

5.3 Where a fine gravel or wood chip mulch is used on the nature strip:

- it must remain on the nature strip and not be allowed to spill onto the footpath, driveways or in the kerb and channel;
- the level of the mulch must not extend above the level of the footpath or kerb; and
- the mulch on the nature strip must be maintained in a reasonably level and weed free condition.

f) ITEMS NOT PERMITTED ON THE NATURE STRIP

Items not permitted to be installed or used on the nature strip include:

- shredded plant products such as pea straw, wood chips and bark, other than that specified in Part 5.2 of this policy;
- rocks or pebbles greater than 7mm diameter;
- bluestone pitchers, railway sleepers or retaining walls;
- scoria;
- artificial turf;
- irrigation systems;
- letterboxes (subject to council approval);
- temporary or permanent electrical wiring, including tree lights;
- metal stakes or star pickets; and



- hard paving such as concrete, brick or asphalt (non-slip stepping stones, flush with the surrounding surfaces are permitted if approved).

g) STREET TREES

Residents are not permitted to supply or plant trees on the nature strip.

Residents may request Council to plant a nature strip tree/s. The species, location and timing of trees planted to be determined by Council in consultation with the resident.

h) MAINTENANCE OF NATURE STRIPS

Nature strips modified in accordance with this Policy must be kept in a well maintained safe condition by the resident at all times by:

- ensuring that plants are pruned so that they do not protrude onto pathways, driveways or over the kerb;
- keeping plants (other than street trees) pruned to a height of no more than 600mm at all times and 250mm within 9 metres of an intersection for corner blocks; and
- keeping the nature strip free of weeds, rubbish, trip hazards or protruding objects.

Ongoing maintenance of a modified nature strip is the responsibility of the owner, or any subsequent owners of the property for the life of the landscape.

i) VEGETATION ON PRIVATE LAND

In accordance with the Local Government (Highways) Act, Council may require the occupier of land on which any vegetation is growing to remove a branch or other part of the vegetation that overhangs a local road and that is less than:

- a) 2.5 metres above a part of the road that is intended mainly for the use of pedestrians;
- b) 4.5 metres above any other part of the road that is not intended for vehicle traffic;
- c) 6 metres above a part of the road that is intended for vehicle traffic.

j) NATURE STRIPS MODIFIED PRIOR TO ENDORSEMENT OF THE POLICY

Nature strips modified prior to Council endorsement of this Policy are not subject to the need to retrospectively apply Council consent unless there is a failure to maintain the nature strip in accordance with this Policy. Any modifications (beyond maintenance) or new proposal planned to the nature strip, post endorsement of this policy will be subject to the requirements of this policy.

However, for any nature strips that are deemed unsafe for any reason, e.g., creating a visual obstruction to pedestrians or traffic or creating a tripping hazard, Council will request the property owner to rectify the issue.

k) UTILITIES AND MAINTENANCE WORK

Council and utility companies that supply water, gas, electricity and telecommunications may from time to time require access to the nature strip to carry out maintenance works. The utility companies are required to reinstate the nature strip following maintenance work, but do so with topsoil and grass seed only.



Council or the utility companies will not be responsible for replacing plants or landscaping because of such works.

l) SAFETY AND LIABILITY

During landscaping or maintenance works on the nature strip, the person conducting the works has a duty of care under common law to take all reasonable measures to prevent accident or injury to persons carrying out the works and also to members of the public using the road or footpath.

Residents must contact "Dial Before You Dig", (a free national service) to determine the presence of any underground services before commencing any excavation to the nature strip.

Council will not be liable for any financial penalties that a resident incurs from damaging any underground services.

m) FAILURE TO MAINTAIN MODIFIED NATURE STRIPS

Where a resident fails to maintain a nature strip modified in accordance with this Policy and:

- the condition of the nature strip is a traffic or pedestrian hazard; or
- it does not provide appropriate pedestrian access; or
- it is a safety or fire hazard; or
- it interferes with the visibility of motorists, cyclists and pedestrians at intersections, curves in the road and near driveways; or
- where weed species have been allowed to flourish; or
- it impacts unfavourably and significantly on the local amenity,

Council may require the resident to remove any offending parts or the whole planting if it does not conform to the above requirements.

If Council considers that the state of the nature strip creates an imminent risk to users of the nature strip or adjacent road/s, or it limits or prevents access and appropriate use of the nature strip or that the vision of motorists and cyclists is affected, Council may take immediate action to remove the landscaping and reinstate the nature strip to a safe condition.

The cost of maintenance or reinstatement will be charged to the resident.

In the event a new resident does not wish to retain or cannot maintain a previously modified nature strip, they may request Council to reinstate the nature strip with seeded turf grass at the new resident's cost.

14. 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	Council Officer
OFFICER	David Jolly; Infrastructure & Development Services Manager
FILE REFERENCE	032\005\003\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

1. That Council does not support Forico's proposal to install a Kelly Gate on Beauty Flats Road.
2. That Council rescind the following Council Decision:
 - 21 October 2019 Council Meeting 10/19.13.3.251
That Council invoke Section 16 of the Local Government (Highways) Act 1982 in support of Forico's request for Beauty Flat Road, Transport Segment ID 6174046 off Barnes Road, near Mathinna to be changed from a public road to a Private road where it intersects with title 112336-2.

INTRODUCTION:

As a result of community representation received on this matter it is prudent at this time that the Council does not support a proposal by Forico to install a Kelly Gate on Beauty Flats Road.

PREVIOUS COUNCIL CONSIDERATION:

10/19.13.3.251 *Moved: Clr G McGuinness / Seconded: Clr M Osborne*

That Council invoke Section 16 of the Local Government (Highways) Act 1982 in support of Forico's request for Beauty Flat Road, Transport Segment ID 6174046 off Barnes Road, near Mathinna to be changed from a public road to a Private road where it intersects with title 112336-2.

CARRIED UNANIMOUSLY**OFFICER'S REPORT:**

In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, Regulation 18 (3) the General Manager advises as follows:

Regulation 18 (3)

- (a) The proposed motion if resolved in the affirmative by an Absolute Majority would overturn the previous decision in its entirety.
- (b) 21 October 2019 Council Meeting 10/19.13.3.251 –
That Council invoke Section 16 of the Local Government (Highways) Act 1982 in support of Forico's request for Beauty Flat Road, Transport Segment ID 6174046 off Barnes Road, near Mathinna to be changed from a public road to a Private road where it intersects with title 112336-2.

- (c) The previous decision directed that action be taken.
- (d) The action which has been directed to be taken had partly commenced but was changed due to Forico's alternative and preferred proposal to install a Kelly Gate on Beauty Flats Road rather than *for Beauty Flat Road, Transport Segment ID 6174046 off Barnes Road, near Mathinna to be changed from a public road to a Private road where it intersects with title 112336-2 and which required that the Local Government (Highways) Act 1982 Section 31 be invoked to invite community representation on the matter.*

History

Forico's original request to Council was for Beauty Flat Road, Transport Segment ID 6174046 off Barnes Road, near Mathinna be changed from a public road to a Private road where it intersects with title 112336-2.

The basis of the request was that:

- This road does not service any public area, rather dead ends onto our managed land instead of conjoining another public road. Forico are currently wishing to do a boundary fence with Fingal Pastoral to the South side of this road but cannot whilst this road is deemed a public road.
- By reclassifying this road, the council will of course no longer need to spend the money and time on upkeep as they have in the past and it will help in assisting us by minimising non authorised access to our managed estate and lowering the risk associated with this.

Section 16 "*Relief from duty to maintain a highway*" applied.

16. *Relief from duty to maintain highway*

(1) *Where, on an application by the corporation that is made as prescribed in the regulations, a magistrate is satisfied in respect of a country highway –*

(a) that it has at no time been formed, made, repaired, or improved by a highway authority; or

(b) that no substantial loss or detriment would be suffered by any person if it ceased to be maintainable by the corporation –

he may, by a local highway order, declare that the highway is not a highway maintainable by the corporation.

(2) *An order under [subsection \(1\)](#) does not prevent the highway to which it relates subsequently becoming a highway maintainable by the corporation.*

The application of Section 16 required Council to inform affected landowners of Forico's request to substantiate 16, 1b "*that no substantial loss or detriment would be suffered by any person if it ceased to be maintainable by the corporation*". Affected landowners are:

PID	Property Name	Owner
7896591	Pebble Plains	The Trust Company (PTAL) Ltd
1995732	Malahide	Fingal Pastoral Co
6416226	-	D & E Rice
6413121	Beauty Flat	D Rice & K Rice-Jones

In follow-up discussion with Forico, the company advised a verbal preference to construct a Kelly Gate on the road 1.18km west of the Beauty Flat Road/ Barnes Road/Mount Nicholas Road intersection to restrict vehicular traffic entering the Forico property. Gate keys would be provided to adjoining landowners.

Section 31 of the Local Government (Highways Act) 1982 now applied given that a gate would restrict the movement of vehicular traffic along Beauty Flat Road.

Advertisements were placed in the Examiner newspaper in accordance with the Local Government (Highways) Act 1982 Section 31 during December 2019 inviting written representation.

Four representations (all objecting to the construction of a Kelly Gate) were received from local residents and who require access to Beauty Flats Road. Councillors have been provided with a copy of written submissions separately to this report.

Nil representation was received in support of the proposal.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Local Government (Highways) Act 1982.

Local Government (Meeting Procedures) Regulations 2015

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not Applicable.

VOTING REQUIREMENTS:

Absolute Majority.

