



# COUNCIL MEETING AGENDA

Monday 20 September 2021  
Council Chambers, St Helens

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

**This page left blank  
intentionally**

## 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 September 2021 commencing at 10.00am.

### CERTIFICATION

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



**JOHN BROWN**  
**GENERAL MANAGER**

Date: 13 September 2021

This page left blank  
intentionally



## CONTENTS

NOTICE OF MEETING.....	3
CONTENTS .....	5
AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL .....	7
OPENING .....	7
ACKNOWLEDGEMENT OF COUNTRY.....	7
09/21.1.0 ATTENDANCE .....	7
09/21.1.1 Present .....	7
09/21.1.2 Apologies.....	7
09/21.1.3 Leave of Absence .....	8
09/21.1.4 Staff in Attendance .....	8
09/21.2.0 PUBLIC QUESTION TIME.....	8
09/21.3.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE .....	8
09/21.4.0 CONFIRMATION OF MINUTES.....	8
09/21.4.1 Confirmation of Minutes – Council Meeting 16 August 2021 .....	8
09/21.5.0 COUNCIL WORKSHOPS HELD SINCE 16 AUGUST 2021 COUNCIL MEETING .....	9
09/21.6.0 PLANNING AUTHORITY .....	10
09/21.6.1 DA298-2020 – Legalisation Change of Use (Class 10A Shed to 1A Dwelling), Addition and Pool – 38 Tully Street, St Helens .....	10
09/21.7.0 COUNCIL MEETING ACTIONS .....	29
09/21.7.1 Outstanding Matters.....	29
09/21.8.0 PETITIONS.....	42
09/21.9.0 NOTICES OF MOTION .....	42
09/21.9.1 Notice of Motion – Terrys Hill Road – Cllr M Osborne .....	42
09/21.10.0 COUNCILLOR’S QUESTIONS ON NOTICE .....	43
09/21.11.0 COUNCILLOR’S QUESTIONS WITHOUT NOTICE .....	43
09/21.12.0 MAYOR’S & COUNCILLOR’S COMMUNICATIONS.....	44
09/21.12.1 Mayor’s Communications for Period Ending 20 September 2021 .....	44
09/21.12.2 Councillor’s Reports for Period Ending 20 September 2021 .....	44
09/21.13.0 BUSINESS AND CORPORATE SERVICES.....	45
09/21.13.1 Corporate Services Department Report .....	45
09/21.13.2 Monthly Financial Report.....	50
09/21.13.3 Visitor Information Centre Report.....	72
09/21.13.4 Request for Rate Remission – 14 Mangana Road, Fingal .....	76
09/21.14.0 WORKS AND INFRASTRUCTURE .....	78
09/21.14.1 Works and Infrastructure Report.....	78
09/21.14.2 Animal Control Report .....	82

09/21.14.3 Public Open Space – 12 Oberon Place, Scamander .....	85
09/21.15.0 COMMUNITY DEVELOPMENT .....	96
09/21.15.1 Community Services Report.....	96
09/21.16.0 DEVELOPMENT SERVICES.....	104
09/21.16.1 Development Services Report.....	104
09/21.16.2 Proposal for Water Harvesting and Water Re-Use Techniques .....	112
09/21.16.3 New Sports Ground Lighting Towers – St Helens Sports Complex.....	116
09/21.16.4 Wood Heater Emissions .....	121
09/21.16.5 Intention to Make a New By-Law – Keeping of Roosters and Other Animals .....	124
09/21.16.6 NRM Committee Meeting Minutes – May and July 2021 .....	131
09/21.16.7 Addition to NRM Committee Charter .....	151
09/21.16.8 Joint Implementation of Dog Management – 2021 – 2022 Season .....	156
09/21.17.0 GOVERNANCE.....	162
09/21.17.1 General Manager’s Report.....	162
09/21.17.2 Nomination of Councillor Representative on the Board of East Coast Tasmania Tourism (ECTT) .....	168
09/21.18.0 CLOSED COUNCIL .....	170
09/21.18.1 Confirmation of Closed Council Minutes – Council Meeting 16 August 2021 .....	170
09/21.18.2 Outstanding Actions List for Closed Council .....	170
09/21.18.3 Tender – 2021/2022 Bituminous Surfacing Program - Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015.....	170
09/21.18.4 5-7 Portland Court, St Helens – Hub4Health Building - Closed Council Item Pursuant to Section 15(2)F of the Local Government (Meeting Procedures) Regulations 2015.....	170

## AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

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

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

## OPENING

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

## ACKNOWLEDGEMENT OF COUNTRY

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

### 09/21.1.0 ATTENDANCE

#### 09/21.1.1 Present

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

#### 09/21.1.2 Apologies

Nil

### 09/21.1.3 Leave of Absence

Nil

### 09/21.1.4 Staff in Attendance

General Manager, John Brown  
Executive Assistant, Angela Matthews

### 09/21.2.0 PUBLIC QUESTION TIME

### 09/21.3.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE

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

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

### 09/21.4.0 CONFIRMATION OF MINUTES

#### 09/21.4.1 Confirmation of Minutes – Council Meeting 16 August 2021

#### OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 16 August 2021 be confirmed.

## 09/21.5.0 COUNCIL WORKSHOPS HELD SINCE 16 AUGUST 2021 COUNCIL MEETING

There was a Workshop held on Monday 6 September 2021 and the following items were listed for discussion.

- Community Engagement Strategy
- Preparation for COVID-19 State Government Lockdown
- Request for Rate Remission – 14 Mangana Road, Fingal
- Report on the Operation of Tip Shops
- Animal Control Report
- Public Open Space – 12 Oberon Place, Scamander
- Wood Heater Emissions
- New Sports Ground Lighting Towers – St Helens Sports Complex
- Keeping of Roosters in Town Areas
- Consideration of Water Tank Rebate Scheme
- NRM Committee Meeting Minutes – May and July 2021
- Addition to NRM Committee Charter
- Joint Implementation of Dog Management – 2021 – 2022 Season
- Workplace Equality and Respect Statement
- Housing Supply
- 5-7 Portland Court, St Helens – Hub4Health Building
- Wellbeing Project and Festival of Wellbeing

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.

### DA298-2020 – Legalisation Change of Use (Class 10A Shed to 1A Dwelling), Addition and Pool – 38 Tully Street, St Helens

ACTION	DECISION
PROPONENT	Engineering Plus
OFFICER	Deb Szekely, Senior Town Planner
FILE REFERENCE	DA 298-2020
ASSOCIATED REPORTS AND DOCUMENTS	RO Completed Planning Scheme Assessment Approved Plans and Document – DA298-2020 – DRAFT Representation

#### OFFICER'S RECOMMENDATION:

After due consideration of the representation received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013 Version 16* that the application for LEGALISATION CHANGE OF USE (CLASS 10A SHED TO 1A DWELLING) ADDITION & POOL on land situated at 38 TULLY STREET, ST HELENS described in Certificate of Title 164037/3 be APPROVED subject to the following conditions:

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

Approved Plans / Documents			
Plan / Document Name	Reference Number	Prepared By	Dated
Cover Page	A00	Engineering Plus	-
Site Plan	A01 Rev C	Engineering Plus	30/06/2021
Construction Plan	A02 Rev C	Engineering Plus	30/06/2021
Floor Plan	A03 Rev C	Engineering Plus	30/06/2021
N & S Elevation	A05 Rev C	Engineering Plus	30/06/2021
E & W Elevation	A06 Rev C	Engineering Plus	30/06/2021
Visual	A07 Rev C	Engineering Plus	30/06/2021
Visual	A08 Rev C	Engineering Plus	30/06/2021
Shadow Plan	A09 Rev C	Engineering Plus	30/06/2021
Certificate of Qualified Person	Certificate No CC7077	Glenn Allen	23/07/2021
Stormwater Management	Project # 385	Glenn Allen	20/07/2021

2. The areas shown to be set aside for vehicle access and car parking must be:
  - a. completed before the use of the development;
  - b. provided with space for access turning and manoeuvring of vehicles on-site to enable them to enter and leave the site in a forward direction;
3. During the period of construction, works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.

4. Sewage must be disposed via TasWater sewerage system.
5. All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.
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. Management of stormwater is to be in accordance with the approved plans and the stormwater report provided by Glenn Allen, NTCADS. Stormwater connection is to be made to the kerb in accordance with the requirements of Council's Works Department. No works are to commence on the stormwater connection until a permit to undertake works in the road reservation has been issued by Council's Works Department for the Stormwater Connection Point.
8. Pool Filtration equipment must be located in a sound protected unit or in a position so as to not create a noise nuisance to adjoining residents.

#### ADVICE

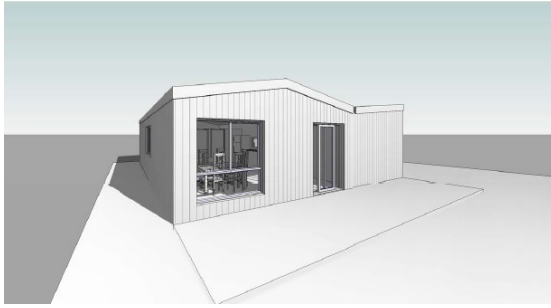
9. Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
10. Activities 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

#### OFFICER'S REPORT:

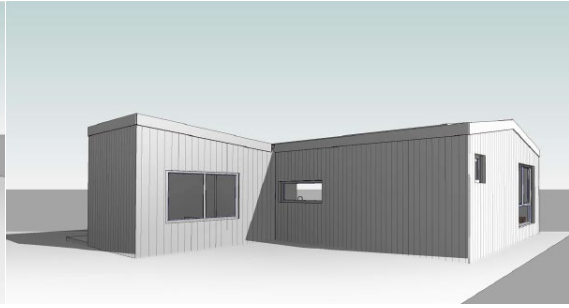
##### 1. The Proposal

The application seeks planning consent for the change of use of an existing outbuilding (Class 10A Building) to a Dwelling (Class 1A) at 38 Tully Street, St Helens. Alterations to the existing shed will include internal alterations to include a bedroom, bathroom, living/dining and kitchen. Additions to the shed will provided for a second bedroom. The application also seeks approval for an above-ground swimming pool.

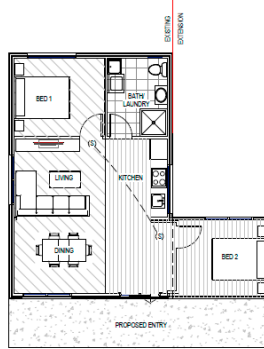
The site is affected by Council's most recent flood hazard mapping that is associated with large ponding of stormwater. The proposed development includes method to collect stormwater, including around the proposed dwelling at ground level, and dispose of overflow to Council's kerbside maintained stormwater infrastructure. The applicant has provided a report from a suitably qualified person (Hydraulic Engineer) and certification that the proposed stormwater overflow disposal design will be effective and protect the dwelling from stormwater inundation.



**Southern representation**



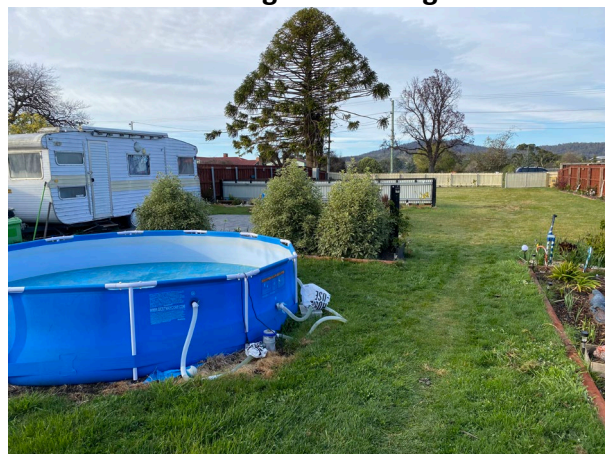
**Northern representation**



**Floor Plan**



**Existing outbuilding.**



**Looking towards frontage**





**Development site**

## **2. Applicable Planning Assessment**

- 10 General Residential Zone
- E5 Flood Prone Areas Code
- E6 Car Parking and Sustainable Transport Code

## **3. Referrals**

- Department of State Growth
- Council Works Department

## **4. Assessment**

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

*Break O'Day Interim Planning Scheme 2013 Version 16:*

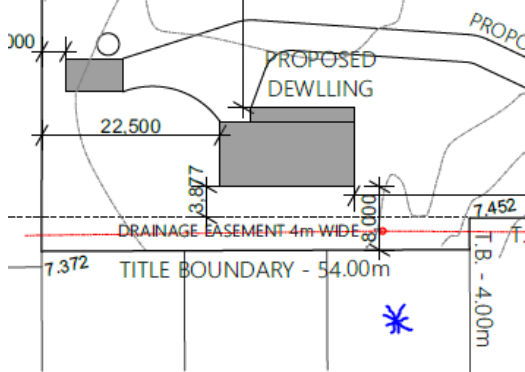
- 10.4.2 Setbacks and building envelope for all dwellings P3;
- E5.5.1 Use and flooding P1;
- E5.6.1 Flooding and Coastal Inundation P1.

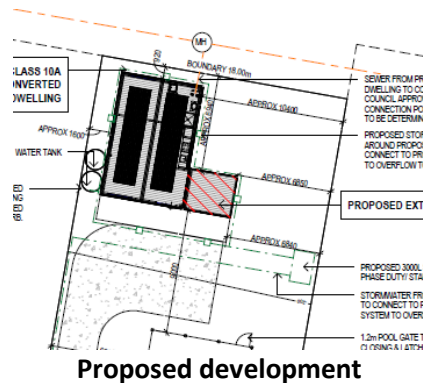
Detailed assessment against the provision of the Break O'Day Interim Planning Scheme 2013 Version 16 where the proposal was reliant on satisfying the performance criteria, is provided below. **The proposal is deemed to comply with the performance criteria.**

## Planning Assessment

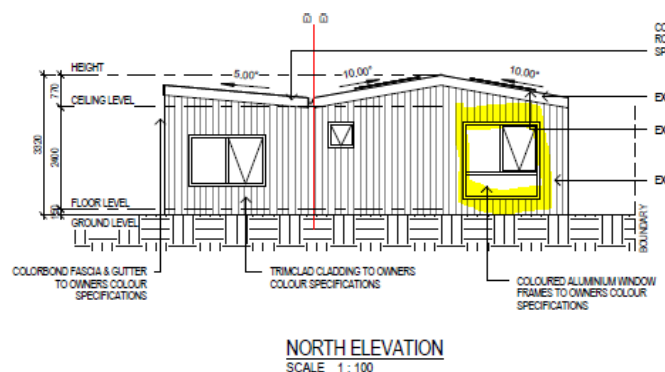
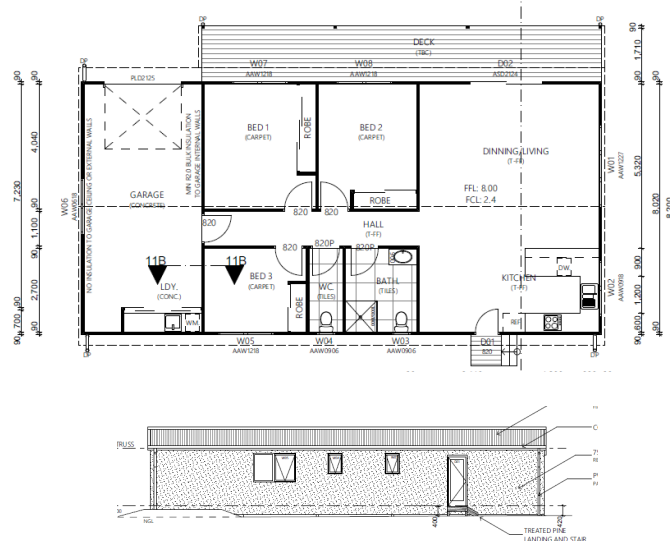
### 10 General Residential Zone

#### 10.4.2 Setbacks and building envelope for all dwellings.

Acceptable Solutions	Performance Criteria
<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4 m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:</p> <p>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5 m from the rear boundary of a lot with an adjoining frontage; and</p> <p>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3 m above natural ground level at the side boundaries and a distance of 4 m from the rear boundary to a building height of not more than 8.5 m above natural ground level; and</p> <p>(b) only have a setback within 1.5 m of a side boundary if the dwelling:</p> <p>(i) does not extend beyond an existing building built on or within 0.2 m of the boundary of the adjoining lot; or</p> <p>(ii) does not exceed a total length of 9 m or one-third the length of the side boundary (whichever is the lesser).</p>	<p>P3 The siting and scale of a dwelling must:</p> <p>(a) not cause unreasonable loss of amenity by:</p> <p>(i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or</p> <p>(ii) overshadowing the private open space of a dwelling on an adjoining lot; or</p> <p>(iii) overshadowing of an adjoining vacant lot; or</p> <p>(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and</p> <p>(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.</p>
<p><b>Performance Criteria Assessment</b></p> <p><b>The proposed development requires assessment against the performance criteria.</b></p> <p>The proposed development is unable to satisfy A3 (a) (ii).</p> <p>The proposed development is able to satisfy A3 (a) (i) and A3 (b) (ii).</p> <p>The proposed dwelling (existing outbuilding) encroaches the rear boundary setback and achieves a 920mm separation from the rear boundary. The outbuilding is existing and approved as part of DA143-2013. There is an existing dwelling on the lot to the rear which is setback 8m from the common boundary making the setback to the adjoining dwelling approximately 8.9m.</p>  <p>The diagram is a site plan showing a lot with a 'TITLE BOUNDARY - 54.00m' width. A 'PROPOSED DWELLING' is shown as a grey rectangle. To its north is an 'EXISTING DWELLING' (indicated by an asterisk). A 'DRAINAGE EASEMENT 4m WIDE' is shown as a red line. Various setback dimensions are marked: 22.500m from the front boundary, 13.877m from the left side boundary, 7.372m from the front-left corner, 7.452m from the front-right corner, and 4.00m from the right side boundary. A blue asterisk marks the 'proposed development site'.</p> <p><b>Existing dwelling to the north (asterisk marks the proposed development site)</b></p>	



The existing dwelling to the north of the proposed development, has located the kitchen in proximity to its southern boundary (see below). This area of the existing dwelling does not contain windows (see below).





**Existing fence at rear of proposed development. Adjoining dwelling visible over fence.**

The proposed development has demonstrated that it will not cause an unreasonable loss of amenity to the adjoining dwelling to the north having regard to the loss of sunlight to a habitable room. As has been demonstrated above the existing dwelling to the north does not have windows servicing the kitchen, on this face.

The applicant has provided shadow diagrams and has demonstrated that there will not be an unreasonable loss of amenity to adjoining lots having regard to overshadowing. The existing dwelling to the north will not be impacted by overshadowing and the vacant lot to the west will only experience overshadowing for a very short period of time at 9am (Winter Solstice June). This is not considered to be an unreasonable loss of amenity due to overshadowing.

The proposed development has a maximum height of 3320mm and a gross floor area of approximately 90m<sup>2</sup> and is not considered to be of a scale or bulk to cause a loss of amenity to adjoining premises due to visual impact.

The performance criteria requires the separation between dwellings on adjoining lots to be compatible. The separation to the dwelling to the north is approximately 8.9m and is considered compatible with the area given setback requirements within the General Residential Zone.

Additionally, the current scheme (Version 17) provides setbacks to rear boundaries of which the proposed development would satisfy the acceptable solution.

The proposed development satisfies the performance criteria.

## **E5 Flood Prone Areas Code**

### **E5.5.1 Use and Flooding**

<b>Acceptable Solutions</b>	<b>Performance Criteria</b>
A1 The use must not include habitable rooms.	P1 Use including habitable rooms subject to flooding must demonstrate that the risk to life and property is mitigated to a low risk level in accordance with the risk assessment in E5.7.

### **Performance Criteria Assessment**

**The proposed development requires assessment against the performance criteria.**

The applicant has provided an Engineer certified report that outlines a method of addressing the stormwater ponding associated with the lot and the provision of stormwater pits to aid in reducing the probability of flooding. The design has been certified by an appropriately qualified person and ensure the property has been mitigated to a low risk level. The hazard level is identified generally as H1 with a minor portion of H2. The proposed method of removing stormwater ensures a low risk level and has been certified.

The proposed development satisfies the performance criteria.

### E5.6.1 Flooding and Coastal Inundation

Acceptable Solutions	Performance Criteria
<p>A1 No acceptable solution.</p>	<p>P1.1 It must be demonstrated that development:</p> <p>a) where direct access to the water is not necessary to the function of the use, is located where it is subject to a low risk, in accordance with the risk assessment in E5.7 a); or</p> <p>b) where direct access to the water is necessary to the function of the use, that the risk to life, property and the environment is mitigated to a medium risk level in accordance with the risk assessment in E5.7.</p> <p>P1.2 development subject to medium risk in accordance with the risk assessment in E5.7 must demonstrate that the risk to life, property and the environment is mitigated through structural methods or site works to a low risk level in accordance with the risk assessment in E5.7.</p> <p>P1.3 Where mitigation of flood impacts is proposed or required, the application must demonstrate that:</p> <p>a) the works will not unduly interfere with natural coastal or water course processes through restriction or changes to flow; and</p> <p>b) the works will not result in an increase in the extent of flooding on other land or increase the risk to other structures;</p> <p>c) inundation will not result in pollution of the watercourse or coast through appropriate location of effluent disposal or the storage of materials; and</p> <p>d) where mitigation works are proposed to be carried out outside the boundaries of the site, such works are part of an approved hazard reduction plan covering the area in which the works are proposed.</p>
<p><b>Performance Criteria Assessment</b></p> <p><b>The proposed development requires assessment against the performance criteria.</b></p> <p>P1.1</p> <p>a) The applicant has provided an Engineer certified report that outlines a method of addressing the stormwater ponding associated with the lot and the provision of stormwater pits to aid in reducing the probability of flooding. The design has been certified by an appropriately qualified person and ensure the property has been mitigated to a low risk level. The hazard level is identified generally as H1 with a minor portion of H2. The proposed method of removing stormwater ensures a low risk level and has been certified.</p> <p>b) NA</p> <p>P1.2 Not applicable – the development has been demonstrated to be subject to a low risk.</p> <p>P1.3 Mitigation in the form of collection of ponded stormwater from around the proposed dwelling, has been designed and stormwater overflow and collected ponded stormwater directed to the kerbside council maintained stormwater system. This ensures stormwater is treated effectively and does not direct stormwater to other land.</p> <p>The proposed development satisfies the performance criteria.</p>	

### E6 Car Parking and Sustainable Transport Code

The proposed development was determined to satisfy the relevant Acceptable Solutions of the Use Standards and Development Standards of the Car Parking and Sustainable Transport Code.

## 5. Representations

The application was advertised 21 August 2021 to 3 September 2021 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. One (1) representation was received prior to the closing date and time. The representation is as follows:

ISSUE	RESPONSE
Compliance with boundary setbacks.	The proposed development is unable to satisfy the acceptable solution of Version 16 of the Planning Scheme (10.4.2 A3). The proposed development has been assessed against the performance criteria (10.4.2 P3) and has been determined to satisfy the same. The assessment against the performance criteria is contained within the body of the report.
Proposed bedroom window is overlooking habitable living room of neighbouring dwelling and is not offset by 1.5m from the edge window or glazed door of rear dwelling.	The Representor is addressing 10.4.6 Privacy for all dwellings A2 which is not relevant to the proposed development and applies to dwellings that have a floor level more than 1m above the natural ground level. The proposed dwelling does not have a floor level more than 1m above natural ground level.
40 Tully Street will be affected by shadowing.	The application is discretionary on 10.4.2 Setbacks and building envelope for all dwellings P3. The performance criteria requires the development to not cause an unreasonable loss of amenity by overshadowing of an adjoining vacant lot (40 Tully St). An unreasonable loss of amenity is one that is “immoderate or exorbitant” and is considered a high bar. The applicant has provided shadow diagrams which demonstrate an unreasonable loss of amenity will not be experienced by 40 Tully Street. The assessment against the performance criteria is contained within the body of the report.
A dwelling is able to be located on the site in another location.	The planning authority is determining the application before it.
Submitted plans are deceptive in information.	The submitted plans are not considered deceptive and have provided the necessary information for assessment of the same.

