

COUNCIL MEETING AGENDA

Monday 20 May 2019
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
13 May 2019

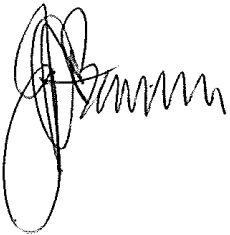
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NOTICE OF MEETING

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 May 2019 commencing at 10.00am.

CERTIFICATION

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

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

JOHN BROWN
GENERAL MANAGER

Date: 13 May 2019

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OPENING

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

ACKNOWLEDGEMENT OF COUNTRY

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

05/19.1.0 ATTENDANCE

05/19.1.1 Present

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

05/19.1.2 Apologies

Nil.

05/19.1.3 Leave of Absence

Nil.

05/19.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews

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.

CONFIRMATION OF MINUTES**Confirmation of Minutes – Council Meeting 15 April 2019****OFFICER'S RECOMMENDATION:**

That the minutes of the Council Meeting held on the 15 April 2019 be confirmed.

05/19.5.0 COUNCIL WORKSHOPS HELD SINCE 15 APRIL 2019 COUNCIL MEETING

There was a Workshop held on Monday 6 May 2019 – the following items were listed for discussion.

- Adoption of 2019 - 2020 Budget Estimates
- Draft Playgrounds Asset Management Plan
- St Marys – Local Township Plan
- NRM Committee Meeting Minutes and items for attention
- Support for 2019 Season Fire Bans by Parks and Wildlife Service
- Sharing and Sustaining Coastal Camping Opportunities
- Draft Revised NRM Strategy Plans
- Draft Local Provisions Schedule (LPS) Project
- Elected Member Allowance & Support Policy
- Policy – LG10 Salary Packaging Policy
- Policy – LG19 Disciplinary Policy
- Policy – LG44 UV Protection Policy
- Policy – LG50 – Gifts and Benefits Policy
- Review – Break O'Day Council Meeting Procedures
- Policy – LG53 – Audio Recording of Council Meetings
- St Helens CBD – Parking and MTB Destination Focus
- Council Meetings
- Community Correspondence
- Code of Conduct

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*.

05/19.6.1

DA 032-2019 – Construction of Dwelling, Ancillary Dwelling, Shed with Carport, Shipping Container and Vegetation Clearance – 1284 North Ansons Road, Ansons Bay

| ACTION | DECISION |
|----------------------------------|--|
| PROPONENT | Council Officer |
| OFFICER | Chris Triebe, Planning Officer |
| FILE REFERENCE | DA 032-2019 |
| ASSOCIATED REPORTS AND DOCUMENTS | <p>Written response</p> <p>site plan and elevations</p> <p>Traffic impact assessment</p> <p>On-site waste water report</p> <p>Flora and fauna report</p> <p>Preliminary forest practices plan assessment</p> <p>Bushfire report</p> <p>Representation received</p> <p>Applicant's response to representation</p> <p>Google Earth image</p> |

OFFICER'S RECOMMENDATION:

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 **CONSTRUCTION OF DWELLING, ANCILLARY DWELLING, SHED WITH CARPORT, SHIPPING CONTAINER AND VEGETATION CLEARANCE** on land situated at **1284 NORTH ANSONS ROAD, ANSONS BAY** described in Certificate of Title 11915/20 be **APPROVED** subject to the following conditions:

1. Development must accord with the Development Application DA 032-2019 received by Council 1 March 2019, together with all submitted documentation received and forming part of the development application, except as varied by conditions on this Planning Permit.
2. The container 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 container would therefore require a further development application.
3. The vehicle crossover from the carriageway to the property boundary must be **constructed** and maintained in general accordance with the vehicular crossing requirements of Council's Manager Infrastructure and Development Services, TSD-R03-v1 and TSD-R04-v1 (attached) with the exception that the culvert pipe, end walls and guideposts are not required. The construction of a standard duty vehicular crossover will provide an effective, safe and nuisance-free vehicle access in connection with the proposed development and must be financed by the applicant.

4. No works are to commence on the crossover until a permit to undertake works in the road reservation has been issued by Council's Manager Infrastructure and Development Services for the crossover. Works Permit application attached.
5. Effluent disposal is subject to a technical assessment and issue of a Plumbing Permit by Council's *Plumbing Permit Authority*.
6. All works must be conducted in accordance with *Environmental Best Practice Guidelines for Undertaking Works in Waterways and Wetlands in Tasmania* as outlined in the Department of Primary Industries, Parks, Water and Environment publication 'Waterways and Wetlands Works Manual 2003' and the Forest Practices Plan to be submitted prior to the clearing of land for the Resource Development Use.
7. Standard *Phytophthora* hygiene measures must be implemented for the construction and maintenance of works in accordance with and using the *Weed and Disease Planning and Hygiene Guidelines - Preventing the spread of weeds and diseases in Tasmania* (DPIPWE 2015, Eds. K. Stewart & M. Askey-Doran. DPIPWE, Hobart, Tas). A copy of the Weed and Disease Management Plan prepared from these Guidelines is to be provided to Council prior to works beginning, including commissioning of the work site.
8. A report from a Forest Practices Officer or the Forest Practices Authority must be provided to Council regarding the requirements of a Forest Practices Plan prior to the undertaking any forest practices within CT 11915 Folio 20. This report is to demonstrate compliance with the relevant Clauses of E8 Biodiversity Code and E9 Water Quality Code of the Planning Scheme.
9. A field survey of potential *Sowerbaea juncea* habitat is to be completed during the peak flowering period and in accordance with the ECOtas ecological assessment dated 12 February 2019. A copy of this assessment is to be provided to Council and to the satisfaction of Council's Planning Services Co-ordinator prior to stage 2 and any forestry activities commencing.
10. Native vegetation is not to be removed outside the area immediately servicing the dwelling, ancillary unit, shipping container and associated wastewater infrastructure until such time as the Forest Practices Plan prepared by a suitably qualified person has been submitted to Council and it's adequacy confirmed in writing by Council's Planning Services Manager.
11. 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 Manager Infrastructure and Development Services.
12. 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.

ADVICE

- Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
- The introduction of non-native plant species and plant species not of local provenance should be avoided and environmental weeds regularly monitored and targeted for removal.
- Activities associated with construction works are not to be performed outside the permissible time frames listed:
Mon-Friday 7 am to 6 pm
Saturday 9 am to 6 pm
Sunday and public holidays 10 am to 6 pm

PROPOSAL SUMMARY:

The application is for the construction of a dwelling, ancillary dwelling with carport, shipping container and vegetation clearance associated with both the Residential and Resource Development Uses on an existing Title within the Rural Resource Zone of Ansons Bay. The construction of a single dwelling is a qualified discretionary use while the Resource Development Use is a permitted use that will not adversely impact the existing uses on adjoining Titles.

ZONE – Rural Resource
USE CLASS – Residential

PREVIOUS COUNCIL CONSIDERATION:

There has not been any previous Council consideration for this development.

OFFICER'S REPORT:

1. The Proposal

Council received an application on 25 February 2019 from Sylvia Fidyka for the construction of a dwelling, ancillary dwelling with carport, shipping container and associated vegetation clearance on an existing Title within the Rural Resource Zone of Ansons Bay. The construction of a single dwelling on a vacant property is a qualified discretionary use in this Zone while the Resource Development Use is a permitted use. The planting, clearing or modification of vegetation on pasture or cropping land, other than for plantation forestry on prime agricultural land is listed as an exemption under 6.3.2 (a) (i) of the Planning Scheme. This Clause is not applicable because 6.3.1 (c) states "...a code in this planning scheme which expressly regulates impacts on biodiversity values and requires a permit for the use or development that is to be undertaken..."

The vacant and sloping Title is located approximately 3.8km north-west of the Ansons Bay Road intersection with North Ansons Road, a Council maintained, category 5 gravelled road. The partially fenced, almost rectangular 43ha sloping Title has similarly zoned and shaped Titles abutting the eastern and western boundaries. The eastern adjoining Title is company owned while the western adjoining Title is private. The southern boundary abuts a similarly zoned and

rectangular Title running perpendicular to the development site and encompassing approximately 160ha.

A review by Google Earth (2019) notes Little Boggy Creek runs through the southern 1/3 of the Title and another watercourse enters from the north-west and running in an almost south-south-westerly direction through the Title. The property slopes from the approximate 64m contour on the north-western Title boundary to the 33m contour approximately 450m south of the frontage boundary and back up to the 40m contour on the south-eastern boundary corner (Google Earth 2019).

The applicant has stated the development was previously cleared and used as a tobacco plantation some 50 years ago and not used since. This proposal is for the construction of a shed, with half constructed as a dwelling and lived in during the construction of the dwelling.

The applicant has stated the proposal will be staged with Stage 1 constructing the 10.2m by 7.5m by 4.5m (76.5m²) shed with 7.5m by 6.8m by 4.5m (51m²) carport first. The shed will be fitted out with a single bedroom, bathroom/laundry and open planned kitchen and living area and be inhabited during the two (2) year dwelling construction.

The 134.74m², single storey, three (3) bedroom dwelling will be constructed of three (3) joined, hexagonal sections that include the master with ensuite, walk-in robe and retreat, a rumpus room, open-planned kitchen/living/dining area, laundry, separate toilet and bathroom and partially covered 41m² deck.

Stage 2 will involve the vegetation clearing, modification and planting with the purpose of improving the soil profile for the establishment of pasture in preparation of stocking the property. A Forest Practices Plan is currently being written and will be submitted once completed and approved by the Forest Practices Authority.

A single extension of time to Monday 1 July 2019 was requested and agreed to by the applicant on 9 May 2019.

2. Applicable Planning Scheme Provisions

26 Rural Resource Zone;
E4 Road and Railway Assets Code;
E6 Car Parking and Sustainable Transport Code;
E8 Biodiversity Code;
E9 Water Quality Code – Issues;
E16 On-Site Wastewater Management Code;

3. Referrals

Mark Wapstra, Environmental Consulting Options Tasmania (ECOTas);
Scott Livingston, Livingston Natural Resource Services;
Dr JP Cumming, Geo-Environmental Solutions – on-site stormwater disposal report;
Chris Draffin & Chantelle Foon, Onto It Solutions;
Keith Midson, Midson Traffic Pty Ltd;
Manager Infrastructure and Development Services;
Council's Environmental Health Officer;

4. Assessment

The application has met the acceptable solutions of the following listed issues:

Break O'Day Interim Planning Scheme 2013:

26 Rural Resource Zone – Issues 26.3.2, 26.4.1;

E4 Road and Railway Assets Code -

E6 Car Parking and Sustainable Transport Code – E6.6.1 A1; E6.7.1 A1; E6.7.2 A1.1, A2.21, A2.2;

E9 Water Quality Code – E9.6.1 A2, A3, E9.6.2 A1, A2.1, A2.2, E9.6.3 A1;

E16 On-Site Wastewater Management Code – E16.6.1 A1, E16.7.1 A1, A2, A4, E16.7.2 A1, A2, A3, A4

5. Discretionary Assessment

The application has met the acceptable solutions for all issues except for reliance upon the eight (8) performance criteria:

26.2 Use Table – Residential, if for a single dwelling

26.3.2 P1.1, P1.2 Dwellings – construction of a new dwelling and ancillary dwelling

26.4.1 P2 Building Location and Appearance – reduced sensitive use setback to Rural Resource Zone

E4.6.1 P3 Use and road or rail infrastructure – increasing the number of movements by 10 per cent or more

E4.7.2 P2 Management of Road Accesses and Junctions – new access onto a road with a speed limit greater than 60km/h

E8.6.1 P2.1 Habitat and Vegetation Management – vegetation clearance without an FPP

E9.6.1 P1 Development and Construction Practices and Riparian Vegetation – vegetation clearance within 40m of a water course

26 Rural Resource Zone

26.2 Use Table

A new Residential Use is a qualified discretionary use if for a single dwelling or home-based business under this Table.

The Resource Development Use is a qualified permitted use if not for:

- a) plantation forestry on prime agricultural land; or
- b) controlled environment agriculture on prime agricultural land; or
- c) intensive animal husbandry on prime agricultural land ; or
- d) a dwelling;

26.3 Use Standards

26.3.1 Discretionary Uses if not a single dwelling

Not applicable. This application is for the construction of a single dwelling, ancillary dwelling, shipping container and vegetation clearance.

26.3.2 Dwellings

| Performance Criteria | Proposed Solution |
|---|--|
| <p>P1.1 A dwelling may be constructed where it is demonstrated that:</p> <ul style="list-style-type: none">a) it is integral and subservient to resource development, as demonstrated in a report prepared by a suitably qualified person, having regard to:<ul style="list-style-type: none">i) scale; andii) complexity of operation; andiii) requirement for personal attendance by the occupier; andiv) proximity to the activity; andv) any other matters as relevant to the particular activity; orb) the site is practically incapable of supporting an agricultural use or being included with other land for agricultural or other primary industry use, having regard to:<ul style="list-style-type: none">i) limitations created by any existing use and/or development surrounding the site; andii) topographical features; andiii) poor capability of the land for primary industry operations (including a lack of capability or other impediments); and | <p>P1.1 The applicant has selected a location for the future dwelling, taking into account the location of the existing bush, watercourse, dwellings on adjoining lots and property access. The application further demonstrates:</p> <ul style="list-style-type: none">a) the applicant is constructing the buildings to enable works for establishing a farm. The size of the property has the ability to be integral and subservient to resource development. The DPIPWE Modelled Land Capability Classification system classifies the development site as Classes 4 and 5: land with slight to moderate limitations to pastoral use and is predominantly unsuitable for cropping. However the applicant has adequately demonstrated:<ul style="list-style-type: none">i) the site visit dated 06 March 2019 noted the surrounding, similarly zoned and classified sites, carry an assortment of cattle and sheep; andii) the applicant is establishing the habitable buildings first and will establish the working property over a period of time; andiii) due to the size of the property, the remote location and stock proposed, personal attendance by the occupier will be required for security; andiv) the proposed dwelling will be constructed on the same Title as the future resource development uses; andv) there are no other matters as relevant to the particular activity; orb) not applicable. The DPIPWE Modelled Land Capability Classification system notes the site is a mix of Classes 4 and 5: land with slight to moderate limitations to pastoral use and is predominantly unsuitable for cropping. Therefore the site is not completely incapable of supporting an agricultural use or being included with other land for agricultural or other primary industrial use. |

| | |
|---|---|
| P1.2 A dwelling may be constructed where it is demonstrated that wastewater treatment for the proposed dwelling can be achieved within the lot boundaries, having regard to the rural operation of the property and provision of reasonable curtilage to the proposed dwelling. | P1.2 The applicant has provided an on-site wastewater report by Dr JP Cumming, dated February 2019. This assessment confirms a dwelling may be constructed whereby that wastewater treatment occurs within the lot boundaries. Performance criterion met. |
|---|---|

26.3.3 Irrigation Districts

| Acceptable Solutions | Proposed Solution |
|--|---|
| A1 Non-agricultural uses are not located within an irrigation district proclaimed under Part 9 of the <i>Water Management Act 1999</i> . | A1 Not applicable. The development site is not located within an irrigation district proclaimed under Part 9 of the <i>Water Management Act 1999</i> . Acceptable solution met. |

26.4 Development Standards

26.4.1 Building Location and Appearance

| Acceptable Solutions/ Performance Criteria | Proposed Solutions |
|---|--|
| A1 Building height must not exceed: a) 8m for dwellings; or b) 12m for other purposes. | A1 The dwelling has been shown to have a maximum 5.35m height above natural ground level. Acceptable solution met. |
| P2 Buildings must be setback so that the use is not likely to constrain adjoining primary industry operations having regard to: a) the topography of the land; and b) buffers created by natural or other features; and c) the location of development on adjoining lots; and d) the nature of existing and potential adjoining uses; and e) the ability to accommodate a lesser setback to the road having regard to: i) the design of the development and landscaping; and ii) the potential for future upgrading of the road; and | P2 The buildings will have a minimum 90m side boundary setback and 90.8m frontage setback. However the application is discretionary due to the sensitive use buildings having a setback less than 200m from the Rural Resource Zone. The applicant has demonstrated and the site visit dated 06 March 2019 that the proposed use with this reduced setback will not constrain adjoining primary industry operations having regard to: a) the dwelling and associated buildings will be located approximately 6-7m below the road level. A review of the surrounding Titles indicates only the Title adjoining the northern boundary of the road is of a size and condition demonstrating an existing Resource Development Use. The Title adjoining the eastern boundary of the development site appears to be used as a lifestyle lot and holds a small number of stock. Therefore the location of this proposal has used the slope of the land to minimise its impact on adjoining properties and existing uses; and b) the location of the proposed dwelling will be buffered by the frontage setback, the slight downslope and the native vegetation to be retained in that space; and c) the closest development on adjoining lots is approximately 405m to the east of the proposed dwelling and 740m to the south-west; and d) the site visit dated 6 March 2019 and a review of the LIST Title information confirmed the existing adjoining uses include small-acre farming and residential use. Either property could be used as a part of a larger agricultural program; and e) the proposed frontage setback will be approximately 90.8m, with the sensitive use screened by existing native vegetation and the slight downward slope away from the road. This location was chosen for the setback from the watercourse and the nature of the existing vegetation. In addition, the dwelling will have a maximum height above |

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| iii) potential traffic safety hazards; and iv) appropriate noise attenuation. | natural ground level of approximately 5.4m while the ancillary dwelling/shed will be 4.5m and be lower down the slope. The native vegetation has been assessed as being an appropriate form of noise attenuation. A Traffic Impact Assessment (TIA) was submitted with the application and confirmed the proposed access will not adversely impact the safety of road users in this location. Performance criterion met. |
| A3 Where a development is part of a larger complex, each component of the development must be connected by walking tracks. | A3 Not applicable. This proposal is not a part of a larger complex. |

26.4.2 Subdivision

Not applicable. This application does not propose a subdivision.

26.4.3 Tourist Operations

Not applicable. This application does not propose a tourist operation.

E4 Road and Railway Assets Code

This Code is applicable because the site visit dated 6 March 2019 noted the property was vacant and did not demonstrate any evidence of previous development. Therefore the required access point is deemed new in accordance with E4.2.1 a).

A Traffic Impact Assessment (TIA) authored by Keith Midson of Midson Traffic Pty Ltd was submitted following a request for additional information. Via an email dated 8 April 2019, Council's Manager Infrastructure and Development Services, Mr David Jolly confirmed his satisfaction with the document.

E4.6 Use Standards

E4.6.1 Use and road or rail infrastructure

| Acceptable Solutions/ Performance Criteria | Proposed Solutions |
|--|--|
| A1 Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway, must not result in an increase to the annual average daily traffic (AADT) movements to or from the site by more than 10%. | A1 Not applicable. North Ansons Road is a category 5 road with an 80km/h rural speed zone and not located near a railway or future railway. |
| A2 For roads with a speed limit of 60km/h or less the use must not generate more than a total of 40 vehicle entry and exit movements per day | A2 Not applicable. North Ansons Road has a minimum 80km/h speed limit. |
| P3 For limited access roads and roads with a speed limit of more than 60km/h: a) access to a category 1 road or limited access road must only be via an existing access or junction or the use or development must provide a significant social and economic benefit to the State or region; and b) any increase in use of an existing access or junction or development of a new access or junction to a limited access road or a category 1, 2 or 3 road must be for a use that is dependent on the site for its unique resources, characteristics or locational attributes and an alternate site or access to a category 4 or 5 road is not | P3 The application is discretionary due to the proposal increasing the number of movements over the proposed access by more than 10 per cent onto a road with a speed limit exceeding 60km/h. North Ansons Road is not a limited access road: a) not applicable. North Ansons Road is a category 5 road; and b) the application proposes a new access to a category 5 road only; and c) the TIA confirmed the access has been located to maximise available sight |

| | |
|--|---|
| practicable; and c) an access or junction which is increased in use or is a new access or junction must be designed and located to maintain an adequate level of safety and efficiency for all road users. | distances to maintain an adequate level of safety and efficiency for all road users; the crossover construction standards will form a condition on this permit. Performance criterion met. |
| A4 Use serviced by a side road from a deficient junction (refer E4 Table 2) is not to create an increase to the annual average daily traffic (AADT) movements on the side road at the deficient junction by more than 10%. | A4 Not applicable. The development site is not serviced by a side road from a deficient junction. |

E4.7 Development Standards

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

| Acceptable Solutions | Proposed Solution |
|---|---|
| A1 The following must be at least 50m from a railway, a future road or railway, and a category 1 or 2 road in an area subject to a speed limit of more than 60km/h: a) new road works, buildings, additions and extensions, earthworks and landscaping works; and b) building areas on new lots; and c) outdoor sitting, entertainment and children's play areas | A1 Not applicable. The development site is not within 50m of a railway, a future road or railway, and a category 1 or 2 road in an area subject to a speed limit of more than 60km/h. |



South-eastern and north-western sight distances from original location

E4.7.2 Management of Road Accesses and Junctions

| Acceptable Solutions/ Performance Criteria | Proposed Solutions |
|--|---|
| A1 For roads with a speed limit of 60km/h or less the development must include only one access providing both entry and exit, or two accesses providing separate entry and exit. | A1 Not applicable. North Ansons Road has a 80km/h speed zone. |
| P2 For limited access roads and roads with a speed limit of more than 60km/h: a) access to a category 1 road or limited access road must only be via an existing access or junction or the development must provide a significant social and economic benefit to the State or region; and b) any increase in use of an existing access or junction or development of a new access or junction to a limited access road or a category 1, 2 or 3 road must be dependent on the site for its unique resources, characteristics or locational attributes and an alternate site or access to a category 4 or 5 road is not practicable; and c) an access or junction which is increased in use or is a new access or junction must be designed and located to maintain an adequate | P2 Although North Ansons Road is not a limited access road, it has a speed limit of 80km/h making the application discretionary. The submitted TIA has confirmed: a) not applicable. The proposed access is to a category 5 road that does not contain limited access provisions; and b) not applicable. The proposed access is to a category 5 road only that is not subject to the limited access provisions; and c) the TIA confirmed the access has been located to provide sight distances exceeding the minimum requirements of Table 4.7.4, with the crossover construction standards forming a |

| | |
|--|--|
| level of safety and efficiency for all road users. | condition on this permit. Performance criterion met. |
| A3 Accesses must not be located closer than 6m from an intersection, nor within 6m of a break in a median strip. | A3 The proposed access will not be located closer than 6m to an intersection, nor within 6m of a break in a median strip. Acceptable solution met. |

E4.7.3 Management of Rail Level Crossings

Not applicable. There are no rail level crossings on or near the development site.

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

| Acceptable Solutions | Proposed Solution |
|---|--|
| <p>A1 Sight distances at</p> <p>a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and</p> <p>b) rail level crossings must comply with <i>AS1742.7 Manual of uniform traffic control devices - Railway crossings</i>, Standards Association of Australia; or</p> <p>c) If the access is a temporary access, the written consent of the relevant authority has been obtained.</p> | <p>A1 The above mentioned TIA has confirmed the proposed property access point will provide eastern sight distance of 255m and western sight distance of 252, both exceeding the requirements of Table E4.7.4 of the Planning Scheme. Acceptable solution met.</p> |

E5 Flood Prone Areas Code

Not applicable. Although Council's electronic GIS program indicates 2 watercourses running through the development site, the site is not prone to flooding.

E6 Car Parking and Sustainable Transport Code

This Code is applicable to all use and development.

E6.6 Use Standards

E6.6.1 Car Parking Numbers

| Acceptable Solutions | Proposed Solution |
|--|---|
| <p>A1 The number of car parking spaces must not be less than the requirements of:</p> <p>a) Table E6.1; or</p> <p>b) a parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone).</p> | <p>A1 In accordance with Table E6.1 the applicant has demonstrated a minimum 2 car parking spaces will be provided within the carport and 3 open spaces in front of the dwelling deck. Acceptable solution met.</p> |

6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

| Acceptable Solutions | Proposed Solution |
|--|--|
| <p>A1 All car parking, access strips manoeuvring and circulation spaces must be:</p> <p>a) formed to an adequate level and drained; and</p> <p>b) except for a single dwelling, provided with an impervious all weather seal; and</p> <p>c) except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces.</p> | <p>A1 The applicant has stated the driveway, car parking, manoeuvring and circulation spaces will be:</p> <p>a) constructed of gravel and drained to the surrounding landscape; and</p> <p>b) Not applicable. A single dwelling only; and</p> <p>c) Not applicable. A single dwelling only. Acceptable solution met.</p> |

E6.7.2 Design and Layout of Car Parking

| Acceptable Solutions | Proposed Solutions |
|--|---|
| <p>A1.1 Where providing for 4 or more spaces, parking areas (other than for parking located in garages and carports for a dwelling in the General Residential Zone) must be located behind the building line; and</p> <p>A1.2 Within the general residential zone, provision for turning must not be located within the front setback for residential buildings or multiple dwellings.</p> | <p>A1.1 The applicant has demonstrated a minimum 5 car parking spaces (4 spaces for the 4 bedrooms plus 1 visitor space) will be provided within the carport and to the west and south of the dwelling for the residential use. The proposed car parking has been assessed as being designed and laid out to an appropriate standard. Acceptable solution met.</p> <p>A1.2 Not applicable. The development site is within the Rural Resource Zone.</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 The applicant has demonstrated and the site visit dated 06 March 2019 confirmed the car parking and manoeuvring spaces will:</p> <ul style="list-style-type: none"> a) have a gradient of less than 10 per cent; and b) all vehicles will enter and exit the site in a forward direction; and c) have a minimum vehicular access width of 4m in accordance with 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) not applicable; 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>. Acceptable solution met.</p> |

E6.7.3 Parking for Persons with a Disability

Not applicable. Disabled parking is not required for this application.

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

Not applicable. This application does not propose a retail, commercial, industrial, service industry, warehouse or storage uses.

E6.8 Provisions for Sustainable Transport

Not applicable. The proposal is not a part of a larger development.

E7 Scenic Management Code

Not applicable. This section of North Ansons Road is not defined as a scenic management – tourist road corridor.

E8 Biodiversity Code

An ecological assessment dated 12 February 2019 and authored by Mark Wapstra of Environmental Consulting Options Tasmania (ECOtas) was submitted with the application. This assessment was the result of a literature review followed by a field assessment completed by Mr Brian French, also of ECOtas, on 26 September 2018. The survey covered the entire area with a focus on the habitats most likely to contain threatened species and vegetation communities.



Proposed dwelling location

E8.6 Development Standards

E8.6.1 Habitat and Vegetation Management

| Acceptable Solutions/ Performance Criteria | Proposed Solutions |
|--|---|
| <p>A1.1 Clearance or disturbance of priority habitat is in accordance with a certified Forest Practices Plan or;</p> <p>A1.2 Development does not clear or disturb native vegetation within areas identified as priority habitat.</p> | <p>A1.1 Not applicable. A review of Council's electronic GIS information has confirmed the development site does not contain priority habitat; or</p> <p>A1.2 Not applicable. The proposed development does not require the clearance or disturbance of native vegetation within areas identified as priority habitat.</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; and</p> <p>b) means of removal; and</p> | <p>P2.1 Although the applicant has applied for a forest practices plan to be provided for the vegetation clearance for the conversion to farming, one had not been provided at the time of assessment. However an ecological assessment dated 12 February 2019 and authored by Mark Wapstra and Brian French of ECOtas was submitted.</p> <p>The submitted report noted no plant or fauna species listed as threatened on the EPBCA 1999 or Tasmanian TSPA 1995 were detected on-site or noted on the electronic databases. However the authors noted the study area supported potential habitat of several species. No declared weeds were detected though evidence of <i>Phytophthora cinnamomi</i> (rootrot) was observed in the <i>Zanthorrhoea australis</i> within the study area.</p> <p>The authors further noted a Permit to Take will not be required for the removal of any threatened flora or fauna species listed under the Tasmanian Act due to the absence of known locations. This noted the proposed clearance or disturbance of native vegetation will be consistent with the purpose of this Code and not unduly compromise the representation of species or vegetation communities of significance in the bioregion. It has regard to the following:</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; and</p> <p>b) means of removal will be in accordance with the Forest Practices Plan; and</p> |

| | |
|--|--|
| c) value of riparian vegetation in protecting habitat values; and d) impacts of siting of development (including effluent disposal) and vegetation clearance or excavations, , in proximity to habitat or vegetation; and e) need for and adequacy of proposed vegetation or habitat management; and f) conservation outcomes and long-term security of any offset in accordance with the <i>General Offset Principles</i> for the RMPS, Department of Primary Industries, Parks, Water and Environment | c) the Forest Practices Plan will assess and provide recommendations on disturbance of vegetation in and around riparian areas so as to protect habitat values; and d) the proposed development has been located in an area that ; and e) not applicable. The ecological assessment dated 19 February 2019 by Mark Wapstra of ECOtas did not identify the need for a vegetation or habitat management; and f) not applicable. The ecological assessment dated 19 February 2019 by Mark Wapstra of ECOtas did not identify the need for conservation outcomes for 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. |
|--|--|

E9 Water Quality Code

This Code is applicable due to vegetation clearance occurring within 50m of an existing watercourse.

E9.6 Development Standards

E9.6.1 Development and Construction Practices and Riparian Vegetation

| Acceptable Solutions/ Performance Criteria | Proposed Solutions |
|--|---|
| P1 Native vegetation removal must submit a soil and water management plan to demonstrate: a) revegetation and weed control of areas of bare soil; and b) the management of runoff so that impacts from storm events up to at least the 1 in 5 year storm are not increased; and c) that disturbance to vegetation and the ecological values of riparian vegetation will not detrimentally affect hydrological features and functions. | P1 Although Council was awaiting the submission of a Forest Practices Plan (FPP) to address this Clause, the application was advertised on this point. An email was received from Mr Scott Livingston of Livingston Natural Resource Services that satisfied the FPP is being prepared. A condition on this permit will require the submission of an FPP that includes assessment against the relevant Clauses of E8 Biodiversity Code and E9 Water Quality Code. Performance criterion met. |
| A2 A wetland must not be filled, drained, piped or channelled. | A2 The applicant has stated a wetland will not be filled, drained, piped or channelled. Acceptable solution met. |
| A3 A watercourse must not be filled, piped or channelled except to provide a culvert for access purposes. | A3 The applicant has stated a watercourse will not be filled, piped or channelled for any purpose. Acceptable solution met. |

E9.6.2 Water Quality Management

| Acceptable Solutions/ Performance Criteria | Proposed Solutions |
|--|---|
| A1 All stormwater must be: a) connected to a reticulated stormwater system; or b) where ground surface runoff is collected, diverted through a sediment and grease trap or artificial wetlands prior to being discharged into a natural wetland or watercourse; or c) diverted to an on-site system that contains stormwater within the site. | A1 The submitted site plan confirms all stormwater runoff will be disposed of via on-site collection tanks and absorption trenches to contain the stormwater within the property boundaries. Acceptable solution met. |
| A2.1 No new point source discharge directly into a wetland or watercourse. | A2.1 The applicant has confirmed a new point source discharge will not be created by this application. |

| | |
|--|---|
| A2.2 For existing point source discharges into a wetland or watercourse there is to be no more than 10% increase over the discharge which existed at the effective date. | Acceptable solution met. A2.2 Not applicable. The applicant has confirmed the property does not contain an existing point source discharge into a wetland or watercourse. |
| P3 Quarries and borrow pits must not have a detrimental effect on water quality or natural processes. | P3 Not applicable. This performance criterion is addressed due to an acceptable solution not offered. The applicant has confirmed there are no plans for the development of a quarry or borrow pit. |



Existing on-site vegetation

E9.6.3 Construction of Roads

| Acceptable Solutions | Proposed Solution |
|--|---|
| A1 A road or track does not cross, enter or drain to a watercourse or wetland. | A1 The applicant has confirmed no roads or tracks will be constructed so as to cross, enter or drain to a wetland or water course. Acceptable solution met. |

E9.6.4 Access

| Performance Criteria | Proposed Solutions |
|--|---|
| P1 New access points to wetlands and watercourses are provided in a way that minimises: a) their occurrence; and b) the disturbance to vegetation and hydrological features from use or development. | P1 Not applicable. This application does not propose a new access point to a wetland or watercourse. |
| P2 Accesses and pathways are constructed to prevent erosion, sedimentation and siltation as a result of runoff or degradation of path materials. | P2 Not applicable. The submitted site plan confirms no access or pathway will be constructed within 190m of a wetland or watercourse. |

E9.6.5 Sediment and Erosion Control

Not applicable. This application does not propose a subdivision.

E9.6.6 Water Catchment Areas

Not applicable. The development site is not located within a Regulated Entity's defined water catchment area.

E13 Local Historic Heritage Code

Although the development site is not coastal or on or within a dunal system, it's proximity to Ansons Bay may enable it's habitation by the Aboriginals. Therefore a condition will be placed on this permit regarding an Unanticipated Discovery Plan.

E.16 On-Site Wastewater Management Code

This Code is applicable because the development site is not serviced by any reticulated sewerage services and none are available or capable of being connected. A Geo-Environmental Assessment dated February 2019 and authored by Dr JP Cumming and G McDonald was submitted with the application.

This report recommended the installation of a minimum 3000 litre dual-purpose septic tanks system with sub-surface absorption trenches. A cut-off diversion drain upslope of the absorption area will also be required.

E16.6 Use Standards

E16.6.1 Use and lot size

| Acceptable Solutions | Proposed Solutions |
|---|--|
| A1 Residential uses that rely on onsite wastewater management must: a) be on a site with minimum area of 2,000m ² ; and b) have four bedrooms or less. | A1 The applicant has demonstrated with the site plan and internal building layouts that the proposal is on approximately 43ha and has a maximum 4 bedrooms. Acceptable solution met. |
| A2 Non-residential uses that rely on onsite water management must be on a site with minimum area of 5,000m ² . | A2 Not applicable. A residential use only is proposed. |

E16.7 Development Standards

E16.7.1 Onsite Wastewater Management

| Acceptable Solutions | Proposed Solutions |
|---|--|
| A1 A minimum horizontal separation of 3m must be provided between onsite wastewater management infrastructure and buildings and structures. | A1 The site plan submitted by GES adequately demonstrates all parts of the on-site wastewater management infrastructure are a minimum 6m from any building. Acceptable solution met. |
| A2 A minimum horizontal separation of 3m must be provided between onsite wastewater management infrastructure and the following: a) hardstand and paved areas; b) car parking and vehicle manoeuvring areas; and c) title or lot boundaries; | A2 The site plan submitted by GES adequately demonstrates a minimum horizontal separation of 3m will be provided between onsite wastewater management infrastructure and the: a) hardstand and paved areas; b) car parking and vehicle manoeuvring areas; and c) Title or lot boundaries. Acceptable solution met. |
| A3 Private Open Space must not be used for surface irrigation of treated wastewater. | A3 Not applicable. The surface irrigation of treated waste water is not proposed in this application. |
| A4 Onsite waste water management infrastructure must be on lots with an average slope of 10% percent or less. | A4 The above mentioned report has noted the on-site wastewater infrastructure will be located on ground with a maximum slope of less than 5 degrees. Acceptable solution met. |

E16.7.2 Surface and ground water impacts

| Acceptable Solutions | Proposed Solutions |
|--|---|
| A1 Onsite wastewater management infrastructure must have a minimum separation distance of 100m from a wetland or watercourse or coastal marine area. | A1 The abovementioned report has confirmed the on-site wastewater infrastructure will have a separation of more than 100m from a wetland or watercourse. Acceptable solution met. |

| Acceptable Solutions | Proposed Solutions |
|---|---|
| A2 Onsite wastewater management infrastructure must have a minimum separation distance of 50m from a downslope bore, well or other artificial water supply. | A2 As the abovementioned report notes no bores, wells or other artificial water supplies were encountered during their site visit, the acceptable solution is met. |
| A3 Vertical separation between groundwater and the land used to apply effluent, including reserved areas, must be no less than 1.5m. | A3 Three bore holes were dug to a maximum depth of 2.5m; hole 3 is in the location of the on-site wastewater absorption area, drops to 2m and did not uncover ground water Acceptable solution met. |
| A4 Vertical separation between a limiting layer and the land used to apply effluent, including reserved areas, must be no less than 1.5m. | A4 Three bore holes were dug to a maximum depth of 2.5m; bore hole No. 3 was located in the area of the absorption trenches and a limiting layer was not struck. Acceptable solution met. |

5. Representation

The application was advertised Saturday 13 April 2019 to Thursday 2 May 2019 in the Examiner Newspaper, notices on-site and at the Council Offices and notification by mail to all adjoining land owners. A single (1) representation received prior to the closing date and time and is as follows:-

| Representation | Response |
|--|--|
| It is clear from the ECo Tas report that the land contains a variety of ecological/vegetation communities in excellent condition. As with some other properties in the Break O Day previous disturbance/land clearing has over time reverted to native vegetation with good conservation values. Any native vegetation that is good ecological condition should not be considered dispensable merely because it is "well reserved" as sometimes the best examples of "well reserved" vegetation communities are outside the protected area system. | This is a general statement making assertions against a number of unidentified properties not associated with this application. The property has been zoned Rural Resource for which the future Resource Development Use is a permitted use. Such strategic decisions on the future uses of land are made through Planning Scheme amendments. |
| Heathland for example is a botanically rich vegetation community also providing habitat for a range of fauna species. A New Holland Mouse survey should be mandatory given the current status of this species. There should also be further flora surveys as a one off survey can miss a range of threatened species especially orchids. | The purpose of the submitted ecological assessment is to satisfy the performance criterion E8.6.1 P2 solely relating to the removal of vegetation for the buildings associated with the residential use. Mr Wapstra noted "...the title probably supports moderately good potential habitat for the New Holland mouse, at least in general terms. While the areas of SHW [TASVEG code for wet heathland] are probably atypical (perhaps too poorly-drained and now long-unburnt)..." Four other TASVEG codes were provided as potential habitat and the undertaking of a survey deemed to "...almost certainly return a negative finding..." The qualified assessment further states the removal of vegetation for the construction of the buildings will occur on a 'relatively small part of the title' and has a 'very low' potential to impact as yet undetected threatened fauna or flora. |

| | |
|---|--|
| | <p>The applicant is awaiting the completion of a Forest Practices Plan that will result in appropriate recommendations from the Forest Practices Authority on threatened flora, fauna and their habitats and/or potential habitats. The wider land clearing is associated with the future resource development use that will be subject to the submission of a Forest Practices Plan and will satisfy the acceptable solutions of E8.6.1 A1.1, A1.2 and A2.</p> |
| <p>Land clearing should be limited to that required for the development footprint (including fire protection) and preferably much of this could be done by slashing vegetation to reduce fuel loads rather than bulldozing. Is some of the landclearing retrospectively being approved?</p> | <p>The site visit dated 06 March 2019 did not see any evidence of unauthorised land clearing on the development site. Land clearing associated with this application is being undertaken in 2 stages: that required solely for the first stage of the residential buildings; and the second stage for the Resource Development Use. The ECOtas ecological assessment has reviewed the land used for the residential development while the future Forest Practices Plan will review the land for the agricultural use. To demonstrate compliance with the acceptable solutions of E8.6.1 A1.1, A1.2 and A2, a Forest Practices Plan is being prepared as evidenced by the email dated 13 February 2019 from Mr Scott Livingston of Livingston Natural Resource Services. Any clearing of vegetation outside of the proposed residential buildings area will be subject to a condition on the Planning Permit.</p> <p>Otherwise this comment does not make any</p> |
| <p>This region is extremely marginal for agriculture as evidenced by other land use in the area which cleared excellent examples of coastal forests and heathlands for low productivity farms which then became failed Eucalyptus nitens plantations. It is not appropriate land use to clear native vegetation in excellent condition for very low productivity agriculture uses. In fact this is a practice which has blighted Australia's land management history for the past 200 plus years and has no place in a ecologically sustainable future.</p> | <p>The representor has made an unqualified statement and not provided any evidence of having appropriate Agronomy qualifications. The DPIPWE Modelled Land Capability Classification system classified the development site as Classes 4 and 5: land with slight to moderate limitations to pastoral use and is predominantly unsuitable for cropping. These limitations can be reduced through appropriate soil conservation measures and land management practices. Assessment of a development application is undertaken on the information submitted for the specified development site.</p> |

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

6. Mediation

Nil.

7. Conclusion

In accordance with 8.10.2 of the *Break O' Day Interim Planning Scheme 2013*, the application has been assessed against the objectives of the Scheme, in particular the Rural Resource Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and eight (8) performance criteria; the received representation has been considered. This application is recommended for approval with conditions normally set to this type of development.

STATUTORY REQUIREMENT OUTSIDE OF LUPAA:

The development will not result in costs to Council for provision of services or infrastructure.

LEGISLATION / STRATEGIC PLAN & POLICIES:

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

Strategic Plan 2017 - 2017

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

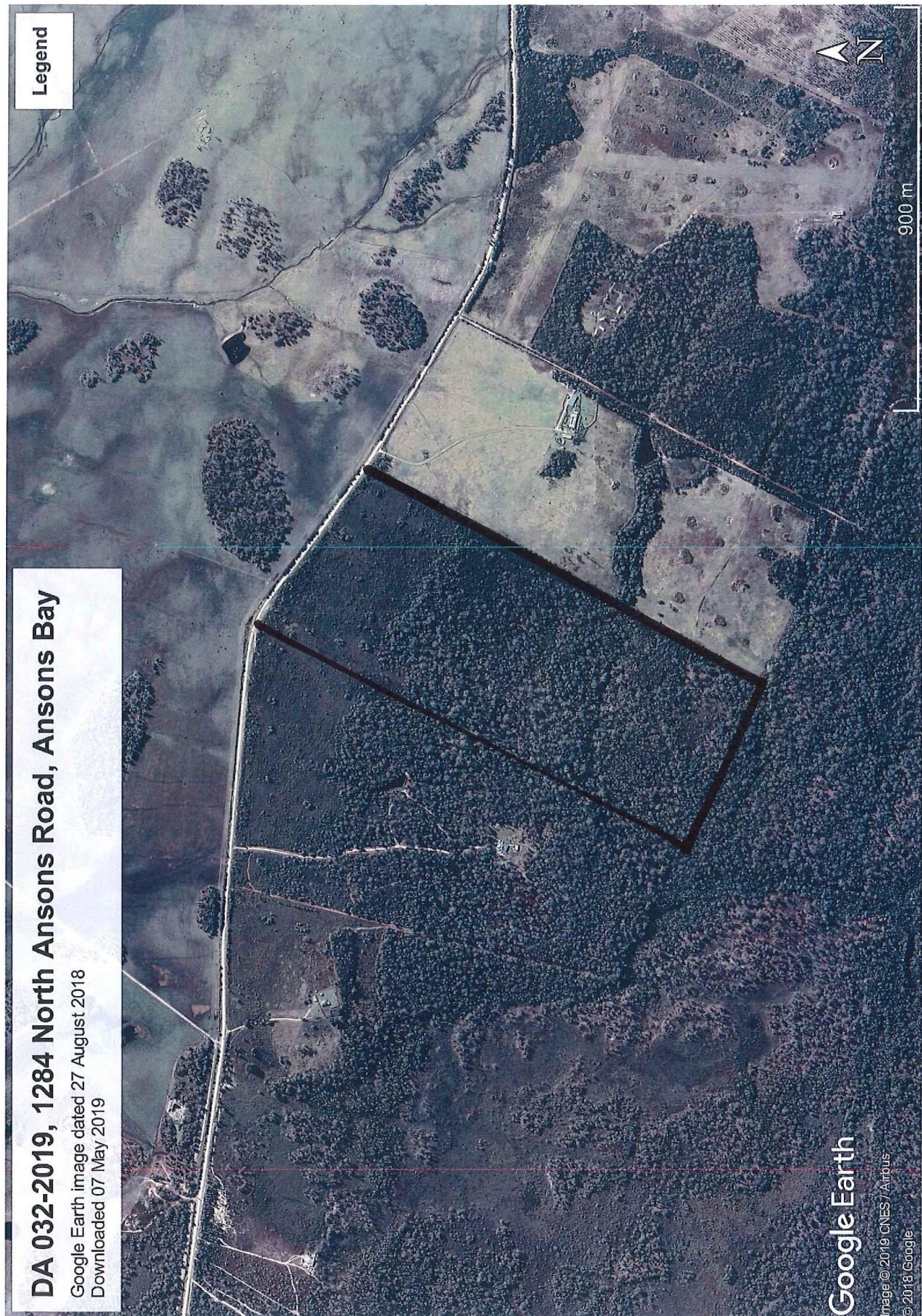
Ensure necessary regulations and information is in place to enable appropriate use and address inappropriate actions.

BUDGET AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



| ACTION | DECISION |
|----------------------------------|---|
| PROPONENT | Break O’Day Council |
| OFFICER | Rebecca Green, Planning Consultant |
| FILE REFERENCE | DA 040-2019 |
| ASSOCIATED REPORTS AND DOCUMENTS | Copy of Certified Draft Amendment including Bushfire-Prone Areas Overlay Mapping March 2019 Council Minutes Copy of Representations (1) |

DECISION STATEMENT:

To provide a statement to the Tasmanian Planning Commission subsequent to the public exhibition period regarding draft amendment 02/2019 to the Break O’Day Interim Planning Scheme 2013.

PLANNING APPLICATION INFORMATION:

Applicant: Break O’Day Council
 Address: Break O’Day Municipality
 Advertised: Saturday 30 March 2019 to Friday 3 May 2019
 Representations: One (1)

PREVIOUS COUNCIL CONSIDERATION:

Council – 18 March 2019 – Agenda Item 03/19.6.0 – Amendment 02/2019 – Insert Bushfire Prone Areas Overlay Maps, made applicable by the Bushfire Prone Areas Code E1.0.

RECOMMENDATION:

That the Council:

1. Considers the representations received to Amendment 02/2019 to the Break O’Day Interim Planning Scheme 2013, together with the responses provided.
2. Recommends to the Tasmanian Planning Commission that draft Amendment 02/2019 be approved as certified and exhibited.

OFFICER’S REPORT:**1. Purpose of Report**

At its Meeting on Monday 18 March 2019, Council resolved to initiate and certify Amendment 02/2019 to the *Break O’Day Interim Planning Scheme 2013*. The draft amendment was placed on public exhibition and one (1) representation was received. In accordance with section 39(2) of the former *Land Use Planning and Approvals Act 1993* (the Act), Council must, within 35 days after the exhibition period, forward to the Tasmanian Planning Commission a report comprising a copy of

each representation and a statement of its opinion on the merit of each representation and any recommendations regarding the draft amendment and planning permit it considers necessary.

2. Application

The application for the planning scheme amendment was lodged in accordance with section 34 of the Act.

Amendment 02/2019 is an amendment that would result in:

1. The insertion of a Bushfire Prone Areas Overlay Map into the Break O'Day Interim Planning Scheme 2013 as referenced in Clause E1.3 of the Bushfire Prone Areas Code; and
2. Amendment to clause 1.2.1 to refer to the additional overlay maps by inserting after "Overlay maps marked 1 to 84." the following words: *including Bushfire-Prone Area Overlay maps 1 to 44.*

3. Public Exhibition

The draft amendment was placed on public exhibition between Saturday 30 March 2019 and Friday 3 May 2019. One representation was received. The first correspondence from the representor appeared to be more a query but confirmation has been made with the author that they wish for their query to be treated as a representation.

4. Representations

The issue raised in the representation is summarised below. Whilst every effort has been made to accurately summarise the issue, the summary should be read in conjunction with the full representation (attached to agenda). A statement of opinion on the merit of the issues is provided, including consideration of their impact on the draft amendment and planning permit and any need for modification.

4.1 (Representation 1)

| Issue | Response |
|---|---|
| <i>Query why it has been submitted prior to the upcoming Local Planning Provisions.</i> | The proposal benefits the community by ensuring that greater certainty is provided in the application of the Bushfire-Prone Area Code under the Planning Scheme and the Building Act 2016. The mapping of the Break O'Day Local Government area has been completed by the TFS and it is considered to undertake this process now (like many other councils) rather than to wait for the LPS (Local Provisions Schedule), which may still be some months away. In the absence of mapping, interpretation of what is considered to be bushfire prone vegetation would continue to provide uncertainty and increased work. |

It is important to note that implementation of the bushfire mapping overlay is a consistent approach being adopted by all municipalities within Tasmania.

5. Conclusion

Council's decision to progress the application allows for further discussion and hearings with the Tasmanian Planning Commission. Such an occasion would allow for the Commission to hear any representation and go over concerns with them and the applicant. The Commission would therefore be the final decision maker on such an occasion.

There are no reasons for Council not to proceed with the draft Amendment 02/2019. The report has provided an assessment of the representation and should be forwarded to the Tasmanian Planning Commission with a recommendation that it be approved without change.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Break O' Day Interim Planning Scheme 2013;
Land Use Planning and Approvals Act 1993;
Building Regulations and Building Act 2016;
Break O' Day Council Strategic Plan 2017-2027.

BUDGET AND FINANCIAL IMPLICATIONS:

The cost of undertaking the draft amendment is within existing budget allocations.

VOTING REQUIREMENTS:

Simple Majority

BODC Amendment 02/2019

Break O'Day Interim Planning Scheme 2013

Amendment 02/2019

It is hereby certified that Draft Amendment 02/2019 to the Break O'Day Interim Planning Scheme 2013 to insert Bushfire Prone Areas Overlay maps, made applicable by the Bushfire Prone Areas Code E1.0 is consistent with the requirements of section 32 of the former provisions of the *Land Use Planning and Approvals Act 1993*.

The common Seal of the Break O'Day Council was hereunto affixed in the presence of:


.....

Mayor: Mick Tucker


.....

General Manager: John Brown



INSTRUMENT OF CERTIFICATION

The Break O'Day Council resolved at its meeting of the 18th March 2019 that, draft amendment 02/2019 of the Break O'Day Interim Planning Scheme 2013 meets the requirements specified in Section 32 of the *Land Use Planning and Approvals Act 1993*. The common seal of the Break O'Day Council is affixed to draft amendment 02/2019 in accordance with section 35(2) of the former provisions of the *Land Use Planning and Approvals Act 1993*.

Dated at St Helens this 25 day of March 2019

THE COMMON SEAL of the Break O'Day Council

Was hereunto duly affixed in the presence of:-

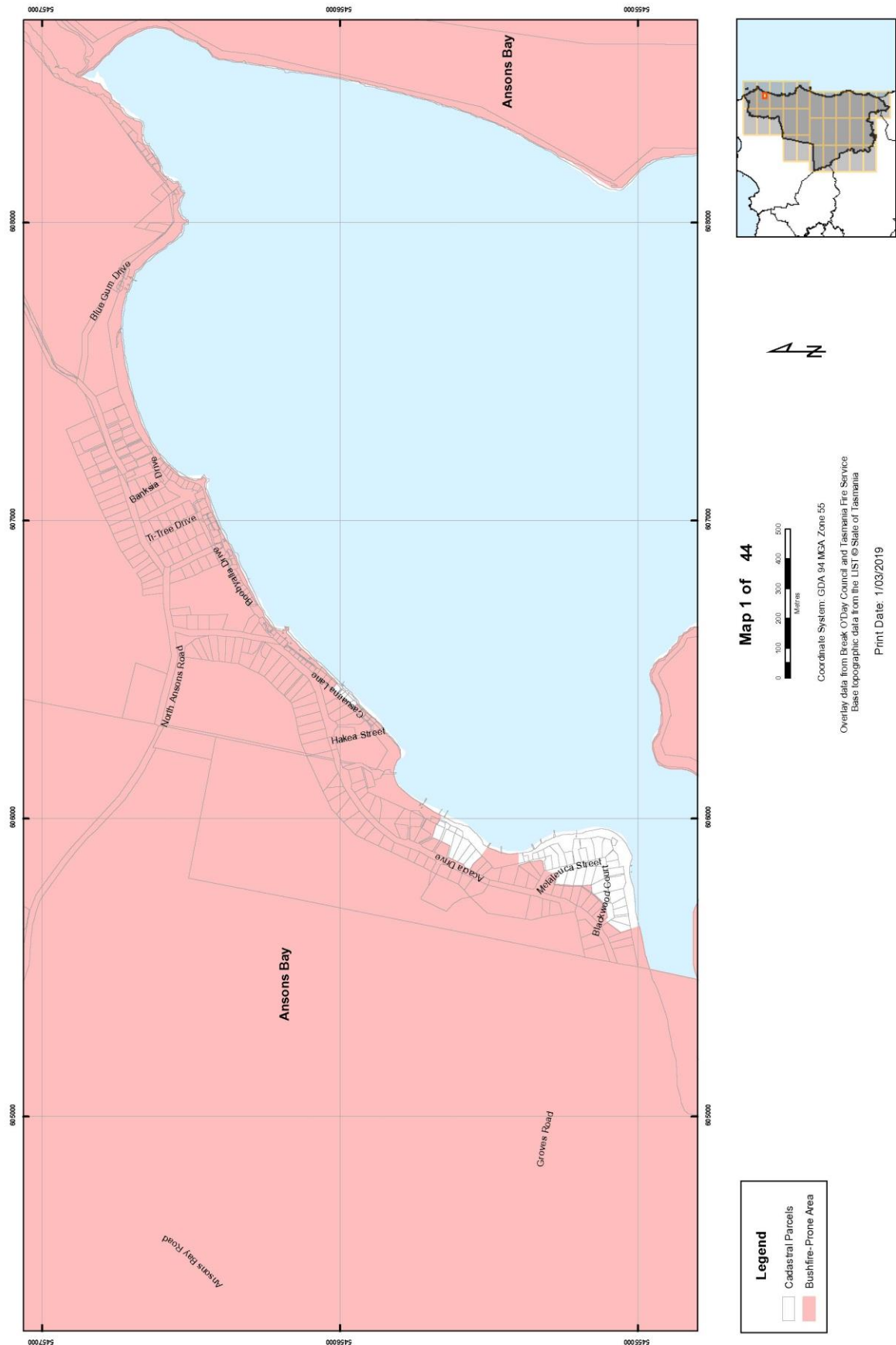


Mayor

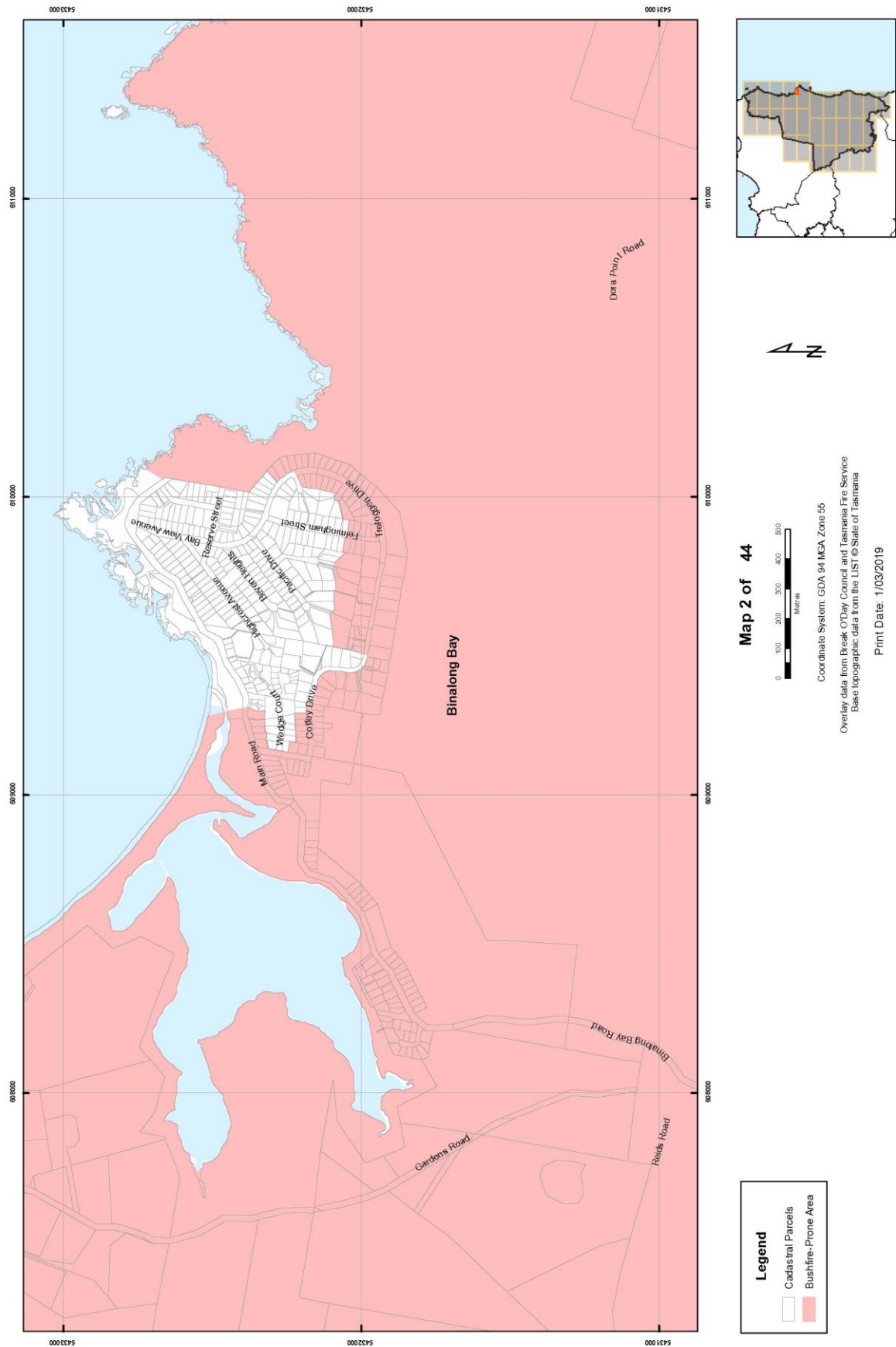


General Manager

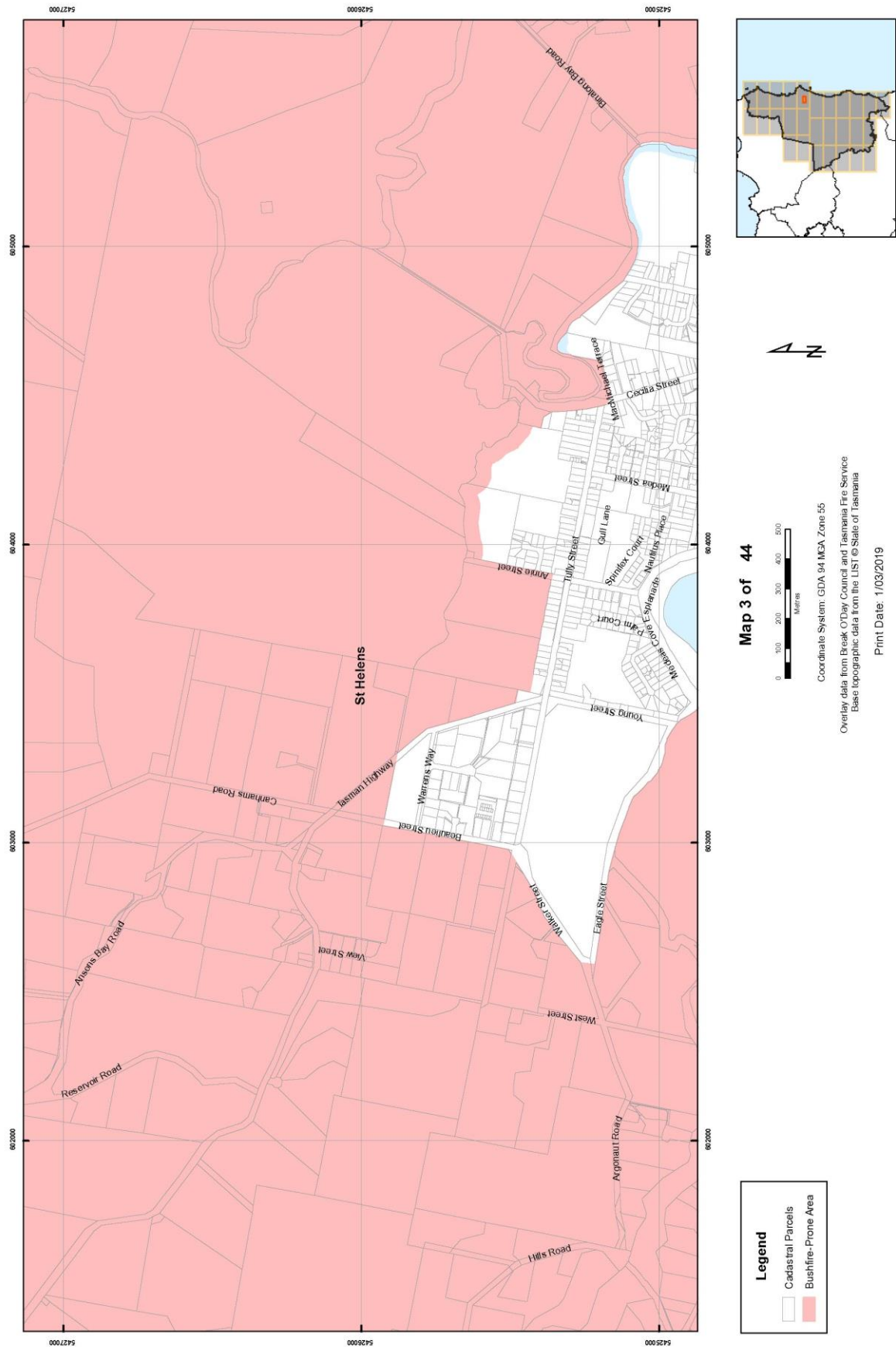
BREAK O'DAY INTERIM PLANNING SCHEME 2013 - BUSHFIRE-PRONE AREAS OVERLAY



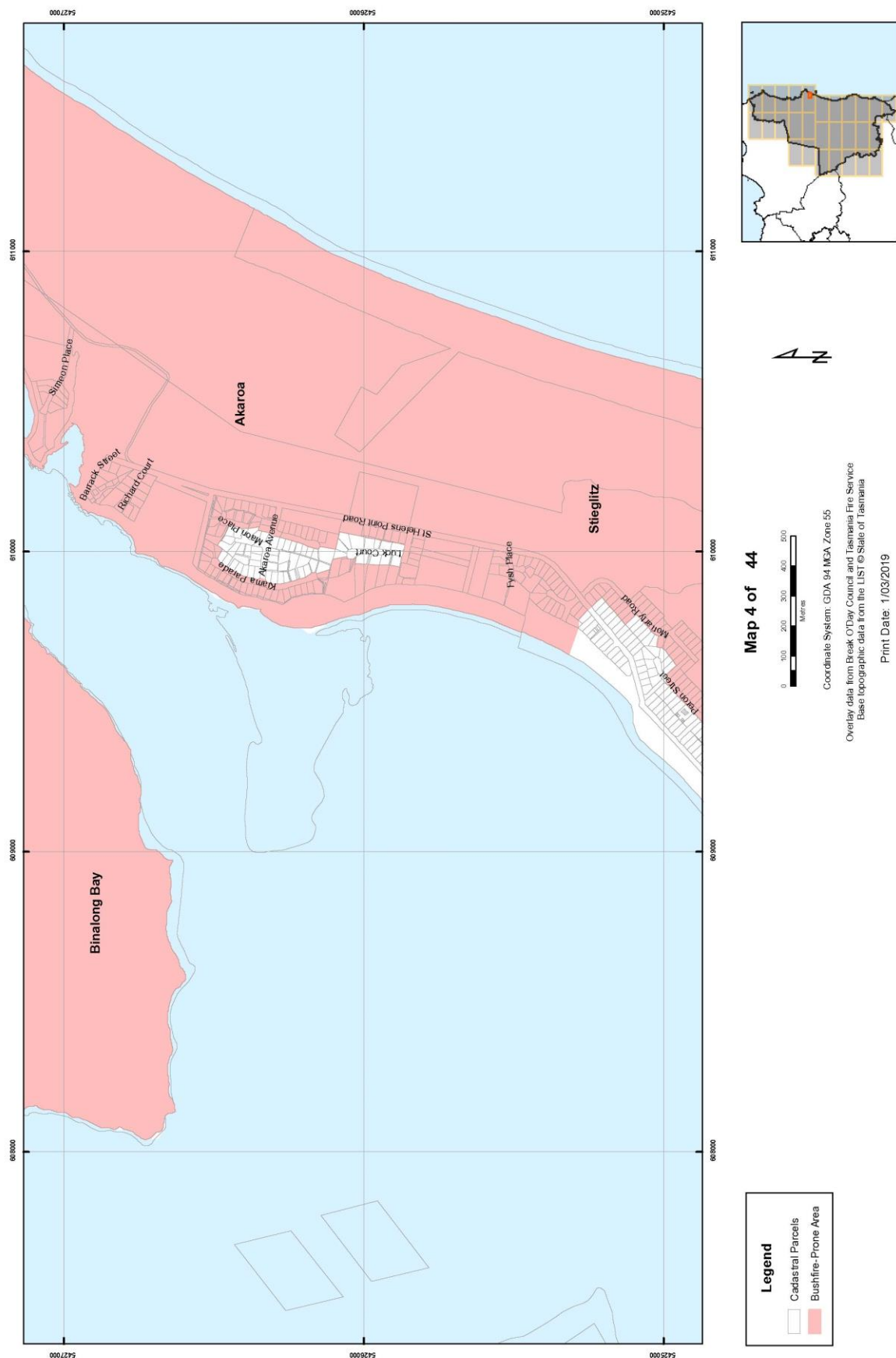
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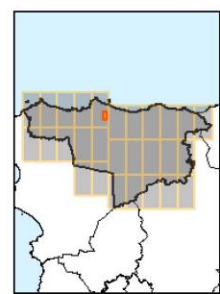


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BREAK O'DAY INTERIM PLANNING SCHEME 2013 - BUSHFIRE-PRONE AREAS OVERLAY



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Map 5 of 44



Coordinate System: GDA 94 MGA Zone 55

Overlay data from Break O'Day Council and Tasmania Fire Service
Base topographic data from the LIST © State of Tasmania

Print Date: 1/03/2019



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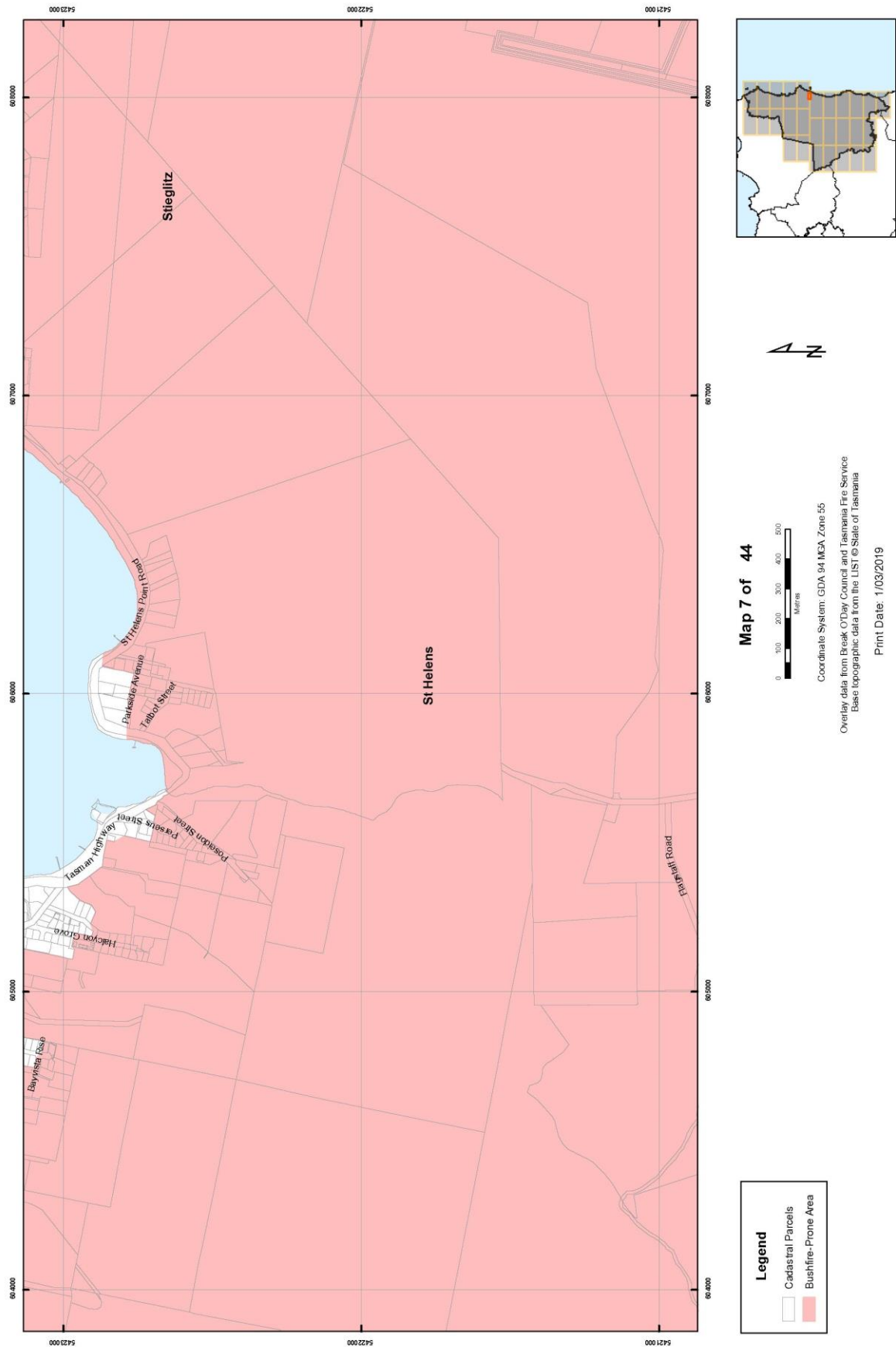
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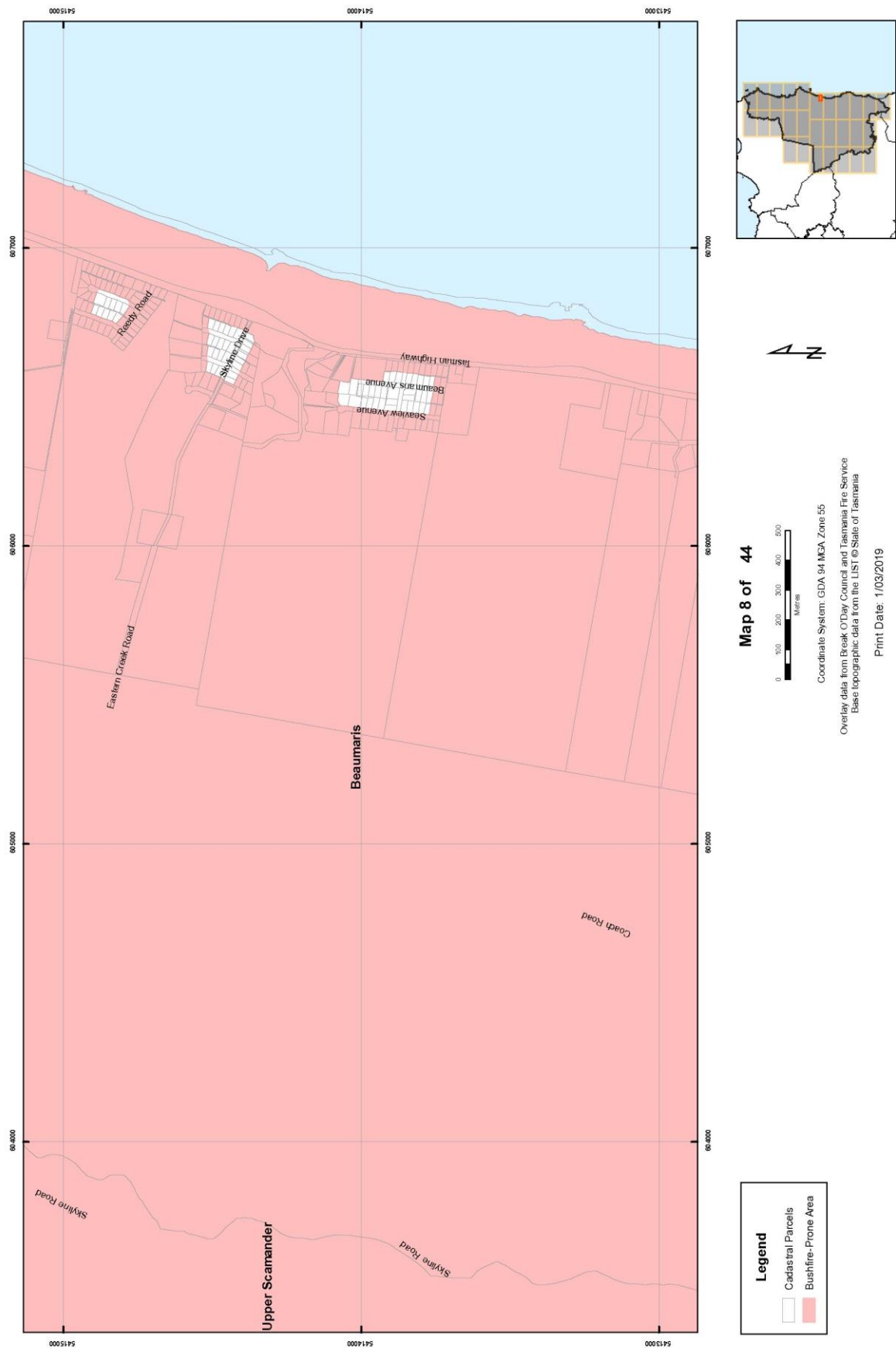
Print Date: 1/03/2019