07/20.14.0 COMMUNITY DEVELOPMENT

07/20.14.1 Community Services Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

OUTSTANDING REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
05/18.14.2.117	21 May 2018	Council to take over ownership of the toilet block to be built at The Gardens with Council entering into an agreement with Parks & Wildlife (PWS) who will maintain and service the toilet block.	PWS in discussion with the Gardens community as to the location of the temporary toilet.
08/18.8.2.182	20 August 2018	A report is sought providing advice in accordance with the requirements of <i>Section 65 of the Local Government Act 1993</i> for the information of Council at a future meeting and consider any advice as required from relevant State Agencies: That Council work with the Fingal Valley Neighbourhood House, the SES, local police and others to establish a Driver Reviver Site in Fingal at the Council owned Park and Public Toilet Facility on the Esk Highway. This site ideally should be operational before Christmas and operate through until after the Easter long weekend.	Awaiting a response from SES as to why this did not occur and when they intend to commence this project in our Municipality.

Motion Number	Meeting Date	Council Decision	Comments
03/19.8.2.47	18 March 2019	<i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council look at building a mountain bike and walking tracks in the Fingal Valley, and have it shovel ready for funding at the next State election.	Seeking external funding to undertake a Recreational Trails Strategy.
09/19.14.3.229	16 September 2019	That Council: 1. Replace the fence and fix the steps on the Medea Cove side of Kings Park; 2. Work with Tasmania Fire Service to undertake an assessment as to whether Kings Park is currently a fire risk to adjoining properties; 3. Commence the process to develop some walking trails and interpretative signage that helps to create a narrative that acts to generate a positive user experience within the Kings Park area.	Advised the Works Department of Council decision to replace the fence and fix the steps
11/19.14.3.277	18 November 2019	1. That Council in principle adopt the draft Disability Action Plan; and 2. That Council seek community feedback in relation to the draft Disability Action Plan.	Finalising process due to Covid 19 has been put on hold as required to go back to committee.
12/19.14.2.303	16 December 2019	1. That Council support the Department of Communities Tasmania to undertake an examination of the feasibility of the key options identified. 2. That Council commence discussions with Department of Communities Tasmania to transfer the green space at the front of the old Hospital (corner Circassian and Cecilia Street) to Council for community use.	Council provided a response to Department of Communities Tasmania.
02/20.14.3.22	17 February 2020	That Council develop a brief and call for Expressions of Interest to develop a Marine Facilities Master Plan for Georges Bay.	Document currently being finalised.
04/20.14.3.63	20 April 2020	That Council seek feedback from the sporting and recreational group users of the St Helens Sports Complex with the objective of consolidating proposed projects and preparing an updated master planning document to guide the Council in its future decision-making.	Currently working on draft letter to be forwarded to all users of the facility.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
06/20.14.2.99	22 June 2020	That Council consider allowing the St Helens Football Club trading as The East Coast Swans to enter into a lease arrangement for nine (9) years and nine (9) months.	Completed, advised St Helens Football Club of Council decision.

Council Community Grants/Sponsorship 2020-2021:

Program and Initiatives	2020-2021
Community Services	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000
Community Event Funding	
Seniors Day	3,000
Australia Day Event	5,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
St Helens Car Show (including Woodchopping	10,000
Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride -	500
Game Fishing	2,000
Marketing Greater Esk Tourism	2,500
Volunteer Week	2,500
Bay of Fires Winter Arts Festival	14,000
St Marys Car & Bike Show	2,000
East Coast Masters Golf Tournament	2,000
Triathlon	2,000
World Supermodel	500
Mental Health Week	500
Mountains to the Sea Trail Fest	3,000
Council Sponsorship	
Funding for BEC Directory	2,000
Community car donation	2,500
St Helens Marine Rescue	3,000
Suicide Prevention Golf Day	1,000
Business Enterprise Centre	28,000

Updates on current projects being managed by Community Services:

St Helens Mountain Bike Network

Trail construction has continued over the last month with 3 crews operating with limited restrictions and favourable weather over the past month. The focus has been on finalising construction of Loop 7, a descent 4 along with the link trail in the descents.

Maintenance of the existing trails continued and recent small periods of rain have been assisting with the hardening up of the trails and compaction from the bikes. The recent resignation of one of our Trail Maintenance workers has triggered a recruitment process which is well underway.

Following the reopening of the Trail network in line with the easing of Government restrictions we saw a good steady stream of riders heading to the St Helens network. The first week of the school holidays has seen a massive increase in activity on the trails at St Helens with up to 100 vehicles there at times during the day, this has been posing some challenges in relation to parking at the trailhead which we will monitor to identify opportunities to improve this area.

Weather conditions have been conducive to a great riding experience and this is a key point of difference we have with other trail networks in Tasmania.

Branding and Marketing

Both Council's radio ad on 7LA and the BOD chamber's advert on TV are both promoting the trails and the area and are still running. Visitation at this time seems to be up on observation and the Flagstaff Trailhead carpark has been pumping over the weekends and during the week. This may be due to marketing or combination of both marketing, the school holidays as well as Tasmanian's finally being able to get out and about.

The three (3) new descents have been featured heavily on socials by riders of the trails and reports from Gravity Isle reinforce the popularity of these trails as Gravity has increased their service for the holidays.

Our hashtag promotion #Sthelensmtbwinter has now closed and we received 15 entries and the winners have been contacted and sent their merch packs.

We have a new GOLD trail sponsor, Willie Smiths Cider who have purchased a Silver sponsorship with the rest contra – like Little Rivers.

Gravity Isle and Good Sports have developed some of their own merchandise. Gravity have had t-shirts designed with the pictograms for Send Helens, Shucka and Icarus which they are selling from their new "Trail shop" trailer located at the trailhead.

Goodsports has ordered and designed three (3) different coloured beanies which will be made available through their shop very soon.

The Bay of Fires Trail

The top section of the Bay of Fires Trail (Poimena to Anson's Bay Road) is currently closed and will remain so until a post winter re-launch. This is to preserve the relatively new trail as the weather conditions at Poimena has made the trail quite slippery in sections. This is normal and to be expected for the first two (2) or three (3) years until the trail settles. The section from Anson's Bay Road to Swimcart Beach is open and will remain so throughout the year.

Community Events

We have commenced meeting and conversations with event organisers, offering support and awaiting The Tasmanian Government's decision around COVID-19 restrictions.

So far events that have been rescheduled for 2021:

January

- Australian veterans team versus New Zealand Veterans team – wood chopping

March

- Dragon Trail MTB
- Top 50 World Supermodel
- 10 Days on the Island – ‘If Halls could speak’

September

- AOC2021 – National Orienteering Championships

Driver Reviver Program

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

Georges Bay Foreshore Linkage

The Tender has been awarded and Council is working with the successful tenderer. Work has commenced on the project.

Burns Bay Project

Council met with PWS to discuss the feedback received from Aboriginal Heritage Tasmania to try and develop a plan to move forward with this project. The area in question has a large amount of middens present and they need to be preserved. This can be achieved but a method of protection will need to be formalised. PWS are to scope out the works for an Aboriginal Heritage Assessment Report to be undertaken, this will assist in future discussions with Aboriginal Heritage Tasmania as to a way to move forward.

Learner Driver Mentor Program

Council staff are still working with the State Government in relation to the recommencement of this program – hopefully the Learner Driver Mentor Program will be up and running by the end of July. The Council co-ordinator of this program has been in contact with all mentors and they are still able to assist with this program.

Park Snack & Chat

This project commenced on Wednesday 15 July, 2020. Information packs have been provided to those who attended with some updated information on the Township Plans, Covid 19 information call lines, copy of the Mental Health Directory along with a questionnaire to gauge the impact of Covid 19 on our community. Members from Corporate Services, Community Services and Governance are rostered on to attend these sessions.

The objectives of the project are:

1. Strategic Plan 2017-2027

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

2. Break O’Day Social Recovery Action Plan

Objective 2.

Identify ways to support local programs that improve recovery outcomes for communities

Objective 5.

Development of long-term responses to recovery from COVID-19:

3. Enhance Council's brand in the community by providing an opportunity to show that Council cares.
4. Kindness launch – encourage the use of Kindness cards by the community.

Business Care Calls

Council staff have been undertaking "care calls" to the business community. They have been able to create a relationship with the business community through the COVID 19 period. Anecdotal observation has shown a shift in wellness within the community from a period of stress to a positive outlook as businesses review their business models and adapt to a changing economic environment. There have been many positive stories and unfortunately some less positive outcomes amongst some businesses. Overall the project has managed to build trust within the community and a feedback survey has demonstrated a desire for the contact to continue. The Business community overwhelmingly appreciate the waiving of the Food Licence.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

07/20.14.2 Recreational Trails Strategy

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	011\029\002\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council allocate the sum of \$30,000 as matching funds for Building Better Regions Fund grant to undertake the preparation of the Recreational Trails Strategy in the 2020-2021 Budget.

INTRODUCTION:

Council lodged an application under the Building Better Regions Fund to undertake a Recreational Trails Strategy in December 2019. We were advised recently that we were successful in receiving \$30,000 towards the cost of the Recreational Trails Strategy.

PREVIOUS COUNCIL CONSIDERATION:

Previous July Council Workshop discussion.

OFFICER'S REPORT:

A Recreational Trails Strategy for the Break O'Day Council municipal area will contribute to developing an outstanding visitor experience – linking the tourism visitor with the spectacular land and seascapes of the region and provide the local community with social and economic benefits.

The strategy will provide a framework for moving into the future – current recreational trails will be reviewed through community and stakeholder engagement, to determine current and future community needs. Opportunities and their economic impacts will be identified to enable decision making on sustainable trail development.

The project output will be the completion of the Break O'Day Recreational Trails Strategy document. Within the strategy, the document will contain various sections of information and research that will deliver on:

- The Vision and Objectives as supported by stakeholders.
- Likely visitor demand and market appeal of the trails.
- Description of the experiences – locations of the existing and proposed routes; accessibility, land tenures; access; infrastructure; products; services and standards.
- Associated product needs for tracks and trails and other infrastructure and requirements.
- High level cost estimates for the projects.
- Governance arrangements to implement and manage the trail and experiences.