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

## 6. Mediation

Telephone contact with the Representor was made on Monday 6 September 2021 by the Senior Planning Officer, at which time each item of the representation was discussed with the Representor and interpretation of the Planning Scheme explained. The Representor confirmed they required the representation to stand.

## 7. Conclusion

In accordance with 8.10 of the Break O'Day Interim Planning Scheme 2013 Version 16, the application has been assessed against the objectives of the Scheme, in particular the General Residential Zone and all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and Performance Criterion and the received representation has been considered. It is recommended for approval with conditions.

### LEGISLATION & POLICIES:

*Break O'Day Interim Planning Scheme 2013 Version 16;*  
*Land Use Planning and Approvals Act 1993;*  
*Local Government (Building and Miscellaneous Provisions) Act 1993.*

### BUDGET; FUNDING AND FINANCIAL IMPLICATIONS

No applicable, all costs of the development are the responsibility of the developer.

### VOTING REQUIREMENTS:

Simple Majority.



## DRAWING SCHEDULE

A00	COVER PAGE
A01	SITE PLAN
A02	CONSTRUCTION PLAN
A03	FLOOR PLAN
A04	ROOF PLAN
A05	ELEVATIONS #1
A06	ELEVATIONS #2
A07	3D PERSPECTIVES #1
A08	3D PERSPECTIVES #2
A09	SHADOW PLANS

## PROJECT INFORMATION

BUILDING DESIGNER:	GRANT JAMES PFEIFFER
ACCREDITATION No:	CC2211T
LAND TITLE REFERENCE NUMBER:	164037/3
EXISTING SHED AREA:	54.00m <sup>2</sup>
PROPOSED EXTENSION AREA:	10.59m <sup>2</sup>
PROPOSED ENTRY AREA:	17.20m <sup>2</sup>
PROPOSED SWIMMING POOL AREA:	55.77m <sup>2</sup>
DESIGN WIND SPEED:	N2
SOIL CLASSIFICATION:	'ASSUMED M'
CLIMATE ZONE:	7
BUSHFIRE-PRONE BAL RATING:	N/A
ALPINE AREA:	N/A
CORROSION ENVIRONMENT:	SEVERE
FLOODING:	NO
LANDSLIP:	NO
DISPERSIVE SOILS:	UNKNOWN
SALINE SOILS:	UNKNOWN
SAND DUNES:	NO
MINE SUBSIDENCE:	NO
LANDFILL:	NO
GROUND LEVELS:	REFER PLAN
ORG LEVEL:	75mm ABOVE GROUND LEVEL

## PROPOSED DWELLING

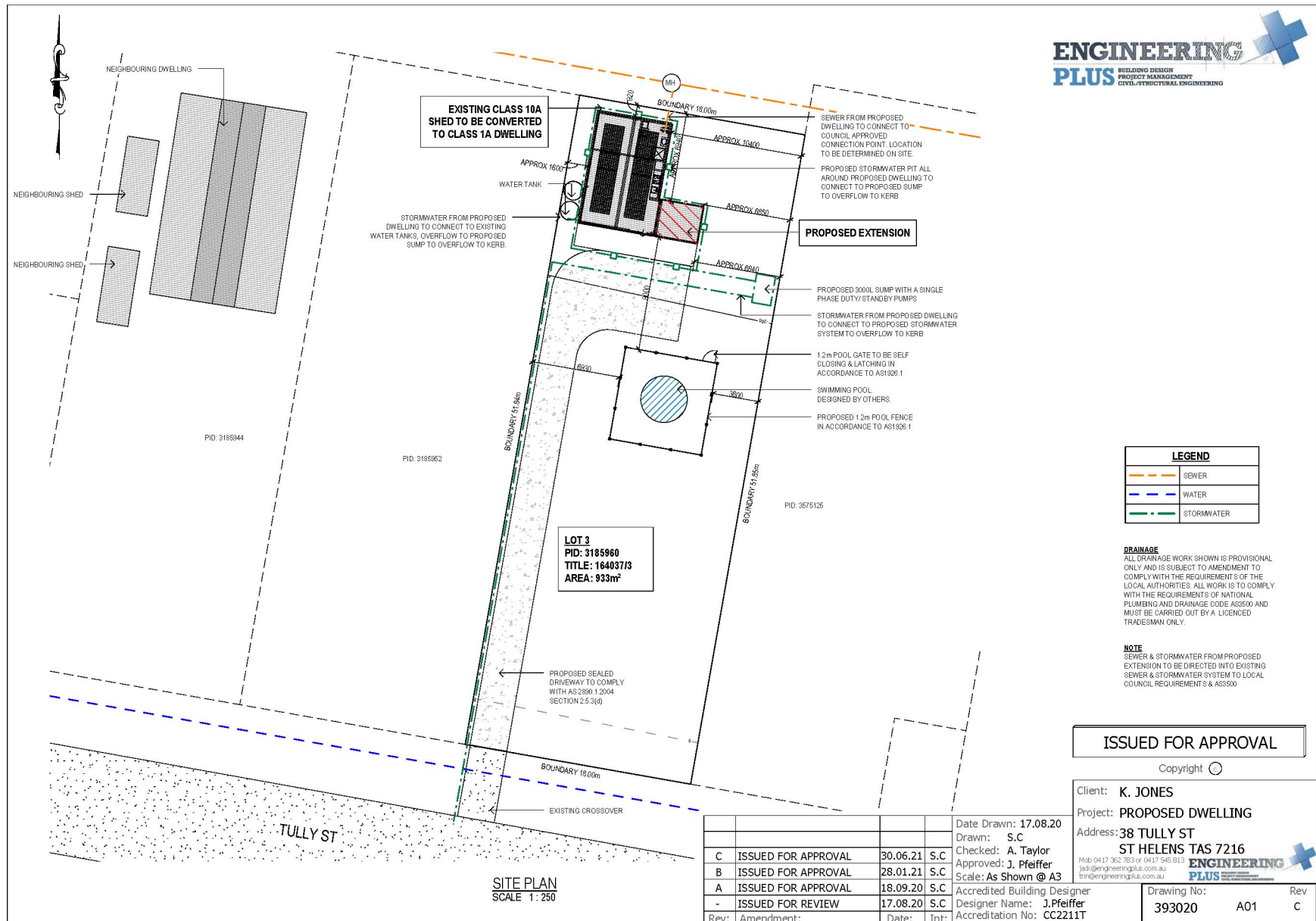
K. JONES  
38 TULLY ST  
ST HELENS TAS 7216

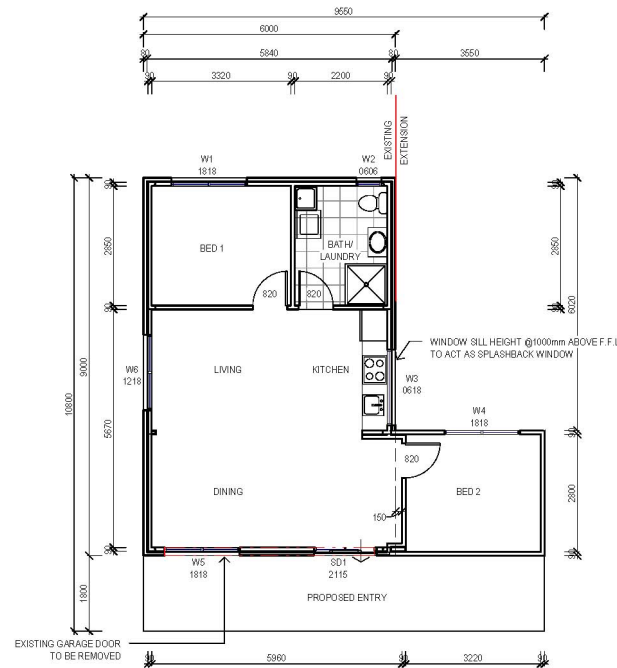
BREAK O'DAY COUNCIL

## ISSUED FOR APPROVAL

81 Elizabeth Street, Launceston, Tasmania 7250 [jack@engineeringplus.com.au](mailto:jack@engineeringplus.com.au), [trin@engineeringplus.com.au](mailto:trin@engineeringplus.com.au)  
Jack 0417 362 783 or Trin 0417 545 813







CONSTRUCTION PLAN  
SCALE 1:100

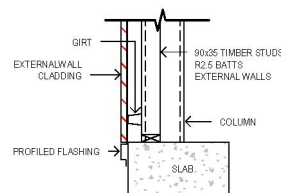
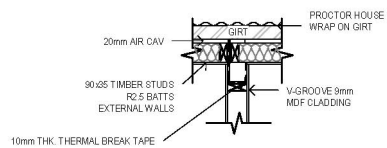
#### WINDOW SCHEDULE

MARK HEIGHT WIDTH TYPE U-VALUE SHGC

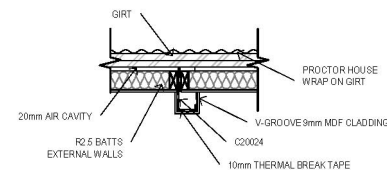
W1	1800	1800	DG	4.3	0.55
W2	600	600	DG	4.3	0.55
*W3	600	1800	DG	4.3	0.55
W4	1800	1800	DG	4.3	0.55
W5	1800	1800	DG	4.3	0.55
W6	1200	1800	DG	4.3	0.55

SD1 2100 1500 DG 4.0 0.61

\*TOUGHENED SAFETY GLASS



TYPICAL COLUMN/WALL STUD DETAILS  
SCALE 1:20



Area Schedule (Gross Building)		
Name	Area	Area (sq)
EXISTING SHED	54.00 m <sup>2</sup>	5.81
PROPOSED ENTRY	17.20 m <sup>2</sup>	1.85
PROPOSED EXTENSION	10.59 m <sup>2</sup>	1.14
SWIMMING POOL	55.77 m <sup>2</sup>	6.00
	137.55 m <sup>2</sup>	14.81

				Date Drawn: 17.08.20
				Drawn: S.C
C	ISSUED FOR APPROVAL	30.06.21	S.C	Checked: A. Taylor
B	ISSUED FOR APPROVAL	28.01.21	S.C	Approved: J. Pfeiffer
A	ISSUED FOR APPROVAL	18.09.20	S.C	Scale: As Shown @ A3
-	ISSUED FOR REVIEW	17.08.20	S.C	Accredited Building Designer
Rev:	Amendment:	Date:	Int:	Designer Name: J.Pfeiffer
				Accreditation No: CC2211T

#### ISSUED FOR APPROVAL

Copyright ©

Client: K. JONES

Project: PROPOSED DWELLING

Address: 38 TULLY ST

ST HELENS TAS 7216

Mob 0417 362 783 or 0417 545 813

3301@engineeringplus.com.au

trngengineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

3301@engineeringplus.com.au

Drawing No:

393020

Rev

A02

C



FLOOR COVERINGS	
	CARPET
	CONCRETE
	TIMBER DECKING
	TILE
	VINYL TIMBER FLOORING

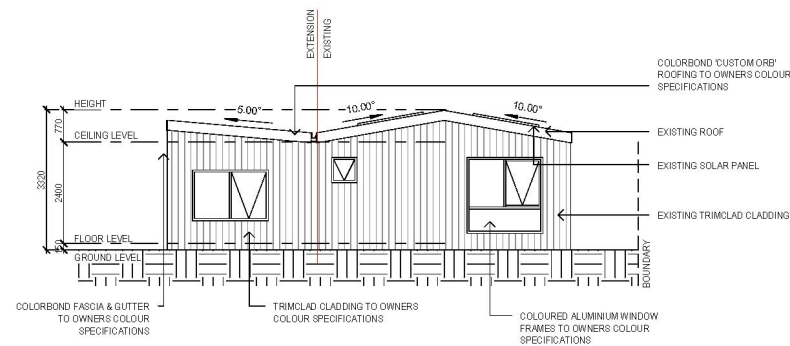
**SMOKE ALARMS**  
PROVIDE AND INSTALL SMOKE ALARMS & HARD WIRE  
TO BUILDING POWER SUPPLY TO AS 3786.  
CEILING MOUNTED WITH 9VDC  
ALKALINE BATTERY BACKUP  
TO LOCATIONS INDICATED ON PLAN AND IN ACCORDANCE  
WITH BCA PART 3.7.5.2

(S) - DENOTES INTERCONNECTED SMOKE DETECTORS BETWEEN LEVELS

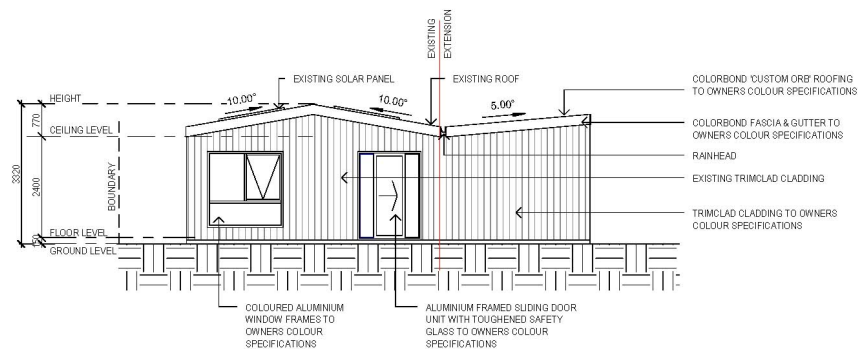
**FLOOR PLAN**  
SCALE 1:100

Area Schedule (Gross Building)		
Name	Area	Area (sq)
EXISTING SHED	54.00 m <sup>2</sup>	5.81
PROPOSED ENTRY	17.20 m <sup>2</sup>	1.85
PROPOSED EXTENSION	10.59 m <sup>2</sup>	1.14
SWIMMING POOL	55.77 m <sup>2</sup>	6.00
	137.56 m <sup>2</sup>	14.81

				Date Drawn: 17.08.20	<div>Project: PROPOSED DWELLING</div> <div>Address: 38 TULLY ST</div> <div>ST HELENS TAS 7216</div> <div>Mob: 0417 362 763 or 0417 545 813</div> <div><div>info@engineeringplus.com.au</div><div>info@engineeringplus.com.au</div><div>Engineering Plus</div><div>Engineering Plus Pty Ltd</div><div>13/14 The Esplanade</div><div>St Helens TAS 7216</div><div>Tasmania</div><div>Australia</div></div>
				Drawn: S.C	
				Checked: A. Taylor	
				Approved: J. Pfeiffer	
				Scale: As Shown @ A3	
C	ISSUED FOR APPROVAL	30.06.21	S.C	Accredited Building Designer	<div>Drawing No:</div> <div>393020</div> <div>A03</div> <div>Rev</div> <div>C</div>
B	ISSUED FOR APPROVAL	28.01.21	S.C	Designer Name: J. Pfeiffer	
A	ISSUED FOR APPROVAL	18.09.20	S.C	Accreditation No: CC2211T	
-	ISSUED FOR REVIEW	17.08.20	S.C		
Rev:	Amendment:	Date:	Int:		



**NORTH ELEVATION**  
SCALE 1:100



**SOUTH ELEVATION**  
SCALE 1:100

SELECTED ALUMINIUM FRAMED WINDOWS - BCA VOLUME 2 PART

3.6

POWDER COATED ALUMINIUM WINDOW & DOOR FRAMES, UNLESS OTHERWISE NOTED.

TASMANIAN OAK REVEALS AND TRIMS, ALL FLASHING AND FIXINGS TO MANUFACTURERS SPECIFICATIONS.

GLAZING & FRAME CONSTRUCTION TO AS 2047 & AS 1288

ALL FIXINGS AND FLASHINGS TO MANUFACTURERS REQUIREMENTS

- WIND CLASSIFICATION AS4055 Wind Design: N2 35m/s
- TERRAIN CATEGORY: T2.5 (PS)
- SERVICEABILITY DESIGN & WIND PRESSURE: 1000
- WATER RESISTANCE: 150

**ISSUED FOR APPROVAL**

Copyright ©

Client: **K. JONES**

Project: **PROPOSED DWELLING**

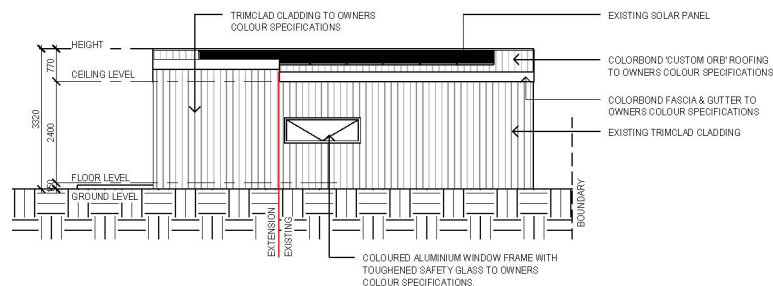
Address: **38 TULLY ST  
ST HELENS TAS 7216**

Mob: 0417 362 763 or 0417 545 613  
jtd@engineeringplus.com.au  
tin@engineeringplus.com.au

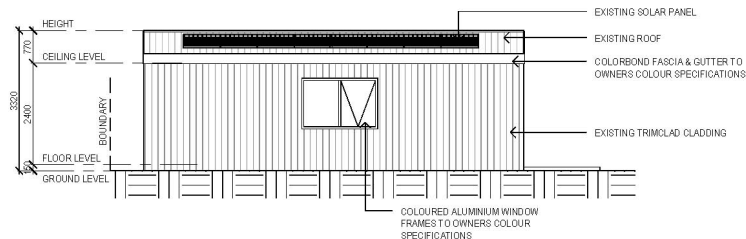
**ENGINEERING PLUS**

				Date Drawn: 17.08.20
				Drawn: S.C
				Checked: A. Taylor
				Approved: J. Pfeiffer
				Scale: As Shown @ A3
C	ISSUED FOR APPROVAL	30.06.21	S.C	
B	ISSUED FOR APPROVAL	28.01.21	S.C	
A	ISSUED FOR APPROVAL	18.09.20	S.C	
-	ISSUED FOR REVIEW	17.08.20	S.C	
Rev:	Amendment:	Date:	Int:	Accredited Building Designer Designer Name: J.Pfeiffer Accreditation No: CC2211T

Drawing No: 393020  
A05  
Rev: C



**EAST ELEVATION**  
SCALE 1:100



**WEST ELEVATION**  
SCALE 1:100

**ISSUED FOR APPROVAL**

Copyright ©

Client: **K. JONES**

Project: **PROPOSED DWELLING**

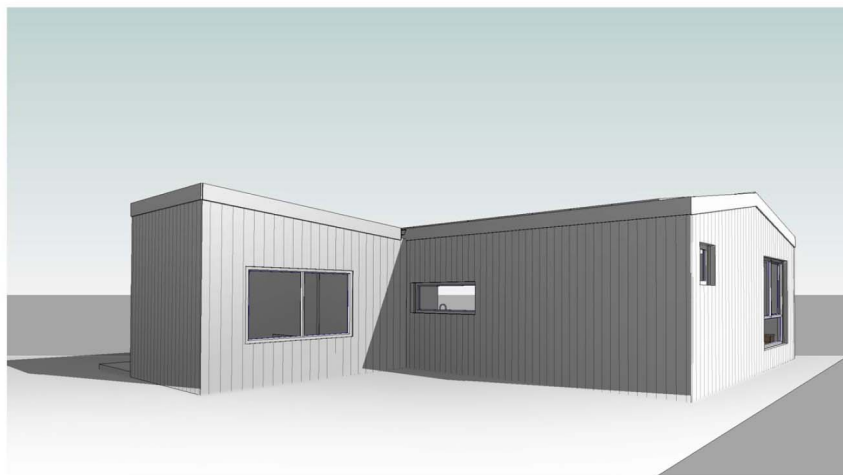
Address: **38 TULLY ST  
ST HELENS TAS 7216**

Mob: 0417 362 763 or 0417 545 613  
jpk@engineeringplus.com.au  
tin@engineeringplus.com.au

**ENGINEERING PLUS**

				Date Drawn: 17.08.20
				Drawn: S.C
				Checked: A. Taylor
				Approved: J. Pfeiffer
				Scale: As Shown @ A3
C	ISSUED FOR APPROVAL	30.06.21	S.C	
B	ISSUED FOR APPROVAL	28.01.21	S.C	
A	ISSUED FOR APPROVAL	18.09.20	S.C	
-	ISSUED FOR REVIEW	17.08.20	S.C	
Rev:	Amendment:	Date:	Int:	Accredited Building Designer Designer Name: J. Pfeiffer Accreditation No: CC2211T

Drawing No: 393020 A06 Rev C



ISSUED FOR APPROVAL

Copyright ©

Client: **K. JONES**

Project: **PROPOSED DWELLING**

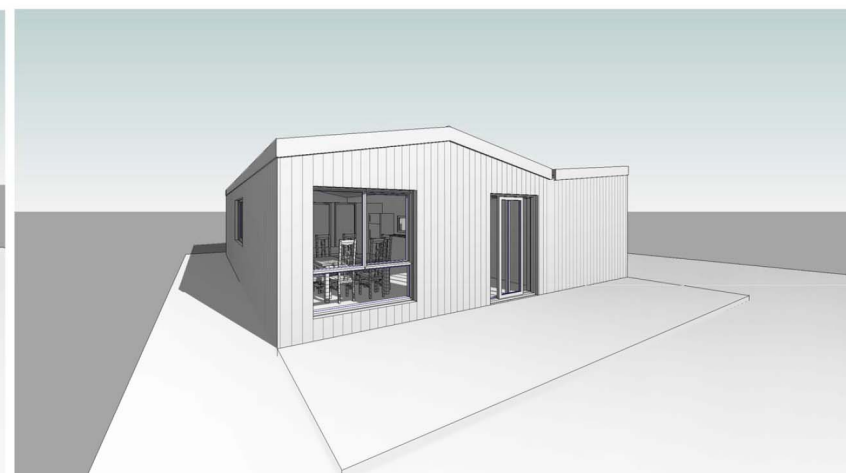
Address: **38 TULLY ST  
ST HELENS TAS 7216**

Mob: 0417 362 763 or 0417 545 813  
jtd@engineeringplus.com.au  
trn@engineeringplus.com.au

**ENGINEERING PLUS**  
BUILDING DESIGN  
PROJECT MANAGEMENT  
CIVIL/STRUCTURAL ENGINEERING

				Date Drawn: 17.08.20
				Drawn: S.C
				Checked: A. Taylor
				Approved: J. Pfeiffer
				Scale: As Shown @ A3
C	ISSUED FOR APPROVAL	30.06.21	S.C	
B	ISSUED FOR APPROVAL	28.01.21	S.C	
A	ISSUED FOR APPROVAL	18.09.20	S.C	
-	ISSUED FOR REVIEW	17.08.20	S.C	
Rev:	Amendment:	Date:	Int:	
				Accredited Building Designer
				Designer Name: J. Pfeiffer
				Accreditation No: CC2211T