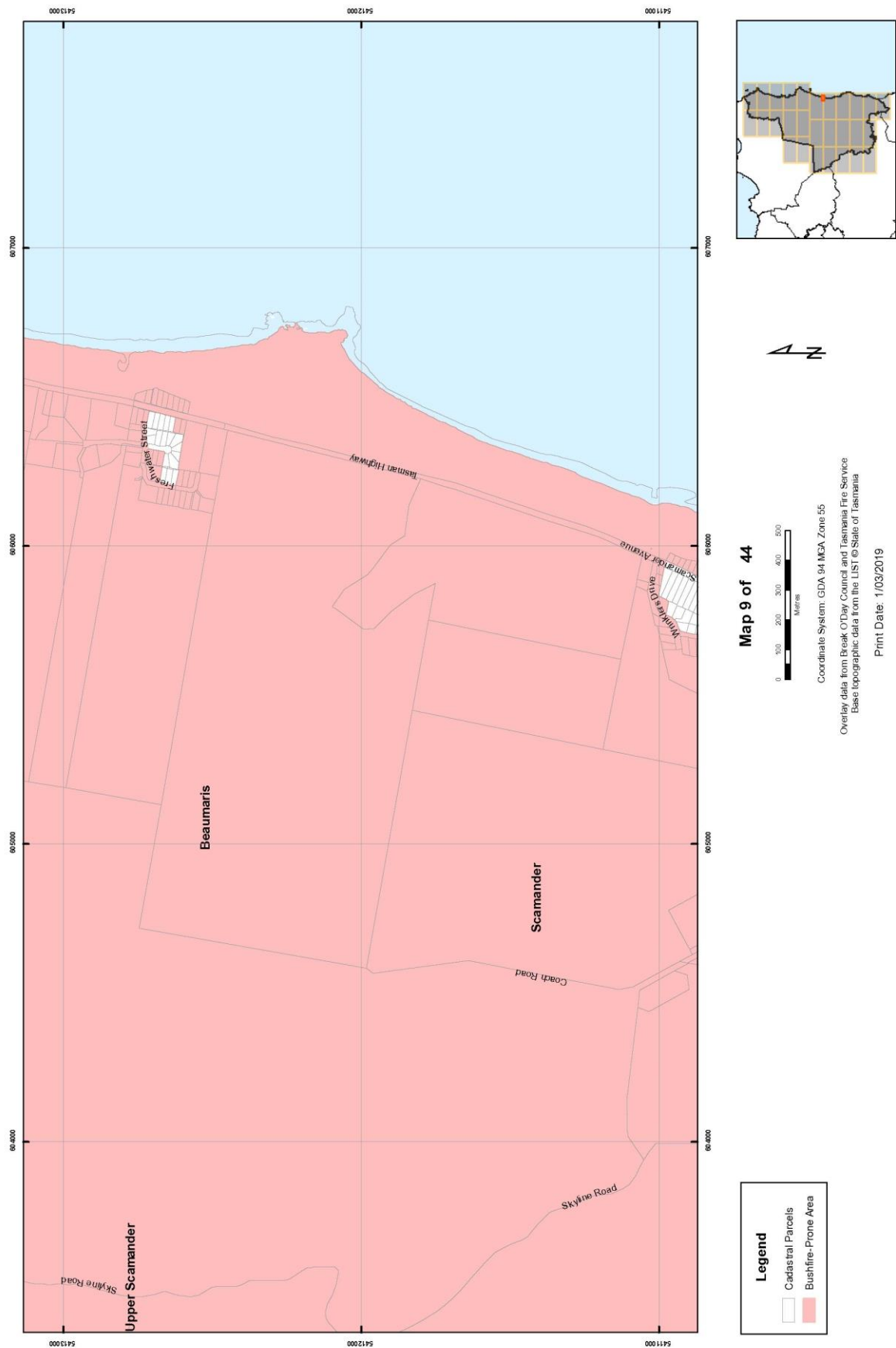
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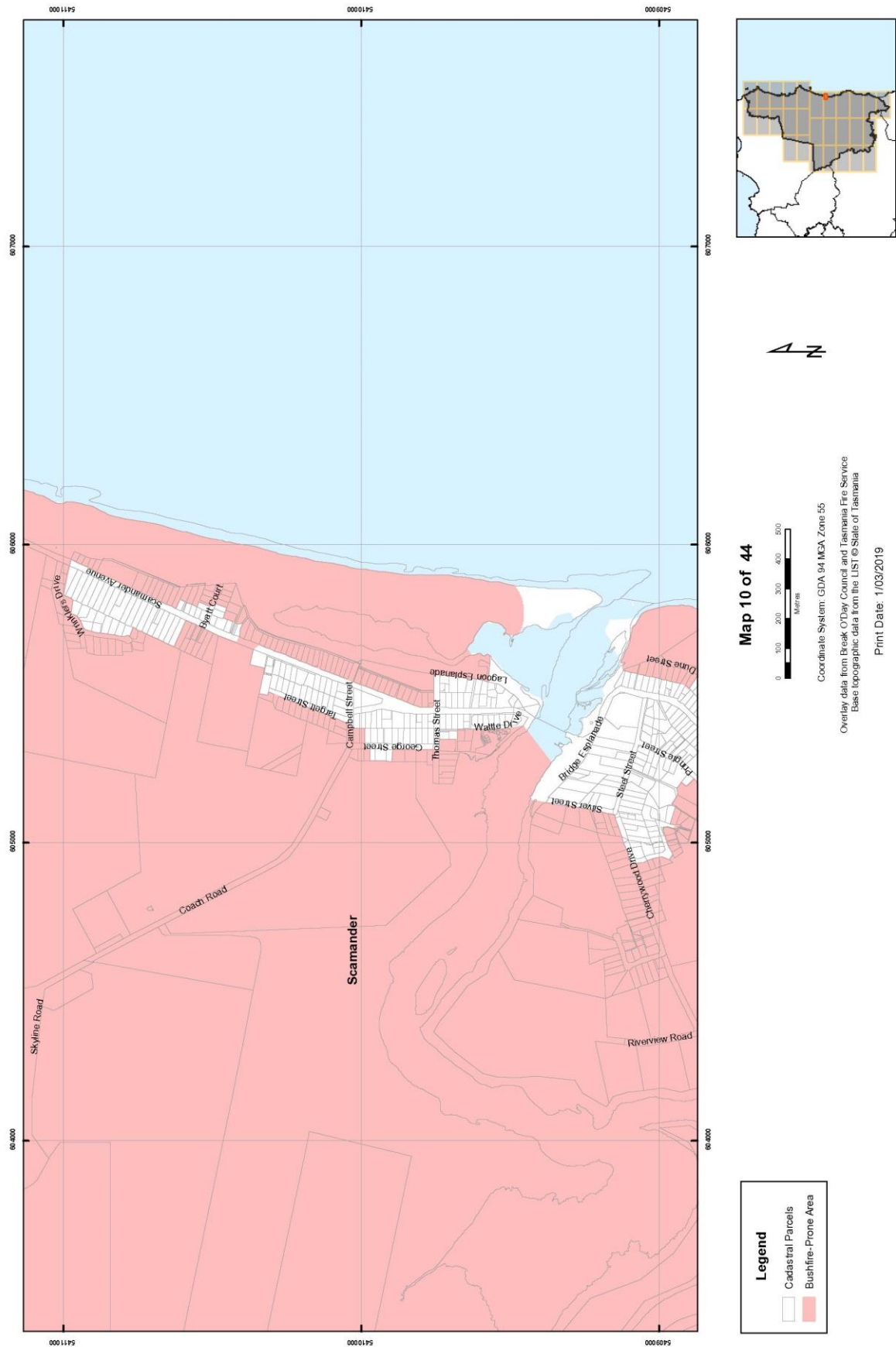
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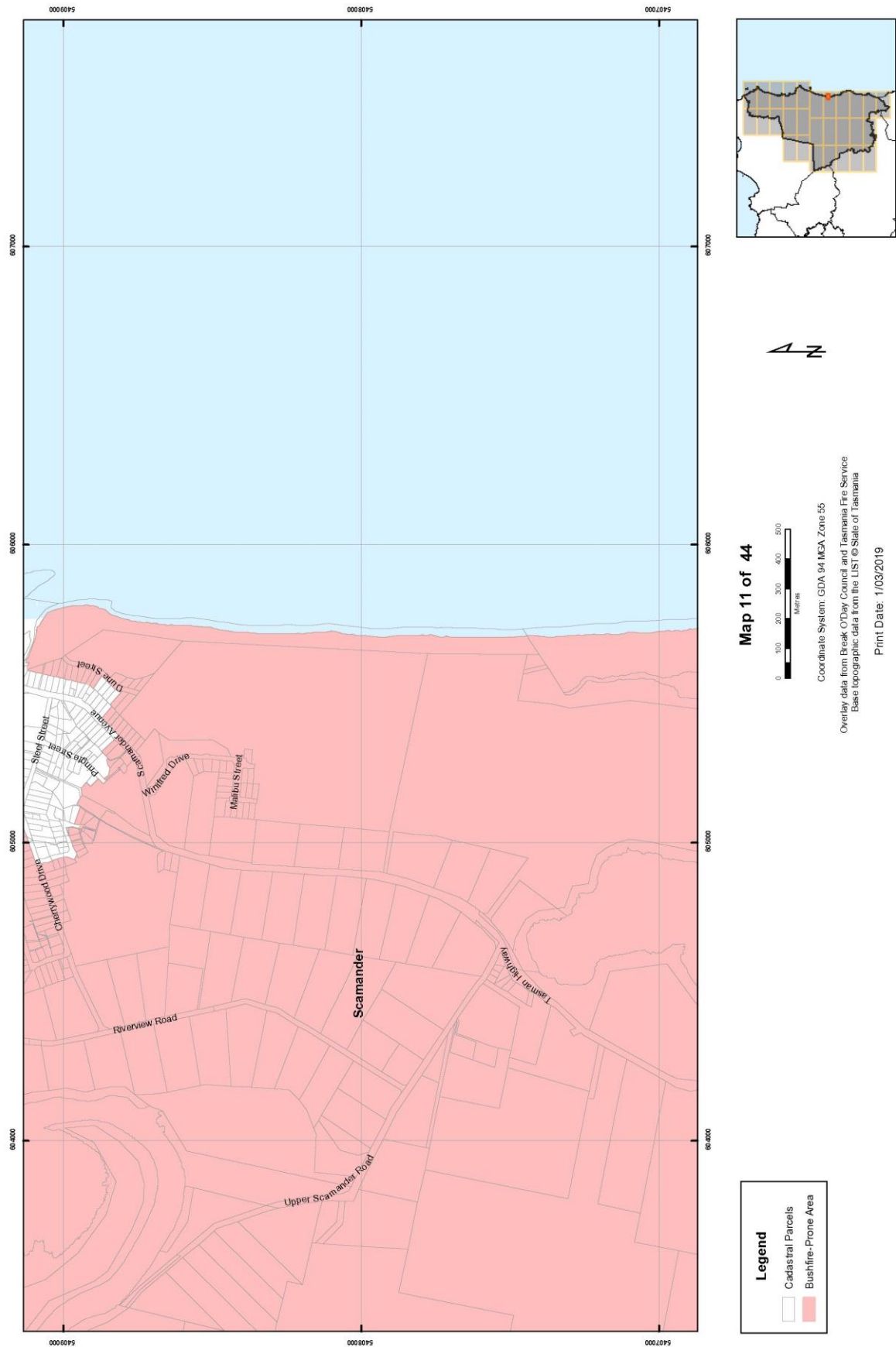
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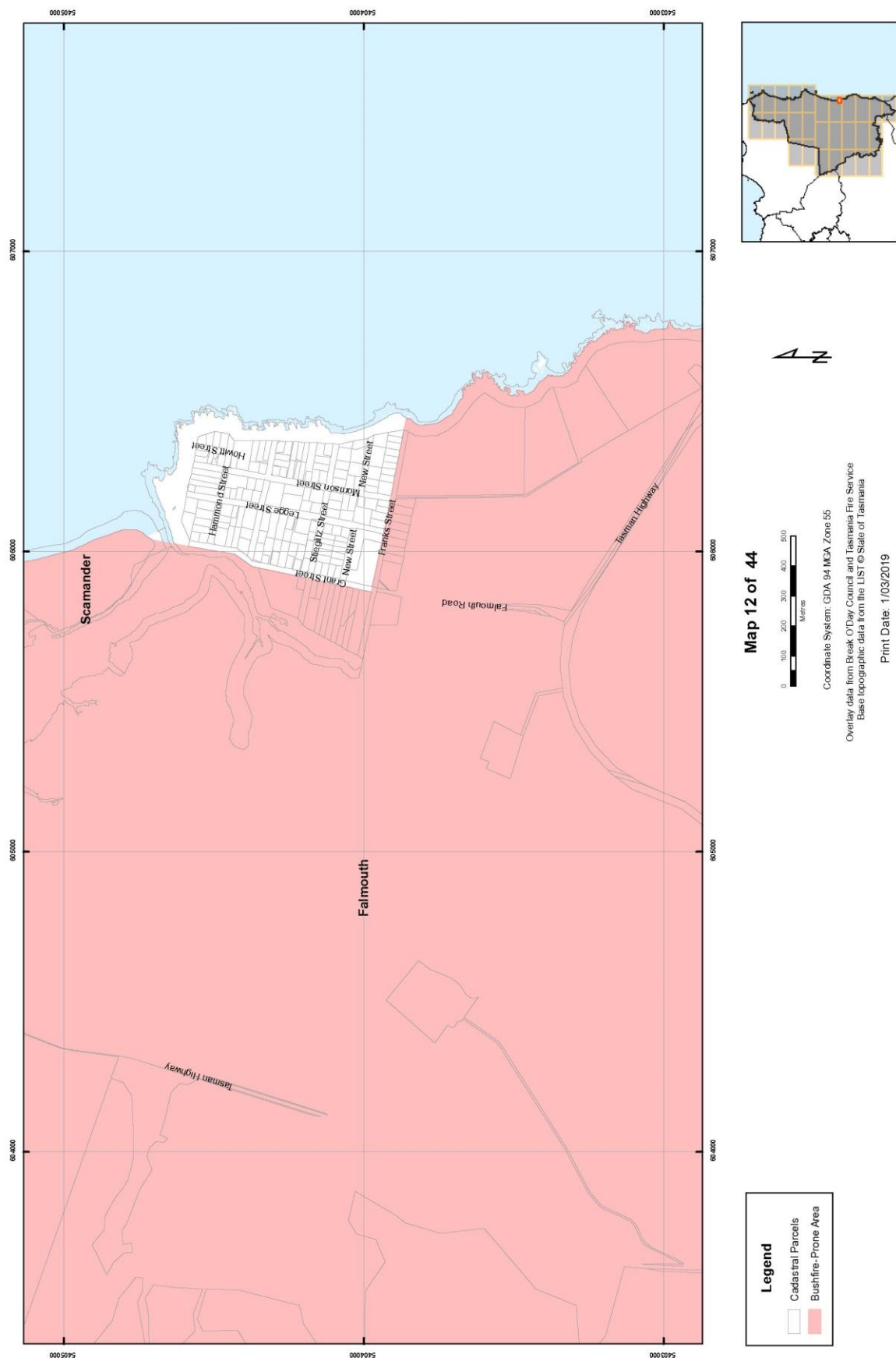
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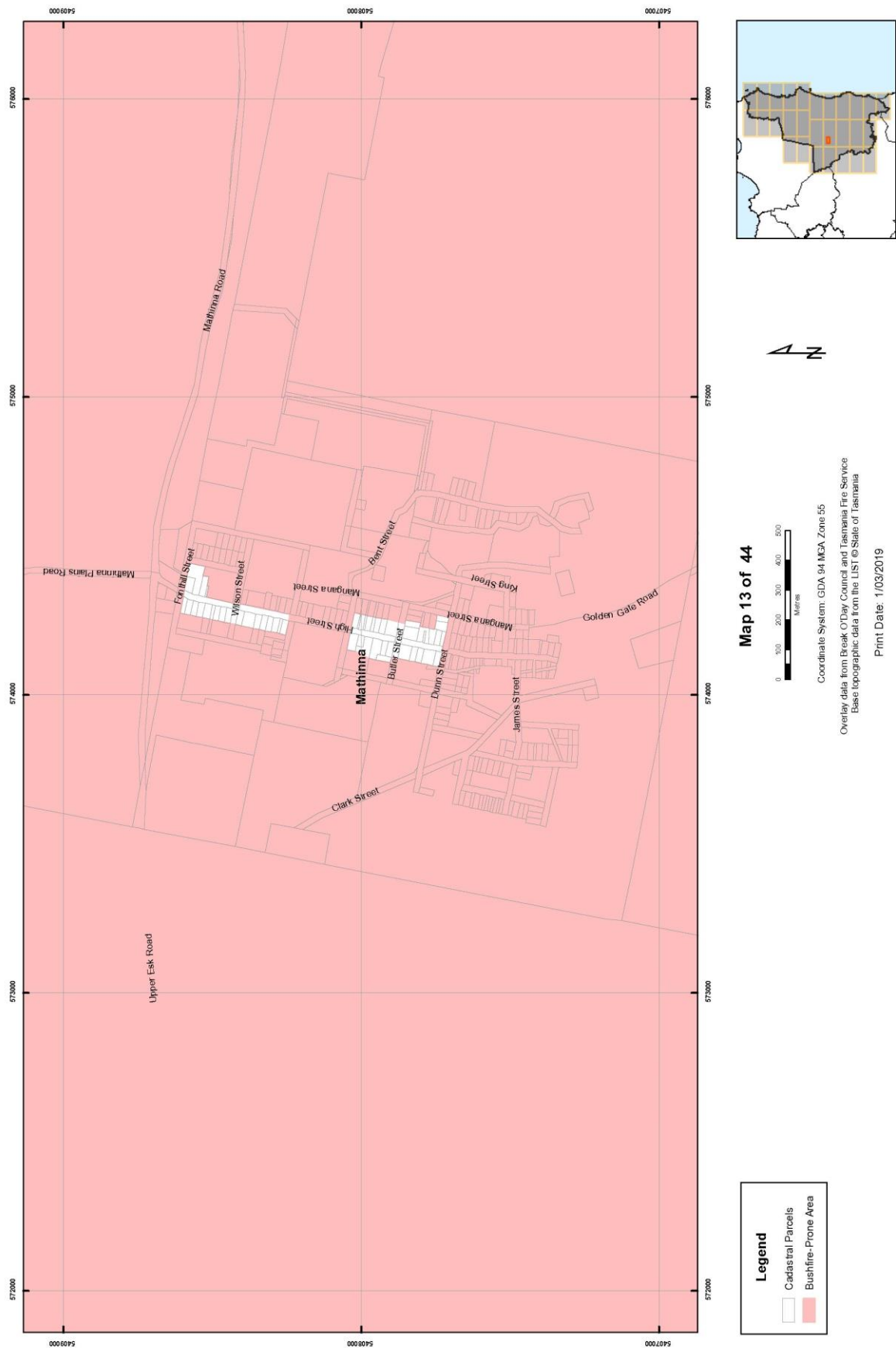
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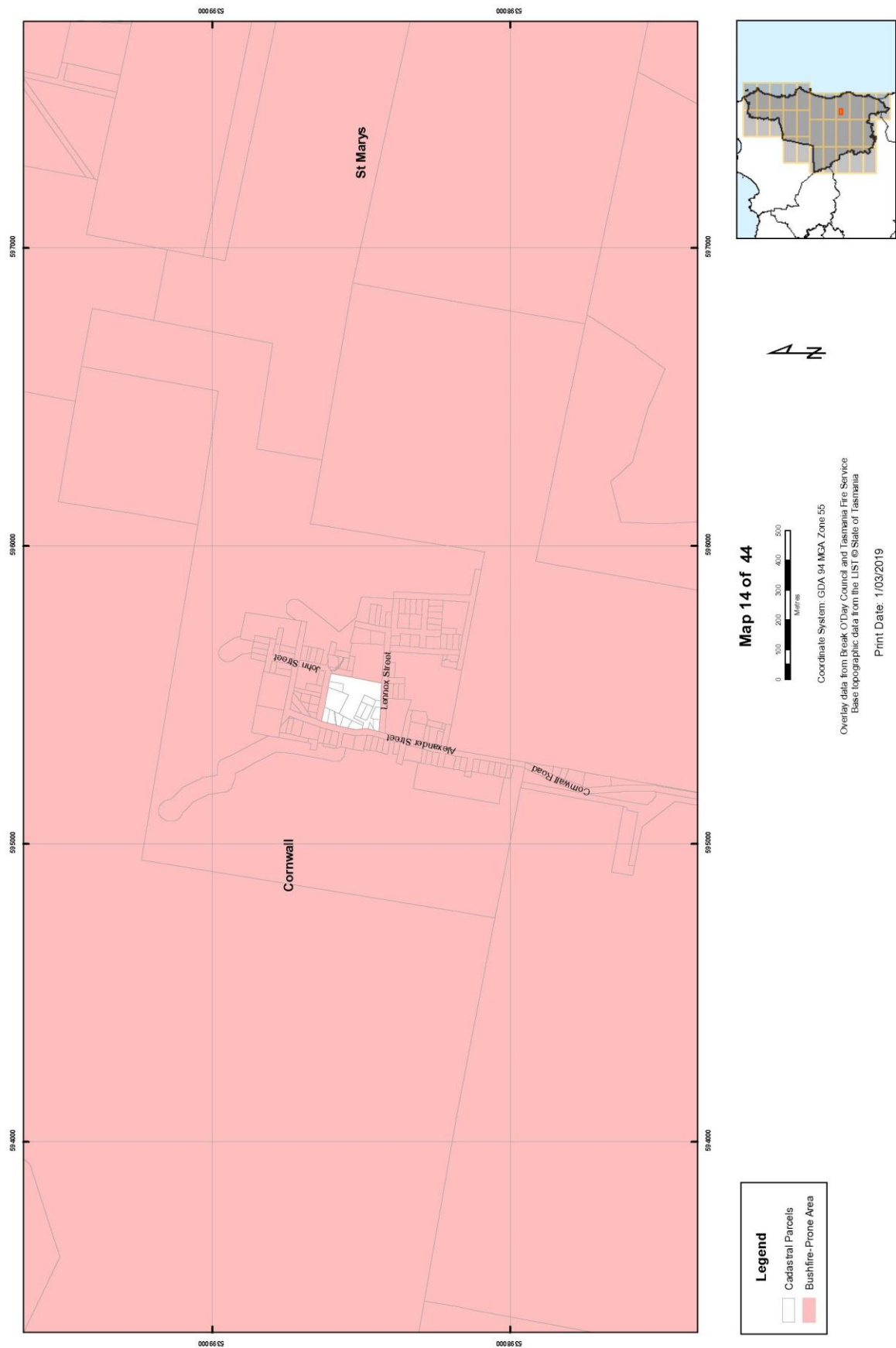
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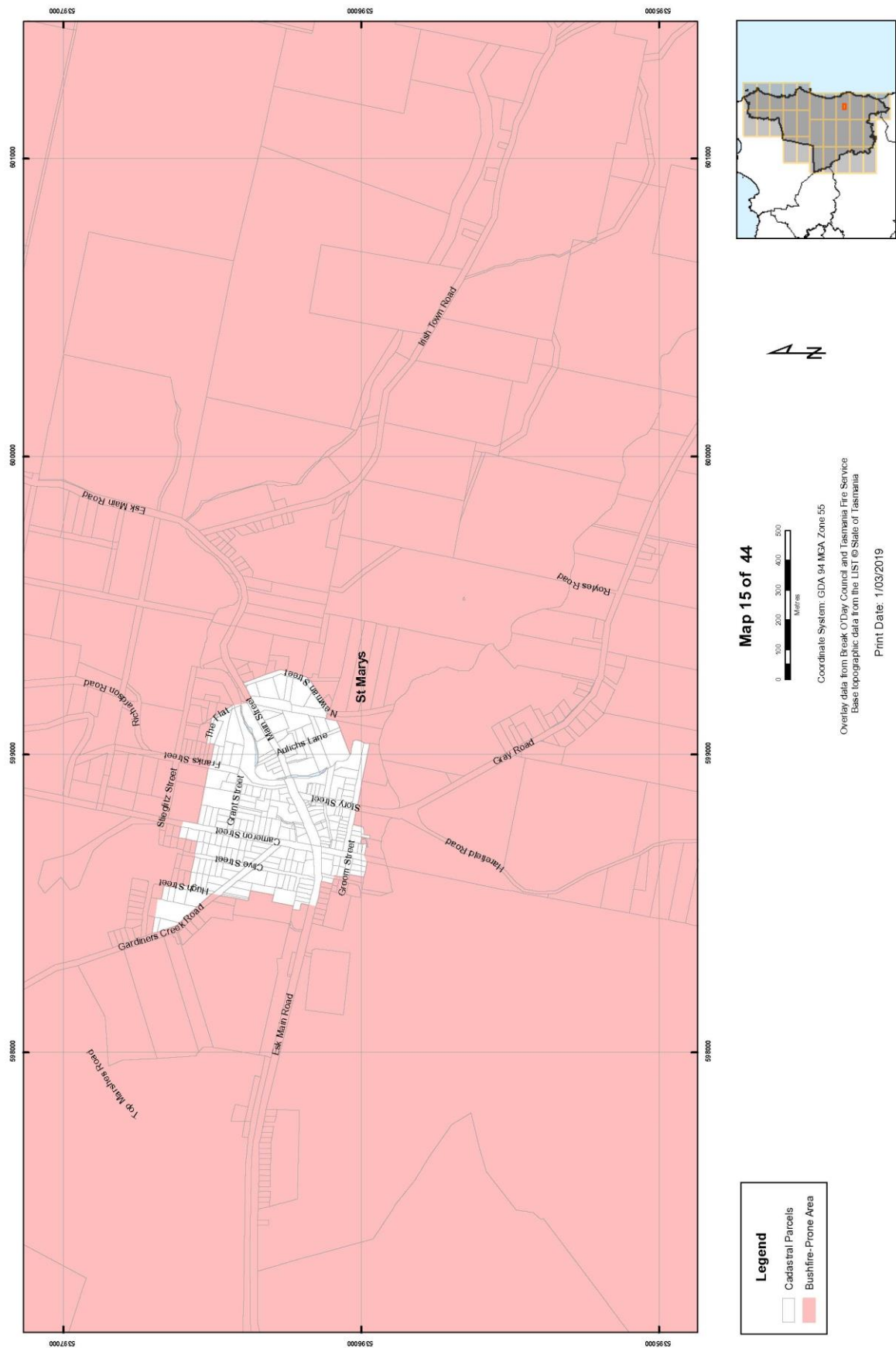
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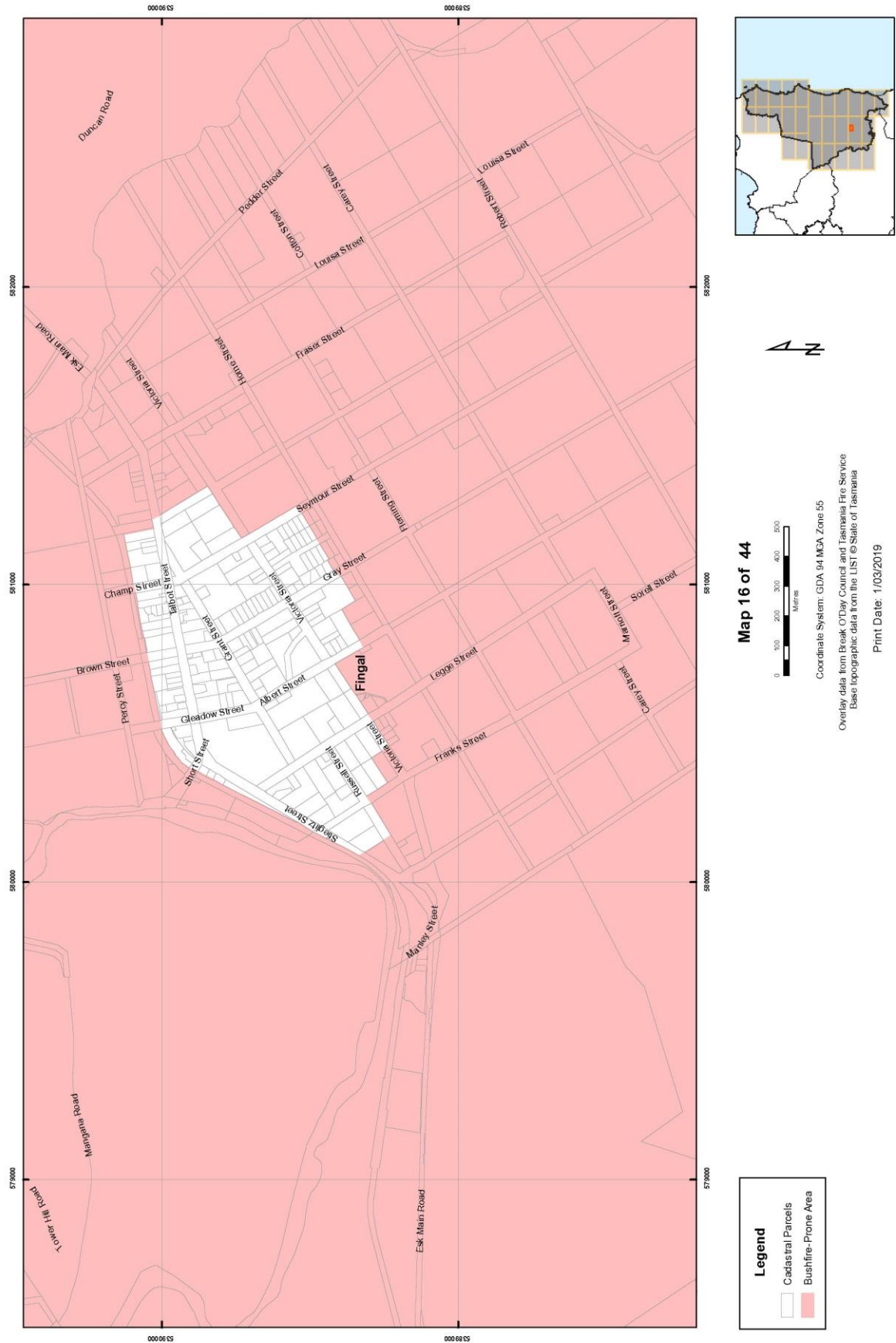
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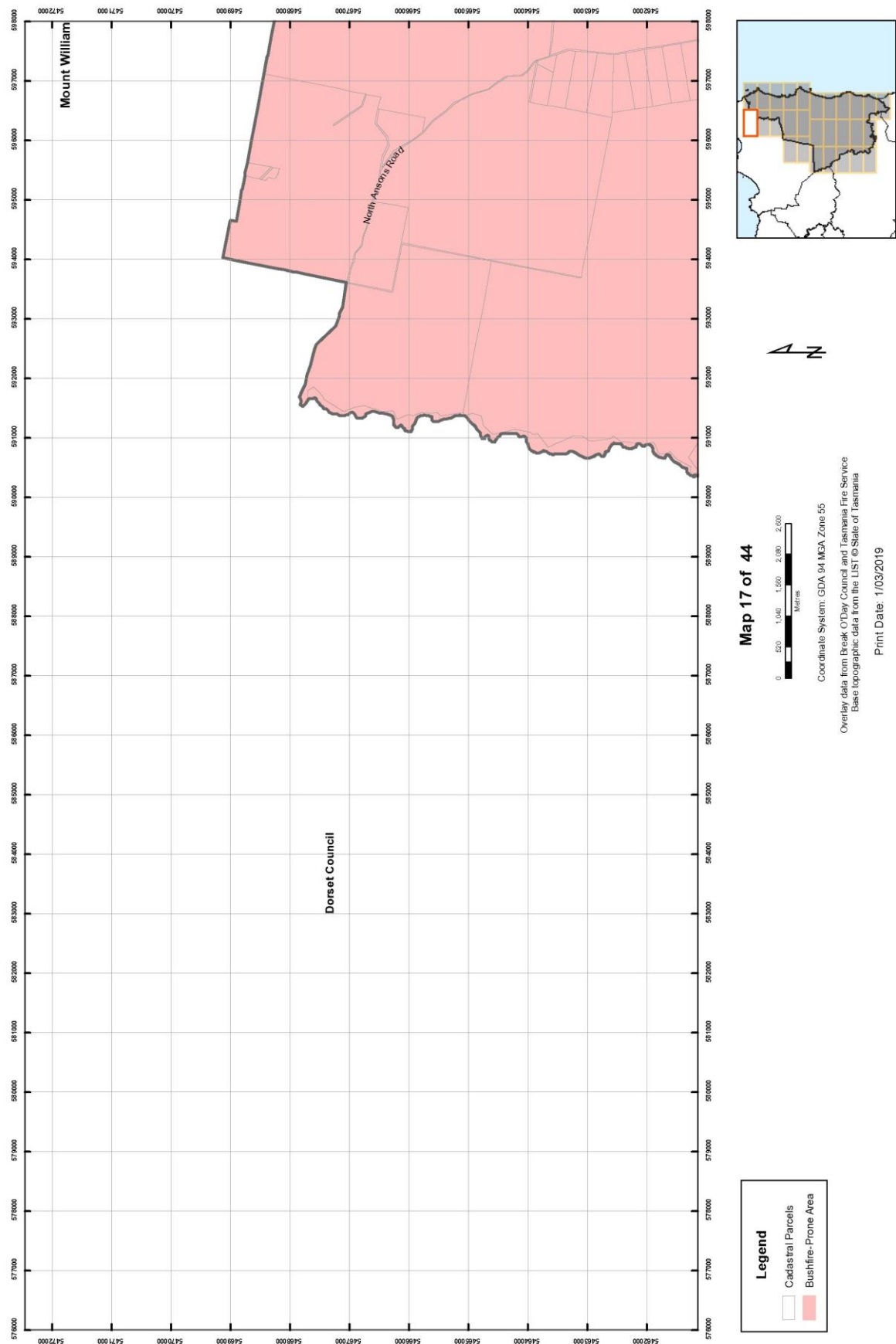
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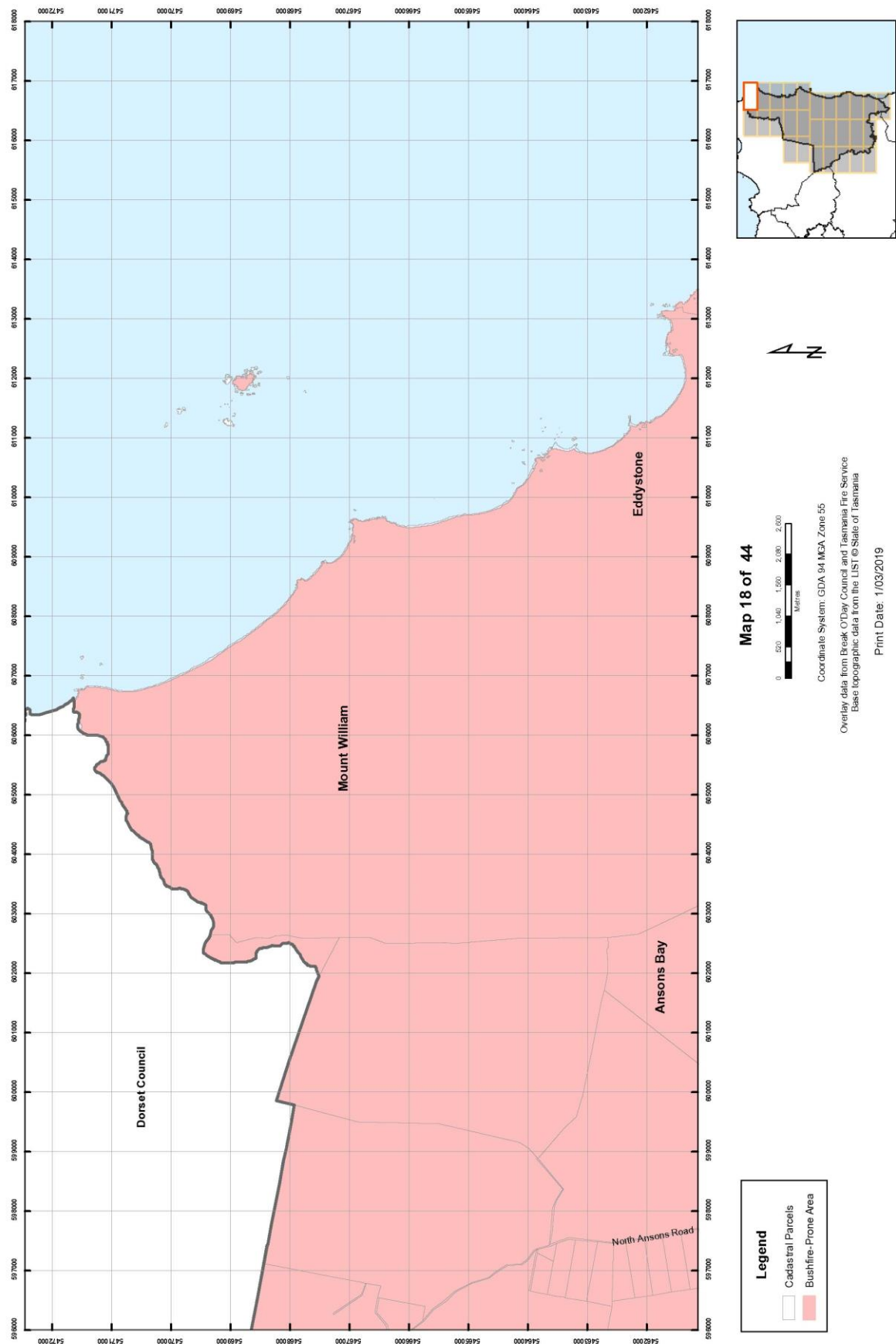
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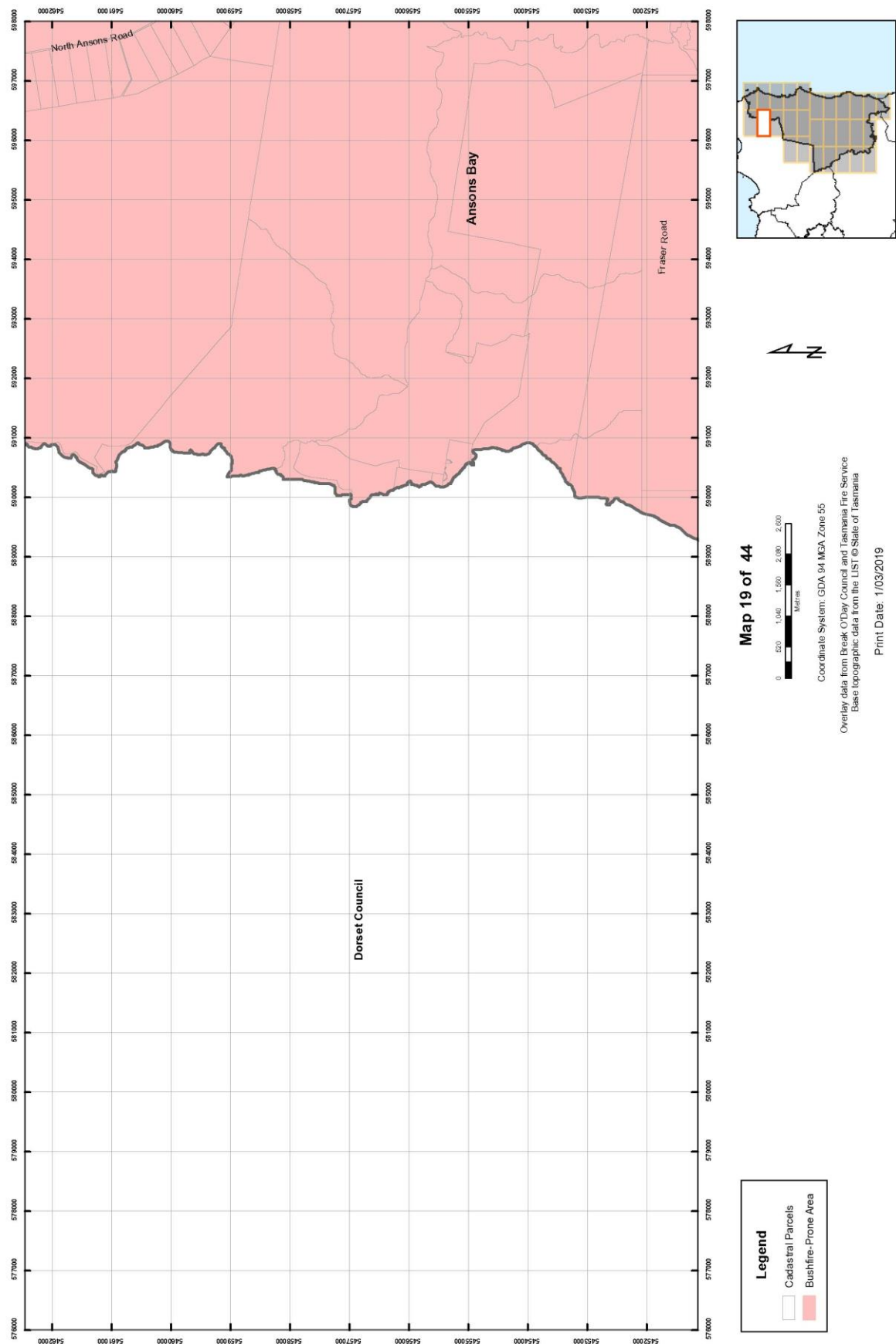
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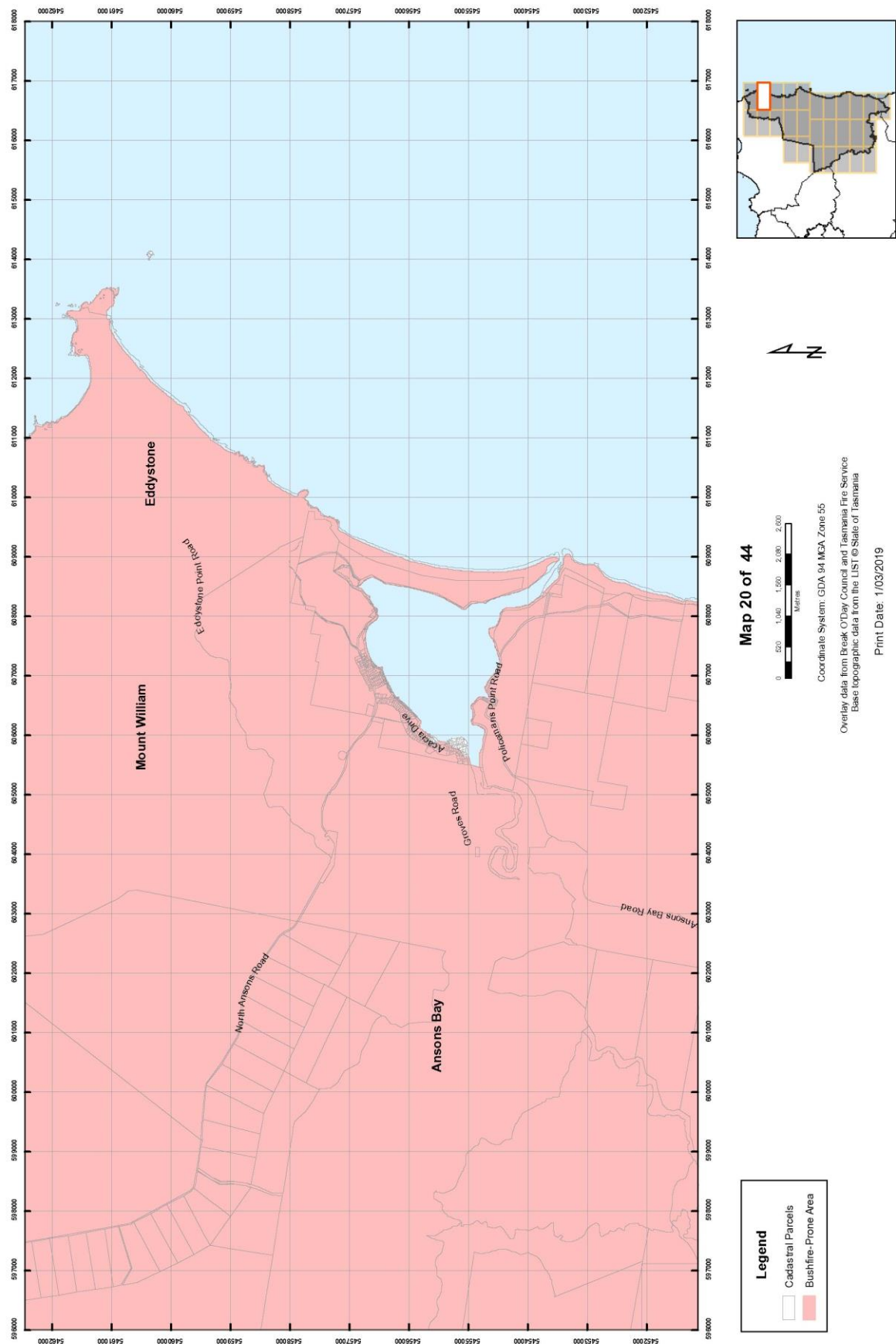
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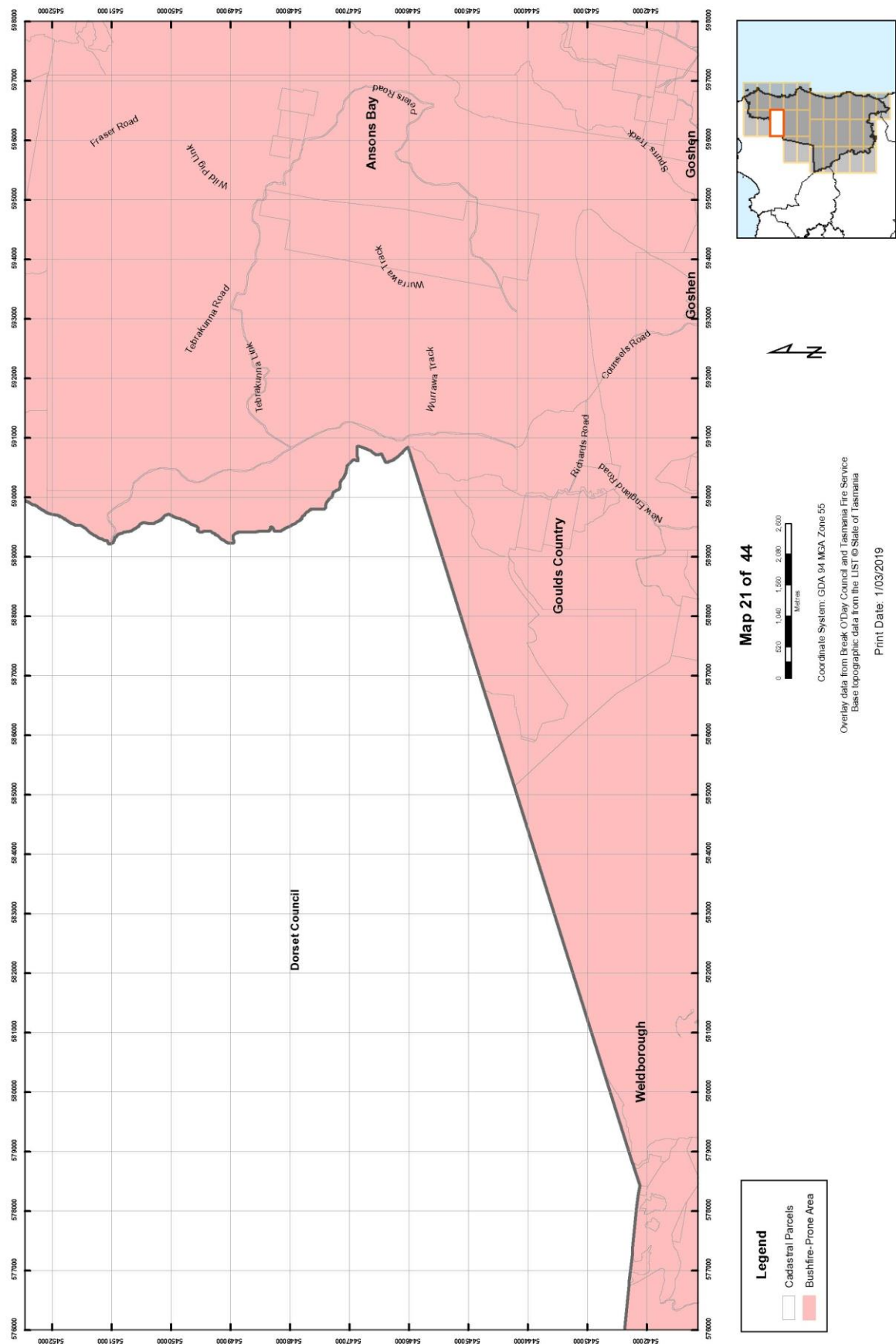
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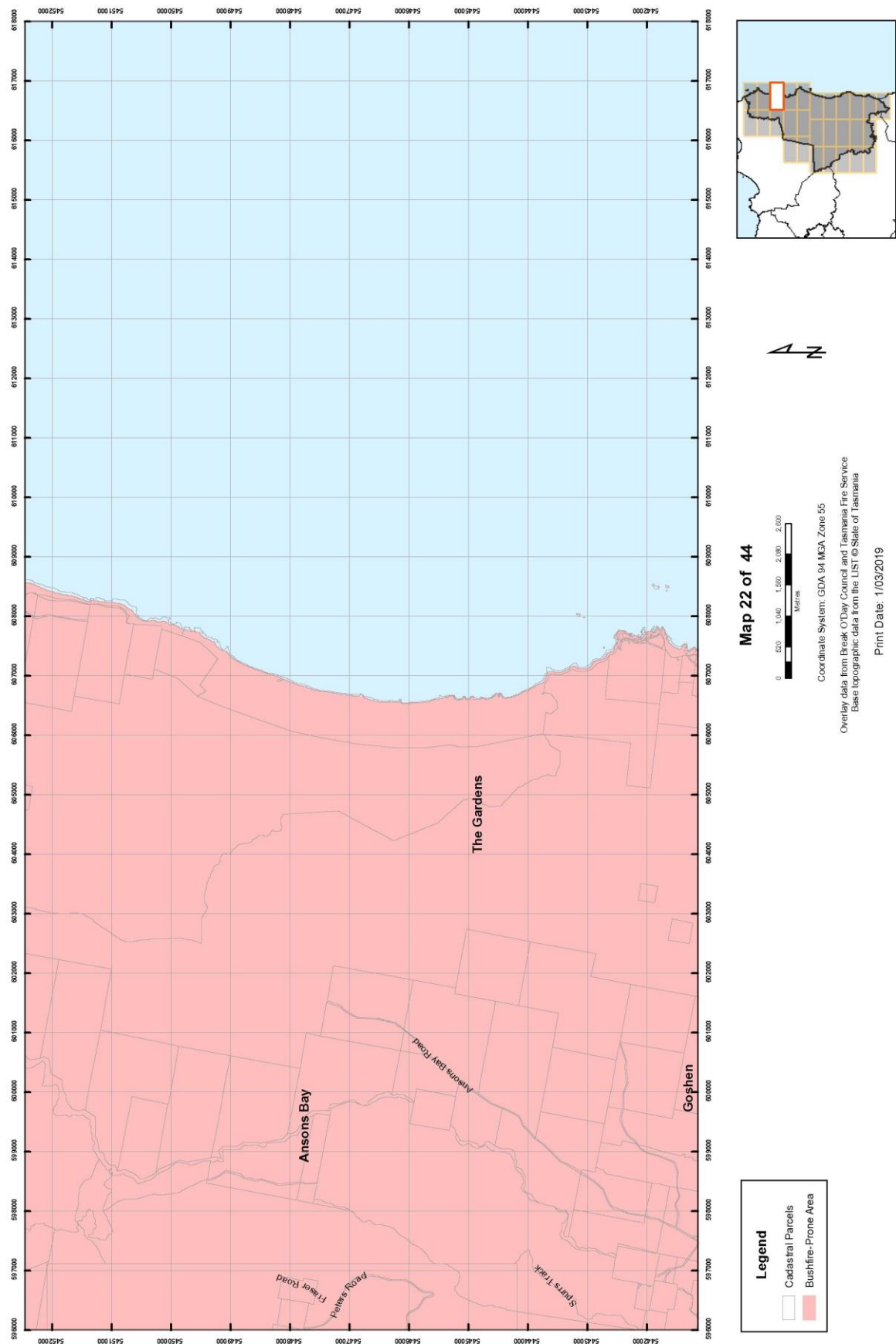
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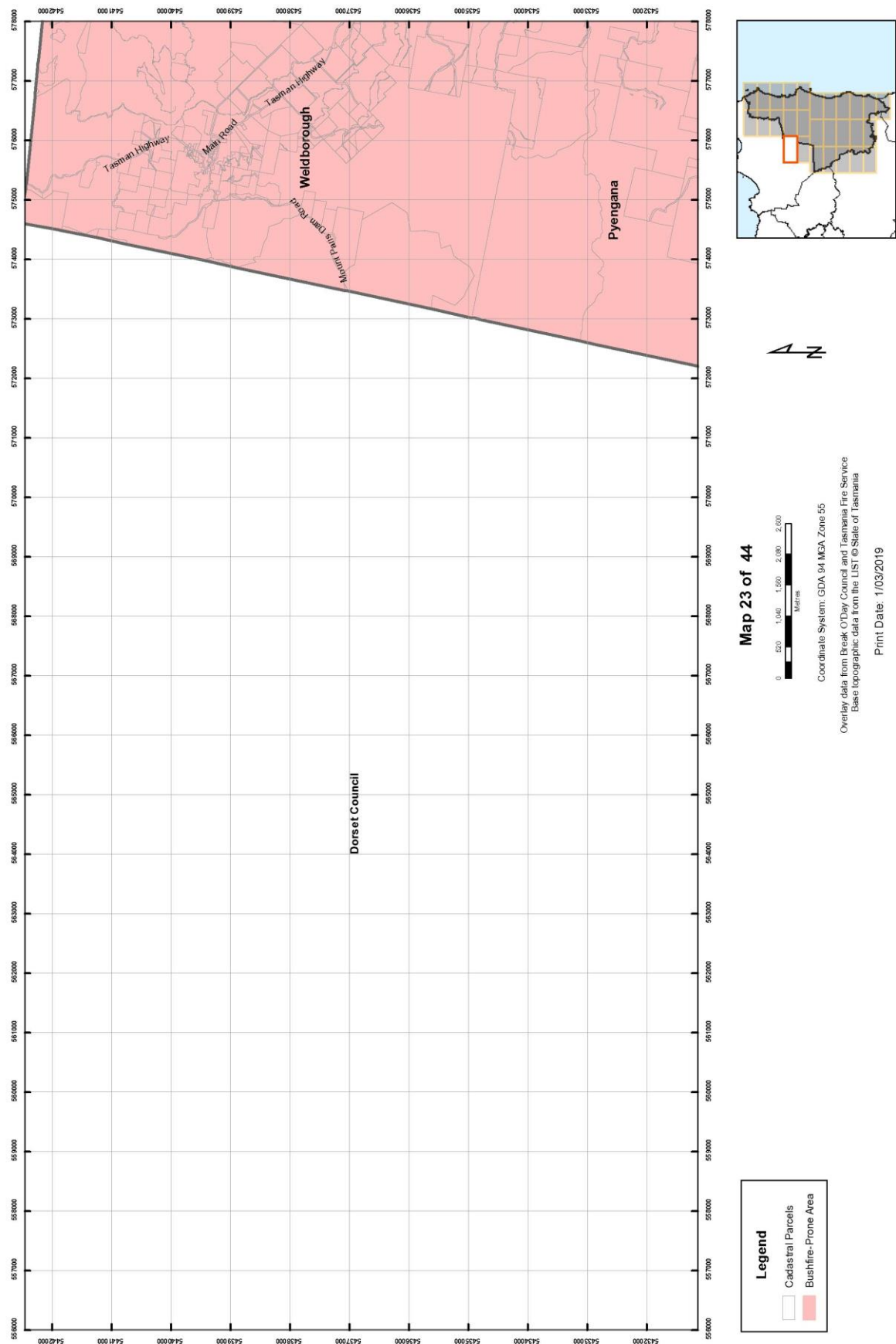
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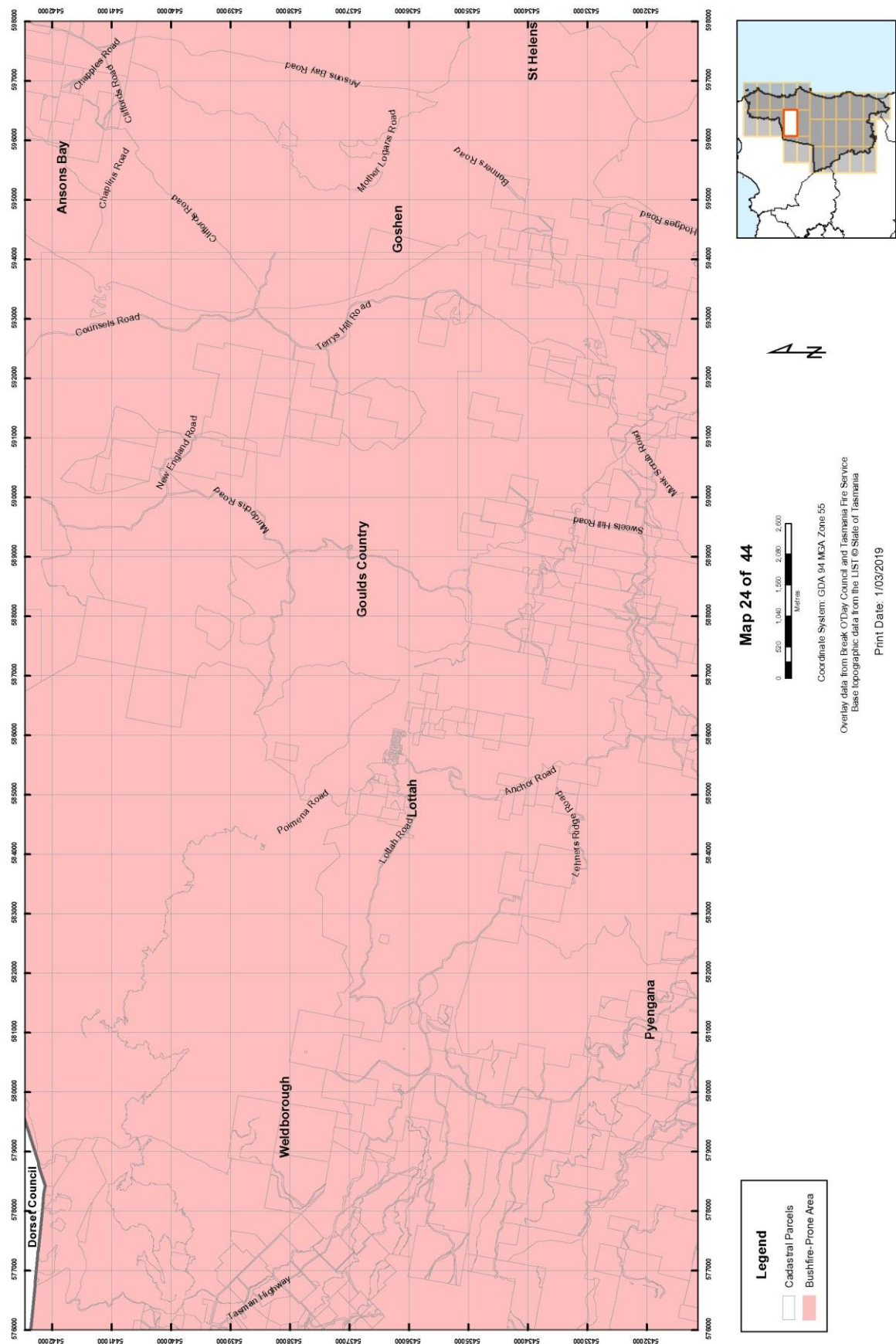
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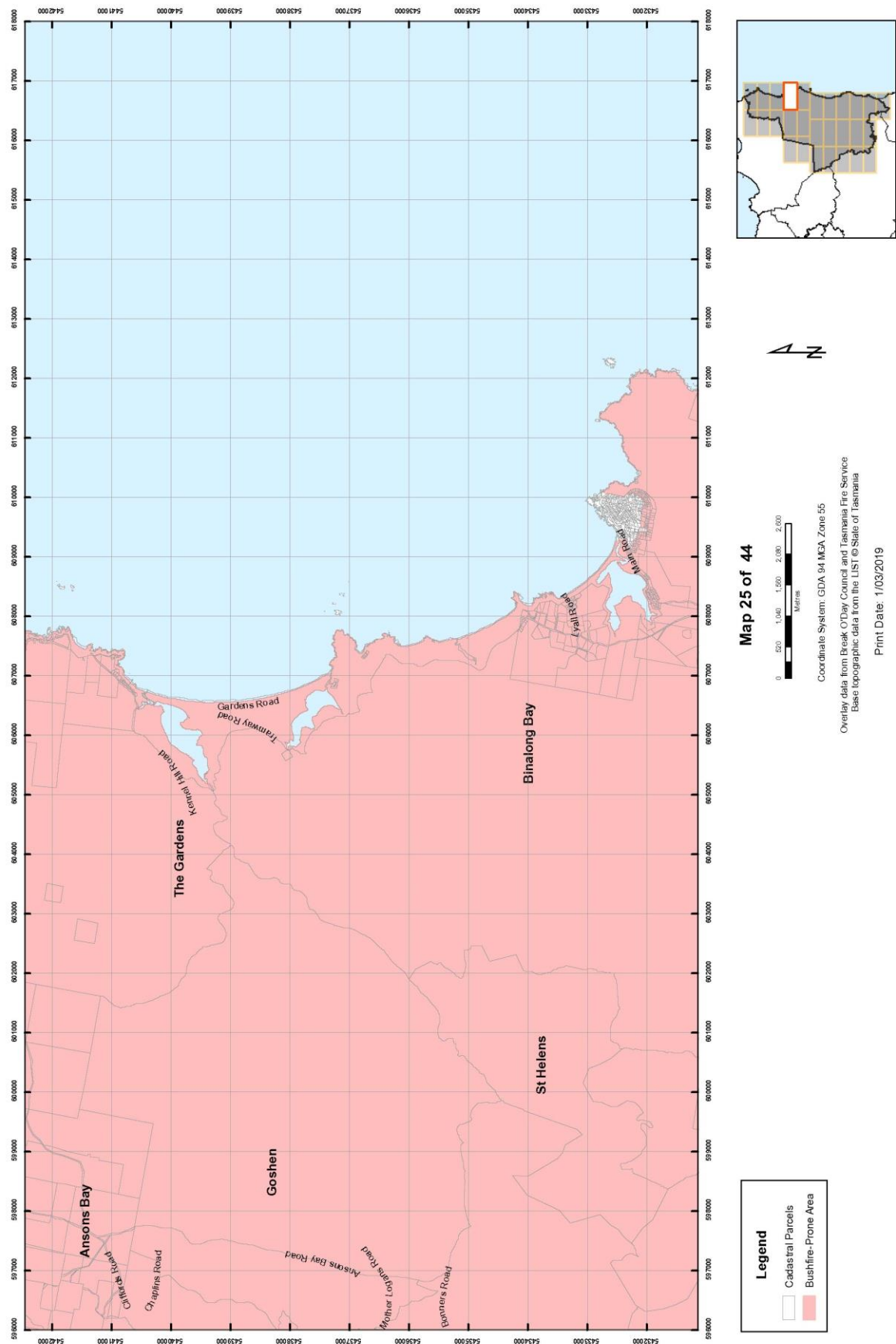
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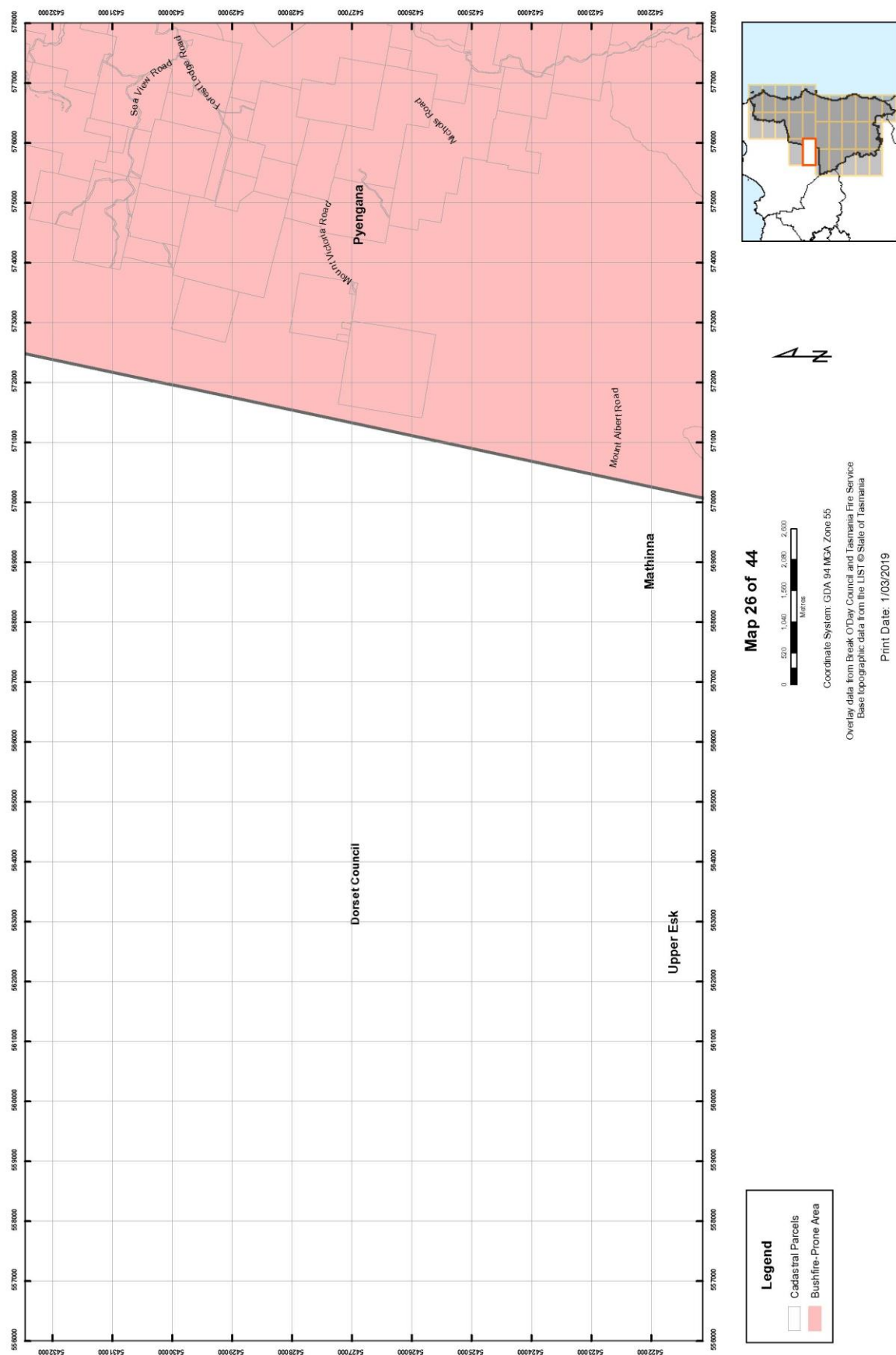
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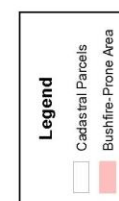


BREAK O'DAY INTERIM PLANNING SCHEME 2013 - BUSHFIRE-PRONE AREAS OVERLAY



BREAK O'DAY INTERIM PLANNING SCHEME 2013 - BUSHFIRE-PRONE AREAS OVERLAY



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Coordinate System: GDA 94 MGA Zone 55

Overlay data from Break O'Day Council and Tasmania Fire Service
Base topographic data from the LIST © State of Tasmania

Print Date: 1/03/2019



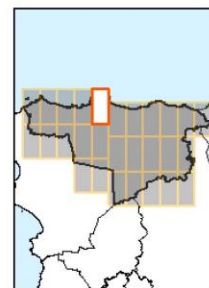


| Age Group | Male (White) | Female (Black) |
|-----------|--------------|----------------|
| 0-10 | ~100 | ~100 |
| 11-20 | ~200 | ~200 |
| 21-30 | ~400 | ~400 |
| 31-40 | ~800 | ~800 |
| 41-50 | ~1,200 | ~1,200 |
| 51-60 | ~1,600 | ~1,600 |
| 61-70 | ~1,800 | ~1,800 |
| 71-80 | ~2,000 | ~2,000 |
| 81-90 | ~1,800 | ~1,800 |