- A financial analysis - considering costs and revenues associated with the setup, operation, management and maintenance of the network and its associated infrastructure and governance arrangements.
- Economic impact assessment – including increase in regional spend and number of jobs created.
- Tourism industry and partnerships – including ongoing roles of stakeholders and partner agencies; delivery mechanisms for partnerships and new opportunities (including commercial); community engagement in future maintenance.
- A priority schedule for track and trail infrastructure investment.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Not Applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There are budget implications to Council as this request was not considered as part of the 2020-2021 budget process.

VOTING REQUIREMENTS:

Absolute Majority.

07/20.14.3 Request for Sponsorship – Free2bgirls – Youth Support

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

OFFICER'S RECOMMENDATION:

1. That Council provide \$2,600 towards the running costs of the Free2bgirls program for the next six (6) months; and
2. That Council look at opportunities for a Youth Worker to be employed in partnership with other State Government agencies to work in Break O'Day with our young people.

INTRODUCTION:

Council has received a written request to assist the program Free2bgirls by providing additional financial support for the year 2020-2021.

PREVIOUS COUNCIL CONSIDERATION:

Council decision: December 2018 to provide a financial contribution of \$5,200 to provide seed funding for this project.

12/18.14.5.308

Moved: Clr J Drummond / Seconded: Clr K Wright

1. *That Council work with the Facilitator for this group to seek funding through the Community Funding Program which closes in February, 2019.*
2. *That Council sponsors this program by donating seed funding in the sum of \$5,200 to St Helens Neighbourhood House to auspice this program in 2019-2020 with a condition imposed that there is an increase in participation within this program.*
3. *That Council supports the Coordinator to apply for additional funding through the Tasmanian Community Fund to extend the scope and longevity of the program using the Council contribution to leverage these additional funds.*

July Council Workshop discussion.

OFFICER'S REPORT:

Council staff had conversations with the facilitator of this program earlier this year in response to a query as to whether Council would provide funding to assist with the ongoing costs of this program. Council advised the facilitator of Free2b program if they were seeking additional funding from Council to put a proposal together before February 2020 so that it could be considered as part of the budget process for the financial year 2020-2021.

Unfortunately, they were not successful in obtaining funding from the Tasmanian Community Fund – as seeking funding to cover wages is not seen as being sustainable.

The Facilitator has been running this project for a period of three (3) years which has given her a good knowledge of the various issues that our young people are dealing with. The project is currently running in Northern Midlands (Longford and Campbell Town) and Beaconsfield (through the Neighbourhood House). Funding for these areas is through the respective Council either through grants or Council funds.

Council has received a request for financial support – unfortunately outside of the budget process, therefore the need to bring their request to be supported by a Council decision.

The request for assistance is as follows:

1. \$5,200 - Council continues to fund Free2b on an annual basis. This enables the employment of a local Free2b facilitator for three (3) hrs per week to run the program in BOD. We currently have six (6) x Free2b volunteers who could potentially take on this role or it could be advertised.
2. Council helps facilitate and find funding for a youth worker position two (2) days a week for both St Helens and St Mary's High School – discussions have begun with St Mary's principal Carolyn Watson about this and she was very supportive around finding funding avenues and an appropriate candidate for the position.
3. \$5,000 - Council funds or finds funding for my role as the Free2b program consultant for 6 months to begin implementing a youth support structure by:
 - further consolidating the Free2b program within the BOD community;
 - providing training and support to the local Free2b facilitator;
 - supporting a youth worker in their role; and
 - beginning development of a program for teenage boys designed around the Free2b.

The Facilitator has also identified the following benefits to Council and the broader community:

- It offers the opportunity for council to be recognised by our immediate community and further afield as a council that supports young people.
- A youth worker can offer a new level of support for young people in our area, providing levels of rapport that builds safety, trust and motivation. Having the same youth worker for both schools also offers connection between the two areas, broadening social possibilities for young people here.
- Young women in our area will continue benefiting from Free2b Girls.
- A support structure for boys will begin to be developed, offering opportunities for men in our community to become motivated and receive training in working with youth.
- Council will have a platform for youth support from which they can acquire further funding if necessary, as has been evidenced from the small grants I've acquired in the last year and the larger TCF grant Northern Midlands Council acquired at the beginning of this year.
- Council will have the Free2b program as part of their ongoing community development profile, assisting to attract more young people to our area.

Unfortunately the current facilitator has advised that if Council provides funding for this project, she will only be available for the next six (6) months as she will need to follow her family to Launceston as well as other work commitments but will be available for remote consultation.

The Facilitator has provided the below as a report for the last financial sponsorship that Council provided:

- establish a Free2b Group in St Mary with up to 12 girls participating each week.
- continue the running of St Helen's Free2 Be group with up to 10 girls participating each week.
- create local community events with the girls from both groups (Battle of the Towns Trivia Night, International Womens' Day Event, Medea Park High Tea).
- establish annual fundraising events (Trivia Night, Lions Club market stall).
- acquire small grants to enable Free2 be participants to go on excursions and participate in activities (Highways and Byways, Bendigo Bank and Dept Sport Recreation and Communities).
- establish promotional materials to assist ongoing development of the program including Welcome Packs for new girls, a local media presence on Star FM, The Coastal Column, and Fingal Valley News.
- train and support six (6) new volunteers to run Free2b group.s
- adapt to the COVID 19 situation through developing ways of maintaining 'distant' connections with participants including gift deliveries, zoom meetings, competitions.
- engage small businesses and community members to support the program.
- raise local awareness around youth engagement and how to best support young people via events, radio and general advocacy within the community.
- Create statewide connections to help broaden support and future resources for young people on the East Coast by networking with peak bodies like YNOT and TASCROSS through attending meetings, conferences and inviting relevant VIP's like Sarah Courtney, the Commissioner for Children and Tania Hunt (CEO of YNOT) to meet with girls in our groups and attend events.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Not Applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There are budget implications to Council as this request was not considered as part of the 20-21 budget process.

The proposal also refers to supporting a Youth Worker yet there is no clarity around who is funding this position.

VOTING REQUIREMENTS:

Absolute Majority.

07/20.14.4 Wrinklers Proposed Project

ACTION	Decision
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That taking into account the community comment:

1. Council restrict the project to the area between the dune and the road referring all other matters to Parks & Wildlife Service to address as it is outside Council's leased area.
2. Council design and build a toilet facility in approximately the same location as the existing toilet facility which blends with the surrounding environment.
3. That Council utilise the existing bus shelter at Wrinklers; and
4. That Council undertake the traffic movement improvements as identified with the Traffic Impact Assessment to improve the flow of traffic at the site and to correct the issue of sight distance that has occurred since the upgrade of the Wrinklers Bridge located on the Tasman Highway.

INTRODUCTION:

The replacement of the Wrinklers toilet block has been on Council's replacement toilet block program since 2016-2017 with the design work to be undertaken with the build to occur in 2017-2018 but due to the proposed bridge replacement by State Growth – this project was put on hold.

PREVIOUS COUNCIL CONSIDERATION:

Item discussed at August 2019 & July 2020 Council workshops.

OFFICER'S REPORT:

On the 20 April, 2020 Council mailed all ratepayers of Scamander a letter seeking feedback on a conceptual plan that had been done as part of the Great Eastern Drive Roadside Stop Design Study. Break O'Day Council commissioned Monash University Studio Group (3rd year architectural students) who had been involved in the original project, to design a number of public toilet facilities that could be built along the Great Eastern Drive.

The initial intent of the project was to do face to face consultation but due to Covid 19 we were not able to hold those community conversations with the Scamander community. We also needed to engage more broadly with those others that may be interested in the Wrinklers area – hence the mail out and also advertising the project in the Break O'Day Council Newsletter asking for feedback.

The design for this area was outlined in two (2) parts – the toilet facility located within the existing carpark and a boardwalk to the end of the existing car park where people can enjoy the vista of the area and take those memorable shots.

As part of the overall project, Council needed to address:

- The issue of safety for cars entering and exiting the site safely;
- New turning signage from the highway entry; and
- A new toilet block.

This area is one of the entry points to our “picturesque coastline” and is often a spot for visitors to experience the pristine surfing and fishing conditions of the Scamander Beach. The conceptual plan also included a viewing platform at the end of the beach access which is outside of Council’s leased area but something that if warranted may be progressed. The conceptual plan also addressed the uneven beach access and eroded pathways which currently restrict access for those who are not physically mobile.

In summary, the feedback was mixed and we have analysed the feedback to identify common threads:

1. better access to the beach addressing erosion issues.
2. Parking near the headland needs to be maintained but could be better formed, sealing has not been determined.
3. No real comments around the entrance design and flow of traffic near the road and toilet block.
4. new toilet facility that blended with the environment located around where the current toilet is
5. only one toilet facility.
6. Viewing platform needs to be subtle.
7. The bus shelter needs to remain and in a suitable place so traffic does not impact on those utilising the bus shelter.
8. There was a small amount of comment around vegetation – that any development did not remove vegetation. Some other comments were made re additional vegetation, this was forwarded to PWS.
9. The one thing that everyone probably agreed on was the colours that were used in the conceptual plan document were not suitable.