Drawing No: 393020  
A07  
Rev C



ISSUED FOR APPROVAL

Copyright ©

Client: **K. JONES**

Project: **PROPOSED DWELLING**

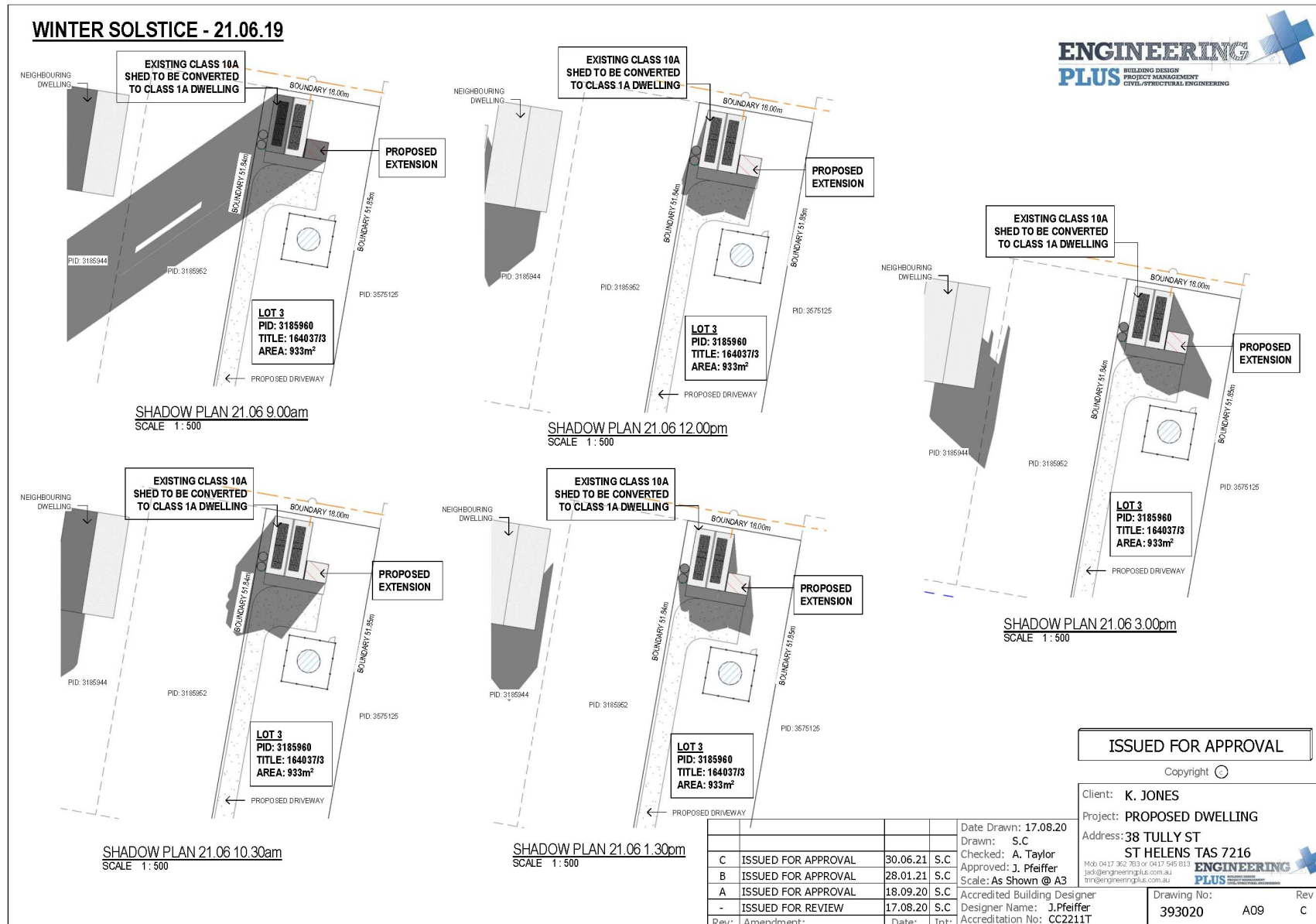
Address: **38 TULLY ST  
ST HELENS TAS 7216**

Mob: 0417 362 763 or 0417 545 813  
jst@engineeringplus.com.au  
trn@engineeringplus.com.au

				Date Drawn: 17.08.20
				Drawn: S.C
C	ISSUED FOR APPROVAL	30.06.21	S.C	Checked: A. Taylor
B	ISSUED FOR APPROVAL	28.01.21	S.C	Approved: J. Pfeiffer
A	ISSUED FOR APPROVAL	18.09.20	S.C	Scale: As Shown @ A3
-	ISSUED FOR REVIEW	17.08.20	S.C	Accredited Building Designer
Rev:	Amendment:	Date:	Int:	Designer Name: J. Pfeiffer
				Accreditation No: CC2211T

Drawing No: 393020 A08 Rev C





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.



09/21.7.0

## COUNCIL MEETING ACTIONS

09/21.7.1

## Outstanding Matters

COUNCIL RESOLUTIONS - MEETINGS - PUBLIC  
09/09/2021

55  
GOALS

64%  
GOAL COMPLETION

COUNCIL RESOLUTIONS PLAN  
COUNCIL RESOLUTIONS 2021

Current Co...	Meeting D...	Due Date	Goal	Resolution / Action	Update	Owner
69%	15/02/2021	29/10/2021	02/21.8.1.30 - Notice of Motion - Update St Helens Main Street - Cllr M Osborne	<i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i>  That the Council consider an update of the St Helens Main Street as a project for the Community Infrastructure Program Extension.	Council to give consideration to nominating this project for funding under the Local Roads & Community Infrastructure Program - Phase 3. Project funding is not available until January 2022 and is required to be spent before 31 December 2022.  Candidate projects suitable for nomination to be scoped and tabled for Council discussion prior to end October 2021.	Manager Infrastructure and Development Services
10%	15/02/2021	31/08/2021	02/21.16.4.50 - Draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy	That Council note the draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy and await the outcome of the Local Government Act review.	On hold until the Local Government Act Review is completed.	Executive Assistant

90%	15/03/2021	30/06/2021	<b>03/21.9.1.59 - Notice of Motion - Invitation to World Trail - Cllr M Tucker</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>Council to invite Glen Jacobs from World Trail to do an overview and investigate the existing trails providing any thoughts on lengthening / improving the existing network and the need to investigate new trails to complement what is existing at the Flagstaff Trailhead.</p>	World Trail have examined on the ground the suggestions received and their thoughts in relation to potential development of the network and provided a draft Report for review. This information is now being reviewed by Council officers, operators and The Collective to examine the logic of the recommendations and to identify a hierarchy of priorities.	General Manager
70%	19/04/2021	30/06/2021	<b>04/21.14.3.88 - St Marys Recreation Ground Lighting</b>	That Council consider the logistics and validity of relocating the St Helens lights with particular attention paid to the ongoing cost of maintaining and running the lights.	The logistics and validity of relocating the St Helens lights with particular attention paid to the ongoing cost of maintaining and running the lights will be assessed when the lights are decommissioned and available for inspection and options for re-use can be verified, noting the St Helens lights are being replaced due to the age of the lights and the lights being less energy efficient.	Manager Infrastructure and Development Services
0%	19/04/2021	30/06/2021	<b>04/21.14.3.88 - St Marys Recreation Ground Lighting</b>	That Council continues to work with Hub4Health in relation to potential upgrades to the gym building and surrounding areas.		Manager Infrastructure and Development Services

75%	19/04/2021	31/05/2021	04/21.15.3.94 - Community Grants Program 2020 - 2021	That Council fund the following projects through the Community Grants Program 2020-2021:	Funds have not been forwarded to Friends of Four Mile Creek as Council staff currently work with the community in regard to comments received as to whether the majority of the community would like to see this project undertaken.	Manager Community Services
				Organisati on or Group name	Description of Project	Amount Request ed from Council
				Friends of Four Mile Creek Inc (FOFMC)	Sculpture installation of two (2) silhouettes of children, a boy and a girl enjoying activities at Four Mile Creek	2,025.00
				Youth Collective North East Coast Tasmania	To purchase youth workers mobile phones, computers and data plans to assist in the running of their programs	5,000.00
				Break O'Day Woodcraft Guild & Men's Shed Inc	Lining out kitchen area, plaster walls & ceiling , insulate walls and paint	1,625.00
						\$8,650.00
100%	17/05/2021	30/06/2021	05/21.9.1.102 - Emergency Motion - Notice of Motion - Announcement of Closure of Commonwealth Bank at St Marys - Cllr J McGiveron	That the Mayor and General Manager commence urgent discussion with the directors of Bendigo Bank to seriously consider setting up a Bendigo Branch in St Marys as soon as possible or any other available possibility to retain a proper banking service in St Marys.	Strongly worded letter sent to CBA in relation to the Branch closure which elicited nothing of note or care. Discussions are ongoing with the St Helens/st Marys Bendigo Community Bank regarding establishing a presence at St Marys with Council officers continuing to work wwith the Board on implementing a solution for the Valley.	General Manager

5%	17/05/2021	31/08/2021	<b>05/21.9.2.103 - Notice of Motion - Investigations into a Swimming Pool and Hydra-therapy Pool - Cllr M Tucker</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>Council to start undertaking another look into an indoor swimming pool and hydra-therapy pool at the sports complex whilst updating our St Helens Sports Complex Master Plan.</p> <p>Council Officers/Managers go to Circular Head Council and look at the new swimming pool complex they have built and work with their Council on understanding the costs of running the complex now it has been running for a while.</p>	Future activity when the time and resources are available. Some initial investigations undertaken at a high level in relation to a Hydra-therapy pool and operational requirements as part of considerations for another project. This will feed into the broader review.	General Manager
100%	17/05/2021	31/10/2021	<b>05/21.9.3.104 - Notice of Motion - St Marys Town Hall Upgrade - Cllr J Drummond</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council upgrade the St Marys Town Hall, including, but not limited to, solar panels and improved heating facilities, with a view to making the Hall more user friendly and cost efficient.</p>	Project included in 2021/2022 Capital Works Budget. A separate report will be provided to Council in relation to specific project details and corresponding costings.	Development Services Coordinator
100%	17/05/2021	31/12/2021	<b>05/21.9.4.105 - Notice of Motion - Public Toilet Block for the St Marys Community Space - Cllr J Drummond</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council work with the State Government and other agencies as necessary, to secure and make available funding for a simple toilet block at the St Marys Community Space.</p>	Project included in 2021/2022 Capital Works Budget. A separate report will be provided to Council in relation to specific project details and corresponding costings.	Development Services Coordinator

80%	17/05/2021	31/08/2021	<b>05/21.9.5.106 - Notice of Motion - Dredging of the Entrance to the Stieglitz Boat Ramp - Cllr B LeFevre</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council seek a report providing information regarding the viability of dredging the entrance to the Stieglitz Boat Ramp enabling boats to once again successfully utilise the facility and appropriate signage be placed limiting the size of vessels launching.</p>	The matter has been investigated with outcome and options to be provided for information and discussion at the October Workshop with elected members.	Manager Infrastructure and Development Services
80%	28/06/2021	31/08/2021	<b>06/21.9.1.128 - Notice of Motion - Textile Recycling Facilities - Cllr J Drummond</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council investigate opportunities for textile recycling partnerships and trials as part of a future focussed approach to waste management. A report is sought to assess the possibility of implementing textile recycling facilities as part of the waste management program within the Break O'Day area.</p>	<p>There are no businesses within the Break O Day area that are involved in textile recycling in the context of building Tasmania's circular economy. Given this, Council's MIDS has approached the NTWMG with a request to have this item tabled at the next quarterly meeting with a view incorporating into the regional waste strategy update. Taking a regional approach in determining opportunity(ies) for textile recycling partnerships and trials as part of a future focused approach to waste management has merit, much like that exists for polystyrene, e-waste, battery and oil collections. The next NTWMG meeting is scheduled for late October 2021 and updates reported subsequently to the Council.</p> <p>Further, Council's MIDS is participating in the Tasmanian governments waste and resource recovery - infrastructure strategy that will have direct implications on Council's waste management operations and future funding opportunities - funded by the state waste levy. Textile recycling amongst other materials will be included in the upcoming waste type and quantity survey due October 2021 with the aim of a consultant report being submitted to the State Government in November/December of this year.</p>	Manager Infrastructure and Development Services



10%	28/06/2021	31/08/2021	<b>06/21.9.2.129 - Notice of Motion - Investigation into Alternate Route - St Marys Pass - Cllr K Wright</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council approaches / petitions, both State and Federal Governments for investigation into an alternate route between East Coast and Fingal Valley. This would be a major road project and would likely attract Federal funding.</p> <p>Procedural Motion was Moved and Carried:</p> <p>That the previous information be sourced and updated for discussion at a Council workshop.</p>	Search for documents related to the alternative route has started. Start on this NOM follow-up has been delayed due to limited resource availability and departmental workload.	Manager Infrastructure and Development Services
75%	28/06/2021	31/08/2021	<b>06/21.17.2.149 - Flagstaff Trail Head - Site Plan for Expansion Opportunities</b>	That Council note the draft site plan and request that Council Officers proceed to an Expression of Interest (EOI) process for future development and business opportunities at the Flagstaff Trail Head.	Following decision of Council, an Expression of Interest process was developed by Council staff. Advertising for expressions of interest has occurred and following closure of the period will be considered.	General Manager
100%	19/07/2021	31/08/2021	<b>07/21.6.1.151 - DA096 - 2021 - Two (2) Lot Subdivision - 54-56 Main Road, Binalong Bay</b>	07/21.6.1.151 - DA096 - 2021 - Two (2) Lot Subdivision - 54-56 Main Road, Binalong Bay	Planning Permit issued 19th July 2021	Development Services Coordinator
100%	19/07/2021	31/08/2021	<b>07/21.6.2.152 - DA151 - 2021 - Four (4) x Dwellings - Lot 2 Mill Court (Currently 83 Cecilia Street), St Helens</b>	07/21.6.2.152 - DA151 - 2021 - Four (4) x Dwellings - Lot 2 Mill Court (Currently 83 Cecilia Street), St Helens	Planning Permit issued 19th July 2021	Development Services Coordinator
100%	19/07/2021	31/08/2021	<b>07/21.6.3.153 - DA186 - 2020 - Three (3) Additional Visitor Accommodation Units - 24798 Tasman Highway, St Helens</b>	07/21.6.3.153 - DA186 - 2020 - Three (3) Additional Visitor Accommodation Units - 24798 Tasman Highway, St Helens	Planning Permit issued 19th July 2021	Development Services Coordinator
100%	19/07/2021	31/08/2021	<b>07/21.6.4.154 - DA138 - 2021 - Multiple Dwellings (2) - 96 Scamander Avenue, Scamander</b>	07/21.6.4.154 - DA138 - 2021 - Multiple Dwellings (2) - 96 Scamander Avenue, Scamander	Planning Permit issued 19th July 2021	Development Services Coordinator

100%	19/07/2021	30/09/2021	<b>07/21.9.1.156 - Notice of Motion - Wood Heater Emissions - Cllr K Wright</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council seek a report on wood heater emissions in Break O'Day region, with a focus on education and best practice, along with information being shared in welcome packs or rates notice/ newsletters.</p>	Report providing an update prepared and provided to Councillors at its Meeting on 20 September 2021.	Communications Coordinator
100%	19/07/2021	31/08/2021	<b>07/21.11.1 - Guard Rails on St Marys Pass - Cllr J Drummond</b>	<p>Regarding the guard rails on the St Marys Pass, there are three sections of the guard rail which are damaged, two (2) have orange mesh barriers across them, the third is simply damaged. A number of residents have asked, after contacting State Roads, if Council could offer support by also contacting State Roads and requesting that they be repaired.</p> <p>Reply</p> <p>The General Manager advised that we will follow up with the Department of State Growth.</p>	General Manager State Roads contacted regarding concerns raised and general condition of the Pass noting that the busy season is approaching which will lead to increased pressures on the Pass.	General Manager

0%	19/07/2021	30/09/2021	<b>07/21.11.3 - Planning Authority - Cllr J Drummond</b>	<p>I have a concern, which is evidenced within the community and reinforced by this mornings Planning Authority, about the proliferation of multiple dwelling Planning Applications across a variety of Zones within the Municipality. As a Council we have previously discussed the insufficiency of the Low Density Zone in Binalong Bay as a restraint with regard to multiple dwellings. I have concerns about the undermining of density standards in the Environmental Living Zone and I request that this matter be brought to Council workshop for a full and frank examination.</p> <p>This style of development has implications for the environment and the standard of living for all of our residents.</p> <p>Reply</p> <p>The General Manager advised that this can be listed for discussion at a future Council Workshop.</p>		Senior Town Planner
100%	19/07/2021	31/08/2021	<b>07/21.14.3.162 - Policy Review - AM08 - Subdivision New Works and Infrastructure Construction Policy</b>	That the AM08 Subdivision New Works & Infrastructure Construction Policy be re-adopted.	Reviewed and amended policy updated on Council documentation and on Council's website	Manager Corporate Services
100%	19/07/2021	31/08/2021	<b>07/21.14.4.163 - Policy Review - AM14 - Mowing Policy</b>	That <i>AM14 Mowing Policy</i> as amended be adopted.	Reviewed and amended Policy updated on Council documentation and on Council's website	Manager Corporate Services
100%	19/07/2021	31/08/2021	<b>07/21.14.5.164 - Policy Review - EP04 - Waste Management Policy</b>	That <i>EP04 Waste Management Policy</i> as amended be adopted.	Reviewed and amended Policy updated on Council documentation and on Council's website	Manager Corporate Services
100%	19/07/2021	31/08/2021	<b>07/21.14.6.165 - Policy Review - AM03 - Street Lighting Policy</b>	That <i>AM03 Street Lighting Policy</i> as amended be adopted.	Reviewed and amended Policy updated on Council documentation and on Council's website	Manager Corporate Services
100%	16/08/2021	31/08/2021	<b>08/21.6.1.171 - DA049-2021 - Carport - 7 Hilltop Drive, Binalong Bay</b>	DA049-2021 - Carport - 7 Hilltop Drive, Binalong Bay.	Planning Permit issued 20th August 2021	Development Services Coordinator
100%	16/08/2021	31/08/2021	<b>08/21.6.2.172 - DA168-2021 - Multiple Dwellings - Construction of Second Dwelling - 5 Oberon Place, Scamander</b>	DA168-2021 - Multiple Dwellings - Construction of Second Dwelling - 5 Oberon Place, Scamander.	Planning Permit issued 23rd August 2021	Development Services Coordinator
100%	16/08/2021	31/08/2021	<b>08/21.6.3.173 - DA153-2021 - Two (2) Lot Subdivision - 61 Argonaut Road, St Helens</b>	DA153-2021 - Two (2) Lot Subdivision - 61 Argonaut Road, St Helens.	Planning Permit issued 23rd August 2021	Development Services Coordinator
100%	16/08/2021	31/08/2021	<b>08/21.6.4.174 - Break O'Day Draft Local Provisions Schedule (LPS) - Tasmanian Planning Scheme</b>	Break O'Day Draft Local Provisions Schedule (LPS) - Tasmanian Planning Scheme.	Actioned - Draft LPS submitted to planning commission	Development Services Coordinator



100%	16/08/2021	30/09/2021	<b>08/21.13.4.178 - Electric Vehicle Charging Station Proposal for Fingal</b>	That Council contribute up to \$10,000 towards the site establishment and reinstatement to facilitate the installation of an electric vehicle fast charging station and associated funding proposal.	Budget contribution to the project is noted and will be incorporated into the next budget review	Manager Corporate Services
34%	16/08/2021	30/09/2021	<b>08/21.13.4.178 - Electric Vehicle Charging Station Proposal for Fingal</b>	That management be authorised to enter into a joint funding agreement for the installation and operation of such a charging station.	Negotiations between management and Electric Highways Tasmania for an agreement are underway, a draft grant proposal is under review.	Manager Corporate Services
37%	16/08/2021	30/09/2021	<b>08/21.13.4.178 - Electric Vehicle Charging Station Proposal for Fingal</b>	That permission be granted for establishment of the electric vehicle fast charging station at Fingal Park, 17a Talbot Street, Fingal and/or the management be authorised to negotiate another appropriate site if necessary.	Negotiations between management and Electric Highways Tasmania for an agreement are underway, a draft grant proposal is under review. Approval will be granted for use of a site on final agreement of a site.	Manager Corporate Services
100%	16/08/2021	30/09/2021	<b>08/21.14.3.181 - Weed Management Policy</b>	That <i>EP07 Weed Management Policy</i> as amended, be adopted.	Reviewed and amended Policy updated on Council documentation and on Council's website	Manager Corporate Services
11%	16/08/2021	31/12/2021	<b>08/21.14.4.182 - Scamander Foreshore Playground Fence</b>	That Council provide fencing around the Scamander Playground located at the Scamander Foreshore.	Fence materials are on order with expected delivery at late October, subject to no unforeseen supply chain delivery delays. Installation planned for November pending on-time delivery of materials.	Manager Infrastructure and Development Services
100%	16/08/2021	30/09/2021	<b>08/21.14.4.182 - Scamander Foreshore Playground Fence</b>	That Council approve an unbudgeted capital amount of \$32,000 to install the playground fence.	Council's decision to undertake Capital Works for the Scamander playground fencing has been noted and will be completed at the next Budget Review	Manager Corporate Services
100%	16/08/2021	30/09/2021	<b>08/21.15.2.184 - Rotary Tasmania</b>	That Council decline the opportunity of becoming a corporate member of Rotary Tasmania and consider other opportunities to provide support.	Council's decision not to proceed is noted, no further action is required. Ongoing discussions will be pursued between Council and Rotary with respect to options for support for Rotary and other community organisations	Manager Corporate Services
100%	16/08/2021	30/09/2021	<b>08/21.15.3.185 - Waiver of Fees for Banner Pole Hire - Bay of Fires Arts Association</b>	That Council provide 100% level of support to Bay of Fires Arts Association in the erection of eight (8) street banners up Cedia Street, St Helens prior to the Bay of Fires Arts Festival, every year on the June long weekend at a cost of \$500 per erection of each banner totalling \$4,000 per year.	The Bay of Fires Arts Association have been advised of Council's decision to approve the waiver request.	Community Services Officer

## COUNCIL RESOLUTIONS 2020

Current Co...	Meeting D...	Due Date	Goal	Resolution / Action	Update	Owner
---------------	--------------	----------	------	---------------------	--------	-------

60%	17/02/2020	31/05/2020	<b>02/20.8.1.13 - Notice of Motion - St Helens Foreshore Playground Sun Shade - Cllr M Osborne</b>	<p>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:</p> <p>That a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.</p>	<p>This Council resolution refers to the St Helens foreshore playground. The playground and other foreshore infrastructure will be considered as part of the Marine Facilities Strategy (Georges Bay).</p>	Manager Infrastructure and Development Services
75%	20/04/2020	31/07/2020	<b>04/20.14.3.63 - St Helens Sports Complex - Amendments to Master Plan</b>	<p>That Council seek feedback from the sporting and recreational group users of the St Helens Sports Complex with the objective of consolidating proposed projects and preparing an updated master planning document to guide the Council in its future decision-making.</p>	<p>Updated plan finalised and provided to Users for feedback which was received. This is now been assessed ready for progress to broader community engagement.</p>	Manager Community Services
55%	20/04/2020	31/07/2020	<b>04/20.15.3.66 - 'Future Potential Production Forest' Land in Break O'Day</b>	<p>That Council ask the Tasmanian Government to provide it with information including the economic and social implications for Break O'Day community of possible changes to Future Potential Production Forest Land in Break O'Day municipality.</p>	<p>Research is yet to be conducted - in the absence of information being provided by government or industry bodies - to inform Council so it can consider its position as best it can regarding the future of FPPF Land in Break O'Day.</p>	NRM Facilitator
84%	16/11/2020	28/02/2021	<b>11/20.8.1.203 - Notice of Motion - Tasman Highway Speed Limit Reduction - Cllr K Chapple</b>	<p>That Council approach the Department of State Growth to investigate the possibility of reducing the speed limit on the Tasman Highway heading northwest towards Scottsdale from 80km per hour to 60 km per hour to View Street.</p>	<p>On the 8th July 2021, the Department of State Growth advised that the section of Tasman Highway from the existing 60 km/h limit west to View Street does not have a high enough access density to align with the criteria for 60 km/h under the Tasmanian Speed Zoning Guidelines. Taking this into account the department would not be able to provide sufficient justification for recommending a change to the existing 80 km/h limit to the Transport Commissioner.</p> <p>The department has however stated there is some merit in looking at a minor adjustment to the existing 60 to extend it a short distance to just north of Warrens Way intersection. Department officers will progress this in due course. A date has not been committed to by the department.</p> <p>Councils MIDS will continue to make enquiry to have the matter progressed.</p>	Manager Infrastructure and Development Services