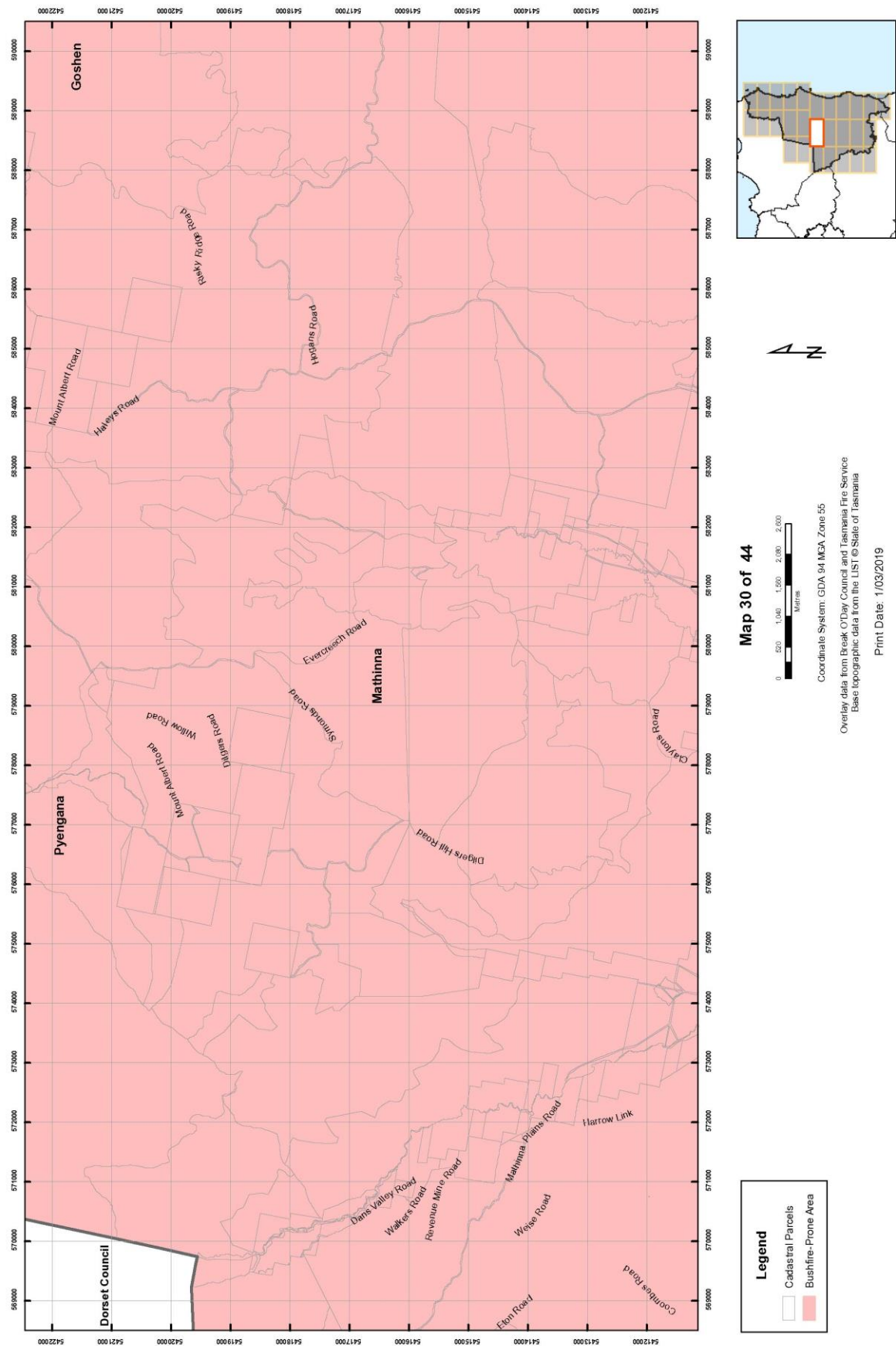
Coordinate System: GDA 94 MGA Zone 55

Overlay data from Break O'Day Council and Tasmania Fire Service
Base topographic data from the LIST © State of Tasmania

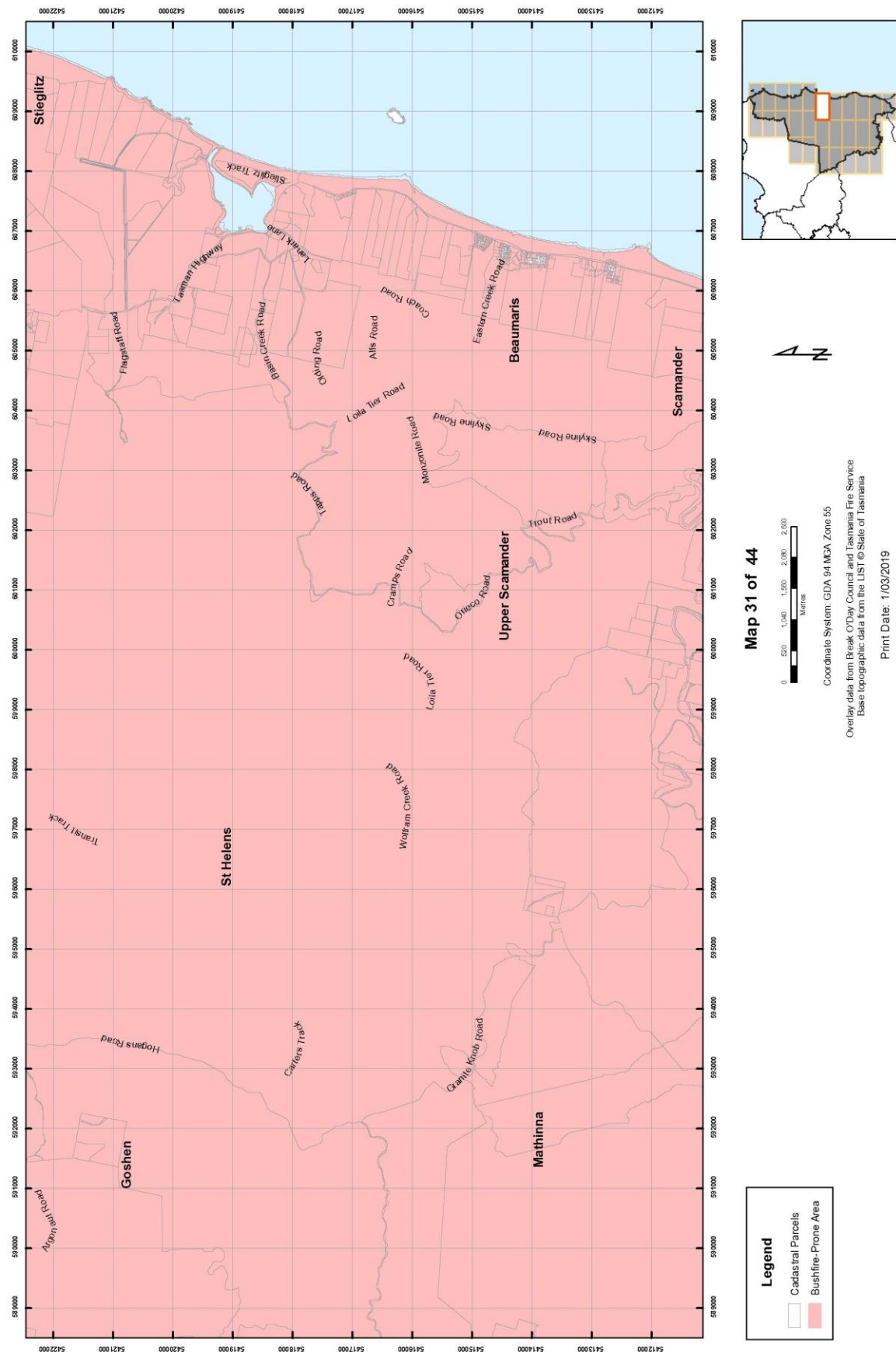
Print Date: 1/03/2019



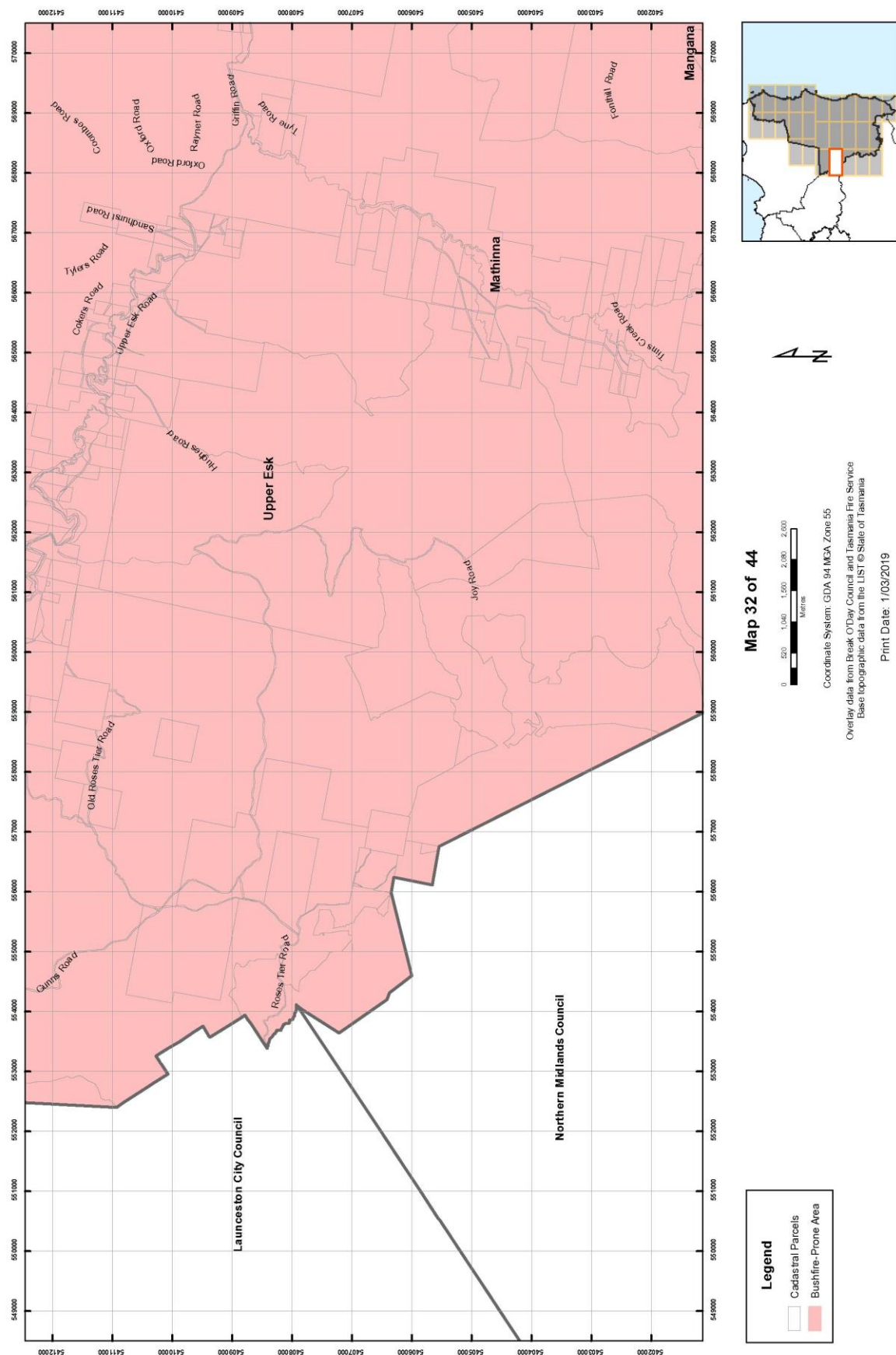
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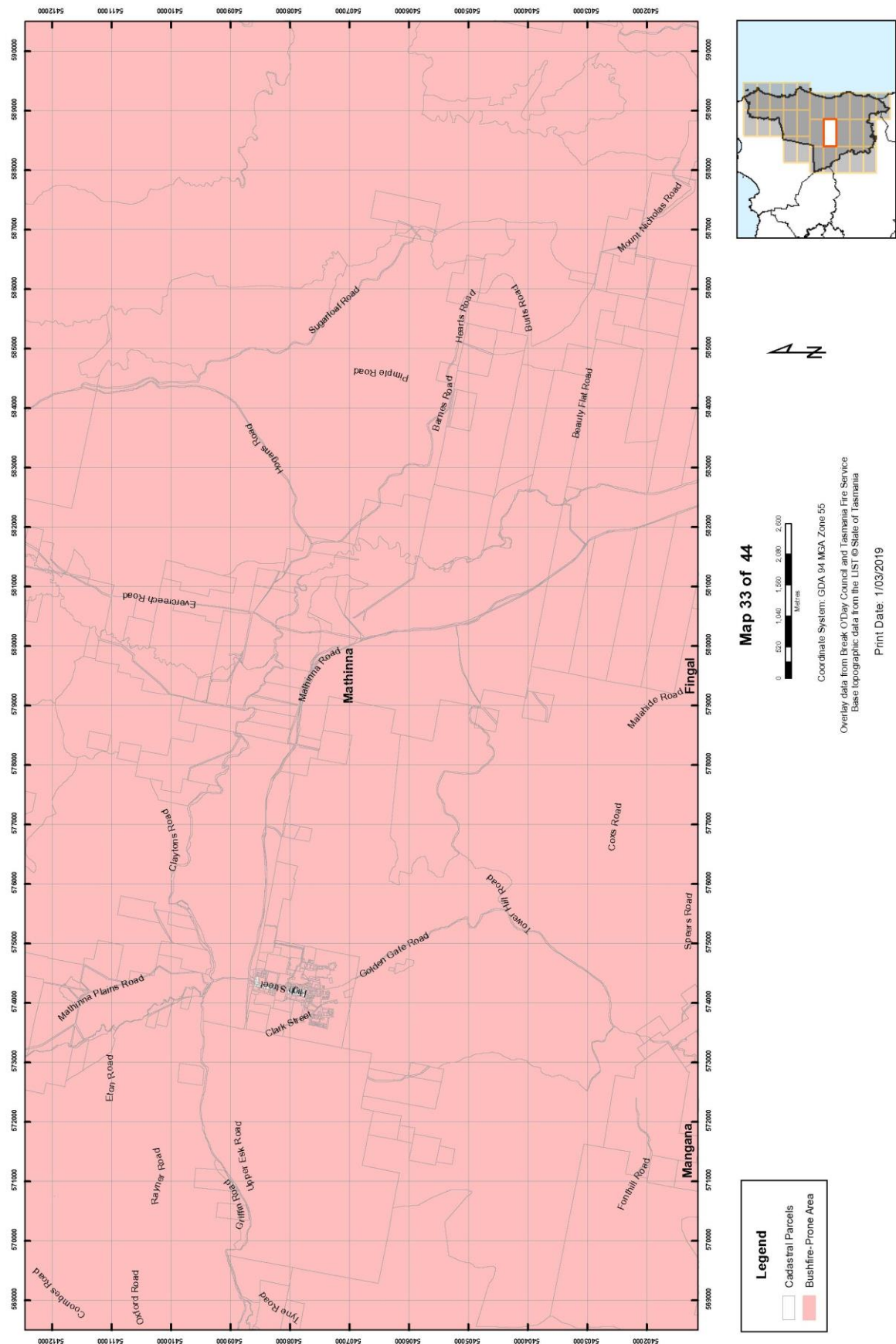
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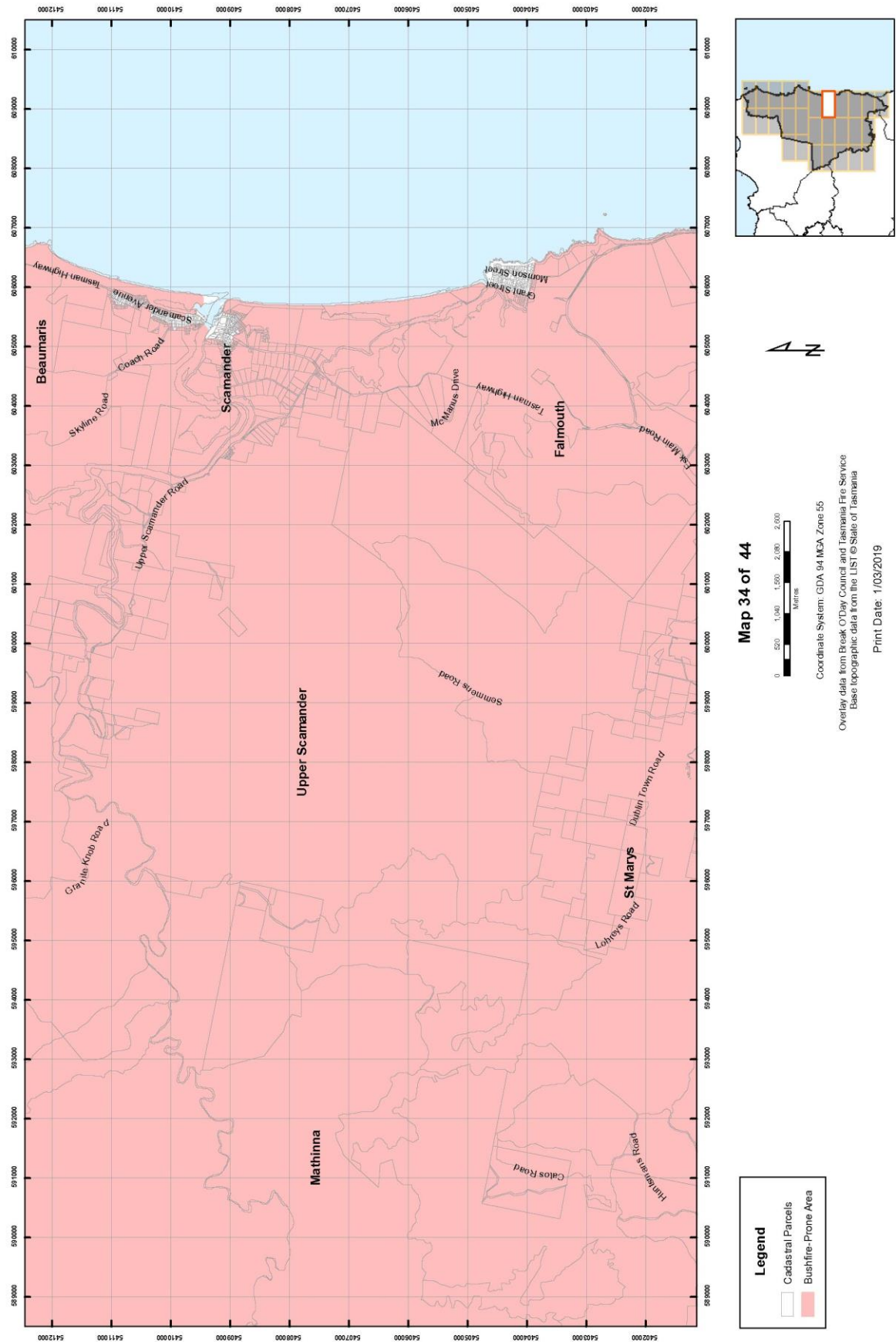
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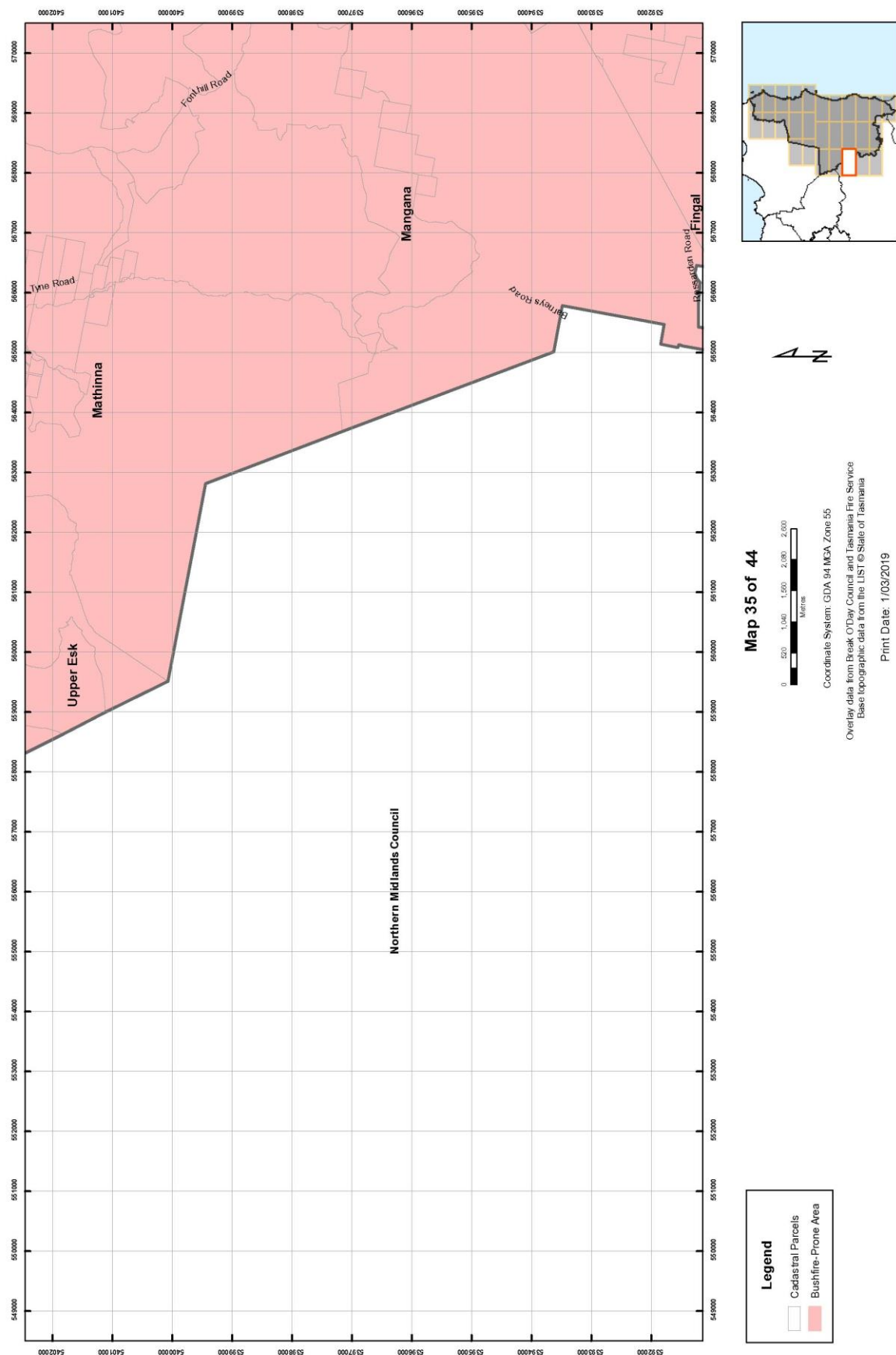
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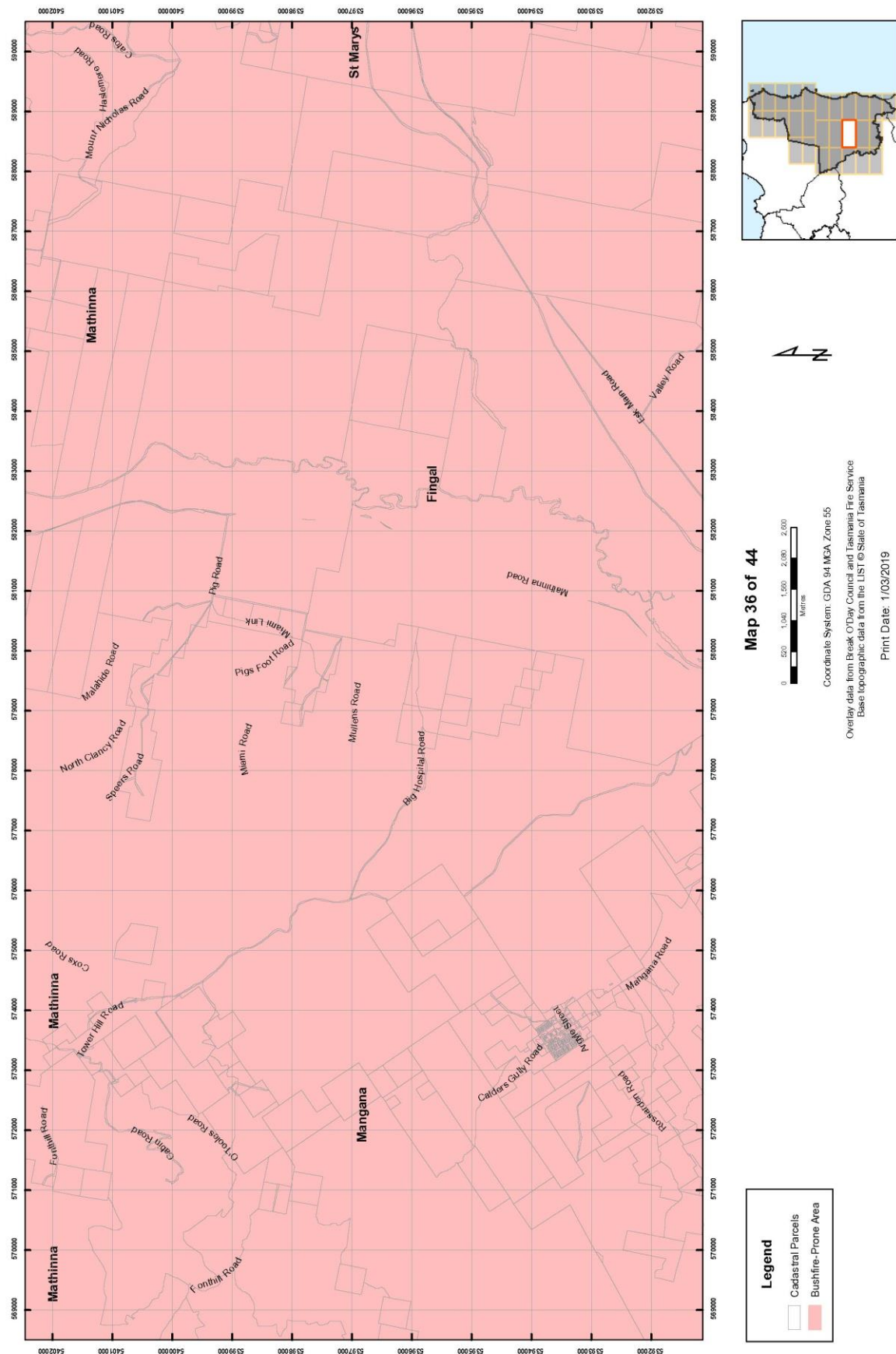
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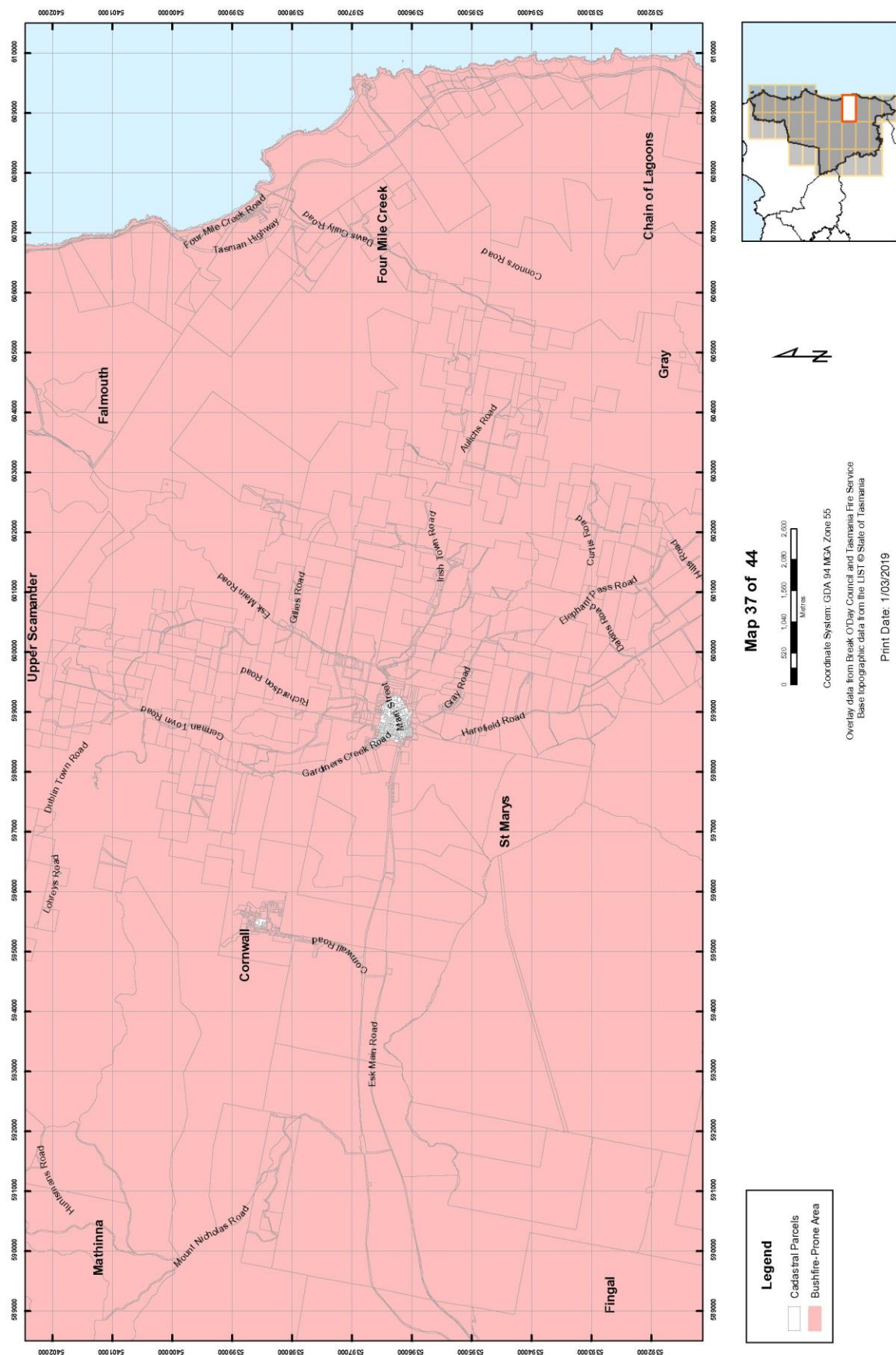
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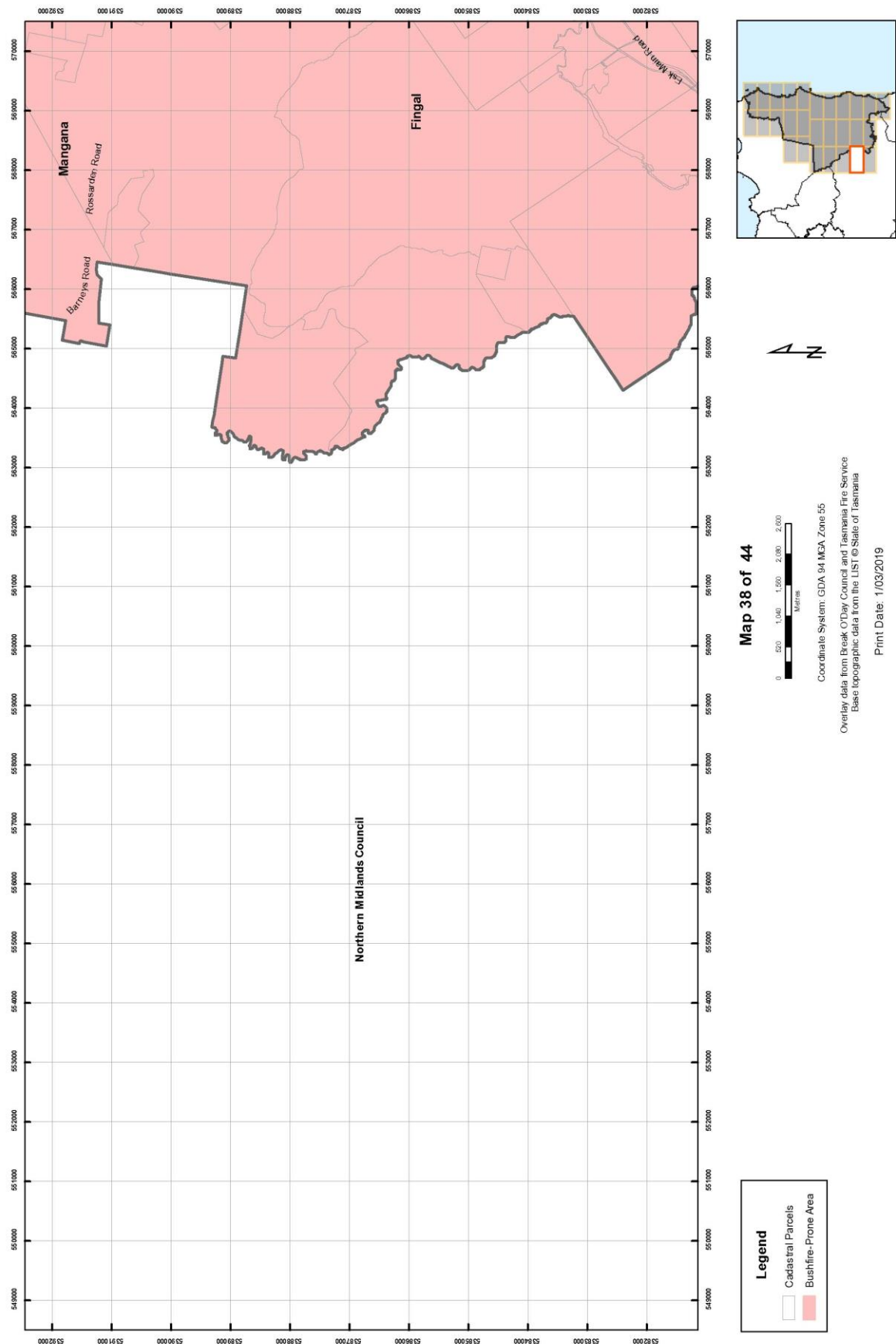
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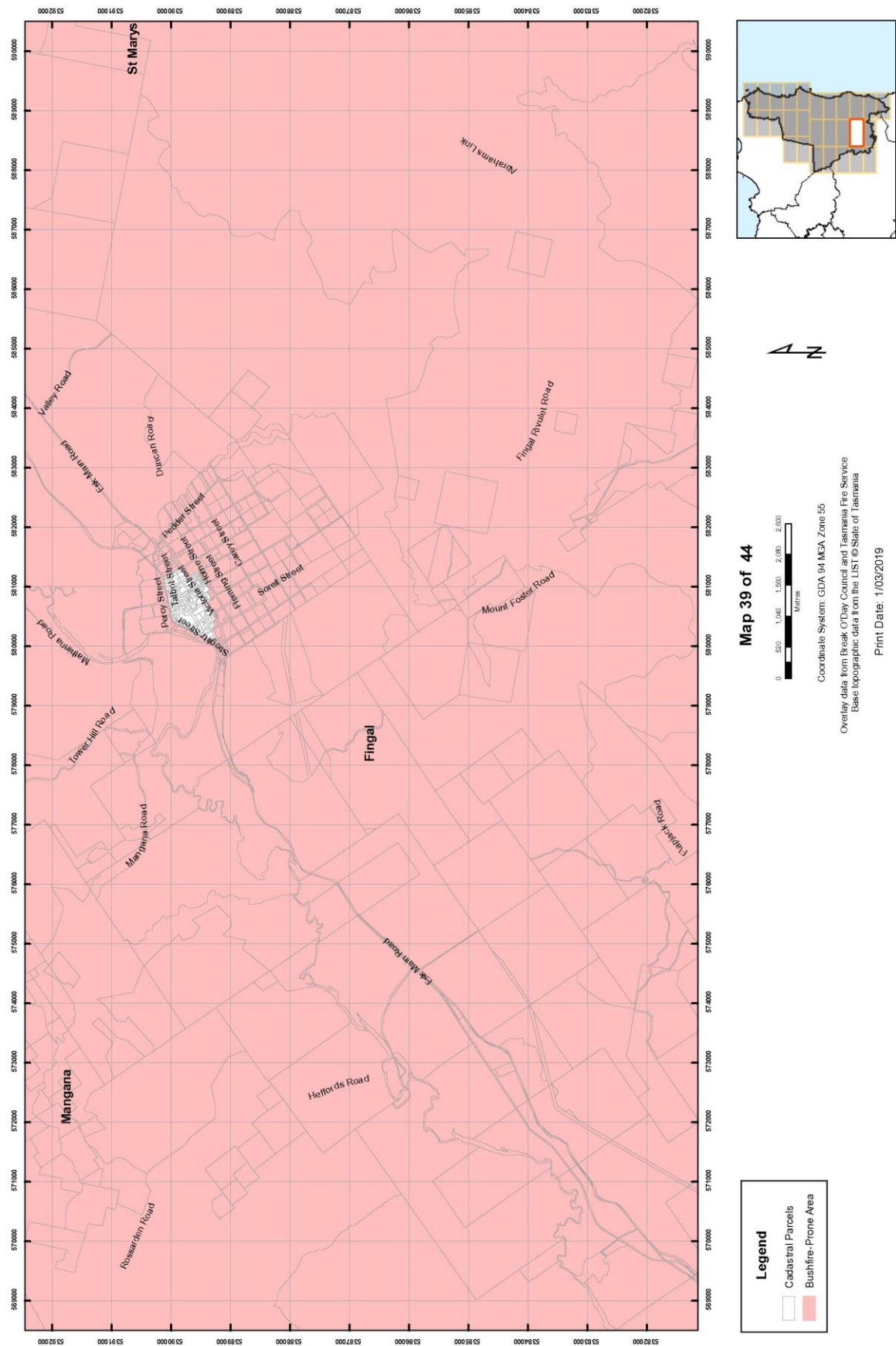
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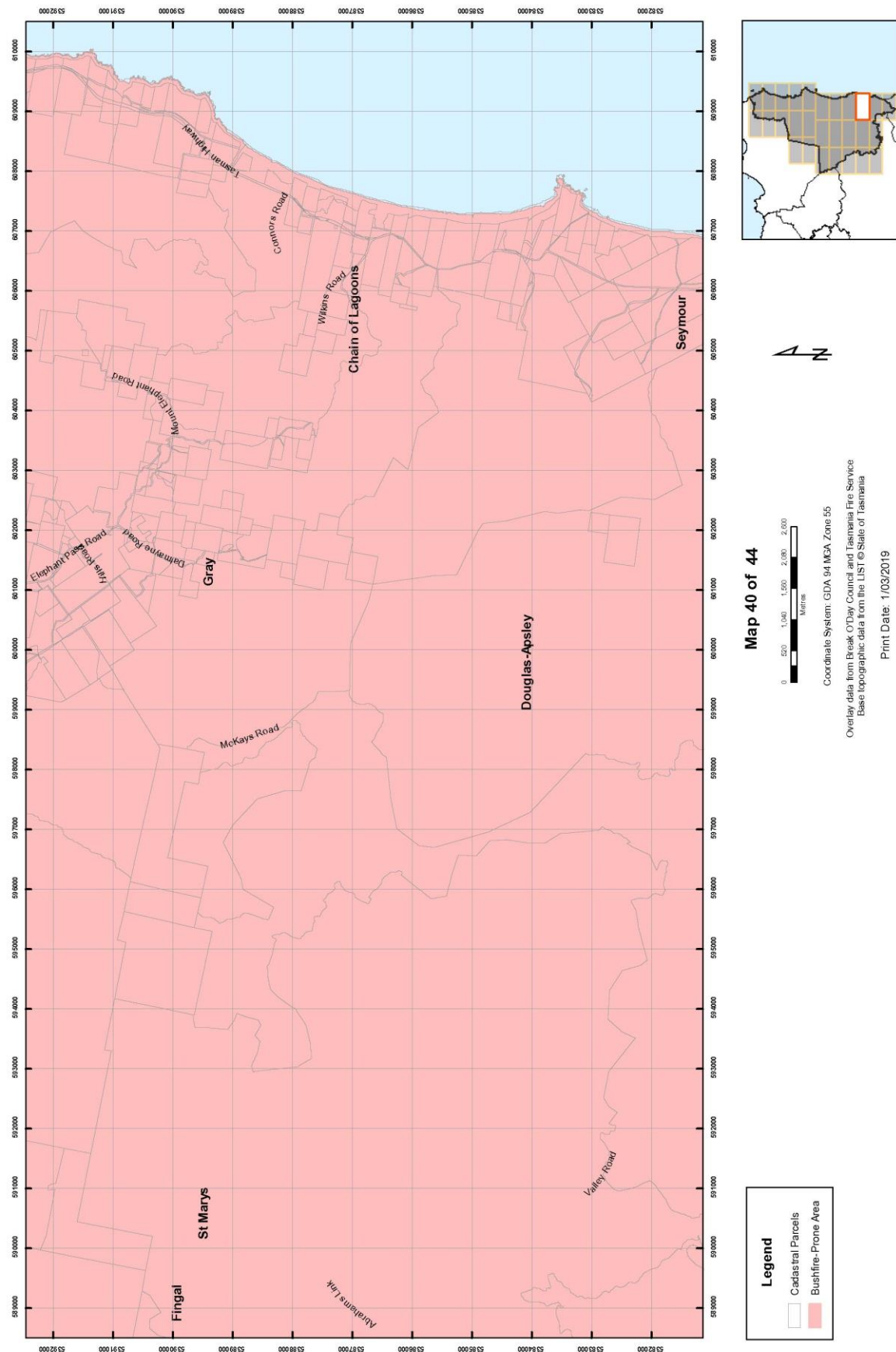
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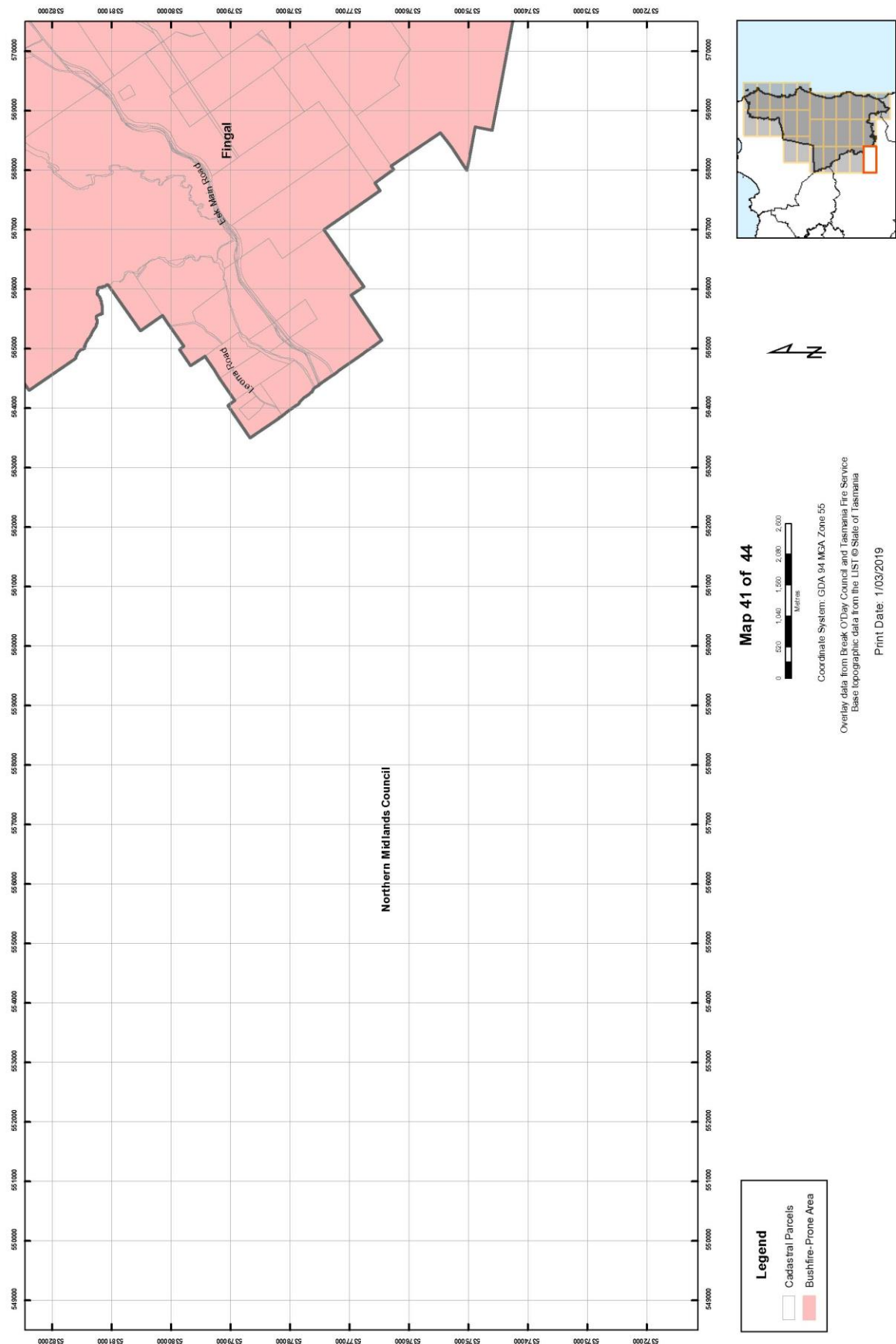
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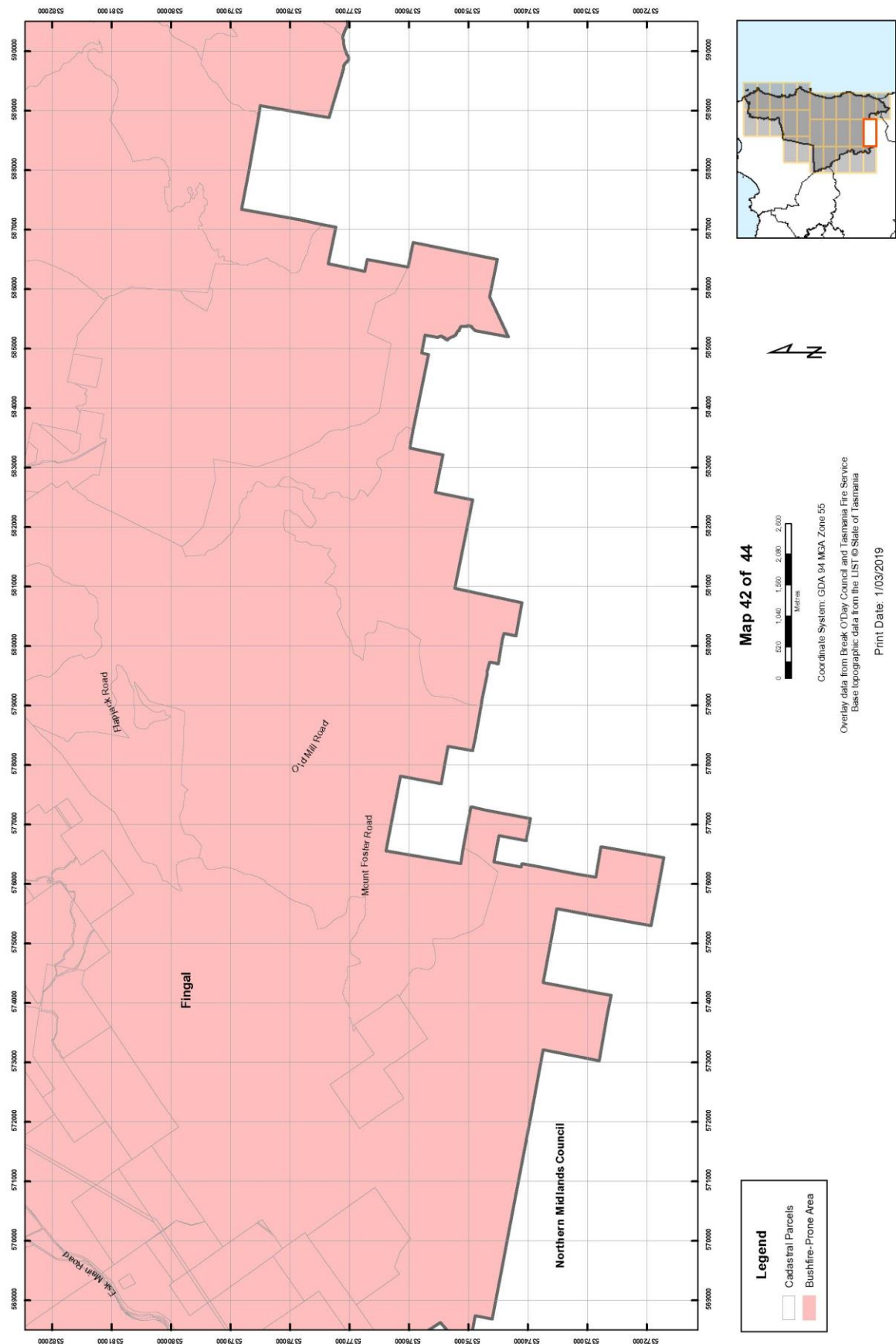
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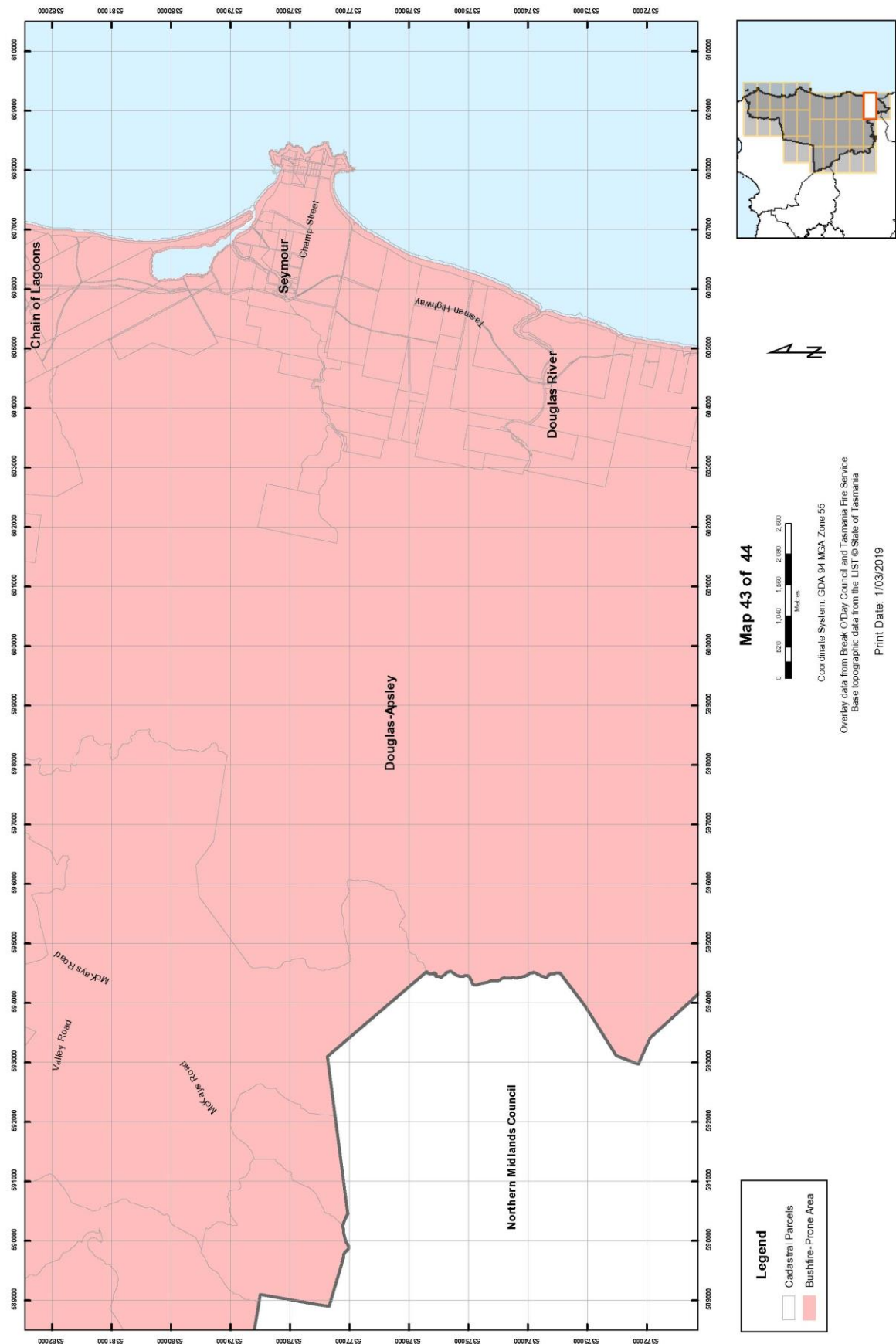
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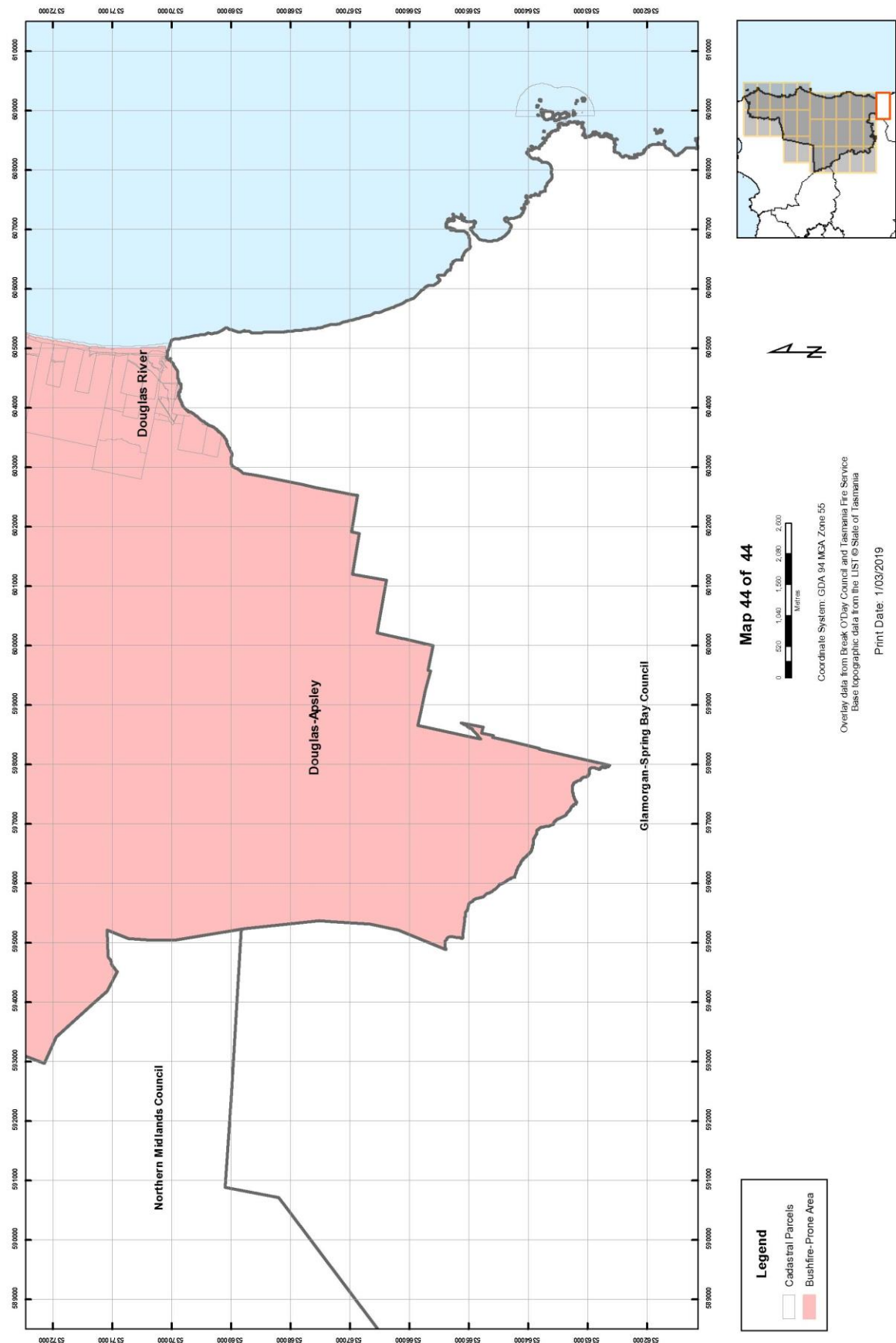
BREAK O'DAY INTERIM PLANNING SCHEME 2013 - BUSHFIRE-PRONE AREAS OVERLAY



BREAK O'DAY INTERIM PLANNING SCHEME 2013 - BUSHFIRE-PRONE AREAS OVERLAY



BREAK O'DAY INTERIM PLANNING SCHEME 2013 - BUSHFIRE-PRONE AREAS OVERLAY



03/19.6.1 Application to Amend the Break O'Day Interim Planning Scheme

| | |
|----------------|------------------|
| FILE REFERENCE | Amendment 2/2019 |
|----------------|------------------|

DECISION STATEMENT:

To determine an application for amendment to the *Break O'Day Interim Planning Scheme 2013* to insert Bushfire-Prone Areas Overlay maps into the planning scheme as recommended by the Tasmania Fire Service (TFS).

RECOMMENDATION:

That the Council:

3. Acting as Planning Authority, under Section 34 (1) (b) (former provisions) of the ***Land Use Planning and Approvals Act 1993***, initiate draft amendment 2/2019 to amend the ***Break O'Day Interim Planning Scheme 2013*** by:
 - a. inserting a Bushfire-Prone Areas Overlay map as shown in Appendix A to Bushfire-Prone Areas Overlay, Break O'Day LGA Planning Report, Tasmania Fire Service, March 2019; and
 - b. Amendment to clause 1.2.1 to refer to the additional overlay maps by insert after "Overlay maps marked 1 to 84." the following words: *including Bushfire-Prone Area Overlay maps 1 to 44.*
4. Acting as Planning Authority, under Section 35 (1) (former provisions) of the *Land Use Planning and Approvals Act 1993* resolve to certify draft amendment 2/2019, to the *Break O'Day Interim Planning Scheme 2013* as meeting the requirements specified in Section 32 (former provisions) and place it on Public Exhibition for 28 days, in accordance with Section 38 (former provisions) of the Act.

DISCUSSION:

- Clr McGiveron stated that the workshop presentation with Tasmania Fire Service (TFS) was very informative and gives certainty.
- Clr McGuinness stated that he backs up the comments made by Clr McGiveron.
- Clr Wright asked in relation to the landslip areas as she was not at the workshop and can't see any reference to this in the report. The Building Services Coordinator stated that at this stage this will still be declared a Bushfire Prone Area and it will be looked at further by TFS.

COUNCIL DECISION:

03/19.6.1.44 Moved: Clr J McGiveron / Seconded: Clr G McGuinness

That the Council:

1. Acting as Planning Authority, under Section 34 (1) (b) (former provisions) of the ***Land Use Planning and Approvals Act 1993***, initiate draft amendment 2/2019 to amend the ***Break O'Day Interim Planning Scheme 2013*** by:
 - a. inserting a Bushfire-Prone Areas Overlay map as shown in Appendix A to Bushfire-Prone Areas Overlay, Break O'Day LGA Planning Report, Tasmania Fire Service, March 2019; and
 - b. Amendment to clause 1.2.1 to refer to the additional overlay maps by insert after "Overlay maps marked 1 to 84." the following words: *including Bushfire-Prone Area Overlay maps 1 to 44.*
2. Acting as Planning Authority, under Section 35 (1) (former provisions) of the *Land Use Planning and Approvals Act 1993* resolve to certify draft amendment 2/2019, to the *Break O'Day Interim Planning Scheme 2013* as meeting the requirements specified in Section 32 (former provisions) and place it on Public Exhibition for 28 days, in accordance with Section 38 (former provisions) of the Act.

CARRIED UNANIMOUSLY

| ACTION | DECISION |
|----------------------------------|---|
| PROPONENT | Urban Design Solutions obo T. Gowans |
| OFFICER | Rebecca Green, Planning Consultant |
| FILE REFERENCE | DA 208-2018 |
| ASSOCIATED REPORTS AND DOCUMENTS | Site Plan and Floor Plan (19 Feb 2019) Elevations (19 Feb 2019) Written Submission (26 th February 2019) Geo-Environmental Assessment (updated March 2019) Representations (2) & Response to Representations |

OFFICER'S RECOMMENDATION:

After due consideration of the representations received pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Council Interim Planning Scheme 2013* that the application for **New Dwelling and Demolition of Existing** on land situated at **2 Hilltop Drive, Binalong Bay** described in Certificate of Title CT 78613/8 be **APPROVED** subject to the following conditions:

1. Development must accord with the Development Application DA 208-2018 received by Council 27 September 2018, together with all submitted documentation received and forming part of the development application, except as varied by conditions of this Planning Permit.
2. Effluent disposal is subject to a technical assessment and issue of a Plumbing Permit by Council's *Plumbing Permit Authority*.
3. All stormwater runoff from the proposed dwelling must be detained by on-site water storage systems and overflow disposed of into the storm water system servicing the existing dwelling by means that will not result in soil erosion or other stormwater nuisance.
4. Prior to the use commencing, the vehicle crossover from the carriageway to the property boundary must be upgraded and maintained in general accordance with the vehicular crossing requirements of Council's Infrastructure & Development Services Manager prior to the use commencing, generally in accordance with Standard Drawing TSD-R03-v1 and TSD-R04-v1 including pipe culvert, headwalls and sealing. The construction of a standard duty vehicular crossover will provide effective, safe and nuisance-free vehicle access in connection with the proposed development and must be financed by the applicant.
5. No works are to commence on the crossover until a permit to undertake works in the road reservation has been issued by Council's Infrastructure & Development Services Manager for the crossover (application attached).
6. 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.

7. Any damage that may occur to any Council infrastructure during the construction of the proposed development must be reinstated to the satisfaction of Council and at the costs of the developer.
8. All conditions of this permit must be completed to the satisfaction of the responsible authority, prior to the dwelling being occupied on the subject site.

ADVICE

- All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within two (2) metres of any Council owned infrastructure must be done in consultation with Council's Works Manager.
- Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures. Such relics are to be immediately reported to Aboriginal Heritage Tasmania and guided by the Unanticipated Discovery Plan.
- The introduction of non-native plant species and plant species not of local provenance should be avoided and environmental weeds regularly monitored and targeted for removal.
- Activities associated with construction works are not to be performed outside the permissible time frames listed:

Mon-Friday 7 am to 6 pm

Saturday 9 am to 6 pm

Sunday and public holidays 10 am to 6 pm

PROPOSAL SUMMARY:

Application is made for the construction of a new single dwelling at 2 Hilltop Drive, Binalong Bay. Residential use in the Low Density Residential Zone is a permitted use without qualifications, under Table 12.2 of the *Break O'Day Interim Planning Scheme 2013*. The existing dwelling is to be removed as part of this proposal.











PREVIOUS COUNCIL CONSIDERATION:

DA 237-2015 – Demolition and Replacement of Sunroom and Construction of Deck and Boat Shed.

OFFICER'S REPORT:

1. The Proposal

Break O'Day Council received an application on 27 September 2018 from Urban Design Solutions on behalf of the owner of the subject land, Timothy Gowans for the demolition of an existing 1960's, two (2) bedroom, galvanized iron and vertical board dwelling and the construction of a new construction of dwelling at 2 Hilltop Drive, Binalong Bay.

The 1179m² predominantly fenced and sloping internal development site abuts eight (8) similarly zoned properties with existing dwellings on the properties abutting the northern, western and southern boundaries.

The proposal is to demolish the existing dwelling and construct a new single dwelling on the subject site. The existing boat shed and deck will remain on site.

The dwelling will comprise two (2) bedrooms, main with walk-in-robe and ensuite, bathroom, laundry, kitchen, dining and living and a 2-car length carport. A deck is proposed adjacent to the main bedroom and living / dining rooms and located to the north. The subfloor level will have an area dedicated for storage.

The dwelling will be clad with a combination selected James Hardies lightweight cladding and colorbond sheeting. The dwelling will have a maximum height above ground level of 6.4m.

A new septic tank is proposed to the east of the dwelling. Stormwater will be collected to an existing 10,000 litre water tank located in the north-western corner of the site. Stormwater overflow is via an existing 100 diameter PVC stormwater line, a private stormwater system servicing this and other neighbouring properties. In 2016 in conjunction with DA 237-2015, the private stormwater system servicing this and other neighbouring properties was supposed to be connected to the kerb in main street. It is understood from this previous application that the works to extend the existing stormwater private system to the kerb was to be shared cost wise with other property owners, with correspondence in January 2016 indicating that the downhill neighbour has not completed the works and left the pipe finishing underground. As this works are now outstanding from this previous application, the owner of 2 Hilltop Drive has scheduled the works to be undertaken in the coming weeks and awaiting advice from the owner's builder in relation to location of NBN infrastructure prior to connecting.

Following receipt of the representations and to complete the assessment of the application, Council requested and received an extension of time to 27 May 2019.

2. Applicable Planning Scheme Provisions

Part 12 Low Density Residential Zone

E4 Road and Railway Assets Code

E6 Car Parking and Sustainable Transport Code

E16 On-Site Wastewater Management Code

3. Referrals

The application was referred to Council's Environmental Health Officer for comment, who requested additional information in relation to the existing and proposed wastewater infrastructure locations.

The application was referred to Council's Works Support Officer for comment, who provided information for a request for additional information in relation to stormwater which has now been clarified.

4. Assessment

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

- | | |
|-------------|---|
| 1) | 12.4.1.4 Rear and Side Setbacks P2 |
| 2) | E16.6.1 Use and Lot Size P1 |
| 3) 4), & 5) | E16.7.1 Onsite wastewater management P1.1, P1.2, P1.3 |

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.**

12 Low Density Residential Zone

12.1 Zone Purpose

12.1.1 Zone Purpose Statements

12.1.1.1 To provide for residential use or development on larger lots in residential areas where there are infrastructure or environmental constraints that limit development.

12.1.1.2 To provide for non-residential uses that are compatible with residential amenity.

12.1.1.3 To ensure that development respects the natural and conservation values of the land and is designed to mitigate any visual impacts of development on public views.

12.2 Use Table

The proposed use fits the use class of Residential, being a single dwelling and which is a Permitted use within the Low Density 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.”

12.3 Use Standards

12.3.1 Amenity

| Acceptable Solutions | Proposed Solutions |
|--|---|
| A1 If for permitted or no permit required uses. | A1 The site has existing single dwelling use status which is permitted. The proposal complies with the Acceptable Solution for the dwelling. |
| 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. |
| A3 If for permitted or no permit required uses. | A3 The site has existing single dwelling use status which is permitted. The proposal complies with the Acceptable Solution for the dwelling. |

12.3.2 Low Density Residential Character

| Acceptable Solutions | Proposed Solutions |
|--|---|
| A1 Commercial vehicles for discretionary uses must be parked within the boundary of the property. | A1 Not applicable. The proposed use is a permitted use. |
| A2 Goods or material storage for discretionary uses must not be stored outside in locations visible from adjacent properties, the road or public land. | A2 Not applicable. The proposed use is a permitted use. |
| A3 Waste material storage for discretionary uses must: a) Not be visible from the road to which the lot has frontage; and b) Use self-contained receptacles designed to ensure waste does not escape to the environment. | A3 Not applicable. The proposed use is a permitted use. |

| Acceptable Solutions | Proposed Solutions |
|---|--------------------|
| A4 The gross floor area for General Retail and Hire use does not exceed 100m ² . | A4 Not applicable. |

12.4 Development Standards

12.4.1 Clauses 12.4.1.1 - 12.4.1.7 only apply to development within the Residential Use Class.

12.4.1.1 Residential Density for Multiple Dwellings – Not applicable, the proposal is not for multiple dwellings, but rather a single dwelling.

12.4.1.1 Site Coverage

| Acceptable Solutions | Proposed Solutions |
|---|--|
| A1 The site coverage must not exceed 20%, unless the existing lot is less than 1000m ² , in which case maximum site coverage is 30%. | A1 Site coverage does not exceed 20%. The proposal complies with the Acceptable Solution. |

12.4.1.2 Building Height

| Acceptable Solutions | Proposed Solutions |
|--|---|
| A1 Building height must not exceed 8 metres. | A1 Building height does not exceed 6.4 metres. The proposal complies with the Acceptable Solution. |

12.4.1.3 Frontage Setbacks

| Acceptable Solutions | Proposed Solutions |
|--|---|
| <p>A1.1 Primary frontage setbacks must be a minimum:</p> <ul style="list-style-type: none"> a) Of 5m; and b) For infill lots, within the range of the frontage setbacks of buildings on adjoining lots, indicated by the hatched section in Figure 12.4.1.3 below; and <p>A1.2 Buildings must be set back a minimum of 3m from any other frontage.</p> | <p>A1 The proposed setback to the frontage will be greater than 5m as the access strip has a length of at least 40 metres. The proposal complies with the Acceptable Solution.</p> |

12.4.1.4 Rear and Side Setback

| Acceptable Solutions/Performance Criteria | Proposed Solutions |
|--|---|
| A1 Buildings must be set back 5m from the rear boundary. | A1 The rear setback will be 5m. The proposal complies with the Acceptable Solution. |
| <p>A2 Buildings must be set back from side boundaries 3m.</p> <p>P2 Building setback to the side boundary must be appropriate to the location, having regard to the:</p> <ul style="list-style-type: none"> a) Ability to provide adequate private open space for the dwelling; and b) Character of the area and location of dwellings on lots in the surrounding area; and c) Impact on the amenity and privacy of habitable room windows and private open space of existing and adjoining dwellings; and d) Impact on the solar access of habitable room windows and private open space of | <p>P1 The dwelling is located 1.0m from the deck to the side boundary (northern boundary).</p> <p>The existing dwelling has been on the site for quite some time without any privacy concerns from neighbouring dwellings, assisted by physical separation, orientation of adjacent dwellings, topography and vegetation.</p> <p>The proposed dwelling and deck will extend to the northern boundary.</p> <ul style="list-style-type: none"> a) Adequate private open space will be provided through the provision of the deck and the yard area surrounding the dwelling. b) The setback of 1.0m is characteristic of Binalong Bay as until recently the side setback provision was 1.0m. c) No loss of amenity to neighbouring dwellings will be caused by the proposal. Physical separation between |

| | |
|--|--|
| adjoining dwellings; and e) Locations of existing buildings and private open space areas; and f) Size and proportions of the lot; and g) Extent to which the slope and retaining walls or fences reduce or increase the impact of the proposed variation. | dwellings and topography aid this. d) Shadow plans were submitted with the application demonstrating that no impact will be caused. e) Existing dwellings are located with sufficient distance between structures to ensure that there is no loss of amenity. f) The design of the dwelling has taken into account the size and proportions of the lot, existing dwelling location and infrastructure siting. g) No impact. The proposal is compliant with the performance criteria. |
|--|--|

12.4.1.5 Location of Car Parking

| Acceptable Solutions | Proposed Solutions |
|---|---|
| A1 A garage or carport must be located: a) Within 20 metres of the dwelling it serves; and b) With a setback equal to or greater than the setback of the dwelling from the primary road frontage. | A1 A carport is proposed and attached to the dwelling. The proposal complies with the Acceptable Solution. |

12.4.1.6 Outbuildings and Ancillary Structures

| Acceptable Solutions | Proposed Solutions |
|---|--------------------|
| A1 Outbuildings must not have a: a) Combined gross floor area of greater than 81m ² ; and b) Maximum wall height of greater than 4m; and c) Maximum height greater than 5m. | A1 Not applicable. |
| A2 A swimming pool for private use must be located: a) Behind the primary frontage setback; or b) In the rear yard. | A2 Not applicable. |

12.4.1.7 Filling of Sites

| Acceptable Solutions | Proposed Solutions |
|---|--|
| A1 Fill must be: a) No more than 50m ³ ; and b) Clean fill, uncontaminated by weeds, disease or toxic materials. c) Located more than 2m from any boundary. | A1 The application demonstrated minimal cut and fill only. The proposal complies with the Acceptable Solution. |

12.4.2 Clause 12.4.2.1 only applies to development other than the Residential Use Class – Not applicable.

12.4.3 Subdivision – Not applicable.

12.4.4 Clause 12.4.4.1 and 12.4.4.2 applies to all development other than subdivision.

12.4.4.1 Frontage Fences for Single Dwellings

| Acceptable Solutions | Proposed Solutions |
|---|--------------------|
| A1 The maximum building height of fences on and within 4.5m of a frontage must be: a) 1.2m if solid; or b) 1.8m provided that the part of the fence above 1.2m has openings which provide a minimum 50% transparency. | A1 Not applicable. |

12.4.4.2 Stormwater Disposal

| Acceptable Solutions/Performance Criteria | Proposed Solutions |
|--|---|
| A1 All run off from buildings must be directed into on-site water storage tanks and the overflow from the tanks disposed of into the Council maintained roadside drain or the reticulated stormwater system. | A1 Stormwater from the building will be directed to an existing on-site storage tank with overflow via an existing private stormwater system to Council's maintained roadside drain in Main Street. The proposal complies with the Acceptable Solution. |

Part E Codes

E1 Bushfire-Prone Areas Code – Not applicable.