Below are the comments received in relation to proposed project:

Community Feedback
Looks good, im happy
A new toilet would probably be appreciated by visitors but the illustrated structures are gawdy and do not tone in at all with the surroundings, A simple viewing platform would suffice and one concrete pathway to the beach could be helpful. I park my car on the left as I enter the carpark and of necessity do a “U turn” when leaving. I fail to see what good a boardwalk would be. Everyone would drive over it.
we really like what you are going to do at wrinklers we have a property at 9 Scamander avenue we have been talking to your council about some flowering gums along the nature strip in front of the shacks on the sea side at wrinklers you may be able to incorporate this in your design

Boardwalk, good, especially in helping with erosion. Toilets near roadside, but set back from road for safety, esp children. Perhaps place the toilets half way between turn off / car park and viewing point to entice people to the view as they are halfway there anyway. Viewing platform / covered space great. However placing toilets (image) at the viewing point may spoil a memorable experience. The addition of binoculars (as at Shelly Point) could add to the experience.
Yes please
I agree with the toilet block and shelter/walkway down to the beach but do not like the walkway between each - why not just bitumen the whole area - maybe a small playground
We are impressed with the proposal to use a unique architectural design however would be concerned if the colour palette was in opposition to the natural colouring of the surrounding environment as we believe the greatest asset this area of coastline has, is its untouched and natural beauty of land and sea, along with its haven of coastal vegetation, birdlife and wildlife. We think it would be a shame if the structures proposed were not in harmony with these and thank you for giving us the opportunity to comment.
Bloody great idea well done
Need to think more about the elderly when doing design - still need to be able to drive our vehicle to the end of the road overlooking the beach and the viewing platform should look over the main beach and wrinklers lagoon as well.
Would like something wavy, more natural wood - need a toilet but needs to be aesthetically pleasing
What an insult to the people of Scamander and the whole East Coast. What a hideous ridiculous joke. And as for the rate payers who look over Wrinklers beach who have bought Their properties with beautiful unspoilt pristine views you propose to put this monstrosity how cruel!!! I am appalled as I think all of the rate payers in this municipality will be .Keep your Monash University rubbish at the university where it belongs and don't vandalize our beautiful coastline with such filth!
Not thought about real users of the area - swimmers and those that fish - will have to carry their gear to be the beach an extra 100 metres due to restricted access - proposed boardwalk will take up extra car parking spaces therefore restricting access - already a viewing platform at Shelly Point
Primary concern safe access for entrance and exit of the site with adequate room for manoeuvring safely within the area - adequate signage before the entrance to allow safe deceleration further signage - shelter, viewing platform and seating for tourists is highly desirable but believes the boardwalk is not necessary as vehicles should still be allowed to access the end of the road with some parking bays made available- new toilet block and bus shelter are a must- loves the concept.
Blight on the environment
seal road to look out - no pathway, beach access closer to Wrinklers Bridge could install a ramp there
No, would prefer picnic tables and BBQ and fence the dune/car park edge so that families can have a meal overlooking the sea. Roadside structure and toilet block are ok - needs to be environmentally sensitive, man made structures being unobtrusive and blending in and minimalistic structures
designs unsuited to the landscape - do not build horrible buildings in their current format

needs of the area are: 1. A safe bus stop and shelter. 2. A new and functional vandal resistant toilet block. (Hudsons Civil Products in Launceston) construct complete prefabricated vandal resistant toilet blocks at very reasonable cost. 3. A sealed and functional carpark for beach users and fishermen. Without the boardwalk. 4. A functional and appropriate viewing platform would be nice but not a necessity. All the above with a design sensitive to the environment.
provision of separate disabled facilities as required by the relevant legislation, the facility is of an adequate size given that the number of users will inevitably increase as tourism recovers its popularity. Working on the basis that P & W will still permit camping on the coastal reserve north of Wrinklers will the area available permit the addition of pay showers? the viewing platform at the top of the dune should perhaps be less colourful so as to blend in more with the coastal topography, and reduce maintenance. I take it that the existing power poles will be removed as underground power to the platform (if necessary) could be put underground. Good to see the proposal to improve beach access and dune erosion. enable the traffic and parking issues to be adequately addressed, given the inevitable increase over decades to come.
Would like spring loaded taps in the toilets - as unable to push down on taps due to osteoarthritis - we are an ageing community. Flush button in wall should be positioned closer to a side wall and not in centre of back wall. Trust the colour will blend with environment. Needs an outside tap for rinsing purposes and bowl for dogs. Do not support a viewing structure as one already sited at Shelly Point. Consider the project a white elephant
i consider that a new toilet should be built only on or near the site of the existing toilet. I consider the gravel area to the east to dune line bank should be left as is except for a lookout and gravel path (be built down bank to sand line) -similar to what is in place at the Dark hollows
Vehicle access should be retained to support local preferences, existing toilet block is satisfactory for the usage although its aesthetics and access could be improved - plumbing could be upgraded if necessary for more comfortable use and easier cleaning - dont need 2 toilets in such close proximity - other issues raised are PWS issues around vegetation etc
Don't like it - something more in tune with the surroundings that would enhance the beautiful surroundings rather than something that looks like a circus set up
Just a quick response to say well done with commissioning Uni Architectural students. The design and the 4 pointers with regard to the design will indeed add to the" picturesque coastline. My question is : does the BODC have a palette of colours that can be used across sites within the Municipality? Specified colours can give colour of course but a palette of colours can be recognised easily on the Great Eastern Drive by travellers which will give instant recognition and connection.
Just repair and grade the existing infrastructure plus a new toilet in the same place - no need for 2 toilets. Concerned re safety aspects of the site beach steep need to improve signage, barriers to prevent vehicles from accessing the pedestrian boardwalk - where will the school bus park - simpler the project the better - concern about degradation of the vegetation and spoiling of the natural scenery
As for the aesthetics of the viewing platform and amenities, I hope that the structure will compliment and blend in to the surrounding environment. Bus stop doesn't need to be altered but the children should be visible at all times for traffic and safety reasons and maybe relocate the bus stop closer to the highway. Disabled pathway to the viewing platform but no toilet located at the viewing platform. Toilet in its current position as it is good for people with disabilities as they can park close by
Welcome a new toilet but not in the colour scheme as shown on the conceptual plan - with access to the toilet to be in a publicly visible place for personal safety. No viewing platform

Support improvements to the toilet and present parking area - would like to see the whole area sealed, put in a boardwalk as shown on the plan but not in those colours, allow for parking near the beach to allow those fishing to have access. A viewing platform in this area should blend with the natural vegetation and should not be an obvious structure when viewed from the beach
All ideas I think are great and will only enhance and make the area more functional. Only service not mentioned is the bus stop
Don't have a problem with undertaking improvements to the toilet and car parking area close to the road. Inclusion of a viewing platform may be useful although certainly not necessary - any development on this site should be camouflaged into the landscape and should not detract from the reason people visit the site in the first place
Viewing platform does not blend with the beach and surrounds and would represent visual pollution, too close to the dunes. Allowance needs to be made for vehicular access to the end of the beach. Agree that access to the beach and fixing of eroding footpaths are to be improved. Suggested that Council meet with a smaller group so they can make a contribution to the area - not against development but would like to see value for money
Overall were impressed with the design and principle behind the proposed plan but would like to see the boardwalk run up the side of the current road to allow for parking to allow beach access easier
Place handbasins outside of toilet doors - this saves touching door handles - provided a plan - which showed viewing platform, walkway and give way crossing to allow safe crossing from walkway to toilet block 20/9947
We don't support the proposal for a number of reasons. It does not comply with the Break O Day Planning Scheme, It does not comply with the State Coastal Policy, * It is a waste of public money * No site plan was provided in the letter sent out to Scamander residents when asking for comment on the proposal. There is no need for two new toilets to be built within approx 70 metres of one another The Lookout/Toilet is a eyesore which detracts from rather than enhancing scenic values Access to the end of the road is used by fishermen If the existing toilet requires to be replaced then replace it within the same footprint with a design similar to other toilets Council has constructed in recent years such as at Beauty Bay or Lions Park (see attached photo). Apart from this very little other work is needed apart from tidying up pedestrian access to the beach and some weed management/revegetation work.
yes the toilet blocks need to be updated but don't see the point of removing a car park area which is completely off the street to make a boardwalk to end of the existing car park. Also in the new proposal there is no mention of bus shelter for the kids who need to catch a bus to and from school, maybe include a bbq area so residents can enjoy the area instead of building a "viewing structure to enhance the pull over experience" for visitors. I don't believe this new proposal has the interests of what Scamander residents want and need
Loved it except the colours used
Totally reject the idea of a walkway and lookout at Wrinklers Lagoon. With an already existing toilet block on site there would seem to be little need to duplicate or replace what is already there, given that there are also PWS toilets at Shelly Beach, Paddys Island beach and another Council toilet block at Scamander, just 5 minutes away. The walkway and lookout as depicted in the mailout is an absolute hideous eyesore, another manmade blot on the landscape, an intrusion on the natural values of the area, requiring the destruction of native vegetation (habitat) and dune area. TWO excellent lookouts at Shelly Beach provide a much better "vista" of the coast. I think that we should be prioritising the creation of and maintenance of facilities aimed at local citizens, rather than trying to attract more elusive "visitors".

Idea is ridiculous, waste of funds - do something to benefit our community not destroy what we already have and love just the way it is
The concept of replacing the existing toilet block with a new one is good and the new block should be in approximately the same spot as the existing facility. The viewing platform is a great idea and will allow tourists and locals an accessible opportunity to view the beach no toilet block at the viewing platform
More neutral colours to be used, think the project is a great idea to promote tourist, and a quick stop in the area and provide easier access to the beach
Don't like the design - would have liked more than one design - keep it natural
The upgrade of the toilet at Wrinkler's is a much needed project. The addition of a viewing platform and extra toilet is not, it will not only will be a blot on the landscape but is not required in this area.
Ugly monumental toilet block obscuring the beautiful view, don't like the colours - agree the facilities should be upgraded
Concerned that parking may be restricted due to proposed pathway - roof good on the viewing platform but side walls may restrict viewing - safe and better access to the beach would be in order - not sure if the boardwalk is necessary, but if so could it be placed on the southern side thereby protecting the vegetation and provide more parking for vehicles - not sure about the existing toilet facilities but they are old, need a school bus shelter
Happy enough with the proposal - toilet facility at the existing car park and boardwalk to the end - just a shelter at the end - no toilet facility - a bright night light in the viewing platform is sufficient
Male toilet, female toilet, change room for babies, design not to be boxy, lights on boardwalk to be solar (flat types), solar lights in viewing platform, good design, information on wall with pictures of local wildlife
Looks ok but viewing platform and toilets colours should be subtle - use Freycinet toilet blocks as an example
Plans for Wrinklers are absurd - no architectural significance to Wrinklers past 10 years Council has attempted to replace the toilet block and each time has make a total mess please just replace the toilet block and fix the exist ramp
tick on the conceptual design
Do not build these horrible buildings in their current formal - surely someone could design something that blends into the landscape than whatever this is
Toilet and change room need to back to where once was - not near pathway, like colours of existing toilet block - pathway - sand will remove the colour yellow - doesn't like the modern toilet block

Overall we received feedback from 55 people – 3 are missing from above as they only provided ticks to the project. The highlighted comments are those that supported the project as a whole as shown within the conceptual plan.