88%	16/11/2020	28/02/2021	<b>11/20.15.2.219 - Implementation of Dog Management Policy</b>	That Council seek commitment from the Parks and Wildlife Service to work cooperatively with Council to implement consistent and coordinated management of dogs in the municipality through Council's public processes for Dog Management Policy and Declared Areas, while recognising our different roles, objectives and responsibilities, and means for achieving them.	LGAT is organising a workshop for Councils and the Parks and Wildlife Service to consider roles and responsibilities and cooperation around dog management, wildlife and reserves issues. Council has provided input for the workshop agenda.	NRM Facilitator
66%	21/12/2020	31/03/2021	<b>12/20.12.7.233 - Reduced Facility Hire Fee - St Helens Little Athletics</b>	That Council approve waiving the facility hire fee by amending the lease agreement to include use of the stadium toilets without charge.	Lease agreement has been reviewed, yet to be forwarded to Little Athletics	Manager Corporate Services

## COUNCIL RESOLUTIONS 2019

Current Co...	Meeting D...	Due Date	Goal	Resolution / Action	Update	Owner
0%	18/03/2019	30/06/2019	<b>03/19.8.2.47 - Notice of Motion - Mountain Bike Track in the Fingal Valley - Cllr J Tucker</b>	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That Council look at building a mountain bike and walking tracks in the Fingal Valley, and have it shovel ready for funding at the next State election.	This to be developed further as part of the Recreational Trails Strategy.	Manager Community Services
25%	15/07/2019	31/10/2019	<b>07/19.16.2.182 - Intention to Make New By-Law - Trail Network By-Law</b>	In accordance with section 156 of the Local Government Act 1993, Council resolves to make a by-law for the regulation of the Trail Networks.	Draft By-Law currently being prepared.	Executive Assistant
0%	16/09/2019	31/12/2019	<b>09/19.14.3.229 - Kings Park</b>	That Council replace the fence and fix the steps on the Medea Cove side of Kings Park.	Advised the Works Department of Council decision to replace the fence and fix the steps.	Manager Community Services
0%	16/09/2019	31/12/2019	<b>09/19.14.3.229 - Kings Park</b>	That Council work with Tasmania Fire Service to undertake an assessment as to whether Kings Park is currently a fire risk to adjoining properties.		Manager Community Services
0%	16/09/2019	31/12/2019	<b>09/19.14.3.229 - Kings Park</b>	That Council commence the process to develop some walking trails and interpretative signage that helps to create a narrative that acts to generate a positive user experience within the Kings Park area.	Walking trails to be discussed during the development of the Recreational Trails Strategy.	Manager Community Services

50%	18/11/2019	29/02/2020	<b>11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Cllr G McGuinness</b>	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That Council investigates the best route for a dual access, (bike/pedestrian), dual direction track between Swimcart Beach and the "yet to be built" dual access Binalong Bay Rd. track.	Investigations undertaken and a potential route has been identified following consideration of environmental constraints with a view to avoiding sensitive areas such as Penguin nesting grounds. Route has been discussed with Parks & Wildlife Service and work is ongoing with a private land owner.	Manager Infrastructure and Development Services
20%	18/11/2019	31/12/2021	<b>11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Cllr G McGuinness</b>	That Council seeks funding to enable this track to be built as soon as practical.	Discussions and investigations have occurred with PWS and private landowner in relation to the potential alignment. Information presented to Council workshop in relation to the alignment	Manager Infrastructure and Development Services
0%	18/11/2019	29/02/2020	<b>11/19.14.3.277 - Disability Action Plan</b>	That Council seek community feedback in relation to the draft Disability Action Plan.		Manager Community Services
50%	16/12/2019	31/03/2020	<b>12/19.14.2.303 - Old Hospital - Community Feedback</b>	That Council support the Department of Communities Tasmania to undertake an examination of the feasibility of the key options identified.	The old St Helens Hospital is currently being used as a Respiratory Clinic for COVID 19 testing. All discussions are on hold whilst the need is still there to undertake the testing for Covid.	Manager Community Services
25%	16/12/2019	31/03/2020	<b>12/19.14.2.303 - Old Hospital - Community Feedback</b>	That Council commence discussions with Department of Communities Tasmania to transfer the green space at the front of the old Hospital (corner Circassian and Cedilia Street) to Council for community use.	Hospital currently being used by Ochre as a Respiratory Clinic.	Manager Community Services

## COUNCIL RESOLUTIONS 2018

Current Co...	Meeting D...	Due Date	Goal	Resolution / Action	Update	Owner
0%	21/05/2018	31/08/2018	<b>05/18.14.2.117 - The Gardens Toilet Block</b>	Council to take over ownership of the toilet block to be built at The Gardens with Council entering into an agreement with Parks & Wildlife (PWS) who will maintain and service the toilet block.	PWS in discussion with the Gardens community as to the location of the temporary toilet.	Manager Community Services

50%	20/08/2018 30/11/2018	<b>08/18.8.2.182 - Notice of Motion - Driver Reviver Site in Fingal - Cllr J Drummond</b>	<p>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:</p> <p>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.</p>	Awaiting a response from SES as to why this did not occur and when they intend to commence this project in our Municipality.	Manager Community Services
-----	-----------------------	-------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------	----------------------------------



## 09/21.8.0 PETITIONS

Nil.

## 09/21.9.0 NOTICES OF MOTION

### 09/21.9.1 Notice of Motion – Terrys Hill Road – Clr M Osborne

#### 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 the Council investigate taking over Terrys Hills road where ratepayers live.

#### SUBMISSION IN SUPPORT OF MOTION:

It is not maintained by Parks and Wildlife Services. See letter below sent to the Manager Infrastructure and Development Services.

*30<sup>th</sup> August 2021*

*Mr David Jolly  
Manager Infrastructure and Development Services  
Break O'Day Council  
32-34 Georges Bay Esplanade  
ST HELENS TAS 7216*

*Dear David*

*RE: Terrys Hill Road, Goshen*

*Your letter dated 5<sup>th</sup> July 2021 regarding roadworks on Terrys Hill Road stated that commencing 12<sup>th</sup> July 2021, a section of the road at 'The Flats' would have remediation work commencing. This is still outstanding.*

*It would appear to me that Parks & Wildlife Department, the authority vested in fixing the road is either incapable, incompetent or irresponsible and simply doesn't care. This is a 'C' class public road and a government authority has to take responsibility whether they like it or not. It is a legal requirement. Obviously Parks & Wildlife can't take care of the road*

*otherwise it would never have been allowed to degenerate to such an appalling condition. What the Council described on 1<sup>st</sup> Sept 2014 as ‘an untrafficable condition’.*

*May I suggest with respect to all parties that Council take over the section of Terrys Hill Road where the ratepayers use it and swap it for a section of road they maintain but where residents do not live, eg. Roses Tier Road. The bridge has been completed and BridgePro Engineering did a great job but I doubt if Parks & Wildlife will ever be capable of maintaining this road to the same standard as the council maintains the Lottah Road.*

*I have lived here for 40 years and in the early 1980s the old Portland Council had graders on it so at some stage the road was transferred to Forestry. It now appears that no-one is prepared to maintain this road. Council is perfectly happy to take our rates so it should be happy to provide a duty of care to its ratepayers and take back the first 3 kilometers of this road so the residents can travel safely.*

*With the heavy use of this road in the summer by the mountain bike buses and trailers for pick-ups after their clients have completed the Blue Tier descent, it is even more imperative that this road be adequately maintained.*

*Yours sincerely*

## **09/21.10.0**

## **COUNCILLOR’S QUESTIONS ON NOTICE**

Nil.

## **09/21.11.0**

## **COUNCILLOR’S QUESTIONS WITHOUT NOTICE**

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

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

17.08.2021	<b>St Helens</b>	– Meeting with John Tucker MP
18.08.2021	<b>St Helens</b>	– Vietnam Veterans Day Service
19.08.2021	<b>St Helens</b>	– Meeting with Mark Shelton MP
19.08.2021	<b>St Helens</b>	– Meeting with Minister Guy Barnett
20.08.2021	<b>Launceston</b>	– Attended a function for Commander Brett Smith
23.08.2021	<b>St Helens</b>	– Citizenship Ceremonies
23.08.2021	<b>St Helens Via Web</b>	– Australian Local Government Association (ALGA) – Welcome to new Board Members
27.08.2021	<b>St Helens</b>	– Meeting with Members of the Community regarding Hub4Health
06.09.2021	<b>St Helens</b>	– Council Workshop
07.09.2021	<b>St Helens</b>	– Meeting with Owner of the St Helens Woodbarn
08.09.2021	<b>St Helens</b>	– Tidal Research Project Interview
09.09.2021	<b>Launceston Via Web</b>	– Australian Local Government Association (ALGA) – Board Meeting
13.09.2021	<b>St Helens</b>	– Citizenship Ceremony
17.09.2021	<b>St Helens</b>	– Child and Family Centre (CFC) State Forum
17.09.2021	<b>St Helens</b>	– Council Workshop – Population Strategy
18.09.2021	<b>White Sands</b>	– Showcase Wellbeing Project
18.09.2021	<b>Scamander</b>	– Scamander Surf Life Saving Club – Opening of Amenities Building
20.09.2021	<b>St Helens</b>	– Council Meeting

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

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



## 09/21.13.0 BUSINESS AND CORPORATE SERVICES

### 09/21.13.1 Corporate Services Department Report

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

#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

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

#### PREVIOUS COUNCIL CONSIDERATION:

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

#### OFFICER'S REPORT:

##### Corporate Services Staffing and Other Activities:

Although the final day for discount for rates and the due date for the first instalment was 7 September, the last two weeks of August were particularly busy for the Corporate Services team with high numbers of rate payments and enquiries.

##### Meetings Attended:

Normal face to face Corporate Services team meetings and manager-team member meetings were undertaken as usual.

Meetings were held with Work Health & Safety Coordinator and the management team to develop and update the draft covid-19 Lockdown Plan in response to the state government's lockdown plan.

## Other Issues:

### *Investments – Term Deposits*

#### CBA:

\$1,000,789.18	0.16%	Maturing 14/09/2021
\$1,000,000.00	0.15%	Maturing 24/09/2021
\$1,000,115.07	0.13%	Maturing 01/10/2021
\$1,000,468.49	0.11%	Maturing 14/10/2021
\$1,000,691.07	0.18%	Maturing 01/11/2021
\$1,000,267.40	0.16%	Maturing 08/11/2021
\$1,000,000.00	0.16%	Maturing 17/11/2021
\$1,016,073.48	0.16%	Maturing 22/11/2021
\$1,000,000.00	0.16%	Maturing 29/11/2021

#### Bendigo:

\$1,000,000.00	0.20%	Maturing 06/10/2021
\$1,000,000.00	0.20%	Maturing 07/10/2021
\$1,000,000.00	0.20%	Maturing 26/10/2021
\$1,000,000.00	0.15%	Maturing 06/12/2021

## Right to Information (RTI) Requests

One (1) request has been received.

## 132 and 337 Certificates

	<b>132</b>	<b>337</b>
<b>August 2021</b>	97	50
<b>July 2021</b>	99	50
<b>August 2020</b>	64	29

## Debtors/Creditors @ 8 September 2021

### DEBTORS INFORMATION

#### Invoices Raised

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
97	\$ 45,786.12	197	76	156

### CREDITORS INFORMATION

#### Payments Made

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
401	\$ 1,114,305.18	773	471	764

## Work Health & Safety Coordinator

Facilitated fortnightly restoring mobility and movement sessions with indoor and outdoor workers and assist them with any minor injuries or movement issues.

Undertook WHS inductions with two new contractor companies and one existing contractor company and their employee.

Developed COVID-19 lockdown plan for 2021/2022 with the management team and printed/laminated signage for facilities and other council assets. Discussions with the management team and regularly aiding enquiries concerning community groups hiring council facilities and their compliance with their safety plans.

During the period of **6 August to 9 September 2021**, no vandalism was reported to Council.

## RISK REGISTER QUARTERLY REPORT – September 2021

The risk register was reviewed in **June, July & August 2021** per the **six-monthly** (HIGH and EXTREME) and **12 monthly** (MEDIUM and LOW) review schedule.

### EXECUTIVE SUMMARY

- **105 risks were listed on the risk register as of 17 May 2021**
- 1 risk reviewed by MMBT on 17 June 2021
- 1 risk reviewed by MIDCS on 21 June 2021
- 1 risk reviewed by NRM on 1 June 2021
- 7 risks reviewed by WOM on 23 June 2021
- 12 risks reviewed by HR/GM by 13 July 2021
- 1 risk reviewed by NRM by 10 July 2021
- 1 risk reviewed by Communications Coordinator by 19 July 2021
- 1 risk reviewed by Corporate Service Manager on 20 July 2021
- 1 risk reviewed by GM/HR/Corporate Services Manager and **deleted on 20 July 2021**
- 2 risks reviewed by DS Coordinator by 21 July 2021
- 4 risks reviewed by Corporate Services Manager on 31 August 2021
- **104 risks are now listed on the risk register as of 1 September 2021.**

RATES INFORMATION as at 9 September 2021							
This financial Year							
2021/2022	Rates Actuals inc. Annual Remissions	Rates Levied excluding remissions	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,665,865.61	7,615,142.20	55,606.35	7,670,748.55	-	5,230.89	61,517.51
Waste	1,312,200.00	1,306,100.00	7,713.70	1,313,813.70			
Wheelie	479,606.00	477,174.00	2,914.41	480,088.41			
Recycling	390,600.00	388,500.00	2,415.07	390,915.07			
Fire	373,174.52	373,012.42	519.21	373,531.63			
TOTAL	10,221,446.13	10,159,928.62	69,168.74	10,229,097.36	-	5,230.89	61,517.51
Last Financial Year							
2020/2021	Rates Actuals inc. Annual Remissions	Rates Levied excluding remissions	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,437,343.52	7,388,664.92	53,991.27	7,442,656.19	-	3,777.56	157,035.27
Waste	1,228,360.25	1,226,004.00	3,827.35	1,229,831.35			
Wheelie	452,734.75	452,119.20	2,339.02	454,458.22			
Recycling	253,925.20	253,536.00	376.11	253,912.11			
Fire	365,145.54	364,983.85	492.47	365,476.32			
TOTAL	9,737,509.26	9,685,307.97	61,026.22	9,746,334.19	-	3,777.56	157,035.27
Instalments							
2021/2022		Instalment \$	Outstanding \$	Outstanding %			
8 September 2020	Instalment 1	2,537,255.62	441,171.33	17.39%			
10 November 2020	Instalment 2	2,540,891.00	1,067,565.07	42.02%			
2 February 2021	Instalment 3	2,540,891.00	1,091,161.17	42.94%			
4 May 2021	Instalment 4	2,540,891.00	1,101,499.16	43.35%			
	TOTAL:	10,159,928.62	3,701,396.73	36.43%			
2020/2021		Instalment \$	Outstanding \$	Outstanding %			
10 September 2019	Instalment 1	2,422,220.97	337,502.55	13.93%			
12 November 2019	Instalment 2	2,421,029.00	953,679.63	39.39%			
4 February 2020	Instalment 3	2,421,029.00	993,483.07	41.04%			
5 May 2020	Instalment 4	2,421,029.00	1,003,411.73	41.45%			
	TOTAL:	9,685,307.97	3,288,076.98	33.95%			
Discount							
	Discount Claimed	No. of	Total Ratable	% of total			
2021/2022	104,207.30	3,323	6,498	51.14%			
2020/2021	155,575.54	3,415	6,476	52.73%			

## STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

### Goal

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

### *Strategy*

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

### **LEGISLATION & POLICIES:**

Nil.

### **BUDGET AND FINANCIAL IMPLICATIONS:**

Not applicable.

### **VOTING REQUIREMENTS:**

Simple Majority.

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

**OFFICER'S RECOMMENDATION:**

That the following reports for the month ending 31 August 2021 be received:

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

**INTRODUCTION:**

Presented to Council are the monthly financial statements.

**PREVIOUS COUNCIL CONSIDERATION:**

Council considers financial reports on a monthly basis.

**OFFICER'S REPORT:**

The financial statements as shown below show the financial position of Council as at 31 August 2021.

### Trading Account Summary

**Council's current position for the month ending 31 August is summarised as follows:-**

CASH AT BEGINNING OF PERIOD	11,249,849
TOTAL INCOME FOR PERIOD	3,403,759
TOTAL AVAILABLE FUNDS	14,653,608
LESS TOTAL EXPENDITURE	1,269,189
CASH AT END OF PERIOD	13,384,419
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	94,028

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.

<b>Income Statement</b>				
<b>2021-2022</b>				
	<b>2020-2021</b>	<b>Year to Date Actual</b>	<b>Year to Date Budget</b>	<b>2021-2022 Estimate</b>
<b>INCOME</b>				
Rates and Charges	9,770,000	10,181,683	10,216,483	10,216,483
User Charges	1,313,000	212,511	205,932	910,591
Grants	3,204,000	412,430	20,000	2,916,944
Other Income	278,000	22,037	20,333	122,000
Investment Income	303,000	2,164	5,833	423,000
<b>Total Income</b>	<b>14,868,000</b>	<b>10,830,825</b>	<b>10,468,581</b>	<b>14,589,018</b>
<b>Capital Income</b>				
Capital grants	5,573,000	665,851	595,951	2,759,708
Profit or Loss on Sale of Assets	(993,000)	-	20,000	120,000
<b>Total Income</b>	<b>19,448,000</b>	<b>11,496,676</b>	<b>11,084,533</b>	<b>17,468,726</b>
<b>EXPENSES</b>				
Employee Expenses	5,073,000	767,543	939,301	5,635,807
Materials and Services	4,753,000	1,378,636	930,741	4,891,947
Depreciation and amortisation	3,783,000	647,470	628,858	3,773,148
Other expenses	1,587,000	135,036	121,576	734,466
<b>Total Expenses</b>	<b>15,196,000</b>	<b>2,928,684</b>	<b>2,620,477</b>	<b>15,035,368</b>
<b>Net Operating Surplus\ (Deficit)</b>	<b>(328,000)</b>	<b>7,902,140</b>	<b>7,848,105</b>	<b>(446,350)</b>
<b>Net Surplus\ (Deficit)</b>	<b>4,252,000</b>	<b>8,567,991</b>	<b>8,464,056</b>	<b>2,433,358</b>



Profit & Loss Statement					
2021-2022					
		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used
<b>1600</b>	<b>Revenues</b>				
1611	General Rate	7,670,749	7,603,116	7,603,116	101%
1612	Waste Charges	1,313,814	1,302,700	1,302,700	101%
1613	Fire Levy	373,532	372,656	372,656	100%
1614	Tips & Transfer Stations	28,075	183,855	183,855	15%
1615	Recycling Charges	390,915	386,232	386,232	101%
1616	Early Settlement Discounts	(75,489)	(106,667)	(106,667)	71%
1617	Wheelie Bin Charges	480,088	474,590	474,590	101%
	<b>Total Rates</b>	<b>10,181,683</b>	<b>10,216,483</b>	<b>10,216,483</b>	<b>100%</b>
	<b>Environmental Health</b>				
1621	Waste Disposal Fees	1,432	-	-	
1622	Inspection Fees	-	1,000	6,000	0%
1623	Health/Food Licence Fees and Fines	1,150	2,333	14,000	8%
1624	Immunisations	-	167	1,000	0%
	<b>Total Environmental Health</b>	<b>2,582</b>	<b>3,500</b>	<b>21,000</b>	<b>12%</b>
	<b>Municipal Inspector</b>				
1631	Kennel Licences	-	200	1,200	0%
1632	Dog Registrations	7,889	8,350	50,100	16%
1633	Dog Impoundment Fees & Fines	73	417	2,500	3%
1634	Dog Replacement Tags	35	-	-	
1635	Caravan Fees and Fines	67,819	65,000	65,000	104%
1636	Fire Abatement Charges	-	333	2,000	0%
1637	Infringement Notices	(1,250)	1,667	10,000	-13%
	<b>Total Municipal inspector</b>	<b>74,566</b>	<b>75,967</b>	<b>130,800</b>	<b>57%</b>
	<b>Building Control Fees</b>				
1641	Building Fees	8,090	2,500	15,000	54%
1642	Plumbing	6,235	8,333	50,000	12%
1643	Building Search Fees	390	200	1,200	33%
1644	Permit Administration	6,350	5,833	35,000	18%
1645	Building Inspections	8,468	9,167	55,000	15%
1647	Certificates of Likely Compliance	7,632	7,500	45,000	17%
1651	Development Application Fees	23,221	11,667	70,000	33%
1653	Subdivision Fees	210	583	3,500	6%
1654	Advertising Fee	18,025	11,667	70,000	26%
1655	Adhesion Orders	210	83	500	42%
1656	Engineering Fees	1,177	333	2,000	59%
1657	Public Open Space	-	3,333	20,000	0%
	<b>Total Planning And Building Control Fees</b>	<b>80,008</b>	<b>61,200</b>	<b>367,200</b>	<b>22%</b>

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used
	<b>Government Fees Levies</b>				
1661	B.C.I Training Levy	5,706	5,000	30,000	19%
1662	Building Permit Levy	2,853	2,833	17,000	17%
1663	132 & 337 Certificates	22,365	20,000	120,000	19%
1666	Right to Information	41	-	-	
	<b>Total Government Fees Levies</b>	<b>30,965</b>	<b>27,833</b>	<b>167,000</b>	19%
	<b>Investment Income</b>				
1671	Interest Income	2,164	5,833	35,000	6%
1676	Dividends - TasWater	-	-	388,000	0%
	<b>Total Investment Income</b>	<b>2,164</b>	<b>5,833</b>	<b>423,000</b>	1%
	<b>Sales Hire and Commission</b>				
1681	Sales	7,354	15,850	95,100	8%
1682	Commission	119	2,415	14,491	1%
1684	Facilities and Hall Hire	5,280	6,667	40,000	13%
1685	Facilities Leases	11,636	12,500	75,000	16%
1687	History Room Other Income	-	-	-	
	<b>Total Sales Hire and Commission</b>	<b>24,389</b>	<b>37,432</b>	<b>224,591</b>	11%
	<b>Other Income</b>				
1761	Late Payment Penalties inc Interest	3,682	13,333	80,000	5%
1765	Private Works	8,175	3,333	20,000	41%
1766	Cemetery	4,800	3,333	20,000	24%
	<b>Total Other Income</b>	<b>16,657</b>	<b>20,000</b>	<b>120,000</b>	14%
	<b>Reimbursements</b>				
1773	Workers Comp. Recoveries	2,426	333	2,000	121%
1775	Roundings	(272)	-	-	
1776	Miscellaneous Reimbursements	2,237	-	-	
1778	GST free reimbursements	989	-	-	
	<b>Total Reimbursements</b>	<b>5,380</b>	<b>333</b>	<b>2,000</b>	269%
	<b>Gain or Loss on Sale of Assets</b>				
1781	Profit or Loss on Sale of Assets	-	20,000	120,000	0%
	<b>Total Gain or Loss on Sale of Assets</b>	<b>-</b>	<b>20,000</b>	<b>120,000</b>	0%
	<b>Grant Income</b>				
	<b>Operating Grants</b>				
1792	Financial Assistance Grant	384,929	-	2,896,944	13%
	Building Better Regions Fund		-	-	
1794	State Grants - Other	7,577	-	-	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used
1794	Learner Driver Mentor Grant	19,924	20,000	20,000	100%
1794	Drought Weed Management		-		
	<b>Total Operating Grants</b>	<b>412,430</b>	<b>20,000</b>	<b>2,916,944</b>	14%
	<b>Capital Grants</b>				
1791	Roads to Recovery	354,187	391,951	2,351,708	15%
1791	DCF Round 2 Projects		-		
1791	CDG Georges Bay Walking Trail		-		
1791	Turf Mower		-		
1791	St Marys Flood Mitigation	-	-	-	
1793	State Grants Other	311,665	204,000	204,000	153%
1793	Mountain Bike Trails - State Grant	-	-	204,000	0%
	<b>Total Capital Grants</b>	<b>665,851</b>	<b>595,951</b>	<b>2,759,708</b>	24%
	<b>Total Revenue</b>	<b>11,496,676</b>	<b>11,084,533</b>	<b>17,468,726</b>	66%
	<b>Expenses</b>				
	<b>Employee Costs</b>				
1811	Salaries and Wages	537,094	649,944	3,899,667	14%
1812	On Costs	224,214	282,878	1,697,270	13%
1813	Overtime Payments	6,236	6,479	38,871	16%
	<b>Total Employee Costs</b>	<b>767,543</b>	<b>939,301</b>	<b>5,635,807</b>	14%
	<b>Energy Costs</b>				
1851	Electricity	15,966	25,765	154,590	10%
	<b>Total Energy Costs</b>	<b>15,966</b>	<b>25,765</b>	<b>154,590</b>	10%
	<b>Materials and Contracts</b>				
1861	Advertising	7,481	9,750	58,500	13%
1863	Bank Charges - GST	7,174	4,033	24,200	30%
1864	Books Manuals Publications	981	675	4,050	24%
1865	Catering	4,324	2,733	16,400	26%
1866	Bank Charges - FREE	57	167	1,000	6%
1867	Computer Hardware Purchase	8,861	2,500	15,000	59%
1869	Computer Internet Charges	-	-	-	
1870	Computer Licence and Maintenance Fees	66,068	34,500	207,000	32%
1872	Corporate Membership	61,112	24,132	144,790	42%
1873	Debt Collection	2,324	2,667	16,000	15%
1876	Stock Purchases for Resale	5,850	5,000	30,000	19%
1890	Equipment Hire and Leasing	4,123	6,417	38,500	11%
1891	Equip Maintenance & Minor Purchases	7,451	2,092	12,550	59%
1893	Internet Billpay Costs	-	1,167	7,000	0%
1895	Licensing and Licence Costs	32,464	15,572	93,429	35%