E2 Potentially Contaminated Land Code – Not applicable

E3 Landslip Code – Not applicable

E4 Road and Railway Assets Code

E4.6.1 Use and Road or Rail Infrastructure

| Acceptable Solutions | Proposed Solutions |
|--|--|
| A1 Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway, must not result in an increase to the annual average daily traffic (AADT) movements to or from the site by more than 10%. | A1 Not applicable. The proposal is not on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway. |
| A2 For roads with a speed limit of 60km/h or less the use must not generate more than a total of 40 vehicle entry and exit movements per day. | A2 The proposed use is not expected to generate more than a total of 40 vehicle entry and exit movements per day. The proposal complies with the Acceptable Solution. |
| A3 For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic (AADT) movements at the existing access or junction by more than 10%. | A3 Not applicable. The proposal is within a signed 50km/h speed zone. |
| A4 Use serviced by a side road from a deficient junction (refer E4 Table 2) is not to create an increase to the annual average daily traffic (AADT) movements on the side road at the deficient junction by more than 10%. | A4 Not applicable. The development site is not serviced by a side road from a deficient junction. |

E4.7 Development Standards

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

| Acceptable Solutions | Proposed Solutions |
|---|--------------------|
| A1 The following must be at least 50m from a railway, a future road or railway, and a category 1 or 2 road in an area subject to a speed limit of more than 60km/h: <ul style="list-style-type: none"> a) New road works, buildings, additions and extensions, earthworks and landscaping works; and b) Building envelopes on new lots; and c) Outdoor sitting, entertainment and children's play areas. | A1 Not applicable. |

E4.7.2 Management of Road Accesses and Junctions

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

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

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

| Acceptable Solutions | Proposed Solutions |
|---|--|
| A1 Sight distances at <ul style="list-style-type: none"> a) An access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and b) Rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices – Railway crossings, Standards Association of Australia; or c) If the access is a temporary access, the written consent of the relevant authority have been obtained. | A1 Not applicable, no new access proposed. |

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

| Acceptable Solutions | Proposed Solutions |
|--|--|
| A1 The number of car parking spaces must not be less than the requirements of: <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). | A1 Table E6.1 requires: <i>Residential use in any other zone or any other residential use in the General Residential zone – 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 dwellings.</i> The planning scheme requires 2 space for the single dwelling. The proposal provides 2 spaces for the single dwelling. The proposal complies with the Acceptable Solution. |

6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

| Acceptable Solutions | Proposed Solutions |
|--|--|
| A1 All car parking, access strips maneuvering and circulation spaces must be: <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. | A1 Existing shed and new carport on site. The proposal complies with the Acceptable Solution. |

E6.7.2 Design and Layout of Car Parking

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

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

E6.8.5 Pedestrian Walkways

| Acceptable Solutions | Proposed Solutions |
|---|---|
| <p>A1 Pedestrian access must be provided for in accordance with Table E6.5.</p> | <p>A1 No separate access is required given the car parking space number. The proposal complies with the Acceptable Solution.</p> |

E7 Scenic Management Code – not applicable

E8 Biodiversity Code – not applicable

E9 Water Quality Code – not applicable

E10 Recreation and Open Space Code – not applicable

E11 Environmental Impacts and Attenuation Code – not applicable

E12 Airports Impact Management Code – not applicable

E13 Local Historic Heritage Code – not applicable

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

E15 Signs Code – not applicable

E16 On-Site Wastewater Management Code

E16.6 Use Standards

E16.6.1 Use and Lot Size

| Acceptable Solutions/Performance Criteria | Proposed Solutions |
|---|---|
| <p>A1 Residential uses that rely on onsite wastewater management must:</p> <ul style="list-style-type: none">a) Be on a site with minimum area of 2,000m²; andb) Have four bedrooms or less. <p>P1 Residential use on sites less than 2,000m² or with more than four bedrooms that rely on onsite wastewater management must be able to accommodate:</p> <ul style="list-style-type: none">a) The proposed residence and associated buildings and structures;b) Private open space;c) Vehicle manoeuvring and car parking;d) Hardstand and paved areas; ande) Onsite wastewater management infrastructure. | <p>P1 Plans demonstrate that the proposal can accommodate all buildings, private open space, vehicle maneuvering and car parking, hardstand areas and onsite wastewater management infrastructure.</p> <p>The proposal is compliant with the performance criteria.</p> |
| <p>A2 Non-residential uses that rely on onsite wastewater management must be on a site with minimum area of 5,000m².</p> | <p>A2 Not applicable.</p> |

E16.7 Development Standards

E16.7.1 Onsite Wastewater Management

| Acceptable Solutions/Performance Criteria | Proposed Solutions |
|--|---|
| <p>A1 A minimum horizontal separation of 3m must be provided between onsite wastewater management infrastructure and buildings and structures.</p> <p>P1.1 Buildings and structures must not be placed over onsite wastewater infrastructure; and</p> <p>P1.2 Buildings and structures within 3m of onsite wastewater infrastructure must not have a detrimental impact on the operation or integrity of the onsite wastewater management infrastructure; and</p> <p>P1.3 Onsite wastewater management must not have a detrimental impact on the foundations or footings of buildings or structures.</p> | <p>P1.1, P1.2 & P1.3 No building or structures will be placed over the onsite wastewater infrastructure and the proposed building will not have a detrimental impact on the operation or integrity of the onsite wastewater management infrastructure and the footings of the dwelling will need to be assessed and approved by a structural engineer as the wastewater system is less than 3 metres from the building line.</p> <p>The proposal is compliant with the performance criteria.</p> |


| Acceptable Solutions/Performance Criteria | Proposed Solutions |
|---|---|
| A2 A minimum horizontal separation of 3m must be provided between onsite wastewater management infrastructure and the following: a) Hardstand and paved areas; b) Car parking and vehicle manoeuvring areas; and c) Title or lot boundaries. | A2 A minimum horizontal separation of 3m is provided. The proposal complies with the Acceptable Solution. |
| A3 Private Open Space must not be used for surface irrigation of treated wastewater. | A3 The proposed Private Open Space areas will not be used for surface irrigation of treated wastewater. The proposal complies with the Acceptable Solution. |
| A4 Onsite wastewater management infrastructure must be on lots with an average slope of 10% or less. | A4 The areas proposed for Onsite Wastewater System has a slope of less than 10%. The proposal complies with the Acceptable Solution. |

E16.7.2 Surface and Ground Water Impacts

| Acceptable Solutions | Proposed Solutions |
|---|--|
| A1 Onsite wastewater management infrastructure must have a minimum separation distance of 100m from a wetland or watercourse or coastal marine area. | A1 The onsite wastewater treatment system and the wastewater disposal area is greater than 100m from a wetland or watercourse or coastal marine area. The proposal complies with the Acceptable Solution. |
| A2 Onsite wastewater management infrastructure must have a minimum separation distance of 50m from a downslope bore, well or other artificial water supply. | A2 There are no known bores within 50 metres of the proposed location of the wastewater infrastructure. The proposal complies with the Acceptable Solution. |
| A3 Vertical separation between groundwater and the land used to apply effluent, including reserved areas, must be no less than 1.5m. | A3 There is no groundwater on the property. The proposal complies with the Acceptable Solution. |
| A4 Vertical separation between a limiting layer and the land used to apply effluent, including reserved areas, must be no less than 1.5m. | A4 There are no 'limiting layers' identified. The proposal complies with the Acceptable Solution. |

5. Representations

The application was advertised 30 March 2019 to 12 April 2019 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. The issues raised within the representations are as follows:-

| Representation 1 | Response |
|---|---|
| The stormwater drain from 2 Hilltop Drive is not connected meaning that all water runs into the adjoining property at 10 Main Road. | <p>This issue was raised with the owner of the property and has since been rectified. The author of this report inspected the property on 6 May 2019 and attached is evidence that the stormwater drain has been re-connected.</p>  |

| Representation 2 | Response |
|---|---|
| <p>The overflow from 2 Hilltop Drive has never been connected to the pipe which runs through 10 Main Road.</p> <p>This is a private pipeline and the owner of 2 Hilltop Drive has no input into the pipe.</p> | <p>The stormwater drain has been re-connected from the water tank at 2 Hilltop Drive (see above comment in relation to Representation 1). Stormwater overflow is via an existing 100 diameter PVC stormwater line, a private stormwater system servicing this and other neighbouring properties. In 2016 in conjunction with DA 237-2015, the private stormwater system servicing this and other neighbouring properties was supposed to be connected to the kerb in main street. It is understood from this previous application that the works to extend the existing stormwater private system to the kerb was to be shared cost wise with other property owners, with correspondence in January 2016 indicating that the downhill neighbour has not completed the works and left the pipe finishing underground. As this works are now outstanding from this previous application, the owner of 2 Hilltop Drive has scheduled the works to be undertaken in the coming weeks and awaiting advice from the owner's builder in relation to location of NBN infrastructure prior to connecting (this is conditional from a previous DA). Any compliance is to be in relation to the 2015 application and approval, however it is worth noting that this matter is scheduled to be rectified in the very near future.</p> |

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

6. Mediation

Nil.

7. Conclusion

In accordance with 8.10 of the *Break O' Day Interim Planning Scheme 2013*, the application has been assessed against the objectives of the Scheme, in particular the Low Density Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and five (5) Performance Criterion; the received representations have been considered. It is recommended for approval with conditions normally set to this type of development.

LEGISLATION / STRATEGIC PLAN & POLICIES:

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

BUDGET AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority

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

Nil.

MOTION:

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

To invite the State Government to join a conversation with BODC to commence a Bay of Fires Master Plan.

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

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

Major items for discussion....

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

- Flood management
- Accommodation
- Pressure on The Gardens Rd. from the Reids Rd. Intersection
- Any other valid points

SUBMISSION IN SUPPORT OF MOTION:

It is recognised that the State Government is aware of the importance of this area and has shown this by its agreed takeover of the Binalong Bay Rd. BODC has completed a master plan for Binalong Bay as part of its Municipal Management Plan and has commenced some of the outcomes. A Binalong Bay Local Township has been developed and a number of actions have been highlighted in the short term. However a Regional Activity Assessment to be carried out by PWS is still pending.

Despite all this it is my opinion that the overall importance of the BOF requires a much more holistic approach.

BOF is accepted as the third tourism icon of the East Coast. The triumvirate consists of BOF, Freycinet National Park and Maria Island. Unfortunately the response to BOF has been a little slower than that to the other two. Millions of dollars have been spent on Maria Island with spectacular success. The same has happened at Freycinet but some would argue that it is almost too late.

I would hate to see a situation with the BOF whereby visitation continued to increase without a decent plan in place. At peak times parking in Binalong Bay and The Gardens is already chaotic to say the least.

Apparently the Tourism Industry Council of Tasmania is doing work with the aim of “future-proofing” our icons. However I don’t believe that the Bay of Fires is part of this program.

MOTION:

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

That Council investigate the feasibility of reducing the cost to community members who use the sharp container disposal service.

SUBMISSION IN SUPPORT OF MOTION:

I have been approached by a community member in regards to the high cost of sharps disposal containers. Sharps containers also known as a needle container is a special receptacle that is designed to safely hold, transport and dispose of needles and other non-sterile sharp implements after they have been used. These containers once filled are taken to collection points in the community including council. Each container costs community members up to \$10 to purchase every single time.

I believe this service should be offered free of any charges to encourage the continued correct disposal of sharps and containers in a responsible manner. Maybe an exchange service is a more beneficial option whereby full containers are exchanged for empty ones at the disposal location, therefore reducing costs to the community.

In Tasmania, we can see the example where Devonport residents can obtain sharps disposal units free of charge from the Devonport City Council's customer service, to assist with the safe and proper disposal of sharps. The units are available for personal sharps disposal only. Launceston City Council also supply sharps bins free of charge at a number of locations within the city. Break O'Day is actually in the minority of Councils who do not provide free replacement bins for their residents, please see attached data from the Pharmacy Guild of Australia.

https://www.guild.org.au/data/assets/pdf_file/0013/3451/sharps-bins-2014.pdf

Nil.

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.

| | | |
|------------|------------|---|
| 16.04.2019 | St Helens | – Tascoss – Employment Partnership Presentation |
| 16.04.2019 | St Helens | – Meeting with National Senator Steve Martin – Funding announcements |
| 25.04.2019 | St Helens | – ANZAC Day services |
| 28.04.2019 | St Helens | – Meeting with St Helens Point Road Progress Association |
| 30.04.2019 | St Helens | – Meeting with representatives from Lower Georges Riverworks Trust |
| 06.05.2019 | St Helens | – Council Workshop |
| 08.05.2019 | Launceston | – TasWater General meeting |
| 09.05.2019 | Launceston | – Local Government Association of Tasmania (LGAT) – General Management Committee & Premiers Local Government Council meetings |
| 10.05.2019 | St Helens | – Meeting with Rebecca White MP & Jen Butler MP |
| 11.05.2019 | Beaumaris | – Official Re-opening Surfside Hotel/Motel |
| 15.05.2019 | St Helens | – Rotary Club of St Helens meeting |
| 16.05.2019 | St Helens | – Official opening of St Helens District Hospital |
| 17.05.2019 | Fingal | – Eating with Friends – Fingal Valley Neighbourhood House |
| 17.05.2019 | St Helens | – St Helens Bowls Club dinner |
| 20.05.2019 | St Helens | – Council Meeting |

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

- St Helens and Districts Chamber of Commerce and Tourism –Clr Kylie Wright
- NRM Special Committee – Clr Janet Drummond
- Barway Committee – Clr John McGiveron
- Regional Tourism Organisation (RTO) – Clr Glenn McGuinness
- Mental Health Action Group – Clr Barry LeFevre
- Disability Access Committee – Clr Janet Drummond

05/19.12.0 BUSINESS AND CORPORATE SERVICES

05/19.12.1 Corporate Services Department Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

OUTSTANDING REPORTS:

| Motion Number | Meeting Date | Council Decision | Comments |
|---------------|------------------|--|----------------|
| 02/19.12.4.26 | 18 February 2019 | That Council petition for the removal of notations relating to Public Open Space/Set Apart for Public Recreation on properties identified for disposal. | No action yet. |
| 03/19.16.3.60 | 18 March 2019 | That Policy LG03 Councillors Code of Conduct as amended, be adopted. | No action yet. |
| 04/19.12.6.76 | 15 April 2019 | That Policy LG40 – Rates and Charges as amended be adopted. | No action yet. |
| 04/19.12.7.77 | 15 April 2019 | That Policy LG41 Customer Service Charter be adopted without amendment. | No action yet. |
| 04/19.12.9.79 | 15 April 2019 | That in accordance with the provisions of s.129 of the <i>Local Government Act 1993</i> , Council <u>approve a remission</u> as requested for the property known as Licence 111322 Tasman Highway, St Helens identified as PID 3548370. | No action yet. |
| 04/19.15.4.90 | 15 April 2019 | That Council adopt Policy AM02 as amended. | No action yet. |

COMPLETED REPORTS:

| Motion Number | Meeting Date | Council Decision | Comments |
|---------------|---------------|--|--|
| 04/19.12.5.75 | 15 April 2019 | That Council adopt, in principle, the revised Long Term Financial Plan 2018 to 2028. | Local Government Division has been advised; records and website updated. |
| 04/19.12.8.78 | 15 April 2019 | That Council adopt the Schedule of Fees & Charges 2019/2020 as presented. | Records updated, staff advised in preparation for 2019/2020, website will be updated 1/7/2019. |

Staff Movements:

Nil.

Meetings Attended:

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

Meeting with managers, individually and together, with respect to capital and operational budget.

Meetings with IT support providers with respect to alternatives to current IT systems.

Other Issues:

Investments – Term Deposits

BENDIGO:

| | | |
|----------------|-------|-------------------|
| \$ 500,000.00 | 2.60% | Maturing 13/05/19 |
| \$1,012,863.02 | 2.60% | Maturing 14/05/19 |
| \$1,019,356.43 | 2.55% | Maturing 17/06/19 |
| \$1,043,480.32 | 2.35% | Maturing 29/07/19 |

CBA:

| | | |
|----------------|-------|-------------------|
| \$1,000,000.00 | 2.66% | Maturing 06/05/19 |
| \$1,006,460.27 | 2.54% | Maturing 11/06/19 |
| \$1,006,484.93 | 2.51% | Maturing 17/06/19 |

Right to Information (RTI) Requests

Nil.

132 and 337 Certificates

| | 132 | 337 |
|------------|-----|-----|
| April 2019 | 56 | 30 |
| March 2019 | 69 | 36 |
| April 2018 | 69 | 35 |

Debtors/Creditors @ 7 May 2019

DEBTORS INFORMATION

Invoices Raised

| Current | | Previous Year | |
|---------|-----------|---------------|-----------|
| Month | YTD 18/19 | Month | YTD 17/18 |
| 79 | 754 | 109 | 760 |

CREDITORS INFORMATION

Payments Made

| Current | | Previous Year | |
|---------|-----------|---------------|-----------|
| Month | YTD 18/19 | Month | YTD 17/18 |
| 374 | 3576 | 447 | 3599 |

Work Health & Safety Coordinator

The Work Health & Safety (WHS) Coordinator attended various internal meetings related to risk management and undertook a WHS induction of two new casual workers.

Regular meetings with the corporate service manager, indoor council staff meetings and WHS /Risk Management Committee meeting.

Monthly remedial exercise sessions with Fingal and St Helens Depots workers.

Attended a refresher training on Implement Traffic Management Plan and Control Traffic with Stop Slow Bat with the outdoor workforce on 17 April 2019.

Provided an initial report on a notifiable dangerous incident to WorkSafe Tasmania as well as a follow-up report. Attended meeting with Manager Infrastructure & Development Services and St Helens District High School Business Manager in regards to the matter.

During the period of **7 April and 8 May 2018** the following vandalism was reported to Council:

Discovered Monday 8 April 2019

At the Gardens Road, 11km along the road from the turn-off from Binalong Bay Road, the following items were stolen from Council's road construction work site:

| ITEMS | Valued at |
|---------------------------------------|--------------|
| 8 x large witches hats | \$240 |
| 6 x guideposts | \$ 90 |
| 2 x large frames for signs and 4 legs | \$160 |
| 2 x speed signs 60km | \$250 |
| 2 x speed signs 40km | |
| 2 x worker ahead signs | |
| 2 x end of roadworks signs | |
| TOTAL | \$740 |

The St Helens Police was notified on Monday 8 April 2019.

Occurred between Friday 19 April and Thursday 25 April 2019

St Helens Waste Transfer Station

Removal of lock and bolt latch from the attendants' office – no entry gained and nothing else touched. Estimated cost for replacement is approximately \$300.

St Marys Waste Transfer Station

Destroyed the office window, gained entry and stole the money box which contained a float of \$75 cash. Estimated cost for replacement window and money box amounts to \$500.

Fingal Waste Transfer Station

Gate chain cut but nothing else touched or destroyed.

Cost of replacement chain amounts to \$10.

Occurred between Friday 26 April and Sunday 28 April 2019

St Helens Waste Transfer Station

2nd break-in resulted in the attendants' office being ransacked as well as recycling shed being broken in and the money box stolen.

Estimated cost for replacement is approximately \$500.

St Helens Council main office car park

Destroyed one (1) street light (cover and globe) which is located between the Council main car park and footpath.

Cost of material and labour for the electrician amounted to \$432.

The St Helens Police Station was notified on 29 April 2019.

| RATES INFORMATION as at 9 May 2019 | | | | | | |
|------------------------------------|---------------------|----------------------------|---------------------|------------------|------------------|------------------|
| This financial Year | | | | | | |
| 2018/2019 | Rates Levied | Additional Rates (Sup Val) | Total Rates | Penalties | Interest | Rate Remissions |
| General | 7,141,391.88 | 22,016.82 | 7,163,408.70 | 49,419.32 | 34,245.14 | 56,339.89 |
| Waste | 1,151,304.00 | 4,257.69 | 1,155,561.69 | | | |
| Wheelie | 411,595.00 | 571.19 | 412,166.19 | | | |
| Recycling | 231,894.00 | 1,138.32 | 233,032.32 | | | |
| Fire | 346,194.93 | 994.55 | 347,189.48 | | | |
| TOTAL | 9,282,379.81 | 28,978.57 | 9,311,358.38 | 49,419.32 | 34,245.14 | 56,339.89 |
| Last Financial Year | | | | | | |
| 2017/2018 | Rates Levied | Additional Rates (Sup Val) | Total Rates | Penalties | Interest | Rate Remissions |
| General | 6,847,751.29 | -324.67 | 6,847,426.62 | 60,764.89 | 27,771.91 | 61,830.94 |
| Waste | 1,101,260.00 | -2,566.30 | 1,098,693.70 | | | |
| Wheelie | 391,067.10 | -15,342.81 | 375,724.29 | | | |
| Recycling | 103,225.00 | 3,794.92 | 107,019.92 | | | |
| Fire | 333,669.22 | 2,281.25 | 335,950.47 | | | |
| TOTAL | 8,776,972.61 | -12,157.61 | 8,764,815.00 | 60,764.89 | 27,771.91 | 61,830.94 |
| Instalments | | | | | | |
| 2018/2019 | | Instalment \$ | Outstanding \$ | Outstanding % | | |
| 11 September 2018 | Instalment 1 | 2,321,833.55 | 54,930.74 | 2.37% | | |
| 13 November 2018 | Instalment 2 | 2,320,182.09 | 76,969.48 | 3.32% | | |
| 5 February 2019 | Instalment 3 | 2,320,182.09 | 107,516.20 | 4.63% | | |
| 7 May 2019 | Instalment 4 | 2,320,182.08 | 345,763.77 | 14.90% | | |
| | TOTAL: | 9,282,379.81 | 585,180.19 | 6.30% | | |
| 2017/2018 | | Instalment \$ | Outstanding \$ | Outstanding % | | |
| 12 September 2017 | Instalment 1 | 2,192,572.61 | 55,478.59 | 2.53% | | |
| 14 November 2017 | Instalment 2 | 2,194,800.00 | 72,248.11 | 3.29% | | |
| 6 February 2018 | Instalment 3 | 2,194,800.00 | 98,253.08 | 4.48% | | |
| 1 May 2018 | Instalment 4 | 2,194,800.00 | 232,214.99 | 10.58% | | |
| | TOTAL: | 8,776,972.61 | 458,194.77 | 5.22% | | |
| Discount | | | | | | |
| | Discount | No. of | Total Ratable | % of total | | |
| 2018/2019 | 140,287.08 | 3,284 | 6,480 | 50.68% | | |
| 2017/2018 | 131,036.88 | 3,170 | 6,444 | 49.19% | | |

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the following reports for the month ending 30 April 2019 be received:

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

INTRODUCTION:

Presented to Council are the monthly financial statements.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

The financial statements as shown below show the financial position of Council as at 30 April 2019.

Trading Account Summary

Council's current position for the month ending 30 April 2019 is summarised as follows:-

| | |
|---|-----------|
| CASH AT BEGINNING OF PERIOD | 9,018,249 |
| | |
| TOTAL INCOME FOR PERIOD | 370,007 |
| | |
| TOTAL AVAILABLE FUNDS | 9,388,256 |
| | |
| LESS TOTAL EXPENDITURE | 1,606,095 |
| | |
| CASH AT END OF PERIOD | 7,782,161 |
| | |
| OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER | 27,324 |
| | |

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 | | | | |
|---|-----------------------------|--------------------------------|--------------------------------|-----------------------------|
| 2018-2019 | | | | |
| | 2017-2018 Actual | Year to Date Actual | Year to Date Budget | 2018-2019 Budget |
| INCOME | | | | |
| Rates and Charges | 8,913,111 | 9,311,316 | 9,213,081 | 9,234,097 |
| User Charges | 959,093 | 731,174 | 679,165 | 825,091 |
| Grants | 3,052,197 | 1,204,269 | 1,109,152 | 2,855,798 |
| Reimbursements | 38,997 | 44,635 | 5,833 | 7,000 |
| Other Income | 140,673 | 223,041 | 127,500 | 145,000 |
| Investment Income | 852,137 | 380,332 | 346,333 | 538,000 |
| Total Income | 13,956,208 | 11,894,767 | 11,481,064 | 13,604,986 |
| | | | | |
| Capital Income | | | | |
| Capital grants | 2,300,487 | 444,691 | 424,965 | 5,059,400 |
| Profit or Loss on Sale of Assets | (252,588) | 87,850 | 40,000 | 40,000 |
| Total Income | 16,004,107 | 12,427,308 | 11,946,029 | 18,704,386 |
| | | | | |
| EXPENSES | | | | |
| Employee Expenses | 4,314,353 | 3,684,345 | 4,148,908 | 4,998,145 |
| Materials and Services | 4,479,416 | 3,847,825 | 3,391,441 | 4,209,874 |
| Depreciation and amortisation | 3,546,098 | 2,867,159 | 2,878,207 | 3,457,248 |
| Other expenses | 729,092 | 534,353 | 517,647 | 769,772 |
| Total Expenses | 13,068,959 | 10,933,681 | 10,936,204 | 13,435,039 |
| | | | | |
| FAGs in advance | (85,425) | | | |
| Net Operating Surplus\ (Deficit) | 801,824 | 961,086 | 544,860 | 169,947 |
| | | | | |
| Net Surplus\ (Deficit) | 2,849,723 | 1,493,627 | 1,009,825 | 5,269,347 |

| Profit & Loss Statement | | | | | | | |
|-------------------------|------------------------------------|-----------------|------------------------|------------------------|--------------------------------|----------------------------------|---|
| 2018-2019 | | | | | | | |
| | | Month Actual | Year to Date Actual | Year to Date Budget | Revised 2018-2019 Budget | % of Annual Budget used | Comments |
| 1600 | Revenues | | | | | | |
| 1611 | General Rate | 348 | 7,163,409 | 7,105,820 | 7,105,820 | 101% | |
| 1612 | Waste Charges | 99 | 1,155,562 | 1,150,592 | 1,150,592 | 100% | |
| 1613 | Fire Levy | 6 | 347,189 | 344,585 | 344,585 | 101% | |
| 1614 | Tips & Transfer Stations | 9,434 | 140,245 | 105,081 | 126,097 | 111% | |
| 1615 | Recycling Charges | - | 233,032 | 230,256 | 230,256 | 101% | |
| 1616 | Early Settlement Discounts | (239) | (140,287) | (130,000) | (130,000) | 108% | |
| 1617 | Wheelie Bin Charges | - | 412,166 | 406,747 | 406,747 | 101% | |
| | Total Rates | 9,647 | 9,311,316 | 9,213,081 | 9,234,097 | 101% | |
| | | | | | | | |
| | | | | | | | |
| | Environmental Health | | | | | | |
| 1622 | Inspection Fees | - | - | 5,000 | 6,000 | 0% | |
| 1623 | Health/Food Licence Fees and Fines | - | 1,137 | 1,000 | 14,000 | 8% | |
| 1624 | Immunisations | - | 524 | - | 1,000 | 52% | |
| 1626 | Place of Assembly Licence | - | 50 | - | - | | |
| | Total Environmental Health | - | 1,711 | 6,000 | 21,000 | 8% | |
| | | | | | | | |
| | Municipal Inspector | | | | | | |
| 1631 | Kennel Licences | - | 10 | - | 1,200 | 1% | |
| 1632 | Dog Registrations | 341 | 16,508 | 13,000 | 50,100 | 33% | |
| 1633 | Dog Impoundment Fees & Fines | 145 | 1,958 | 2,083 | 2,500 | 78% | |
| 1634 | Dog Replacement Tags | 5 | 120 | - | - | | |
| 1635 | Caravan Fees and Fines | - | 56,813 | 50,000 | 50,000 | 114% | |
| 1636 | Fire Abatement Charges | - | - | 2,000 | 2,000 | 0% | |
| 1637 | Infringement Notices | 258 | 8,413 | 14,583 | 17,500 | 48% | |
| | Total Municipal inspector | 749 | 83,822 | 81,667 | 123,300 | 68% | |
| | | | | | | | |
| | Building Services | | | | | | |
| 1641 | Building Fees | 3,660 | 34,110 | 25,000 | 30,000 | 114% | |
| 1643 | Building Search Fees | - | 480 | 1,000 | 1,200 | 40% | |
| 1644 | Permit Administration | 1,350 | 40,641 | 29,167 | 35,000 | 116% | Change in legislation resulted in conservative budget estimates |
| | Total Building Services | 5,010 | 75,231 | 55,167 | 66,200 | 114% | |
| | | | | | | | |

| | | Month Actual | Year to Date Actual | Year to Date Budget | Revised 2018-2019 Budget | % of Annual Budget used | Comments |
|------|---|-----------------|------------------------|------------------------|--------------------------------|----------------------------------|---|
| | Plumbing Services | | | | | | |
| 1642 | Plumbing | 1,920 | 37,635 | 41,667 | 50,000 | 75% | |
| | Total Plumbing Services | 1,920 | 37,635 | 41,667 | 50,000 | 75% | |
| | | | | | | | |
| | Building Surveying | | | | | | |
| 1645 | Building Inspections | 1,655 | 41,936 | 33,333 | 40,000 | 105% | |
| 1647 | Certificates of Likely Compliance | 1,268 | 28,633 | 18,333 | 22,000 | 130% | Change in legislation resulted in conservative budget estimates |
| | Total Building Surveying | 2,923 | 70,569 | 51,667 | 62,000 | 114% | |
| | | | | | | | |
| | Planning Services | | | | | | |
| 1651 | Development Application Fees | 4,548 | 61,571 | 41,667 | 50,000 | 123% | |
| 1653 | Subdivision Fees | - | 1,910 | 2,917 | 3,500 | 55% | |
| 1654 | Advertising Fee | 3,700 | 43,200 | 35,000 | 42,000 | 103% | |
| 1655 | Adhesion Orders | 210 | 420 | 417 | 500 | 84% | |
| 1656 | Engineering Fees | 214 | 4,708 | 1,667 | 2,000 | 235% | |
| 1657 | Public Open Space | - | 2,843 | | - | | |
| | Total Planning Services | 8,672 | 114,652 | 81,667 | 98,000 | 117% | |
| | | | | | | | |
| | Total Planning and Building Control Fees | 18,525 | 298,087 | 230,167 | 276,200 | 108% | |
| | | | | | | | |
| | Government Fees Levies | | | | | | |
| 1661 | B.C.I Training Levy | 1,055 | 27,157 | 25,000 | 30,000 | 91% | |
| 1662 | Building Permit Levy | 532 | 13,771 | 14,167 | 17,000 | 81% | |
| 1663 | 132 & 337 Certificates | 7,096 | 94,736 | 66,667 | 80,000 | 118% | |
| 1664 | Section 137 Property Sales | - | 12,179 | | - | | |
| | Total Government Fees Levies | 8,683 | 147,842 | 105,833 | 127,000 | 116% | |
| | | | | | | | |
| | Investment Income | | | | | | |
| 1671 | Interest Income | 19,865 | 212,838 | 118,000 | 150,000 | 142% | |
| 1674 | Guarantee Fees - TasWater | - | 25,903 | 13,000 | 20,000 | 130% | |
| 1675 | Tax Equivalents - TasWater | - | 132,110 | 73,333 | 73,333 | 180% | Higher Tax Equivalents but dividends will be lower |
| 1676 | Dividends - TasWater | - | 9,480 | 142,000 | 294,667 | 3% | |
| | Total Investment Income | 19,865 | 380,332 | 346,333 | 538,000 | 71% | |
| | | | | | | | |

| | | Month Actual | Year to Date Actual | Year to Date Budget | Revised 2018-2019 Budget | % of Annual Budget used | Comments |
|------|---|-----------------|------------------------|------------------------|--------------------------------|----------------------------------|---|
| | Sales Hire and Commission | | | | | | |
| 1681 | Sales | 11,325 | 80,008 | 120,993 | 130,100 | 61% | Gravel sales are recognised at end of year |
| 1682 | Commission | 91 | 11,509 | 16,022 | 16,491 | 70% | |
| 1683 | Equipment Hire | 464 | 767 | - | - | | |
| 1684 | Facilities and Hall Hire | 8,384 | 41,324 | 51,150 | 55,000 | 75% | |
| 1685 | Facilities Leases | 12,398 | 65,213 | 66,500 | 75,000 | 87% | |
| 1687 | History Room Other Income | 71 | 892 | 833 | 1,000 | 89% | |
| | Total Sales Hire and Commission | 32,733 | 199,713 | 255,498 | 277,591 | 72% | |
| | | | | | | | |
| | Other Income | | | | | | |
| 1761 | Late Payment Penalties inc Interest | 3,229 | 81,028 | 90,000 | 100,000 | 81% | |
| 1763 | Heavy Vehicle Contributions | - | 72,642 | - | - | | Not budgeted for as we were advised that no payment was due |
| 1765 | Private Works | 7,335 | 28,809 | 16,667 | 20,000 | 144% | |
| 1766 | Cemetery | 8,573 | 19,376 | 20,833 | 25,000 | 78% | |
| 1768 | Miscellaneous Income | - | 21,185 | - | - | | ONS event funding |
| | Total Other Income | 19,136 | 223,041 | 127,500 | 145,000 | 154% | |
| | | | | | | | |
| | Reimbursements | | | | | | |
| 1772 | Insurance Recoveries | - | 4,923 | - | - | | |
| 1773 | Workers Comp. Recoveries | 1,437 | 1,437 | 1,667 | 2,000 | 72% | |
| 1775 | Roundings | (0) | (655) | - | - | | |
| 1776 | Miscellaneous Reimbursements | (828) | 28,942 | 4,167 | 5,000 | 579% | Various including reimbursement of Cat Tracker contribution |
| 1778 | GST free reimbursements | 2,877 | 9,988 | - | - | | |
| | Total Reimbursements | 3,486 | 44,635 | 5,833 | 7,000 | 638% | |
| | | | | | - | | |
| | Gain or Loss on Sale of Assets | | | | | | |
| 1781 | Profit or Loss on Sale of Assets | 38,636 | 87,850 | 40,000 | 40,000 | 220% | |
| | Total Gain or Loss on Sale of Assets | 38,636 | 87,850 | 40,000 | 40,000 | 220% | |
| | | | | | | | |

| | | Month Actual | Year to Date Actual | Year to Date Budget | Revised 2018-2019 Budget | % of Annual Budget used | Comments |
|------|--|-----------------|------------------------|------------------------|--------------------------------|----------------------------------|--|
| | Grant Income | | | | | | |
| | Operating Grants | | | - | | | |
| 1792 | Financial Assistance Grant | - | 1,089,219 | 1,090,152 | 2,836,798 | 38% | To be adjusted at end of year due to prepayment of grant |
| 1794 | State Grants - Other | - | 784 | - | - | | |
| 1794 | Regional Workforce Development Plan | - | 12,500 | | | | |
| 1794 | Youth Week Tasmania Grant | - | 2,000 | | | | |
| 1794 | Learner Driver Mentor Grant | - | 19,311 | 19,000 | 19,000 | 102% | |
| 1794 | 2018-19 26TEN Communities Grant Program | - | 45,455 | | | | |
| 1794 | Event Funding - Triple J One Night Stand | - | 35,000 | | | | |
| | Total Operating Grants | - | 1,204,269 | 1,109,152 | 2,855,798 | 42% | |
| | | | | | | | |
| | Capital Grants | | | | | | |
| 1791 | Roads to Recovery | - | 401,524 | 402,000 | 761,900 | 53% | |
| 1791 | Old Tasman Hotel | | | - | 25,000 | 0% | c/f from 2017/18 |
| 1791 | Mountain Bike Trails - Federal | | | - | 1,600,000 | 0% | c/f from 2017/18 |
| 1791 | Mountain Bike Trails - RJIP | - | 23,044 | 22,965 | 1,537,500 | 1% | |
| 1793 | LDMP vehicle grant | - | 20,123 | - | - | | |
| 1793 | Mountain Bike Trails | - | - | - | 1,000,000 | 0% | c/f \$500k from 2017/18 |
| 1795 | MAST funding of Cunningham St Jetty Upgrade | - | - | - | 110,000 | | |
| 1795 | Medea Cove Footpath - Community Contribution | - | - | | 25,000 | | |
| | Total Capital Grants | - | 444,691 | 424,965 | 5,059,400 | 9% | |
| | | | | | | | |
| | Total Revenue | 151,460 | 12,427,308 | 11,946,029 | 18,704,386 | 66% | |
| | | | | | | | |
| | Expenses | | | | | | |
| | Employee Costs | | | | | | |
| 1811 | Salaries and Wages | 208,628 | 2,528,518 | 2,880,369 | 3,451,345 | 73% | |
| 1812 | On Costs | 92,151 | 1,132,161 | 1,249,623 | 1,524,100 | 74% | |
| 1813 | Overtime Payments | 1,189 | 23,666 | 18,917 | 22,700 | 104% | Response to floods early in financial year |
| | Total Employee Costs | 301,969 | 3,684,345 | 4,148,908 | 4,998,145 | 74% | |
| | | | | | | | |
| | Energy Costs | | | | | | |
| 1851 | Electricity | 11,414 | 106,754 | 163,012 | 160,375 | 67% | |
| | Total Energy Costs | 11,414 | 106,754 | 163,012 | 160,375 | 67% | |

| | | Month Actual | Year to Date Actual | Year to Date Budget | Revised 2018-2019 Budget | % of Annual Budget used | Comments |
|------|--|-----------------|------------------------|------------------------|--------------------------------|----------------------------------|---|
| | Materials and Contracts | | | | | | |
| 1861 | Advertising | 1,818 | 49,196 | 33,625 | 40,350 | 122% | |
| 1863 | Bank Charges - GST | 956 | 21,652 | 20,167 | 24,200 | 89% | |
| 1864 | Books Manuals Publications | 99 | 1,573 | 3,992 | 4,790 | 33% | |
| 1865 | Catering | 613 | 18,524 | 11,750 | 14,100 | 131% | ONS costs |
| 1866 | Bank Charges - FREE | 52 | 569 | 1,667 | 2,000 | 28% | |
| 1867 | Computer Hardware Purchase | 49 | 9,104 | 10,000 | 12,000 | 76% | |
| 1868 | Computer Software Purchase | - | 918 | - | - | | |
| 1869 | Computer Internet Charges | - | 10,105 | 2,125 | 2,550 | 396% | ONS costs |
| 1870 | Computer Licence and Maintenance Fees | 4,005 | 148,967 | 159,050 | 203,000 | 73% | |
| 1872 | Corporate Membership | - | 123,074 | 138,790 | 147,990 | 83% | |
| 1873 | Debt Collection | 259 | 28,379 | 13,333 | 16,000 | 177% | Higher than budgeted activity |
| 1876 | Stock Purchases for Resale | 1,100 | 41,722 | 42,000 | 45,000 | 93% | |
| 1890 | Equipment Hire and Leasing | - | 68,774 | 31,667 | 38,000 | 181% | ONS costs |
| 1891 | Equipment Maintenance and Minor Purchases | - | 8,105 | 14,750 | 17,700 | 46% | |
| 1893 | Internet Billpay Costs | 215 | 5,073 | 5,833 | 7,000 | 72% | |
| 1895 | Licensing and Licence Costs | (100) | 35,006 | 21,150 | 39,379 | 89% | |
| 1896 | Land and Building Rental or Leasing Costs | - | 4,628 | 7,100 | 17,600 | 26% | |
| 1897 | Materials | 7,555 | 253,007 | 225,667 | 270,800 | 93% | ONS costs and new lock system |
| 1898 | Phone Calls Rental Fax | 3,613 | 32,412 | 33,588 | 40,306 | 80% | |
| 1899 | Postage/Freight | 808 | 25,462 | 20,008 | 24,010 | 106% | |
| 1900 | Printing/Laminating | - | 13,859 | 14,833 | 17,800 | 78% | |
| 1901 | Property Insurance | - | 94,071 | 83,500 | 83,500 | 113% | |
| 1902 | Room Hire | - | 868 | 583 | 700 | 124% | |
| 1904 | Royalties and Copyright Licences | - | - | 4,167 | 5,000 | 0% | |
| 1905 | Stationery | 559 | 6,769 | 6,667 | 8,000 | 85% | |
| 1906 | Water and Property rates Payable | - | 87,266 | 54,400 | 54,400 | 160% | |
| | Total Materials and Contracts | 21,601 | 1,089,082 | 960,412 | 1,136,175 | 96% | |
| | | | | | | | |
| | Contractor Costs | | | | | | |
| 1971 | Contractors | 59,020 | 698,601 | 541,167 | 619,400 | 113% | ONS costs and MTB track maintenance |
| 1972 | Cleaning Contractors | 4,304 | 155,432 | 152,375 | 182,850 | 85% | |
| 1973 | Waste Management Contractors | 1,160 | 1,007,463 | 879,042 | 1,156,000 | 87% | |
| | Total Contractor Costs | 64,483 | 1,861,495 | 1,572,583 | 1,958,250 | 95% | |

| | | Month Actual | Year to Date Actual | Year to Date Budget | Revised 2018-2019 Budget | % of Annual Budget used | Comments |
|------|---|-----------------|------------------------|------------------------|--------------------------------|----------------------------------|---|
| | Professional Fees | | | | | | |
| 1991 | Analysis Fees | - | 168 | - | - | | |
| 1992 | Audit Fees | - | 22,670 | 30,664 | 36,000 | 63% | |
| 1993 | Legal Fees | - | 23,284 | 23,750 | 28,500 | 82% | |
| 1994 | Internal Audit Fees | - | 4,198 | 5,833 | 7,000 | 60% | |
| 1995 | Revaluation Fees- Municipal only | - | 14,850 | 21,000 | 28,000 | 53% | |
| 1996 | Professional Fees - Grant funded | 182 | 28,509 | 15,000 | - | | |
| 1997 | Professional Fees - Strategic Projects | - | 2,000 | - | 100,000 | 2% | |
| 1998 | Other Professional Fees | 790 | 217,459 | 164,670 | 197,604 | 110% | ONS costs, website development and asset management project |
| | Total Professional Fees | 972 | 313,139 | 260,917 | 397,104 | 79% | |
| | | | | | | | |
| | Plant Hire | | | | | | |
| 2101 | Plant Hire - Internal | 13,685 | 324,262 | 800,417 | 960,500 | 34% | |
| 2102 | Plant Hire - External | - | 2,243 | 4,583 | 5,500 | 41% | |
| 2103 | Registration and MAIB | - | 30,589 | 34,378 | 34,378 | 89% | |
| 2104 | Insurance Premiums | - | 20,607 | 23,200 | 23,200 | 89% | |
| 2105 | Plant Repairs and Maintenance | 2,303 | 91,463 | 83,167 | 99,800 | 92% | |
| 2140 | Plant Hire Recovered | (35,890) | (433,725) | (943,750) | (1,132,500) | 38% | |
| 2141 | Fuel | 7,783 | 121,914 | 123,333 | 148,000 | 82% | |
| 2142 | Fuel Credit | - | (13,118) | (12,500) | (15,000) | 87% | |
| | Total Plant Hire | (12,119) | 144,236 | 112,828 | 123,878 | 116% | |
| | | | | | | | |
| | Government Fees and Levies | | | | | | |
| 2255 | Fire Levy | - | 258,434 | 249,209 | 332,279 | 78% | |
| 2257 | Building Permit Levy | 1,695 | 12,290 | 12,500 | 15,000 | 82% | |
| 2258 | Land Tax | 871 | 36,678 | 34,980 | 56,813 | 65% | |
| 2259 | Training Levy | 3,254 | 25,717 | 25,000 | 30,000 | 86% | |
| | Total Government Fees and Levies | 5,820 | 333,118 | 321,689 | 434,092 | 77% | |
| | | | | | | | |
| | Depreciation | | | | | | |
| 2304 | Depreciation Historical Assets | - | - | 140 | 168 | 0% | |
| 2305 | Depreciation Buildings | 17,991 | 180,057 | 177,676 | 213,211 | 84% | |
| 2306 | Depreciation Roads and Streets | 143,882 | 1,438,820 | 1,438,820 | 1,726,584 | 83% | |

| | | Month Actual | Year to Date Actual | Year to Date Budget | Revised 2018-2019 Budget | % of Annual Budget used | Comments |
|------|--|------------------|------------------------|------------------------|--------------------------------|----------------------------------|----------|
| 2307 | Depreciation Bridges | 36,708 | 367,080 | 367,080 | 440,496 | 83% | |
| 2308 | Depreciation Plant & Equipment | 27,914 | 269,542 | 275,524 | 330,629 | 82% | |
| 2310 | Depreciation Stormwater Infrastructure | 27,658 | 276,580 | 276,580 | 331,896 | 83% | |
| 2311 | Depreciation Furniture | 19,181 | 176,697 | 177,838 | 213,406 | 83% | |
| 2312 | Depreciation Land Improvements | 13,991 | 140,383 | 146,548 | 175,858 | 80% | |
| 2313 | Amortisation of Municipal Valuation | 1,800 | 18,000 | 18,000 | 25,000 | 72% | |
| | Total Depreciation | 289,125 | 2,867,159 | 2,878,207 | 3,457,248 | 83% | |
| | | | | | | | |
| | Other Expenses | | | | | | |
| 2401 | Interest Payable | - | 197,276 | 214,177 | 335,328 | 59% | |
| 2403 | Bad & Doubtful Debts | - | 234 | | - | | |
| 2404 | Grants and Community Support Given | 22,015 | 112,819 | 96,100 | 196,600 | 57% | |
| 2405 | Rate Remissions | 793 | 56,340 | 55,000 | 55,000 | 102% | |
| 2407 | Waiver of Fees and Lease etc | 118 | 1,693 | - | - | | |
| 2408 | Refunds/Reimbursements | - | 2,888 | - | - | | |
| 2409 | Council Member Expenses | 1,928 | 24,980 | 15,000 | 18,000 | 139% | |
| 2410 | Council Member Allowances | 14,003 | 138,122 | 137,370 | 164,844 | 84% | |
| | Total Other Expenses | 38,858 | 534,353 | 517,647 | 769,772 | 69% | |
| | | | | | | | |
| | Total Expenses | 722,122 | 10,933,681 | 10,936,204 | 13,435,039 | 81% | |
| | | | | | | | |
| | FAG's received prior year in advance | | | | | | |
| | Net Surplus\ (Deficit) before Capital amounts | (609,299) | 961,086 | 544,860 | 169,947 | | |
| | Capital Grants | - | 444,691 | 424,965 | 5,059,400 | | |
| | Profit or Loss on Sale of Assets | 38,636 | 87,850 | 40,000 | 40,000 | | |
| | | | | | | | |
| | Net Surplus\ (Deficit) | (570,662) | 1,493,627 | 1,009,825 | 5,269,347 | | |
| | | | | | | | |

| Profit And Loss Statement | | | | |
|---|-----------------|---------------------|--------------------|----------|
| 2018-2019 | | | | |
| | Month Actual | Year to Date Actual | 2018-2019 Budget | Comments |
| Business & Corporate Services | | | | |
| Total Investment Income | 19,865 | 380,332 | 538,000 | |
| Total Sales Hire and Commission | 1,149 | 5,974 | 6,000 | |
| Total Reimbursements | 2,877 | 3,964 | - | |
| Total Operating Grants | - | 484 | - | |
| Total Capital Grants | - | 123 | - | |
| Total Revenue | 23,891 | 390,876 | 544,000 | |
| | | | | |
| Total Employee Costs | 55,813 | 616,168 | 847,646 | |
| Total Energy Costs | 116 | 3,755 | 5,800 | |
| Total Materials and Contracts | 7,216 | 403,201 | 475,450 | |
| Total Contractor Costs | - | 5,612 | 7,900 | |
| Total Professional Fees | - | 31,022 | 13,000 | |
| Total Plant Hire | 53 | 10,220 | 12,200 | |
| Total Government Fees and Levies | - | 136 | 180 | |
| Total Depreciation | 19,413 | 173,796 | 219,712 | |
| Total Expenses | 82,610 | 1,243,910 | 1,581,888 | |
| | | | | |
| Net Surplus\ (Deficit) before Capital Income | (58,719) | (853,157) | (1,037,888) | |
| Net Surplus\ (Deficit) | (58,719) | (853,035) | (1,037,888) | |
| | | | | |
| Development Services | | | | |
| Total Environmental Health | - | 1,711 | 21,000 | |
| Total Municipal inspector | - | 58,491 | 59,500 | |
| Total Planning And Building Control Fees | 18,311 | 293,379 | 274,200 | |
| Total Government Fees Levies | 8,683 | 135,663 | 127,000 | |
| Total Sales Hire and Commission | 534 | 1,354 | 1,300 | |
| Total Reimbursements | - | 3,661 | - | |
| Total Revenue | 41,164 | 524,140 | 483,000 | |
| | | | | |
| Total Employee Costs | 54,047 | 570,674 | 941,191 | |
| Total Materials and Contracts | 408 | 35,696 | 37,910 | |
| Total Contractor Costs | 500 | 14,315 | 20,000 | |
| Total Professional Fees | 596 | 85,658 | 87,100 | |
| Total Plant Hire | 570 | 10,206 | 14,128 | |
| Total Government Fees and Levies | 4,949 | 38,007 | 45,000 | |
| Total Depreciation | 1,196 | 11,960 | 20,148 | |
| Total Other Expenses | 50 | 2,858 | 1,000 | |
| Total Expenses | 62,316 | 769,373 | 1,166,477 | |
| | | | | |
| Net Surplus\ (Deficit) before Capital Income | (21,152) | (245,233) | (683,477) | |
| Net Surplus\ (Deficit) | (21,152) | (245,233) | (683,477) | |

| | Month Actual | Year to Date Actual | 2018-2019 Budget | Comments |
|---|------------------|------------------------|---------------------|----------|
| Community Services | | | | |
| Total Sales Hire and Commission | - | 240 | - | |
| Total Other Income | - | 13,285 | - | |
| Total Reimbursements | - | 5,830 | - | |
| Total Operating Grants | - | 102,066 | 19,000 | |
| Total Capital Grants | - | 43,044 | - | |
| Total Revenue | - | 164,464 | 19,000 | |
| | | | | |
| Total Employee Costs | 14,219 | 168,040 | 294,166 | |
| Total Energy Costs | - | 419 | - | |
| Total Materials and Contracts | 682 | 95,293 | 18,950 | |
| Total Contractor Costs | - | 41,472 | 30,000 | |
| Total Professional Fees | 182 | 13,197 | 8,000 | |
| Total Plant Hire | 274 | 11,706 | 10,750 | |
| Total Depreciation | 1,564 | 19,399 | 24,311 | |
| Total Other Expenses | 22,015 | 112,819 | 195,600 | |
| Total Expenses | 38,935 | 462,345 | 581,776 | |
| Net Surplus\ (Deficit) before Capital Income | (38,935) | (340,925) | (562,776) | |
| Net Surplus\ (Deficit) | (38,935) | (297,881) | (562,776) | |
| | | | | |
| Works and Infrastructure | | | | |
| Total Rates | 9,532 | 1,941,005 | 1,913,692 | |
| Total Municipal inspector | 749 | 25,331 | 63,800 | |
| Total Planning And Building Control Fees | 214 | 4,708 | 2,000 | |
| Total Sales Hire and Commission | 20,896 | 121,489 | 175,000 | |
| Total Other Income | 15,908 | 120,628 | 45,000 | |
| Total Reimbursements | 2,266 | 12,975 | 2,000 | |
| Total Gain or Loss on Sale of Assets | 25,000 | 54,305 | 40,000 | |
| Total Operating Grants | - | 597,132 | 1,531,366 | |
| Total Capital Grants | - | 401,524 | 5,059,400 | |
| Total Revenue | 74,564 | 3,279,097 | 8,832,258 | |
| | | | | |
| Total Employee Costs | 115,859 | 1,622,071 | 2,076,787 | |
| Total Energy Costs | 11,297 | 99,366 | 149,575 | |
| Total Materials and Contracts | 8,130 | 376,945 | 405,099 | |
| Total Contractor Costs | 63,983 | 1,795,678 | 1,895,500 | |
| Total Professional Fees | - | 39,799 | 109,004 | |
| Total Plant Hire | (13,016) | 107,165 | 81,500 | |
| Total Government Fees and Levies | 871 | 33,274 | 52,354 | |
| Total Depreciation | 265,103 | 2,643,907 | 3,170,330 | |
| Total Other Expenses | 68 | 202,677 | 335,328 | |
| Total Expenses | 452,296 | 6,920,882 | 8,275,477 | |
| Net Surplus\ (Deficit) before Capital Income | (377,732) | (4,043,310) | (4,502,619) | |
| Net Surplus\ (Deficit) | (377,732) | (3,641,786) | 556,781 | |

| | Month Actual | Year to Date Actual | 2018-2019 Budget | Comments |
|---|-----------------|------------------------|---------------------|----------|
| Visitor Information Centre, History Room and Tourism | | | | |
| Total Sales Hire and Commission | 10,153 | 60,318 | 82,000 | |
| Total Reimbursements | - | 864 | - | |
| Total Revenue | 10,153 | 61,182 | 82,000 | |
| | | | | |
| Total Employee Costs | 8,799 | 102,201 | 119,523 | |
| Total Energy Costs | - | 3,214 | 5,000 | |
| Total Materials and Contracts | 1,304 | 44,477 | 49,700 | |
| Total Contractor Costs | - | 4,419 | 4,850 | |
| Total Professional Fees | - | 9,718 | 9,000 | |
| Total Plant Hire | - | 47 | - | |
| Total Government Fees and Levies | - | 1,226 | 1,600 | |
| Total Depreciation | 706 | 7,060 | 10,446 | |
| Total Expenses | 10,809 | 172,361 | 200,119 | |
| | | | - | |
| Net Surplus\ (Deficit) before Capital Income | (656) | (111,178) | (118,119) | |
| Net Surplus\ (Deficit) | (656) | (111,178) | (118,119) | |
| | | | | |
| | | | | |
| Governance and Members Expenses | | | | |
| Total Rates | 115 | 7,370,311 | 7,320,405 | |
| Total Government Fees Levies | - | 12,179 | - | |
| Total Sales Hire and Commission | - | 10,337 | 13,291 | |
| Total Other Income | 3,229 | 81,201 | 100,000 | |
| Total Reimbursements | (1,656) | 17,342 | 5,000 | |
| Total Operating Grants | - | 504,587 | 1,305,432 | |
| Total Revenue | 1,687 | 7,995,958 | 8,744,128 | |
| | | | | |
| Total Employee Costs | 53,233 | 605,192 | 718,832 | |
| Total Materials and Contracts | 3,883 | 133,491 | 149,066 | |
| Total Professional Fees | 194 | 133,746 | 171,000 | |
| Total Plant Hire | - | 4,893 | 5,300 | |
| Total Government Fees and Levies | - | 260,476 | 334,958 | |
| Total Depreciation | 1,143 | 11,037 | 12,302 | |
| Total Other Expenses | 16,725 | 215,998 | 237,844 | |
| Total Expenses | 75,178 | 1,364,832 | 1,629,302 | |
| | | | - | |
| Net Surplus\ (Deficit) before Capital Income | (73,490) | 6,631,126 | 7,114,826 | |
| Net Surplus\ (Deficit) | (73,490) | 6,631,126 | 7,114,826 | |

| | Month Actual | Year to Date Actual | 2018-2019 Budget | Comments |
|---|------------------|------------------------|---------------------|----------|
| Council Total | | | | |
| Total Rates | 9,647 | 9,311,316 | 9,234,097 | |
| Total Environmental Health | - | 1,711 | 21,000 | |
| Total Municipal inspector | 749 | 83,822 | 123,300 | |
| Total Planning And Building Control Fees | 18,525 | 298,087 | 276,200 | |
| Total Government Fees Levies | 8,683 | 147,842 | 127,000 | |
| Total Investment Income | 19,865 | 380,332 | 538,000 | |
| Total Sales Hire and Commission | 32,733 | 199,713 | 277,591 | |
| Total Other Income | 19,136 | 223,041 | 145,000 | |
| Total Reimbursements | 3,486 | 44,635 | 7,000 | |
| Total Gain or Loss on Sale of Assets | 38,636 | 87,850 | 40,000 | |
| Total Operating Grants | - | 1,204,269 | 2,855,798 | |
| Total Capital Grants | - | 444,691 | 5,059,400 | |
| Total Revenue | 151,460 | 12,427,308 | 18,704,386 | |
| | | | | |
| Total Employee Costs | 301,969 | 3,684,345 | 4,998,145 | |
| Total Energy Costs | 11,414 | 106,754 | 160,375 | |
| Total Materials and Contracts | 21,623 | 1,089,082 | 1,136,175 | |
| Total Contractor Costs | 64,483 | 1,861,495 | 1,958,250 | |
| Total Professional Fees | 972 | 313,139 | 397,104 | |
| Total Plant Hire | (12,119) | 144,236 | 123,878 | |
| Total Government Fees and Levies | 5,820 | 333,118 | 434,092 | |
| Total Depreciation | 289,125 | 2,867,159 | 3,457,248 | |
| Total Other Expenses | 38,858 | 534,353 | 769,772 | |
| Total Expenses | 722,144 | 10,933,681 | 13,435,039 | |
| | | | | |
| | | | | |
| Net Surplus\ (Deficit) before Capital Income | (570,684) | 961,086 | 169,947 | |
| | | | | |
| Capital Income | - | 532,541 | 5,099,400 | |
| Net Surplus\ (Deficit) | (570,684) | 1,493,627 | 5,269,347 | |

| Financial Position | | | | | |
|---|---------------------|------------------------|------------------------|---------------------|----------|
| 2018-2019 | | | | | |
| | 2017-2018 Actual | Year to Date Actual | Year to Date Budget | 2018-2019 Budget | Comments |
| Current Assets | | | | | |
| Cash | 9,664,903 | 7,782,161 | 3,941,254 | 3,514,755 | |
| Receivables | 552,207 | 1,269,592 | 1,638,420 | 600,000 | |
| Inventories | 92,540 | 155,788 | 120,000 | 120,000 | |
| Other Current Assets | 75,699 | 9,181 | 30,000 | 30,000 | |
| Total Current Assets | 10,385,349 | 9,198,361 | 5,729,673 | 4,264,755 | |
| | | | | | |
| Non Current Assets | | | | | |
| Property Plant and Equipment | 141,085,812 | 143,853,107 | 143,805,538 | 141,267,981 | |
| Investment in TasWater | 33,717,915 | 33,717,915 | 33,717,915 | 33,285,899 | |
| Other Non Current Assets | 44,392 | 63,800 | 74,000 | 74,000 | |
| Total Non -Current Assets | 174,848,119 | 177,634,822 | 177,597,453 | 174,627,880 | |
| | | | | | |
| Total Assets | 185,233,468 | 186,833,183 | 183,327,126 | 178,892,635 | |
| | | | | | |
| Current Liabilities | | | | | |
| Payables | 880,114 | 1,194,996 | 1,068,362 | 850,000 | |
| Interest Bearing Liabilities | 326,296 | 139,964 | 139,964 | 326,296 | |
| Provisions | 765,525 | 732,950 | 584,822 | 664,164 | |
| Total Current Liabilities | 1,971,935 | 2,067,911 | 1,793,148 | 1,840,460 | |
| | | | | | |
| Non Current Liabilities | | | | | |
| Interest Bearing Liabilities | 8,825,315 | 8,825,315 | 8,825,315 | 7,651,610 | |
| Provisions | 537,805 | 537,805 | 382,913 | 520,964 | |
| Total Non Current Liabilities | 9,363,120 | 9,363,119 | 9,208,228 | 8,172,574 | |
| | | | | | |
| Total Liabilities | 11,335,055 | 11,431,030 | 11,001,376 | 10,013,034 | |
| | | | | | |
| Net Assets | 173,898,413 | 175,402,153 | 172,325,750 | 168,879,601 | |
| | | | | | |
| EQUITY | | | | | |
| Accumulated surplus | 30,216,738 | 29,964,908 | 26,888,506 | 25,004,688 | |
| Asset revaluation reserve | 142,659,838 | 145,025,360 | 145,025,360 | 143,813,516 | |
| Other reserves | 1,021,837 | 411,885 | 411,885 | 61,397 | |
| TOTAL EQUITY | 173,898,413 | 175,402,153 | 172,325,750 | 168,879,601 | |
| | | | | | |
| Other Reserves - detailed separately | 1,021,837 | 411,885 | 411,885 | 61,397 | |
| Employee Provisions | 1,303,330 | 1,270,754 | 967,735 | 1,185,128 | |
| Unallocated accumulated surplus | 7,339,736 | 6,099,521 | 2,561,634 | 2,268,230 | |
| Total cash available | 9,664,903 | 7,782,161 | 3,941,254 | 3,514,755 | |
| Note: This reflects the cash position and does not include Payables and Receivables | | | | | |

| Other Reserves | | | | |
|-------------------------------------|------------------------------------|-----------------------------------|------------------------------------|--------------------------------|
| 2018-2019 | | | | |
| | Other Reserves 1/7/2018 | Reserves new 2018-2019 | Reserves used 2018-2019 | Remaining 30/6/2018 |
| | | | | |
| Public Open Space | | | | |
| Binalong Bay | 3,362 | | | 3,362 |
| Ansons Bay | 2,229 | | | 2,229 |
| Beaumaris | 4,907 | | | 4,907 |
| Scamander | 23,398 | | | 23,398 |
| St Helens | 32,510 | | | 32,510 |
| St Marys | 3,750 | | | 3,750 |
| Stieglitz | 6,752 | | | 6,752 |
| Total Public Open Space | 76,908 | - | - | 76,908 |
| | | | | |
| General Reserves | | | | |
| Community Development | 12,500 | | | 12,500 |
| 137 Trust Seizures | 261,080 | | | 261,080 |
| Total General Reserves | 273,580 | - | - | 273,580 |
| | | | | |
| Grant Proceeds Reserve | | | | |
| Roads to recovery | 568,242 | | (568,242) | - |
| Regional Workforce Development Plan | 36,720 | | (23,510) | 13,210 |
| Learner Driver | 22,387 | | (18,200) | 4,187 |
| Projectors for Stadium | 14,000 | | | 14,000 |
| Community Infrastructure Fund Grant | 30,000 | | | 30,000 |
| Total Grant Reserves | 671,349 | - | (609,952) | 61,397 |
| | | | | |
| Total Other Reserves | 1,021,837 | - | (609,952) | 411,885 |

| Estimated Cash Flow | | | | | |
|---|---------------------|---------------------------|---------------------------|--------------------------------|--------------------|
| 2018-2019 | | | | | |
| | 2017-2018 Actual | Year to Date Actual | Year to Date Budget | Revised 2018-2019 Budget | Comments |
| CASH FLOWS FROM OPERATING ACTIVITIES | | | | | |
| | | | | | |
| RECEIPTS | | | | | |
| Operating Receipts | 15,020,889 | 1,846,653 | 11,337,488 | 13,604,986 | |
| Less FAGs received in advance | | | | (1,462,513) | Received June 2018 |
| PAYMENTS | | | | | |
| Operating payments | 10,627,090 | 8,391,860 | 8,314,826 | 9,977,791 | |
| | | | | | |
| NET CASH FROM OPERATING | 4,393,799 | 3,454,793 | 3,022,663 | 2,164,682 | |
| | | | | | |
| | | | | | |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | | | |
| | | | | | |
| RECEIPTS | | | | | |
| Proceeds from sale of Plant & Equipment | 155,926 | 87,850 | 40,000 | 182,000 | |
| Capital Grants | 2,300,487 | 444,691 | 424,965 | 5,059,400 | |
| | | | | | |
| PAYMENTS | | | | | |
| Payment for property, plant and equipment | 5,604,078 | 5,683,745 | 9,024,945 | 13,229,934 | |
| Payments for financial assets | | | | | |
| NET CASH FROM INVESTING ACTIVITIES | (3,147,665) | (5,151,204) | (8,559,980) | (7,988,534) | |
| | | | | | |
| | | | | | |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | | | |
| | | | | | |
| RECEIPTS | | | | | |
| Proceeds from borrowings | 1,500,000 | - | - | - | |
| | | | | | |
| PAYMENTS | | | | | |
| Repayment of borrowings | 312,292 | 186,332 | 186,332 | 326,296 | |
| | | | | | |
| NET CASH FROM FINANCING ACTIVITIES | 1,187,708 | (186,332) | (186,332) | (326,296) | |
| | | | | | |
| NET INCREASE (DECREASE) IN CASH HELD | 2,433,842 | (1,882,742) | (5,723,649) | (6,150,148) | |
| CASH AT BEGINNING OF YEAR | 7,231,061 | 9,664,903 | 9,664,903 | 9,664,903 | |
| CASH AT END OF PERIOD | 9,664,903 | 7,782,161 | 3,941,254 | 3,514,755 | |

| Capital Expenditure | | | | | | | |
|---------------------|--|----------------|---------------------|----------------------|------------------|------------------------|--|
| 2018-2019 | | | | | | | |
| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
| | PLANT & EQUIPMENT | | | | | | |
| | Replacement of the following vehicles | | | | | | |
| CG005 | White Kia Sportage Si Premium | - | 32,358 | | 36,000 | 36,000 | |
| CG007 | Hyundai I30 PD Hatch 2.0 Auto - Learner Driver | - | 19,538 | | | | Grant funded \$22,000 |
| CG010 | 1013 Bomag Roller | 138,500 | 138,500 | | 160,000 | 160,000 | |
| CF023 | Renault Traffic LWB 103Kw Manual | 38,197 | 38,197 | 27,000 | 33,000 | 60,000 | #1226 no action on this vehicle @ 7/3/19 |
| CG015 | D-Max 4x4 Crew Cab Manual SX | - | 38,353 | | 40,000 | 40,000 | |
| CG017 | Captiva LTZ AWD 7 Seat A2.2D | - | 32,214 | | | - | |
| CG020 | White Kia Sportage Si Premium with Tow Bar | - | 33,467 | | 36,000 | 36,000 | |
| CF022 | Holland Backhoe | - | 146,773 | 155,000 | | 155,000 | |
| CF011 | 1019 Stirling 10 Yrd | - | 179,757 | 180,000 | | 180,000 | |
| | Other plant | - | - | | | | |
| CG025 | 4" Water Pump | - | 1,855 | | 3,500 | 3,500 | |
| CG026 | Hydraulic Unit & Post Rammer | - | 14,391 | | | - | |
| CG045 | GM360 Toro Mower 72in | - | 35,445 | | 34,000 | 34,000 | |
| CG046 | Ferris IS 3200Z Mower | - | 18,885 | | 34,000 | 34,000 | |
| CG030 | Small plant | - | 5,252 | | 6,500 | 6,500 | |
| CG035 | Vacuum Excavator | - | 47,808 | | 75,000 | 75,000 | |
| CG040 | Steam Weeder | - | 26,335 | | 26,000 | 26,000 | |
| CG047 | RoadPod VT 5900 Plus Inc RC (x2) | - | 8,175 | | | - | |
| CF030 | Virtual Fence | - | 1,438 | | | - | |
| CF032 | Loader for St Helens WTS | - | - | 180,000 | | 180,000 | |
| CG048 | ABR - Airband Broadcast Recorder | - | 2,074 | | | - | Receiver & Antenna Aerodrome Avdata |
| | TOTAL PLANT & EQUIPMENT | 176,697 | 818,741 | 542,000 | 484,000 | 1,026,000 | |
| | | | | | | | |
| | FURNITURE & IT | | | | | | |
| CG055 | Ricoh MP4055SP A3 Copier/Printer | - | 5,392 | | 7,000 | 7,000 | |
| CD730 | Hall Furniture Replacement | - | 9,228 | 4,000 | 6,000 | 10,000 | |
| CE085 | Additional sit down/stand up desks | - | 1,916 | | 2,500 | 2,500 | |
| CG070 | IT - Server Upgrades | - | 32,193 | | 32,500 | 32,500 | Replace server and NAS |
| CG060 | IT - Major Software Upgrades | - | 19,577 | | 17,500 | 17,500 | Exchange and Mail Marshall upgrades |
| CE098 | IT - Major Software Upgrades | - | 8,480 | | - | - | Cloud Endpoint with Intercept X Promo 3 Year |
| CG065 | Desktop/Laptops/Monitors | - | 14,562 | | 20,000 | 20,000 | |
| CF060 | St Marys Hall Projector System | - | - | 10,000 | | 10,000 | |

| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
|--------------|---|---------------|---------------------|----------------------|------------------|------------------------|--|
| CE075 | Asset Management Software | - | - | 35,000 | | 35,000 | |
| CE056 | Break O'Day Community Stadium - Projectors | - | - | 14,000 | | 14,000 | |
| | TOTAL FURNITURE & IT | - | 91,348 | 59,000 | 85,500 | 148,500 | |
| | | | | | | - | |
| | BUILDINGS | | | | | | |
| CE755 | BBQ Shelter at St Marys Rec Ground & Demolition Conceptual considerations for existing buildings that have reached end of useful life | - | 86,812 | 35,000 | 50,000 | 85,000 | Design, Construct BBQ and Storage Facility, Power Improvements etc. |
| | Pacing Club Shed - St Marys Rec Ground | | 6,000 | | 6,000 | 6,000 | \$6k contribution from Pacing Club |
| CG720 | St Marys Sports Centre - Roof Over Deck | 409 | 10,342 | | 20,000 | 20,000 | |
| CG740 | St Helens Aerodrome - Airport Hangers | - | 6,000 | | 6,000 | 6,000 | Alterations to Hanger as per Tim Gowans Quote provided |
| CG725 | Scamander Sports Complex Disabled Toilet & Improvement Works | 1,160 | 10,859 | | 30,000 | 30,000 | New Disabled Toilet, Baby Change table and Exit doors as proposed by Committee |
| CG705 | Fingal Online Access Centre - Floor Covering Replacements | - | 5,000 | | 5,500 | 5,500 | Replace Carpet at Online Access Centre - \$500 contribution offered |
| CG730 | St Helens Foreshore Toilet Block | 3,158 | 35,349 | | 50,000 | 50,000 | Renovation |
| CE710 | Break O Day Community Stadium - Renovation of Existing Changerooms/Kiosk Fit Out | - | 3,783 | | | - | |
| CE720 | Break O Day Community Centre - Kiosk Design | - | 753 | | | - | |
| CG715 | St Marys Toilet Block BBQ Shelter | - | 32,447 | | 35,000 | 35,000 | Design & Construct New BBQ |
| CC730 | Old Tasmanian Hotel Upgrades in Accordance with Conservation Management Plan | - | 30,269 | 25,000 | 25,000 | 50,000 | Annual commitment to Heritage upgrades and renovations |
| CE705 | Portland Hall Upgrades | - | - | 13,959 | | 13,959 | |
| CG735 | Replacement Fence Scamander Sports Complex - Bowls Green | - | 7,431 | | 8,000 | 8,000 | |
| CF705 | Weldborough Amenities | - | - | 110,000 | | 110,000 | |
| CD815 | Wrinklers Lagoon, Scamander - toilet block | - | - | 89,400 | | 89,400 | |
| CE735 | Fingal Sports Complex Toilet Block Demolition | - | 194 | | | - | |

| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
|--------------|--|----------------|---------------------|----------------------|------------------|------------------------|---|
| CE740 | Council & Depot - Solar Panels Installation | - | 27,459 | 27,000 | | 27,000 | |
| CE770 | Workspace Renovations - History Rooms | - | - | 30,000 | | 30,000 | Grant funded |
| | TOTAL BUILDINGS | 4,727 | 262,697 | 330,359 | 235,500 | 565,859 | |
| | | | | | | - | |
| | PARKS, RESERVES & OTHER | | | | | | |
| CE715 | Break O Day Community Stadium - External Upgrades | - | 56 | 10,000 | | 10,000 | Construction Phase |
| CF810 | Fingal Cemetery Master Plan | - | - | 20,000 | 20,000 | 40,000 | |
| CE815 | Mathinna Cemetery Master Plan | - | - | | 20,000 | 20,000 | |
| CE820 | Street furniture & signage | - | 11,149 | | 20,000 | 20,000 | |
| CG835 | St Helens Foreshore Playground | - | 9,470 | | 50,000 | 50,000 | |
| CF815 | Scamander Reserve Playground - Replacement | - | 968 | | - | - | |
| CG805 | Falmouth Playground equipment replacement program | 544 | 31,218 | | 50,000 | 50,000 | Falmouth |
| CG810 | St Helens rec ground | - | 32,919 | | 50,000 | 50,000 | Water Systemwater system & mains upgrade - possibly grant \$35k |
| CG820 | Foreshore Power Upgrade | - | - | | 12,000 | 12,000 | |
| CG815 | Reseed lawn at St Helens foreshore BBQ | - | 7,321 | | 7,500 | 7,500 | |
| CG825 | Streetlighting - LED Implementation - SOLAR 2018/19 | - | 13,801 | 36,500 | | 36,500 | |
| CF820 | Mountain Bike Trails - Poimena to Bay of Fires | 95,585 | 869,392 | 1,600,000 | | 1,600,000 | |
| CF820A | Mountain Bike Trails - Stacked Loops-St Helens | 4,112 | 53,252 | 750,000 | 2,407,500 | 3,157,500 | |
| CD805 | Blue Derby Mountain bike trail - minor works | 1,181 | 4,838 | | | - | |
| CE805 | Jetty Upgrades - Kirwans | - | 7,705 | 7,500 | | 7,500 | |
| CG830 | Jetty Upgrades - Beauty Bay | - | 7,030 | | | - | |
| CD830A | Jetty Upgrades - Talbot Street | - | 1,292 | 13,500 | | 13,500 | |
| CD830B | Jetty Upgrades - Cunningham Street | - | 62,031 | | 110,000 | 110,000 | MAST funded |
| CF825 | Parnella foreshore protection works | - | - | | 50,000 | 50,000 | |
| 1088 | St Marys Rivulet Flood Prevention Works near Flat Bridge | | 991 | | | | Included in operating expenditure |
| | TOTAL PARKS, RESERVES & OTHER | 101,421 | 1,113,434 | 2,437,500 | 2,797,000 | 5,234,500 | |
| | | | | | | | |

| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
|--------------|---|---------------|---------------------|----------------------|------------------|------------------------|---|
| | ROADS | | | | | | |
| | STREETSCAPES | | | | | | |
| CC140 | Cecilia Street (St Helens) | - | 1,256 | 15,000 | | 15,000 | Bayside section (Circassian St down) and intersection with esplanade |
| CE140 | Main Street & Story Street St Marys | - | 27,435 | | 30,000 | 30,000 | |
| CF105 | Fingal | 60,492 | 177,104 | 20,000 | 480,000 | 500,000 | |
| CE110 | Scamander entrance at Wrinklers | - | 200 | 95,000 | | 95,000 | |
| | TOTAL STREETSCAPES | 60,492 | 205,995 | 130,000 | 510,000 | 640,000 | |
| | | | | | | | |
| | FOOTPATHS | | | | | | |
| CG105 | Binalong Bay - Main Road (Cray Court to link with existing path 146 Main Road) (0.52km) | - | 98,507 | | 100,000 | 100,000 | Listed last year but not included. Estimated 520m of 1.5m wide concrete footpath. |
| CG115 | Annual replacement of damaged footpaths | - | - | 8,000 | 7,000 | 15,000 | |
| CG110 | Story St, St Marys | - | - | | 50,000 | 50,000 | widen footpath to school |
| CF110 | Stieglitz - St Helens Point Road (Chimney Heights to Jetty Road link) (0.08km) | - | 12,636 | 14,000 | | 14,000 | |
| CF115 | St Helens - Penelope Street (Tasman Highway to Big4 Caravan Park) | - | 1,511 | 13,000 | | 13,000 | |
| CF125 | Medea Cove Footpath/Road options | - | - | 18,000 | 25,000 | 43,000 | |
| CF805 | Parnella/Foreshore Walkway | 465 | -503 | | 250,000 | 250,000 | |
| CF135 | Cycleway/Walkway - St Helens - Upgrade | - | - | | | - | Funding due \$2.1M |
| CF130 | Parkside Foreshore Footpath | - | 2,052 | | | - | |
| | TOTAL FOOTPATHS | 465 | 114,202 | 53,000 | 432,000 | 485,000 | |
| | | | | | | - | |
| | KERB & CHANNEL | | | | | | |
| CG155 | Cameron St, St Helens (south of Quail St intersection) (0.16km) | - | - | | 9,000 | 9,000 | width to be checked for onstreet parking options |
| CF660A | Annie Street, St Helens | - | 136,554 | | 287,000 | 287,000 | associated with Hospital |
| CE165 | Treloggen Drive, Binalong Bay | - | 46 | 50,400 | - | 50,400 | Install K&G on high-side to stop stormwater flow across road and damaging road pavement - Stage 3 |

| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
|--------------|--|---------------|---------------------|----------------------|------------------|------------------------|---|
| | | | | | | | replace 50mt kerb & channel on western side of Penelope St, St Helens - starting at intersection of Lawry Heights |
| CG160 | Penelope St St Helens | - | - | | 30,000 | 30,000 | |
| CG165 | Helen Grove - northern side | - | - | | 25,000 | 25,000 | 100m of new Kerb |
| CG170 | Aerodrome Rd | - | - | | 35,000 | 35,000 | extend K&C |
| CD165 | Tully St, St Helens Kerb | - | 1,667 | 5,000 | | 5,000 | |
| | TOTAL KERB & CHANNEL | - | 138,267 | 55,400 | 386,000 | 441,400 | |
| | | | | | | - | |
| | RESHEETING | | | | | | |
| CF310 | Anchor Road, Pyengana | - | 7,798 | | | - | |
| CF315 | Ansons Bay Township Roads | - | 5,940 | 30,000 | | 30,000 | |
| CF305 | Ansons Bay Road, Ansons Bay | - | - | | 80,000 | 80,000 | |
| CF320 | North Ansons Bay Road, Ansons Bay | - | - | | 80,000 | 80,000 | |
| CF325 | Upper Scamander Road, Scamander | - | - | | 40,000 | 40,000 | |
| CF335 | Old Highway, Seymour | - | - | 4,600 | 20,000 | 24,600 | |
| CG305 | Champ St, Seymour | - | 16,971 | | | - | |
| | Falmouth Streets | - | - | | 40,000 | 40,000 | |
| CF355 | Lottah Road, Pyengana | - | 3,726 | 37,500 | | 37,500 | |
| CG310 | Reids Road | - | 1,188 | | 10,000 | 10,000 | |
| CG315 | Medeas Cove Road | - | 11,031 | | 10,000 | 10,000 | |
| CG320 | Deals Road, Seymour | - | - | | 15,000 | 15,000 | |
| CG325 | Matsons Road, Seymour | - | - | | | - | |
| | Fingal Streets | - | - | | 23,000 | 23,000 | |
| CG355 | Marriot Street, Fingal | - | 4,761 | | | - | |
| CG360 | Sorrell Street, Fingal | - | 8,021 | | | - | |
| CG365 | Pedder Street, Fingal | - | 3,676 | | | - | |
| | St Marys Roads | - | - | | | - | |
| CG340 | Gardiners Creek Road, St Marys | - | 7,591 | | 25,000 | 25,000 | |
| CG345 | German Town Road, St Marys | - | 8,027 | | 15,000 | 15,000 | |
| CG350 | Dublin Town Road, St Marys | - | 1,040 | | 15,000 | 15,000 | |
| | Mathinna Plains/Upper Esk/Roses Tier/Tyne Roads | - | - | | | - | |
| CF330 | Upper Esk Road, Mathinna | - | 18,437 | | | - | |
| CD305 | Mathinna Plains Road | - | - | 9,000 | 30,000 | 39,000 | |
| CD310 | Tyne River Road | - | 29,745 | 49,770 | | 49,770 | |
| CD315 | Roses Tier Road | - | 79,001 | 15,000 | 50,000 | 65,000 | |
| | TOTAL RESHEETING | - | 206,952 | 145,870 | 453,000 | 598,870 | |
| | | | | | | - | |

| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
|--------------|---|---------------|---------------------|----------------------|------------------|------------------------|------------|
| | RESEALS | | | | | | Segment ID |
| CG405 | Byatt Crt | - | 3,557 | | 7,059 | 7,059 | 522 |
| CG410 | Cherrywood Dve | - | 15,380 | | 6,380 | 6,380 | 555 |
| CG410 | Cherrywood Dve | | | | 5,289 | 5,289 | 572 |
| CG410 | Cherrywood Dve | | | | 9,237 | 9,237 | 554 |
| CG415 | Coach Rd | - | 10,554 | | 2,947 | 2,947 | 1224 |
| CG415 | Coach Rd | | | | 7,317 | 7,317 | 532 |
| CG420 | Falmouth St | - | 3,191 | | 2,423 | 2,423 | 339 |
| CG420 | Falmouth St | - | - | | 7,468 | 7,468 | 340 |
| CG425 | Gardens Rd | - | 8,586 | | 5,790 | 5,790 | 941 |
| CG430 | Grant St Falmouth | - | 9,633 | | 5,507 | 5,507 | 591 |
| CG430 | Grant St Falmouth | | | | 4,571 | 4,571 | 592 |
| CG435 | Hammond St | - | 3,454 | | 2,894 | 2,894 | 586 |
| CG435 | Hammond St | | | | 1,984 | 1,984 | 585 |
| CG440 | Highcrest Ave | - | 6,907 | | 8,845 | 8,845 | 767 |
| CG445 | Kirwans Beach C/P | - | 4,207 | | 8,570 | 8,570 | 355 |
| CG450 | Medeas Cove Esp | - | 18,927 | | 4,627 | 4,627 | 393 |
| CG450 | Medeas Cove Esp | - | - | | 12,284 | 12,284 | 388 |
| CG455 | Parnella Dr | - | - | | 10,644 | 10,644 | 752 |
| CG460 | Powers Rd | - | 3,882 | | 1,637 | 1,637 | 106 |
| CG465 | Reids Rd | - | 9,822 | | 8,372 | 8,372 | 942 |
| CG470 | Rossarden Rd | - | 73,866 | | 32,346 | 32,346 | 318 |
| CG470 | Rossarden Rd | | | | 19,117 | 19,117 | 314 |
| CG470 | Rossarden Rd | | | | 9,603 | 9,603 | 313 |
| CG470 | Rossarden Rd | | | | 15,722 | 15,722 | 1246 |
| CG475 | Scamander Ave | - | 9,963 | | 17,004 | 17,004 | 544 |
| CG480 | Silver St | - | 3,615 | | 7,890 | 7,890 | 566 |
| CG485 | St Columba Falls Rd | - | 73,721 | | 37,311 | 37,311 | 67 |
| CG485 | St Columba Falls Rd | - | | | 36,065 | 36,065 | 68 |
| CG490 | Steel St | - | 7,820 | | 752 | 752 | 556 |
| CG490 | Steel St | | | | 7,667 | 7,667 | 557 |
| CG495 | Tasman Hwy S/R | - | 6,798 | | 10,302 | 10,302 | 399 |
| CF485 | Medeas Cove Esp/Annie Street Intersection | - | 34,310 | | | - | |
| CG496 | Viney Court, St Helens | - | 3,602 | | | - | |
| | TOTAL RESEALS | - | 308,196 | - | 317,625 | 317,625 | |
| | | | | | | | |
| | ROADS OTHER | | | | | | |
| | Reconstruction/Dig Outs | - | - | - | | - | |
| CG515 | Annie Street, St Helens Water Mains | - | - | - | | - | |
| CG520 | Beaumaris Ave | - | - | | 15,000 | 15,000 | |

| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
|--------------|---|----------------|---------------------|----------------------|------------------|------------------------|--|
| CG525 | St Helens Pt Rd, between Egret St & Treloggans Dr | - | - | | 64,000 | 64,000 | 500m widen & seal shoulders on both sides between Egret St & Treloggans Dr |
| CG530 | Kismet Place | 65,563 | 89,559 | | 85,000 | 85,000 | |
| CF510 | West Street | - | 54,904 | 40,000 | 15,000 | 55,000 | |
| CF520 | St Helens Pt Rd Upgrade inc Stabilisation | - | 2,505 | | | | |
| CG505 | St Helens Pt Rd, between Cunningham and Talbot Street | - | 23,487 | | 200,000 | 200,000 | Road & drainage Works between Cunningham and Talbot Street |
| CG510 | St Helens Pt Rd, Cunningham St Intersection | - | 78 | | - | - | Sight distance improvement - Cunningham St Intersection |
| CF505 | Atlas Drive Retaining Wall | - | 4,400 | 5,500 | | 5,500 | |
| CF515 | The Gardens Road RTR | 165,059 | 331,651 | 200,000 | 231,000 | 431,000 | RTR |
| CC555 | Parnella Landslip | 6,161 | 26,298 | | | - | |
| CG535 | Parnella Drive - Additional Dig out Works | - | 29,760 | | 30,000 | 30,000 | |
| CG540 | Ansons Bay Road - dig out | - | - | | 30,000 | 30,000 | |
| CG545 | Rex Court - dig out | - | 2,462 | | 30,000 | 30,000 | |
| CG550 | St Helens Point Road - dig out | - | - | | 50,000 | 50,000 | |
| | | | | | | | |
| | TOTAL ROADS OTHER | 236,782 | 532,883 | 245,500 | 610,000 | 995,500 | |
| | | | | | | - | |
| | ROADS TOTAL | 297,739 | 1,542,319 | 629,770 | 2,848,625 | 3,478,395 | |
| | | | | | | | |
| | BRIDGES | | | | | | |
| CG205 | B185 Gillies Road, St Marys | - | - | | 25,000 | 25,000 | replace deck & runners |
| CG210 | B760 Bent St, Mathinna | - | - | | 5,500 | 5,500 | replace failed abutment & pothole approaches |
| CG215 | B1675 Lower Germantown Road, St Marys | - | - | | 18,000 | 18,000 | renew deck & runners |
| CG220 | B2293 Cecilia St, St Helens | - | - | | 22,000 | 22,000 | renew deck & runners & pothole approaches |
| CG225 | B2792 Four Mile Creek Road | 225 | 338 | | 30,000 | 30,000 | renew coating |
| CG230 | B2809 Argyle St, Mangana | - | - | | 30,000 | 30,000 | renew deck & runners, replace asphalt to both approaches |

| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
|--------------|---|----------------|---------------------|----------------------|------------------|------------------------|---|
| CG235 | B3765 Argonaut Road, St Helens (Upper Golden Fleece) | - | - | | 18,000 | 18,000 | repair erosion to road shoulder Abutment A (50 tonne of large rock) |
| CG240 | B7004 Richardson Road, St Marys | - | - | | 38,000 | 38,000 | renew deck & runners |
| CG245 | B7032 Davis Gully Road, Four Mile Creek | - | - | | 31,000 | 31,000 | renew deck & runners, repair erosion to road shoulder and bedlogs Abutment A (10 tonne of rock) |
| CG250 | B7027 Mathinna Plains Road | - | - | | 15,000 | 15,000 | extend upstream headwall to retain gravel road shoulder |
| CF220 | B2805 Otway Ck, Rossarden Road | 58,061 | 183,674 | | 212,000 | 212,000 | R2R funded |
| CF205 | B1244 Ransons River (Fitzgeralds Rd, Goulds Country) RTR | 61,056 | 190,538 | 210,700 | 8,300 | 219,000 | |
| CF215 | B4650 - Forester Creek (Ansons Bay Road) RTR | - | 223,084 | 287,000 | (60,000) | 227,000 | R2R funded |
| | Install/upgrade traffic barriers to 3 bridges | - | - | 130,000 | | 130,000 | |
| CG260 | B2434 Gardens Road - Installation of W-Beam | - | 28,347 | | | | |
| | TOTAL BRIDGES | 119,343 | 625,980 | 627,700 | 392,800 | 1,020,500 | |
| | | | | | | | |
| | STORMWATER | | | | | | |
| CG660 | High Street Mathinna (Main St) | - | - | | 50,000 | 50,000 | |
| CG665 | Freshwater Street / Lade Court (Beaumaris) | - | - | | 30,000 | 30,000 | Install new stormwater pipe rear of Freshwater Street properties to prevent Lade Court properties flooding. |
| CG670 | Hall St to Medea St (runs parallel to Doepel Pl) | - | - | | 40,000 | 40,000 | 115m of open drain |
| CG655 | St Columbia Falls Rd, Pyengana | - | 6,293 | | - | - | 0 |
| CE655 | Minor stormwater Jobs | - | 2,400 | 34,000 | | 34,000 | |
| CF665 | Beauty Bay Access Track Improvements | - | - | 6,000 | | 6,000 | |
| CF657 | Parnella Stormwater Stage 2 | - | 1,019,607 | 1,000,000 | | 1,000,000 | |
| CF660 | Annie St, St Helens Stormwater | - | 16,567 | | | - | |
| CE660 | Alexander St, Cornwall (installation of main & connection of side entry pits) | - | 9,955 | 15,000 | | 15,000 | |
| CD655 | Implement SWMP priorities | - | 1,511 | 37,500 | 125,000 | 162,500 | |
| | TOTAL STORMWATER | - | 1,056,333 | 1,092,500 | 245,000 | 1,337,500 | |

| Project Code | Details | Month Actuals | Year to Date Actual | 2017-2018 Budget C/F | 2018-2019 Budget | Total Budget New + C/f | Comments |
|--------------|---|----------------|---------------------|----------------------|------------------|------------------------|----------|
| | WASTE MANAGEMENT | | | | | | |
| CG605 | Reconstruction & seal entrance to St Helens WTS | 2,147 | 18,553 | | 60,000 | 60,000 | |
| CG610 | Recycling facilities | - | 5,573 | | 20,000 | 20,000 | |
| CF610 | Fingal WTS Retaining Wall Replacement | 19,654 | 49,918 | 130,000 | | 130,000 | |
| CE610 | St Marys WTS Retaining Wall Replacement | - | 96,774 | 154,000 | | 154,000 | |
| CE615 | Scamander WTS Retaining Wall Reinforcement | - | - | 52,000 | | 52,000 | |
| CE625 | Rehabilitation of former Binalong Bay Tip | - | - | 2,680 | | 2,680 | |
| | WASTE MANAGEMENT TOTAL | 21,801 | 170,817 | 338,680 | 80,000 | 418,680 | |
| | | | | | | - | |
| | Total Capital expenditure | 721,728 | 5,683,745 | 6,061,509 | 7,168,425 | 13,229,934 | |

| 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:**

Nil.

Meetings Attended/Other information:

As identified in the door counts, April visitors to the VIC were comparable to recent previous years. There were days during the month of over 150 but we are now seeing days with fewer than 50 visitors. The VIC is now in "off season" operation, with volunteers taking time off and staff working towards stock take and reviewing the brochure levels and layout.

Statistics:**Door Counts:**

| Month/Year | Visitor Numbers | Daily Average | History Room |
|------------|-----------------|---------------|--------------|
| April 2007 | 3,500 | 116.67 | |
| April 2008 | 3,177 | 105.90 | |
| April 2009 | 3,770 | 125.67 | |
| April 2010 | 3,007 | 100.23 | |
| April 2011 | 3,625 | 120.83 | |
| April 2012 | 2,770 | 92.33 | 69 |
| April 2013 | 3,297 | 109.90 | 115 |
| April 2014 | 3,344 | 115.31 | 152 |
| April 2015 | 4,030 | 138.97 | 149 |
| April 2016 | 2,847 | 94.90 | 100 |
| April 2017 | 2,849 | 94.96 | 87 |
| April 2018 | 2,958 | 98.60 | 114 |
| April 2019 | 2,850 | 98.28 | 123 |

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 |

Revenue 2017/2018:

| Month | VIC Sales | HR Entry | HR Donations |
|-----------|------------|----------|--------------|
| July | \$2,892.45 | 176.00 | 0.00 |
| August | 1,519.80 | 119.00 | 59.70 |
| September | 3,917.25 | 334.00 | 59.65 |
| October | 6,234.31 | 479.00 | 64.65 |
| November | 6,716.31 | 403.00 | 84.70 |
| December | 6,300.25 | 276.00 | 96.30 |
| January | 10,817.80 | 518.00 | 112.05 |
| February | 10,908.30 | 831.00 | 620.45 |
| March | 11,484.50 | 930.00 | 278.30 |
| April | 6,217.10 | 508.00 | 135.00 |
| May | 2,765.00 | 357.00 | 90.45 |
| June | 1,486.86 | 213.00 | 51.40 |

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategies

Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses' to live and work in BOD.

Annual Plan 2018-2019

Goal

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

Key Focus Area 2.1.2

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

Action 2.1.2.9

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

05/19.13.0 WORKS AND INFRASTRUCTURE

05/19.13.1 Works and Infrastructure Report

| 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 |
|---------------|---------------|--|---|
| 03/18.8.1.51 | 19 March 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 investigate all options for the walking path at Fingal. | A service request has been placed with Telstra to relocate an existing pit from the outflow of the road culvert that prevents any footpath develop from being considered on the old alignment. Telstra has not addressed the service request. Other options are under discussion with DoSG. |

| Motion Number | Meeting Date | Council Decision | Comments |
|----------------|------------------|---|---|
| 04/18.16.4.102 | 16 April 2018 | <p>1. 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”.</p> <p>(i) The closure of Bridge 3462 over the George River providing current access to Yosts Flat.</p> <p>(ii) The closure of Grimstones Road from chainage 910m to end of road at chainage 4,680m.</p> <p>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.</p> <p>2. 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> | In-progress. Refer to Closed Council Resolution 11/18.17.3. |
| 11/18.8.5.247 | 19 November 2018 | <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 as required from relevant State Agencies:</i></p> <p>That Council explore opportunities of providing 2 - 6 free rubbish vouchers or something similar to every ratepayer to be used throughout that rateable year.</p> | In progress. |
| 11/18.13.5.260 | 19 November 2018 | That Council defer a decision to extending the free green waste days to all year-round at all waste disposal sites that are set up to accept green waste until green waste composting is validated and a cost benefit model determined and reported to Council. | In-progress. |
| 11/18.13.8.263 | 19 November 2018 | <p>1. That Council provides in-principle support to the St Helens Football Club to seek external funding to install an in-ground irrigation system at the St Helens Football Ground.</p> <p>2. That Council give consideration to confirming a financial commitment for the installation of an in-ground irrigation system and the St Helens Football Ground in the 2019 – 2020 financial year, subject to favourable asset life-cycle cost modelling and receipt of a report on the health of playing field.</p> | <p>Item 1. Completed.</p> <p>Item 2. To be actioned on receipt of irrigation system information from the football club. Information has been requested repeatedly.</p> <p>Note that the club received confirmation during Feb 2019 of AG funding for the project for 2019-2020.</p> |

| Motion Number | Meeting Date | Council Decision | Comments |
|---------------|---------------|---|----------|
| 04/19.8.2.68 | 15 April 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> <ul style="list-style-type: none"> i. That Council allocate money to replace the picnic table at the river area in Fingal in front of the old Magistrates House. ii. That Council consider tidying up the area which residents use to access a swimming place in the river. This could include cutting back or removing vegetation and improving the steps down to the area. | |
| 04/19.13.5.84 | 15 April 2019 | That Council receive this report and the recommendation made to develop a policy position for the provision of Water Refill Stations (WRS's) in public open spaces that include a clear set of performance criteria that must be satisfied before a decision is made to install a WRS. | |

COMPLETED REPORTS:

| Motion Number | Meeting Date | Council Decision | Comments |
|---------------|---------------|---|--|
| 04/19.16.2.93 | 15 April 2019 | Council endorse a landfill levy amendment from current \$5/tonne to \$7.50/tonne from 1 July 2019 - 30 June 2022. | The NTWMG advised of Council Decision. |

Facilities Maintenance

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

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

Towns and Parks Maintenance

- Mowing/ground maintenance – all areas.
- Garden/tree maintenance and weeding where required.
- Edge trimming and gutter cleaning.
- St Marys Recreational Ground – weed spraying completed – broadleaf weeds.
- St Helens Football Ground – playing surface maintenance.

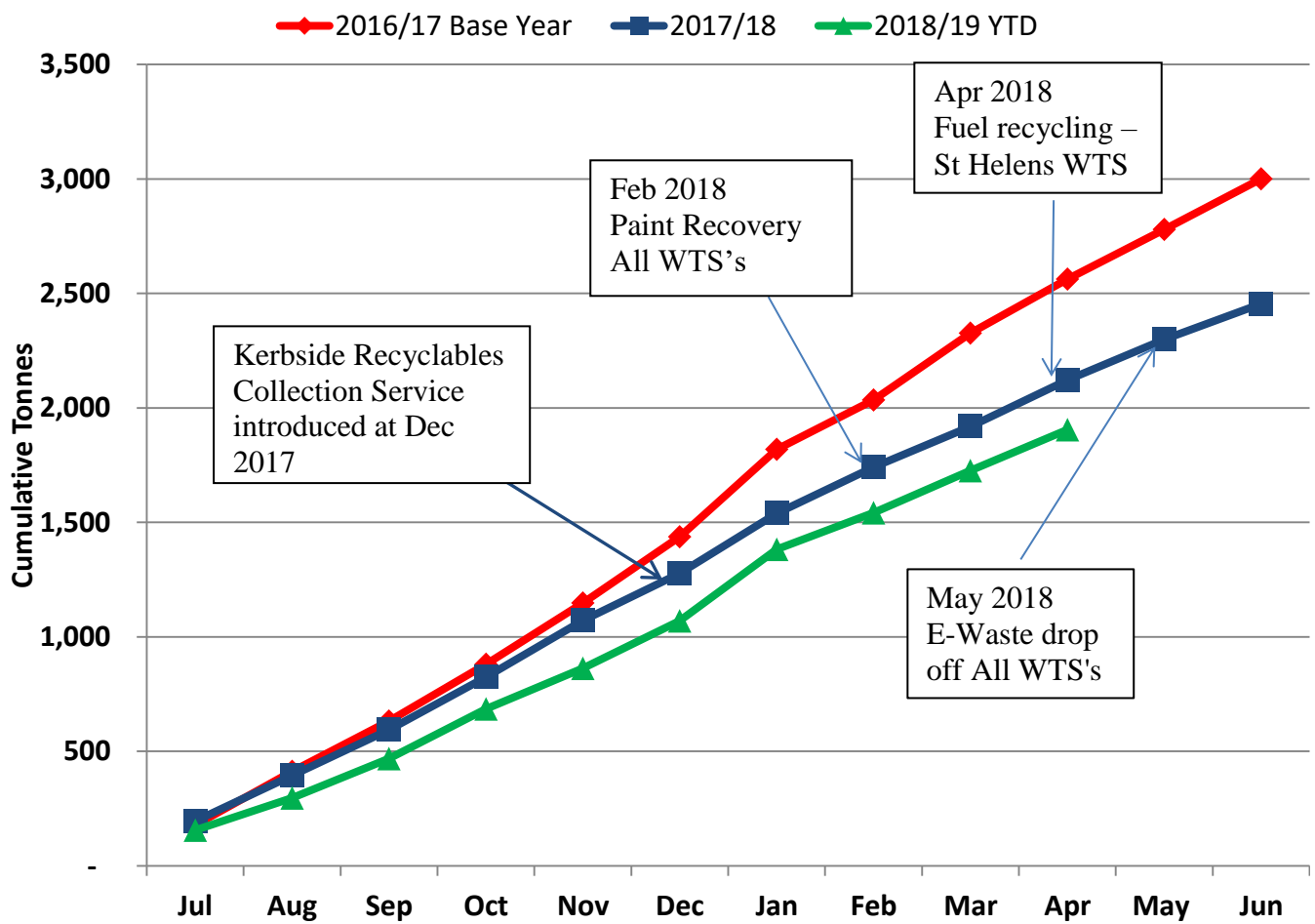
Road Maintenance

- Sealed road patching – all areas.
- Unsealed road Maintenance – North Ansons Bay Road, Davis Gully Road, Mathinna Plains and Roses Tier Roads (grading).
- Footpath repairs works.
- Traffic Signage replacement – damaged and removed signs.
- Road side slashing in-progress (Mathinna Area).
- Roadside tree maintenance.

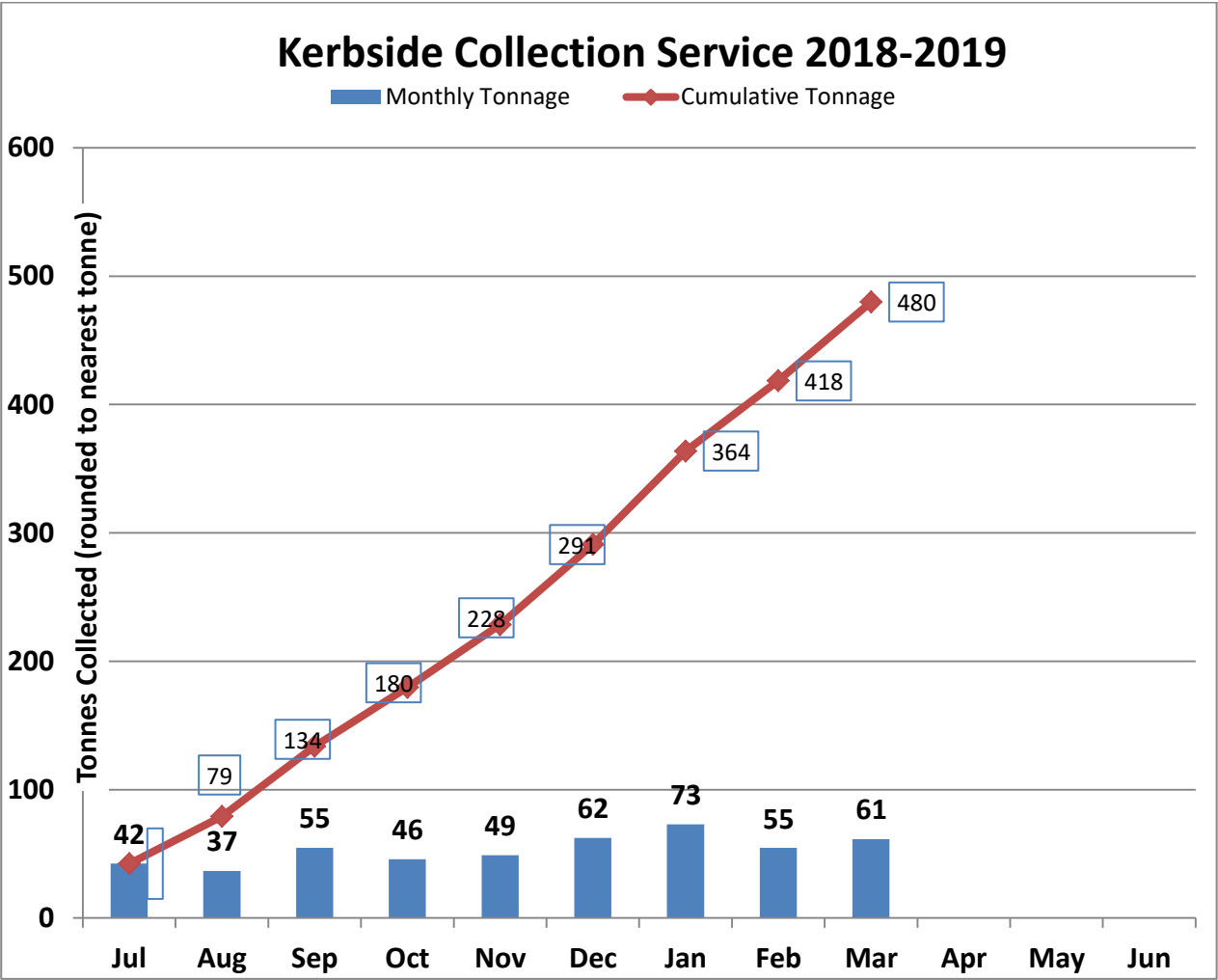
Waste Management

- Closure of the Scamander WTS for six (6) days as a result of potential asbestos contamination due to illegal dumping of materials into the general waste bin at the Anson's Bay Waste Transfer Station. A second incident occurred at the Ansons Bay WTS in the same week, resulting in the need for the general waste to be landfilled at Launceston through Veolia Environmental Services. Cost to the Council to manage both events was \$18,000.
- St Helens WTS, asbestos containing material illegally dumped and hidden under green waste. The material was collected and disposed of in a safe manner.
- St Helens WTS – site improvements and introduction of additional materials segregation at recovery at the inert landfill area.

General Waste to Copping Landfill



Collected Kerbside Recyclables transported to JJ Richards, Launceston



CAPITAL WORKS

| Project Code | Details | 2018-2019 Budget | Project Update |
|--------------|---------------------------------------|------------------|---|
| CC140 | Cecilia Street - Streetscape | 15,000 | Project Costing in progress |
| CD655 | Implement SWMP priorities | 162,500 | Modelling Activity in progress. |
| CD830B | Jetty Upgrade – Cunningham Street | | Crown Land Services approval granted. Works to commence end May 2019. |
| CE160 | St Helens Point Road (Parkside) | 200,000 | Design review in progress. |
| CF032 | Loader for St Helens WTS | 180,000 | On-hold – officers looking at alternatives. |
| CF105 | Fingal Streetscape | 500,000 | Construction Stage |
| CF205 | Bridge 1244 Ransoms River Replacement | 250,700 | Completed |
| CF220 | Bridge 2805 – Otway Creek Replacement | 220,000 | Completed |
| CF515 | The Gardens Road | 431,000 | Construction Stage – road widened and sealing in progress. |
| CF610 | Fingal WTS Retaining Wall Replacement | 130,000 | Project rescheduled to commence May 2019. |
| CG010 | 1013 BOMAG Roller | 160,000 | Closed – Roller has been delivered. |

END OF REPORT

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

This is a monthly update of the complaints and work that has been done and the action that has been taken for each complaint for the month of April 2019:

2 April 2019

- Animal Control Officer conducted a bark monitor at a property in Tully Street, St Helens at 7.45am and the dog barked constantly. The owner was called at 10.38am but no answer. The owner sent a text message advising the Animal Control Officer that the sonic non barking unit had arrived and will be installed that afternoon when he got home from work – monitor.
- Animal Control Officer received a report of a black Labrador from a property in Poseidon Street, St Helens attacking a motorbike. Visited the property and spoke with the dog owner's sister and issued a verbal warning which she will pass onto her sister. Letter sent out to register the dog.
- St Helens Patrol.
- Animal Control Officer received photos of a Staffordshire Bull Terrier X from Cornwall Road Cornwall out wandering. The dog had supposedly killed a sheep three (3) weeks ago but nothing was reported to Council. Went to the property and discussed with the owners and they claimed that the dog has not killed/attacked anything since the previous incident with an attack on a goat six (6) months earlier. The dog had been with kids up at the oval and he wandered back home resulting in him wandering down Alexander Street, Cornwall. They also stated that a neighbour had put his dog down recently after it killed 13 sheep and believes it may have been that dog that killed the single sheep three (3) weeks ago. Animal Control Officer visited the property next door and discussed the dog issues. The owner advised he has never had any issues with the dog and it has never shown any interest in sheep or chickens. Caution notice issued for dog at large and verbal warning that infringements will be issued next time regardless. Given 14 days to contact Council to make arrangements to register or infringement will be issued – monitor.

- Cornwall Patrol.
- St Marys Patrol.
- Scamander Patrol.
- Animal Control Officer received a complaint of an injured calf at a property in Quail Street, St Helens. This was reported to the RSPCA by Council with video evidence, later the RSPCA notified Council that the calf had been euthanised humanely.
- A complaint received about wandering sheep in Fingal. The son of the owner was notified as he is handling all his mothers affairs since her passing. He placed the sheep back in the paddock and fixed the fence where they were getting out. He advised his brother was returning to Fingal this weekend to shear sheep and sell off.
- Fingal Patrol.

12 April 2019

- Animal Control Officer conducted another bark monitor at a property in Tully Street, St Helens starting at 8.24am. The dog barked for two (2) seconds whilst walking past the property. At 8.26am someone arrived at the property – no barking. Finished bark monitor at 8.45am.
- Animal Control Officer had a meeting with a resident from West Street, St Helens with his third complaint about barking dogs from a property in Argonaut Road, St Helens. The dogs still are barking throughout the day and both complainant and his neighbour have provided bark diaries. Visited the property in Argonaut Road, St Helens and spoke with the dogs owner who claimed that they do have a little bark during the day when the bark collars are off however some of the times on the complainants diaries are incorrect as the collars go on at 7pm and come off at 7am religiously and he is trying hard at other times to keep dogs quiet (dogs did bark on and off whilst present at property). Animal Control Officer went for a walk around the dog kennels with the owner and advised him that screening external views to the road should help and placing the bark collars on whilst not home will also ensure no barking complaints. The owner was advised he will issued with a bark abatement notice with the following conditions:
 1. *Owner of Nuisance Dogs must purchase quality Bark Collar within 21 days of this notice (Polly already has them)*
 2. *Owner of Nuisance Dogs must have collar fitted and working on dogs within 21 days of this notice*
 3. *Bark Collars must be correctly fitted and working on nuisance dogs from 7pm to 7am*
 4. *Barking Collars must be correctly fitted and working on nuisance dogs when left on the property alone*
 5. *Dogs living areas to be screened so that they can't see external road activities which sets off barking)*
 Animal Control Officer spoke to complainant and discussed the prescribed abatement notice and said that if the barking is excessive during business hours to phone Council and they will send someone out to witness and issue infringements is barking is excessive – monitor.
- Received a complaint about a dog from Simeon Place, Akaroa bailing up the postman on his motorbike whilst delivering the mail. Animal Control Officer conducted a site visit and spoke to the dog owner and issued a verbal warning. The dog has been escaping by jumping the fence but the owner believes he has fixed the problem – monitor.
- Stieglitz/Akaroa Patrol.

- Animal Control Officer went to a property in Cecilia Street, St Helens to talk to owner about walking his dog around town off lead and throwing a stick which the dog seems obsessed about and whilst crossing the main bridge the stick bounced out onto on coming traffic which caused concerns for motorists. Owner not home will visit next week.
- St Helens Patrol.
- Animal Control Officer found a wandering Maltese Terrier in Tully/Annie Street, St Helens, rang the number on the collar and the owner was able to leave work and collect straight away – verbal warning.
- Received a complaint about a black Labrador wandering most days around 4pm in Erythos Grove, St Helens. Went to the property but no one was home – revisit.
- Received another complaint from the 3 April of dogs barking at a property in Medea Street, St Helens. Conducted a bark monitor – no barking. The dogs have been there for four (4) years and there have been no complaints.
- Received a complaint and picture of a dog wandering from a property in Grant Street, Fingal. Went to the property and spoke with the owner who explained that he is looking after his nieces Staffordshire Bullterrier X for two (2) month. The dog escaped only once last week and Animal Control Officer was shown where the front fence was fixed to stop it happening again. Issued a verbal warning and explained the importance of confining to his yard only – monitor.

18 April 2019

- St Marys Patrol.
- Conducted a bark monitor at a property in Tully Street, St Helens, dog laying down asleep in the sun.
- Check registrations of latest notice to register which have been sent out.
 - Thompson Court, St Helens – registered.
 - Argonaut Road, St Helens – registered.
 - Russell Street, Fingal – given until 26 April.
 - Peron Street, Stieglitz – owner going back to NSW to help his father for 6-8 weeks, have to produce current registration and change over by 1 July.
 - Cornwall Road, Cornwall – still unregistered after letters and verbal warnings – infringements issued \$163.
- St Helens Patrol.
- Conducted a bark monitor at a property in Medea Street, St Helens from 10.50am to 11.20am – no barking and no dogs seen.
- Conducted another bark monitor at a property in Tully Street, St Helens from 11.22am to 12.20pm – dog only barked for eight (8) seconds. No one at home. Received an email from complainant who advised the dog has been a lot better but still barking every now and then.
- Notice issued to owner of a black Labrador from Poseidon Street, St Helens to register.
- Conducted a bark monitor at a property in Argonaut Road, St Helens – no barking and owner was home.
- Stieglitz/Akaroa Patrol.
- Animal Control Officer received a complaint about two (2) Kelpies running up to the complainant who felt intimidated and scared. Dogs came from a property in Gray Street, Fingal. Spoke to the owner about walking her Kelpies off lead out the back of Fingal and harassing people that don't like dogs. The owner advised she will be more careful but did stress that they will not bite at all they just run up to greet people for a pat.

- Animal Control Officer saw two (2) dogs wandering up the main street of Fingal and tried to catch them for about 30 mins. A passer by was able to advise who the dogs belonged to and that they lived at a property in Victoria Street, Fingal and are often out wandering. Spoke with the owner who stated her kids had left the gate open again. Issued a verbal warning and told her that if they are out again infringements will be issued – Caution notice sent out.

26 April 2019

- St Helens Patrol.
- Binalong Bay Patrol.
 - A Labrador from a property in Treloggen Drive, Binalong Bay was wandering out the front on the road. Issued a verbal warning, family on holiday from the North West.
 - Warning issued to a lady with two (2) dogs on road off lead being a traffic hazard on Lyall Road, Binalong Bay.
- Animal Control Officer called a complainant from Erythos Grove, St Helens about a wandering black Labrador he provided dates and times that the dog was out. A caution notice was issued and placed at the front door as no one was home. Infringements to be issued if wandering continues.
- Conducted bark monitors at properties in Argonaut Road and Tully Street, St Helens – no barking.
- Conducted a registration check at a property in Russell Street, Fingal – dog now registered.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

05/19.14.0 COMMUNITY DEVELOPMENT

05/19.14.1 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 |
|----------------|--------------|--|---|
| 05/15.13.4.135 | 18 May 2015 | 1. Increase General Manager's delegation for waiver of fees from \$350 to \$750. 2. That a review of the leased facilities is undertaken within the next financial year with a view to charges being applied. | Delegations updated. To be reviewed in 2018. |
| 06/17.14.3.139 | 26 June 2017 | That Council extend their current lease area of the Binalong Bay Foreshore to include Grants Lagoon and Skeleton Bay to the high tide water mark. | Verbal approval has been received currently waiting on written confirmation of lease approval. |
| 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 currently looking at temporary toilet facility whilst a new facility is further investigated. |

| Motion Number | Meeting Date | Council Decision | Comments |
|----------------|------------------|--|--|
| 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. | Council has been advised that hopefully a site will be identified and up and running by Easter – SES are handling same. |
| 11/18.14.5.268 | 19 November 2018 | That Council consider defining areas of Georges Bay Foreshore for specific purposes eg Beauty Bay swimming activities, grassed area in front of the Bayside – event space. The current jetty project which has been funded by the State Government is separate to this proposal. | Community feedback was sought during the two sessions held re St Helens Township forums – notes currently being compiled. |
| 12/18.14.5.308 | 17 December 2018 | <ol style="list-style-type: none"> 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. | Meeting held – Council working with Facilitator in relation to this program and also working together generally. |
| 02/19.14.2.31 | 18 February 2019 | <p>The following areas have been identified as possible sites that could be suitable to house a basic toilet and shelter amenity to visitors whilst also creating an unexpected and memorable experience:</p> <ul style="list-style-type: none"> • The Gardens • Scamander • Four Mile Creek (north of entry point) • South of Little Beach • St Helens • Burns Bay | Meeting held with Ross Brewin and students involved in the process – students spent three (3) days looking over the identified sites and talking to Council staff. |
| 03/19.8.2.47 | 18 March 2019 | <p>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 given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</p> <p>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.</p> | Workshop agenda to look at options. |

COMPLETED REPORTS:

| Motion Number | Meeting Date | Council Decision | Comments |
|----------------------|---------------------|---|-----------------|
| 03/19.14.2.56 | 18 March 2019 | Community Funding Program 2018 – 2019 | Completed. |
| 04/19.14.2.87 | 15 April 2019 | That Council adopt the Falmouth Township Plan which has been developed with the community listing actions/projects that the community can work with Council to develop. | Completed. |
| 04/19.14.3.88 | 15 April 2019 | That Council adopt the Cornwall Township Plan which has been developed with the community listing actions/projects that the community can work with Council to develop. | Completed. |

Council Community Grants/Sponsorship 2018-19:

| Council Community Grants/Sponsorship | 2018-19 |
|---|----------------|
| Community Services | |
| Community Grants | 30,000 |
| Youth Services | 8,000 |
| Misc Donations & Events | 7,500 |
| School Prizes | 1,000 |
| | |
| Community Event Funding | |
| Seniors Day | 3,000 |
| Australia Day Event | 4,000 |
| Swimcart | 1,000 |
| St Helens Athletic Carnival | 2,500 |
| Carols by Candlelight | 1,600 |
| St Helens Car Show (including Woodchopping) | 7,000 |
| Fingal Valley Coal Festival | 2,000 |
| Pyengana Endurance Ride - | 500 |
| Game Fishing | 2,000 |
| Marketing Greater Esk Tourism | 2,500 |
| Volunteer Week | 2,500 |
| Break O'Day Woodcraft Guild | 2,500 |
| Bay of Fires Winter Arts Festival | 14,000 |
| St Marys Memorial Service funding | 500 |
| St Marys Community Car & Bike show | 2,000 |
| East Coast Masters Golf Tournament | 1,500 |
| Fun in the Sun | 500 |
| Triathlon | 2,000 |
| | |

| | |
|----------------------------------|--------|
| Council Sponsorship | |
| Funding for BEC Directory | 2,000 |
| Community car donation | 2,500 |
| St Helens Girl Guides - Sangaree | 2,500 |
| St Helens Marine Rescue | 3,000 |
| Suicide Prevention Golf Day | 1,000 |
| BEC | 28,000 |

Updates on current projects being managed by Community Services:

Safer Community Meeting & Network Meeting- Standing Item

Minutes will be provided to Councillors on receipt of same – there has not been a meeting for a few months.

St Helens Mountain Bike Network

Construction activity

World Trail (contractor) commenced trail construction works in April 2019 with three (3) crews working on the stacked loop trails near the trail head location on Flagstaff Road. Progress has been good with over 5km of trail completed to date.

Program of works

Now works has commenced we are confident of a 12 month construction period with an end of March 2020 project completion timeframe still projected.

A likely partial opening of trail network is being planned for Late November 2019.

Trailhead structural design works are ongoing with the commencement of construction of the new roads / carparking and hardstand areas commenced in April 2019 as planned.

Award of contract for the Boardwalk for the Town Link trail was approved by council in April with planned construction commencing in May / June with completion by September / October 2019.

Upgrade of the intersections of the Tasman Highway at Flagstaff Road and intersection of Tasman Highway and Basin Creek Road are being programmed by State Growth. These upgrades are scheduled to go to Tender in April 2019 and funding has been provided in the 2019/20 financial year budget allocations.

Branding and Marketing

Kingthing in collaboration with BODC staff have formulated a Brand and Marketing strategy which is in the final stages of drafting. We are now formulating a Content Strategy which will inform how we develop content, what this will look like and how it will be rolled out; a content strategy is very similar to a communication strategy.

After essentially testing the logo at the EWS, feedback received by both the Communications Coordinator and the Trail Project Manager as well as the Marketing Agency, who were also at the event, was not overly complimentary. The feedback centred around the fact that people did not understand what the logo meant, that it had no reference to a coastal MTB trail, basically it needed to be explained to be understood. In terms of a visual representation of a brand this meant the logo failed to illustrate the two (2) main points the logo needed to; A coastal location and mtb trails.

This feedback came from both our target audiences as defined in the Marketing strategy; Destination Mountain Bikers and Adventure loving families, so based on this information the decision was made by the agency and the team to re-visit the logo design.

We received several new logos which we then 'tested' with the initial Brand workshop group as well as representatives from World Trail and Flow MTB. This feedback had a clear favourite and a new logo has been selected. We hope to release this in the coming weeks through social media.

On Anzac Day the Communications Coordinator and Trails Project Manager spent the day with photographer and videographer Jasper de Seymour putting content together for a promotional video which focusses on St Helens as a destination. This involved workshopping locations, putting together talent and hiking out on to the trails. We were very happy with the outcome which is now being finalised and will be released soon.

Tourism Tasmania recently funded FLOW MTB to develop a series of videos on mtb trails in Tasmania and this included a vignette on St Helens. The Communications Coordinator was in contact with Flow's manager before filming and helped brainstormed ideas, develop a list of contacts and talent. The end result was phenomenal and explored from the Blue Tier to the Blue Sea. This video can be found on Youtube if you have not already seen it.

Next steps from here will be the development of content and its roll out. The marketing Agency and ourselves also plan on working with the community and the business community to develop this content. We will also start formulating a tool kit to provide businesses with information about the trails and identify opportunities for them to leverage of.

Poimena to Bay of Fires Trail

Program of works

World Trail crews have completed an estimated 25km of trail which is on target for the terrain they are working in. World Trail have a crew working on the next approved section close to Poimena before the winter rains slow progress.

We are looking to modify some of the top sections of trail from the original alignment which will greatly enhance the experience and satisfy key stakeholders. This will require some further reporting and approvals but aiming to have these sections ready for construction mid year to be on target for end of year opening.

Tasmania's Iconic Walk – multi day walking experience in Tasmania

Council at the time of writing this report, has received no correspondence in relation to the submission that has been lodged.

Events

Delivery:

- 6 April – Youth Week Event - SCAMJAM
- 13-14 April – Scouts Tasmania – Mariners Trophy Seamanship Skills Competition.
- 27 April – Chaplaincy Fun Run

Planning:

2019

- 7 – 10 June - Bay of Fires Winter Arts Festival
- 9 June - St Marys Community Car & Bike Show
- 6 July - St Marys Community Space Bush Dance

2020

- 7 - 9 March - Cicrum Tasmania Challenge (Aeroplanes)
- 26-28 March - Dragon Trail MTB – 3 Day staged race
- November – AOC2020 - Australian Orienteering Championships

Township Plans

We are currently collating all the information that was provided at the St Helens session. This information is then forwarded to the Management Team for consideration/budget allocation and time frames – this information is then put into the Township Plan document.

Planning - Rail Trail - Fingal to St Marys

Council has recently received permission to undertake a flora and fauna survey on the existing rail trail between Fingal and St Marys from Crown Land Services - this project was identified in the Destination Action Plan (DAP) developed by the Valley and also identified through the development of the Fingal and St Marys Township Plans. Council is also seeking external funding to undertake a Feasibility Study for this project.

Youth

Community Services Project was on Annual Leave for the period 12 April – 6 May 2019.

Leaner Driver Mentor Program

Get In 2 Gear Statistics for April 2019.

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

We currently have two (2) active Mentors on the books with one (1) being processed.

There were seven (7) active Leaners and two (2) now on the waiting list, with driving hours for April sitting at 50.5 hours.

One (1) Learner passed their Provisional Drivers test.

Youth

SCAMJAM

The youth of the Break O'Day municipality celebrated youth week a few days early this year with their annual BMX, scooter and skate competition SCAMJAM.

Held on Saturday April 6 at the Scamander River Mouth skate park, the event is organized and run by the youth of the area in partnership with Break O'Day Council, Tasmanian Government and Youth Week Tasmania 2019. This year was a special year as we saw new sponsor Red Herring also come on board.

Not only did Red Herring donate prizes, including skate lessons for the most promising skate board rider, but also helped get two sponsored scooter riders to the event, Julius Petrohilos and Jett McLoughlin. Julius and Jett not only judged the events but did several awe inspiring demo rides throughout the day.

This year's event saw competitors from around the area showing of their skills in a range of divisions and genres including BMX, scooter and skate board competition.

With a reputation as a family fun day there were also plenty of spectators around on the day just enjoying the atmosphere.

"SCAMJAM is a great fun day just to get together, to catch up with everybody and to share some skills," Last year's winner and one of this year's organisers, Tyron Goodsell said.

The competition was fierce this year with a field of 17 all competing for some amazing prizes on offer which included scooter grips and accessories, stickers and more.

"I am really proud of this event which our youth take-on every year," Mayor Mick Tucker said.

“Not only is it a great experience in terms of skill development and being a part of a community event, it fosters pride and confidence in the youth’s achievements.

The winners of this year’s SCAMJAM were;

- Scooter 13 and over: 1st - Mathew Whiteley, 2nd - Tyron Goodsell
- Scooter 12 and under: 1st - Miles Chisholm, 2nd - Callum Thomas
- 13 and over BMX: 1st Sam Barnard
- Open Skate Board: 1st Alex Mead

SCAMJAM has featured in:

- St Helens District High School newsletter;
- Examiner Newspaper;
- Council Newsletter; and
- Council facebook.

18 THE EXAMINER Tuesday April 16, 2019 examiner.com.au

EAST COAST

kasey.wilkins@fairfaxmedia.com.au

ANZAC DAY FUN RUN

THE annual St Helens Anzac Day Fun Run is on the horizon. Distances include 10-kilometres, five-kilometres, and two-kilometres. Businesses and sporting clubs are encouraged to enter teams.

FAST FACTS

- **WHEN:** April 27 from 9.30am.
- **REGISTER:** Register now, com.au, at Good Sports, and the St Helens School Office. Pre-event registrations close on April 19, or available on the day.

PICTURE: Taria Jordan.



The SCAMJAM competitors with scooter riders Julius Petrohilos and Jett McCoughlin. Picture: supplied

SCAMJAM's successes

BY KASEY WILKINS

THE youth of St Helens had a chance to show off their skills at an annual Youth Week event.

SCAMJAM is Break O'Day's annual skate and scooter competition, and is organised and run by the young people of Break O'Day, alongside the Break O'Day Council, state government, and Youth Week Tasmania 2019.

Each year Youth Week aims to celebrate the efforts and contributions of young people, and this year ran from April 16 to 17.

One of the organisers of this year's SCAMJAM event was Tyron Goodsell, who was also last year's winner.

This year Tasmanian surf and skate store Red Herring also came onboard, donating prizes such as skate lessons for the most promising skateboard rider.

Scooter riders Julius Petrohilos and Jett McCoughlin also came to the event. The two judged the competition and provided some inspiration with demonstrations throughout the day.

"SCAMJAM is a great fun day just to get together, to catch up with everybody and to share some skills," he said.

Break O'Day mayor Mick Tucker said he was very proud of this event, which the community's youth takes on every year.

"Not only is it a great experience in terms of skill development and being a part of a community event, it fosters pride and confidence in the youth's achievements," he said.

This year there was fierce competition, with 17 participants competing.

Other Northern Youth Week events included the City of Launceston's Sounds on the Street and the West Tamar Council's Beacotfield Youth and Community Festival.

For more information and pictures from SCAMJAM, visit the Break O'Day Council Facebook page.

RESULTS

SCOOTER, 13 AND OVER:
1st place Mathew Whiteley,
2nd place Tyron Goodsell.

SCOOTER, 12 AND UNDER:
1st place Miles Chisholm, 2nd place Callum Thomas.

BMX, 13 AND OVER:
1st place Sam Barnard.

OPEN SKATEBOARD:
1st place Alex Mead.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

05/19.15.0 DEVELOPMENT SERVICES

05/19.15.1 Development Services Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

OUTSTANDING REPORTS:

| Motion Number | Meeting Date | Council Decision | Comments |
|---------------|-----------------|---|--|
| 01/19.6.2.3 | 21 January 2019 | DA021-2018 – Planning Scheme Amendment and Subdivision – Parkside Farm – St Helens Point Road, St Helens | In progress. |
| 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. | A report will be prepared for Council to consider at a future meeting. |
| 04/19.15.5.91 | 15 April 2019 | That Council write to the State Government to seek an increase in its staffing and resources for undertaking weed control on public land. | |

COMPLETED REPORTS:

| Motion Number | Meeting Date | Council Decision | Comments |
|---------------|---------------|---|--|
| 03/19.6.1.44 | 18 March 2019 | Application to Amend the Break O'Day Interim Planning Scheme | Completed, Endorsed by Council. Exhibition period to be advertised Saturday 30 March 2019. |
| 04/19.6.1.64 | 15 April 2019 | DA172-2018 – Demolition and Construction of New Dwelling – 15 Casuarina Lane, Ansons Bay | Complete, Planning Permit issued 18 April 2019. |
| 04/19.6.2.65 | 15 April 2019 | DA016-2019 – Garage Addition to Dwelling – 8 Barrack Street, Akaroa | Complete, Planning Permit issued 18 April 2019. |
| 04/19.6.3.66 | 15 April 2019 | Application to Amend the Break O'Day Interim Planning Scheme 2013 – Draft Amendment 01/2018 | Complete, Exhibition period completed. Report on Council agenda 20 May 2019. |


RMPAT and TPC Cases:

Development Application 143-2018 – St Helens Stacked Loops Mountain Bike Track Planning. Development Applications have now been resolved and RMPAT Amended Permit has been issued.

Development Application 198-2018 – Visitor Accommodation and Shed. Development Applications have now been resolved and RMPAT Amended Permit has been issued.

BUILDING SERVICES – NO UPDATES TO THIS REPORT AS OFFICER ON LEAVE AT TIME OF PUBLISHING

Projects Completed in the 2018/2019 financial year

| Description | Location | Updates |
|--|--|---|
| Replacement of Floor Coverings – Fingal Online Access Centre | Fingal Online Access Centre | Completed July 2018 |
| Prioritised Annual Asbestos Removal Program | St Marys Recreation Ground Kiosk, Ladies (old) toilet block and Stewards room & Scamander Sports Complex | Completed August 2018 |
| Solar Panels | Portland Hall & Works Depot, St Helens | Solar Panels completed to Portland Hall  |

| | | |
|--|--|--|
| | | <p>Solar Panels Completed – Works Depot</p>  |
| New St Marys BBQ Facility | Lions Park (Behind Library and adjacent to New Toilet Block) | <p>Works Completed October 2018</p>  |
| Demolition Amenities building | Fingal Sports Complex | <p>Works Completed October 2018</p> |
| St Marys Recreation Complex Master Planning & New BBQ Facility | St Marys Recreation Complex | <p>Works Completed December 2018</p>  |
| St Marys Sports Centre – Upgrades (Veranda Roof) | St Marys Sports Centre (Golf/Bowls Clubhouse) | <p>Completed February 2019</p>  |
| Scamander Sports Complex Internal Alterations | Scamander Sports Complex | <p>Works Completed – April 2019</p> |

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

| Description | Location | Updates |
|--|----------------------------|--|
| Old Tasmanian Hotel Redevelopment (Stage 1 – Re-stabilisation & Renovations) | Fingal | <ul style="list-style-type: none"> Proposed Plans Endorsed for Stage 1 & 2 by Council; Application for Planning Permit submitted 18th February 2019. |
| Design Works for Future Upgrades to Portland Hall | Portland Hall, St Helens | <ul style="list-style-type: none"> Currently awaiting finalised Concept Plans from Designer. |
| St Helens Foreshore Toilet Block Renovations | St Helens Foreshore Toilet | <ul style="list-style-type: none"> Male Side Completed; Works to be commenced early April 2019 and be completed prior to Mid-May 2019. |
| Design Plans for External Upgrades to Car park | St Helens Sports Complex | <ul style="list-style-type: none"> Estimates and further details currently being completed by Councils Engineer prior to consideration by Council. |
| 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 Notice Board | Cecilia Street, St Helens | <ul style="list-style-type: none"> Proposed location confirmed and owners permission received; Design currently being finalised with contractor; Works yet to be scheduled. |

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. |
| New Public Toilet Facility | The Gardens | <ul style="list-style-type: none"> Further Investigations underway. Temporary Amenity Solution currently being considered by Parks & Wildlife Service. |

NRM

Meetings

| | | |
|---------------|----------------------|--|
| 9 April 2019 | Campbell Town | <ul style="list-style-type: none"> Tasmania Flood Warning Consultative Committee meeting. |
| 11 April 2019 | St Helens | <ul style="list-style-type: none"> East Coast Camping Project (PWS) briefing, with consultants Inspiring Place. |
| 30 April 2019 | St Helens | <ul style="list-style-type: none"> Lower George Riverworks Trust meeting. |
| 1 May 2019 | St Helens | <ul style="list-style-type: none"> NRM Committee Meeting. |
| 8 May 2019 | St Helens | <ul style="list-style-type: none"> Dog signage plans, with PWS St Helens. |

Dog Management Policy

- Signage for new dog management zones has been printed and erection by PWS and Council is being organised.
- This will be followed by planning longer term arrangements with PWS for joint dog management.

St Marys Rivulet flood management

- Project planning and preparation of a submission to the Australian Government the Community Development Grants Programme are underway to secure the \$400,000 of funding recently announced for implementation of the flood warning system and other priorities of the Plan.

Break O'Day Council NRM Strategy review

- The draft Environmental and Natural Resource Management Strategy and Action Plan are being considered by Council at the meeting, for release for community comment (during June/July).

Lower George flood management

- Future priorities for a flood management were discussed at the Lower George Riverworks Trust meeting b Trustees, landholders and Council representatives. This was underpinned by the Trust's *Lower George River Flood Investigation* (2018), which recommends a focus on the high sediment loadings to curb rising flood risks, while developing strategies to manage the risk of the river changing course.

On-going on the NRM desk

- Weed management – new record for Californian stinkweed (hygiene issue), advice, landholder follow-ups, mapping records and updating of Council's Action Plan
- 'Tree Guide' for Council street tree management policy.

Environmental Health

No Report available.

Weed Management Progress Report

Continuing routine follow up treatments and investigated reported weed sightings.

- Began weed eradication at a council quarry.
- Scamander, Stiglitz, Binalong Bay, St. Helens, Pyengana and St. Marys WTS have all been treated
- Irishtown Road Quarry has been treated as per the Quarry Management Plan.
- St. Columba Falls road – Blackberries treated.

Initial trials of the organic weed killer gave some promising results and will be a useful resource for council in sensitive areas.

Usual meetings with managers and fielding calls from landowners regarding identification and advice on different treatment methods for a variety of weeds.

Weed of the month – Banana passionfruit

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 | 2017/2018 | | 2018/2019 | |
|-----------------|-----------|--------------|-----------|--------------|
| | Persons | Vaccinations | Persons | Vaccinations |
| July - December | 123 | 123 | 49 | 51 |
| January - June | 128 | 174 | 60 | 60 |
| TOTAL | 251 | 297 | 109 | 111 |

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.

INFORMATION

| DA NO. | LOCATION | DESCRIPTION | SECTION | Day to Approve Gross | Days to Approve Nett |
|------------------|-----------------|---|-----------------------|----------------------|----------------------|
| 033-2019 | St Helens | Front Fence | S58 | 9 | 9 |
| 128-2018 AMEND | St Helens | Minor Amendment - Realignment of Stage 4 and Section of Stage 5 | S56 | 3 | 3 |
| 038-2019 | St Marys | Shed with Amenities | S57 | 33 | 33 |
| 011-2019 | Mathinna | Shipping Container | S57 | 70 | 40 |
| 045-2019 | Scamander | Remote Dwelling Addition - Bedroom & Toilet | NPR | 17 | 15 |
| 037-2019 | Beaumaris | Pergola | S57 | 37 | 37 |
| 026-2019 | Fingal | Community Meeting & Entertainment Use & Alterations & Additions | S57 | 58 | 43 |
| 276-2018 | Weldborough | Shed | S57 | 36 | 36 |
| 006-2019 | Bianlong Bay | Change of Use - Part of Shed to Ancillary Dwelling | S57 | 57 | 36 |
| 029-2019 | Gray | Shed | S57 | 53 | 31 |
| 172-2018 | Ansons Bay | Demolition & Construction of Dwelling | S57 | 276 | 66 |
| 016-2019 | Akaroa | Garage Addition to Dwelling | S57 | 78 | 78 |
| 056-2019 | St Helens | Carport | NPR | 22 | 5 |
| 050-2017 FINAL 1 | St Helens | 3 Lot Boundary Adjustment - Final Plan of Survey Stage 2 | Sealing of Final Plan | 191 | 191 |
| 057-2019 | Akaroa | Change of Use - Part of Shed to Ancillary Dwelling | S58 | 22 | 22 |
| 214-2018 AMEND | Four Mile Creek | Install Toilet & Bathroom in Shed | S56 | 98 | 98 |

INFORMATION

Building Services Approvals Report

April 2019

| Date of Approval | BA No. | Town | Development | Value |
|--|------------------------|-----------------|---|-----------------|
| 03-Apr-19 | 2018 / 00114 | Akaroa | New Two Storey Dwelling incorporating Garage, Decks & Veranda | \$368,000.00 |
| 04-Apr-19 | 2018 / 00277 | Falmouth | Demolition of Dwelling & Ancillary Buildings | \$0.00 |
| 05-Apr-19 | 2018 / 00188 | St Helens | New Dwelling | \$90,000.00 |
| 05-Apr-19 | 2018 / 00217 | St Helens | New Two Storey Dwelling with Attached Decks | \$335,000.00 |
| 05-Apr-19 | 2018 / 00124 | Scamander | New Dwelling incorporating Deck & Garage | \$268,000.00 |
| 08-Apr-19 | 2017 / 00019 | Ansons Bay | New Dwelling | \$100,000.00 |
| 09-Apr-19 | 2018 / 00214 - STAGE 1 | Four Mile Creek | New Shed incorporating Toilet, Carport & Container (Stage 1 of 2) | \$39,000.00 |
| 24-Apr-19 | 2019 / 00063 | Stieglitz | New Solar Panels | \$2,000.00 |
| 30-Apr-19 | 2018 / 00165 - Unit 1 | St Marys | New (Unit 1) Dwelling incorporating Carport & Deck | \$198,000.00 |
| 30-Apr-19 | 2018 / 00165 - Unit 2 | St Marys | New (Unit 2) Dwelling incorporating Carport & Deck | \$145,000.00 |
| ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE | | | 2017/2018 | 2018/2019 |
| | | | \$33,461,282.00 | \$14,257,136.00 |
| ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH | | MONTH | 2018 | 2019 |
| | | April | \$1,214,590.00 | \$1,545,000.00 |
| NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE | | MONTH | 2017/2018 | 2018/2019 |
| | | April | 112 | 130 |

05/19.15.4 NRM Committee Meeting Minutes and items for attention

| ACTION | DECISION |
|----------------------------------|--|
| PROPONENT | NRM Special Committee |
| OFFICER | Clr. Janet Drummond |
| FILE REFERENCE | 010\028\002\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Conf. Minutes - NRM Special Committee - 1 March 2018 Conf. Minutes - NRM Special Committee - 20 Dec. 2018 draft Meeting Minutes - NRM Special Committee - 20 Feb. 2019 |

OFFICER'S RECOMMENDATION:

That Council receive the Minutes of NRM Committee Meetings of 1 March and 20 December 2018 and 20 February 2019 and acknowledges advice and recommendations from the Committee.

INTRODUCTION:

A series of Break O'Day NRM Special Committee Meeting minutes have not been received by Council since November 2017.

PREVIOUS COUNCIL CONSIDERATION:

Council adopted an amended NRM Special Committee Charter at its March 2016 meeting (03/16.15.4.70)

At its December 2017 Meeting Council received the Minutes of the NRM Committee's 16 November 2017 Meeting (12/17.15.4.271) and considered advice and recommendations from the Committee on several issues (including the Dog Policy review, Irapuna / Bay of Fires management issues with increasing user pressures and the St Marys Rivulet Flood Management project).

At its May 2019 Workshop Council considered the Minutes of 1 March and 20 December 2018 and 20 February 2019, including advice and recommendations from the Committee.

OFFICER'S REPORT:

Minutes from three NRM Committee Meetings are attached and include several items of advice and recommendations by the Committee to be considered by Council.

These advice and recommendation items are summarised in the following table of Outstanding Committee Items. Several items on this list are the subject of separate Council Agenda items later at this meeting, or anticipated to be brought to a future Council Meeting.

| | Item | Status |
|--------------|---|--|
| 16 Nov. 2017 | | |
| 5.4.1 | That Council managed tree planting projects be well planned and maintained and options such as direct seeding and natural regeneration be considered. | Advice Noted. Close |
| 6.1.2 | That Council take a motion to LGAT that all Councils join together to fund and establish a process that provides education on managing our beaches. This would include reference to dog management, protection of shorebirds and wildlife and the safe use of our beaches by people in Tasmania. This may include lobbying the State Government for funding. | Action For Council consideration at a future Meeting. |
| 25 Oct. 2018 | | |
| 3.4.1 | That Council write to the state government to seek an increase in its staffing and resources for undertaking weed control on public land. | Actioned Council decision at April Meeting to take to state level as a Motion at the LGAT General Meeting in July. Close |
| 5.3.1 | The Committee supports the aims, goals and strategies in the Break O'Day Council Strategic Plan for the Community and Environment, and in particular their application by Council to support community groups, such as by Council's Community Grants program. | Advice Noted. Close |
| 20 Dec. 2018 | | |
| 5.3.3 | The Committee recommends Council increase its weed control by increasing the Weed Officer position from 2.5 days to 3 days per week. | Advice. An operational matter for Council management to raise and consider with Council. Close |
| 5.4.1 | Advise Council that with visitor levels rising significantly in natural areas, the Committee is concerned 'free camping' as it exists in Break O'Day municipality is unsustainable in the long term and Council should engage in free camping issues with other Councils and government agencies who are also experiencing problems and seek discussion and solutions at a state level. | Action Separate item at this Council Meeting. |
| 20 Feb. 2019 | | |
| 3.2.2 | Progress the Committee's decision at its December meeting, recommending Council amend the NRM Charter, to ensure places for representation of the forest industry and education sector are created so appointments can then be made. | Action For Council consideration at a future Meeting. |
| 4.1.2 | The Committee is comfortable with the draft 2019/2020 Actions [in the NRM Action Plan] and recommends Council Consider them for inclusion in its 2019/2020 Annual Plan; including operational contingency for the 'On-going Activities' and 'Monitoring/Opportunities' | Advice Noted. Close |

| | Item | Status |
|-------|---|--|
| 5.1.1 | The Committee recommend Council write to PWS to support its actions to manage camp fire risks and its campground signage in Break O'Day reserves this summer. | Action Separate item at this Meeting. |

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.
- Increase the community's awareness of the natural environment; the pressures it faces; and actions we can take to sustain it and what it provides.
- Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.
- Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.