Where to from here:

The toilet block that is to be replaced – some ideas have been put forward – with wash basins being separate from the toilet facility – so that people can use the wash basins without impacting on a toilet and the front of the toilet to be faced towards the road. This toilet facility is within our current lease arrangement.

The viewing platform was also supported along with a boardwalk. The boardwalk will also need to incorporate vehicle parking as well. These two (2) ideas fall outside of Council's leased area and will require external funding. Does Council wish to progress with these two (2) ideas as part of the overall project?

LEGISLATION & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategies

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

STRATEGIC PLAN & ANNUAL PLAN:

Not Applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

This proposed project has been identified in the current budget

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

Motion Number	Meeting Date	Council Decision	Comments
01/19.8.3.6	21 January 2019	<i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> Council to investigate and consult with relevant agencies (including but not limited to Parks & Wildlife, State Government and neighbouring Councils) to explore options for both educating the public about, and enforcing, the new 'Dog Management Policy'. This would include greater hours for the Animal Control Officer and increased signage.	Implementation of dog management issues, including Council resources, cooperation with PWS and action at state level to be brought to Council for an update at August Workshop.
08/19.15.5.210	19 August 2019	That Council in regards to the development of a new dog Exercise Area on Humbug Point Nature Recreation Area at Reserve Street Binalong Bay that this come back to a workshop for further discussion and consideration.	Alternative options to be planned and brought to Council for discussion.

Motion Number	Meeting Date	Council Decision	Comments
10/19.15.7.257	21 October 2019	<ol style="list-style-type: none"> 1. That Council, considering the community input on additional off-lead dog exercise areas for St Marys and St Helens, Declare these Exercise Areas under the Dog Control Act at the old St Marys Sports Complex (2 Gray Road) and to extend the Exercise Area at St Helens Sports Complex (Young Street St.). Declaration of these areas under the Dog Control Act, wholly or in parts, is subject to the installation of safe dog exercise facilities being completed and reported to Council for confirmation. 2. Priorities for development of new dog parks in 2019-2020 are the eastern half of the proposed new dog park site at and the extension of the St Helens dog park at St Helens Sports Complex, to a minimal standard of facilities. 3. Council review the site constraints prior to confirming being suitable – Old St Marys Railway Station. 	Building of the St Helens and St Marys Sports Complex Dog Parks is expected to be completed this calendar year. Review Old St Marys Railway Station site when Council considers options at Binalong Bay.
03/20.6.4.30	16 March 2020	Break O'Day Draft Local Provisions Schedule (Tasmanian Planning Scheme) (LPS)	Draft Local Provision Schedule (LPS) has now been submitted to the Tasmanian Planning Commission for consideration.
04/20.15.3.66	20 April 2020	That Council ask the Tasmanian Government to provide it with information including the economic and social implications for Break O'Day community of possible changes to Future Potential Production Forest Land in Break O'Day municipality.	Correspondence with the Tasmanian Government is continuing – no information has been provided to date.
06/20.15.3.101	22 June 2020	<p>It is recommended that Council:</p> <ol style="list-style-type: none"> 1. Commence a targeted review of the Strategic Land Use documents guiding future development within Break O'Day. 2. Seek a return brief and fee proposal from industry specialists responding to the objectives and outlining any other key considerations and tasks considered necessary, that may not be included within the project scope for Council to consider. 3. Allocate \$50,000 in the 2020-2021 Council Budget to commence the review process. 4. Advise northern region Councils of its desire for a review of the Northern Tasmania Regional Land Use Strategy to occur and willingness to contribute towards a review being undertaken. 	Resources identified and actions commenced.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
05/20.6.1.70	18 May 2020	DA033-2020 – Two (2) New Dwellings – 33 Lawry Heights, St Helens	Planning Permit issued 25 May 2020.
06/20.6.1.87	22 June 2020	DA189-2019 – Two (2) New Visitor Accommodation Units – 24173 Tasman Highway, Beaumaris	Planning Permit issued 26 June 2020.
06/20.6.2.88	22 June 2020	DA218-2019 – Six (6) Lot Subdivision – 83 Cecilia Street, St Helens	Planning Permit issued 26 June 2020.

KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS:

- ✓ Implementation of key process changes to comply with requirements of the recent introduction of the *Building and Construction (Regulatory Reform Amendments) Act 2020*;
- ✓ The Tasmanian Government has extended expiry dates for a six (6) month period on all building permits granted under the Building Act 2016 and Building Act 2000. Under the Act all building permits are valid for 2 years and this decision effectively makes all building permit issued prior to Thursday 18 June 2020 announcement valid for 2.5 years.

PLANNING REPORT

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

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	EOFY 2018 / 2019
NPR	2	3	2	1	7	7	2	1	2	1	3	3	34	
Permitted	3	3	4	9	4	12	2	4	4	3	2	3	53	
Discretionary	16	11	12	13	13	11	9	5	21	11	6	13	141	
Amendment	1	2	2	1	5		2	1	6	1	1	2	24	
Strata		1											1	
Final Plan			1	1	2							1	5	
Adhesion								1					1	
Total applications	22	20	21	25	31	30	15	12	33	16	12	22	259	226
Ave Days to Approve Nett *	33.1 3	36.25	36.71	33.16	65.51	20.7	26.1	30.16	32.39	35.3	26.33	38.8 6	34.55	

* Calculated as Monthly Combined Nett Days to Approve/Total Applications

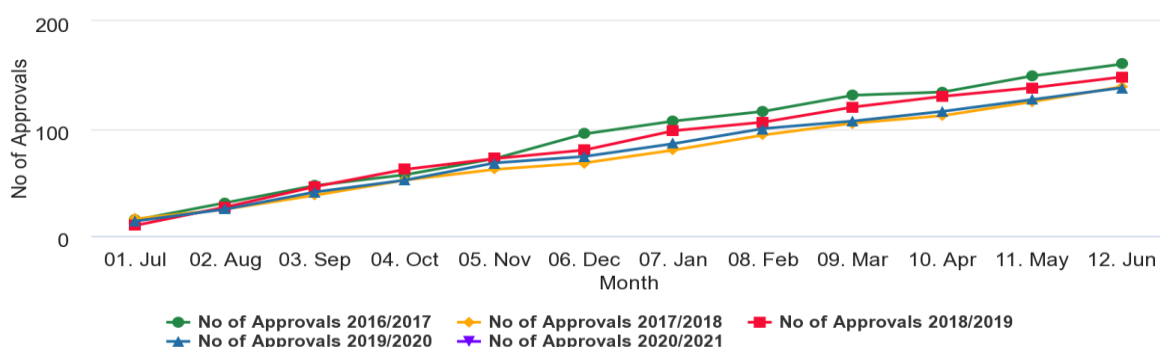
The following table provides specific detail in relation to the planning approvals issued for the month:

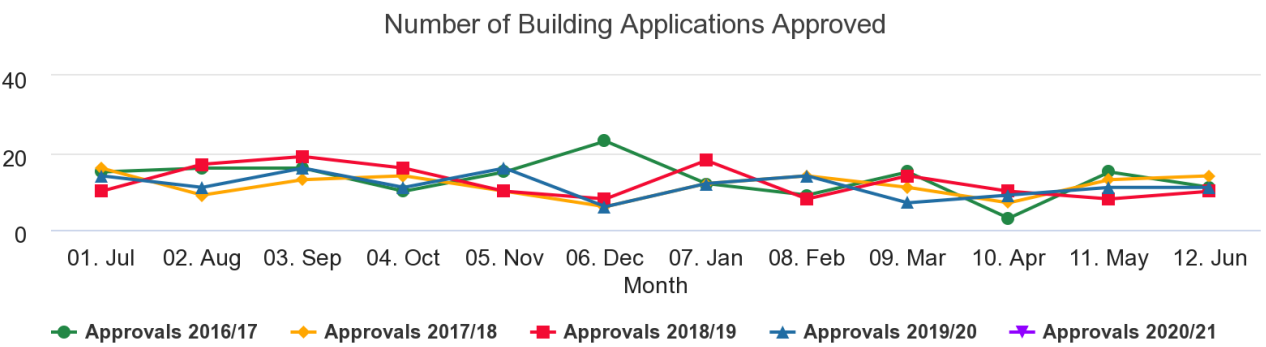
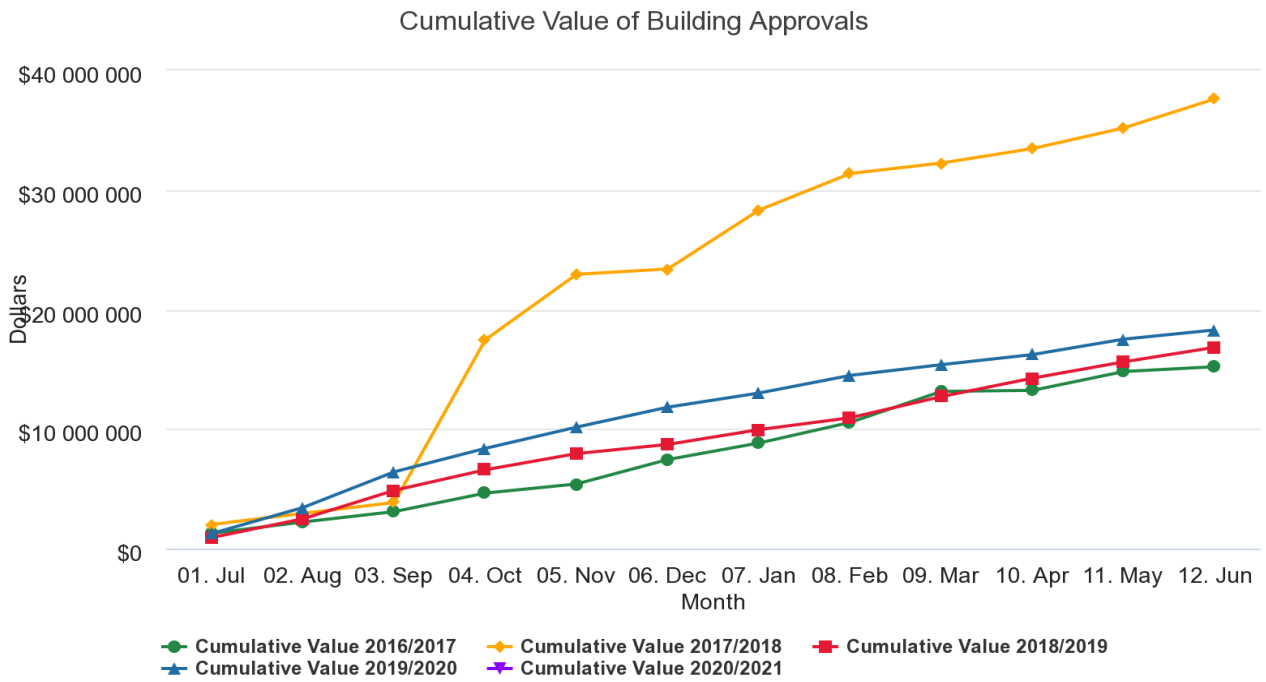
June 2020