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used
1896	Land and Building Rental or Leasing Costs	10,245	8,333	50,000	20%
1897	Materials	62,456	62,219	373,313	17%
1898	Phone Calls Rental Fax	6,255	7,027	42,160	15%
1899	Postage/Freight	8,886	4,165	24,988	36%
1900	Printing/Laminating	-	750	4,500	0%
1901	Property Insurance	119,713	138,500	138,500	86%
1902	Room Hire	-	208	1,250	0%
1904	Royalties and Production Licences	-	833	5,000	0%
1905	Stationery	6,490	2,883	17,300	38%
1906	Water and Property rates Payable	6,637	17,633	105,800	6%
	<b>Total Materials and Contracts</b>	<b>428,950</b>	<b>353,955</b>	<b>1,431,230</b>	<b>30%</b>
	<b>Contractor Costs</b>				
1971	Contractors	510,435	135,943	815,660	63%
1972	Cleaning Contractors	39,987	40,483	242,900	16%
1973	Waste Management Contractors	170,582	202,764	1,216,582	14%
	<b>Total Contractor Costs</b>	<b>721,005</b>	<b>379,190</b>	<b>2,275,142</b>	<b>32%</b>
	<b>Professional Fees</b>				
1992	Audit Fees	-	6,667	40,000	0%
1993	Legal Fees	20,848	7,917	47,500	44%
1994	Internal Audit Fees	-	1,167	7,000	0%
1995	Revaluation Fees- Municipal only	3,100	4,667	28,000	11%
1997	Professional Fees - Strategic Projects	-	8,333	50,000	0%
1998	Other Professional Fees	58,446	30,600	183,600	32%
	<b>Total Professional Fees</b>	<b>82,395</b>	<b>59,350</b>	<b>356,100</b>	<b>23%</b>
	<b>Plant Hire</b>				
2101	Plant Hire - Internal	133,280	87,500	525,000	25%
2102	Plant Hire - External	323	917	5,500	6%
2103	Registration and MAIB	333	7,660	45,958	1%
2104	Insurance Premiums	30,612	7,812	46,871	65%
2105	Plant Repairs and Maintenance	68,778	27,219	163,315	42%
2140	Plant Hire Recovered	(140,228)	(120,000)	(720,000)	19%
2141	Fuel	31,029	24,800	148,800	21%
2142	Fuel Credit	-	(2,500)	(15,000)	0%
	<b>Total Plant Hire</b>	<b>124,127</b>	<b>33,407</b>	<b>200,444</b>	<b>62%</b>
	<b>Government Fees and Levies</b>				
2255	Fire Levy	-	62,105	372,628	0%
2257	Building Permit Levy	2,329	2,500	15,000	16%
2258	Land Tax	1,742	9,469	56,813	3%
2259	Training Levy	2,122	5,000	30,000	7%
	<b>Total Government Fees and Levies</b>	<b>6,193</b>	<b>79,074</b>	<b>474,441</b>	<b>1%</b>

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used
	<b>Depreciation</b>				
2305	Depreciation Buildings	72,158	72,029	432,176	17%
2306	Depreciation Roads and Streets	310,917	304,333	1,826,000	17%
2307	Depreciation Bridges	76,633	76,100	456,600	17%
2308	Depreciation Plant & Equipment	66,138	69,983	419,901	16%
2310	Depreciation Stormwater Infrastructure	59,408	55,316	331,896	18%
2311	Depreciation Furniture	24,210	18,375	110,248	22%
2312	Depreciation Land Improvements	34,406	28,555	171,328	20%
2313	Amortisation of Municipal Valuation	3,600	4,167	25,000	14%
	<b>Total Depreciation</b>	<b>647,470</b>	<b>628,858</b>	<b>3,773,148</b>	<b>17%</b>
	<b>Other Expenses</b>				
2401	Interest Payable	25,811	-	290,009	9%
2404	Grants and Community Support Given	14,227	33,017	198,100	7%
2405	Rate Remissions	61,518	57,000	57,000	108%
2406	Commercial rate relief	-	-	-	
2407	Waiver of Fees and Lease etc	829	-	-	
2409	Council Member Expenses	3,465	3,000	18,000	19%
2410	Council Member Allowances	29,186	28,559	171,357	17%
	<b>Total Other Expenses</b>	<b>135,036</b>	<b>121,576</b>	<b>734,466</b>	<b>18%</b>
	<b>Total Expenses</b>	<b>2,928,684</b>	<b>2,620,477</b>	<b>15,035,368</b>	<b>19%</b>
	<b>Net Surplus\ (Deficit) before Capital amounts</b>	<b>7,902,140</b>	<b>7,848,105</b>	<b>(446,350)</b>	
	Capital Grants	665,851	595,951	2,759,708	24%
	Profit or Loss on Sale of Assets	-	20,000	120,000	0%
	<b>Net Surplus\ (Deficit)</b>	<b>8,567,991</b>	<b>8,464,056</b>	<b>2,433,358</b>	

<b>Profit And Loss Statement</b>		
<b>2021-2022</b>		
	<b>Year to Date Actual</b>	<b>2021-2022 Budget</b>
<b>Business and Corporate Services</b>		
Total Investment Income	2,164	423,000
Total Reimbursements	24	-
Total Revenue	210,425	-
	<b>212,613</b>	<b>423,000</b>
Total Employee Costs	91,387	770,743
Total Energy Costs	-	5,800
Total Materials and Contracts	209,716	532,800
Total Contractor Costs	3,692	8,900
Total Professional Fees	14,967	11,000
Total Plant Hire	2,071	14,360
Total Government Fees and Levies	-	180
Total Depreciation	21,236	129,756
Total Expenses	343,069	-
	<b>1,440,318</b>	<b>1,473,539</b>
<b>Net Surplus\ (Deficit)</b>	<b>(1,438,130)</b>	<b>(1,050,539)</b>
	<b>(1,227,705)</b>	<b>(1,050,539)</b>
<b>Development Services</b>		
Total Environmental Health	1,150	21,000
Total Municipal inspector	67,819	67,000
Total Planning And Building Control Fees	78,831	365,200
Total Government Fees Levies	30,924	167,000
Total Sales Hire and Commission	106	1,300
Total Reimbursements	14	-
Total Revenue	<b>178,845</b>	<b>621,500</b>
Total Employee Costs	140,117	917,742
Total Energy Costs	-	-
Total Materials and Contracts	9,639	63,120
Total Contractor Costs	797	2,500
Total Professional Fees	35,394	94,500
Total Plant Hire	4,133	9,025
Total Government Fees and Levies	4,451	45,000
Total Depreciation	2,989	11,567
Total Other Expenses	785	34,500
Total Expenses	198,304	<b>1,177,954</b>
Net Surplus\ (Deficit) before Capital Income	<b>(19,460)</b>	<b>(556,454)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(19,460)</b>	<b>(556,454)</b>

	Year to Date Actual	2021-2022 Budget
<b>Community Services</b>		
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	23,001	20,000
Total Capital Grants	-	-
Total Revenue	<b>23,001</b>	<b>20,000</b>
Total Employee Costs	18,535	288,171
Total Energy Costs	-	-
Total Materials and Contracts	5,275	21,570
Total Contractor Costs	-	30,000
Total Professional Fees	14,905	10,000
Total Plant Hire	3,710	12,735
Total Depreciation	2,184	12,551
Total Other Expenses	14,227	163,600
Total Expenses	<b>58,836</b>	<b>538,627</b>
		-
Net Surplus\ (Deficit) before Capital Income	<b>(35,835)</b>	<b>(518,627)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(35,835)</b>	<b>(518,627)</b>
<b>Works and Infrastructure</b>		
Total Rates	2,212,892	2,347,377
Total Environmental Health	1,432	-
Total Municipal inspector	6,747	63,800
Total Planning And Building Control Fees	1,177	2,000
Total Investment Income	-	-
Total Sales Hire and Commission	17,001	160,000
Total Other Income	12,975	40,000
Total Reimbursements	4,625	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	211,353	1,675,694
Total Capital Grants	357,656	2,555,708
Total Revenue	<b>2,825,857</b>	<b>6,966,579</b>
Total Employee Costs	382,238	2,758,631
Total Energy Costs	14,093	143,790
Total Materials and Contracts	114,678	634,540
Total Contractor Costs	714,881	2,227,392
Total Professional Fees	9,620	42,600
Total Plant Hire	112,433	154,678
Total Government Fees and Levies	1,742	52,354
Total Depreciation	582,033	3,587,618
Total Other Expenses	36,567	290,009
Total Expenses	<b>1,968,284</b>	<b>9,891,613</b>
		-
Net Surplus\ (Deficit) before Capital Income	<b>499,918</b>	<b>(5,480,742)</b>
<b>Net Surplus\ (Deficit)</b>	<b>857,573</b>	<b>(2,925,034)</b>



	Year to Date Actual	2021-2022 Budget
<b>Visitor Information Centre</b>		
Total Investment Income	-	-
Total Sales Hire and Commission	7,282	50,000
Total Gain or Loss on Sale of Assets	-	-
Total Capital Grants	-	-
Total Revenue	<b>13,782</b>	<b>50,000</b>
Total Employee Costs	25,686	141,290
Total Energy Costs	1,873	5,000
Total Materials and Contracts	7,032	36,700
Total Contractor Costs	1,635	6,350
Total Professional Fees	-	-
Total Government Fees and Levies	-	1,600
Total Depreciation	436	16,136
Total Other Expenses	-	-
Total Expenses	<b>36,847</b>	<b>207,076</b>
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(23,065)</b>	<b>(157,076)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(23,065)</b>	<b>(157,076)</b>
<b>Governance and Members Expenses</b>		
Total Rates	7,968,791	7,869,106
Total Sales Hire and Commission	-	13,291
Total Other Income	3,682	80,000
Total Operating Grants	173,576	1,221,250
Total Capital Grants	100,000	-
Total Revenue	<b>8,246,766</b>	<b>9,183,647</b>
Total Employee Costs	109,581	759,230
Total Energy Costs	-	-
Total Materials and Contracts	82,610	142,500
Total Contractor Costs	-	-
Total Professional Fees	7,510	198,000
Total Plant Hire	1,595	9,645
Total Government Fees and Levies	-	375,307
Total Depreciation	2,592	15,522
Total Other Expenses	83,537	246,357
Total Expenses	<b>287,425</b>	<b>1,746,561</b>
		-
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>7,859,341</b>	<b>7,437,087</b>
<b>Net Surplus\ (Deficit)</b>	<b>7,959,341</b>	<b>7,437,087</b>

	Year to Date Actual	2021-2022 Budget
<b>Council Total</b>		
Total Rates	10,181,683	10,216,483
Total Environmental Health	2,582	21,000
Total Municipal inspector	74,566	130,800
Total Planning And Building Control Fees	80,008	367,200
Total Government Fees Levies	30,965	167,000
Total Investment Income	2,164	423,000
Total Sales Hire and Commission	24,389	224,591
Total Other Income	16,657	120,000
Total Reimbursements	5,380	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	414,430	2,916,944
Total Capital Grants	665,851	2,555,708
Total Revenue	<b>11,498,676</b>	<b>17,264,726</b>
Total Employee Costs	767,543	5,635,807
Total Energy Costs	15,966	154,590
Total Materials and Contracts	428,950	1,431,230
Total Contractor Costs	721,005	2,275,142
Total Professional Fees	82,395	356,100
Total Plant Hire	124,127	200,444
Total Government Fees and Levies	6,193	474,441
Total Depreciation	647,470	3,773,148
Total Other Expenses	135,117	734,466
Total Expenses	<b>2,928,765</b>	<b>15,035,368</b>
<b>FAGS grant funds received in advance</b>		
Net Surplus\ (Deficit) before Capital Income	<b>7,904,059</b>	<b>(446,350)</b>
<b>Strategic Projects</b>		
Capital Income	665,851	2,675,708
Net Surplus\ (Deficit)	<b>8,569,910</b>	<b>2,229,358</b>

<b>Financial Position</b>				
<b>2021-2022</b>				
	<b>2020-2021 Actual</b>	<b>Year to Date Actual</b>	<b>Year to Date Budget</b>	<b>2021-2022 Budget</b>
<b>Current Assets</b>				
Cash	10,547,940	13,384,359	10,815,666	5,731,138
Receivables	691,000	6,545,902	7,575,799	750,000
Inventories	58,000	199,112	120,000	120,000
Other Current Assets	24,000	77,837	45,000	45,000
<b>Total Current Assets</b>	<b>11,320,940</b>	<b>20,207,209</b>	<b>18,556,464</b>	<b>6,646,138</b>
<b>Non-Current Assets</b>				
Property Plant and Equipment	162,445,000	162,160,843	161,833,397	147,545,618
Investment in TasWater	31,996,000	31,995,528	31,995,528	29,582,956
Other Non-Current Assets	166,000	63,800	95,000	95,000
<b>Total Non -Current Assets</b>	<b>194,607,000</b>	<b>194,220,171</b>	<b>193,923,925</b>	<b>177,223,574</b>
<b>Total Assets</b>	<b>205,927,940</b>	<b>214,427,380</b>	<b>212,480,390</b>	<b>183,869,713</b>
<b>Current Liabilities</b>				
Payables	1,764,000	1,987,391	1,015,023	950,000
Interest Bearing Liabilities	1,882,469	1,855,485	1,855,485	1,872,273
Contract Liabilities	249,000	-	-	
Provisions	866,023	863,644	829,258	829,258
<b>Total Current Liabilities</b>	<b>4,761,492</b>	<b>4,706,520</b>	<b>3,699,766</b>	<b>3,651,531</b>
<b>Non-Current Liabilities</b>				
Interest Bearing Liabilities	6,285,379	6,285,379	6,285,379	6,255,845
Provisions	488,615	488,615	549,757	549,757
<b>Total Non-Current Liabilities</b>	<b>6,773,994</b>	<b>6,773,994</b>	<b>6,835,136</b>	<b>6,805,602</b>
<b>Total Liabilities</b>	<b>11,535,486</b>	<b>11,480,514</b>	<b>10,534,902</b>	<b>10,457,133</b>
<b>Net Assets</b>	<b>194,392,454</b>	<b>202,946,866</b>	<b>201,945,488</b>	<b>173,412,580</b>
<b>EQUITY</b>				
Accumulated surplus	42,456,192	47,469,643	46,468,265	21,476,318
Asset revaluation reserve	151,471,634	155,012,595	155,012,595	151,471,634
Other reserves	464,628	464,628	464,628	464,628
<b>TOTAL EQUITY</b>	<b>194,392,454</b>	<b>202,946,866</b>	<b>201,945,488</b>	<b>173,412,580</b>
Other Reserves - detailed separately	464,628	464,628	464,628	464,628
Employee Provisions	1,354,638	1,352,259	1,379,015	1,379,015
Unallocated accumulated surplus	8,728,674	11,567,472	8,972,023	3,887,495
<b>Total cash available</b>	<b>10,547,940</b>	<b>13,384,359</b>	<b>10,815,666</b>	<b>5,731,138</b>
Note: This reflects the cash position and does not include Payables and Receivables				

<b>Other Reserves</b>				
<b>2021-2022</b>				
	<b>Other Reserves 1/7/20</b>	<b>Reserves new 2020-2021</b>	<b>Reserves used 2020- 2021</b>	<b>Remaining 30/6/2021</b>
<b>Public Open Space</b>				
Binalong Bay	3,362			3,362
Ansons Bay	4,907			4,907
Beaumaris	2,229			2,229
Scamander	3,750			3,750
St Helens	23,398			23,398
St Marys	32,509			32,509
Stieglitz	6,752			6,752
<b>Total Public Open Space</b>	<b>76,907</b>	-	-	<b>76,907</b>
<b>General Reserves</b>				
Community Development	12,500			12,500
137 Trust Seizures	273,259	-		273,259
<b>Total General Reserves</b>	<b>285,759</b>	-	-	<b>285,759</b>
<b>Grant Proceeds Reserve</b>				
Projectors for Stadium	14,000		-	14,000
Regional Workforce Development	15,710		-	15,710
Community Infrastructure Fund Grant	28,010		(750)	27,260
26TEN Communities Grant Program	45,455		(463)	44,992
<b>Total Grant Reserves</b>	<b>103,175</b>	-	<b>(1,213)</b>	<b>56,970</b>
<b>Total Other Reserves</b>	<b>465,841</b>	-	<b>(1,213)</b>	<b>464,628</b>

Estimated Cash Flow				
2021-2022				
	2020-2021 Actual	Year to Date Actual	Year to Date Budget	2021-2022 Budget
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>RECEIPTS</b>				
Operating Receipts	15,766,000	5,079,247	3,647,255	14,589,018
<b>PAYMENTS</b>				
Operating payments	(12,642,000)	(2,557,679)	(2,815,555)	(11,262,220)
<b>NET CASH FROM OPERATING</b>	<b>3,124,000</b>	<b>2,521,568</b>	<b>831,699</b>	<b>3,326,798</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
<b>RECEIPTS</b>				
Proceeds from sale of Plant & Equipment	40,000	-	20,000	120,000
<b>PAYMENTS</b>				
Payment for property, plant and equipment	(8,767,000)	(324,016)	(1,152,941)	(6,917,643)
Capital Grants	5,819,000	665,851	595,951	2,759,708
Payments for financial assets	-	-	-	-
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(2,908,000)</b>	<b>341,835</b>	<b>(536,989)</b>	<b>(4,037,935)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
<b>RECEIPTS</b>				
Proceeds from borrowings	-	-	-	-
<b>PAYMENTS</b>				
Repayment of borrowings	(346,060)	(26,984)	(26,984)	(1,872,273)
Repayment of Lease Liabilities	-	-	-	-
Proceeds from trust funds and deposits	421,000	-	-	-
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>74,940</b>	<b>(26,984)</b>	<b>(26,984)</b>	<b>(1,872,273)</b>
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	<b>290,940</b>	<b>2,836,419</b>	<b>267,726</b>	<b>(2,583,410)</b>
<b>CASH AT BEGINNING OF YEAR</b>	<b>10,257,000</b>	<b>10,547,940</b>	<b>10,547,940</b>	<b>8,990,814</b>
<b>CASH AT END OF PERIOD</b>	<b>10,547,940</b>	<b>13,384,359</b>	<b>10,815,666</b>	<b>6,407,404</b>

Capital Expenditure							
2020-2021							
Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
	<b>PLANT &amp; EQUIPMENT</b>						
CJ012	1290 Toro Mower	-	-		30,000	30,000	
CJ015	1297 Toro Mower	-	-		27,000	27,000	
	1075 Isuzu Truck FVR1000	-	-		130,000	130,000	
	8T Excavator (2 <sup>nd</sup> hand)	-	-		90,000	90,000	For St Helens WTS
	Mobile water tank 10KL	-	-		40,000	40,000	
CJ010	1310 Nissan Navara - Asset Officer	-	-		45,000	45,000	
	1311 Nissan Navara - Valley TL	-	-		45,000	45,000	
	1318 Toyota Hilux 2 Door Flat Tray	-	-		40,000	40,000	
	1040 Mitsubishi Triton Ute 2009 WD Pool car	-	-		40,000	40,000	
	1375 Triton dual cab - Works Op Manager	-	-		45,000	45,000	
CI015	1226 Ute 2WD Tipper	-	-	30,000		30,000	
	1338 - 2017 Toyota Hilux - Trails Project Manager	-	-		45,000	45,000	
CI025	1294 Dual Cab Ute 4WD	-	-	40,000	5,000	45,000	
	Mobile traffic control	-	-		50,000	50,000	To address changing compliance requirements
CJ005	Small Plant - VARIOUS	15,766	15,766	-	42,000	42,000	
	<b>TOTAL PLANT &amp; EQUIPMENT</b>	<b>15,766</b>	<b>15,766</b>	<b>70,000</b>	<b>674,000</b>	<b>744,000</b>	
	<b>FURNITURE &amp; IT</b>						
CI070	Additional sit down/stand up desks	635	635		2,500	2,500	
CJ070	IT - Server Upgrades 21/22	-	-		34,000	34,000	
CJ060	Desktop/Laptops/Monitors 2020/21		14,826		12,000	12,000	
CJ055	RICOH Printers/Copiers - VIC	-	-		3,500	3,500	
	Town Christmas Decorations	-	-		5,000	5,000	
CJ065	Office 365 Migration from Exchange		9,450		10,000	10,000	
	UPS Battery replacement	-	-		4,000	4,000	
	<b>TOTAL FURNITURE &amp; IT</b>	<b>635</b>	<b>24,911</b>	<b>-</b>	<b>71,000</b>	<b>71,000</b>	
	<b>BUILDINGS</b>						
CC730	Old Tasmanian Hotel - New Storage Shed	-	-	11,000	45,000	56,000	C/Over \$11,000 + \$10K additional Council Contrib + \$30K State Gov + \$5K Neighbourhood House
CI705	St Helens Works Depot - Community Services Storage building		406	5,000	-	5,000	Carry over

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CI710	St Marys Railway Station Upgrades	-	-	25,000		25,000	
CI720	Marine Rescue Building - Additions	1,018	1,018	-	160,000	160,000	Externally funded project - Council budget for JI time for Project management + Small Contingency
CH730	Portland Hall Upgrades	-	-	6,933	-	6,933	Audio visual equipment to be purchased and installed.
	St Marys Hall Upgrades	-	-		50,000	50,000	Solar Panel = \$35K + \$15K for Heating - Refer Council Motion
	St Marys Community Space - Unisex Toilet	-	-		80,000	80,000	Unisex Family Toilet Space - Design & Construct
CE770	Workspace Renovations - History Rooms	-	-	27,270		27,270	Carry over
CH705	Small projects - bus shelters and misc improvements	-	-		30,000	30,000	Bus Shelters/Small projects and improvements that cannot be considered maintenance
	Council Chambers additions & improvements	-	-		40,000	40,000	New Indoor/Outdoor Kitchen/Lunch Room Extension
CH720	Four Mile Creek Community Hub	-	-	57,880		57,880	Carry over
	<b>TOTAL BUILDINGS</b>	<b>1,018</b>	<b>1,424</b>	<b>133,083</b>	<b>405,000</b>	<b>538,083</b>	
	<b>PARKS, RESERVES &amp; OTHER</b>						
	Special Project - LPS & Strategic Planning Document Review	-	-		70,000	70,000	
	Special Project - Bay of Fires Master Plan, Rec Trails Strategy	-	-		50,000	50,000	Part funded from PWS
	Special Project - Marine Strategy	-	-		40,000	40,000	
CI810	St Helens Sports Complex - Athletics building	-	-	45,000	-	45,000	
CI815	Shade Structures - Scamander Reserve		549	25,000	-	25,000	
CI820	Playground equipment replacement program	-	-	20,000		20,000	
CI825	Playground equipment replacement program	-	-	50,000	20,000	70,000	
CI830	Resheet airport runway	-	-	100,000		100,000	CFWD from 2021/21: Grant application awaiting outcome
CH815	Dog exercise area St Helens Improvements	-	-	-	10,000	10,000	
CH530	Car Parking & MTB Hub - Cecilia St Carpark	2,968	2,968			-	
CH830	Binalong Bay Playground site improvements	-	-		10,000	10,000	
CD815	Wrinklers Lagoon Redevelopment Design & Planning - Amenities Bldg	1,383	1,383	89,400	30,600	120,000	Transfer \$30,600 from CE110



Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CF825	Parnella foreshore protection works	-	-	3,753	-	3,753	
CF805	Parnella/Foreshore Walkway	-	-	247,510		247,510	Existing grant
CH855	Flood Levee - Groom Street, St Marys Flood Mit.	114	7,387				
CH860	Flood Warning System - St Marys Flood Mitigation		59				
CJ815	Digital Noticeboard & PA System Flagstaff	-	-	-		-	Grant Funded \$19485 ex GST
CJ830	Instal Information Signs Scamander Bridge	-	-	-		-	Grant Funding
CJ825	Bushfire Recovery Grant - Initial Application	-	-	-		-	breakdown of works and costs TBA
CJ820	MTB - Bay of Fires EPIC Status	-	-	-		-	
CJ835	Aerodrome Fencing - Replacement	-	-	-		-	
CJ840	Scamander Playground Fence	-	-	-		-	
	<b>TOTAL PARKS, RESERVES &amp; OTHER</b>	<b>4,465</b>	<b>12,346</b>	<b>580,663</b>	<b>230,600</b>	<b>811,263</b>	
	<b>ROADS</b>						
	<b>STREETSCAPES</b>						
CE110	Scamander entrance at Wrinklers	2,925	4,525	193,500		193,500	Transfer \$30,600 to CD815
CE105	Cecilia St (Northern end)	-	-		80,000	80,000	To be potentially be funded from LRCI Program Round 3
	<b>TOTAL STREETSCAPES</b>	<b>2,925</b>	<b>4,525</b>	<b>193,500</b>	<b>80,000</b>	<b>273,500</b>	
	<b>FOOTPATHS</b>						
CJ105	Annual replacement of damaged footpaths		7,273	-	25,000	25,000	
CI110	Akaroa - Akaroa Ave	-	-	7,200		7,200	
CI115	Akaroa - Carnnell Place	-	-	6,300		6,300	
CI120	Binalong Bay - Coffey Drive		10,985	-	-	-	
	St Helens - Existing Sub-division	-	-	65,000		65,000	Allocated to Lawry Heights Road in 21/22
CI140	Cobrooga (Mimosa/Jason) Drive - Footpath	13,893	30,280	40,000	30,000	70,000	Continue in 21/22
CH105	Binalong Bay Footpath - Main Road	-	-	30,000	-	30,000	
CF130	Parkside Foreshore Footpath	-	-		763,811	763,811	
CF125	Medea Cove Footpath/ Road options	-	-	70,265	120,000	190,265	Requires grant funding
	St Helens Lawry Heights 580m	-	-		104,000	104,000	
CJ110	St Helens Lawry Heights to Falmouth St	583	583		14,000	14,000	
CI855	LRCI Phase 1 - Shared Pathway - Binalong Bay	768	768	39,739	30,000	69,739	Total project budget \$70239

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CI865	LRCI Phase 1 - Shared Pathway - Scamander	1,100	1,100	101,167	-	101,167	Total project budget \$108167
CI870	LRCI Phase 1 - Shared Pathway - Foreshore to Circassian	3,362	8,710	-	-	-	
CI885	LRCI Phase 2 - Shared Pathway - O'Connors Beach	11,809	11,809	93,000	-	93,000	
CI890	LRCI Phase 2 - Shared Pathway - Tasmn H'Way, Beaumaris	8,983	30,171	85,000		85,000	
CI895	LRCI Phase 2 - Shared Pathway - Esk Main Rd, St Marys	-	-	50,000		50,000	
	<b>TOTAL FOOTPATHS</b>	<b>40,498</b>	<b>101,679</b>	<b>587,671</b>	<b>1,086,811</b>	<b>1,674,482</b>	
	<b>KERB &amp; CHANNEL</b>						
CI155	Atlas Drive-Landslip Control	-	-	40,000		40,000	Kerb and Channel replacement on western side
CH155	Byatt Court, Scamander	-	-	20,000		20,000	SW system assessment and new design
	<b>Replacements TBA</b>	-	-	22,000	28,000	50,000	
CG155	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	20,000	20,000	40,000	
CE165	Treloggen Dr, Binalong Bay		27,662			-	Wayne to confirm final cost est
	<b>TOTAL KERB &amp; CHANNEL</b>	-	<b>27,662</b>	<b>102,000</b>	<b>48,000</b>	<b>150,000</b>	
	<b>RESHEETING</b>						
CJ305	40 - Anchor Rd	-	-		22,796	22,796	
CJ305	39 - Anchor Rd	-	-		24,570	24,570	
CI305	903 - Ansons Bay Rd (Priory Rd)	-	-		101,501	101,501	
CJ310	901 - Ansons Bay Rd (Priory Rd)	-	-		36,660	36,660	
CJ310	902 - Ansons Bay Rd (Priory Rd)	-	-		36,568	36,568	
CI305	904 - Ansons Bay Rd (Priory Rd)	-	-		36,436	36,436	
CJ315	46 - Church Hill Rd	-	-	2,800	3,570	6,370	
CJ320	1081 - Sorell St	-	-	6,700		6,700	
CJ325	1024 - Franks St Fingal	-	-	3,400		3,400	
CJ330	1187 - Honeymoon Pt Rd	-	-	6,200		6,200	
CJ335	1178 - Jeanerret Beach Rd	-	-	800		800	
CJ340	47 - Johnston Rd	-	-	8,100		8,100	
CJ345	1053 - Louisa St	-	-	2,800		2,800	
CJ345	1051 - Louisa St	-	-	3,700		3,700	
CJ346	704 - U/N 1 Stieglitz	-	-	4,600		4,600	
CJ350	999 - Victoria St Part C	-	-	1,400		1,400	

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
CJ350	998 - Victoria St Part C	-	-	360		360	
CJ350	997 - Victoria St Part C	-	-	2,100		2,100	
CJ325	2138 - Franks St Fingal	-	-	3,795		3,795	
CJ355	1135 - Irishtown Rd	-	-		29,757	29,757	Per community request
CJ355	1134 - Irishtown Rd	-	-		32,487	32,487	Per community request
CJ355	1133 - Irishtown Rd	-	-		28,028	28,028	Per community request
CJ360	138 - St Patricks Head Rd	-	-		33,245	33,245	Per community request
CJ365	1168 - Nth Ansons Bay Rd	-	-		43,225	43,225	Priority 1
CJ365	1167 - Nth Ansons Bay Rd	-	-		60,970	60,970	Priority 1
CJ370	2258 - McKerchers Rd	-	-	8,190		8,190	
CJ370	2259 - McKerchers Rd	-	-	9,623		9,623	
CJ370	2260 - McKerchers Rd	-	-	2,662		2,662	
CJ375	2380 - Tims Creek Rd	-	-	6,880		6,880	
CJ380	2392 - Tyne Rd	-	-	6,370		6,370	
CJ380	2393 - Tyne Rd	-	-	7,262		7,262	
CJ380	2394 - Tyne Rd	-	-	6,166		6,166	
CJ385	2303 - Old Roses Tier Rd	-	-	6,848		6,848	
CJ330	2176 - Honeymoon Point Rd	-	-	1,401		1,401	
CF325	Upper Scamander Rd, Scamander	-	-		15,000	15,000	
	Fingal Streets	-	-	6,500		6,500	
CG345	German Town Rd, St Marys	-	-	6,980		6,980	
CG350	Dublin Town Rd, St Marys	-	-	15,000		15,000	
	<b>TOTAL RESHEETING</b>	-	-	<b>130,637</b>	<b>504,813</b>	<b>635,450</b>	
	<b>RESEALS</b>						
	913 - Ansons Bay Rd	-	-		4,550	4,550	
	922 - Ansons Bay Rd	-	-		27,606	27,606	
	1029 - Bagot St	-	-		8,710	8,710	
	328 - Cornwall Rd	-	-		14,621	14,621	
	1075 - Flemming St	-	-		8,165	8,165	
	1076 - Flemming St	-	-		7,974	7,974	
	1025 - Franks St	-	-		644	644	
	1069 - Grant St	-	-		7,314	7,314	
	1070 - Grant St	-	-		12,876	12,876	
	1019 - Gray St	-	-		13,843	13,843	
	759 - Hilltop Dve	-	-		5,298	5,298	
	1062 - Horne St	-	-		2,261	2,261	
	1066 - Horne St	-	-		8,008	8,008	
	1094 - Legge St Fingal	-	-		8,886	8,886	
	1095 - Legge St Fingal	-	-		9,612	9,612	
	1096 - Legge St Fingal	-	-		8,100	8,100	
	657 - Lomond Pl	-	-		3,493	3,493	

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
	764 - Main Rd, Binalong Bay	-	-		10,920	10,920	
	857 - Main St, St Marys	-	-		7,360	7,360	
	637 - Mangana St, Mathinna	-	-		2,044	2,044	
	172 - Mathinna Rd	-	-		25,119	25,119	
	391 - Medeas Cove Esp	-	-		10,661	10,661	
	1102 - Peddar St	-	-		2,711	2,711	
	1103 - Peddar St	-	-		11,404	11,404	
	273 - Rossarden Rd	-	-		53,983	53,983	
	71 - St Columba Falls Rd	-	-		7,500	7,500	
	72 - St Columba Falls Rd	-	-		38,584	38,584	
	1005 - Victoria St Part B	-	-		15,987	15,987	
	1006 - Victoria St Part B	-	-		2,958	2,958	
	1007 - Victoria St Part B	-	-		7,613	7,613	
CI460	Giblin Street, Mathinna		4,239			-	
	764 - Main Road Binalong Bay	-	-		50,000	50,000	
	765 - Main Road Binalong Bay	-	-		50,000	50,000	
CH495	St Marys - Esk Main Road Storey to Groom Street	-	-	50,000		50,000	Subject only to DoSG plan to place new overlay over Story Street.
	<b>TOTAL RESEALS</b>	-	4,239	50,000	448,805	498,805	
	<b>ROAD RECONSTRUCTION / DIGOUTS</b>						
CI525	Gardens Road	-	-	-	250,000	250,000	Multiple digouts
CI530	Medeas Cove Esp Reconstruction	-	-	-	100,000	100,000	Part B Reconstruct
	Mathinna Road	-	-		200,000	200,000	Address multiple defects
	Ansons Bay Road	-	-		350,000	350,000	Multiple digouts and extension of sealing works at Bosses Creek.
CI540	Skyline Drive Intersection Upgrade	4,480	19,960			-	
CG505	St Helens Pt Rd - near Cunningham St Jetty	2,478	2,478		47,406	47,406	
CI545	216 - Mathinna Plains Rd		920		185,000	185,000	
	<b>Road Intersection Upgrade Works</b>	-	-		50,000	50,000	
CI495	Pavement Investigations Ansons Bay Rd	121	284			-	
CI591	Asphalt Johns St, Cornwall	6,006	6,006				
	Ansons Bay Rd seal 800m	-	-		50,000	50,000	
CH510	Atlas Drive - Retaining Wall Anchor	-	-	40,000	30,000	70,000	Additional funding required due to complexity of works at the site.
CI535	Gardens Road - Sight Distance Works	2,197	3,583			-	\$200K Black Spot Funding
CH560	Road Network - Sign Replacement	-	-	-	25,000	25,000	

Project Code	Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
	LRCI Phase 3 Projects to be determined	-	-		1,294,812	1,294,812	
	LRCI Phase 2 - Road sealing - Franks & Morrison Sts, Falmouth	-	-	-	259,896	259,896	
	<b>TOTAL ROADS OTHER</b>	<b>15,282</b>	<b>33,231</b>	<b>40,000</b>	<b>1,287,406</b>	<b>1,327,406</b>	
	<b>ROADS TOTAL</b>	<b>58,705</b>	<b>171,336</b>	<b>1,103,808</b>	<b>5,010,543</b>	<b>6,114,351</b>	
	<b>BRIDGES</b>						
<b>CG210</b>	B760 Bent St, Mathinna	-	-		5,500	5,500	Replace deck
	B2177 St Patricks Head Rd	-	-		30,000	30,000	Replace deck
	B7010 Rattrays Road	-	-		40,000	40,000	Replace deck
<b>CJ805</b>	Kirrwins Beach Jetty	19,098	45,675		142,000	142,000	Replace Jetty - funded by MAST
<b>CJ810</b>	Beauty Bay Jetty	580	29,485		62,000	62,000	Replace Jetty - funded by MAST
	<b>TOTAL BRIDGES</b>	<b>19,678</b>	<b>75,160</b>	<b>-</b>	<b>279,500</b>	<b>279,500</b>	
	<b>STORMWATER</b>						
<b>CJ655</b>	Minor stormwater Jobs		17,228	-	50,000	50,000	
<b>CI685</b>	Treloggens Track	-	-	30,000		30,000	
	Osprey Drive	-	-		10,000	10,000	Design only
<b>CD655</b>	Implement SWMP priorities	14	27			-	
<b>CG665</b>	Freshwater Street / Lade Court (Beaumaris)	-	-	70,000	-	70,000	
<b>CG670</b>	Medea St - Opposite Doepel St	-	-	45,000		45,000	Project under review - may not be required
	Peron Stormwater System - design only	-	-		30,000	30,000	
<b>CH655</b>	Beaumaris Ave	-	-		25,000	25,000	CFWD
	<b>TOTAL STORMWATER</b>	<b>14</b>	<b>17,255</b>	<b>145,000</b>	<b>115,000</b>	<b>260,000</b>	
	<b>WASTE MANAGEMENT</b>						
<b>CI630</b>	Rehabilitation of former Binalong Bay Tip	-	-	5,000		5,000	Contingency sum only - no immediate requirement to undertake works
	Scamander - waste paint container station	-	-		15,000	15,000	
<b>CI615</b>	Scamander WTS - Inert Landfill	5,818	5,818		20,000	20,000	Regulatory/consulting
	St Marys WTS - Addition to Existing Building	-	-		45,000	45,000	Potential grant funding application-roof only to front side & over existing container
	Scamander WTS retaining wall replacement	-	-		52,000	52,000	
	<b>WASTE MANAGEMENT TOTAL</b>	<b>5,818</b>	<b>5,818</b>	<b>5,000</b>	<b>132,000</b>	<b>137,000</b>	
	<b>Total Capital expenditure</b>	<b>106,099</b>	<b>324,016</b>	<b>2,037,554</b>	<b>6,917,643</b>	<b>8,955,197</b>	

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:**

The regular roster is now being shared between the three part time customer service staff.

**Meetings Attended/Other information:**

VIC staff noted:

- Two (2) staff members went on famils and visited various local accommodation and attractions in St Helens and Scamander.
- One (1) staff member attended the TVIN Meeting for the North which was held in Westbury. All other centres apart from Scottsdale and ourselves stated that their numbers were down.
- We were approached by the ABS to see if we would be involved in the Census by giving out forms to free travelers. We had a few enquiries regarding how to do the census if they were going to be staying in accommodation that night and a few locals came in asking how to complete the census as they didn't receive one.
- Numbers for August were up from the last two (2) years. As expected with border restrictions, the majority of tourists were from around Tasmania, a few from WA and SA.

The History Room Curator notes the following items:

- New Display (Foyer): This has been changed to incorporate the Significant Trees of The Region.
- Cultural Capability Training: Pleased to report that all 10 modules are now completed.
- NAA Travelling Exhibition: Been notified by the NAA that this consignment is due to arrive on 24 September 2021.
- New Display 'Bonnets, Bows and Babies': This new display is almost complete, just waiting on some display props for our bonnet collection.
- Anchor Wheel Interactive Model: This has been totally revamped and is running better than ever!
- August Free Month: Had 269 visitors into the museum during this month which did boost numbers for this time of the year significantly! The best result so far 2020 (27); 2019 (38); 2018 (38); 2017 (25). This was incorporated into The Off Season campaign, so very successful.
- East Coast Tourism Award: Have submitted a nomination for the HR/VIC.
- Mathinna Quilt: This is now on display in the museum.
- 'The Chinese Experience': This is currently down due to projector not working anymore and has been identified as unrepairable, quotes for replacement are being sourced.
- Dover Historical Society: Visited by their Genealogist there regarding our Family History archive here, that is our records, how they are stored and catalogued.
- Mine Trolley: Been approached by Senior Curator from QVMAG if the St Helens History Room would like a deaccessioned object of a tin mine trolley. We can fit it into our Mining display. It will be an effort but well worth it. Item's provenance – it is from Pioneer.
- Voluntary hours - 130.75 hours per month; 32 hours/week.

#### Statistics:

#### Door Counts:

Month/Year	Visitor Numbers	Daily Average	History Room
August 2012	707	22.81	30
August 2013	779	25.13	30
August 2014	958	30.90	51
August 2015	961	31.00	38
August 2016	881	28.42	35
August 2017	843	27.19	37
August 2018	950	30.65	38
August 2019	737	23.77	38
August 2020	601	19.39	27
August 2021	769	24.81	269

**Revenue 2020/2021:**

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

**Revenue 2021/2022:**

Month	VIC Sales	HR Entry	HR Donations
July	2,534.48	200.00	72.95
August	1,820.81	Nil	138.50

**STRATEGIC PLAN & ANNUAL PLAN:****Strategic Plan 2017-2027***Goal*

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

*Strategies*

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

**Annual Plan 2019-2020***Goal*

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

*Key Focus Area 2.1.2*

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



*Action 2.1.2.9*

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

**LEGISLATION & POLICIES:**

Nil.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not applicable.

**VOTING REQUIREMENTS:**

Simple Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Bob Hoogland, Manager Corporate Services
FILE REFERENCE	6413332
ASSOCIATED REPORTS AND DOCUMENTS	Request from Ratepayer

**OFFICER'S RECOMMENDATION:**

That in accordance with the provisions of s.129 of the *Local Government Act 1993*, Council **approve a remission** as requested for the property known as 14 Mangana Road, Fingal identified as PID 6413332.

**INTRODUCTION:**

Council has received correspondence from Malahide Golf Club requesting a remission for the general rate 2022. Due to the nature of the charge, a request is required annually to remit this charge.

**PREVIOUS COUNCIL CONSIDERATION:**

Previous remission of general rate granted from 2015/2016 to 2020/2021, this request was considered at a recent Council Workshop.

**OFFICER'S REPORT:**

The Secretary of the Malahide Golf Club has written requesting a remission of the general rate due to the Club struggling to meet their financial needs. There is course upkeep, maintenance, renovations and clubhouse maintenance, which is undertaken as much as possible by volunteers.

A remission has previously been approved for the general rate from 2015/2016 to 2020/2021 due to financial hardship. The Club endeavours to keep the facility up and running as a benefit to Fingal and neighbouring communities by providing recreational and social options. However, due to limited membership the Club continues to experience financial difficulties.

Additional financial and membership information has been provided and circulated separately.

Council's Rate Remissions and Exemptions Policy allows for the option of remitting the general rate, if Council believes that the property provides a community benefit. LG011 (4)

**STRATEGIC PLAN & ANNUAL PLAN:**

Not applicable

#### **LEGISLATION & POLICIES:**

Section 129 of the *Local Government Act 1993*  
Rate Remissions and Exemptions Policy LG011 (4)

#### **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

An amount of \$867.67 to rates remissions.

#### **VOTING REQUIREMENTS:**

Absolute Majority.

## 09/21.14.0 WORKS AND INFRASTRUCTURE

### 09/21.14.1 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.

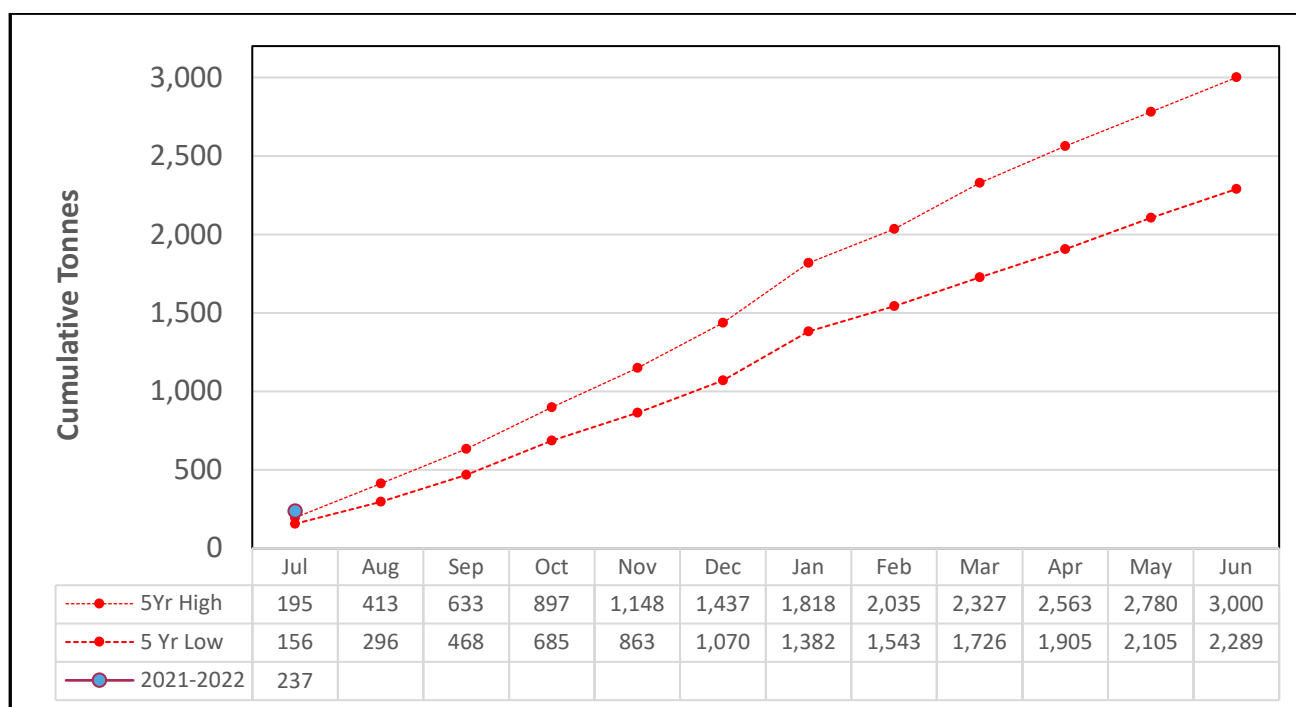
#### OFFICER'S REPORT:

Asset Maintenance	
Facilities	<ul style="list-style-type: none"><li>Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds.</li><li>Maintenance identified during inspection and managed via TRIM record.</li><li>Lions Park BBQ Shelter - refurbishment</li></ul>
Town & Parks	<ul style="list-style-type: none"><li>Mowing/ground maintenance – all areas.</li><li>Garden/tree maintenance and weeding where required.</li><li>Footpath maintenance and repairs where required.</li><li>Boat Ramp – monthly inspections and cleaning undertaken.</li></ul>
Roads	<ul style="list-style-type: none"><li>Sealed road patching – all areas.</li><li>Tree maintenance pruning.</li><li>Stormwater system pit cleaning and pipe unblocking.</li><li>Roadside slashing is continuing throughout the municipality.</li><li>Several roads received damage from the recent floods in March – Valley Crew.</li></ul>
MTB	<ul style="list-style-type: none"><li>Routine track maintenance.</li></ul>