LEGISLATION & POLICIES:

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



Minutes

NRM SPECIAL COMMITTEE MEETING

Thursday 1 March 2018
10.00 am – 12:30pm
ST HELENS COUNCIL CHAMBERS

1 Attendance

Present: Cllr Margaret Osborne (Break O'Day Council - Chair); Councillor Janet Drummond (Break O'Day Council); Todd Dudley (NE Bioregional Network); Tim Rhodes (Agriculture Industry); Lionel Poole and Donna Stanley (Parks and Wildlife Service); Gerald Nicklason (Agriculture Industry); Howard Jones (Community Representative);

Attending: NRM Facilitator, Polly Buchhorn

Meeting note taking: Cllr. Janet Drummond

Apologies: Councillor Hannah Rubenach-Quinn (Break O'Day Council); Linda Overend (Parks and Wildlife Service); Peter Nichols (Community Representative); Craig Lockwood (Marine Aquaculture); Mark Donald (Aboriginal community).

The Chair welcomed Margaret welcomed new member, Gerald Nicholson, to the meeting.

2 Confirmation Minutes of Meeting

Todd Dudley moved for an Amendment to be made to the minutes; concerned Council Meeting Minutes did not reflect the NRM Committee's position on investigating potential for blackwater dump sites for chemical toilet waste at coastal camp grounds (Bay of Fires, or beyond).

- 2.1.1 Decision: That the minutes of meeting held on 13 July 2017 be confirmed with one amendment, that the recommendation on page 7 with respect to the investigation of an additional dump point, be removed.

Moved: T. Dudley Seconded: J Drummond

Carried

3 Declaration of interest of a member or close associate

- 3.1.1 None to declare

4 Business arising from the previous meeting

4.1 Iarapuna/Bay of Fires – Management issues with increasing user pressures

Lionel Poole reported the Deputy Secretary and Regional Manager of PWS had recently visited and inspected coastal visitor sites and campgrounds and a general lack of capacity and condition at sites. PWS has initiated an audit of sites and infrastructure as a first step and will start with the Regional Manager next week at Chain of Lagoons.

Todd Dudley raised the issue of the item on Council's last Meeting Minutes, where the proponent was the NRM Special Committee and Council passed a motion in support of the installation of black water dump sites and by implication that the Committee supported it as proponent. Also that the Committee did not discuss this issue beyond the Bay of Fires campsites and that we did not make the recommendation [previous amendment of Committee Minutes 16/11/17]. This he felt was contrary to the resolution at the previous meeting that a Committee motion would have to be put forward and seconded and would then be presented to the Council.

Janet Drummond agreed, that we spoke specifically about the Bay of Fires campsite only. Polly Buchhorn noted that in the original discussion Donna Stanley from PWS had mentioned the problems occurred beyond the Iarapuna/Bay of Fires campsites. Concerns then within the Committee were that additional resources/capacity being placed into more remote areas would only encourage more demand, pressures and impacts and strategically any increased infrastructure and capacity should be kept to existing service centers.

- 4.1.1 Motion: The Committee has not made a recommendation about any black water dumps in camp areas including Iarapuna Bay/Bay of Fires area - this was just a discussion not a recommendation.

Moved: Todd Dudley Seconded: Howard Jones

Carried

Lionel Poole noted the review of capacity and infrastructure by PWS now underway would look at black water dumps and toilets. The east coast visitor numbers have in recent times increased by 46% the visiting seasons are longer. The review will hopefully support increased resources and funding, probably before budget next year. Top of the list is camp fires (authority to have), then signage, toilets, camp site definition and off-road vehicle access and other sources of impact/pressure.

Lionel Poole reported however that PWS managers had discussed Council's suggestion regarding the chemical toilet waste problems at coastal campgrounds (Council support to support PWS with equipment for black-water disposal facilities at selected sites) but was not in favor of the idea.

Howard Jones pointed out the issues with increasing camping/visitor use and the provision of services and access to protect and sustain the natural areas being used was a statewide problem. Howard referred to an example for the Anglers Alliance preparing for the fly-fishing championships on the Central Plateau where the Alliance could fund establishing toilet infrastructure, but then no one was prepared to maintain them into the future. Funding being an issue statewide and beyond single agency, he suggested the idea of a "free camping license" which might be collected on the Spirit of Tasmania as visitors come over.

Free camping was discussed by the Committee, the costs of infrastructure were high. Lionel Poole noted the 'hybrid' toilet units PWS would use now cost \$100,00-150,000, plus operation costs of \$3,000 to 5,000 a year. There are equity issues when camping is free, and with how camping might be priced. Gerald Nicholson referred to current concerns for the Pyengana community servicing free camping at Pyengana Recreation ground – campers took advantage, by taking and washing cars from tank water and advertising that there was free power available for example.

Todd Dudley noted LGAT has a motion on its agenda regarding maintaining free camping in Tasmania. However it was noted this relates to Meander Valley responding national competition policy rulings regarding free camping on council land, not free coastal camping on reserves. Tim Rhodes spoke in favor of camping being kept in the commercial sphere and against the distortions produced by 'free camping'. The Committee discussed following up the current LGAT meeting and agenda to make those attending aware of the Committee's concern.

Margaret Osborne asked free camping issues be discussed further at the next meeting.

- 4.1.2 Decision: Advise Council that with visitor levels rising significantly in natural areas, the Committee is concerned 'free camping' as it exists in Break O'Day municipality is unsustainable in the long term and Council should engage in free camping issues with other Councils and government agencies who are also experiencing problems and seek discussion and solutions at a state level.

Moved: Howard Jones Seconded: Tim Rhodes

Carried.

4.2 Cat Management Program - Cat Tracker and Regional Cat Management Coordinators

Polly Buchhorn noted for Cat Tracker there was an online survey and then people could nominate a cat to be tracked. 10-20 surveys completed in Break O'Day and it's a national project.

Howard Jones asked if schools to be involved and Polly replied they had been sent information.

4.3 Break O'Day NRM Strategy progress evaluation

Discussed as a separate item of business later in the Agenda.

4.4 NRM Committee Membership.

Appointment of Ms Linda Overend (PWS) and Mr Gerald Nicklason was welcomed.

4.5 Weed Management

The recommendation that Council make its Weeds Officer an authorised officer under the Weed Management Act is yet to be progressed.

Organising of community weed management forums and activities, and research hygiene wash-down points, continues to be delayed.

Polly Buchhorn noted Weeds Officer budget for 2018-19 will be reviewed during Council's budget planning.

Todd Dudley asked about progressing authorizing [under the Weeds Act] of Council's weed officer. Polly reported it was an operational and capacity question for Council and how the enforcement role is best structured and delivered. Todd suggested weed management capacity needed to be increased.

4.5.1 Recommend Council increase the Weed Officer position from 2.5 days to 3 days per week.

Moved: Todd Dudley Seconded: Gerald Nicklason

Carried

Todd Dudley offered to assist with the control of boneseed in Scamander, in particular a property on Scamander Avenue. The NE Bioregional Network has been working successfully with private land owners on their land. Boneseed is a high priority and this property has a significant infestation on it still. Polly Buchhorn noted past liaison with Todd here and that a Notice and follow-up had occurred with the subject property, and while more was needed the formal compliance process consumed significant time and resources. Polly offered to provide Todd with some contact details as support from his group may well be welcomed and a productive alternative.

4.6 Georges Bay Water Quality and aquaculture industry

Noted

5 Issues

5.1 Dog Management Policy

Todd Dudley asked if PWS was now going through a Reserve Activity Assessment (RAA) process for its input to Council's policy review. Lionel Poole noted he believes a RAA was part of the PWS reporting for a submission and he would be involved.

Polly Buchhorn noted that if the revised policy that Council wants to put forward is substantially different to the original draft revised policy then it was conscious it would have to consider undertaking a public consultation process again.

5.2 Break O'Day Natural Resource Management – Strategy and Program

A large progress evaluation report for the NRM Strategy 2012 was provided to members ahead of the meeting. Members were concerned that this would require more time to digest and workshop however.

To start off the Committee's discussion Polly Buchhorn provided background information.

Council last year developed and adopted its new Strategic Plan for the medium term and the outcomes Council seeks next year for the 'Environment' objectives in the Strategy have been discussed by Council - flagging flood management for St Marys and the Lower Georges River, weed and dog management as priorities.

Break O'Day's natural resource management strategy, including a revised NRM Strategy document, will now be guided by the Strategic Plan and its 'Environment' objectives in particular. As the NRM Committee is charged with oversight of implementation of Council's

NRM Strategy it is tied to the Strategic Plan now. A revised NRM Strategy needs to be cast in the shape of the strategic plan. The Strategic Plan is a statutory obligation of Council, implemented through Annual Plans and budgets.

NRM Strategy 2012 plays an umbrella role, a catalogue of issues that can be addressed when the opportunities then become available – funding and other resourcing opportunities for NRM actions are often external and come and go, for example Federal funding priorities and targets.

The Committee reviewed the 'Environment' section of the Strategic Plan:

Strategies

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

Key Focus Areas

1. *Land Management Develop the financial and human resources to undertake projects and activities which address environmental issues such as weeds and land degradation.*
2. *Water Develop and implement strategies and activities to improve water quality and health within our rivers, estuaries and coastal areas and reduce the risks from flooding, inundation and erosion.*
3. *Appropriate Development Encourage sensible and sustainable development through sound land use planning, building and design.*
4. *Enjoying our Environment Provide opportunities to access and learn more about our environment and the ways it can be enjoyed in a sustainable manner.*

The Committee discussed how to proceed.

They agreed to continue working on medium and long term strategy and priorities using the Progress Evaluation at the next and future meetings.

But also that at this meeting they needed some specific priorities and actions for the short term (2018-2019) to inform Council's works planning and budgeting for next financial year.

The Committee then worked through and discussed NRM priority issue areas, with reference to the current NRM Strategy, the municipal Strategic Plan and priorities Council had already flagged, to identify priority actions to recommend for the next year.

The outcome of this workshopping is attached to the Minutes: *Short term BODC-Environment Program priorities - NRM Committee workshop 01032018*

- 5.2.1 Recommendation: Council receive the Committee's review of short term NRM program priorities, with reference to the Strategic Plan and NRM Strategy, for inclusion in Council's Annual Plan 2018/19.

Moved: Todd Dudley Seconded: Tim Rhodes

Carried

- 5.2.2 Decision: Members read through the progress evaluation and review of the Break O'Day NRM Strategy 2012 and at future meetings work on revision of Break O'Day NRM Strategy for the future and aligned with the Strategic Plan 2017-2027.

Moved: Todd Seconded: Lionel Poole

Carried

6 NRM staff report and update

Polly Buchhorn noted that NRM North had tendered for further Australian Government funding over the next five year period.

The outcome of the bid and then design of regional NRM activities and funding opportunities is not likely to be emerging until May and June. The bid however does respond to a narrowing of focus federally to specific (nationally significant) targets for investment. For Break O'Day the opportunities are likely to be with threatened species including the eastern barred bandicoot (and similar other mammals such as quolls), the hooded plover, possibly lowland native grassland and *Eucalyptus ovata* vegetation communities, and in the agriculture sector (practice change and innovation for sustainable productivity).

The committee queried the retirement of NRM North's Invasive Species Coordinator, Mr Greg Stewart. Polly confirmed this was occurring in April and the position is not likely to continue due to invasive species not being a specific focus of federal NRM funding. The Committee was concerned that this would be a significant loss to the region.

- 6.1.1 Decision: The Committee inform NRM North they are concerned the loss of their invasive species officer threatens the crucial need for continuity for weed management to succeed and recommend that funding of this role should be continue in Tasmania's northern NRM region.

Moved: Janet Drummond Seconded: Todd Dudley

Carried

Polly Buchhorn reminded the Committee he would shortly be on leave until June.

7 Committee Members update and Other business

7.1 Coal mining issues in the Fingal Valley

Tim Rhodes reported that the exploration mining proponents have withdrawn their application to explore for coal resources on the Killymoon and Kooringa properties but were progressing with an exploration licence for Cullenswood. Tim indicated new exploration and possible expansion of coal mining on remains a concern for him. Tim thanked the Committee for their support.

8. Next meeting dates

The Committee agreed to the circulated proposed dates for meetings in 2018:

- Thursday 12 July 2018,
- Thursday 15 November 2018

**draft Minutes
NRM SPECIAL COMMITTEE
MEETING**

**Thursday 20 December 2018
10.00 am – 12:15pm
ST HELENS COUNCIL CHAMBERS**

1 Attendance

Councillor Janet Drummond (Break O'Day Council - Chair); Lionel Poole (Parks and Wildlife Service); Cllr John Tucker (Break O'Day Council); Howard Jones (Community Representative); Todd Dudley (NE Bioregional Network);

Attending: Paula Kloosterman (Environmental Services Coordinator); Polly Buchhorn (NRM Facilitator)

Apologies:

Cllr. Lesa Whittaker (Break O'Day Council); Tim Rhodes (Agriculture Industry); Craig Lockwood (Marine Aquaculture); Peter Nichols (Community Representatives)

It was noted a quorum of six was not present.

The meeting would proceed in accordance with the NRM Committee Charter, with a requirement for members not present to communicate their support or not of decisions electronically after the meeting, and then also for decisions to be ratified at the next Committee meeting.

2 Welcome to new Councillor Members

Councillors Janet Drummond, John Tucker and Lesa Whittaker were welcomed to the Committee.

Questions around other members and attendance rates were deferred to an item latter in the meeting.

Thursday 20 December 2018

1

3 Confirmation Minutes of Meeting

3.1.1 Motion: That the minutes of meeting held on 25 October 2018 be confirmed.

Moved: T. Dudley

Seconded: H. Jones

Carried

4 Declaration of interest of a member or close associate

4.1.1 Recommendation: Members to declare any interest in items on the Agenda.

Howard Jones, Committee member representing community interests, declared that as the operator of tourism accommodation he may have an interest in the discussion during the meeting of the Draft Break O'Day Environment and Natural Resource Management Plan, which includes some strategies and actions for issues related to sustainable tourism.

5 Business arising from the previous meeting

5.1 Draft Break O'Day Environment and Natural Resource Management Plan

The NRM Facilitator outlined work and changes to the draft (v1.5) being considered since the Committee's last meeting. Several comments were received from Committee members and considered in this draft with feedback from Council's management team. This draft retains the short term Action Plan and the longer term framework of higher level strategic priorities. It has also be formatted and laid out in preparation for release for public comment. The Action Plan section of the document has been reviewed to spread nominal load for undertaking actions out more evenly over the five year period (2018-2023).

The Committee members discussed next steps for this draft, including that Council's management team would need to review it again. Also that in the new year the Committee would need to turn its attention to advice to Council for a NRM program for next financial year, using the Action Plan work. For this the NRM Facilitator would share with Committee members the spreadsheet used to prioritise the Action Plan across five years.

There was general agreement the Committee had developed the draft plan thoroughly and taken it as far as it could. The Committee had spent a lot of time and energy on it. There was agreement that if Council's management team had no significant concerns needing further amendment of this draft that it could go to Council (at its February 2019 meetings) to be considered for release as a draft for public comment. If Council's management team had any major concerns or changes these would need to be referred back to the Committee.

The Committee discussed a public comment period (four weeks was considered adequate) and timing around Council meeting dates and holidays.

5.1.1 Recommendation: Council release the draft Environment and NRM Plan 2018-2023 (v1.5) for community comment, subject to Council's management team reviewing and endorsing the draft without any major concerns or need for further changes.

Moved: T. Dudley

Seconded: H. Jones

Carried

5.2 Committee Membership

The NRM Facilitator reported he had been in contact with someone from St Helens school regarding taking on the Committee seat for the Aboriginal community, but would need to follow up with personal contact.

Clr. John Tucker asked if the Committee had difficulty getting members to attend meetings. He felt being appointed to the Committee deserved a reasonable degree of commitment from members.

Attendance and issues with members having and making time to contribute were discussed. It was acknowledged getting numbers to meetings continues to be general problem for the Committee. There was a wide range of contributing factors however for the community volunteers, agency and industry representatives, and primary producers on the Committee. Best days, times and places for meetings all varied also.

All the non-Council representatives on the Committee were due for renewal. The Committee considered a number options for its membership and developed a range of actions it would pursue.

5.2.1 Actions

1. to contact members and confirm their interest in committing to Committee membership and to be reappointed (Clr Drummond, NRM Facilitator to provide contact details)
2. seek new members: Aboriginal community representative (NRM Facilitator and Howard Jones), alternative for forest industry (Clr Tucker), and additional proxy members (all)
3. amend the NRM Committee Charter to open the forestry representation to alternatives, add a new place for an education sector representative, and add a rule for reasonable attendance
4. consider holding meetings at St Marys at times, and possibly after business hours (in summertime)
5. with the public comment period for the NRM Plan, make a public call for individuals interested in joining the NRM Committee.

5.2.2 Decision: The Committee recommends the Charter for the Break O'Day Council Natural Resource Management Committee be amended:

- In the NRM Committee composition replace "Forestry Tasmania" with "the forest industry"
- In the NRM Committee composition add a new position for one Education sector representative, from schools and early and higher education
- And to include in the membership rules: an expectation representatives will reasonably attend at least three meetings a year.

Moved: John Tucker Seconded: Janet Drummond Carried

5.3 Weed Management and Animal Control – increasing Council budget and officer capacity

Animal Control

The Committee has discussed a need for resourcing of weed management and animal control by Council to be increased. It also at its last meeting considered using the Action Plan from the revised NRM Plan to develop a 2 year operational plan as a basis for advising Council on recommended plans and budgeting from year to year.

Council will begin considering its 2019-2020 budget and Annual Plan after the summer. The Committee should consider developing an Environment and NRM proposal for 2019-2020 from the Action Plan in the current draft of the Environment & NRM Plan.

The past issues of Council increasing its animal control and weed management officer resources (time) was reviewed.

Clr. Tucker commented that Council had looked at its animal control services previously and while possibly costly the current service was considered to be working well. He felt any request to increase the animal control officers time would be at the expense of resources shifted from elsewhere and the Committee would need to nominate where from. He pointed out the Committee needed to providing solutions for Council when making such proposals.

There was some discussion of this point, 'NRM budget' and where within council animal control services were located and managed and how they related to NRM priorities at all. Alternative options for the service were discussed for providing cost effectiveness and efficiencies, so animal control enforcement could be increased with the gains.

Howard Jones pointed out the need for more dog control enforcement was highlighted with the revision and adoption of the new dog management policy Council adopted this week.

Todd Dudley added that while Council undertook animal control for a range of important reasons, some of these are NRM issues and concerns.

5.3.1 Action

Councillor members of the Committee would investigate through Council alternative options for animal control services to provide cost effectiveness and efficiencies.

Weed Management

Clr. John Tucker raised a need for the state highways agency (Dept. State Growth) to improve their weed management as there were significant weed infestations not getting treated. And Council had now made significant progress through its on-ground weed control officer on its own land and roads.

Todd Dudley commented there had not been an inter-agency meeting over weed management for several years in Break O'Day and it should be a regular thing. However Lionel Poole and he noted they had been contact recently with State Growth to get their cooperation to commit to controlling weeds near Beaumaris.

Sustainable Timbers Tasmania was another key agency to be involved, besides PWS. The members felt it best to start small and informal, and consider others and more formal inter-agency cooperation in future (such as with Tasnetworks and Taswater).

The Committee agreed it was time for weed management in Break O'Day to coordinate more widely and that the key agencies (PWS, Dept. State Growth, Sustainable Timbers Tasmania, Council). Discussion supported a suggestion by Todd Dudley to arrange an initial informal meeting.

5.3.2 Action

Todd Dudley, with Lionel Poole, follow up recent engagement between PWS and Dept. State Growth, to arrange an informal discussion to help coordinate weed management by PWS, Dept. State Growth, Sustainable Timbers Tasmania, Council across the municipality.

5.3.3 Decision: The Committee recommends Council increase its weed control by increasing the Weed Officer position from 2.5 days to 3 days per week.

Moved: Todd Dudley Seconded: Howard Jones

Carried

5.4 Irapuna/Bay of Fires – Management issues with increasing user pressures

Howard Jones sought to highlight that positive stories and outcomes being achieved by sustainable tourism efforts not be overlooked, particularly when discussion of issues tended to be about negative stories and issues. He added that the burden of sustainable management of (growing) tourism, demand and its pressures tended to fall locally onto PWS, local government and others.

Clr. Drummond mentioned the 'ghost camping' problem, where local and intra state campers claimed sites weeks before they occupied them, blocked out others.

Lionel Poole reported on the East Coast Camping Project the PWS was currently running. The four year project would upgrade popular camping areas along Tasmania's East coast (eg. Diana's Basin, Humbug Point and Wukalina/Mount William National Park) using \$1.5 million of funding budgeted by the Tasmanian Government. It was currently undertaking an assessment, planning and consultation stage to identify priority sites and works. This would continue to March, with infrastructure and facilities works starting later in the year. Works focus on protecting important coastal values and sustainable management of visitor experiences at popular campgrounds and day use areas.

He noted the project will consider options for 'ghost camping' and the underlying issue of demand for camp sites increasing exceeding their availability; for example designating free camping sites so they could be shared fairly by being 'booked' by campers.

The Committee discussed its decision at a previous meeting and agreed it be pursued.

5.4.1 Action

Advise Council that with visitor levels rising significantly in natural areas, the Committee is concerned 'free camping' as it exists in Break O'Day municipality is unsustainable in the long term and Council should engage in free camping issues with other Councils and government agencies who are also experiencing problems and seek discussion and solutions at a state level.

5.5 Clarification of Councils role in supporting volunteer local community environment groups (Todd Dudley)

The committee discussed and its decision at a previous meeting to provide advice to Council on this issue and agreed it be pursued.

5.5.1 Action

The Committee supports the aims, goals and strategies in the Break O'Day Council Strategic Plan for the Community and Environment,

and in particular their application by Council to support community groups, such as by Council's Community Grants program.

6 NRM staff update

The NRM Facilitator provided a verbal update to the Committee. Review of the Dog Management Policy and the NRM Strategy had been the primary tasks undertaken. Council had adopted a new Dog Management Policy earlier in the week and there would be implementation work to follow, particularly signage, education and, compliance.

Other actions in Council's Annual Plan coming up include a 'Tree Guide', updating the Weed Action Plan, Georges Bay and catchment (water quality) and flood management on the floodplain (Riverworks Trust).

The NRM Facilitator would provide a copy of the detailed spreadsheet used to prioritise the Environment/NRM Plans Action Plan across five years to Committee members, which also links to Council's current Annual Plan.

7 Committee Members update and Other business

7.1 NE Bioregional Network

Todd Dudley provided an update on recent activity. This included weed control and vegetation management at the Stieglitz boat ramp area with local community members, associated with Taswater and its recent works in the area. Other activities include the Skyline Tier restoration project, rehabilitation works at Akaroa quarry site and swift parrot habitat work on private land at Dianas Basin.

Todd asked to be kept informed of Council's 'Tree Guide' action, noting the potential for local native species, such as thornless Bursaria present in the St Helens wharf native garden.

7.2 ACF Rawlinson Award

Clr Janet Drummond drew members attention to the Australian Conservation Foundation awarding Todd Dudley their *Peter Rawlinson Award* for voluntary contributions to protecting the environment.

Committee members congratulated Todd on the award.

4 Next meeting dates

The Committee discussed options for meetings that would make it easier for members to attend and determined to go with Wednesdays and 10am as previously but, when contacting members regarding continued membership, to consider other times (such as 5pm) and what days suit.

The Committee determined dates for 2019 will be in the meantime set as:

- Wednesday 20th February
- Wednesday 1st May
- Wednesday 2nd August
- Wednesday 13th November

Minutes

NRM SPECIAL COMMITTEE MEETING

Thursday 20 February 2019
12:30 – 2:35pm
ST HELENS COUNCIL CHAMBERS

1 Attendance

Present: Councillor Janet Drummond (Break O'Day Council - Chair); Cllr John Tucker (Break O'Day Council); Howard Jones (Community Representative); Todd Dudley (NE Bioregional Network); Cllr Lesa Whittaker (Break O'Day Council); Tim Rhodes (Agriculture Industry); Craig Lockwood (Marine Aquaculture); Peter Nichols (Community Representatives). Attending: Paula Kloosterman (Environmental Services Coordinator); David Jolly (Manager of Infrastructure and Development Services); Polly Buchhorn (NRM Facilitator).

Meeting note taking: NRM Facilitator.

Apologies:

Linda Overend and Lionel Poole (Parks and Wildlife Service);

2 Confirmation Minutes of Meeting

2.1 Ratification of decisions of previous meeting

The NRM Facilitator noted that the provisions of the NRM Committee's Charter allowed Members to provide support for the decisions in the draft Minutes (where there was less than a quorum attending) or not, but not to amend the draft minutes. The Charter also required "*these decisions are ratified at the next meeting*" and procedurally this should precede the Minutes then being confirmed.

20/02/2019

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- 2.1.1 Motion: That the Committee ratifies the decisions made at the meeting held on 20 December 2018 by five (5) members in attendance and one (1) other member subsequently indicated their agreement with them by electronic communication.

Moved: T. Dudley

Seconded: H. Jones

Carried

2.2 Minutes of Meeting

- 2.2.2 Decision: That the minutes of meeting held on 20 December 2018 be confirmed.

Moved: T. Dudley

Seconded: H. Jones

Carried

2 Declaration of interest of a member or close associate

Committee was briefed by Angela Matthews, Council's Executive Assistant, who provided a copy of Council's Declaration Of Interest form to members of the Committee. She explained the Local Government requirements applying to the Committee (included with the form), terms such as Pecuniary Interest and Conflict Interest and that declarations were registered, audited and accessible public records.

The requirements were discussed and queried using examples. In conclusion, it was a matter for individuals to decide and act on declaring interests they may have, that open and early declaration of interests was the wise approach to accountability to the legislation and perceptions in the community.

- 2.1.1 Decision: Members to declare any interest in items on the Agenda.

Moved: J. Tucker

Seconded: H. Jones

Carried

There were no declarations made at the meeting.

3 Business arising from the previous meeting

3.1 Draft Break O'Day Environment and Natural Resource Management Plan

The NRM Facilitator circulated an extract of the latest draft of the NRM Plan, Version 2.0, including the introductory Background section which had been recently edited and the Action Plan table. He reported that there had been review and discussion internally, since the agenda for the meeting was set. David Jolly commented that Council's management team had now provided its input on the draft Plan.

The NRM Facilitator regretted that he did not have a final edited version incorporating the changes ready for the Committee to consider. Changes yet to be completed are primarily to emphasis (language) and structure. The strategic and priority actions the Committee has developed to date remain intact.

- reinforce the shared responsibilities and roles for implementing the Plan, emphasising inclusion and the communities role and limitation of Council's
- Reorganise, to reflect the Council's Strategic Plan: an emphasis on land management and degradation for 'Land', and bring flood risk management back into 'Water'
- reduce the size by splitting off the 'Strategic Priorities' section.

The Committee discussed the somewhat confusing situation, of what and where in the plan the changes were and how to proceed. As it could not consider a complete 'version 2' draft it would need to do so at its next meeting, on 1st May. The NRM Facilitator noted that he would be on leave for a period and unable to bring items to Council for consideration at its March meetings.

- 3.1.2 Decision: The NRM facilitator shall complete redrafting of the NRM Plan to incorporate changes after the internal Council review and provide copies for the Committee to review ahead of its next meeting on 1 May 2019.

Moved: H. Jones

Seconded: J. Tucker

Carried

3.2 NRM Committee Charter and Membership

The NRM Facilitator reported Timberlands has welcomed being approached and has offered for a local staff member to join the Committee to represent the forest industry.

The proposed changes to add education sector representation to the Committee and seeking someone for the Aboriginal community were discussed. Howard Jones noted there was interest at St Helens High School, but what would be involved needed to be discussed. Cllr Drummond had rung around current members to clarify commitments to continue on the Committee. However changes to the Charter and appointment/reappointment of members would need further time to prepare for the Committee to determine and recommend to Council.

Cllr. Tucker felt since Timberlands had shown interest this should be acted on and this was supported. However Council would need to modify the Charter – to replace "Forestry Tasmania" with "the forest industry" – before it could appoint the Timberlands nominee. And this also is the case for a new representative for the Education sector, the Charter would need the new position added first.

- 3.2.1 Action: The NRM Facilitator to approach St Helens High School to clarify the potential role for someone to represent the education

sector on the NRM Committee; and follow up leads for representation of the Aboriginal community.

- 3.2.2 Decision: Progress the Committee's decision at its last meeting, recommending Council amend the NRM Charter, to ensure places for representation of the forest industry and education sector are created so appointments can then be made.

Moved: H. Jones

Seconded: T. Dudley

Carried

3.3 Animal Control – increasing Council capacity

The Council's request for a report on implementation of the Dog Management Policy was noted by the Committee.

4 Issues

4.1 NRM Action Plan Priorities for 2019-2020

The Committee reviewed the latest draft of the 'Action Plan' section of the current Draft Break O'Day Environment and Natural Resource Management Plan and in particular the current financial year and anticipated priorities for 2019/20. It was to review the actions proposed for 2019/20 to provide advice to Council for its consideration of the Break O'Day Council Annual Plan for 2019/20.

The NRM Facilitator and David Jolly (Manager of Infrastructure and Development Services) provided background to the discussion.

- Council is responsible for and will make the operational decisions in setting its Annual Plan and budget for 2019/2020; the Committee's role is to consider strategic priorities for activities
- The Committee should be mindful of the constraints of Council's available resources and the necessity to balance its budget
- Actions need to be directed at the strategic aims in the NRM Plan and have a cause/effect logic to progressively achieving them.
- Actions need to state discreet and tangible outcomes that can be (and be seen to be) achieved. They should also relate to sequences and continuity of action over the five year period.
- Given the draft 'Action Plan' table is current, despite the NRM Plan not being finalized, the priorities in it should be fairly appropriate.

Clr. Tucker raised the importance of preventative biosecurity activities, to guard against new incursions. He noted prevention and early detection and eradication was cheaper than the economic, social and environmental consequences if a pest gets away. Resources should be allocated to detection and response. Craig Lockwood noted this issue includes marine pest threats. There was a need for hygiene measures and capacity

for detection of new pests and to be prepared to put resources into early containment and eradication action, likely with state and national agencies leading.

The NRM Facilitator pointed out there were two locations in the Action Plan (1.1.2 and 2.4.1) with actions to guard against new incursions of pests (plant, animal, disease and marine). These were treated as 'On-going Activities' where action would be taken as required. A biosecurity hygiene activity was also scheduled for 2019/2020.

- 4.1.1 Action: The NRM Facilitator to review and consult with members on strengthening the biosecurity preventative strategies in the Action Plan, including resources needed.

The Committee reviewed all the NRM priorities for 2019/2020.

T. Dudley was concerned the work load seemed light (based on the coloured squares in the table indicated estimated nominal and relative work demand or loading). He also queried activities described as 'facilitation'; which the NRM facilitator explained was about bringing concerned interests together to help them resolve issues, not to do on-ground work.

The Manager of Infrastructure and Development Services noted the new approach with the Action Plan table would help focus on reporting progress on specific priorities and measurable outcomes. This was supported by T. Dudley.

- 4.1.2 Decision: The Committee is comfortable with the draft 2019/2020 Actions and recommends Council Consider them for inclusion in its 2019/2020 Annual Plan; including operational contingency for the 'On-going Activities' and 'Monitoring/Opportunities'.

Moved: C. Lockwood

Seconded: J. Tucker

Carried

5 NRM staff update

A report of the current Annual Plan actions for the NRM Facilitator was reviewed by the Committee

5.1 Outstanding Committee items

The Committee considered the outstanding NRM Committee items and decisions to be considered by Council. Peter Nichols proposed that a letter of support regarding the fire bans in reserves was still needed to support this action by PWS.

The Committee otherwise received the report on outstanding items and their updated status.

- 5.1.1 Decision: The Committee recommend Council write to PWS to support its actions to manage camp fire risks and its campground signage in Break O'Day reserves this summer.

Moved: P. Nichols

Seconded: T. Dudley

Carried

| | Item | Status |
|--------------|--|---|
| 16 Nov. 2017 | | |
| 5.3.1 | That Council undertake the necessary authorisation for Council's Weeds Officer | View acknowledged. Best use of Council resources is an operational decision for Council. Close |
| 5.4.1 | That Council managed tree planting projects be well planned and maintained and options such as direct seeding and natural regeneration be considered. | Advice noted. |
| 6.1.2 | That Council take a motion to LGAT that all Councils join together to fund and establish a process that provides education on managing our beaches. This would include reference to dog management, protection of shorebirds and wildlife and the safe use of our beaches by people in Tasmania. This may include lobbying the State Government for funding. | Yet to go to Council; coordinate with implementation of dog policy. |
| 7.1.1 | That Council also consider the option of making use of or upgrading existing black water disposal infrastructure in St Helens instead of in the Bay of Fires reserve area. | Redundant Close |
| 7.2.1 | Regarding the proposed HMAS Darwin dive wreck, that Council acknowledge that at least 3 community groups oppose sinking a large ship near Skeleton Bay. Further, that Council notes the potential conflicts between whales visiting Binalong Bay and a dive wreck project and its exclusion zone | Redundant Close |
| 7.2.2 | That Council write to parks and Wildlife Service supporting a permanent summer ban on open fires on all Parks and Wildlife Service controlled land in the Break O'Day municipality | Reaffirmed at 20 Feb. 2019 meeting. |
| 7.5.1 | That Council notes the opposition of the NRM Committee to open cut coal mining | Redundant Close |
| 1 March 2018 | | |
| 4.1.2 | Advise Council that with visitor levels rising significantly in natural areas, the Committee is concerned 'free camping' as it exists in Break O'Day municipality is unsustainable in the long term and | Yet to go to Council and updated 25 Oct. 2018. Close (see below) |

| | | |
|--------------|---|--|
| | Council should engage in free camping issues with other Councils and government agencies who are also experiencing problems and seek discussion and solutions at a state level. | |
| 4.5.1 | Recommend Council increase the Weed Officer position from 2.5 days to 3 days per week | Reaffirmed at Oct. and Dec. 2018 meetings; for 2019/20 budget consideration. Close (see below) |
| 25 Oct. 2018 | | |
| 3.2.1 | Advise Council that with visitor levels rising significantly in natural areas, the Committee is concerned 'free camping' as it exists in Break O'Day municipality is unsustainable in the long term. Council should engage in examining free camping issues with other Councils through LGAT and with government agencies and seek solutions at a state level, including the option of licencing or visitor fee structures. | Yet to go to Council for consideration. Updated 20 Dec. 2018. Close (see below) |
| 3.4.1 | That Council write to the state government to seek an increase in its staffing and resources for undertaking weed control on public land. | Yet to be addressed. |
| 5.3.1 | The Committee supports the aims, goals and strategies in the Break O'Day Council Strategic Plan for the Community and Environment, and in particular their application by Council to support community groups, such as by Council's Community Grants program. | Yet to go to Council, to be noted. Reiterated 20 Dec. 2018 |
| 20 Dec. 2018 | | |
| 5.3.3 | The Committee recommends Council increase its weed control by increasing the Weed Officer position from 2.5 days to 3 days per week. | Yet to go to Council, include when considering 2019/20 NRM priorities and for Council's budget consideration. |
| 5.4.1 | Advise Council that with visitor levels rising significantly in natural areas, the Committee is concerned 'free camping' as it exists in Break O'Day municipality is unsustainable in the long term and Council should engage in free camping issues with other Councils and government agencies who are also experiencing problems and seek discussion and solutions at a state level. | Reiterated from previous, yet to go to Council. Include suggestions of LGAT as appropriate forum and licensing/booking mechanisms. |
| | | |

6 Committee Members update and Other business

6.1 Presence of Vibrio disease pathogen

Craig Lockwood reported the oyster industry is working with state authorities on two species of Vibrio bacteria that are becoming a concern in Tasmania.

The disease pathogens are associated with warm sea waters, which are becoming more common in Tasmania. Human infection can be serious and can come from eating uncooked seafood. The oyster industry is working on supply chain strategies, such as chilling and handling of produce, and an education program.

6.2 Senate enquiry into fauna extinction

Todd Dudley reported the NE Bioregional Network has presented to the Senate enquiry into fauna extinction recently.

He also noted a education information sign erected at Stieglitz as part of a restoration project had been taken down by Council due to crown land approvals not being in place. He hope to have the issue resolved before long.

6.3 Chair's contact with Committee members

Committee members thanked the Clr. Janet Drummond for her efforts in calling all members by phone to regarding their Committee roles and meetings.

7 Next meeting dates

The Committee determined Meeting dates for 2019 will be as below.

12:30 PM on a Wednesday, starting with light lunch, for meeting business from 1:00 PM.

- Wednesday 1st May
- Wednesday 2nd August
- Wednesday 13th November

05/19.15.5 Support for 2019 season fire bans by Parks and Wildlife Service

| ACTION | DECISION |
|----------------------------------|--|
| PROPONENT | NRM Committee |
| OFFICER | Polly Buchhorn, NRM Facilitator |
| FILE REFERENCE | 010\028\002\ |
| ASSOCIATED REPORTS AND DOCUMENTS | draft Meeting Minutes - NRM Special Committee - 20 Feb. 2019 (<i>under separate cover</i>) |

OFFICER'S RECOMMENDATION:

That Council write to the Tasmanian Parks and Wildlife Service to support its fire bans this summer to manage camp fire risks in Break O'Day reserves and its campground signage communicating the bans.

INTRODUCTION:

Tasmania was impacted by significant wildfires during January 2019. Council's NRM Committee believes the fire bans applied by the PWS in its reserves during the camping season should be acknowledged and supported by Council.

PREVIOUS COUNCIL CONSIDERATION:

No previous consideration by Council.

At its May 2019 Workshop Council considered the NRM Committee's suggestion that it support the PWS fire bans this summer season.

OFFICER'S REPORT:

The NRM Committee has from time to time discussed fire risk associated with camp fires in reserves where they are permitted; in particular the summer influx of coast campers to larapuna / Bay of Fires and the threat to settlements to the south.

The Committee has requested Council write to PWS to support their fire bans and communication of them over the 2018/19 bushfire season.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Achieving the Vision ...

"... requires collective action; action ... which will complement and support the efforts of each other."

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.
- Increase the community's awareness of the natural environment; the pressures it faces; and actions we can take to sustain it and what it provides.
- Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.

Key Focus Areas

Land Management - Develop the financial and human resources to undertake projects and activities which address environmental issues such as weeds and land degradation.

Enjoying our Environment - Provide opportunities to access and learn more about our environment and the ways it can be enjoyed in a sustainable manner.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees.

Local Government (Meeting Procedures) Regulations 2015.

National Parks and Reserves Management Act 2002.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

05/19.15.6 Sharing and Sustaining Coastal Camping Opportunities

| ACTION | DECISION |
|----------------------------------|--|
| PROPONENT | NRM Committee |
| OFFICER | Polly Buchhorn, NRM Facilitator |
| FILE REFERENCE | 010\028\002\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Conf. Minutes - NRM Special Committee - 20 Dec. 2018 (<i>under separate cover</i>) |

OFFICER'S RECOMMENDATION:

That Council acknowledges the issues of environmental sustainability and equity of access to 'free camping' opportunities in the natural areas of Break O'Day, raised by the NRM Special Committee, and that Council is awaiting the outcomes of the current PWS East Coast Camping Project.

INTRODUCTION:

For decades access to coastal campgrounds in Break O'Day has been enjoyed by thousands of residents and visitors. It has contributed significantly to the reputation of places such as Irapuna / Bay of Fires for their natural beauty and to the growth of the local economy.

PREVIOUS COUNCIL CONSIDERATION:

Council has discussed at recent Workshops issues in relation to free camping sites that local governments provide and national and state policy to protect commercial providers. Different and separate issues around free coastal camping in Break O'Day have also been considered by Council from time to time over many years.

At its May 2019 Workshop Council considered a recommendation from its NRM Committee: "that with visitor levels rising significantly in natural areas, the Committee is concerned 'free camping' as it exists in Break O'Day municipality is unsustainable in the long term and Council should engage in free camping issues with other Councils and government agencies who are also experiencing problems and seek discussion and solutions at a state level."

OFFICER'S REPORT:

The free coastal camping issue has surfaced repeatedly over many years and remains a sensitive one – for those who wish to keep enjoying coastal campgrounds or to see this tourism segment grow more, and those concerned on the other hand for environmental impact on coastal camping sites in Break O'Day from camping use pressures and growth in camp site demand.

'Free coastal camping' has been linked to the separate 'public camping competitive neutrality' issue recently. This issue is being addressed at a state level by a working group and policy research by the Department of Treasury and Finance.

It is different from concern, raised by Council's NRM Committee, for sharing equitably access to camping on the coast and sustaining the finite natural environment of the coast and recreational value it provides. Issues with 'free' natural area camping also affect other municipalities and have state level factors.

The PWS recently consulted the community, including Council, on draft proposals for its current East Coast Camping Project for works at priority coastal camping sites in Break O'Day to address sustainable management and access issues.

The current East Coast Camping Project in Break O'Day and state policy development for 'public camping competitive neutrality' are addressing environmental, social and economic dimensions of 'free camping' issues locally and at state level.

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.
- Increase the community's awareness of the natural environment; the pressures it faces; and actions we can take to sustain it and what it provides.
- Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.
- Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.

Key Focus Areas

- Land Management - Develop the financial and human resources to undertake projects and activities which address environmental issues such as weeds and land degradation.
- Appropriate Development - Encourage sensible and sustainable development through sound land use planning, building and design.
- Enjoying our Environment - Provide opportunities to access and learn more about our environment and the ways it can be enjoyed in a sustainable manner.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees.

Local Government (Meeting Procedures) Regulations 2015.

National Parks and Reserves Management Act 2002.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

05/19.15.7 Draft Revised NRM Strategy Plans

| ACTION | DECISION |
|----------------------------------|---|
| PROPONENT | NRM Special Committee |
| OFFICER | Polly Buchhorn, NRM Facilitator |
| FILE REFERENCE | 010\028\002\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Draft Action Plan - v2.2 - BOD Env&NRM Strategy Draft Strategy - v2.2 - BOD Env&NRM Strategy |

OFFICER'S RECOMMENDATION:

That Council receive the draft 'Environment and NRM Strategy' and 'Environment and NRM Action Plan' (v2.2) and seek community comment on them, for the NRM Committee to consider in preparing final plans for Council.

INTRODUCTION:

Council's Natural Resource Management (NRM) Committee has been reviewing the 2012 Break O'Day Council NRM Strategy to develop revised priorities for Council that align with the Council's Strategic Plan 2017-2027. A five (5) year Action Plan and longer term Strategy document have been drafted by the Committee, with input from Council's management team.

PREVIOUS COUNCIL CONSIDERATION:

Council adopted an amended NRM Special Committee Charter at its March 2016 meeting (03/16.15.4.70), which includes roles for the Committee to support Break O'Day's strategies for natural resource management.

11/12.14.7.320 Moved: Clr R Johns / Seconded: Clr D Coulson: That Council endorse the FINAL Break O'Day Natural Resource Management Strategy. Recommendation for the next review will be in 2017.

CARRIED UNANIMOUSLY

08/17.16.3.195 Moved: Clr M Osborne / Seconded: Clr B LeFevre
That Council adopt the Break O'Day Council Strategic Plan 2017 - 2027.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

Review of the 2012 NRM Strategy by the NRM Committee coincided with Council's adoption of the Break O'Day Council Strategic Plan 2017 - 2027, which included strategies and Key Focus Areas for the environment and natural resource management.

Over a series of dedicated workshops the NRM Committee has identified future environment and natural resource management priorities; reviewing progress with the 2012 NRM Strategy and new and emerging issues and aligning these with the Council Strategic Plan 2017 – 2027.

As the Council Strategic Plan underpins Council's annual planning and operations an emphasis was made on short term priorities. Input from Council's management team has ensured updated NRM priorities are consistent with the Council Strategic Plan and provide a sound basis to inform Council's activities in the short term.

However the community has an important shared role and contribution to make in achieving both the Break O'Day Council Strategic Plan 2017 – 2027 and priorities for the environment and natural resource management in Break O'Day. There are shared responsibilities and opportunities between Council and the community in both.

Committee has sought to elaborate the Council Strategic Plan with a long term view of Break O'Day's NRM challenges to guide future priorities for action. Priorities have been considered in terms of how important and urgent they are to achieve positive change to these NRM strategic issues.

The result is a pair of Environment and Natural Resource Management documents: a five year Action Plan and a longer term Strategy.

These these new draft plans emphasise the shared role and often responsibility the community has in achieving them. The NRM Committee proposes Council seek community input on these draft plans during June and July. The Committee would at its August meeting consider comments received and develop final plans for Council to consider.

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.
- Increase the community's awareness of the natural environment; the pressures it faces; and actions we can take to sustain it and what it provides.
- Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.
- Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.

Goal

Environment – To balance our use of the natural environment to ensure that it is available

Strategy 3.3

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

Key Focus Area 3.3.1

Land Management - Develop the financial and human resources to undertake projects and activities which address environmental issues such as weeds and land degradation.

Action 3.3.1.8

NRM Strategy: Council's NRM Committee reviews the Break O'Day NRM Strategy progress and to identify future priorities. Result, sustainable land use strategies and draft Break O'Day NRM Strategy released for community comment.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Community communications and consultation can be conducted with existing budgeted resources of Council.

A new Annual Plan Action to finalise a revised set of NRM plans would be appropriate.

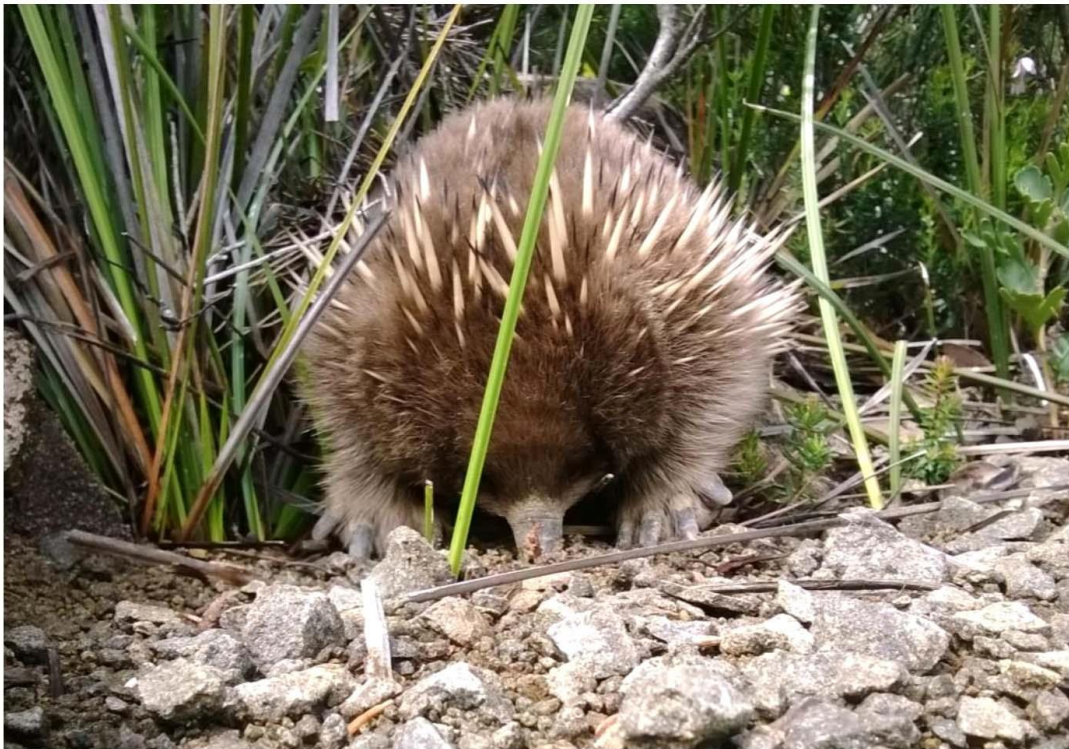
VOTING REQUIREMENTS:

Simple Majority.

DRAFT



Environment and Natural Resource Management **ACTION PLAN** 2018-2023



DRAFT Version: 2.2 – Date: 03/04/2019

from the **mountains** to the **sea** | www.bodc.tas.gov.au

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Vision

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

[Break O'Day Council Strategic Plan 2017-2027]

Goal

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

Introduction

This five year Action Plan focusses on the most urgent and important actions with outcomes making a positive change to the strategic priorities for the natural environment and resources of Break O'Day.

It follows the associated *Environment and Natural Resource Management Strategy 2019*, which documents the longer term strategic priorities of Break O'Day and its community. The NRM Strategy document is in turn based on the *Break O'Day Council Strategic Plan 2017-2027* and the earlier *Break O'Day NRM Strategy 2012*.

The Council Strategic Plan 2017-2027 provides the priority focus areas that underlie the structure of this plan. The Environment and Natural Resource Management Strategy 2019 provides details on the development of the Strategy and this Action Plan.

Land

- Land and Soil
- Biosecurity
- Flora and Fauna

Water

- Catchment Management
- Water Quality
- Wetlands and Waterways
- Marine Environment and Aquatic Resources
- Flood Risks #

Our Use

- Natural Hazards and Risks
- Access—using & enjoying the Environment
- Awareness—using & enjoying the Environment

To be consistent with the structure of Council's Strategic Plan 2017-2027 and assist reporting on its progress, actions for flood hazards and risks are included in the 'Water' focus area rather than, as in the Environment and NRM Strategy, the 'Our Use' strategic focus area.

Shared Responsibility

There are roles and contributions the whole community must make to achieve this plan.

Residents and landholders, community groups, other government agencies, business and industry and others all make use of, benefit from and enjoy our natural environment and resources. This Action Plan needs to be interpreted and acted on by the wider community: community, Council and others working together with the differing roles and capacities they have to complement and support the efforts of each other. Achieving its goals depends on the contributions, support and participation of the residents, visitors and government agencies, land managers and industry with Council.

The Council Strategic Plan 2017-2027 highlights shared roles between the community and Council and a need for joint action and cooperation to achieve its goals for Break O'Day. This shared responsibility is interpreted below for the achievement of this plan.



DRAFT – Action Plan

| | The Community will... | Council will... |
|---|---|---|
| Leadership and Ownership | <p>...consider the bigger picture and be open-minded in our views and actions.</p> <p>...lead by example in the use and development of the natural environment.</p> <p>...advocate for things that are important to us.</p> | <p>...be visionary and accountable in sustainable management of our land and natural resources.</p> <p>...represent the views of our community and make decisions for the greater good of Break O'Day.</p> |
| Communication | <p>...get involved in issues and speak up.</p> <p>...seek and share information.</p> | <p>...listen to, consult and engage with the community and organisations.</p> <p>...keep people informed and be open, honest and proactive.</p> |
| Natural resources, services and the environment | <p>...practice sound and sustainable management of land and water.</p> <p>...care for our common natural heritage in partnership with other land managers and Council.</p> | <p>...plan, manage and maintain quality natural environment and resources.</p> <p>... strive to deliver excellent community service.</p> |
| Cooperation | <p>...be an active participant and collaborative contributor.</p> <p>...support community groups, Council and other organisations.</p> | <p>...build and maintain strong relationships and partnerships.</p> <p>...support and facilitate our community and other land managers.</p> |
| Stewardship/ Custodian | <p>... through our actions, nurture a sense of community responsibility and effectiveness.</p> <p>...respect and value our environment and act with the future in mind.</p> | <p>...make responsible plans and decisions for Break O'Day's natural environment and resources.</p> <p>...balance competing needs while keeping a sustainable future in mind.</p> |
| Management Resources | <p>...seek the funds and time required to manage our natural environment and resources.</p> <p>...be mindful that Council and others must make difficult decisions on priorities.</p> | <p>...operate with financial sustainability focusing on securing outside funding, spending wisely and being fair to all.</p> <p>...recognise the limitations of resources and the communityunding, spending wis</p> |

Operation of the Action Plan

- Five year plan (2018–2023)
- For joint implementation by others with Council, with resources available from year to year
- Progress followed by the Break O’Day Council NRM Committee
- Responsive to opportunities with funding, programs and partners
- Used with rolling updates for Council’s annual plans and operations
- Review in third year.

Actions in this plan are listed according to the strategic focus areas and underlying issue areas. They include specific projects, activities or tasks, other actions that are on-going or continuous (such as delivering support, advice and information), or that involve monitoring and response (for example a new pest incursion or an opportunity for grant funding or a partnership). Several actions are already part of Council’s Annual Plan for 2018-19.

Resources for implementation

Council cannot act alone to achieve the many priorities in this Action Plan. Residents and the community, landholders, industry, government agencies and others all have important parts to play and role in achieving these actions; often lead roles and responsibility. Some of the actions require funding or partners to be found and as part of their ‘priority’ include monitoring for these opportunities. Many activities also involve fostering collaboration and cooperation to help secure the participation and resources needed.

From year to year Break O’Day Council will consider what it can take on and implement with resources available during its Annual Planning and budget processes. External grants funding is an important source of resources for action that will be pursued. Council budget funding required for the Action Plan priorities can only be determined from year to year and is subject to uncertain external resourcing opportunities. This includes the contributions and leadership that others apply and the needs for matching funding for grants. Council must also consider its other competing priorities when allocating budget funds. What can be implemented as the Action Plan progresses will be determined from year to year by Council’s Annual Plans and what residents and the community, landholders, industry, government agencies and others contribute.

Assessing Progress

Progress with the Action Plan and Strategy will be followed by Break O’Day Council’s NRM Committee made up of representatives from different community interests, farmers and government agencies and Council. The Committee will provide advice on the Action Plan each year to support Council’s planning of operations and to review the Action Plan with reference to the Environment and NRM Strategy.

The achievement of this plan will be measured based on criteria from the Break O’Day Council Strategic Plan 2017-2027.

1. Sustainable land and water use strategies
2. Land and water management projects and works undertaken
3. Community awareness and knowledge raising activities
4. Community events and activities
5. Grant funding and other resources acquired.

1 LAND

1.1 Land and Soil

Degradation of land and soil is addressed to maintain productivity and healthy catchment systems and water quality.

| Aim | Strategy | Actions | Priority | Comment |
|--|--|---|--|---|
| 1.1.1 Managing soils and drainage to reduce soil loss, degradation and waterway pollution, protecting habitats and land resources. | Rehabilitation of key erosion sites | <ul style="list-style-type: none"> Rehabilitation of significant erosion sites and land degradation by connecting landholders and managers to knowledge, plans, funding and works opportunities. | Continuing, monitor and opportunities. | Depends on funding programs and partners. |
| . | Best practice soil and water management | <ul style="list-style-type: none"> Monitor soil and water management of select land use development projects and performance review to identify planning and management improvements. | 2022-23 | Council. |
| 1.1.2 Adoption of best practice land and soil use maintains sustainable production of farming sector. | Agricultural soil health | <ul style="list-style-type: none"> Connecting farming community opportunities to improve grazing and cropping practices to improve soil health and productivity (eg. soil carbon, cover crops, STP sludge reuse as soil conditioner) | Monitor for opportunities | (Possible opportunities 2018-23). |

1.2 Biosecurity

Reducing the impacts of weeds, pests and diseases and guard against the threats.

1.2.1

Manage weeds to contain their spread, reducing their impact on the environment, economy and people.

- Refine specific outcomes and milestones for weed management work plan.
- Implement (updated) Weed Action Plan and control priority weed threats through on ground works, public education and engagement and maintain resources for priority weed control on Council properties.

Weed Action Plan

2018-19, continuing
Council.

| | | | | |
|--|---------------------------------------|--|---------------------|---|
| Cooperation land tenures | across | <ul style="list-style-type: none"> • Facilitate inter-agency, landholder and community cooperation to coordinate management of Break O'Day weed priorities | Continuing | Others with Council. |
| 1.2.2 Minimise risks of introducing and spreading weeds, pests and diseases. | Weed, pest and disease hygiene | <ul style="list-style-type: none"> • Investigate and facilitate best practice weed, pest and disease hygiene practices in Council operations, contracts (eg. for <i>Phytophthora cinnamomi</i>), and promote benefits in industry – 'clean low risk' earthworks for clients and municipality. | 2019-20, continuing | Council and industry, partners. |
| Guard against new incursions and outbreaks | | <ul style="list-style-type: none"> • Support detection and reporting of weed, pest and disease incursions (including marine pests), communicate biosecurity alerts and threat information to community and support coordinated responses to threats or incursions. | Continuing | Support Biosecurity Tas. lead role, and national biosecurity responses as needed. |

1.2 Flora and Fauna

Native habitat health and integrity is maintained and the threat of extinction for species and communities is reduced

1.2.1

Manage for healthy connected native habitats that support biodiversity and ecological integrity at a landscape scale.

Planning Scheme

- Ensure habitat connectivity and integrity in Biodiversity Code and trigger (map); land use zoning strategy maintains habitat connectivity (eg. avoids fragmentation by coastal 'ribbon development')

2019-20

Council, in new local Scheme from Tasmanian Planning Scheme.

Landscape scale habitat integrity and linkage

- Maintain Dog Management Policy with strategic zones for beach access, through an integrated approach involving relevant stakeholders, and implement (dog exercise facilities, education, signage and compliance).

2018-2020, continuing

Council with community and PWS.

- Support projects to protect habitat of shorebirds and migratory birds: beach user engagement and education, clean up works by community volunteers.

Monitor and opportunities

(Possible opportunities 2018-23).

1.2.2

Manage native flora and fauna and habitats conserved and species and communities threatened at national or state level to protect them from harm.

Conservation covenant support

- Maintain rate relief (conservation covenants) policy for landholders volunteering to reserve native habitat on their land.

Continuing

Council Policy - review of effectiveness as required.

Flora and fauna conservation

- Promote local native flora and habitat management with landholders.

2019-20

Council, website and customer service.

Break O'Day Environment NRM Action Plan 2018-2023

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| | | | |
|--|---|--|--|
| Threatened biodiversity | <ul style="list-style-type: none"> Identify and take up opportunities for actions for priority species and communities with regional, national and state threatened species initiatives and landholder projects. | Monitor and opportunities, continuing. | Depends on external funding (possible opportunities 2018-23). |
| 1.2.3 Nature in built environments managed to produce quality-of-life benefits for people and habitat value for wildlife. | <ul style="list-style-type: none"> Develop and review a 'Tree Guide' for the municipality to inform species selection and re-planting decisions. | 2018-19 | Council. |
| Urban and peri-urban habitats. | <ul style="list-style-type: none"> Assess the state of vegetation cover of urban and peri-urban areas, benefits, issues and trends and develop strategies for management priorities. | 2021-2023, monitor and opportunities | Select/priority locations for urban green space planning. Seek opportunities for external funding and programs/partners. |

2 WATER

2.1 Catchment Management

Impacting water issues on a watershed scale.

2.1.1

Coordinate and integrate management priorities of catchments.

Integrated catchment management priorities

- Progressively review known issues and their management status to identify future integrated catchment management actions for the George, South Esk rivers and the other large catchment systems.

2018-19, continuing

Council (progressive review) – implementing actions depends on opportunities for external funding and programs/ partners (ie. on water quality, waterway fitness, flood and other strategies).

- Review issues and their management status of our small **coastal water catchments**, identifying priority issues and strategies to manage the health of their aquatic systems.

2022-23

Council, monitor and opportunities.

2.2 Water Quality

Aquatic biodiversity, people and productivity benefit from clean and healthy fresh and marine waters.

| Aim | Strategy | Actions | Priority | Comment |
|---|--------------------------------|---|---|---|
| 2.2.1 Reducing water pollution impacts on aquatic habitats and water resources in the municipality with strategies for litter, nutrients, sediments, diseases, toxic pollutants. | Water Quality actions | <ul style="list-style-type: none"> Facilitate Healthy Georges Catchment and Bay activities; coordinating the establishment of a reference group of relevant stakeholders for the protection of the health of Georges Bay. | 2018-19 | Council and others. |
| | Action on water quality | <ul style="list-style-type: none"> Avoid dumping of boat sewage in Georges Bay by promoting with port user community and authorities use of the wharf sewage pump-out station and compliance with state directives. Support development of oil-spill response capacity for Georges Bay —local resources and people to treat small spills. Develop water quality priorities and opportunities for action in the George catchment and Bay from the review of catchment issues and their management status, with community, aquaculture and state agencies, including monitoring water quality. | 2019-2020 2020-2021 2020-2022 | <p>Council, engaging port users, Taswater, MAST, EPA.</p> <p>Council with state government and others—seek opportunities with funding programs and partners.</p> <p>Monitor for opportunities with funding programs and partners for actions.</p> |

Draft – Action Plan

- Support works for river water quality to achieve integrated management priorities for catchments (identified by 2.1.1 above), such as revegetation or changed grazing and cropping practices, effluent re-use and water quality monitoring.

State government, Council and others—nature of works depends on funding programs and partners (possible opportunities 2018-23).

Monitor and opportunities

2.2.2

Reducing dissolved, suspended and gross pollutants in stormwater from built environments impacting on streams, estuaries, lagoons and wetlands.

Stormwater

- Support Council's Stormwater System Management Plan process to include 'clean stormwater objectives' and facilitate priority actions for water quality.

Council, such as WSUD demonstration sites, which are likely to depend on funding opportunities.

2020-2023, monitor and opportunities

- Facilitate information and training to improve soil and water management practices in Council operations, and with landholders, businesses and local civil construction, building and property industry.

Council with others; seek opportunities for external funding and programs/partners.

2021-22, continuing

2.3 Wetlands and Waterways

Stable stream channels and estuaries, lagoons and wetlands, protected by riparian buffers to maintain healthy aquatic systems and clean water.

2.3.1

Managing riparian

buffers and stability of the bed and banks of stream channels to provide healthy natural river systems.

River management

practices

- Undertake engagement, awareness and training activities and support demonstration sites for best practice river management with landholders.

Continuing and monitor and opportunities

Council landholder groups; possible opportunities 2019-2023.

- Review past 'rivercare' programs and plans and the status of streams to identify critical stream sites threatening the natural stability of river systems and, prioritising healthy stream reaches and building on past works (referencing 2.1.1 above); facilitate riverworks projects to stabilise and protect identified priority sites and stream reaches.

Riparian and riverworks

Council review; built on 2.1.1 (above) identifying integrated management priorities for catchments. Facilitating works depends on funding programs and partners.

2020-2022, Continuing, monitor and opportunities

2.3.2

Maintain the health of our estuaries, coastal lagoons and wetlands with targeted management.

Estuaries, coastal lagoons and wetlands

- Review Break O'Day Coastal Lagoons 'health check' Assessment (2009) and other data on coastal waterway health and issues to identify current priorities, and develop opportunities and facilitate works and other management strategies to enhance and protect identified priority coastal wetlands and waterways.

Council, review of current priorities for action. Facilitating works depends on opportunities with funding programs and partners.

2021-2022, monitor and opportunities

2.4 Marine Environment and Aquatic Resources

Healthy and productive marine systems.

| | | | | |
|---|-------------------------------|---|----------------------------|---|
| 2.4.1 Sustainably managed marine habitats and resources. | Marine protected areas | <ul style="list-style-type: none"> Support state government in providing information and programs on marine protected areas. | Monitor and opportunities. | Council and others, seek funding and partner opportunities. |
|---|-------------------------------|---|----------------------------|---|

2.5 Flood Hazards and Risks

Reduce the risks from flooding.

| | | | | |
|--|--------------------------------|--|--------------------------------------|--|
| 2.5.1 Flood resilient communities minimising their flood risks and the impacts of flooding. | St Marys Flood Risk Management | <ul style="list-style-type: none">Develop and maintain a St Marys Flood Risk Management Plan for Council to review and endorse to implement recommendations of the St Marys Rivulet flood risk report. | 2018-19 | Council. |
| | | <ul style="list-style-type: none">Implement priority actions from St Marys Flood Risk Management Plan, including pursuing funding to undertake priority works. | 2018-2023, continuing | Council and others, seek funding and partner opportunities. |
| | Lower George and floodplain | <ul style="list-style-type: none">Liaise and support Georges Riverworks Trust to develop an action plan for managing flooding issues and threats (including river channel changes/break outs), using the 2018 sedimentation investigation by the Trust and priorities for catchment management, and secure funding for works priorities. | 2018-2021, monitor and opportunities | Riverworks Trust, Council support, both seek funding and partner opportunities. Coordinate with <i>Tasmanian Flood Mapping Project</i> and integrated catchment management priorities (1.1.2 above). |

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Draft – Action Plan

- Facilitate modelling of flooding and river channel changes/break-out risks with the Riverworks Trust and government to assess flood risks and management priorities for infrastructure, households and businesses, and develop priorities for implementation.

Council and Riverworks Trust, working with the *Tasmanian Flood Mapping Project* and funding opportunities.

2019-2021, monitor and opportunities

DRAFT

3 OUR USE

3.1 Natural Hazards and Risks

Reduce the risks from water, fire, storms, climate change, waste.

| Aim | Strategy | Actions | Priority | Comment |
|--|----------------|--|------------|---|
| 3.1.1 Coordinated management of barways to maintain natural systems, while protecting people and property. | Barways | <ul style="list-style-type: none"> Facilitate discussion by coastal land managers, communities and landholders of expectations and environmentally sustainable protocols for controlling coastal barways. | Continuing | Council, supporting communities, landholders and PWS. |

3.2 Access—using & enjoying the Environment

Using natural resources in a sustainable manner with strong stewardship for lasting opportunities and productivity.

| Aim | Strategy | Actions | Priority | Comment |
|--|--|--|---------------------------------------|--|
| 3.2.1 Land managers, users and community collaborating to ensure recreational use in Break O'Day is environmentally responsible and sustainable. | Cooperative management of recreational use issues | <ul style="list-style-type: none"> Facilitate cooperative solutions for sustainable management of coastal camping and visitor sites and growing demand and use pressures on our coastline. Support and share expertise in best practice environmental planning and management for sustainable MTB trail development and operation. | Continuing, monitor and opportunities | Council with community, PWS and interest groups—monitor for opportunities. Council, with user groups, industry and land managers. |

Break O'Day Environment NRM Action Plan 2018-2023

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Break O'Day Environment NRM Action Plan 2018-2023

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| Aim | Strategy | Actions | Priority | Comment |
|--|--|---|---------------------------------------|---|
| 3.3.1 Increase awareness of the natural environment, its values and the pressures it faces; and build capacity for appropriate actions and behaviours to sustain it and what it provides. | Information, knowledge and skills | <ul style="list-style-type: none"> Produce and provide access to information, publications and resources on the environment and natural resource management for visitors, landholders and land managers and agencies—Council website local and other contact networks, media, print. Support activities and events to foster a positive relationship between Council, the community and the environment. Such as outdoor activities (eg. tree planting, rubbish clean-ups, citizen science, weeding days, ‘discovery’ & summer activities), training, presentations, workshops and discussion forums, support for groups. | Continuing, monitor and opportunities | Council as required across focus areas and strategies for Land, Water and Our Use. Uses information resources of government and others and some by Council. Council, as required, with community groups, across focus areas and strategies for Land, Water and Our Use. Seek funding and partner opportunities — possible opportunities 2018-2023. |

| | | | |
|--|--|--|--|
| <p>3.3.2 Community has opportunities to be an active and leading participant in action to achieve outcomes for the environment and natural resource management.</p> <p>Work together</p> | <ul style="list-style-type: none"> Connecting local communities, groups and volunteers (such as Upper South Esk Landcare & Productivity Group, NE Bioregional Network and Wildcare groups) and programs, and with regional and higher networks and governments. | <p>Continuing, monitor and opportunities</p> | <p>Council, as required, with community and others, across focus areas and strategies for Land, Water and Our Use. Seek funding and partner opportunities.</p> |
| | <ul style="list-style-type: none"> Maintain Charter for Break O’Day Council Special NRM Committee to provide balanced representation and a forum for collaboration on issues priorities and maintain and evaluate progress with the Environment and NRM Plan. | <p>Continuing</p> | <p>Council.</p> |
| | <ul style="list-style-type: none"> Recognise and applaud significant contributions to the environment and natural resource management with targeted awards, grant programs or events. | <p>2019-2020, continuing</p> | <p>Council; and seek and promote funding, awards and partner opportunities.</p> |
| <p>3.3.3 Aboriginal people and their deep cultural connection and traditions on the land and sea shared and respected in the community.</p> <p>Aboriginal community</p> | <ul style="list-style-type: none"> Engage with Aboriginal people, groups and their culture, by promoting and supporting information and learning activities and environmental management projects. | <p>Continuing, monitor and opportunities</p> | <p>Council with Aboriginal people of Break O’Day and others, seeking appropriate opportunities for activities, partners and funding together.</p> |

DRAFT



Environment and Natural Resource Management **STRATEGY** 2019



DRAFT Version: 2.2 – Date: 3/04/2019

from the **mountains** to the **sea** | www.bodc.tas.gov.au

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Introduction

This Environment and NRM Strategy provides the long term framework of strategic level priorities in Break O'Day and is the foundation for a more detailed shorter term action planning. It has been prepared by Council's NRM Committee and is informed by past and present NRM activity by Council and others in Break O'Day.

The associated *Environment and Natural Resource Management Action Plan 2018-2023* focusses on the most urgent and important actions with outcomes making a positive change to the strategic priorities in this NRM Strategy.

There are roles and contributions the whole community must make to accomplish this NRM Strategy and achieve the priorities in the associated NRM Action Plan.

Our Environment and Natural Resources

The Break O'Day municipality contains a diverse range of land and water environments over an area of 3,500 square kilometres. This includes almost 200 kilometres of coastline, several major estuarine systems, inland valleys, and highlands including alpine areas. Around two thirds of the municipality is forested.

Climate

The municipality experiences a cool temperate climate with temperatures ranging from about 13– 0 °C in winter to 23–0 °C in summer and extremes of -9–40 °C, with variation between the milder coast, inland valleys and mountains. Annual rainfall is typically in excess of 800mm but varies again between the coast and inland dry and wet mountain aspects and valleys. Occasional flooding rain events of 100–200mm typically come from low pressure storms on the Tasman Sea.

Assessments of future climate trends for Break O'Day (Climate Futures Tasmania) suggest an increase in annual average rainfall, mainly through increased heavy rainfalls in Summer and Autumn. The rise in daily average temperature is expected to be 2.6 to 3.3°C over the 21st Century. Extreme events, such as floods, droughts and fire weather are expected to increase.

Catchments

- **Georges catchment.** Extending from Georges Bay on the east coast into the hills and mountains of the Blue Tier and Mt Victoria areas, with the whole catchment contained almost entirely within the Municipality. Key towns and settlements include St Helens, Pyengana, Goshen and Gould's Country
- **South Esk.** This is centred on the Fingal Valley and includes the Break O'Day River, with the South Esk River flowing beyond the Municipal boundary to finish in the Tamar estuary. Key towns include St Marys, Fingal and Mathinna
- **Scamander.** Inland from Scamander and largely forested
- **Douglas.** The Douglas River flows from forested hills and mountains, much in the Douglas-Apsley National Park, north of Bicheno
- **Musselroe - Ansons catchments.** Bounded by the coast to the east and the Great Musselroe River to the west. The main settlement is Anson's Bay
- **Small coastal catchments.** Many separate catchments of small coastal of streams and wetlands such as Deep Creek in the north, Grants Lagoon and Dianas Basin, St Helens Point, Yarmouth Creek at Beaumaris, Henderson Lagoon, Four Mile Creek and Chain of Lagoons

- **Ringarooma, North Esk and Swan-Apsley catchments.** Portions of these larger river catchments occur in Break O'Day.

Geology

The geology of the region is dominated by marine sedimentary rocks (the 'Mathinna group' of old mud-, silt- and sand-stones) and intruding volcanic rocks: granites, such as inland of St Helens, and dolerite that caps most of the tiers and mountains. Thin layers of Permian sandstones and limestone (that include some coal seams) also occur. In more recent geological times water erosion and deposition processes have shaped the character of the landscape in combination with tectonic movements and coastal processes to produce the mountainous peaks, valleys and coastal plains and coastlines on today.