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
184-2017	St Marys	Legalisation of Shed	S57	36	36
113-2016 AMEND	St Helens	Deck Design Amendments	Amendment	11	11
172-2019	Falmouth	Dwelling & Shed	S57	217	40
075-2020	St Helens	Addition to Laundromat	S57	39	39
248-2019	Mathinna	Alterations To & Part Change of Use – General Retail & Hire (Shop)	S57	37	37
173-2018 FINAL	St Helens	2 Lot Subdivison – Final Plan of Survey	Final	71	71
065-2020	Chain of Lagoons	Dwelling	S57	47	39
015-2020	Ansons Bay	2 x Shipping Containers	S57	134	38
042-2020	Scamander	Shed with Amenities	S58	20	20
117-2011 AMEND	Gray	Deck Amendment	Amendment	37	37
099-2020	Goshen	Shade Structures	NPR	13	13
101-2020	Scamander	Boundary Adjustment	S58	27	27
070-2020	St Helens	Shed, Roof Extension, Outdoor Fireplace & Front Fence	S57	53	35
069-2020	St Helens	Dwelling	S57	57	20
102-2020	St Helens	Side Boundary Fence	S57	29	29
189-2019	Beaumaris	2 New Visitor Accommodation Units	S57	194	193
218-2019	St Helens	6 Lot Subdivision	S57	88	87
063-2020	Seymour	Legalisation of Shipping Container, Carport & Glasshouse	S57	35	27
113-2020	Stieglitz	Change of Use – Dwelling to Visitor Accommodation	S58	12	12
074-2020	Beaumaris	Shed	S57	54	28
116-2020	Akaroa	Dwelling Additions & Alterations & New Deck	NPR	8	8
118-2020	St Helens	Shipping Container	NPR	14	8

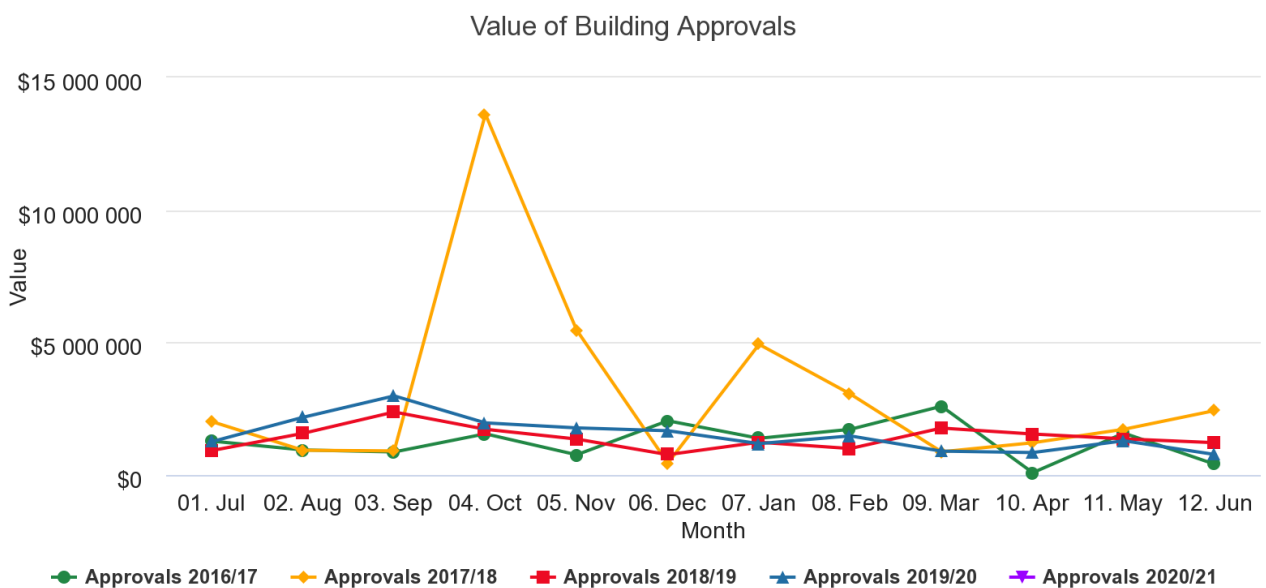
TOTAL: 22

Cumulative Number of Building Approvals





BODC Total number of building applications by month and financial year



Comparison of total value of approved building applications by month

BUILDING REPORT

Projects Completed in the 2020/2021 financial year

Description	Location	Updates
Nil.		

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

Description	Location	Updates
Old Tasmanian Hotel Restoration Project Stage 1 – Complete First Floor Restoration, Reroof, External Repaint, New Access. Stage 2 – New Lift, Accessible Toilet & Rear Veranda	Fingal	<ul style="list-style-type: none"> Works program ahead of Milestone 2; Stage 1 Nearing Completion subject to minor site works; Stage 2 Commencement pending Grant funding application outcome.
Additions & Upgrades to Portland Hall	Portland Hall, St Helens	<ul style="list-style-type: none"> Amenities Addition nearing completion – minor fit out work outstanding; Storage room alterations underway.
Re-Roof of Amenities Section	Bendigo Bank Community Stadium	<ul style="list-style-type: none"> Contractor engaged; Works commencement delayed due to delayed delivery of materials.
Four Mile Creek Community Hub	Four Mile Creek Reserve	<ul style="list-style-type: none"> Design work currently being finalised.

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

Description	Location	Updates
New Amenities building	Wrinklers lagoon carpark	<ul style="list-style-type: none"> Works scoping underway.
St Helens Aerodrome Hanger Door Extensions	St Helens Aerodrome	<ul style="list-style-type: none"> Works Authorised to Proceed; Pending commencement date from contractor.
Community Services Storage Shed	St Helens Works Depot	<ul style="list-style-type: none"> Concept plans to be developed
Demolish Existing Buggy Shed & Install New	St Marys Sports Centre	<ul style="list-style-type: none"> Works commencement pending outcome of application for Round 2 of drought communities funding.
Internal Alterations (Renovation of Men's Toilet & Change rooms)	St Marys Sports Centre	<ul style="list-style-type: none"> Works commencement pending outcome of application for Round 2 of drought communities funding.
Building upgrades	St Marys Railway Station	<ul style="list-style-type: none"> Works scoping and scheduling of works to be confirmed.
Weldborough Amenities Building	Weldborough	<ul style="list-style-type: none"> Site and scoping of works on hold.
Internal Fit-out	Scamander Surf Life Saving Club	<ul style="list-style-type: none"> Contribution pending outcome of application for Round 2 of drought communities funding.

Description	Location	Updates
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> Works scoping and scheduling of works to be confirmed.
New Shade Structure	Flagstaff Trail Head	<ul style="list-style-type: none"> Concept plans developed; Final costings currently underway.
New Shade Structure	Scamander Reserve	<ul style="list-style-type: none"> Works scoping and scheduling of works to be confirmed.

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

Building Services Approvals Report June 2020				
No.	BA No.	Town	Development	Value
1	2019 / 00228	Scamander	New Solar Panels	\$2,000.00
2	2019 / 00203	St Helens	New Dwelling	\$150,000.00
3	2019 / 00226	St Marys	New Shed	\$12,500.00
4	2019 / 00023	Four Mile Creek	New Shed	\$63,000.00
5	2019 / 00176	St Helens	New Processing Shed & Awning	\$139,000.00
6	2019 / 00233	Goulds Country	New Dwelling	\$144,000.00
7	2019 / 00091	Falmouth	New Dwelling & Shed	\$200,000.00
8	2019 / 00249	St Helens	New Shed	\$23,000.00
9	2020 / 00049	St Helens	Addition (Legalisation) Pool House/Pool	\$19,300.00
10	2018 / 00156	Scamander	Addition to Dwelling of Deck	\$9,000.00
11	2020 / 00057	Ansons Bay	Addition to Dwelling of Veranda	\$9,000.00
ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE			2018/2019	2019/2020
			\$16,836,901.00	\$18,287,857.00
ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH		MONTH	2019	2020
		June	\$1,217,500.00	\$770,800.00
NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE		MONTH	2018/2019	2019/2020
		June	148	138

ENVIRONMENTAL REPORT

Description	Updates
St Marys flood management	<p>Preparatory work has started on building the Groom Street flood levee, while an extension of the Dam Permit approvals process delays construction of levee bank and wall sections. Automated community alert communications are being developed for the Flash Flood Warning System.</p> <p>An extension to the Community Development Grants funded project is being negotiated for completion, including an option for additional channel vegetation management work.</p>
Drought Weeds Project	<p>The Break O'Day Drought Weeds Project has started with Council partnering with NRM North to provide a part time Break O'Day Drought Weed Officer for up to a year. Peter Heading is Agricultural Officer in NRM North's Land Program with experience working with farmers in Break O'Day and a local resident.</p> <p>The project's initial focus will be identifying drought weed issues and solutions with agricultural producers and planning actions for Drought Weed Grants funding and future opportunities.</p>
NRM Committee	The NRM Committee missed a scheduled meeting in May during the COVID-19 crisis. With relaxing of gathering restrictions it now plans to meet on 21 July.
Weed management	Spanish heath sites at St Helens, Scamander, Chain of Lagoons and Denison Rivulet, and Patersons curse at St Helens, inspected for control by landholders and Council on its roads and properties. Council Weed Control Program officer is working on Council sites and priorities of the ongoing control program for 2020.