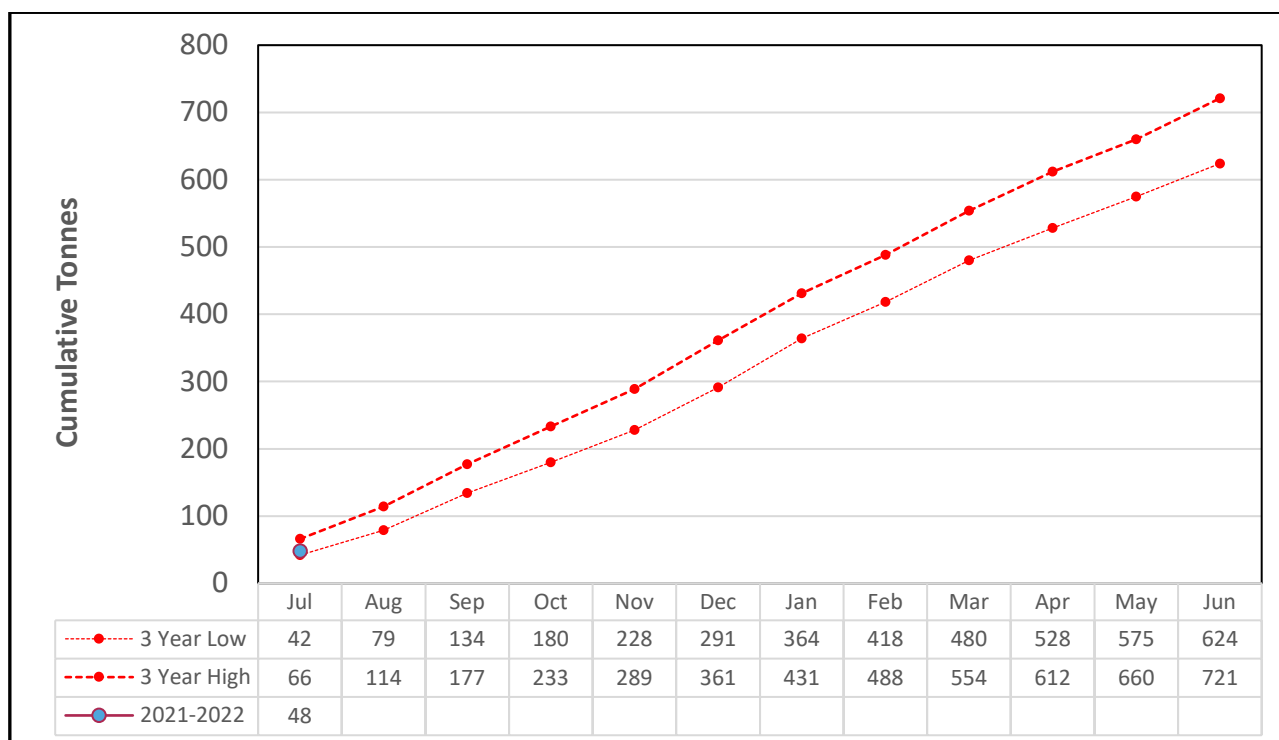
Weed Management	
St Marys WTS	• gorse, caper spurge, broom, mullein, periwinkle, hemlock
Fingal WTS	• Spanish heath, caper spurge, broom, mullein, periwinkle, hemlock
St Helens WTS	• Spanish heath, caper spurge, broom, cacti, mullein, periwinkle, hemlock
Fingal area roadsides	• Spanish heath
German Town Road	• Spanish heath, gorse
Clelands Drive	• Spanish heath
Priory Road	• Spanish heath, broom, blackberry
Scamander road sides	• Spanish heath
Argonaut Road	• Spanish heath, blackberry

## Waste Management

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



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



### **Waste and Resource Recovery Infrastructure Planning for Tasmania**

The Department of Primary Industries, Parks, Water and Environment (DPIPWE) has engaged consultants to conduct research on the Tasmanian waste and resource recovery sector and to provide strategic planning recommendations for waste infrastructure requirements in Tasmania.

Over the next two (2) months, the project team will seek waste and resource recovery data from private and public generators, collectors, processors and users to support the above aim. Council is participating in the program.

### **Biochar Feasibility Study**

Annually, Council receives about 6,000 cubic metres of green waste, through its waste transfer stations at St Helens, Scamander, St Marys and Fingal. At St Helens, green waste is converted to a high-grade composted mulch that is available for sale and Council use.

A feasibility study has commenced into the potential of green waste conversion to bio-char and electrical energy (input to the transmission network).

Bio-char is produced by burning woody debris at high temperature in a low oxygen environment. The material offers a number of benefits for soil health that represents a carbon-negative technology that has some promise in combating climate change. The conversion process (green waste to bio-char) produces combustible offtake gases used to drive generators for electricity generation.

## CAPITAL WORKS

Details	Update
Ansons Bay Road – Segment reconstruction	In-progress (construction)
Coffey Court – footpath replacement	In-progress (construction)
Falmouth Street – footpath link to Lawry Heights	In-progress (construction)
Treloggen Drive (Binalong Bay) Kerb & Channel Works	In-progress (construction)
Foreshore Shared Way – Possum Tom (Parkside)	In-progress: Development application under assessment.
Footpath – Cabrooga Drive	In-progress (Stage 2)
<b>Local Roads &amp; Community Infrastructure Projects</b>	
• Binalong Bay Footpath	Works commencing - September 2021
• Beaumaris Pathway Upgrade	In-progress – path sealing scheduled for November.
• O-Conners Beach Pathway	In-progress (construction)
• Scamander Footpath	In-progress – consent/approvals stage. Expected start of work – October 2021
Scamander WTS – Inert Landfill	In-progress – regulatory process

### LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

#### Goal

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

#### Strategy

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

### BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

### VOTING REQUIREMENTS:

Simple Majority.

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

**OFFICER'S RECOMMENDATION:**

That the report be received by Council.

**INTRODUCTION:**

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

**PREVIOUS COUNCIL CONSIDERATION:**

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

**OFFICER'S REPORT:**

Dog control – activity summary available for 5 August 2021 – 3 September 2021.

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pyengana/ Dunstan	St Helens	St Marys	TOTALS
Dogs Impounded															
Dogs in Prohibited Area															
Dogs Rehomed or sent to Dogs Home															
Livestock Complaints															
Barking Dog						1		2					4	1	8
Bark Monitor								1					3		4
Bark Abatement Notice															



Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pyengana/ St Helens	St Marys	TOTALS
Wandering Dog or Off Lead						1			1			4	1	7
Verbal Warnings						1						3	2	6
Letter/Email warnings and reminders	plus pending registrations							1						55
Patrol		2		4	1	1		1	3		2	4	2	20
Dog Attack - on another animal (Serious)														
Dog Attack/Harassment - on another animal (Minor)												1		1
Dog Attack - on a person (Serious)														
Dog Attack/Harassment - on a person (Minor)						1								1
Dog - chasing a person														
Declared Dangerous dogs														
Dangerous Dogs Euthanised														
Unregistered Dog - Notice to Register											3			3
Dogs Registered 2021/22 to date														1425
Pending Dog Registration 2021/22														40
Infringement Notice Issued												2		2
Pending Dog Registration Checks														
Caution Notice Issued		2												2
Verbal Warnings / Education Sheets Maps		2										1		3
Infringement Notice - Disputes in Progress														

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pyengana/ Dunstan	St Helens	St Marys	TOTALS
Infringement - Time Extension request															
Infringement Notice - Revoked															
Kennel Licence - No Licence															
Kennel Licence - Issued															
Rooster Complaints															
Other														1	1
Cat Complaints															
Lost Dogs															
Illegal Camping															
<b>TOTALS</b>		6		4	1	5		5	4		5		22	8	

#### 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.

### 09/21.14.3 Public Open Space – 12 Oberon Place, Scamander

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	017\010\002\
ASSOCIATED REPORTS AND DOCUMENTS	Submitted Public Open Space Management Plan

#### OFFICER'S RECOMMENDATION:

That Council enter a Memorandum of Understanding with North East Bioregional Network to enable the organisation to maintain the Public Open Space known as 12 Oberon Place, Scamander (PID 2948700) in accordance with the following conditions:

1. Existing internal road – no alteration of the road or barricading of the road.
2. Stormwater drainage – no alteration to the drainage line or impediment to overland flow permitted.
3. Highlighted zones B1 and B2 shall be maintained as fire break (clear zones). Regular mowing required – no tree planting or outdoor furniture permitted. Some rarer and small growing shrubs - protection with wire mesh caging or painted stakes allowed.
4. Zone C – weed removal permitted and planting of native grasses permitted. Zone C is part of the firebreak. Regular mowing required, noting that periodic assistance from Council may be required. Installation of playground equipment not permitted. Picnic table (1 only allowed). No shade structure or garbage bins allowed.
5. Zone A2 – weed management as described in the plan.
6. Zone A1 – Construction of a gravel-walking track with interpretive signage permitted. North East Bioregional Network to secure funding for this purpose. Councils Manager Infrastructure & Development Services to review and approve track route and proposed construction methodology.
7. Council as landowner retains the right to terminate the MoU at any time.

#### INTRODUCTION:

The purpose of this report is to seek Councils endorsement to enter a Memorandum of Understanding with North East Bioregional Network to maintain the Public Open Space known as 12 Oberon Place, Scamander (PID 2948700) in accordance with the conditions listed in this report.

#### PREVIOUS COUNCIL CONSIDERATION:

No previous Council consideration.

## OFFICER'S REPORT:

Ms. Christina MacKeen in collaboration with North East Bioregional Network has developed an *"Oberon Place, Public Open Space Management Plan"* for Council consideration. Plan attached.

Councils Manager Infrastructure and Development Services and Works Support Officer met with Ms. MacKeen and Mr. Todd Dudley at the site on Tuesday 24 August 2021 to discuss the plan and to outline conditions that would apply to the management of the Public Open Space.

Council officers are satisfied that the proponents of the management plan understand the conditions by which an MoU would be structured and the proponents ability and commitment to maintain the Public Open Space in accordance with those conditions.

North East Bioregional Network has public liability insurance which will cover volunteers working in accordance with the MoU.

## STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027 - Environment

### *Goal*

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

### *Strategies*

- Increase the community's awareness of the natural environment; the pressures it faces; and actions we can take to sustain it and what it provides.
- Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.

### *Key Focus Area*

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

## LEGISLATION & POLICIES:

Local Government Act 1993

## BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

## VOTING REQUIREMENTS:

Simple Majority.

*Oberon Place*  
*Public Open Space*  
*Management Plan*



## **History**

The Public Open Space lot at Oberon Place was created as part of a 18 lot subdivision approved by the Break O Day Council in 2006. The land was proposed for sale recently however due to community opposition the Council rescinded their decision to sell. The purpose of the report is to identify natural values of the site and make recommendations regarding the management of the land for nature conservation and passive recreation for the benefit of the local community. It is well established in academic research that Public Open Space contributes significantly to positive community physical and mental health outcomes.

## **The Public Open Space land**

### **Natural Values**

Despite some disturbance the land still contains a number of native plant species and on the day I visited some Bennetts Wallabies were resting in the bush. The northern area of the site is regrowth *Eucalyptus sieberi* (Ironbark) forest with a fairly diverse variety of understorey plants including trees, small trees, shrubs, ground covers, sedges, grasses, orchids and fungi (see attached species list). As such it is still a viable and healthy remnant native bushland patch which provides habitat for a range of mammals, birds, insects, reptiles, frogs etc.

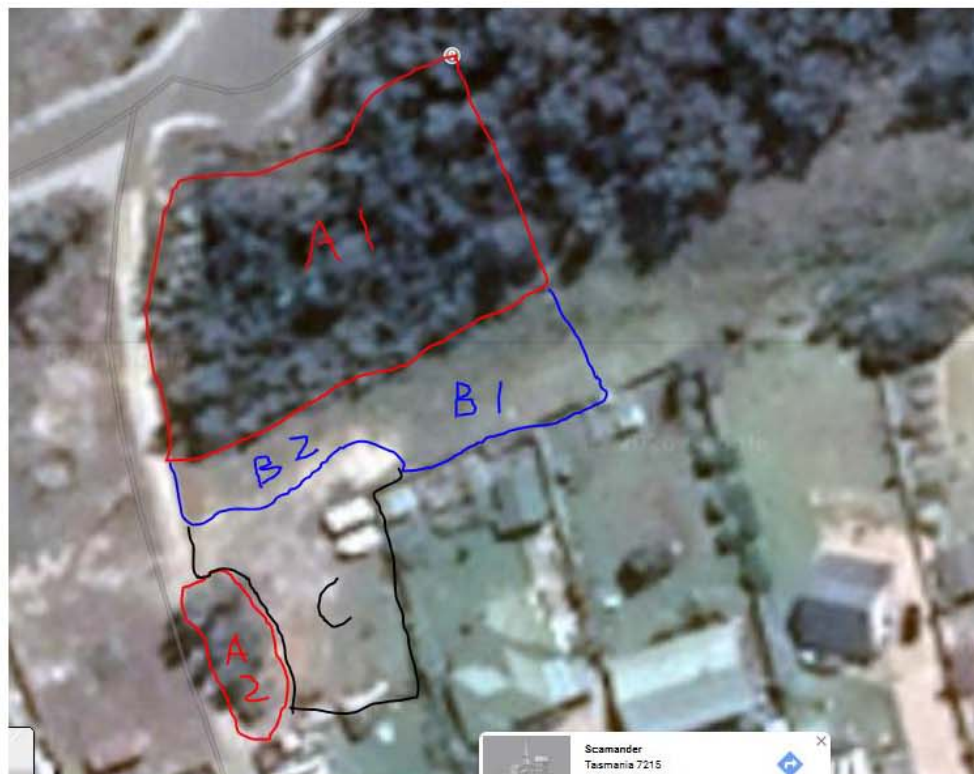
The areas that have been cleared immediately south of the bushland patch are still predominantly covered in native grasses such as *Themeda triandra* (Kangaroo Grass) and *Microlaena stipoides* (Weeping Grass) and some mowed native ground covers and shrubs

The rest of the land is more disturbed but still has some native species which could be encouraged with the correct management and is the most suitable area for any passive recreation infrastructure.



**Suggested management of Public Open Space for passive recreation and nature conservation values.**

**Image (below) of Public Open Space Oberon Place with Management areas identified as A1, A2, B1, B2 and C**



The Public Open Space has been divided up into different zones with suggested management for each area. The aim is to maintain the natural values of the land while enhancing passive recreation opportunities. This will provide a low maintenance asset for the local community.

### **Zone A1**

This is the bushland patch of regrowth *Eucalyptus sieberi* (Ironbark) forest which is in good ecological condition.

Recommendations are:

- Remove environmental weeds eg cut and paint Blue Bell Creeper, Blue Butterfly Bush, Blackberry etc. Carefully spot spray or dig out exotic grasses
- Develop a low key trail through the bushland that can act as a nature interpretation trail.
- Put in signage which provides information on the natural values of the land and explains management priorities (such as the sign at Scamander Wildflower Park)

### **Zone A2**

A small remnant patch of mostly Ironbark and Sheoak adjacent to dirt road access.

- Maintain as is and monitor for any weeds

### **Zone B1**

This area has been cleared but has been colonised by native grasses including Kangaroo Grass and Weeping Grass.

- Maintain as native grassland through periodic mowing
- Ensure mowers are cleaned down before going onsite to reduce risk of spreading weeds
- Mow Zone B1 before mowing Zone C because Zone C has more weedy grasses in it.
- Control weedy grasses such as Rats Tail Grass, Yorkshire Fog Grass, Cocksfoot and Paspalum so they don't spread into good areas of native grassland.



- The area adjoining the private property fenceline in Zone B1 has a number of Scotch Thistles and introduced grasses in it. This is probably due to disturbance from fence construction or spraying the fence line with Roundup. This area is a priority for weed control to ensure the relatively intact native grassland next to it is not invaded by exotic grasses and thistles. There are also a few Blue Butterfly Bush plants in this Zone

### **Zone B2**

This area is more disturbed than B1 but still has good native ground cover.

- Maintain existing native grasses and ground cover
- Direct seed bare areas with collected native grass seed
- Control weeds
- Allow some slashed natives to grow such as Dogwood

### **Zone C**

This area is identified as being the most suitable area for passive recreation infrastructure development because it is less vulnerable to stormwater flooding and is the most disturbed (that is it has less natural values and has a lot more introduced grasses covering it).

- Place some play equipment, picnic tables etc strategically in places within Zone C that are bare ground or dominated by exotic grasses
- Work towards reducing exotic grasses and increasing native grass cover overtime through selective weed control and direct seeding of native grass seed collected on the site

### Other general land management principles

- Avoid introducing topsoil as it will contain a range of weeds and in some cases diseases
- Use gravel from Phytophthora free quarries for any path construction
- Planting on this site is not recommended as there is ample opportunities to allow shrubs to naturally regenerate where required
- All machinery and vehicles that come onsite should be cleaned beforehand to reduce risk of spread of weeds and diseases.
- Minimise soil disturbance



### Environmental Weed

***Psoralea pinnata* (Blue Butterfly Bush)**

### **Proposed implementation of plan**

- 1. First year undertake weed and vegetation management including (a) control of weeds such as Blue Butterfly Bush, BlueBell Creeper and a range of exotic grasses (b) retention, pruning and maintenance of native vegetation**
- 2. 1-5 years work with local community to maintain values of the open space and develop some basic low maintenance infrastructure such as seating/tables, signs etc**
- 3. 5 years and onwards maintain and enhance natural and passive recreation values as required**

**The North East Bioregional Network (NEBN) has a Work Health and Safety Management System that has been developed by an OHS expert. In addition NEBN has Public Liability and Volunteer Worker Insurance through Landcare Tasmania. NEBN is supportive of working in co-operation with Council to manage the Public Open Space and co-ordinate community working bees on the site.**

### **Native Plant species list**

<i>Astroloma humifusum</i>	Native Cranberry
<i>Acacia dealbata</i>	Silver Wattle
<i>Acacia melanoxylon</i>	Blackwood
<i>Acacia myrtifolia</i>	Red Stem Wattle
<i>Acacia suaveolens</i>	Sweet Wattle
<i>Allocasuarina littoralis</i>	Black Sheoak
<i>Bedfordia salicina</i>	Tasmanian Blanketleaf
<i>Bossiaea prostrata</i>	Creeping Bossiaea
<i>Bursaria spinosa</i>	Prickly Box
<i>Cassytha</i> sp	Devils Twine
<i>Coronidium scorpioides</i>	Curling Everlasting
<i>Epacris impressa</i>	Common Heath
<i>Erharta stipoides</i>	Weeping Grass
<i>Eucalyptus sieberi</i>	Ironbark
<i>Eucalytus viminalis</i>	White Gum
<i>Exocarpus cupressiformis</i>	Native Cherry
<i>Gahnia radula</i>	Thatch Saw-Sedge
<i>Gahnia</i> sp	Cutting Grass
<i>Goodenia lanata</i>	Trailing Native-Primrose
<i>Gonocarpus</i> sp	Raspwort
<i>Hibbertia empetrifolia</i>	Scrambling Guineaflower
<i>Leptospermum scoparium</i>	Manuka
<i>Lobelia</i> sp	Lobelia

<i>Lomandra longifolia</i>	Sagg
<i>Monotoca elliptica</i>	Tree Broom Heath
<i>Olearia argophylla</i>	Musk
<i>Olearia lirata</i>	Forest Daisybush
<i>Olearia ramulosa</i>	Twiggy Daisybush
<i>Persoonia juniperina</i>	Prickly Geebung
<i>Pimelea humilis</i>	Dwarf Riceflower
<i>Poa</i> sp	Tussock Grass
<i>Pomaderris elliptica</i>	Dogwood
<i>Pteridium esculentum</i>	Bracken Fern
<i>Pultenea daphnoides</i>	Heartleaf Bushpea
<i>Rhytidosporum procumbens</i>	Marys Flower
<i>Styphelia adscendens</i>	Golden Heath
<i>Themeda triandra</i>	Kangaroo Grass
<i>Viola hederaceae</i>	Ivyleaf Violet

Also two unidentified Orchids and a range of Fungi present

### Weeds

*Rubus fruticosus* (Blackberry), *Psoralea pinnata* (Blue Butterfly Bush), *Hypochaeris radicata* (Cats Ear), *Paspalum dilatatum* (*Paspalum* Grass), *Holcus lanatus* (Yorkshire Fog Grass), *Sporobolus indicus* (Rats Tail Grass), *Dactylis glomerata* (Cocksfoot), *Cirsium vulgare* (Scotch Thistle), *Billardiera heterophylla* (Blue Bell Creeper)

## 09/21.15.0 COMMUNITY DEVELOPMENT

### 09/21.15.1 Community Services Report

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

#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

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

#### PREVIOUS COUNCIL CONSIDERATION:

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

#### OFFICER'S REPORT:

##### 2021 - 2022 Programs and Initiatives

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

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

Updates on current projects being managed by Community Services:

### **St Helens Mountain Bike Network**

All trails in the network are currently open and running really well.

The local MTB Club, the Pedal Heads are currently running a Winter Race Series on the Trails. So far there has been three (3) events with the 4<sup>th</sup> scheduled for September 19.

The events have been well attended by local riders as well as drawing competitors from other areas of the state.

The race event held on September 5 had a record number of 70 competitors.

It has been great to see the network fully activated by our local community.

### **The Bay of Fires Trail**

The top half of the Bay of Fires Trail remains closed.

## Brand and Marketing

A MTB newsletter will go out this month to the email database of over 500.

A famil ride with “Jimmy” from Hit100.9 Radio Hobart took place on Friday 10 September, this was facilitated by East Coast Regional Tourism. The Communications Coordinator arranged for local shuttle service Gravity Isle to act as the guides as well as for the Lid Café to be opened and manned on the day.

The plan for the ride at this stage is to showcase the St Helens Flagstaff trails potentially utilising the Townlink and the multi-user track. This will ensure a linkage with the business community is promoted.

## Community Events

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

### August

- 24 – Youth Collective North East Coast – AGM
- 28 – Stage Whisperer Productions – TSO Live Stream

### September

- 17 – Break O’Day Stitchers
- 19 – Once voice Break O’Day

### October

- 9 - The 2021 Tassie Mental Health Week Comedy Roadshow
- 9 – BOD Wellbeing Festival
- 23 – Van Deimens Band
- 13 – St Marys Community Car & Bike Show
- 13-15 – Stage Whisperer Productions – TSO Live stream

### November

- 6 – Artable – Art Workshop
- 11 – Remembrance Day
- 22 – Virtuosi Chamber Concert



THE 2021 TASSIE

# MENTAL HEALTH WEEK COMEDY ROADSHOW

FEATURING AN ALL STAR LINE-UP OF THE STATE'S FUNNIEST ACTS  
SPEAKING THEIR MINDS ABOUT MENTAL HEALTH

**FRANKLIN: THURSDAY OCT 7**  
AT THE PALAIS THEATRE  
**ST HELENS: FRIDAY OCT 8**  
AT PORTLAND HALL  
**CAMPBELL TOWN: SATURDAY OCT 9**  
AT CAMPBELL TOWN HALL

ALL SHOWS START AT 7:30PM

Supported by



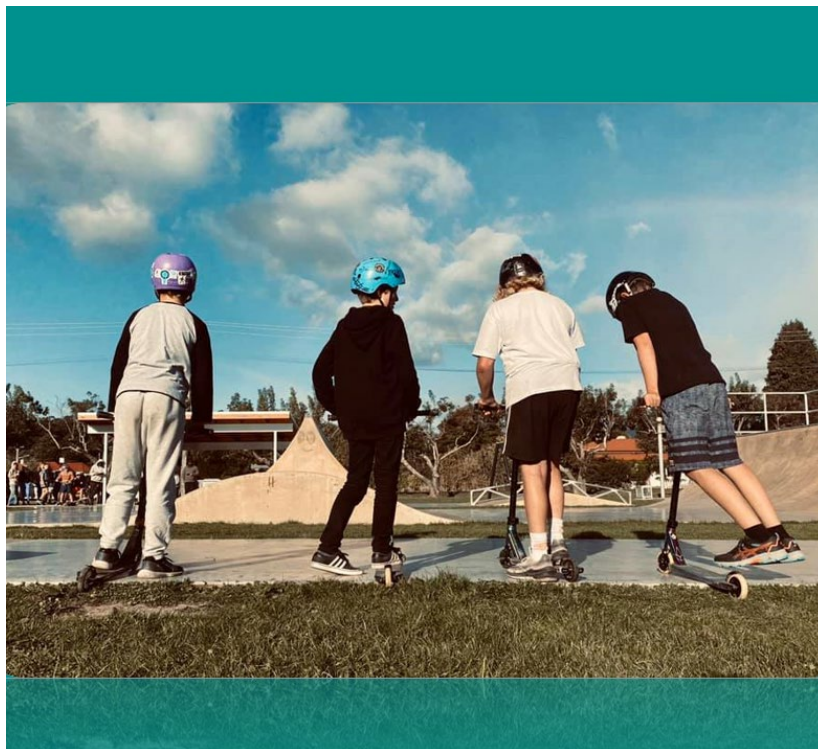
*Mental Health Week 2021 TASMANIA*

FIND MORE INFO AND  
REGISTER FOR FREE TICKETS AT  
[clubhousecomedy.com.au](http://clubhousecomedy.com.au)



## YCNECT

YCNECT held an AGM on Tuesday 24 August 2021, where the annual report was presented.