Tin, coal and gold have all been mined extensively in the past, together with a number of lesser minerals such as tungsten. Today the main mineral extraction industry is coal mining in the Fingal Valley, involving open-cut and underground mining supplying Tasmanian industry.

Vegetation

Approximately two-thirds of the Municipality is covered by native vegetation; this includes reserved land, multiple use State Forests, and native vegetation on private land. Over 160 different forest communities have been identified in the area.

In addition there are many vegetation communities with few if any trees made up of shrubs, heaths, grasses and sedges and rushes. These 'non-forest' communities are typically found in poorly drained and challenging environments where weather, fire, drainage and salinity extremes naturally exclude trees. Non-forest vegetation communities, often being dense and highly diverse floristically and found around wetlands and water, are often significant fauna habitats.

Coast

The Break O'Day coastline is one of the defining features of the area and includes extensive rocky shorelines and sweeping beaches many kilometres in length. There are many wetlands and around twenty estuaries or intermittently opening and closed coastal lagoons, including Anson's Bay, Georges Bay, Diana's Basin, Wrinklers Lagoon, Scamander River, Henderson's Lagoon, and Templestowe Lagoon. One wetland, Jock's Lagoon just to the south east of St Helens is of particular conservation significance and is listed under the international Ramsar convention.



Marine

The marine areas adjacent to the Break O'Day coastline form a crossroads between warm temperature species common in the waters of southern New South Wales and species adapted to the colder waters of the southeast parts of Tasmania. The colder water species start to dominate at the southern end of the coastline of the municipality. This reflects the influence of the east Australian current reaching down from the mainland to northeast Tasmania. The port of St Helens has strong fishing industry, which includes aquaculture and commercial and recreational fishing.

Water

Ground and surface water are extracted for domestic and irrigation purposes. Taswater extracts, treats and supplies potable water for town water supplies. For many people in remote locations in the municipality water is supplied by tanks and local streams. Growth in intensive irrigated agriculture has seen the number of farm dams, mostly off-stream, increase in recent years. The South Esk, Ringarooma and Ansons rivers have statutory Water Management Plans to manage water quantities.

The relatively large cover of native vegetation in the area helps maintain good water quality in most streams. There have been concerns in the past for water quality and pollution, in the George catchment for example. The South Esk is part of the greater Tamar Estuary and Esk Rivers (TEER) program which is focussed on water quality issues.

Background

Context

This Strategy expands on the strategies for important environmental and natural resource management (NRM) issues in the *Break O'Day Council Strategic Plan 2017-2027* and is informed by the earlier *Break O'Day NRM Strategy 2012* and a review of its progress.

Vision

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

[Break O'Day Council Strategic Plan 2017-2027]

Goal

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

The Council Strategic Plan 2017-2027 was developed through a series of conversations with Break O'Day communities and Council elected members and staff, to seek out and distil their views and aspirations for the future. In those conversations 'Environment' emerged as one of the key themes for the values and concerns for many in Break O'Day. The complexity of this theme is shown in the image opposite of key-words used by the community in that process. That complexity is also captured in the Break O'Day NRM Strategy 2012.

Shared Responsibility

Shared responsibility is theme highlighted by Council Strategic Plan 2017-2027: achieving its goals for Break O'Day depends on roles in it shared between the community and Council and a need for joint action and cooperation. This is also important for the natural environment and management of our shared and collective natural resources.

Residents and landholders, community groups, other government agencies, business and industry and others all make use of, benefit from and enjoy our natural environment and resources. The vision, goals and strategies laid out in this environment and natural resource management plan cannot be achieved without everyone working together; it depends on the contributions, support and participation of the community and government agencies, land managers and industry with Council.



[10 Year Strategic Plan Transparency Document, 2017]

There are great opportunities for the wider community to act where and when they can on the many strategic issues and solutions in this NRM Strategy. We all share important responsibilities and sometimes leading roles in achieving this NRM Strategy.

| | The Community will... | Council will... |
|---|---|--|
| Leadership and Ownership | <p>...consider the bigger picture and be open-minded in our views and actions.</p> <p>...lead by example in the use and development of the natural environment.</p> <p>...advocate for things that are important to us.</p> | <p>...be visionary and accountable in sustainable management of our land and natural resources.</p> <p>...represent the views of our community and make decisions for the greater good of Break O'Day.</p> |
| Communication | <p>...get involved in issues and speak up.</p> <p>...seek and share information.</p> | <p>...listen to, consult and engage with the community and organisations.</p> <p>...keep people informed and be open, honest and proactive.</p> |
| Natural resources, services and the environment | <p>...practice sound and sustainable management of land and water.</p> <p>...care for our common natural heritage in partnership with other land managers and Council.</p> | <p>...plan, manage and maintain quality natural environment and resources.</p> <p>... strive to deliver excellent community service.</p> |
| Cooperation | <p>...be an active participant and collaborative contributor.</p> <p>...support community groups, Council and other organisations.</p> | <p>...build and maintain strong relationships and partnerships.</p> <p>...support and facilitate our community and other land managers.</p> |
| Stewardship/ Custodian | <p>... through our actions, nurture a sense of community responsibility and effectiveness.</p> <p>...respect and value our environment and act with the future in mind.</p> | <p>...make responsible plans and decisions for Break O'Day's natural environment and resources.</p> <p>...balance competing needs while keeping a sustainable future in mind.</p> |
| Management Resources | <p>...seek the funds and time required to manage our natural environment and resources.</p> <p>...be mindful that Council and others must make difficult decisions on priorities.</p> | <p>...operate with financial sustainability focusing on securing outside funding, spending wisely and being fair to all.</p> <p>...recognise the limitations of resources and the community's capacity to pay.</p> |

Structure and Operation

The Break O’Day Council Strategic Plan 2017-2027 is structured around three key Goals or themes: Environment, Community and Economy with two others underpinning them (Infrastructure and Services). This NRM Strategy focuses on the Environment goal, but is also mindful of the other Council Strategic Plan goals as they are founded on our environment and natural resources.

This Strategy should be reviewed every five years.

The Environment theme of the Break O’Day Council Strategic Plan 2017-2027.

Goal

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

Strategies

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

Key Focus Areas

Land Management

Develop the financial and human resources to undertake projects and activities which address environmental issues such as weeds and land degradation.

Water

Develop and implement strategies and activities to improve water quality and health within our rivers, estuaries and coastal areas and reduce the risks from flooding, inundation and erosion.

Appropriate Development

Encourage sensible and sustainable development through sound land use planning, building and design.

Enjoying our Environment

Provide opportunities to access and learn more about our environment and the ways it can be enjoyed in a sustainable manner.

Strategic Issues

This Strategy adopts the high level strategies and ‘key focus areas’ for the Environment goal: Land, Water (including coastal and marine), Appropriate Development and Enjoying our Environment. Appropriate Development and Enjoying our Environment are incorporated as ‘Our Use’. These high level focus areas of Land, Water and Our Use are then expanded into several broad strategic issues (below).

| Land | Water | Our Use |
|---|---|--|
| <ul style="list-style-type: none"> • Land and Soil • Biosecurity • Flora and Fauna | <ul style="list-style-type: none"> • Catchment Management • Water Quality • Wetlands and Waterways • Marine Environment and Aquatic Resources | <ul style="list-style-type: none"> • Natural Hazards and Risks • Access—using & enjoying the Environment • Awareness—using & enjoying the Environment |

Environment and NRM Strategic Priorities

- Elaborates the Break O’Day Council Strategic Plan 2017-2027
- Overarching framework of long term strategic priorities
- The issues and activities for balancing our use of the natural environment so it is available for future generations to enjoy as we do
- Aspirational and pragmatic, focussed and responsive
- Shared opportunities, roles and responsibilities

Strategic principles

The Environment and NRM priorities are responses to the broad strategies identified in the Council Strategic Plan 2017-2027 for achieving its goal for the Environment, and for natural resource management goals informed by the NRM Strategy 2012.

1. Recognise the natural assets we value and the issues and risks our natural environment faces in providing them, and the risks to us from a changing environment.
2. Have the knowledge and skills, plans and controls needed to ensure appropriate use and protection of natural resources and to address inappropriate actions.
3. Undertake and support activities which restore and protect the natural environment and ensure its natural resources are utilised sustainably, enabling us to care for and enjoy it and live in it safely.
4. Increase awareness of the natural environment, the pressures it faces, and actions we can take to sustain it and what it provides.
5. Take opportunities to team-up and cooperate, progressing priorities with the resources we and partners can apply.

Prioritising of the strategies has been on the basis of how important and urgent actions to achieve positive change to the strategic issues are.

1 LAND

Develop the financial and human resources to undertake projects and activities which address environmental issues such as land productivity and degradation, invasive weeds and pests and the integrity of our biodiversity.

1.1 Land and Soil

Degradation of land and soil is addressed to maintain productivity and healthy catchment systems and water quality.

1.1.1 Aim

Reduced soil loss and degradation and pollution of waterways, protecting habitats and land resources.

Priority

Medium & monitor

Strategic Activities

- **Rehabilitation of key erosion sites:** eg. old mining sites, tip sites (incl. groundwater pollution by leachate), quarries, Parkside coastal erosion, Parnella ('yellow') cliffs, other significant sites.
- Monitor **salinity and acid sulphate soil** risks and management needs.
- Promote best practice **soil and water management** in the design and implementation of construction projects (particularly coastal, rivers and waterways—linked to Water Quality strategies).

1.1.2 Aim

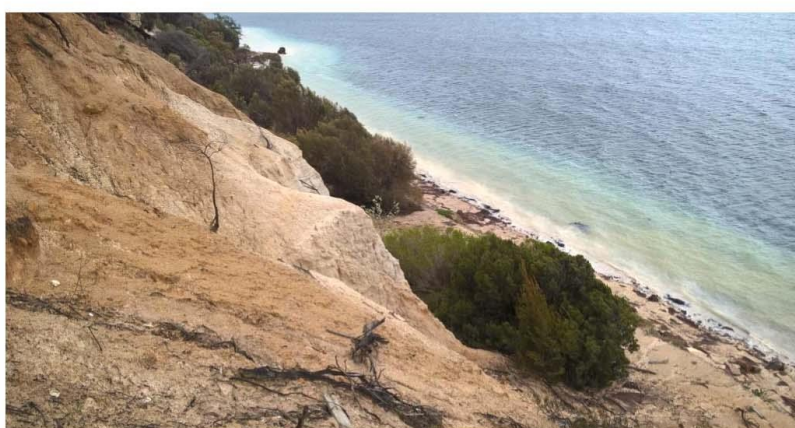
Adoption of best practice land and soil use maintains sustainable production of farming sector.

Priority

Low & monitor

Strategic Activities

- Promote innovation and development of grazing and cropping practices to improve management of **agricultural soil health**, nutrients, water, biota and carbon and ground cover.
- Encourage integrated **management of browsing wildlife** to reduce impacts on grazing and cropping productivity and wildlife loss.



1.2 Biosecurity

Reducing the impacts of weeds, pests and diseases and guard against the threats.

1.2.1 Aim

Manage weeds and their spread, containing and reducing their impact on the environment, economy and people.

Priority

High

Strategic Activities

- Refine specific outcomes and milestones for weed management work plan. Implement the **Weed Action Plan** and control priority weed threats through on ground works and public education
- Maintain priority **weed control** on Council properties and leverage other land managers. (See box)
- Facilitate Inter-agency and landholder support and **cooperation** for cross-tenure weed control, increasing prevention and control coverage and effectiveness.

1.2.2 Aim

Minimise risks of introducing and spreading of weeds, pests and diseases.

Priority

High

Strategic Activities

- Information, training and encouragement of good **weed, pest and disease hygiene** practices, on a risk management basis (incl. *Phytophthora cinnamomi*). Including weed & disease hygiene best practice in contracts
- **Guard** against new weed, pest and disease incursions and outbreaks (including marine pests), promoting detection and reporting, educating the community and supporting coordinated responses.

1.2.3 Aim

Domestic cats are cared for responsibly; enabling management of stray and feral cats at priority locations.

Priority

Medium-Low & monitor

Strategic Activities

- Promote domestic cat welfare and **responsible cat management** and reduce roaming and stray cat populations.
- Targeted **feral cat control** where benefits justify a continuous control program to suppress local populations.

Important invasive weed species

- Gorse (*Ulex europaeus*)
- Willow (*Salix fragilis*)
- Pampas (*Cortaderia* species)
- Brooms (*Genista monspessulana*, *Cytisus multiflorus*, *C. scoparius*)
- Spanish heath (*Erica lusitanica*)
- Boneseed (*Chrysanthemoides monilifera*)
- Bridal creeper (*Asparagus asparagoides*)
- Blackberry (*Rubus fruticosus*)
- ‘environmental weeds’—where valuable native habitats are threatened.

For detail see Break O’Day Council Weed Action Plan.



1.3 Flora and Fauna

Native habitat health and integrity is maintained and the threat of extinction for species and communities is reduced.

1.3.1 Aim

Healthy and connected native habitats support biodiversity and ecological integrity at a landscape scale.

Priority

High & monitor

Strategic Activities

- Strategic landscape management of habitat through the **Planning Scheme**.
- Landscape scale **habitat integrity and linkage** projects – planning, policy, support for land managers, management & restoration works, monitoring biodiversity.

1.3.2 Aim

Native flora and fauna and condition and extents of their habitats are maintained and species and communities threatened at national or state level are protected from harm.

Priority

Medium-Low & monitor

Strategic Activities

- Provide information and knowledge to support native **flora and fauna conservation** management activities and practices by Council, landholders, land managers and the community. Support and participate in biodiversity monitoring and research activities.
- Practical habitat works achieving conservation outcomes for significant and **threatened biodiversity** and habitats (see box).
- Support landholders contributing to local and state outcomes for biodiversity conservation by volunteering to reserve native habitat on their land (**Conservation Covenant rate relief**).

1.3.3 Aim

Nature in built environments provides quality-of-life for people and habitat value for wildlife.

Priority

Medium

Strategic Activities

- Manage tree cover and habitat quality in **urban and peri-urban areas** to benefit people and biodiversity.

1.3.4 Aim

Avoid and reduce impacts on biodiversity and their habitats from Climate Change risks.

Priority

Medium-Low & monitor

Strategic Activities

- Develop strategies to manage threats from **Climate Change** for vulnerable local habitats, species and communities, identifying priorities for adaptation interventions and seeking opportunities for action (such as land use planning, landholder support and habitat and population works).

National and Tasmanian threatened species and communities of local interest, potentially for local conservation works.

- *Eucalyptus brookeriana* forest, *E. ovata* forest, *E. globulus* forest, *E. viminalis* forest, saltmarsh, angasi oyster beds
- swift parrot, masked owls
- New Holland mouse, eastern barred bandicoot, quolls(2), Tasmanian Devil
- Hooded plover – shorebirds & migratory birds
- penguins, yellow tailed cockatoo
- Australian grayling, other native fish, whales
- Davies wax flower, smoke bush, other threatened plants
- Pressures & threats: roadkill, loss of tree hollows.

Many more threatened and significant species occur in Break O'Day. Consult www.environment.gov.au/epbc/protected-matters-search-tool and www.threatenedspecieslink.tas.gov.au/ to explore these.



2 WATER

Healthy rivers, estuaries and coastal areas; water quality and productive aquatic resources.

2.1 Catchment Management

Impacting water issues on a watershed scale.

2.1.1 Aim

Coordinate and integrate management priorities of catchments.

Priority

Medium-Low

Strategic Activities

- Investigate known issues and management in the large catchment systems progressively, including the George, South Esk rivers and others, to review priorities and identify future **integrated catchment management actions** (water quality, waterway fitness, flood and other strategies).
- Investigate the state of our small **coastal water catchments** and their resources to identify priority issues and strategies to manage the health of their aquatic systems.

2.1.2 Aim

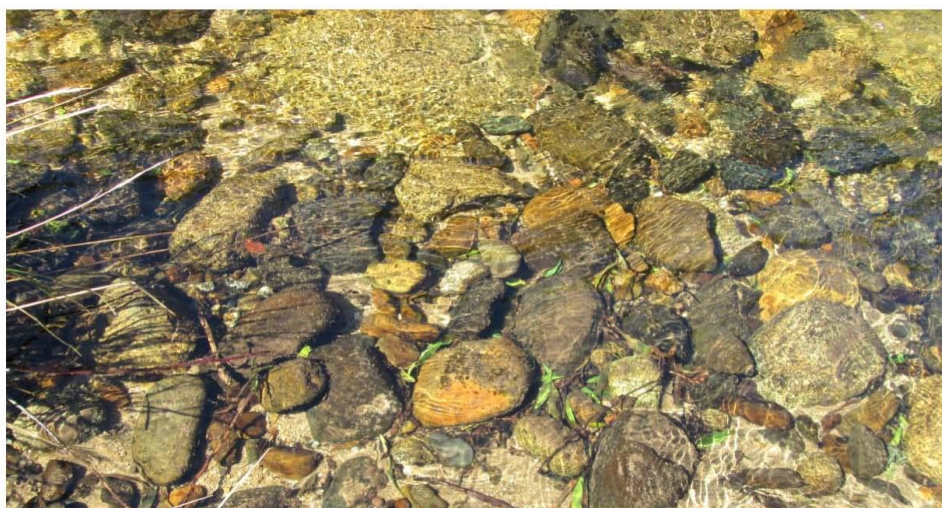
Threats to ground water resources anticipated and managed.

Priority

Low & monitor

Strategic Activities

- Investigate the state of **groundwater** resources and identify priority issues and strategies for improvement.



2.2 Water Quality

Aquatic biodiversity, people and productivity benefit from clean and healthy fresh and marine waters.

2.2.1 Aim

Reduced impact on aquatic habitats and water resources from contaminants in surface and ground waters — litter, nutrients, sediments, diseases, toxic pollutants.

Priority

High–Medium & monitor

Strategic Activities

- A focus on **George River catchment and Bay** to address water quality, health, productivity and issues with community and identify water quality improvement priorities, plan and support actions.
- Develop solutions for **action on water quality** priorities identified in other catchments, using integrated and cooperative approaches to monitoring, support and works.
- **Water quality monitoring:** use existing monitoring programs/data, water sampling and testing and sharing information to identify and understand water quality problems.

2.2.2 Aim

Minimise the risk of pollutants in stormwater runoff reaching streams, estuaries, lagoons and wetlands.

Priority

High–Medium, & monitor

Strategic Activities

- **Stormwater** runoff treatment systems to remove dissolved, suspended and gross pollutants before reaching receiving waterways, according to priorities for stormwater system management and retrofitted where possible (linked to Healthy Soil and Land).



2.3 Wetlands and Waterways

Naturally stable stream channels and estuaries, lagoons and wetlands, protected by riparian buffers to maintain healthy aquatic systems and clean water.

2.3.1 Aim

Increase riparian buffer protection along streams and rivers and reduce stream bed and bank instability for natural to provide healthy river systems.

Priority

High-Medium & monitor

Strategic Activities

- Advocate best practice in **river management** with landholders and land managers—riverworks, vegetated banks and riparian buffers.
- Monitor past **riparian and riverworks**, assess state of riparian buffering; and plan future works and protection priorities. (Linked to Natural Hazards)
- Riverworks and riparian protection projects: design, support and implementation

2.3.2 Aim

Maintain the health of our estuaries, coastal lagoons and wetlands.

Priority

Medium-Low & monitor

Strategic Activities

- Strategic management of **estuaries, coastal lagoons and wetlands**—priorities guided by 2009 Break O'Day 'health check' assessment report and other information.

2.4 Marine Environment and Aquatic Resources

Healthy and productive marine systems.

2.4.1 Aim

Marine habitats and resources are managed sustainably.

Priority

Medium-Low

Strategic Activities

- Facilitate community discussion of **marine protected areas** costs/benefits, priorities.
- Support **invasive marine pest** response (as a Biosecurity activity) and monitoring of migration.

3 OUR USE

Achieving sensible and sustainable development.

3.1 Natural Hazards and Risks

Reduce the risks from water, fire, storms, climate change, waste.

3.1.1 Aim

Flood resilient communities minimising their flood risks and the impacts of flooding.

Priority

High

(Note: In the NRM Action Plan this Aim is in the Water focus area.)

Strategic Activities

- **St Marys Flood Risk Management Plan** and mitigation actions to protect the community and recognising the environmental and public amenity value of St Marys Rivulet.
- Work with Lower George Riverworks Trust on **Lower George River and floodplain** stability for reduced flood risk: support for funding, people, floodplain risk management planning, works design and implementation (linked to Catchment Management and Wetlands and Waterways)

3.1.2 Aim

Bushfire resilient communities minimising their bushfire risks and impacts.

Priority

Medium-Low & monitor

Strategic Activities

- Promote state programs engaging landholders and communities to coordinate sustainable bushfire management, preparedness and recovery.
- Support research on **bushfire** management and ecological values and reducing impacts on biodiversity.

3.1.3 Aim

Coordinated management of river and lagoon barways to maintain natural systems, while protecting people and property.

Priority

Medium & monitor

Strategic Activities

- **Barways** — support cooperative management of barway-opening issues to protect natural systems while safeguarding people and property.

3.2 Access—using & enjoying the Environment

Using natural resources in a sustainable manner with strong stewardship for lasting opportunities and productivity.

3.2.1 Aim

The Break O Day area is recognised as a leader in achieving environmentally responsible and sustainable recreational use with its conservation land management practices.

Strategic Activities

- Facilitate **cooperative management of recreational use issues** to protect ecologically sensitive areas and sustain the capacity of the natural environment; investigate solutions and develop best practice strategies for planning and management of recreational activities—coastal camping, off-road vehicles, mountain bike trails.

Priority

High-Medium

3.2.2 Aim

Firewood harvesting and supply managed to avoid significant impact on native habitats and values.

Strategic Activities

- Support and promote **sustainable management of firewood resources**, harvesting and use with land managers, industry, and consumers.

Priority

Medium

3.2.3 Aim

Fisheries management that sustains fish stocks and healthy aquatic ecosystems.

Strategic Activities

- Support Tasmania's **fisheries** management system and work with local commercial and recreational fishers.

Priority

Monitor

3.3 Awareness—using & enjoying the Environment

The natural environment is understood, appreciated and cared for well.

3.3.1 Aim

Increase awareness of the natural environment, its values and the pressures it faces, and build capacity for appropriate actions and behaviours to sustain it and what it provides.

Strategic Activities

- **Information** resources and opportunities to appreciate and learn about the environment and to participate in developing strategies and **skills** to care for natural resources and values. (Applies to all other strategies.)

Priority

Constant

3.3.2 Aim

Community is an active and leading participant in action to achieve outcomes for the environment and natural resource management.

Strategic Activities

- Support and provide opportunities and forums for Council, the community, land managers, industry and government agencies to **work together**. (Applies to all other strategies.)

Priority

Constant

3.3.3 Aim

Aboriginal people and their deep cultural connection and traditions on the land and sea take a respected role in natural environment and resources management.

Strategic Activities

- Opportunities with **Aboriginal people** to share with the wider community connections between the land and culture, identity and respect.

Priority

Constant



Break O'Day Environment NRM Strategy 2019

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| 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 |
|----------------|-----------------|---|--|
| 10/18.16.4.239 | 15 October 2018 | Meeting Procedures - That Council defer this until after the election. | This will occur along with the review relating to audio recording decision of 21 January 2019. |
| 04/19.16.3.95 | 15 April 2019 | That Council implement Audio Recording of Council Meetings at an approximate cost of between \$15,000 - \$17,000 ex GST with a provision to be made in the 2019/2020 budget. AND That Council authorise the General Manager following consultation with Council's IT provider to request firm quotes, appoint a preferred company and proceed with implementation following adoption of the 2019/2020 budget. | In progress. |
| 04/19.16.7.99 | 15 April 2019 | That Council's management team progress the development of an application based on the potential priorities identified by Council. | Drought Communities Program Application being drafted, update within the GMs Report. |

COMPLETED REPORTS:

| Motion Number | Meeting Date | Council Decision | Comments |
|----------------|---------------|---|---|
| 04/16.16.6.104 | 18 April 2016 | <ol style="list-style-type: none"> 1. That Council's existing software systems be expanded to include Corporate Management software and Asset Management software which meets the current and foreseeable future needs of the organisation. 2. Further investigation be undertaken to identify the most cost effective IT solutions to meet Council's requirements. 3. Council consider appropriate funding to meet this need. | <p>Planning/reporting software has been installed and is being used.</p> <p>Asset management software is a priority for the Shared Services project but an interim option is being considered for the shorter term.</p> <p>Asset management information is being progressively reviewed and existing software will suffice.</p> |
| 04/19.8.1.67 | 15 April 2019 | To provide signage and petition other road owners - eg State Government - to place "Drive on the Left in Australia" or similar, as is in place on the Great Ocean Road, to assist with overseas drivers being made aware of correct driving procedures and also request the State Government to request that vehicle hire companies include prominent information in their hire vehicles. | Letter sent to Minister in relation to the matter requesting consideration of suggestions. |
| 04/19.16.4.96 | 15 April 2019 | <p>That Council submit motions on the following areas to the forthcoming LGAT General Meeting:</p> <ol style="list-style-type: none"> 1. Changes to the Meeting Procedures 2. Single Use Plastics 3. State Weed Management Resources | Completed. |

Meeting and Events attended:

| | | |
|----------|------------------|---|
| 16.04.19 | St Helens | <ul style="list-style-type: none"> – Jobs Action Package, presentation from TCCI and TasCOSS outlining the draft final projects which had been developed through the process. Concerns exist regarding the integration and completeness of the projects, further refinement required which has been agreed. |
| 16.04.19 | St Helens | <ul style="list-style-type: none"> – Senator Steve Martin, event where funding announcement under the Community Development Grants Program was made regarding extension to the Georges Bay Foreshore Multi-User Track occurred. |
| 17.04.19 | Hobart | <ul style="list-style-type: none"> – Local Government Act Review, series of workshops with a diverse stakeholder reference group considering discussion papers which have been developed from the initial consultation round for the new Local Government Act. Overall the workshops are very constructive and involve a substantial depth to discussions. |
| 24.04.19 | St Helens | <ul style="list-style-type: none"> – St Helens MTB Project, meeting with Kingthing Marketing to review the initial draft of the Marketing Plan for the project and provide feedback and suggestions. |

| | | |
|----------|-------------------|--|
| 29.04.19 | St Helens | – Tas Ambulance, meeting with Simon Brown (Representative from Tas Ambulance) regarding establishment of a Helipad to service the community. |
| 30.04.19 | St Helens | – Lower George River Trust, attended the Trust meeting which considered a range of actions and next steps which could be taken to address the situation with the river and flooding issues. Substantial discussion and concerns regarding the potential impact of the river changing its course and discharge point to Georges Bay. |
| 02.05.19 | Hobart | – Tourism Tasmania, meeting with Christian Attfield to discuss progress with the MTB project with the focus on the creation of St Helens as a destination and galvanising the business community. Concept of a tool kit to support businesses to take advantage of the opportunity was floated and positively received. Support from Tourism Tasmania will be required for this to progress. |
| 02.05.19 | Hobart | – Local Government Act Reference Group Workshop |
| 02.05.19 | Hobart | – Marine & Safety Tasmania, meeting involving the Mayor with Lia Morris (CEO) and Justin Foster regarding the proposed extension to the Georges Bay Foreshore Multi-User Track and the need for it to cross the St Helens Wharf which was understood and positively received by MAST. Discussions also occurred on Jetty funding and upgrade program; Burns Bay boat ramp and the disputed wharf face. |
| 02.05.19 | Hobart | – Minister Gutwein, meeting involving the Mayor to discuss the Georges Bay Foreshore Multi-User Track and addressing the coastal erosion at Parkside. Focus is on securing State Government financial support for the project. |
| 03.05.19 | Hobart | – East Coast Regional Tourism Association, meeting with Anne Greentree (Chairperson) which focussed on ECRTA strategic directions; Council projects; support for creation of St Helens as an MTB destination; and the St Helens Destination Action Plan. |
| 06.05.19 | St Helens | – Council Workshop. |
| 07.05.19 | Launceston | – Local Government Reference Group Workshop. |
| 08.05.19 | Launceston | – Parks & Wildlife Service, meeting with Linda Overend, (North-East Regional Manager) to discuss a potential track upgrade project as part of the Drought Communities Program project (further information below). |
| 08.05.19 | Launceston | – TasWater General Meeting. |
| 08.05.19 | Launceston | – NTDC Members Meeting. |
| 09.05.19 | St Helens | – John Tucker MP, general catchup meeting to discuss local issues and items being pursued by Council which included Tasman Highway Upgrade works at Beaumaris; Binalong Bay Road transfer; and St Helens Wharf ownership. |
| 10.05.19 | Launceston | – Jobs Action Package, meeting with Kym Goodes (TasCOSS) and Michael Bailey (TCCI) to discuss situation with the Jobs Action Package project. |
| 10.05.19 | Launceston | – Local Government Reference Group Workshop. |

Meetings & Events Not Yet Attended:

| | | |
|----------|------------------|--|
| 13.05.19 | St Helens | – State Planning Scheme, meeting with GHD to discuss development of the Local Provisions Schedule. |
| 16.05.19 | St Helens | – St Helens District Hospital Official Opening. |

General – regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meeting with community members and organisations James McCormack (Regional Employment Trial Facilitator); St Helens Marine Rescue; Joan Gee and Ian Galbaly.

Brief Updates:

Drought Communities Program

Following the discussion at the last Council meeting, Council officers have been progressing with the development of projects which will be included in applications under this program. PWS have assessed the situation with a number of the key walking tracks to key sites in the Fingal Valley and this information is now being developed to create a project which at this stage will focus on Mathinna Falls, Meadstone Falls & Gorge, Gray Mares Tail Falls with St Patricks Head being the flexible part depending on progress and funding availability. Creation of local employment opportunities is a key part of the strategy we are taking and to expedite the process Council officers have commenced a recruitment process to establish a labour pool which could be drawn on for the different elements of the project. This will enable rapid commencement of projects once approved and we have in place any other arrangements necessary. Given the small contractor base in the Fingal Valley we can use local knowledge for direct approaches and we will look at pre-registering potential contractors who are not currently registered with us. Through both processes we will need to make it clear that there are no guarantees of employment or engagement, it very much depends on the projects which we can bring together.

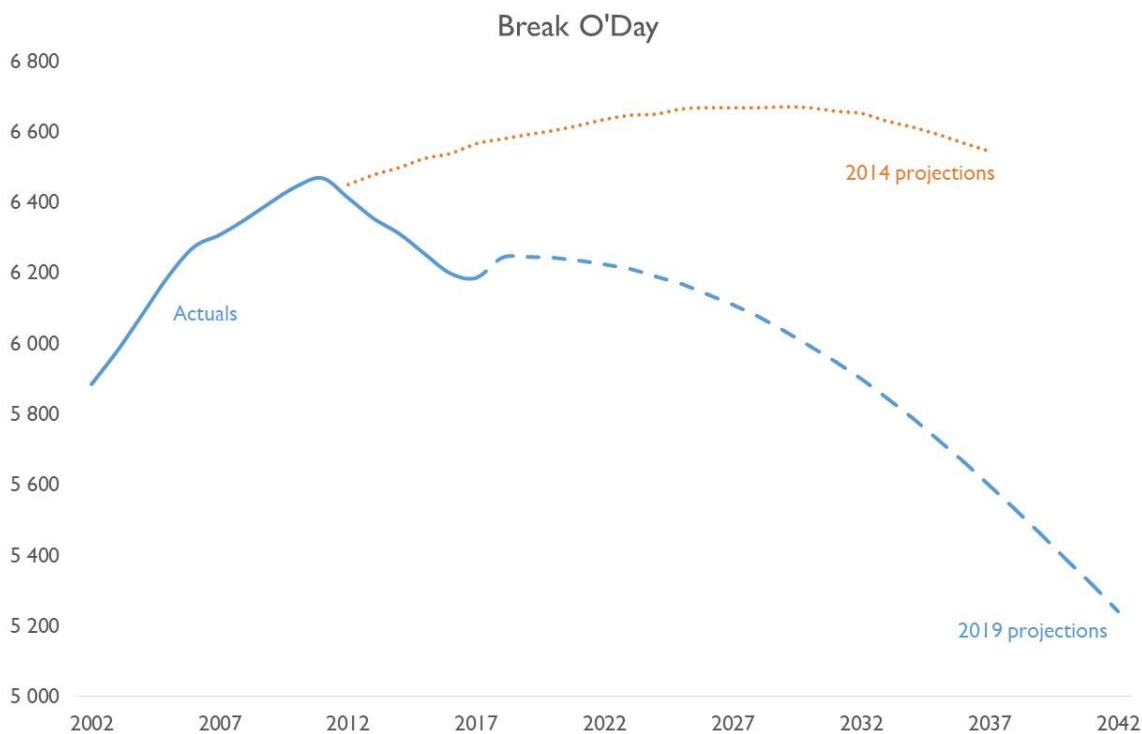
St Helens Helipad

During the initial stages of the original master planning for the new St Helens Hospital on the Annie Street site there were some discussions about the establishment of a helipad on the site to service the hospital. This element was not pursued by DHHS as the project developed, recently Council has been approached by Tas Ambulance about the potential establishment of a temporary solution (in the short term) and a more permanent longer term solution to service the new hospital. Ideally they would like to be able to ‘wheel’ the patient direct from the hospital to the helicopter if required. The use of this form of ‘aero-medical’ service would be complementary to the existing RFDS approach and reflects some recent trends in urgent intervention cases. Naturally the potentially siting of a helipad can raise a number of issues and concerns over its usage and impact which Tas Ambulance are aware of. The General Manager has requested that Tas Ambulance detail their requirements and prepare a proposal which outlines the need for this service and how it would operate. They may also be looking at the situation at St Marys as part of putting in place the necessary infrastructure for the service they are developing.

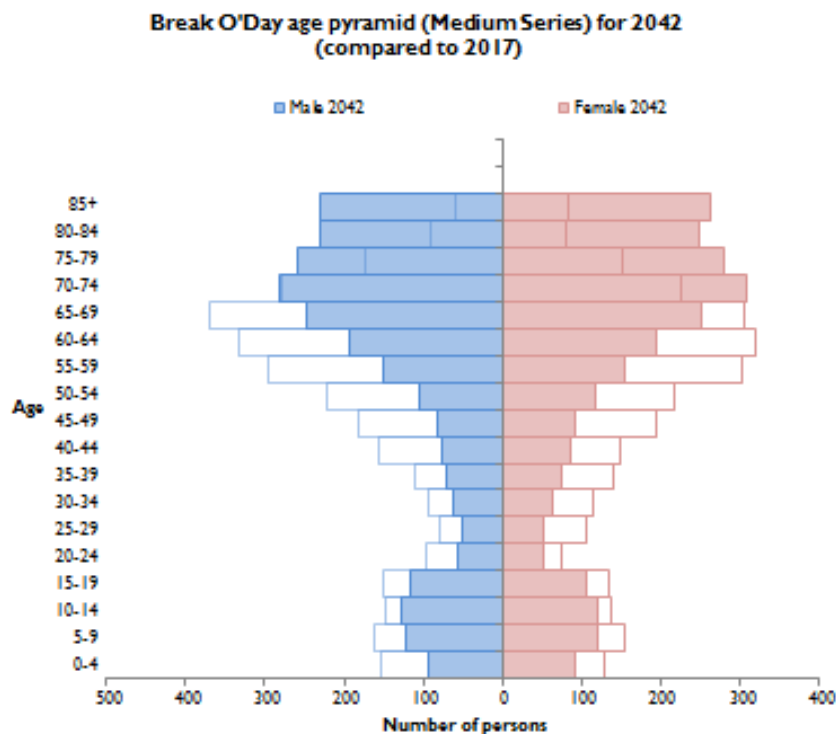
Break O’Day Population Projections

The Department of Treasury and Finance have recently released updated population projections for Tasmania as a whole and individual Local Government Areas for the next 25 years to 2042. The information is prepared through a Model which treasury has developed which uses detailed population data obtained from the Australian Bureau of Statistic’s 2016 Census of Population and Housing and 2016-17 demographic data released by the ABS.

BREAK O’DAY LGA – Medium Series Projections



Over this period the Median Age is projected to increase from 54.8yrs in 2017 to 64.8yrs in 2042. The Age Profile in 2042 based on the Medium Series Projections is:



The information reveals a significant change in projections from 2014 which indicated a slow growth in the population. The indicated decline over the last few years may be argued within the community and council that this is not actually reflective on what we are seeing on the ground. It does confirm the need for Council to actively pursue strategies and participate in projects which can counteract this situation.

Actions Approved under Delegation:

| NAME/DETAILS | DESCRIPTION OF USE OF DELEGATION | DESCRIPTION | DELEGATION NO / ACT |
|---------------------------------------|----------------------------------|----------------------|---|
| Poimena to Swimcart Beach | Affixing Common Seal | Mountain Bike Trail | Number 12 – Miscellaneous Powers and Functions to the General Manager |
| St Helens Mountain Bike Trail Network | Affixing Common Seal | Deed of Variation | Number 12 – Miscellaneous Powers and Functions to the General Manager |
| Halcyon Grove, St Helens | Affixing Common Seal | Amend Plan of Survey | Number 12 – Miscellaneous Powers and Functions to the General Manager |

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

| | | | |
|------------|-----------------|---------------------------------------|---------|
| 01.04.2019 | 337 Certificate | 461 Gardiners Creek Road, St Marys | 2618242 |
| 03.04.2019 | 337 Certificate | 18 Bedgegood Place, Seymour | 2134432 |
| 05.04.2019 | 337 Certificate | Tasman Highway, Scamander | 3401766 |
| 05.04.2019 | 337 Certificate | 129 Acacia Drive, Ansons Bay | 7701889 |
| 09.04.2019 | 337 Certificate | 2 High Street, Scamander | 6783173 |
| 09.04.2019 | 337 Certificate | 298 Gardens Road, Binalong Bay | 7818737 |
| 17.04.2019 | 337 Certificate | 285 Tasman Highway, Beaumaris | 6791528 |
| 17.04.2019 | 337 Certificate | 19 Casuarina Lane, Ansons Bay | 7155443 |
| 17.04.2019 | 337 Certificate | 701 Elephant Pass Road, St Marys | 6408648 |
| 17.04.2019 | 337 Certificate | 101 St Helens Point Road, Stieglitz | 6790138 |
| 17.04.2019 | 337 Certificate | 23 Erythos Grove, St Helens | 6808764 |
| 17.04.2019 | 337 Certificate | 1517 Upper Exk Road, Upper Esk | 1527082 |
| 17.04.2019 | 337 Certificate | 11 Bayvista Rise, St Helens | 2661793 |
| 18.04.2019 | 337 Certificate | 17 Coffey Drive, Binalong Bay | 7795977 |
| 18.04.2019 | 337 Certificate | 2/1 Penelope Street, St Helens | 2154601 |
| 18.04.2019 | 337 Certificate | Elephant Pass Road, St Marys | 2884882 |
| 18.04.2019 | 337 Certificate | 12 Medea Street, St Helens | 6794542 |
| 18.04.2019 | 337 Certificate | Argyle Street, Mangana | 3224907 |
| 18.04.2019 | 337 Certificate | Lot 17 Elizabeth Street, Mangana | 2679571 |
| 18.04.2019 | 337 Certificate | Lot 15 Elizabeth Street, Mangana | 3578211 |
| 18.04.2019 | 337 Certificate | 24307B Tasman Highway, St Helens | 6792328 |
| 24.04.2019 | 337 Certificate | Binalong Bay Road, St Helens | 3031339 |
| 29.04.2019 | 337 Certificate | 9 Upper Scamander Road, Scamander | 6409675 |
| 29.04.2019 | 337 Certificate | 205 Richardson Road, St Marys | 6407792 |
| 29.04.2019 | 337 Certificate | 23 Gray Street, Fingal | 6411118 |
| 30.04.2019 | 337 Certificate | 68 Ansons Bay Road, St Helens | 3175383 |
| 30.04.2019 | 337 Certificate | Legge Street, Falmouth | 3529313 |
| 30.04.2019 | 337 Certificate | 21670 Tasman Highway, Four Mile Creek | 1904896 |

Tenders and Contracts Awarded:

| Tender Closing Date | Description of Tender | Awarded to |
|---------------------|---|------------------------|
| 22 March 2019 | St Helens MTB Trail Network – Boardwalk & Platforms | AJR Construct Pty Ltd. |
| 24 April 2019 | Litter Collection from Council Infrastructure | No Tenders received. |

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

05/19.16.2 Policy – LG06 Employee Recognition Policy

| ACTION | DECISION |
|---|---|
| PROPONENT | Council Officer |
| OFFICER | Paula Kloosterman, Human Resources Manager |
| FILE REFERENCE | 002\024\007\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Policy – LG06 Employee Recognition Draft Procedure LG06 – Employee Recognition |

OFFICER’S RECOMMENDATION:

That Policy LG06 – Employee Recognition be cancelled and replaced with a similarly worded Procedure.

INTRODUCTION:

Council has a schedule for regular review of Policies and upon examination it is considered the nature and intent of this policy are administrative and operational therefore better captured as a procedure.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069; Reviewed 28 January 2013 – Minute No 01/13.15.4.33; April 2019 Workshop.

OFFICER’S REPORT:

The policy is overdue for review and upon consideration it is recommended the intent and execution of the policy can be adequately served by a procedure. There are HR systems in place that ensure tenure milestones are flagged with plaques and gifts presented. A slight change has been made to reflect a change in practice with presentations occurring closer to anniversary dates rather than wait to the end of year function as this event is no longer fully attended. Presentations may be made at staff meetings and any other appropriate staff and Councillor gathering.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027 Working as a team with open and honest communication; we act with integrity whilst showing respect and being positive and proactive in our actions.

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



POLICY NO LG06 EMPLOYEE RECOGNITION POLICY

| | |
|-------------------------|--|
| DEPARTMENT: | Governance |
| RESPONSIBLE OFFICER: | Human Resources Manager |
| LINK TO STRATEGIC PLAN: | Promote Council as Employer of Choice |
| STATUTORY AUTHORITY: | N/A |
| OBJECTIVE: | To recognise employees who have provided extended years of service to Break O'Day Council and community. |
| POLICY INFORMATION: | Adopted 19 March 2012 – Minute No 03/12.15.4.069 Reviewed 28 January 2013 – Minute No 01/13.15.4.33 |

POLICY

1. INTRODUCTION

The Council recognises the contribution made by long serving employees to the successful functioning of Break O'Day Council and makes acknowledgement of their dedication.

2. POLICY STATEMENT

Employees who achieve 10 years of service shall be presented a gift and plaque to recognise their input to Council. Each five year period of service thereafter will qualify for an additional gift and plaque.

The General Manager will make the presentation to the employee at the Council 'End of Year' function in the year the milestone is reached.

The gift shall be presented in the form of a gift voucher from a place of the employee's choosing. The employee shall also be presented with a personalised plaque indicating years of service.

The value of the gift shall be in line with the accompanying guide.

3. GUIDELINES – NOT POLICY

Value of gift

| Length of Service | Value of Gift |
|-------------------|---------------|
| 10 years | \$100.00 |
| 15 years | \$150.00 |
| 20 years | \$200.00 |
| 25 years | \$250.00 |
| 30 years | \$300.00 |
| 35 years | \$350.00 |
| 40 years | \$400.00 |



PROCEDURE NO LG06 EMPLOYEE SERVICE RECOGNITION

| | |
|----------------------|---|
| DEPARTMENT: | Governance |
| RESPONSIBLE OFFICER: | Human Resources Manager |
| ASSOCIATED POLICY: | Formally LG06 - Employee Recognition Policy |
| POLICY INFORMATION: | Approved - |

Procedure

1. INTRODUCTION

The purpose of this procedure is to ensure employees are recognised when they reach service milestones and their contribution is acknowledged and celebrated in a consistent way.

2. PROTOCOL

Employees who achieve ten years of service shall be presented a gift and plaque to recognise their contribution to Council's goals. Each five year period of service thereafter will qualify for an additional gift and plaque.

The General Manager will make the presentation to the employee at an appropriate gathering for staff and, if possible Councillors, as close as possible to the anniversary date.

The gift shall be presented in the form of a gift voucher from a place of the employee's choosing. The employee shall also be presented with a personalised plaque indicating years of service.

The value of the gift shall be in line with the accompanying guide.

| Length of Service | Value of Gift |
|-------------------|---------------|
| 10 years | \$100.00 |
| 15 years | \$150.00 |
| 20 years | \$200.00 |
| 25 years | \$250.00 |
| 30 years | \$300.00 |
| 35 years | \$350.00 |
| 40 years | \$400.00 |

PROCEDURAL CHANGES REQUIRED: (please note any changes that are required to this procedure due to software upgrades etc.)

05/19.16.3 Northern Tasmania Development Corporation Ltd (NTDC) – Receipt of Quarterly Report

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

OFFICER'S RECOMMENDATION:

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

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

Reports from NTDC are provided to, and considered by Council, quarterly.

This specific report was considered at the February Council Workshop.

OFFICER'S REPORT:

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

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

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

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

- Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses' to live and work in BOD.

- Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focussed service delivery.

LEGISLATION & POLICIES:

Section 21 Enterprise Powers - Local Government Act 1993.

21. Enterprise powers

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

Quarterly Progress Report to Council Members – January - March 2019

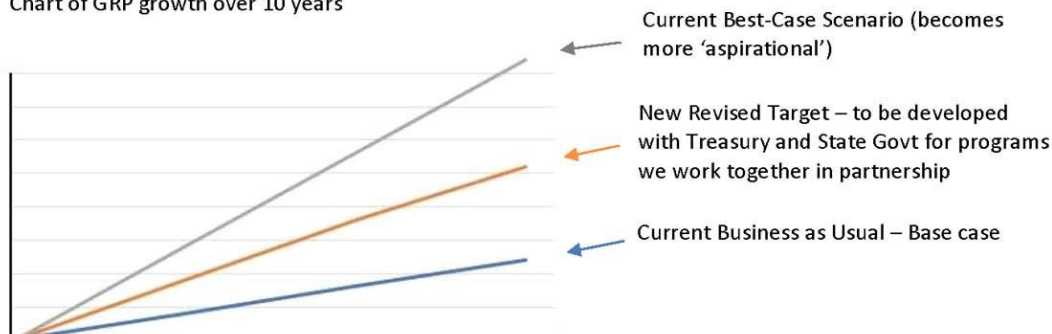
1. Regional Economic Development Plan (REDP) - Update

The State Government have now provided detailed feedback on the REDP. Although there is a lot of detailed comment, it is excellent that State Government are engaging with Northern Tasmania on our economic journey.

The key themes from the State Government (in summary) are as follows:

1. **There needs to be a more positive narrative around the strengths of our region** – Agreed. We need to highlight our strengths and why our region has so much potential in food and agriculture. We must be mindful that the document will be reviewed by potential investors. NTDC has invited the State to provide some wording for us to consider.
2. **Reflect on the Targets** – there is some level of concern, especially by Treasury, about our aspirational targets and whether the targets are still appropriate as they were set in 2016. Preliminary advice indicates our members are keen to keep our targets, noting that they are clearly 'aspirational'. It is also important to retain the baseline trajectory (or Business as Usual trajectory) as this provides a clear visual articulation of the economic challenge faced by our region. NTDC would like to negotiate with the State to find an achievable 3 year trajectory to which both the State and the region can commit to working together.

Chart of GRP growth over 10 years



3. **Option 1 or Option 2** – •The State Government have suggested a new proposed format as Option 1 or a lot of detailed changes to keep the REDP in the same format - Option 2. We are recommending a blend of the two at this stage – we will take on some good suggestions from the State feedback, but also it is important the REDP continues to be our region's plan, rather than a State Plan for the North.
4. **Health and Education** – the State Government and some of our LGA's have indicated that NTDC or the Council Members should not be responsible for health and education outcomes in our region. The wording needs to be revised to ensure the region monitors and advocates for better education attainment and health outcomes to underpin vibrant communities.
5. **Other Points** – such as not including enough about the importance of Tourism for example. This will be updated and wording revised.
6. **Other Feedback** – NTDC has received positive feedback from the Commonwealth Government including suggestions of programs and officers that can be contacted for further participation. NTDC has also received feedback from Council Members and stakeholders that will be included in the revisions back to Council Members for endorsement.

7. Next Steps:

- a) 18 April - meet with a group of community stakeholders and private sector contributors to ensure the views we have heard are accurate.
- b) 8 May – formalised meeting with Council Members to review a revised Draft REDP and endorse NTDC as a delegated organisation to negotiate any changes with State Government
- c) 10 May – 22 May – set workshops with State Government Officers
- d) Post 22 May – a Finalised Draft of REDP is re-circulated for agreement to release as the Final Draft for public consultation
- e) End of May to End June – Final Draft REDP is actively promoted for consultation
- f) July 2019 – The Revised REDP is considered by Council Members and State Government
- g) August – release of the Final REDP

2. Population Strategy

The Population Taskforce met over the report period to review the Population data for the region and to finalise proposed actions. The Final Population Strategy will be endorsed in April, and the NTDC will adopt a cut-down' version in the REDP. NTDC has been lobbying Federal candidates for funding support for the Population Strategy in the lead up to the Federal election.

In the mean-time NTDC has appointed Edward Obi, as the part-time Population Attraction Coordinator, to assist coordinate some of the elements of the Population Strategy. In the first instance Edward has met with new arrivals from interstate and international to develop case studies on their experiences that can be promoted to others (via the State Government website) thinking of re-locating to Tasmania. Also NTDC has been learning what currently works in the region versus what could be improved to attract and retain skilled people.

It is important that Edward learn about the experiences of newcomers in our regional towns and rural areas. If you have a contact that you would like Edward to meet please see Edward's details at the end of the report.

3. Federal Election Advocacy

NTDC has met with both major political party's representatives in the upcoming Commonwealth election. We have our Top Five Priority Projects that were also presented to the Prime Minister when he visited Launceston in April (via Bridget Archer). A copy of the Top Five Projects is attached for your reference.

Just as a reminder Council Members agreed on the priority project assessment process in May 2017. The main criterion is that the project needs to contribute up to \$50M in GRP over a 10-year period and requires broad community and council support as well as strategic alignment etc. Most projects need to be economic contributors to industry, or enablers that will drive our economy (such as the population attraction program). Each council is also encouraged to meet with Federal Candidates to promote their local government priority projects.

The Five Top Regional Priorities are as follows:

- 1) Population Program;
- 2) Translink Launceston Gateway;
- 3) FermenTasmania Centre;
- 4) Bioenergy Plant Westbury; and
- 5) Hydrogen Energy.

It should also be noted that since the above list was finalised - the Defence Precinct at Newnham/AMC has been re-prioritised due to both Liberal and Labor Part interest. The detail of the proposals is included as an appendix on this report.

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admin@ntdc.org.au

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4. Red Meat Industry

On March 20, 2019, NTDC Ltd hosted Richard Webb to facilitate a Red Meat Industry meeting with industry leaders and industry developers to explore the marketing possibilities, opportunities and the barriers that face the industry.

The meeting determined that Brand Tasmania and branded Tasmania meat has a strong part to play in the future.

Some of the discussion of the workshop considered:

- Meat processing technology applications
- Making a margin on the offal – entrepreneurs would jump at the chance if there was a clear line of sight to new markets
- Micro-processing plants – like micro-breweries
- Opportunity to collaborate to add value to products (eg Wales products into France where a critical mass of farmers products was required – very successful)
- Tasmanian Marketplace – who owns it? Collaboration between UTAS, State and Private sector?
- Air Freight costs – and opportunity to access markets more quickly and directly
- The entrepreneurship of our farmers, the quality of Tasmanian soil, air, water and cool climate is a great combination
- There was a question of whether Tasmania is maximising/leveraging the value of its GMO-free status
- The question of more organic farming (and less sulphates in wine for example) – this will be a demand from younger consumers
- Consider logistics and how to remove barriers along the way

Next steps: It was agreed that Lamb should be the initial focus and engaging with the new Brand Tasmania was a big opportunity. NTDC has since been encouraged by the interest by Tasmanian Quality Meats to expand its Cressy facility, and another proponent interested in establishing an abattoir at the Valley Central Precinct with some international market interest. It is estimated that both plants should be possible with the planned increase in stock expected over the next few years.

NTDC has now written to the new Chair of Brand Tasmania, Nick Haddow, asking for the engagement of Brand Tasmania in a pilot project, Lamb Tasmania. Also discussions have occurred with the Deputy Secretary of DPIPW, Carole Rodgers, to ensure she is aware of developments in the North.

5. Input into Strategies and Reviews

NTDC has provided feedback through meetings into the following strategies and reviews:

- a) State Trade Strategy – NTDC recommended that DSG should have targets for exports similar to DPIPW's Agri-growth targets.
- b) Food Export Hub – the State Government worked on a submission to the Commonwealth to establish a Food Export Hub in Northern Tasmania. NTDC and RDA Tasmania provided a high level of engagement to ensure this was a quality submission. The State Government decided to not submit this proposal due to other factors.
- c) Launceston City Building Heights Review – NTDC provided a letter and then considered the follow-up work by City of Launceston (and in favour of the revised position).

5. Food Network Session – March 2019

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NTDC and RDA Tasmania hosted the 1st of four scheduled events for the Northern Tasmania Food Network in March 2019. The aim of the Network is to bring people in the food and beverage industry together to build networks to become a more effective cluster and build more successful food businesses in the future. The four events planned during the year will present subjects nominated by the food businesses as important for their businesses.

The March event was all around the marketing of business' with key speakers in Tim Barbour, Tasmanian Gourmet Sauce Co, (overseas marketing experience especially in Japan) and Karina Damberg, Red Brick Road Cider House, on how to apply marketing in food businesses.

Contact Details:

Office address: Level 1, 93 York Street, Launceston

Postal Address: PO Box 603, Launceston TAS 7250

Office Phone: 0400 338 410

Website: www.ntdc.org.au

Please note new email addresses;

| | | | |
|----------------|---|---------------|--|
| Maree Tetlow | CEO | 0408 825060 | maree@ntdc.org.au |
| Georgina Brown | Projects Manager (Mon/Tues/Wed) | 0418 172 606 | georgie@ntdc.org.au |
| Edward Obi | Population Attraction Officer (Mon/Tue/Wed) | 0469 827 427 | edward@ntdc.org.au |
| Rikki-lee Ross | Executive Support and Communications Officer | Office number | rikki-lee@ntdc.org.au |
| John Pitt | NTDC Chair | 0417 310 490 | jpitt@uhuru.com.au |

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Northern Tasmania

Top Five Priority Projects to Boost our Regional Economy

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Northern Tasmania Development Corporation Ltd (NTDC) Priority Regional Projects Summary

NTDC has prepared a Regional Economic Development Plan (REDP) to set out a vision for Northern Tasmania and identify where future economic growth and employment is likely to come from.

As part of this work, NTDC has identified, investigated and assessed a large number of proposed projects which may facilitate high levels of regional economic growth. Each project has been rated and prioritised in accordance with a structured assessment process which has been endorsed by all member Councils.

In addition, each project must offer the following attributes;

- They are strategically aligned with the REDP
- They promote private sector investment
- They are engaged with the business sector & the broader community
- They are well-defined, research-based and market-driven
- They are socially and environmentally considerate
- They are aligned with Local, State, and Federal priorities, and
- They have the potential to deliver over \$50M to the economy over a 10-year period

The resultant shortlist of priority regional projects (below) will each deliver a significant increase of regional economic productive capacity and require funding assistance beyond the region's available resources. NTDC are seeking Federal funding assistance for the following 5 priority regional projects;

1. Population Program

This includes project management and delivery of a number of pilot projects over the next 2 years to address the need to increase the working age population in Northern Tasmania.

NTDC is seeking a funding contribution of \$200,000.

2. TRANSlInk Launceston Gateway Precinct

The TRANSlInk precinct, adjacent and surrounding Launceston Airport, is rapidly developing as the largest high quality industrial, business and freight precinct in Tasmania. Improvements are necessary to continue its positive development.

NTDC is seeking a funding contribution towards the \$75M project cost, including \$2.74M for Stage 1 and \$2.2M for Stage 2.

3. FermenTasmania Centre

To develop a Centre of Excellence for Fermentation – an incubator facility including shared equipment, training, food precinct and visitor engagement. The centre will stimulate the growth of the Tasmanian fermentation industry and associated compatible businesses.

On behalf of regional proponents, NTDC is seeking a funding contribution of \$10million.

4. Bioenergy Plant

To develop a commercial bioenergy production at the Valley Central industrial precinct, near Westbury in Tasmania. The bioenergy plant could provide sustainable energy at a competitive price for companies in the industrial precinct, attract energy intensive companies to establish at Valley Central, and recycle biomass residues from companies within the industrial precinct and elsewhere in Tasmania.

On behalf of regional proponents, NTDC is seeking a funding contribution of \$250,000.

5. Hydrogen Energy

To develop a hydrogen energy production facility using Tasmania's renewable hydroelectric, solar and wind resources to produce electrolyser based hydrogen energy from Tasmania's natural water supplies.

NTDC is seeking a funding contribution of \$250,000.

1. Population Program

Proposal:

A \$200,000 funding contribution from Federal Government to support a Population Growth Strategy for Northern Tasmania.

Detail:

Research undertaken by National Institute of Economic and Industry Research (NIEIR) and Tasmanian Treasury forecasts indicate that without interventional activity, over the next decade the working age population in Northern Tasmania will decline and this will impact negatively on the local economy. The region requires an increased skilled working age population to supply our businesses and industry with the resources they will require to expand and export in a growing economy.

In 2018, NTDC established a Northern Tasmanian Population Taskforce including our key regional stakeholders and State Government officers. The Population Taskforce will collaborate on population growth initiatives and align actions from the Taskforce with State Government strategy. NTDC has engaged a Population Coordinator to deliver programs including;

- Pilot Small Business Attraction Program – (\$100,000 over two years)
- Pilot Young Families Relocation Program, directed at attracting 25–45-year-old parents with children to the region (\$50,000)
- Pilot Welcome/Settlement Strategy - Welcoming to city and region strategy including preparing the community to grow and welcome population (\$50,000)
- Improve linkage of available jobs to target audiences using established programs (\$50,000)
- Pilot Retain interstate and international students Program
- Preparing & Promoting successful Northern Tasmania immigration case studies to support the State Government's 'Make it in a Year' program

In addition, NTDC will take an active role in managing and communicating the program.

➤ Location:

Northern Tasmania

➤ Proponent:

NTDC

➤ Project Cost:

A \$600,000 program over two years, 2019-20 and 2020-21;

| Support Agency (\$) | 19/20 | 20/21 |
|-----------------------------------|------------------|------------------|
| State Government (Budget Request) | \$100,000 | \$100,000 |
| LGA's (under consideration) | \$50,000 | \$50,000 |
| NTDC (in-kind and on-costs) | \$50,000 | \$50,000 |
| Federal Government Request | \$100,000 | \$100,000 |
| Total | \$300,000 | \$300,000 |

The request to the Federal Government is for \$100,000 per annum for two years

➤ Economic Impact:

Northern Tasmania's current population is approximately 144,000 people. By 2031;

- 'Business as usual' case – a decrease of 5000 working age people
- 'Best case' with Population Program – 10,000 additional workers, an additional 5,000 workers to replace the forecast loss of workers, and 5,000 additional workers to resource expanding businesses in a growing economy.

2. TRANSlink Launceston Gateway Precinct

Proposal:

A funding contribution from Federal Government towards the \$75.34 million project, including \$2.74M for Stage 1 and \$2.2M for Stage 2, for establishment of an industrial, business and freight precinct adjacent to Launceston Airport.

Detail:

The TRANSlink commercial, industrial and logistics Precinct is currently home base for more than 70 businesses employing a total workforce in excess of 1,250 (not including the businesses and workforce at the adjacent Launceston Airport). There are currently 58 vacant lots with a total area of 59 hectares in the Precinct, and a further 120 hectares in the adjacent primary industry zone to the south-east available for future expansion of the Precinct. Council has collaborated with other relevant stakeholders to develop the Launceston Gateway Precinct Master Plan, a strategic long-term plan, that will see consolidated services around the ever-expanding TRANSlink Precinct, Launceston Airport and the Western Junction rail node. Including;

- Stormwater infrastructure upgrading - There is a dire need to upgrade and expand the Precinct's ageing stormwater infrastructure.
- Gas Reticulation - There is no natural gas pipeline to the airport and TRANSlink Precinct. Council is seeking support to bring this vital infrastructure to Precinct and Airport businesses to ensure strong growth and lower energy costs can be released for key operators, providing sustainability and lowering the environmental footprint.
- Intermodal Facility - To maximise the potential for intermodal transport, freight and logistics, rail must be collocated with the Airport and TRANSlink Precinct via a spur off the main line, preparing the hub for crucial future growth on the site and include a 24/7 freight hub and a new railway line extending from the existing line for access to a concrete apron for loading/unloading, a warehouse and administration building.

➤ Location:

Breadalbane, Northern Midlands, Northern Tasmania

➤ Proponent:

Northern Midlands Council

➤ Project Cost:

- Stormwater Infrastructure upgrades - \$5.48 million
 - Council and 2 businesses have committed \$2.74 million
 - **Seeking Federal contribution of \$2.74 million**
- Gas reticulation - **Seeking Federal Funding of \$2.2 million**
- Intermodal facility - **Seeking Federal Funding of \$70.4 million**

➤ Economic Impact:

Stormwater Upgrades – The combination of all direct, industrial and consumption effects would result in an estimated rise in output of \$4.84 million annually and in a total estimated increase of 35 jobs in the Northern Midlands.

Intermodal Facility - The combination of all direct, industrial and consumption effects would result in an estimated rise in output of \$28.8 million annually and in a total estimated increase of 452 jobs in the Northern Tasmanian Region.

➤ Project Timeline:

- Q3 2019 – Q2 2020 - Stormwater Upgrades.
- Q3 2019 – Q2 2021 - Gas Reticulation.
- Q3 2019 – Q2 2022 - Intermodal Facility.

3. FermenTasmania Centre

Proposal:

A \$10 million funding contribution from Federal Government for establishment of a fermented food and beverage factory to boost innovation and support fermentation businesses to access market growth.

Detail:

The 2000 square metre Fermentas Factory will support Tasmanian advanced manufacturing businesses to innovate, research and develop high quality food and drink products that will attract a premium price point in Australia and in targeted export markets: creating new jobs in Northern Tasmania. Factory users will generate new fermentation-based businesses and products; support university-business research collaboration; encourage entrepreneurship and innovation; create tourism opportunities around the making and appreciation of fermented products; and, in collaboration with the University of Tasmania, TasTAFE and other education providers, offer training and skills development to provide new jobs and career paths for Tasmanians and to draw interstate and international industry and students to Tasmania.

➤ Location:

Legana, West Tamar, Northern Tasmania (West Tamar LGA)

➤ Proponent:

Fermentation Tasmania Ltd (Fermentas), an industry-led, not-for-profit industry group established to accelerate innovation, growth and collaboration amongst Tasmanian fermentation-based enterprises.

➤ Project Cost:

\$16 million, comprising;

- \$3 million industry contribution for fit-out and specialised equipment - currently promised and to be confirmed upon receipt of major capital funding for construction;
- \$2.5 million for ancillary works secured from the West Tamar Council plus donated land value anticipated to be around \$500,000; and,
- **\$10 million sought from the Federal Government.**

➤ Economic Impact:

Short term impact: 60 direct design and construction jobs

Long term impact (first 3 years of operation): 5 new enterprises, 6 new co-location businesses, 20 new tourism products, R&D, tourism, training including;

- 187 Direct Jobs
- 253 Indirect Jobs
- \$24.8 million direct investment
- \$61.2 million GRP

➤ Project Timeline:

- Q3 2019 - Q2 2020; \$1million for planning and detailed engineering design. \$2.5million local government funding for site access/infrastructure works.
- Q3 2020 - Q2 2022; \$9million over 2 financial years for construction and commissioning of the facility. \$3 million provided by industry for fit-out, specialised technology and equipment installation.

➤ Letters of support:

Northern Tasmanian Development Corporation (NTDC), Launceston Chamber of Commerce; West Tamar Council; University of Tasmania; and Tasmanian Department of State Growth.

4. Valley Central Bioenergy Hub (and Abattoir)

Proposal:

A \$250,000 early stage Federal Government investment in Meander Valley Council's proposed bioenergy hub at the Valley Central Industrial Precinct to facilitate export related business clustering investment and job creation.

Detail:

This work has established that waste streams from meat rendering and other wet organic waste can be redirected to such an anaerobic digestion (AD) facility to produce commercial quantities of biogas, process heat and electricity. These energy products could be sold at retail prices to adjacent industrial consumers located in the Valley Central precinct, or into the grid at wholesale prices. The economic benefits of such a facility are broad, and include:

- Lowering energy and waste disposal costs of precinct based industrial customers;
- Attracting new industrial businesses to locate at Valley Central;
- Creating innovative jobs and economic development during plant construction up to \$20M;
- Localised investment from clustering of specialised support services;
- Reduced waste impacts through pre-treatment of trade waste;
- Support the development of Tasmanian branded lamb products for niche export markets;
- Mitigate the risk that further meat processing failures will constrain grazing expansion;
- Reducing or eliminating live sheep exports from Tasmania; and
- Reinforcing Tasmania's brand with additional renewable energy alternatives.

➤ Location:

Westbury, Northern Tasmania (Meander Valley LGA)

➤ Proponent:

Meander Valley Council has led detailed investigations over the last 3 years into a waste to industrial energy facility that includes recent collaboration with proponents seeking to establish a majority Tasmanian owned abattoir to process and export red meat from the Westbury industrial precinct.

➤ Project Cost:

\$550,000 comprising;

- \$50,000 from Meander Valley Council for current and future feasibility assessment;
- \$250,000 from the Tasmanian Government for increasing sustainability credentials and mitigating red meat processing risks; and,
- **\$250,000 sought from the Federal Government to progress an integrated industrial development opportunity.**

➤ Economic Impact:

Short term impact: 80-100 direct design and construction jobs

Long term impact (first 3 years of operation): 120-140 operational jobs

➤ Project Timeline:

- **2019;** securing land, draft waste feedstock supply agreements and energy offtake agreements, tendering for a turnkey AD plant, commencing formal planning and environmental approvals.
- **2020 – 2022;** construct and commission a \$20M AD facility to convert industrial and agricultural wastes from around the Northern region of Tasmania into energy for industry.

➤ Letters of support:

Northern Tasmanian Development Corporation (NTDC), Clean Energy Finance Corporation (CEFC), TasWater, Regional Development Australia (RDA), Department of State Growth, Office of the Coordinator General, University of Tasmania (UTAS) and Tasmanian Agricultural Productivity Group (TAGP).

5. Hydrogen Energy

Proposal:

A \$250, 000 funding contribution from Federal Government to undertake a Scoping Study into Tasmania's potential to participate in the emerging global hydrogen energy economy.

Detail:

Many countries are investing in hydrogen energy value chains to decarbonise their energy systems and they will need to import hydrogen to achieve their energy needs. This creates an export market. Recent export market assessment work carried out for ARENA indicates that Australia is likely to be capable of becoming a competitive supplier. The development of a new industry involves long lead times.

A National Hydrogen Roadmap has been prepared by CSIRO to identify the pathways by which an economically sustainable hydrogen industry can be established in Australia, with exports commencing in 2025. Several States have produced complementary road maps, and NTDC argues that Tasmania should do the same. Tasmania's renewable hydroelectric and wind resources are especially well-suited to electrolyser based hydrogen production because of their high capacity factor when used together – thus driving down electricity cost.

Tasmania's hydrogen economy options should therefore be considered in parallel to those offered by the Battery of the Nation project. The Scoping Study should be undertaken by a recognized international process engineering consultant with contemporary experience in the emerging hydrogen economy and draw on the State's existing knowledge base in the renewable energy, infrastructure capacity and siting options areas.

➤ **Location:**

Bell Bay Industrial Zone, East Tamar, Northern Tasmania (George Town LGA)

➤ **Proponent:**

NTDC - NTDC's interest is strategically linked to the potential for hydrogen production to become a new and substantial export industry for Northern Tasmania, because Bell Bay is an obvious candidate for the location of hydrogen production and export facilities.

➤ **Project Cost:**

Total cost of a Pre-Feasibility Scoping Study is \$500, 000 comprising;

- NTDC to provide project management resources required to deliver the Scoping Study;
- \$250, 000 from State Government;
- **\$250, 000 sought from the Federal Government.**

➤ **Economic Impact:**

Economic estimates produced for 2030/40 demand scenarios indicate that a hydrogen industry would produce similar numbers of jobs as the LNG sector, and that much of the economic benefit would accrue to regional Australia. At a projected international hydrogen price of \$3000/T the level of production from such a facility would deliver annual export revenue of \$150 million. At this scale, a hydrogen sector would be Tasmania's sixth largest export revenue earner. A Bell Bay plant exporting these quantities by 2031 would contribute 23% of the export growth target set in Northern Tasmania's Regional Economic Development Plan.

➤ **Project Timeline:**

- Q3 2019 – Q4 2019; Scoping Study - an order of magnitude technical and economic study of the potential viability of the project as necessary to demonstrate at the time of reporting that progress to a more detailed Pre-Feasibility Study can be reasonably justified. Timing consistent with the National Hydrogen Industry development milestones.

| ACTION | DECISION |
|----------------------------------|---|
| PROPONENT | Council Officer |
| OFFICER | John Brown, General Manager |
| FILE REFERENCE | 018\033\007\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Report on Outcomes of Annual Plan 2018/2019 as at 31 March 2019 <i>Circulated under separate cover</i> |

OFFICER'S RECOMMENDATION:

That Council endorse the Review as at the 31 March 2019 of the Break O'Day Council Annual Plan 2018 / 2019.

INTRODUCTION:

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

An Annual Plan is to –

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

PREVIOUS COUNCIL CONSIDERATION:

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

The 2018/2019 Annual Plan was adopted at the July 2018 Council Meeting.

OFFICER'S REPORT:

The 2018/2019 Annual Plan is a working document and is the first Annual Plan based on Council's current Strategic Plan 2017-2027. This report comprehensively identifies progress, to date, for each of the identified objectives of the Annual plan as measured against the identified "assessing progress" target.

This plan is generally based on the 10 Year Strategic Plan 2017 – 2027 which was adopted last year. The 2018 - 2019 Annual Plan is using a new format through the recently implemented Envisio software to assist with monitoring progress, delays, etc however it has the general intent as previous plans. Some of the strategies identified in 2017 - 2018 are carried on, or built on, in the new financial year.

The key themes for 2018 - 2019 include:

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

Other significant areas of attention in 2018 - 2019 include:

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

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

Goal

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

Strategies

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

LEGISLATION & POLICIES:

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The financial implications of the 2018 - 2019 Annual Plan are detailed in Council adopted budget but are summarised in the Plan.

VOTING REQUIREMENTS:

Simple Majority.

05/19.16.5 Policy – LG05 – Social Media Policy Review

| ACTION | DECISION |
|---|--|
| PROPONENT | Council Officer |
| OFFICER | Jayne Richardson, Communications Coordinator |
| FILE REFERENCE | 002\024\001\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Social Media Policy LG05 |

OFFICER’S RECOMMENDATION:

That Council review and adopt the amended Social Media Policy LG05.

INTRODUCTION:

With the increase in our community seeking Council information through Social Media Channels it is important that we continue to review and update our Social Media Policy.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 18 February 2013 – Minute No 02/13.15.5.60.