Immunisations

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

MONTH	2018/2019		2019/2020	
	Persons	Vaccinations	Persons	Vaccinations
July - December	49	51	50	53
January - June	124	124	72	98
TOTAL	173	175	122	151

Sharps Container Exchange Program
2019/2020
3

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Not applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

Motion Number	Meeting Date	Council Decision	Comments
07/19.16.2.182	15 July 2019	In accordance with section 156 of the <i>Local Government Act 1993</i> , Council resolves to make a by-law for the regulation of the Trail Networks.	Draft By-Law currently being prepared.

COMPLETED REPORTS:

Nil.

Meeting and Events attended:

23.06.2020	St Helens	– Tasman Highway Upgrade, meeting with Consultants from Pitt & Sherry and Department of State Growth to receive an update on progress with project design and property owner engagement. Next steps in the project discussed.
24.06.2020	St Helens	– Broadcasters, meeting with Tim Holder, General Manager which was a general update on activity with 7SD. Also discussed impact of Pandemic and local business situation due to his connection to Launceston Chamber of Commerce.

25.06.2020	St Helens via Web	– Local Government Association of Tasmania (LGAT) – Webinar
26.06.2020	Launceston	– Parks and Wildlife Services, meeting with Donna Stanley (Northern Manager) and Linda Overend (North-east Manager) discussing a range of current matters including Burns Bay Car Park; Wrinklers upgrade proposal; Drought Communities Programme; and Bay of Fires Master Plan;
29.06.2020	St Helens via Web	– Visitor Information Centre Closures, meeting with Stenning & Associates who are undertaking a Gap Analysis in relation to the impact of the proposed closures on the local tourism industry
02.07.2020	Poimena	– MTB Trails, meeting with Dorset General Manager, Tim Watson to discuss realignment and trail cut over on the Blue Tier post winter along with changes to Trailhead.
02.07.2020	St Helens	– Senators Jono Duniam and Claire Chandler, meeting involving the Deputy Mayor, covered MTB project update along with other Federally funded projects we are working on; impact of Pandemic and actions Council is taking; and current Council project priorities and issues such as the national recycling issue.
02.07.2020	St Helens	– Senator Eric Abetz and John Tucker MP meeting involving the Deputy Mayor, covered MTB project update along with other Federally funded projects we are working on; impact of Pandemic and actions Council is taking. Discussed State Government issues such as Burns Bay car park and Skyline Drive intersection.
06.07.2020	St Helens	– Council Workshop
07.07.2020	St Helens	– Bendigo Community Bank, meeting with Andrew MacGregor and Steve Walley to discuss recent survey work undertaken by Bendigo relating to impact of Pandemic and potential for a Community Wellbeing project
09.07.2020	St Helens via Web	– Tasman Highway Upgrade, Council Presentation from Pitt & Sherry and Department of State Growth re Road Re-alignment Project
09.07.2020	St Helens	– Minister Mark Shelton, meeting with Council which discussed a range of Local Government industry and other matters such as LPS resourcing, LG Act Review, recycling and circular economy; ongoing upgrade of Tasman highway; Council priorities and projects and the Pandemic impact.

Meetings & Events Not Yet Attended:

14.07.2020	St Helens	– Meeting with Anita Dow
20.07.2020	St Helens	– Council Meeting

General – regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with community members and organisations included Brett Woolcott, Andrew MacGregor, and Roger Sparrow (TasWater).

Brief Updates:

Tasman Highway Upgrade

The Department of State Growth along with consultants Pitt & Sherry have now briefed Councillors and Council officers on the proposed upgrading of the Tasman Highway from St Helens Point Road intersection through to Basin Creek. The project involves some sections of realignment and as advised negotiations have been occurring with affected property owners. Given the substantial nature of the works, Planning Approval will be required. Throughout the process there has been a clear commitment to undertake engagement with the broader community, it is anticipated that this will be more likely in the form of information sharing as the design options are quite limited. The Department has indicated that construction will be scheduled for the coming construction season, Councillors and officers have indicated some concern with scheduling works over the busy season and have highlighted that the construction window is a lot wider on the East Coast.

St Helens Hospital – temporary helicopter landing area

Recently Tas Ambulance have approached Council to discuss the potential to establish a temporary helicopter landing area close to the St Helens Hospital. Tas Ambulance have explained that there is a focus within operations on better dealing with time sensitive cases through rapid and direct movement of patients to major hospitals. Currently at St Helens, helicopters may land at a number of locations including adjacent to the hospital, recreation ground or the airport. Establishing a landing area adjacent to the hospital negates the need for an ambulance transfer to occur and substantially speeds up the process. It has been suggested that the area between the hospital and the community garden is suitable and with some minor works including fencing, a gravel path and creating a gate in the side fence this can be achieved at minimal cost. Officers have discussed operational times and frequency with Tas Ambulance and they will try to avoid night time operations to minimise impact on nearby residents. It needs to be noted that this is for time sensitive cases and other cases will continue to be transported by existing arrangements.

COVID-19 Situation & Council Operations

Council's service delivery has largely returned to normal with all facilities and services operating within the requirements of the Safe Work Plan which has been prepared.

The extension of the State of Emergency Declaration by the Tasmanian Government until 31 August 2020 means that the earliest that Councils will have to return to normal council meetings with public access is 60 days after the 31 August. Relaxation of distancing requirements to 2 m² has enabled Council to consider resumption of face-to-face meetings and this was trialled at the recent Council workshop though Councillors expressed a desire to try and maintain the 1.5m separation if possible which impacts on the amount of people which can be in the Council Chambers.

Following further discussions with Councillors, face-to-face Council meetings will recommence with the 20 July 2020 meeting and we will continue the practice in relation to questions for public question time being submitted prior to the meeting and not permit attendance at this stage. This will be monitored on an ongoing basis to determine when this will recommence and the nature of restrictions.

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
Cameron Street, St Marys	Affixing Common Seal	Adhesion Order	Number 12 – Miscellaneous Powers and Functions to the General Manager
Jetty Road, Stieglitz	Affixing Common Seal	Transfer of Title	Number 12 – Miscellaneous Powers and Functions to the General Manager

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

03.06.2020	337 Certificate	22 Halcyon Grove, St Helens	6780570
05.06.2020	337 Certificate	24 Stieglitz Street, Falmouth	7896321
05.06.2020	337 Certificate	6 Sunrise Court, Scamander	3090996
09.06.2020	337 Certificate	65 Quail Street, St Helens	6795158
09.06.2020	337 Certificate	38 Gardiners Creek Road, St Marys	3357283
11.06.2020	337 Certificate	27 Clive Street, St Marys	3092115
11.06.2020	337 Certificate	6 Karaka Close, Stieglitz	2800909
11.06.2020	337 Certificate	3 Mount Paris Dam Road, Weldborough	6801247
16.06.2020	337 Certificate	Fingal Town Hall, 4 Short Street, Fingal	6412022
18.06.2020	337 Certificate	67 Quail Street, St Helens	6795166
18.06.2020	337 Certificate	Unit 6, 6 Wattle Drive, Scamander	2633805
18.06.2020	337 Certificate	15 Pelican Court, Scamander	2535885
18.06.2020	337 Certificate	330 Kohls Road, Pyengana	7445352
24.06.2020	337 Certificate	44 Kiama Parade, Akaroa	2242097
24.06.2020	337 Certificate	70 Tasman Highway, St Helens	7731383
24.06.2020	337 Certificate	40-42 Steel Street, Scamander	6406423
25.06.2020	337 Certificate	26 Fraser Street, Fingal	6410641
25.06.2020	337 Certificate	19 Cameron Street, St Helens	6793267
26.06.2020	337 Certificate	6 Florence Court, Beaumaris	6787692
26.06.2020	337 Certificate	4 Florence Court, Beaumaris	6787684
29.06.2020	337 Certificate	167A Main Road, Binalong Bay	3177637
29.06.2020	337 Certificate	19 Deals Road, Douglas River	7298786
30.06.2020	337 Certificate	11 Tully Street, St Helens	6795764

Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded to
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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.

07/20.16.2 Community Care and Recovery Package – COVID-19 - Update

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	020\002\005\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council:

1. Receive the latest Community Care and Recovery Package Update.
2. That Council extend the discount period for dog registrations until the end of July.

INTRODUCTION:

During the COVID-19 Pandemic Break O'Day Council is working with Tasmanian Councils and other levels of Government to address the impact of this Pandemic with one area of focus being a Community Care and Recovery Package. With an evolving situation it is important that Council continually review the package to address the emerging needs in the community where possible.

PREVIOUS COUNCIL CONSIDERATION:

This report is provided as a monthly update for Council Workshops and Council Meetings since Council adopted the Community Care and Recovery Package at the 20 April 2020 Council Meeting.