Amended 16 June 2014 – Minute No 06/14.15.3.179.

Amended 15 February 2016 – Minute No. 02/16.12.5.29.

Previously discussed at the March and April Council Workshops.

Previously discussed at the April Council Meeting.

OFFICER’S REPORT:

The Social Media Policy has been reviewed to ensure that users of social media understand that they are accountable for the information they post/share. As representatives of Council, it is important that we all understand how information can be viewed and interpreted by the community and consequentially reflect badly on the organisation as a whole.

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.

Action 2.2.1.5

Break O’Day Brand Development – Develop a positive brand for Break O’Day Council that reflects the values and vision of Council.

Our Vision

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

Values

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

LEGISLATION & POLICIES:

LG05 – Personal Use of Social Media
LG35 – Staff Code of Conduct Policy
LG03 – Councillors Code of Conduct

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



POLICY NO LG05 PERSONAL USE OF SOCIAL MEDIA POLICY

| | |
|-------------------------|---|
| DEPARTMENT: | Governance |
| RESPONSIBLE OFFICER: | Human Resources Manager |
| LINK TO STRATEGIC PLAN: | Maintain workforce standards and procedures that ensure that the occupational health safety and welfare of employees, contractors and public is protected and enhanced |
| STATUTORY AUTHORITY: | Local Government Act 1993 Local Government (General) Regulations 2005 |
| OBJECTIVE: | This policy will set guidelines that must be followed when Break O'Day Council employees and elected members use social media in a private capacity. The purpose is to ensure that employee and elected member posts do not expose the council to legal liability or public embarrassment. Any breaches of this policy may be subject to disciplinary action. |
| POLICY INFORMATION: | Adopted 18 February 2013 – Minute No 02/13.15.5.60 Amended 16 June 2014 – Minute No 06/14.15.3.179 Amended 15 February 2016 – Minute No. 02/16.12.5.29 |

POLICY

1. INTRODUCTION

The lines between work and personal lives are blurring and guidance is required as to the expectations of Break O'Day Council regarding the conduct of employees and elected members when using social media. ~~This policy refers to content that directly references~~Even when there is no reference to Break O'Day Council as an organisation/employer, the nature of the online world means that anything posted or commented on on social media may be traced back to the organisation with the perception that the content is endorsed by Council. There is no such thing as a 'private' social media site, regardless of the privacy settings. Due to the nature of the internet, social media posts can be seen by many people even if you think you have high privacy settings, all it takes is for one person to share your post or even screen shot your post. These reasons are also why deleting a post does not always mean it has been deleted completely or permanently, they are difficult to erase, can be recorded and leave a trail even when removed.

Legally, posting on-line is no different from publishing in a newspaper. If an employee or elected member makes a comment on social media or shares a post, they are making a public comment.

2. DEFINITIONS

Social media and Social Media Channels includes any online interactive site and may include, but is not limited to:

- social networking sites (Facebook, Reddit, Twitter, Bebo, LinkedIn, Yammer)
- video and photo sharing (Instagram, Flickr, Youtube)



- blogs, including corporate and personal blogs
- blogs hosted by media outlets ("comments" or "your say" features)
- micro-blogs ([Twitter](#))
- wikis and online collaborations (Wikipedia)
- forums, discussion boards and groups (Google groups, Whirlpool)



- vod and podcasting
- online multiplayer gaming platforms (World of Warcraft, Second life)
- instant messaging (SMS)
- geo-spatial tagging (Foursquare)

Employee or elected member means all paid employees, volunteers, contractors, elected members, students on work experience and those employed under labour hire arrangements.

3. Application

This policy applies to individual use of social media channels as well as the Break O'Day Council channels.

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3.4. POLICY STATEMENT

1. Council has no interest in employee or elected member participation in social media when no mention of Break O'Day Council is made and there is no association with Break O'Day Council activities or other employees or elected members
2. The public may consider employees and elected members to be representing Council at all times, even when using individual Social Media accounts or commenting on other posts. This can reflect on Council as an organisation.
- 2.3. Employees are not permitted to use the Break O'Day Council Logo or their work email address in any social media forums.
- 3.4. Workplace grievances are not to be aired on social media sites, there are alternative grievance policies and procedures available.
- 4.5. Internet Social Media postings should not disclose any information that is confidential or proprietary to Break O'Day Council or any third party associated with Break O'Day Council.
6. If an employee or elected member comments on any aspect of Break O'Day Council business or operations they must clearly identify themselves as an employee/elected member and include a disclaimer, for example "the views expressed here are mine alone and do not necessarily reflect the views of Break O'Day Council"
7. Be mindful that sharing posts gives the impression that you support the content of the post.
5. If an employee or elected member shares or posts content related to Break O'Day Council that evokes discussion/ contention, the person who posted the material must ensure any conversations remain respectful.
- 6.8. Private use of social media is not permitted during work hours with the exception of designated meal breaks
- 7.9. Employees and elected members are encouraged to ensure they have social media privacy settings set to the highest level possible.
- 8.10. Employees and elected members are at all times personally responsible for material posted on social media sites under their control.
11. Any posting that may be considered discriminatory, threatening, harassing or bullying and breaches Break O'Day policies, may be subject to disciplinary action
12. Councillors and Employees are expected to act within our organisation's values: Working as a TEAM with OPEN & HONEST COMMUNICATION; we act with INTEGRITY whilst showing RESPECT and being POSITIVE and proactive in our actions.
- 9.13.

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4. BREACHES OF POLICY

Staff Employees and elected members must comply fully with the policy at all times.

If you are not sure if an activity complies, speak to your Manager, General Manager or Mayor. Non-compliance is a serious matter and appropriate action will be taken.



An Elected member breaching this policy may be subject to a Code of Conduct complaint as per the *Local Government Act 1993* and the *Local Government (General) Regulations 2005*. Staff breaching this policy may be subject to disciplinary action as per the Staff [and Councillor Codes of Conduct Policies \(LG35 and LG03\)](#).



5. MONITORING AND REVIEW

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

6. ASSOCIATED POLICIES

- Anti-Discrimination and Harassment Policy
- Computer Use, Internet and Email Policy
- Confidentiality Policy
- Disciplinary Policy
- Equal Opportunities Policy
- Induction Policy
- Staff Code of Conduct Policy

05/19.16.6 Policy – LG10 – Salary Packaging Policy

| ACTION | DECISION |
|----------------------------------|---|
| PROPONENT | Council Officer |
| OFFICER | Paula Kloosterman, Human Resources |
| FILE REFERENCE | 002\024\001\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Policy – LG10 Draft Salary Packaging Policy |

OFFICER'S RECOMMENDATION:

That Draft Policy LG10 – Salary Packaging Policy be accepted as the reviewed policy.

INTRODUCTION:

Council has a schedule for regular review of policies and this policy has not been reviewed since 2012.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069.
April 2019 Council Workshop.

OFFICER'S REPORT:

No major changes, except to remove Definitions for terms that are not used in the text of the Policy. An additional requirement to use the Salary Packaging Provider already engaged by Council in order to avoid additional administration costs of dealing with multiple providers.

This Policy has minor risks associated with it as most staff are not financially benefited by salary packaging as the tax advantages in the Local Government sector of this arrangement, are negligible.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027 Working as a team with open and honest communication; we act with integrity whilst showing respect and being positive and proactive in our actions.

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



POLICY NO LG10 SALARY PACKAGING POLICY

| | |
|-------------------------|--|
| DEPARTMENT: | Governance |
| RESPONSIBLE OFFICER: | Human Resources Manager |
| LINK TO STRATEGIC PLAN: | Promote Council as Employer of Choice |
| STATUTORY AUTHORITY: | Income Tax Assessment Act 1936 and 1997 Fringe Benefits Tax Assessment Act 1986 Superannuation Industry (Supervision) Act 1993 Taxation Laws Amendment Act (No 8) 2000 Australian Taxation Office Guidelines |
| OBJECTIVE: | To offer Break O'Day Council employees the option of Salary Packaging as an added benefit to assist in recruiting and retaining employees. Salary Packaging allows for remuneration flexibility enabling eligible staff to receive at least part of their salary in a form other than take home pay if they wish to do so. |
| POLICY INFORMATION: | Adopted 19 March 2012 – Minute No 03/12.15.4.069 |

POLICY

1. PURPOSE

Salary Packaging allows an eligible staff member to either purchase items or pay for particular items in a more tax-effective manner than if they just paid for those items from their after tax income.

This policy allows eligible employees the flexibility to request a combination of cash salary and benefits to suit their individual and personal needs and provides an opportunity to increase disposable income.

2. SCOPE

This policy applies to all permanent staff employed by Break O'Day Council, although eligibility for packaging options varies depending on employment contract conditions.

3. POLICY STATEMENT

Break O'Day Council is endeavouring to attract suitably qualified employees by offering additional financial benefits to attract existing residents or possibly entice new residents to move to the area and work. Council recognises that employees need to have access to flexible remuneration planning which suits their individual needs and financial circumstances. Salary sacrificing is one way to provide this flexibility.

Break O'Day Council has implemented Salary Packaging to provide a financial benefit to staff and also as a recruitment and retention strategy. Salary packaging arrangements will be conducted to ensure a cost neutral outcome for Council.



The following rationale underpins the salary packaging provisions offered by Break O'Day Council:

- This Salary Packaging Policy and practices are guided by the provisions of the Fringe Benefit Tax, Tax Office Rulings, Superannuation Legislation and other relevant Australian Legislation and certified agreements and will be modified from time to time to maintain alignment with the changes to the Legislation.
- Continuing and fixed term employees are able to salary package benefits offered by Council, however Break O'Day Council may exercise its discretion to limit the extent of packaging available to staff depending on the items requested to be packaged.
- Salary packaging is not mandatory. Employees are free to negotiate only for those benefits that best satisfy their financial and personal needs from the list of benefits offered by Council. Alternatively an employee may continue to take 100% of his/her remuneration in the form of normal cash salary and compulsory superannuation.
- There is an administration fee associated with salary packaging of most benefits which is reviewed from time to time and adjusted.
- The benefit items that are available for salary packaging purposes are limited to those items that are totally exempt from the payment of Fringe Benefits Tax (FBT) or those that are concessional taxed.
- Benefits that are able to be claimed as an income tax deduction (otherwise deductible) are not available for salary packaging (with some noted exceptions) as there is no tax advantage to this arrangement.
- All arrangements for commencing or ceasing salary packaging of benefits must be prospective and not retrospective.
- Break O'Day Council will always decide the salary and benefits to be made available to staff.
- The cost of an employee's remuneration package should be no more than the total cost of employment prior to salary packaging occurring. In the event of any increase in taxation payable by the Council, including FBT or any state tax equivalent, the Council will pass on such costs to the employee.
- Break O'Day Council does not impose a limit on the amount that can be Salary Packaged.
- The Australian Taxation Office has, for a number of years, accepted remuneration packaging arrangements as a bona fide way of remunerating staff. However, should there be any Legislative changes in the future in relation to salary packaging; the Council reserves the right to make alterations to the salary packaging policies and procedures which currently apply (as stated in this policy or the Salary Packaging Procedure).
- Participation in Salary Packaging must be with the Council Salary Packaging Provider.
- Break O'Day Council strongly encourages staff to seek independent financial advice on all financial aspects of salary packaging prior to participating in the program.

Employees contemplating participating in the salary packaging are strongly advised to read the policy and the supporting procedures carefully.

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4. DEFINITIONS

| Key word or acronym | Definition |
|--|--|
| ATO | Australian Taxation Office |
| Adjusted Taxable Income | Superannuation surcharge is based on a staff member's Adjusted Taxable Income which is generally made up of your taxable income plus employer and salary sacrifice superannuation contributions plus reportable fringe benefits amount. A portion of some termination payments paid by the employer is also included. |
| Benefits | Any non-cash benefit and cash payment (other than salary) made or expected to be made for the benefit of the staff member and cash payment made or expected to be made to the staff member by way of reimbursement of expenses incurred by the staff member |
| Break O'Day Council | Represented by General Manager or delegated Responsible Officer |
| Fringe Benefits Tax (FBT) | Tax payable by Break O'Day Council to the Commonwealth on some categories of benefits provided to employees. |
| FBT Year | Runs from 1 April to 31 March. |
| Otherwise deductible | A legitimate expense incurred in the course of earning assessable income which could otherwise be claimed by the staff member at the time of submitting an income tax return if not salary packaging. |
| PAYG | 'Pay As You Go' taxation |
| Remuneration | Salary plus benefits |
| Package | Salary assigned to the permanently occupied position that the employee is entitled to receive under an agreement or contract of employment with Council expressed as an annual sum. At the discretion of Council, the package may be increased by the addition of other remuneration approved for packaging from time to time by Council. |
| Package Commencement Date | The date the employee's salary and benefits commence. |
| Package Year | Starts from the package commencement date and runs for the FBT year or as specified in contract. |
| Salary | Remuneration in accordance with relevant workplace agreement paid by way of regular periodical cash payments subject to PAYG tax. |
| Salary Sacrifice | Allocating an amount of money to be deducted from gross earnings before PAYG tax deductions are calculated. |
| Total Employment Cost (TEC) | Break O'Day Council's annual budgeted cost as determined from time to time by Council, of providing the employees total package as salary. In the event there is a cost reduction as a result of the staff member receiving benefits rather than salary, the saving is treated as additional salary but is not taken into account for superannuation purposes other than for fulfilling the Council's Superannuation Guarantee obligations. |

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05/19.16.7 Policy – LG19 - Disciplinary Policy

| ACTION | DECISION |
|---|--|
| PROPONENT | Council Officer |
| OFFICER | Paula Kloosterman, Human Resources Manager |
| FILE REFERENCE | 002\024\001\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Policy – LG19 Draft Disciplinary Policy Procedure LG19 – Disciplinary Procedure |

OFFICER’S RECOMMENDATION:

That Draft Policy LG19 – Disciplinary Policy be accepted as the reviewed policy.

INTRODUCTION:

Council has a schedule for regular review of policies and it is appropriate that the policy be updated to incorporate and reflect ‘Our Values’ which describes agreed organisational behaviours.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – Minute No 03/12.15.4.069; Reviewed 15 September 2014 – Minute No 09/14.15.5.286; April 2019 Council Workshop.

OFFICER’S REPORT:

Previous review of this policy separated out some of the more process matters into a procedure, to allow for the policy to fulfil its purpose as a statement of principle.

In order to reflect the agreed ‘our values’ statement that arose from the recent organisational culture work it is important that this is reflected in the policy to guide decisions about appropriate standards or behaviour and conduct in the workplace. Work performance standards are determined by position descriptions.

Other changes are removal of repetition.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027 Working as a team with open and honest communication; we act with integrity whilst showing respect and being positive and proactive in our actions.

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



POLICY NO LG19 DISCIPLINARY POLICY

| | |
|-------------------------|--|
| DEPARTMENT: | Human Resources |
| RESPONSIBLE OFFICER: | Manager Human Resources |
| LINK TO STRATEGIC PLAN: | Promote Council as Employer of Choice |
| STATUTORY AUTHORITY: | Fair Work Act 2009 |
| OBJECTIVE: | To establish clear guidelines for managing performance issues and inappropriate behaviour in the workplace. This disciplinary policy is within the context of an organisation that seeks to perform at the highest levels with all employees <u>working in accordance with 'Our Values', being treated fairly.</u> |
| POLICY INFORMATION: | Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 15 September 2014 - Minute No 09/14.15.5.286 |

POLICY

1. RESPONSIBILITIES

It is the responsibility of all Senior-Managers, Coordinators and the General Manager to ensure that this policy is adhered to.

2. INTRODUCTION

The purpose of this policy is to ensure the safe and effective operation of the organisation in accordance with 'Our Values' and the fair treatment of the individual employee. Break O'Day Council aims to ensure that there will be a fair and systematic approach to the enforcement of acceptable standards of behaviour, work performance and conduct affecting all grades of employees within the organisation.

The policy has the objective of maintaining and enhancing the behaviour, work performance and conduct of all employees and ensuring that acceptable standards of conduct are achieved, and established policies and procedures are adhered to by all employees. The policy is designed to encourage a problem solving approach to managing employee behaviour, work performance and conduct issues with an emphasis on greater individual responsibility.

Behavioural change is a more positive outcome than termination; however summary dismissal may still occur for those behaviours that are considered serious misconduct.

Also an employee will be summarily dismissed without notice if it is established, after investigation and hearing the employee's version of the matter, that there has been an act of gross misconduct, major breach of duty, or conduct that brings Break O'Day Council into disrepute.

PLEASE NOTE the Break O'Day Council reserves the right to terminate an employee that has not completed their probationary period under in accordance with the provisions of the *Fair Work Act 2009* without following any disciplinary action as contained in this policy.

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~~Also an employee will be summarily dismissed without notice if it is established, after investigation and hearing the employee's version of the matter, that there has been an act of gross misconduct, major breach of duty or conduct that brings Break O'Day Council into disrepute.~~

3. GUIDING PRINCIPLES

The principles of natural justice and procedural fairness apply to this policy:

- Individuals must be made aware of the process to be followed in managing inappropriate ~~behaviour, work performance and conduct~~performance/behaviour.
- Individuals should have the opportunity to have representation.
- There must be a proper investigation of the allegation(s), ensuring that all parties are heard and that all relevant submissions are considered.
- Individuals must be given the opportunity to state their case, provide an explanation or put forward a defence.
- Individuals must be made aware of the potential consequences of inappropriate ~~behaviour, work performance and conduct~~behaviours.
- The General Manager as decision-maker, must act fairly, impartially and without bias.

4. COUNCIL'S RIGHTS AND RESPONSIBILITIES ~~UNDER THIS POLICY~~

All conversations that deal with behaviour, attitude and/or performance should be treated as counselling sessions and should be dealt ~~with under in accordance with~~ this policy. The objective of any counselling session should be to resolve the issue(s) by identifying options and determining courses of agreed action. Behavioural change is a more positive outcome than termination. Managers ~~and Coordinators~~ have a responsibility to:

- Ensure proceedings are not delayed and ~~deal address with the~~ issue(s) promptly.
- ~~Verify~~Confirm the employee is aware of and understands the required standard(s).
- Provide opportunity for the employee to have representation/support.
- Counsel in private (representatives and stakeholders as necessary).
- Collect and deal with objective evidence and facts, not subjective judgements.
- Seek to understand the employee's views.
- Involve the employee in determining options and solutions as much as possible
- Ensure that a reasonable/appropriate period/method for demonstration of change of behaviour/performance is specified and agreed to.
- Confirm the employee understands what proposed action(s) are likely to occur if unacceptable negative performance/behaviour continues.
- Follow up on all proposed action(s).

5. EMPLOYEE'S RIGHTS AND RESPONSIBILITIES ~~UNDER THIS POLICY~~

- To a properly conducted and prompt investigation into alleged behaviour, work performance and conduct~~unsatisfactory work performance or conduct~~.
- Have the opportunity and sufficient notice, to respond to the allegation(s)
- To co-operate fully, truthfully and openly in any proceedings under this policy.
- To request the presence of a support person or the involvement of their union at any stage.

6. SHOW CAUSE NOTICE

If behaviour, work performance and conduct~~work performance or behaviour~~ does not improve after ~~the a final warning has been issued~~, or specific behaviour or new breaches continue to occur, a show cause notice why Council should not impose disciplinary action up and including termination of the employee's employment, will be issued. The employee will be given not less



than 5 working days to respond either in writing or verbally in a meeting scheduled with the General Manager. The show cause notice will outline the specific allegations that the employee will be responding to, and reiterate the employee's rights and obligations.

7. 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.

THE REST OF THE POLICY HAS BEEN SEPERATED OUT A PROCEDURE

8. PROCESS

Disciplinary Procedure

Informal Warnings

Minor breaches of the Council discipline, such as minor misconduct, failure to maintain job performance standards and poor timekeeping will result in an oral warning given by the immediate superior. A note of this warning is to be made on the personnel file.

Where a more serious breach of Council discipline or serious misconduct occurs, formal disciplinary action will be taken.

Formal disciplinary action may also be taken against an employee who has previously received an informal warning and who fails to improve and/or maintain improved conduct or job performance.

Formal Warnings

The procedure for formal warnings will be as follows:

- A disciplinary interview conducted by the Department Manager will be held. The employee may be accompanied at the interview by another employee of the Council, or an alternative support person of their choosing, a representative of the Human Resources Manager shall also be present as observer and to ensure that the correct procedures are followed.



- At the interview the employee:
 1. Shall be informed of the nature of the complaint;
 2. Shall be told of any evidence that exists; and
 3. May present his or her explanation of the matter.

If at the close of the interview, it is decided that disciplinary action should be taken, the employee will be told of the decision to take that action and will be given a letter/memo which confirms the action. The verbal advice of the decision and the written confirmation will state:

- The details of the misconduct, poor performance or other matter which has occasioned the formal warning.
- The details of any action considered necessary to remedy the situation. Such as precise standard of performance or behaviour expected, and any review period and/or extra training necessary.
- The consequences of any further misconduct, expiration of the review period without significant and sustained improvement in performance or behaviour, will result in either a further disciplinary interview and confirmed final warning or dismissal. If a further final warning or disciplinary interview are necessary and remain unheeded, dismissal will result.

The following alternatives instead of dismissal may be considered:

- Suspension whilst further investigation occurs.
- Demotion and associated loss of pay to a more suitable position [if applicable].
- Transfer to another Department or other premises.

PLEASE NOTE that Break O'Day Council reserves the right to provide an employee with a first and final written warning for serious issues, which may lead to termination if the behaviour/issue continues. If this occurs, then a second warning shall not be given. The final decision to dismiss can only be taken by the General Manager.

Dismissal without Warning

In the event that a dismissal is warranted the matter will be referred to the General Manager for further action. An employee will be summarily dismissed without notice if it is established, after investigation and hearing the employee's version of the matter, that there has been an act of gross misconduct, major breach of duty or conduct that brings Break O'Day Council into disrepute. Such behaviour includes:

- Insubordination.
- Serious breach of safety rule potentially involving loss of life or limbs.
- Theft or fraud.
- Being under the influence of alcohol or drugs during work time.
- Flagrant failure to follow Break O'Day Council documentary procedure, regulations or policies.
- Breach of duty regarding non-disclosure of confidential information.
- Deliberate damage to Council property or that of other employees.
- Disorderly or indecent conduct, fighting on Break O'Day Council premises or threatening physical violence.
- Acts of incitement or actual acts of discrimination on the grounds of sex, race, religion, colour or ethnic origin.

Suspension

- At any stage of the disciplinary procedure the employee may be suspended with pay whilst the circumstances of a complaint are being investigated.

Appeals

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At any stage of the disciplinary procedure the employee may appeal either orally or in writing against any disciplinary action taken. The appeal should be made to the General Manager and should be made within 48 hours of the disciplinary action being taken.

Disciplinary Interview Procedure

First Interview

- Inform the employee of the substance of the complaint.
- Show and explain to the employee any data to emphasis the point.
- Ask the employee if there is any reason or mitigating circumstance that ought to be considered – encourage the employee to talk.
- Consider the reasons/explanation put forward by the employee.
- Evaluate:
 1. Whether the employee is entirely at fault or someone else is also responsible?
 2. Was it an organisational failure?
 3. If it was the employee's fault, are there any personal or other mitigating circumstances to take into account?
 4. Are the explanations just excuses?
- Ask the employee what he or she intends to do to remedy the situation.
- Search jointly for a solution that will address the problem and allow the employee to make the necessary improvements.
- Summarise the interview and make sure the employee is told that the interview will be treated as an informal/formal warning and what steps will be taken next if improvements in performance or conduct are not forthcoming.
- Specify any time limits agreed for the employee's performance or conduct to be reviewed.
- Make a note of the proceedings to be placed on the employee's personnel file.

Monitoring

If time limits are agreed, ensure that you re-interview when the time limit has been reached. If satisfactory progress has been made, inform the employee. If progress is unsatisfactory formal action must be taken as specified by the disciplinary procedures.

Due Procedure

The disciplinary procedure must not be hastened by omitting any stages as this could lead to a successful claim for unfair dismissal. The procedure followed by an employer both before and during a disciplinary interview must be fair and objective. That objectivity will be helped if the same rules are always adhered to.

Second Interview Procedure

Recap on previous disciplinary action taken for the offence or failure to meet standards and restate the problem. Do not jump to conclusions and start thinking of the penalties; satisfy yourself that the employee is at fault.

Ask whether there is any explanation to account for the failure to improve, or for the recurrence of the misconduct. Evaluate the reasons given:

- Is the employee entirely at fault or was someone else responsible?
- Was it an organisational failure outside the employee's control?
- Are there any personal or other mitigating circumstances to be taken into account?
- Are the explanations just excuses? If so make it clear that you do not accept them.

If the employee has provided adequate explanation or there is no real evidence to support the allegation, do not be afraid to quash the proceeding then and there.

If evidence is scant but there is some merit in the allegation, reopen the investigation after adjourning the meeting. Always check the contested facts.

- Decide on the balance of probabilities what version is true.
- Tell the employee your decision and then consider with the employee:
 - The action that can be taken to help solve the problem, i.e. retraining, transfer etc.
 - The penalty that should be given, eg. first written warning or, if the matter is serious, a final written warning.
 - Clear targets or performance standards, or specify what is expected of the employee.
 - A review period, if appropriate, when the matter will be assessed.
 - What the next stage in the procedure is if the assessment is unfavourable or the act of misconduct is committed again.
 - If the employee is unhappy about the disciplinary action, outline the appeals procedure.
- Make sure that a letter is provided to or sent to the employee outlining the substance of the interview and place a copy on the employee's personnel file.

9. WORKING UNDER NOTICE PROCEDURE

— The Break O'Day Council acknowledges that the notice period leading up to termination can be a difficult time for the departing employee, management and other staff. In view of this, this procedure is designed to minimise disruption to the workplace and ensure that termination of the employee takes place in an orderly manner.

— This procedure sets out the conditions that apply when an employee works under notice, either for resignation, redundancy or dismissal.

- Employees are expected to work as normal under contracts of employment while in the notice period. Any misconduct will be treated in accordance with the disciplinary procedure.
- Employees are required to carry out their contractual duties while under notice. In cases where the contract expressly allows, they may be moved to alternative work without loss of pay or benefits for the notice period where this is deemed necessary by management.
- Where previously agreed annual leave falls within the employee's notice period, the Break O'Day Council will normally honour this arrangement, subject to overriding operational requirements.
- Provided notification rules and procedures have been complied with, an employee who is absent through sickness during the notice period will receive sick pay in accordance with the contract of employment. Current statutory provisions may also give entitlement for paid sickness absence in the notice period. Any queries over entitlement should be referred to the Manager Human Resources.
- Management reserves the right to ask an employee, either on resignation or dismissal, to leave immediately, in which case he or she will receive payment in lieu of notice. This action may be taken, for example, where:
 1. The employee has access to confidential information and there is a risk that a breach may occur.
 2. There is a risk of disruption or sabotage if the employee remains.
 3. The employee is not in good health.
 4. There is little or no work to do in a redundancy situation.
 5. The employee's conduct is not conducive to harmonious employee relations.
- Amounts paid in place of notice will compensate the employee for all pay and benefits which would have accrued during the notice period – the Human Resources Manager will explain to departing employees how the calculation is made.
- The employee should be reminded to return all Break O'Day Council property, including uniforms, security badges and keys, before he or she leaves.
- Outstanding loans and advances of expenses must be repaid to Break O'Day Council before the employee departs or as soon as practicable in the case of employees not

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working out their notice. Where the contract or prior written agreement allows, deductions will be made from final payments, in settlement payment will be required from the employee in respect of any balance still outstanding. Break O'Day Council will forward payment in respect of legitimate expense claims up to the date employment ends.

- Whenever possible final entitlements will be paid to the employee on the date of leaving. Where this is not feasible they will be paid as soon as they have been prepared queries over payments should be addressed to the Payroll Co-ordinator.
- Where management deems it necessary, a person may be requested not to attend the workplace but to remain on call at home, with full pay and benefits for the period of notice. Employees in this situation may not take up employment elsewhere during the notice period.

10. REVIEW AND MONITORING

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 Mayor and the General Manager.

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PROCEDURE No – GOV-HR-LG19
Disciplinary Interview Procedure
Employee Warning Procedure
Working under Notice Procedure

| | |
|-----------------------------|--|
| DEPARTMENT: | Governance |
| RESPONSIBLE OFFICER: | Human Resources Manager |
| INFORMATION: | Approved – 15 September 2014 – Minute No. 09/14.15.5.286 |

Procedures
DISCIPLINARY INTERVIEW PROCEDURE

1. First Interview

- Inform the employee of the substance of the complaint.
- Show and explain to the employee any data/evidence to emphasis the point.
- Ask the employee if there is any reason or mitigating circumstance that ought to be considered – encourage the employee to talk.
- Consider the reasons/explanation put forward by the employee.
- Evaluate:
 1. Whether the employee is entirely at fault or was someone else is also responsible?
 2. Was it an organisational failure?
 3. If it was the employee's fault, are there any personal or other mitigating circumstances to take into account?
 4. Are the explanations just excuses?
- Ask the employee what he or she intends to do to remedy the situation.
- Search jointly for a solution that will address the problem and allow the employee to make the necessary improvements.
- Summarise the interview and make sure the employee is told that the interview will be treated as an informal/formal warning and what steps will be taken next if improvements in performance or conduct are not forthcoming.
- Specify any time limits agreed for the employee's performance or conduct to be reviewed.
- Make a note of the proceedings to be placed on the employee's personnel file.

2. Monitoring

If time frames are agreed, ensure that you re-interview when the time limit has been reached. If satisfactory progress has been made, inform the employee. If progress is unsatisfactory formal action must be taken as specified by the disciplinary procedures.

3. Due Process

The disciplinary procedure must not be hastened by omitting any stages as this could lead to a successful claim for unfair dismissal. The procedure followed by an employer both before and during a disciplinary interview must be fair and objective. That objectivity will be helped if the same rules are always adhered to.

4. Second Interview Procedure

Recap on previous disciplinary action taken for the offence or failure to meet standards and restate the problem. Do not jump to conclusions and start thinking of the penalties; satisfy yourself that the employee is at fault.



Ask whether there is any explanation to account for the failure to improve, or for the recurrence of the misconduct. Evaluate the reasons given:

- Is the employee entirely at fault or was someone else responsible?
- Was it an organisational failure outside the employee's control?
- Are there any personal or other mitigating circumstances to be taken into account?
- Are the explanations just excuses? If so make it clear that you do not accept them.

If the employee has provided adequate explanation or there is no real evidence to support the allegation, do not be afraid to quash the proceeding then and there.

If evidence is scant but there is some merit in the allegation, reopen the investigation after adjourning the meeting. Always check the contested facts.

Decide on the balance of probabilities which version is true.

Tell the employee your decision and then consider with the employee:

- The action that can be taken to help solve the problem, i.e. retraining, transfer etc.
- The penalty that should be given, eg. first written warning or, if the matter is serious, a final written warning.
- Clear targets or performance standards, or specify what is expected of the employee.
- A review period, if appropriate, when the matter will be assessed.
- What the next stage in the procedure is if the assessment is unfavourable or the act of misconduct is committed again.
- If the employee is unhappy about the disciplinary action, outline the appeals procedure.

Make sure that a letter is provided to or sent to the employee outlining the substance of the interview and place a copy on the employee's personnel file.

EMPLOYEE WARNING PROCEDURE

1. Informal Warnings

Minor breaches of the Council discipline, such as minor misconduct, failure to maintain job performance standards and poor timekeeping will result in a verbal warning given by the immediate superior. A note of this warning is to be made on the personnel file.

Where a more serious breach of Council discipline or serious misconduct occurs, formal disciplinary action will be taken.

Formal disciplinary action may also be taken against an employee who has previously received an informal warning and who fails to improve and/or maintain improved conduct or job performance.

2. Formal Warnings

The procedure for formal warnings will be as follows:

- A disciplinary interview conducted by the Department Manager will be held. The employee may be accompanied at the interview by another employee of the Council, or an alternative support person of their choosing, a representative of the Human Resources Manager shall also be present as observer and to ensure that the correct procedures are followed.
- At the interview the employee:
 1. Shall be informed of the nature of the complaint;
 2. Shall be told of any evidence that exists;
 3. May present his or her explanation of the matter.

If at the close of the interview, it is decided that disciplinary action should be taken, the employee will be told of the decision to take that action and will be given a letter/memo which confirms the action. The verbal advice of the decision and the written confirmation will state:

- The details of the misconduct, poor performance or other matter which has occasioned the formal warning.
- The details of any action considered necessary to remedy the situation such as precise standard of performance or behaviour expected, and any review period and/or extra training necessary.
- That any further misconduct, or expiration of the review period without significant and sustained improvement in performance or behaviour, will result in either a further disciplinary interview and confirmed final warning, or dismissal. If a further final warning or disciplinary interview are necessary and remain unheeded, dismissal will result.

The following alternatives instead of dismissal may be considered:

- Suspension whilst further investigation occurs.
- Demotion to a more suitable position and associated loss of pay [if applicable].
- Transfer to another Department or other premises.

PLEASE NOTE that Break O'Day Council reserves the right to provide an employee with a first and final written warning for serious issues, which may lead to termination if the behaviour/issue continues. If this occurs, then a second warning shall not be given. The final decision to dismiss can only be taken by the General Manager.

3. Dismissal without Warning

In the event that a dismissal is warranted the matter will be referred to the General Manager for further action. An employee will be summarily dismissed without notice if it is established, after investigation and hearing the employee's version of the matter, that there has been an act of gross misconduct, major breach of duty or conduct that brings Break O'Day Council into disrepute. Such behaviour includes:

- Insubordination.
- Serious breach of safety rule.
- Theft or fraud.
- Being under the influence of alcohol or drugs during work time.
- Flagrant failure to follow Break O'Day Council's documented procedures, regulations or policies.
- Breach of duty regarding non-disclosure of confidential information.
- Deliberate damage to Council property or that of other employees.
- Disorderly or indecent conduct, fighting on Break O'Day Council premises or threatening physical violence.
- Acts of incitement or actual acts of discrimination on the grounds of sex, race, religion, colour, sexual preference or ethnic origin.

4. Suspension

At any stage of the disciplinary procedure the employee may be suspended with pay whilst the circumstances of a complaint are being investigated.

5. Appeals

At any stage of the disciplinary procedure the employee may appeal either verbally or in writing against any disciplinary action taken. The appeal should be made to the General Manager and should be made within 48 hours of the disciplinary action being taken.



WORKING UNDER NOTICE PROCEDURE

The Break O'Day Council acknowledges that the notice period leading up to termination can be a difficult time for the departing employee, management and other staff. In view of this, this procedure is designed to minimise disruption to the workplace and ensure that termination of the employee takes place in an orderly manner.

This procedure sets out the conditions that apply when an employee works under notice, either for resignation, redundancy or dismissal.

- Employees are expected to work as normal under contracts of employment while in the notice period. Any misconduct will be treated in accordance with the disciplinary procedure.
- Employees are required to carry out their contractual duties while under notice. In cases where the contract expressly allows, they may be moved to alternative work without loss of pay or benefits for the notice period where this is deemed necessary by management.
- Where previously agreed annual leave falls within the employee's notice period, the Break O'Day Council will normally honour this arrangement, subject to overriding operational requirements.
- Provided notification rules and procedures have been complied with, an employee who is absent through sickness during the notice period will receive sick pay in accordance with the contract of employment. Any queries over entitlement should be referred to the Human Resources Manager.
- Management reserves the right to ask an employee, on notice of either resignation or dismissal, to leave immediately, in which case he or she will receive payment in lieu of notice. This action may be taken, for example, where:
 1. The employee has access to confidential information and there is a risk that a breach may occur.
 2. There is a risk of disruption or sabotage if the employee remains.
 3. The employee is not in good health.
 4. There is little or no work to do in a redundancy situation.
 5. The employee's conduct is not conducive to harmonious employee relations.
- Amounts paid in lieu of notice will compensate the employee for all pay and benefits which would have accrued during the notice period – explanation of the calculation of the compensation will be provided to the departing employee.
- The employee is required to return all Break O'Day Council property, including fobs, name badges, phones, keys and any other Council owned property before he or she leaves.
- Outstanding loans and advances of expenses must be repaid to Break O'Day Council before the employee departs or as soon as practicable in the case of employees not working out their notice. Where the contract or prior written agreement allows, deductions will be made from final payments, in settlement - payment will be required from the employee in respect of any balance still outstanding. Break O'Day Council will forward payment in respect of legitimate expense claims up to the date employment ends.
- Whenever possible final entitlements will be paid to the employee on the date of leaving. Where this is not feasible they will be paid as soon as they have been prepared - queries over payments should be addressed to the Payroll Officer.
- Where management deems it necessary, a person may be requested not to attend the workplace but to remain on call at home, with full pay and benefits for the period of notice. Employees in this situation may not take up employment elsewhere during the notice period.

05/19.16.8 Policy – LG44 – UV Protection Policy

| ACTION | DECISION |
|---|--|
| PROPONENT | Council Officer |
| OFFICER | Paula Kloosterman, Human Resources Manager |
| FILE REFERENCE | 002\024\003\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Policy – LG44 UV Protection Policy |

OFFICER’S RECOMMENDATION:

That Draft Policy LG44 – UV Policy be accepted as the reviewed policy.

INTRODUCTION:

Council has a schedule for regular review of policies and this policy has not been reviewed since 2014.

PREVIOUS COUNCIL CONSIDERATION:

Amended 20 October 2014 – Minute 10/14.11.6.296.
April 2019 Council Workshop.

OFFICER’S REPORT:

The memo regarding replacement of sunglasses has been removed as this level of detail is not appropriate in a policy document. Controls on provision of equipment can be more effectively achieved on a case by case basis by management. Also removed is the requirement for weekly UV updates printed out and posted on the notice board as smart phones make that information easily available to everyone and ensures the policy is complied with without avoidable administration requirements.

Other changes made to tidy up some language.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027 Working as a team with open and honest communication; we act with integrity whilst showing respect and being positive and proactive in our actions.

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



POLICY NO LG44
UV PROTECTION POLICY

| | |
|-------------------------|---|
| DEPARTMENT: | Governance |
| RESPONSIBLE OFFICER: | Human Resources Manager |
| LINK TO STRATEGIC PLAN: | Maintain workforce standards and procedures that ensure that the occupational health safety and welfare of employees, contractors and public is protected and enhanced |
| STATUTORY AUTHORITY: | Workplace Health and Safety Act 2012 |
| OBJECTIVE: | Break O' Day Council (Council) is committed to taking an active approach to the prevention of skin and eye damage and disease that may occur to workers due to exposure to the sun when working outdoors |
| POLICY INFORMATION: | Adopted 19 August 2013 – Minute 08/13.15.5.230 Amended 20 October 2014 – Minute 10/14.11.6.296 |

POLICY

1. SCOPE

This policy applies to all workers and volunteers of Break O' Day Council.

2. POLICY

2.

This policy will apply during the months of **October to March** (spring and summer months) when the average UV Index levels are high and workers are required to use a combination of sun protection measures (hat, sunglasses and sunscreen) when working outdoors.

To assist ~~with well-being and maintaining winter~~ Vitamin D levels, UV PPE measures ~~do not apply - are not enforced~~ from ~~May to August~~ (autumn and winter months) unless UV incidence is noticeably high.

In **April and September** (transition months) ~~Council Team Leaders~~ will utilise the Cancer Council's SunSmart App or website to identify the UV forecast ~~on a weekly basis~~. This information will be ~~printed for the Works and Infrastructure Department's notice board, communicated~~ so that workers can respond accordingly and protect themselves against UV radiation by applying ~~wearing sunscreen and wearing~~ UV Personal Protective Equipment (UV PPE).

All workers and volunteers will have access to UV PPE, available in Council vehicles and at relevant worksites.

Workers will receive instruction about sun protection and must acknowledge that it is an essential condition of employment that sun protection measures must be taken ~~when appropriate~~.

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UV PPE will be replaced on the authority of the appropriate ~~m~~Manager/Coordinator as required, subject to fair wear and tear or reasonable damage, ~~with the exception of safety sunglasses for which the replacement of is guided by the attached memorandum.~~

Comment [PK1]: Can be managed by supervisors.

UV PPE will include (but is not limited to):

- long sleeved and collared shirts – sleeves not to be rolled up
- sunscreen to be applied every 2-½ hours or in accordance with product recommendations
- long trousers
- **wide brim and/or bucket hats**
- sunglasses – for Outdoor workers these must be safety sunglasses that comply with Australian Standard AS 1067

3. RESPONSIBILITIES

Managers/ Coordinators/Team Leaders must ensure that:

- the appropriate use of UV PPE is enforced
- workers are educated about sun protection during the induction process and reminders are given instruction is maintained on a regular basis
- UV PPE is readily available and used correctly

Workers and Volunteers must:

- use UV PPE in accordance with any information, training or instruction in the use of the equipment they have received
- store and maintain personal UV PPE in suitable, clean and hygienic condition
- report to ~~the~~their supervisor-employer any damage to, defect in or need for replacement of UV PPE that has been issued to them
- not intentionally misuse or damage any of the UV PPE provided by ~~the employer~~Council
- not take or use Council provided UV PPE for any other use other than Council work related activities

4. RELATED LEGISLATION, REGULATIONS & POLICIES

Work Health and Safety Act 2012
Work Health and Safety Regulations 2012
BODC Health & Safety Induction Manual
PPE Policy LG47

5. MONITORING AND REVIEW

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



6. ATTACHMENT



TO: Works Department Staff
FROM: Des Jennings – General Manager
SUBJECT: Issue of Tinted Sun Glasses
DATE: 16th April 2013

To ensure your eye safety, all outdoor staff will be issued with 2 pairs of tinted safety glasses per calendar year.

The first pair will be issued in January of each year and a 2nd pair on request from staff.

Staff returning glasses **damaged** through their work activities, will be supplied with a replacement even if they have already received their 2nd pair.

Staff who have **lost** their 2nd pair of glasses can be supplied with a replacement pair, but the individual will be charged for the cost of replacement.

Safety sunglasses are recommended for all outdoor work activities and compulsory for specific tasks as detailed in the task SOP.

This course of action is being taken to control costs incurred by Council when staff do not take adequate care of their PPE.

Des Jennings
General Manager

05/19.16.9 Policy – LG50 – Gifts and Benefits Policy

| ACTION | DECISION |
|----------------------------------|---|
| PROPONENT | Council Officer |
| OFFICER | John Brown, General Manager |
| FILE REFERENCE | 002\024\003\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Draft Policy – LG50 – Gifts and Benefits Policy |

OFFICER’S RECOMMENDATION:

That Policy LG50 – Gifts and Benefits Policy as amended, be adopted.

INTRODUCTION:

As per the “Monitoring and Review” section of this policy it is required to *“be reviewed at least every four (4) years, following the conducting of Local Government elections or earlier in the vent of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager”*.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 16 March 2015 – Minute No 03/15.11.6.64; April 2019 Council Workshop.

OFFICER’S REPORT:

This Policy was adopted in March 2015 and this is the first review that has been undertaken.

In reviewing this policy Council Officer’s compared it to the LGAT Gifts and Benefits Policy Template. There are very few amendments to this policy mainly just providing further clarification around specific items, however there has been an addition with the inclusion of the attachment “Gifts and Benefits Declaration form” which was also provided by LGAT.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 - 2027

Achieving the Vision - ...be visionary and accountable leaders who advocate and represent the views of our community in a transparent way.

LEGISLATION & POLICIES:

Local Government Act 1993
LG03 Councillors Code of Conduct Policy

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not Applicable.

VOTING REQUIREMENTS:

Simple Majority.



POLICY NO LG50 GIFTS AND BENEFITS POLICY

| | |
|-------------------------|---|
| DEPARTMENT: | Governance |
| RESPONSIBLE OFFICER: | General Manager |
| LINK TO STRATEGIC PLAN: | <u>... be visionary and accountable leaders who advocate and represent the views of our community in a transparent way. Maintain financial viability and accountability in budgeting and administration</u> |
| STATUTORY AUTHORITY: | Code of Conduct Local Government Act 1993 |
| OBJECTIVE: | The purpose of this policy is to: <ul style="list-style-type: none">• Outline the obligations and responsibilities of Council's officials when dealing with offers of gifts or benefits• Assist Council officials make appropriate judgements in relation to gifts and benefits and therefore avoid being placed in a situation where they may become vulnerable to undue influence or threaten community confidence in the fairness, impartiality and integrity of the Council. |
| POLICY INFORMATION: | Adopted 16 March 2015 – Minute No. 03/15.11.6.64 |

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POLICY

PURPOSE

The purpose of this policy is to:

- Outline the obligations and responsibilities of Council's officials when dealing with offers of gifts or benefits and to
- Assist Council officials make appropriate judgements in relation to gifts and benefits and therefore avoid being placed in a situation where they may become vulnerable to undue influence or threaten community confidence in the fairness, impartiality and integrity of the Council.
- Council officials are defined as Mayors, Councillors, Council staff (including staff engaged through an employment agency), Council committee members, volunteers and contractors.

SCOPE

The policy applies to all gifts and benefits offered to or received by all Council officials in their role as officers of the Council.

LEGISLATION

The particular legislation relevant to this policy is the Tasmanian Local Government Act 1993. Section 339A specifies penalties in relation to the misuse of office by councillors and employees; section 28E deals with



the Code of Conduct for councillors and section 62 identifies the functions and powers of the general manager.

This policy should be read in conjunction with any other relevant State and Federal legislation.

APPLICATION

In a private context gifts and benefits are usually unsolicited and meant to convey a feeling on behalf of the giver such as gratitude. There is ordinarily no expectation of repayment. Gifts given in a private context are not the focus of this policy.

Gifts and benefits may also be offered to individuals in the course of business relationships. Such gifts and benefits are often given for commercial purposes and serve to create a feeling of obligation in the receiver. Gifts and benefits given in the course of business relationships is the focus of this policy.

The policy is to be applied in conjunction with the provisions of the Local Government Act 1993 and with in Council's Codes of Conduct Policy and other relevant Council policies and procedures.

DEFINITIONS

Council official – Mayors, Councillors, Council staff (including staff engaged through an employment agency), Council Committee members, volunteers and contractors.

Gift – is usually a tangible item provided at no charge. Gifts may include, but are not limited to items such as cash, property (real or otherwise), goods and services made available at heavily discounted prices, alcohol, clothes, products, invitations to social functions and tickets to sporting, theatrical or music events.

Cumulative gift – a series of gifts of nominal value from the same person or organisation over a specified period which may have an aggregate value that is significant.

Gift of influence – a gift that is intended to generally ingratiate the giver with the recipient for favourable treatment in the future

Gift of gratitude – a gift offered to an individual or department in appreciation of performing specific tasks or for exemplary performance of duties. Gifts to staff who speak at official functions may be considered an example of gifts of gratitude.

Benefit – a non-tangible item which is believed to be of value to the receiver (i.e. preferential treatment such as queue jumping, access to confidential information and hospitality)

Hospitality – the provision of accommodation, meals, refreshments or other forms of entertainment.

Bribe – a gift or benefit given specifically for the purpose of winning favours or to influence the decision or behaviour of a Council official to benefit someone or something.

Cash – money or vouchers which are readily convertible

Nominal value – is the monetary limit of the value of gifts or benefits that may be accepted (i.e. total value of gift or benefit received). A gift or benefit is of nominal value when it has no significant or lasting value



Significant value – a gift or benefit that has a value above the nominal value limit.

Token - often mass produced (i.e. pens, calendars, ties or items with a company logo on them), offered in business situations to individuals. Usually have a value under the nominal value limit.

Non token – items that are of a more individual nature, with a value above the nominal value limit. Items may include, free or discounted travel; use of holiday homes; corporate hospitality at major sporting events; free training excursions; tickets to major events and access to confidential information.

Conflict of interest – any situation in which an individual or corporation (either private or government) is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit.

Public perception – the perception of a fair-minded person in possession of the facts

Gifts and Benefits Declaration Form – a form to be completed (example template at attachment 1), when an individual receives a gift or benefit of a non token nature above the nominal limit or receives a series of token gifts or benefits in a specified time that may have significant aggregate value (Cumulative Gift)

POLICY STATEMENT

1. GENERAL

Council officials at all times and in all circumstances must be seen to be fair, impartial and unbiased.

Council officials should actively discourage offers of gifts and benefits and must not solicit gifts or benefits.

Council officials must not take advantage of their official position to secure an unreasonable personal profit or advantage.

People doing business with the Council should be encouraged to understand that they do not need to give gifts or benefits to Council officials to get high quality service.

From time to time Council officials may be offered gifts or benefits. In some limited circumstances gifts and benefits may be accepted. Token gifts of nominal value may generally be received. Non – token gifts of significant value should not generally be accepted.

Council officials should at all times be aware of the wider situation in which an offer of a gift or benefit is being made. For example, Council officials should consider whether the donor is in, or may be seeking to enter into, a business relationship with Council or may be applying to Council in relation to the exercise of Councils functions.

Council officials must avoid situations that suggest that a person or body, through the provision of gifts or benefits is attempting to secure favourable treatment from Council.

When deciding whether to accept or decline a gift or benefit, consideration should be given to both the value of the gift or benefit and also the intent of the gift or benefit being offered.



2. ACCEPTABLE GIFTS AND BENEFITS

Gifts or benefits of a token nature at or below nominal value may generally be accepted by Council officials without disclosing details to a supervisor, General Manager or Mayor, and without declaring the gift or benefit for inclusion on Council's Register.

That said, Council officials who receive more than the specified number of token gifts of a nominal value from the same person or organisation, in a specified period must disclose that fact in the gifts and benefits register.

If a Council official has any doubt if a gift or benefit is token or of nominal value they should discuss it with a supervisor, General Manager or Mayor.

2.1 Token gifts and benefits

Gifts or benefits of a token nature do not create the appearance of a conflict of interest and include:

- Items with a company logo on them, ties, scarves, coasters, diaries, chocolates, flowers
- Books given to individuals at functions, public occasions or in recognition of exceptional work done
- Gifts of single bottles of reasonably priced alcohol given to individuals at functions, public occasions or in recognition of exceptional work done
- Free or subsidised meals of a modest nature and/or beverages provided infrequently (and/or reciprocally) that have been arranged for or in connection with the discussion of official business
- Free meals of a modest nature and or beverages provided to Council officials who formally represent Council at work related events such as training, education sessions and workshops
- Invitations to approved social functions organised by groups such as Council Committees and community organisations

2.2 Nominal value

For the purpose of this policy the current nominal value limit is \$150. Council officials who receive more than ~~3~~three (3) nominal gifts of a token nature from the same person or organisation, in a six ~~(6)~~ month period must disclose that fact in the gifts and benefits register.

3. NON ACCEPTABLE GIFTS AND BENEFITS

Accepting gifts of money is prohibited.

Council officials should generally not accept gifts or benefits that appear to be non-token in nature or more than of a nominal value.

If a gift or benefit of a non-token nature or above nominal value is offered and cannot reasonably be refused (as this action may cause embarrassment), the offer and receipt of the gift or benefit must be declared via completion of A Gifts and Benefits Declaration Form (attachment 1) and the details must be recorded on the Council Gift Register.



If a Council official refuses a gift or benefit because they believe that the gift was a deliberate attempt to receive "special treatment", then such instances are to be reported to a supervisor, the General Manager or Mayor.

Non-token gifts and benefits

- Gifts or benefits of a non-token nature include:
 - Free or discounted travel
 - Use of holiday homes
 - Tickets to major sporting events
 - Corporate hospitality at a corporate facility or sporting venue
 - Free training excursions
 - Access to confidential information
 - Discounted products for personal use
 - Goods and services provided via a determination in a Will

At times, a gift of a non-token nature may be given from one authority to another. Such gifts are often provided to a host authority. These gifts may be given as an expression of gratitude without obligation on the receiver to respond. The gratitude usually extends to the work of several people in the authority and therefore the gift is considered to be for the authority, not a particular individual.

Significant value

For the purpose of this policy a gift or benefit with significant value has a value above the specified nominal value limit.

4. ACTUAL OR PERCEIVED EFFECT OF THE GIFT OR BENEFIT

Accepting gifts where a reasonable person could consider that there may be influence applied as a result of accepting the gift or benefit is prohibited. (gift of influence).

Where it is suspected that a gift or benefit has been offered for the purpose of influencing the behaviour of someone acting in their official capacity, the gift or benefit must be declined and the matter should be reported immediately to the relevant supervisor, General Manager or Mayor.

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5. BRIBES

Council officials must not offer or seek a bribe. A person offered a bribe should refuse it and report the incident as soon as possible to their supervisor, General Manager or the Mayor (in the case of Councillors). Council will take steps to report the matter to Police immediately.

Receiving a bribe is an offence under both common law and Tasmanian Legislation.

6. FAMILY MEMBERS

Council officials must take all reasonable steps to ensure that immediate family members do not receive gifts or benefits of a non-token nature or gifts or benefits above the nominal value. Immediate family members include parents, spouses, children and siblings.

7. RECORDS – GIFTS AND BENEFITS REGISTER

Council officials, who receive more than the specified number of token gifts or benefits near the nominal value limit from the same person or organisation, (cumulative gift) must disclose that fact.

If an official of the Council receives a non-token gift or benefit in circumstances where it cannot reasonably be refused or returned, the receipt of the gift or benefit should be disclosed and the details recorded in the Gifts and Benefits Register.

The Register will be available for public inspection.

The content of the Registers will be monitored by the General Manager

8. DISPOSAL OF GIFTS

A supervisor, General Manager or Mayor will determine the appropriateness of disposing of a gift or benefit of a non-token nature.

There are options for the disposal of gifts that have been accepted because they could not reasonably be refused, but should not be retained by an individual. Examples of such circumstances where gifts or benefits may be received include:

- Gifts accepted for protocol or other reasons, where returning it would be inappropriate.
- Anonymous gifts (received through the mail or left without a return address).
- A gift received in a public forum where attempts to refuse or return it would cause significant embarrassment.
- A gift or benefit of significant value provided to a Council official through a Will, where the relationship between the giver and recipient was essentially a ~~council~~ Council related business relationship.

Options for disposal include:

- Surrendering the gift to Council for retention
- Distributing the gift or benefit amongst a selection of Council's officials - where a reasonable person would agree that the allocation was appropriate (public perception)
- Donating the gift to an appropriate charity



9. BREACHES OF POLICY

All Council officials are obliged to comply with this policy and sanctions may be applied if the policy is breached.

Any person may report an alleged breach of this policy by an official of the Council to the General Manager or Mayor as appropriate, who shall investigate any report received and take such action as is considered necessary.

If this policy has been breached, such action may include counselling, censure motions, disciplinary action (including termination of employment), the laying of charges and the taking of civil action

10. MONITORING AND REVIEW

This Policy will be reviewed at least every four (4) years, following the conducting of Local Government elections or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager.



GIFTS AND BENEFITS DECLARATION FORM

| | |
|---|--|
| Name | |
| Department | |
| Date gift offered | |
| What is the gift? | |
| What is the dollar value (approximate) of the gift? | |
| Who is the gift from? | |
| Individual (provide name) | |
| Organisation (provide name) | |
| Where was the gift offered? (i.e. at a function, over the counter, through the mail, at a meeting....)? | |
| Recipients relationship to the donor | |
| Should the gift or benefit accepted or declined | |
| If the gift was accepted, should it be retained by the employee or organisation? | |
| If the gift was retained by the organisation should it be disposed? | |
| Council Official's signature | |
| Date | |
| Responsible Officer (Supervisor, General Manager, Mayor) comments | |
| Responsible Officer's name and signature | |
| Office Use | |
| Date details recorded on Gifts and Benefits Register | |
| Department EA's signature | |

Version - June 2014

05/19.16.10 Election of Committee Member of the General Management Committee (GMC) and President of the Local Government Association of Tasmania (LGAT)

| ACTION | DECISION |
|----------------------------------|---|
| PROPONENT | Council Officer |
| OFFICER | John Brown, General Manager |
| FILE REFERENCE | 039\002\008\ |
| ASSOCIATED REPORTS AND DOCUMENTS | Correspondence and Voting Papers from the Tasmanian Electoral Commission LGAT Candidate Statements |

OFFICER'S RECOMMENDATION:

1. That Council vote 1 for Mayor Mick Tucker for President of the Local Government Association of Tasmania (LGAT); and
2. That Council vote 1 for Mayor Mick Tucker for the Northern District (less than 20,000 population) for Committee Member of the General Management Committee (GMC) of the Local Government Association of Tasmania (LGAT).

INTRODUCTION:

The Tasmanian Electoral Commission the voting papers for President of the Local Government Association of Tasmania (LGAT) and Committee members of the General Management Committee of LGAT.

PREVIOUS COUNCIL CONSIDERATION:

Council resolved at the March 2019 Council Meeting to nominate Mayor Mick Tucker for President and GMC Committee member of the Local Government Association of Tasmania (LGAT).

OFFICER'S REPORT:

The Tasmanian Electoral Commission has now distributed the papers for the 2019 election of President and four (4) members of the GMC for a two (2) year term in accordance with the rules of the Association (LGAT).

The following nominations were received for President:

- Brendan Blomeley
- Helen Burnett
- Peter Freshney
- Christina Holmdahl
- Daryl Quilliam
- Mick Tucker

and

The following nominations were received for the Committee Member of the GMC for the Northern District (less than 20,000 population)

- Timothy Harris
- Mick Tucker

Voting closes on Wednesday 19 June 2019 at 10.00am.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Leadership / Ownership – Council's Role

We will.....

... be visionary and accountable leaders who advocate and represent the views of our community in a transparent way.

LEGISLATION & POLICIES:

In accordance with the Rules of the Local Government Association of Tasmania (LGAT).

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

No financial implications to Council.

VOTING REQUIREMENTS

Simple Majority.

Reference F85.21

Level 3
169 Main Road
Moonah Tasmania 7009
PO Box 307
Moonah Tas 7009
Phone: (03) 6208 8700
Fax (03) 6208 8791
ballot.box@tec.tas.gov.au
www.tec.tas.gov.au

Mayor Mick Tucker
Break O'Day Council
32-34 Georges Bay Esplanade
ST HELENS TAS 7216

Dear Mayor Mick Tucker

Local Government Association of Tasmania (LGAT) — 2019 elections

In accordance with the LGAT Rules, the Tasmanian Electoral Commission is conducting the 2019 LGAT elections.

Rule 20(j) of the LGAT Rules states: each member shall have one vote for both population categories within its electoral district. Rule 20(i) states: The postal voting material shall be posted by registered mail to the Mayor of each Member Council.... The Mayor shall complete the ballot paper according to the policy or practice of his or her council.

As a Northern District Council, you have been provided with 2 ballot papers: 1 General Management Committee Member ballot and the President ballot. The postal ballot pack is enclosed.

Please follow the instructions on each ballot paper carefully. After voting put the ballot papers in the ballot paper envelope and seal it.

Important! You must personally sign the ballot paper envelope otherwise the votes will not be counted. The secrecy of the ballot will be strictly maintained by this office.

Place the sealed and signed ballot paper envelope into the reply-paid envelope and post it to reach my office by **10 am Wednesday 19 June 2019**.

If you need further information or assistance, Kristi Read of this office will be pleased to assist on 6208 8722.

Yours sincerely



Andrew Hawkey
ELECTORAL COMMISSIONER
6 May 2019

BALLOT PAPER

Local Government Association of Tasmania 2019

GENERAL MANAGEMENT COMMITTEE MEMBER

NORTHERN DISTRICT
(LESS THAN 20 000)

*Number the boxes from 1 to 2 in
order of your choice*

☐ HARRIS, Timothy Charles

☐ TUCKER, Mick

Number at least 1 box to make your vote count

BALLOT PAPER

Local Government Association of Tasmania 2019

PRESIDENT

*Number the boxes from 1 to 6 in
order of your choice*

☐ BLOMELEY, Brendan

☐ BURNET, Helen

☐ FRESHNEY, Peter

☐ HOLMDAHL, Christina

☐ QUILLIAM, Daryl Herbert

☐ TUCKER, Mick

Number at least 1 box to make your vote count

ELECTION OF LGAT PRESIDENT

Candidate Statements (in alphabetical order)

Brendan Blomeley



At a time when the role of local government is coming under increasing scrutiny both at a state and federal level, it is important our association has direct and clear access to elected officials as well as decision makers in both tiers of Government in order to ensure the sector's best interests are served.

I am 44 years of age and the proud dad of two wonderful children. I have a strong professional background, having led a national industry association, managed the government and corporate relations for a significant Tasmanian company as well as a top-50 ASX-listed entity. I have also worked as a ministerial adviser at both a state and federal level with strong links to senior bureaucrats and elected officials of all political persuasions.

I have a passion for serving my community and was first elected to Clarence City Council in 2000 and re-elected in 2005. After nearly a decade of working at the highest level of my field interstate, I returned to put my roots down once and for all in our wonderful state in 2015 and was honoured to be elected again to Clarence City Council last year.

I have an MBA and am a graduate of the Australian Institute of Company Directors. I was made a fellow of the Australian Institute of Company Directors (FAICD) in 2012 and in 2017 I was also made a Fellow of the Institute of Managers and Leaders (FIML).

My community service has also included:

- Deputy Chairman, The Education Foundation of Tasmania;
- Chairman of Variety the Children's Charity, Tasmania;
- Vice-Chairman, Property Council of Australia (Tasmanian Division);
- Director, Migrant Resource Centre (Southern Tasmania); and
- Director, Crime Stoppers Tasmania.

As Councils seek to adequately address the many challenges associated with the infrastructure deficit, particularly in our rural and regional areas, our association needs strong, fearless and effective leadership.

With nearly a decade of Local Government involvement in Tasmania, combined with my corporate and political experience as well as media capacity, I have the skills and capabilities to provide the strong, fearless and effective leadership LGAT needs and deserves.

Importantly, as I do not bear the additional weight of mayoral chains, I will be in a position to devote 100% focus on delivering for you, the Members.

If you would like to discuss my candidacy or have suggestions as to how we can improve our community, I'd love to hear from you so please feel free to contact me on 0413 972 307.

Thank you for your consideration.

Helen Burnet



I seek your council's nomination for the position of President for the Local Government Association of Tasmania.

This is an important role for Tasmania. With a passion for local government and the communities we serve, I have the skills and time to commit to this important role.

I feel that the following issues are important for our communities:

- preparing our communities for the impacts of climate change and extreme weather events including bushfires
- access to affordable housing
- planning reform
- recycling and waste management
- good health and wellbeing
- elected representative and staff skills development
- effective purchasing through the National Procurement Network
- advocating for Tasmanian local government at both the state and national forums

My relevant experience has included key leadership positions in Council, both as Deputy Mayor (2009-11 and from the recent council election), chairperson of the City Planning Committee and other council committee memberships, my experience both in a previous professional capacity (Tasmanian Health Service Podiatry Manager 2005-2017), and as a

volunteer on community boards (TMAG, Maritime Museum and recent chair of the Migrant Resource Centre of Tasmania).

I am a graduate member of the Australian Institute of Company Directors and regularly update my skills relating to governance, financial, infrastructure and planning issues.

My children now adults have grown up in Tasmania where they both work and study. I am married and like many Tasmanians, have a strong connection to this place.

I see the pressures on our councils both rural and city-based, to be effective in delivering for their communities. With an emphasis on City Deals and a population drift to cities, smaller councils as well as large need good representation by the umbrella organisation. This is of great importance to me and I would see this as critical in providing that balanced representation.

The role of LGAT in advocating for, providing training, skills development and recruitment for the sector, and driving policy in key areas is vital and I want the organisation to consolidate and extend the work already undertaken.

It is now that the Local Government needs a strong voice. If you have any queries, please contact me to discuss. I look forward to meeting you and your Councils, should I be elected as President, as this will be one of my priorities.

Helen Burnet
Deputy Lord Mayor
City of Hobart
E: cr.burnet@hobartcity.com.au
M: 0417 284 267

Peter Freshney



I am writing to seek your support for my candidacy for the position of President of our Local Government Association.

Like other candidates, my nomination was underpinned by a passionate belief in Local Government and our combined commitment to make a positive difference in the lives of those we are elected to represent.

Similarly, I believe there is a real need for strong leadership of our sector and in particular, in providing advocacy on those issues that are determined to be a priority by our membership.

More so, I'm also committed to ensuring support and assistance is provided to individual members of our Councils and to ensure, wherever possible, our peak body's priorities are clearly aligned with those of the membership.

In terms of my experience, I'm currently Mayor of the Latrobe Municipality and Co-Chair of the Municipal Alliance Committee that Latrobe Council has with Kentish Council. I also Chair the Mersey Leven Emergency Management Committee and am a TasWater Owner Representative. I Chaired the North West Flood Recovery Committee in the aftermath of the 2016 floods and am presently a member of the Local Government Act Review Reference Group. I also currently sit of the boards of the Latrobe Early Learning Centre and the Shearwater Country Club Timeshare Resort.

In 2016 I led a three Mayor delegation to Canberra to lobby on behalf of the Cradle Coast Region seeking a new long term funding agreement for the Mersey Community Hospital which ultimately resulted in the single largest financial agreement between the Federal and State Government in Tasmania's history. That agreement also secured a return for the Mersey Community Hospital to the state health system with guaranteed 10 year funding. I am a strong supporter of, and contributor to, the Cradle Coast Authority through my role as Deputy Chief Representative and have played a significant role in the restructuring and renewed leadership of that organisation.

I have a strong business background and own and manage a state-wide communications contracting company that currently employs 20 full time staff and provides services to all the major communications companies operating in the state. I have been a long term contributor to, and member of, many sporting and community based clubs primarily in leadership and executive roles.

All that being said, I am committed and passionate about contributing to Local Government and local communities and I would sincerely appreciate your support in my candidacy for the Presidency of the Local Government Association of Tasmania.

Christina Holmdahl



In the ten years that I have been leading my municipality, firstly as a Councillor for four years, Deputy Mayor for two years and Mayor for four years and re-elected as Mayor last October, I have gained the skills and experience that I am confident will enable me, if elected, to effectively represent our sector as your President.

As well as my duties as Councillor and Mayor of the West Tamar Municipality I am serving my third term as a member of the General Management Committee of LGAT, I am a member of the Premier's Local Government Council, a member of the LGAT CEO Appraisal Committee and a member of the Tamar Estuary Management Task Force.

In the last term of Local Government I spear-headed the West Tamar's Council's campaign to merge with the George Town Council and while the merger didn't eventuate, the experience gave me a clear understanding of the importance for regional co-operation and working across all municipal boundaries.

I spent 25 years in the media, fourteen of them in Canberra. My time in the capital developed my capacity as an effective political lobbyist.

My time in Canberra prepared me very well for a career change into the area of Corporate Public Affairs in Adelaide. I held the position of Corporate Public Affairs Manager for the Australian National Railways Commission, a Commonwealth Government commercial enterprise, for seven years. In that role I liaised on a regular basis with ministers' advisers in matters related to transport and railways, as well as working closely with our clients and my counterparts in the other State Railways.

As Mayor and Councillor I have strong connections with my community and this was reflected in my vote at the recent Local Government elections, the highest ever vote for a Mayor in the municipality.

I believe that I am qualified to continue the good work of our previous presidents and I'm confident that my working life prior to entering Local Government has prepared me well to be a strong and effective advocate for our sector as the next president of LGAT.

I have a very good working relationship with all levels of government on both sides of politics and I firmly believe that the best results come to Local Government by the sector remaining independent of party politics.

Daryl Quilliam



I am extremely humbled by the encouragement I have had to nominate for the President of LGAT.

I am passionate about Local Government and the incredible influence and positive leadership we can have on local communities.

I have a wide range of experience and understanding across all aspects of Local Government and community, and as your representative would be a huge privilege to serve you as your President.

I am now retired so this gives me plenty of time to address issues of Local Government.

My experience for the position includes:

1. Councillor for the past thirty-two years and the Mayor of Circular Head for eleven of those years,
2. Vice President of LGAT for the past 7 years, and acted for a short time as president after the untimely death of President Barry Jarvis, and
3. Board Member on the ALGA Board, a position arising from my role as LGAT Vice President.

I am invested heavily in local community, supported ably by my wife of 45 years, Bev, and my 2 daughters, their partners and my grandchildren.

Amongst my other state-wide community roles representation has included Chairperson of Rural Health Tasmania (10 years), and Chairperson of 26Ten Coalition (3 years). I also represent LGAT on the Rural Financial Counselling Committee for the State.

My involvement and interests in local community organisations and sporting clubs, are too numerous to mention here.

I believe I would be a safe pair of hands to lead the organisation forward to new horizons, in challenging and dynamic times. My personal circumstances will allow me to be dedicated to supporting this important role full time in advancing and promoting LGAT objectives.

I hold a strong professional rapport with the Premier and Cabinet Ministers of Tasmania and numerous other State and Federal leaders, which I feel promotes opportunities for LGAT and local government in building stronger funding and community outcomes.

I strongly believe that LGAT is owned by all councillors, so if elected as President, I would commit to personally visiting all councils within my first two years, whereby to listen, face to face to the local concerns to better inform my support and representation of you.

Given the wide range of candidates, and the desire by some councils to support their own nomination, I would really appreciate your Council's number two vote.

I thank you for taking the time to support my interest in nominating, I can be contacted most days on 0408 543 927, should you have any questions that you would like to raise.

Michael (Mick) Tucker



I am a passionate advocate not just for Break O'Day and the East Coast but all of our beautiful state. This is because I have a deep seeded love for Tasmania, her people and her landscape. This is why I am so committed to my role as a public servant and the responsibility of serving my community.

While I acknowledge the outstanding work of current and previous committee members, I am a believer in change being a revitalising force as it allows different views and perspectives to be heard and ensures an organisation's momentum towards the future.

At times I have been referred to as outspoken, and this is a direct result of my passion for our region and eagerness to ensure the community's voice is heard. Fiercely independent, I will never be swayed by political agenda or promise, once committed to a stance I am unshakeable in my determination and focus.

Over the years I have been involved with a number of boards and committees and so have a grounded understanding of the level of responsibility and commitment required to ensure the interests of an agency are both represented and imposed.

My experience as an Executive board/committee member includes:

- Past President of the Tasmanian Hook fisherman's association
- Past Executive Committee member of SENTMAC (South East Non-Trawl Management Committee)
- Past Board Director of the Australian board of directors of the Australian Newsagents Federation

- Past Executive Committee member of TFIC (Tasmanian Fishing Industry Council)
- Past Executive Board member of the St Helens Chamber of Commerce
- Past President of the Tasmanian Axeman's Association and current state representative
- Break O'Day Mayor and Councillor

A bit about Mick personally:

An East Coast stalwart, I have been the Mayor of Break O'Day Council for four years and was a Councillor for three years prior to that.

I believe in cohesion and collaboration between the community and bureaucracy, and have dedicated more than 30 years of my life to community service both through Local Government and my involvement with committees including the St Helens Chamber of Commerce.

I have been married to my wife Charmaine for 40 years and we have two beautiful daughters. Charmaine and I have owned and run the St Helens Newsagency for the last 17 years which is my second Mayoral office and certainly somewhere the community knows where to find me if they want a quick chat. I am also an avid woodchopper and still represent both the state and the nation. I am also a qualified shipwright and was a professional fisherman for 26 years.

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

IN CONFIDENCE

05/19.17.0 **CLOSED COUNCIL**

05/19.17.1 **Confirmation of Closed Council Minutes – Council Meeting 15 April 2019**

05/19.17.2 **Outstanding Actions List for Closed Council**

05/19.17.3 **Contract 030\001\114\ Town Litter Collection - 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.