OFFICER'S REPORT:

The need for ongoing review of Councils Community Care & Recovery Package (CCRP) was a key part of the decision which Council made at its April 2020 meeting. The review process focuses on the implementation of the agreed measures as well as addressing emerging needs we may be seeing.

PROPOSED ADDITION:

The Officers Recommendation provides for Council to discuss and consider the extension of the Dog Registration discount period.

The discount period for the dog registrations closed at the end of June and the Manager Corporate Services expects this won't have much of a financial impact but we originally decided due to COVID-19 not to do the Valley dog registration excursions. Now that Council officers are undertaking a broad community engagement activity around the Municipality in July we could receipt dog registrations during these community visits. It may be a nice gesture anyway to extend the dog discount period to the end of July.

The following is an update of progress and the effect:

1. Provision of rates relief for businesses impacted by closure as a result of the pandemic.

The Community Care & Recovery Package impact on Councils financial situation for the rates remission will be approximately \$199,024 as described in the following table subject to additional properties being identified:

	19/20 Financial Year	20/21 Financial Year
Commercial Rate Remission	\$98,908	\$100,116

The affected property owners were identified in accordance with Council's decision and a letter was sent advising of Council's decision and how it was being implemented

2. Waiving of penalties and interest on the 4th Instalment of the 2019-2020 Rates.

A covering letter has been provided with the notice in part due to the situation and also to explain that we have hardship provisions available for people to contact Council in relation to. We have had a small number of hardship applications and we continue to work with property owners on how we can provide assistance

The Community Care & Recovery Package impact on Councils financial situation for the waiving of penalties and interest are dependent on the number of ratepayers unable to pay the instalment and is difficult to judge. A comparison of rate collections for the 4th Instalment in 2019 and 2020 reveals:

	18/19 Financial Year	19/20 Financial Year
Rates Outstanding at 30 June 2020	\$269,984.55	\$199,613.01

Resulting in the following impact:

	19/20 Financial Year	20/21 Financial Year
Penalty Waiving Remission	\$18,201	Yet to be determined
Interest Waiving Remission	\$10,000	N/A

3. Deliver a Budget for 2020/21 based on a General Rate increase of 0%

The proposed Budget is based on a 0% General Rate increase. We now understand that there will be no Dividend from TasWater over a 12 month period split across the two (2) Financial Years.

The Community Care & Recovery Package impact on Councils financial situation for the 2020-2021 Budget with a 0% General Rate increase will be approximately \$175,000 as described in the following table:

	19/20 Financial Year	20/21 Financial Year
0% General Rate increase	\$nil	\$175,000
TasWater Dividend loss	\$194,000	\$194,000

4. Waiving fees for Food Premise Registrations.

The current situation has had a significant impact on the vast majority of these businesses. We have written to the registered businesses advising of Council's decision and we are receiving a good flow of renewal applications.

	19/20 Financial Year	20/21 Financial Year
Food Premise Fee Waiver	\$14,000	\$nil

5. Waiving Lease fees for Commercial premises leased from Council.

We are currently in the process of implementing this assistance and the following amounts have been identified as assistance being provided.

	19/20 Financial Year	20/21 Financial Year
Premises lease fee waiver	\$2,269.60	\$1,361.76

6. Fee reduction for Development Applications for a six (6) month period.

A fee reduction of 50% has been introduced for new Planning and Building Applications for the next six (6) months. Council officers will track the impact and provide an update as it progresses. We are still seeing a good level of enquiries flowing through and a steady flow of Application:

	19/20 Financial Year	20/21 Financial Year
Planning & Building Application Fee Reduction	\$5,000est	\$10,000est

7. Community Support through this period.

Council's Community Development team are working with the Mental Health & Well-being Coordinator on implementing initiatives and they are continually assessing new ideas whilst communicating with other organisations to ensure the communities of Break O'Day feel supported. A particular focus is on our volunteers who rely on the activities they undertake for social interaction and who gain immense satisfaction from what they do.

Council Officers have been working with community groups to assist them with developing their Safety Plans in line with Worksafe Tasmania. Once these plans have been developed, community groups are able to access Council facilities and re-engage their members in line with current Covid-19 restrictions.

Additional resources will be applied to this area through the re-tasking of existing employees as their workload ceases or diminishes.

As part of Council's response to Covid 19, we were required to develop a Social Recovery Action Plan to guide the work of Council when responding to the social recovery needs of the community through Covid 19

Objectives of the Social Recovery Action Plan are:

1. To ensure information relevant to the COVID-19 situation is shared effectively and in a timely manner between members of Break O'Day and the NRSRC;
2. To identify ways to support local programs that improve recovery outcomes for communities;
3. To develop consistent and co-ordinated messaging to local communities about the COVID-19 situation; especially for people at risk during an emergency, those who are isolated and those who do not have access to the internet;
4. To identify localised health and wellbeing services who can be called upon to assist with recovery needs resulting from the COVID-19 situation; and
5. To develop long-term responses to support social recovery from the COVID-19 situation.
6. To support existing local business and industry during Covid 19 and the pathway to recovery.

This is a living document as impacts of Covid 19 are changing every day. One of the actions from this plan is the Park, Snack and Chat project.

Park Snack & Chat

This project commenced on Wednesday 15 July, 2020. Community members are asked to complete a small survey which will identify issues that have impacted them during Covid 19. Questions are based on how they kept in touch with their family, access to information, how they remained connected to services, and if they didn't why they could not. Information collected through these visits to our community will be provided to the State Recovery Committee with recommendations as how we as a community can work to prevent these issues occurring or at least try and improve delivery etc. Information packs have also been provided to those who attended with some updated information on the Township Plans, Covid 19 information call lines, copy of the Mental Health Directory along with a questionnaire to gauge the impact of Covid 19 on our community. Members from Corporate Services, Community Services and Governance are rostered on to attend these sessions.

The objectives of the project are:

1. Strategic Plan 2017-2027

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

2. Break O'Day Social Recovery Action Plan

Objective 2.

Identify ways to support local programs that improve recovery outcomes for communities

Objective 5.

Development of long-term responses to recovery from COVID-19:

3. Enhance Council's brand in the community by providing an opportunity to show that Council cares.
4. Kindness launch – encourage the use of Kindness cards by the community.

	19/20 Financial Year	20/21 Financial Year
Community Support	Existing officer time	\$to be determined

8. Support for event organisers.

Of the 13 events sponsored by the Council and scheduled through to June 2020, 11 events have been cancelled, two (2) have been postponed. Sponsorship for the annual events totals \$46,100. Given the economic benefits of hosting events within the Municipal Area, and the number of attendees these attract. Council staff have been working closely with external events organisers to reschedule their events for 2021 which had been set down for later this year. Four (4) external events have successfully rescheduled for 2021.

Conversations have commenced with event organisers locally. We currently have two events for the month of July in which Council staff are working closely to ensure that Covid 19 Safety Plans are in place prior to the events occurring.

	19/20 Financial Year	20/21 Financial Year
Event Organisers Support	\$to be determined	\$to be determined

9. Infrastructure Projects

As mentioned previously there is a focus by the Federal and State Governments on infrastructure projects which are ready to be commenced in the short term, the next 3 – 6 months. It is intended that these 'shovel ready' projects will stimulate employment and underpin the rebound in the economy.

	19/20 Financial Year	20/21 Financial Year
Infrastructure Projects	\$to be determined	\$to be determined

10. Business Support

The impact on the local business community has been substantial, Council's program of 'care calls' has been extended from the food based businesses to include tourism industry businesses. This additional work is being undertaken by Visitor Information Centre staff as part of discussing with operators the opportunity to place brochures at no cost into the St Helens VIC for 2020/2021. It is expected this will affect 75 to 100 businesses.

Further attention in this area is required and we will continue to work through what this might look like.

	19/20 Financial Year	20/21 Financial Year
St Helens VIC Brochure Display Fees	\$0	\$5,000

11. Community Care & Recovery Package Review

As there is still a very strong expectation that Local Government will share the pain and shoulder some of the burden from other levels of Government. As the situation has been moving at a rapid pace this required Council to react quickly to the situation as it evolved. In light of this Council will review the Community Care & Recovery Package on a monthly basis.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

The whole Plan.

2021-2021 Annual Plan

Action 1.2.1.3 Community Event Support

Action 1.3.1.3 Local Township Plans

LEGISLATION & POLICIES:

Local Government Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The financial impact of the Pandemic is going to be very significant on the Break O'Day Council now and over future years.

	19/20 Financial Year	20/21 Financial Year
Commercial Rate Remission	\$98,908	\$100,116.20
Penalty Waiving Remission	\$18,201	Yet to be determined
Interest Waiving Remission	\$10,000	
0% General Rate increase	\$nil	\$175,000
TasWater Dividend loss	\$194,000	\$194,000
Food Premise Fee Waiver	\$14,000	\$nil
Premises lease fee waiver	\$2,270	\$1,362
Planning & Building Application Fee Reduction	\$5,000est	\$10,000est
Community Support	\$to be determined	\$to be determined
Event Organisers Support	\$to be determined	\$to be determined
Infrastructure Projects	\$to be determined	\$to be determined
Waiving of VIC Brochure Display	\$0	\$5,000
Total Estimated	\$342,379	\$484,270

VOTING REQUIREMENTS:

Absolute Majority.

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

IN CONFIDENCE

07/20.17.0

CLOSED COUNCIL

07/20.17.1

Confirmation of Closed Council Minutes – Council Meeting 22 June 2020

07/20.17.2

Outstanding Actions List for Closed Council

07/20.17.3

Forest Lodge Road Plantation - Closed Council Item Pursuant to Section 15(2)B of the Local Government (Meeting Procedures) Regulations 2015

07/20.17.4

Contract 030\001\121\ Bridge 2792 – Repair & Protective Coating Renewal – Contract Variance Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015

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