The YCNECT Committee consists of local community members who are engaged in the plight of young people in our community and strive for positive change and supports for this population.

Over the past year, YCNECT has been meeting monthly to discuss and implement ideas, processes, events and methods to engage young people in the area.

YCNECT has been very fortunate to have young people attend meetings when possible, providing current and candid feedback about what is needed in our community.

Looking to the future, a key focus is to have a focused Youth Committee to provide ongoing direction and support to our YCNECT Committee.

YCNECT is also looking to develop sub-committees this upcoming year to focus on specific needs in the BOD area, including Transportation, coordinating of volunteers and obtaining additional funding sources.

YCNECT has been incredibly appreciative in receiving funding to run programs and events in the past year.

These include:

- Tasmanian Community Fund – Mobile Outreach Project funding in partnership with the St Helens Neighbourhood House. This funding has allowed us to employ a program manager and youth engagement workers to provide outreach, activities, events and services to young people across the Break O'Day Region

- Foundation for Young Australians - Van and transportation. These funds have enabled YCNECT to purchase a van and other needed items (insurance/fuel etc.) to get the Mobile Outreach Project mobilised!
- Break O'Day Council Community Grant – these funds have provided us with monies needed to purchase items required for our Mobile Outreach Project program including mobile phones and other items.
- Healthy Tasmania Grant provided funds to hold the Mad Hatter's Tea Party.
- Donations – donations are always a blessing to help up meet the needs of young people in the community. YCNECT is always looking for additional funds to creatively support and implement programs and services for young people.

#### A thank you from the President

YCNECT would like to thank our inaugural committee members for the 2020-2021 financial year- Tani Langoulant, Chantelle Allison, Erica McKinnell, Bronwyn Zemanek, Jaben Golledge, Rachel Moore, Adam Norris, Ryan Knight, Allison Potter, Tash Lowe and Daisy.

Also a massive thanks to our amazing staff team who are out there starting the massive task of implementing our Mobile Outreach Project - Caitlin Sherrey-Dadd, Scott Gatrell, Alex Heathcote and Emma Bleaney. All of these fantastic individuals have contributed countless hours and efforts to make our community a great place for young people. It takes a special type of person to put forth such an effort, especially during these initial years working from the ground up. What a blessing these folks are to our community!

#### Mobile Outreach Project



The Mobile Outreach Project, in partnership with the St Helens Neighbourhood House has been funded by Tasmania Community Fund, with support from Break O'Day Council.

The 12-month pilot project was implemented to engage young people in the community, link in young people to relevant services, plan events, excursions and continue to learn about what the young people in the Break O'Day area really want.



Funding has been sourced by The Foundation for Young Australians for a van to support this project and make sure young people can be met, wherever they are located and be included on amazing adventures and excursions.

The core focus in the first year is to build rapport and relationships, and to promote YCNECT as a fun, safe and engaging space for young people.

Regular meet ups are facilitated in the valley and on the coast. The group have been developing engaging school holiday programs for the Spring and Summer school holidays. This is a direct response to the feedback from young people - that many young people are yearning for more things 'to do'. Another obvious point from the feedback is that fun activities and events are at the top of their list.

YCNECT currently meets at St Mary's Skatepark/Community Space for a sausage sizzle every Thursday after school, with plans to meet in St Helens on Tuesdays. Young people can also attend ping-pong at St Marys District School on Monday afternoons. Details for meet-ups and school holiday programs are posted on the YCNECT Facebook/Instagram page and posters around the region.



## Youth Collective North East Coast Tasmania

@YCNECT · Youth Organization

✉ Send Email

[Home](#) [Groups](#) [Reviews](#) [Videos](#) [More ▾](#)

👍 Liked

💬 Message



### Driver Reviver Program

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

### Proposed Binalong Bay Swimcart trail

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

## Bay of Fires Master Plan

The Steering Committee has been progressing through the initial steps leading up to the engagement of a Consultant.

## Wrinklers Toilet Replacement and car park

The toilet replacement is exempt works under LUPAA and is progressing to construction with materials being ordered. Neighbouring residents will shortly be receiving communication on how this is progressing. The car park works require a Development Application and are progressing through this process.

## Leaner Driver Mentor Program

The Program Coordinator is in the process of arranging the learner driver manual car to be stored at St Marys in the coming weeks so that a new mentor and a few new learners can access this program without having the hassle of getting to St Helens.

On Road Hours:	91.5
Learners in the car:	11
Learners on waiting list:	5
Mentors:	5

## 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.

## 09/21.16.0 DEVELOPMENT SERVICES

### 09/21.16.1 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:

##### KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS:

- ✓ Development Services staff attended Asbestos awareness training;
- ✓ Development Services officer attended governors visit;
- ✓ Recruitment of Planning Officer Completed;
- ✓ Development Services staff attended LGAT Senior Leaders Conference.

## PLANNING REPORT

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

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	EOFY 2020 / 2021
<b>NPR</b>	4	6											10	
<b>Permitted</b>	5	4											9	
<b>Discretionary</b>	27	24											51	
<b>Amendment</b>	3	3											6	
<b>Strata</b>		1											1	
<b>Final Plan</b>	2												2	
<b>Adhesion</b>														
<b>Petition to Amend Sealed Plan</b>	2												2	
<b>Exemption</b>														
<b>Total applications</b>	43	38											81	307

<b>Ave Days to Approve Nett *</b>	31.13	30.13											30.63	
-----------------------------------	-------	-------	--	--	--	--	--	--	--	--	--	--	-------	--

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

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

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
135-2021	Fingal	Change of Use to Visitor Accommodation	S57	43	42
084-2021	Beaumaris	Dwelling & Shed	S57	107	21
046-2021	Stieglitz	Dwelling	S57	41	40
202-2021	Seymour	Demolish & replace Shed	NPR	9	9
130-2021 AMEND	St Helens	Amendment to Condition 7 & Removal of Condition 8	S56	1	1
073-2020 STRATA	St Helens	Final Plan of Survey - Strata	Strata	24	2
157-2021	Scamander	Dwelling	S57	53	38
188-2021	Scamander	Additions & Alterations to Dwelling & Decks	S57	22	21
177-2021	St Helens	Change of Use to Visitor Accommodation	S58	22	21
180-2021	St Helens	Dwelling	S57	28	28
155-2021	St Helens	Dwelling & Shed	S57	63	35
043-2019 AMEND	Falmouth	Unit 9 to Primary Residence & Changes to Bedroom Numbers on Other Units	S56	28	28
181-2021	Falmouth	Dwelling Incorporating Garage with Amenities	S57	41	41
281-2020 AMEND	Ansons Bay	Provide Roofing to Approved Dwelling Extensions (Deck)	S56	9	9
081-2021	Ansons Bay	Shed with Amenities & Shipping Containers	S57	124	55
104-2021	Fingal	Hay Shed	S57	35	34
051-2021	Stieglitz	Proposed Legalisation of Existing Cut & Fill, Relocation of Existing Illegal Retaining Wall	S57	43	42
293-2020	Falmouth	Dwelling Addition	S57	270	42
173-2021	St Helens	Change of Use of Pool to Sport & Recreation (Inc Minor Works)	S57	50	42
145-2021	St Helens	Construction of Two Storage Sheds	S57	43	42
049-2021	Binalong Bay	Carport	S57	78	77
168-2021	Scamander	Multiple Dwellings - Construction of Second Dwelling	S57	64	42
153-2021	St Helens	2 Lot Subdivision	S57	67	42
199-2021	St Helens	Shed/Workshop	S57	41	35
226-2021	St Marys	Garage	S58	21	20
208-2021	St Helens	Dwelling	NPR	17	16
227-2021	Mangana	Demolition of Dwelling	S58	21	21
182-2021	St Helens	Deck & Shade Sail	NPR	10	9
210-2021	Scamander	Dwelling	NPR	34	19
207-2021	Akaroa	Elevating Dwelling	NPR	26	25
231-2021	St Helens	Deck & Veranda	NPR	7	6
100-2021	Ansons Bay	Dwelling & Shipping Container	S58	29	28
190-2021	Ansons Bay	Dwelling Additions & Deck Extension	S57	54	39



DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
103-2021	Binalong Bay	Change of Use to Visitor Accommodation	S57	41	40
185-2021	St Helens	Dwelling	S57	48	48
197-2021	St Helens	Shed & 2 x Shipping Containers	S57	37	36
221-2021	Beaumaris	Change of Use to Visitor Accommodation	S57	23	22
107-2021	Ansons Bay	Shed with Amenities & Retaining Wall	S57	28	27

**TOTAL: 38**

## BUILDING PROJECTS REPORT

### Projects Completed in the 2021/2022 financial year

Description	Location	Updates
Community Services Storage Shed	St Helens Works Depot	Completed August 2021

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

Description	Location	Updates
Marine Rescue Additions	St Helens Foreshore	<ul style="list-style-type: none"> <li>Works commenced and scheduled for Completion end October 2021.</li> </ul>
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> <li>Works Commenced.</li> </ul>
New Shade Structure	Scamander Reserve	<ul style="list-style-type: none"> <li>Works Commenced and delayed due to availability of materials;</li> <li>Due to be completed prior to end October 2021.</li> </ul>

### 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"> <li>Planning Approvals exempt;</li> <li>Building Approvals Exempt, and</li> <li>Plumbing approvals currently pending.</li> </ul>
Building upgrades	St Marys Railway Station	<ul style="list-style-type: none"> <li>Works scoping and scheduling of works to be confirmed.</li> </ul>
Four Mile Creek Community Hub	Four Mile Creek Reserve	<ul style="list-style-type: none"> <li>Development Application Approved;</li> <li>Pending further community feedback.</li> </ul>
Old Tasmanian Hotel Site – New Storage Shed	20 Talbot Street, Fingal	<ul style="list-style-type: none"> <li>New project - Approved in 2021/2022 Capital Works Program</li> </ul>
New Solar Panels & Heating Improvements	St Marys Community Hall	<ul style="list-style-type: none"> <li>New project - Approved in 2021/2022 Capital Works Program</li> <li>Scoping and works and quotations currently being sourced.</li> </ul>
New Accessible/Family Toileting Facility	St Marys Community Space	<ul style="list-style-type: none"> <li>New project - Approved in 2021/2022 Capital Works Program</li> </ul>

Description	Location	Updates
Building Improvements	St Helens Council Chambers	<ul style="list-style-type: none"> <li>New project - Approved in 2021/2022 Capital Works Program</li> </ul>
St Marys Waste Transfer Station Additions	St Marys Waste Transfer Station	<ul style="list-style-type: none"> <li>New project - Approved in 2021/2022 Capital Works Program</li> </ul>
New Lighting Towers	St Helens Sports Complex – Football Oval	<ul style="list-style-type: none"> <li>Planning Application Submitted;</li> <li>Works scheduled to commence November/January 2021</li> </ul>

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

Building August 2021	Services	Approvals	Report
-------------------------	----------	-----------	--------



No.	BA No.	Town	Development	Value
1	2021 / 00193	Scamander	Remedial Sub Floor Repairs from Water Damage - Dwelling	\$30,000.00
2	2021 / 00007	St Helens	New Dwelling	\$130,000.00
3	2021 / 00105	St Helens	Legalisation - Deck & Veranda	\$15,000.00
4	2021 / 00005	Scamander	New Dwelling incorporating Carport & Deck	\$390,000.00
5	2021 / 00102	St Helens	New Shed	\$29,000.00
6	2021 / 00066	Scamander	Addition to Dwelling	\$315,000.00
7	2020 / 00333 - STAGE 2	Ansons Bay	Additions & New – Dwelling (Additions) & Deck (New)	\$124,200.00
8	2017 / 00022 - STAGE 2	Binalong Bay	New Outdoor Dining Deck	\$15,000.00
9	2021 / 00136	Stieglitz	New Shed	\$23,000.00
10	2020 / 00324	St Helens	New Dwelling	\$80,000.00
11	2020 / 00204	Falmouth	Addition to Dwelling - Non Habitable - Workspace	\$104,000.00
12	2020 / 00285	Binalong Bay	New Dwelling incorporating Garage	\$332,000.00
13	2021 / 00095	Falmouth	New Shed & Carport	\$16,800.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2020/2021	2021/2022
	\$1,427,745.00	\$3,999,920.00

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2020	2021
	August	\$1,890,985.00	\$1,604,000.00

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2020/2021	2021/2022
	August	25	28

## ENVIRONMENTAL REPORT

Description	Updates
Community awareness and participation	<p>The Irapuna Community Weekend was held on 13 and 14 August. Partners for the event included Council, PWS, Wildcare Friends of Irapuna Coast, NRM North, Tasmanian Aboriginal Land Council, Bay of Fires Lodge and Friends of Eddystone Point Lighthouse. Nearly 50 volunteers enjoyed walking 29 km of beaches, removing marine debris and over 20,000 invasive sea spurge plants along the way and sharing afternoon tea and informative talks on the last day.</p> 
Cat Management	<p>Planning for a mobile Cat Management Facility has started with the RSPCA based on their Animal Welfare Response vehicles and veterinary support. The pilot aims to find a practical way for safe and targeted cat trapping activities to be conducted in Break O'Day, providing support for other 'responsible cat management' activities.</p>
Weed Management	<p>Council, contractors, community and landholders are busy controlling weeds as the growing season picks up, for example treating the Spanish heath around Whalers Watch Lane at St Helens. Landholders at Dianas Basin have received a letter asking them to control a boneseed outbreak in the area.</p> <p>The <i>Break O'Day Serrated Tussock Eradication</i> project has been successful in getting a \$21,000 grant from the Weed Action Fund for a three (3) year project to help eradicate two small serrated tussock infestations and make Break O'Day serrated tussock free. The project will make use of a specially trained sniffer dog to make sure no serrated tussock has gone unnoticed.</p> 

Description	Updates
Dog Management	<p>Council, PWS and community shorebird interests are cooperating on improving responsible dog management and breeding success for the many important shorebirds on Break O'Day beaches. Signage, a brochure, QR code for the dog zone map and media stories will be coordinated with increased patrols and enforcement of dog access zones on beaches to give shorebirds a fair go during their nesting season.</p> 

## PUBLIC HEALTH REPORT

### Immunisations

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

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

### Sharps Container Exchange Program as at 8 September 2021

Current Year	Previous Year
YTD 2021/2022	YTD 2020/2021
6	26

## STRATEGIC PLAN & ANNUAL PLAN:

### Strategic Plan 2017-2027

#### Goal

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

#### Strategy

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

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

#### **LEGISLATION & POLICIES:**

Not applicable.

#### **BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

Not applicable.

#### **VOTING REQUIREMENTS:**

Simple Majority.

ACTION	<b>DECISION</b>
PROPONENT	Council Officer
OFFICER	Jake Ihnen, Development Services Coordinator
FILE REFERENCE	018\024\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

**OFFICER'S RECOMMENDATION:**

That Council accept the Officers Report and that Council engage in providing further education around water harvesting and water re-use techniques.

**INTRODUCTION:**

Councillors and the public are seeking information on requirements for new developments to be provided with water tanks to be used for domestic purposes. The purpose of this report is to provide Councillors with the history and legislative requirements for domestic water tanks.

**PREVIOUS COUNCIL CONSIDERATION:**

01/20.10.3            Water Tank Requirement – Clr J Drummond

Was there previously a requirement for water tanks to hold a minimum of 10,000 litres. Is there a minimum currently? If not, can we reintroduce a minimum for water harvesting and building resilience in our community?

Reply

There has never been a minimum size of water tanks required for new developments. In some cases Development Services staff have required specific design requirements for water tanks due to limitations on existing infrastructure. There are mandatory requirements for Fire Fighting Water supplies in Bushfire prone areas however the provision of this supply must be dedicated for firefighting purposes only.

Council staff will conduct a review of the current legislative requirements and provide a report to Council for consideration.

01/20.2.2            Water Restrictions, Scamander – Mr P Beattie, Scamander

As the Council has promoted the area the influx of residents has put more stress on the resources we have in the municipality, therefore I am asking that all new residential buildings have a minimum of 10,000 litre rainwater tanks installed.

## Reply

The *Break O Day Interim Planning Scheme* requires water tanks to be installed in the zones listed below as an “acceptable solution”. An owner or applicant may propose a “performance solution” to remove the requirement to provide water tanks under the Planning Scheme. Currently there is no legislative ability to mandate new residential buildings to be provided with a minimum size of water tanks for domestic use.

The *Building Act 2016* requires that a non-combustible 10,000 litre supply be provided in Bushfire Prone areas where new works are proposed and a reticulated water supply point is not available however, this supply is required to be dedicated for firefighting purposes only.

The following zones require water tanks to be installed as an “Acceptable Solution” under the Break O’ Day Interim Planning Scheme.

- General Residential
- Low Density Residential
- Environmental Living
- Village
- Community Purpose
- Recreation
- Local Business
- General Business
- General Industrial
- Environmental Management
- Particular Purpose - Ansons Bay Small Lot Residential

### OFFICER’S REPORT:

For clarity in providing this report the information has been divided into four (4) sections those being:

1. *Previous Water Rebate Scheme;*
2. *Planning Scheme Requirements;*
3. *Plumbing Code Requirements;*
4. *Bushfire Requirements, and*
5. *Officer’s Summary.*

#### **1. Previous Water Rebate Scheme:**

Attached is a water rebate scheme that was introduced by Council in June 2004. The rebate scheme was set up as a water conservation initiative at the time and was subsequently removed from ongoing budget from June 2009 and around 110-130 home owners took advantage of the rebate scheme at a cost to Council of around \$16,500 - \$19,500 over five (5) years. A specific Council decision cannot be found in relation to the suspension of the rebate scheme and it is assumed that the budget item was removed and therefore the scheme was suspended accordingly.

## **2. Planning Scheme Requirements:**

There has never been a minimum size of domestic water tanks required for new developments. In some cases Council staff have required specific design requirements for water tanks due to limitations on existing infrastructure.

The following zones require water tanks to be installed as an “Acceptable Solution” under the Break O Day Interim Planning Scheme as a local area requirement.

- General Residential
- Low Density Residential
- Environmental Living
- Village
- Community Purpose
- Recreation
- Local Business
- General Business
- General Industrial
- Environmental Management
- Particular Purpose - Ansons Bay Small Lot Resident

This requirement is only local area provision in the Break O’ Day Planning Scheme. The Tasmanian Planning Scheme proposes to remove these requirements from all zones.

## **3. Plumbing Code Requirements:**

When installing a water tank that is proposed to be used for domestic supply some minimum requirements also apply under the Australian Standards these considerations are:

- Connection requirements: where rainwater is used for toilet flushing, an automatic or manual interchange device that switches between rainwater and the mains water supply must be installed to ensure a continual supply of water.
- Fitting requirements: standards that specify requirements for tank fittings, adaptors and connectors for use with pipes and tubes in water supply (for example, AS 3688 Water supply – Metallic fittings and end connectors).
- Piping requirements: requirements of pipes for the delivery of your water under pressure (for example, AS/NZS 4130 Polyethylene (PE) pipes for pressure applications).
- Backflow prevention requirements: having an appropriate backflow prevention device to stop any water being able to flow back into the mains water reticulated supply.
- Licensed plumber and certification: plumbing attached to piping systems and connected to mains water supply must be installed by an appropriately licensed plumber who can produce a certification certificate of their work and plumbing permits will also be required to be obtained.



#### **4. Bushfire Requirements:**

The current mandatory requirements for static firefighting water supply in bushfire prone areas applies where a reticulated water supply is not available for the local Fire Brigade. When this requirement applies the following are minimum requirements that must be met:

1. Road access from boundary to firefighting supply to be upgraded;
2. Must be non-combustible;
3. A minimum of 10,000L dedicated to firefighting only;
4. Located a minimum of 6m from the dwelling;
5. Approved signage to be installed.

#### **5. Officers Summary:**

The original discussion with Council was in relation to water conservation particularly in times of drought. The challenge to overcome is that if Council considered a further policy position or rebate scheme again then we could potentially be encouraging non-compliant reuse of water that may no longer be potable. Potable water can easily become contaminated with microorganisms which could potentially introduce a health risk to residents.

Another alternative might be that when TasWater imply water restrictions to certain townships then Council may offer a discounted potable water delivery for a designated time period but this option has not been explored when writing this report and would also impact on other local businesses.

It is recommended as a result of the investigations that Council officers provide some information in Council's newsletter in relation to ways to reduce water use and water saving tips noting that that TasWater have recently completed work in the area to inform residents of water savings tips.

### **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.

### **BUDGET AND FINANCIAL IMPLICATIONS:**

Nil at this stage.

### **VOTING REQUIREMENTS**

Simple Majority.

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Jake Ihnen, Development Services Coordinator
<b>FILE REFERENCE</b>	004\008\025\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Lighting Plan Site Plan

**OFFICER'S RECOMMENDATION:**

1. To provide consent to proceed with works in accordance with design and budget estimates provided, and
2. That the \$15,000 contributions previously approved by Council is provided regardless of whether or not the second transformer on Tully Street is required to be upgraded.

**INTRODUCTION:**

Council has previously granted permission to submit a Development Application for the project, the development application process is underway and this report seeks permission to proceed with the works.

**PREVIOUS COUNCIL CONSIDERATION:**

Minute 10/20/14/.2

1. That Council consents as land manager for a Development Application to be lodged by the St Helens Football Club to replace the existing light towers at the St Helens Football Ground (St Helens Sports Complex);
2. That Council will provide a contribution of \$5,000 towards the project; and
3. That Council will commit \$10,000 towards the cost of installing a second transformer at the Tully Street entrance to allow enough power to feed into the St Helens Recreation Ground once the installation of the lights is completed.

**OFFICER'S REPORT:**

A grant application has been successfully obtained for the project totalling \$199,000 excluding GST. The East Coast Swans have partnered with SKA Power & Control to deliver the project and therefore Council have not been involved in the procurement of the work. Councils Development Services Coordinator will be responsible for oversight of the project.

The below table provides a breakdown of the project costs and within the project estimates there are several variables. Due to the variables it is recommended as part of this report that the Council provides the allocated contribution of \$15,000 regardless of whether the transformers are required to be upgraded to help contribute towards potential further labour costs.

<b>Expenses:</b>			
<b>Expense item:</b>	<b>(1) Costs are GST inclusive</b>	<b>(2) Costs are GST exclusive</b>	<b>Supporting documents (such as quotes or proof of price, it is important that all costs include a quote/proof of price)</b>
Lighting – Equipment Supply	\$	\$90,782.60	As per SKA Power and Control quote
Sub Circuits to Lights – Supply and Install	\$	\$38,922.02	As per SKA Power and Control quote
Main Switchboard – Supply and Install	\$	\$16,818.18	As per SKA Power and Control quote
Engineering	\$	\$14,545.46	As per SKA Power and Control quote
Crane Hire and Boom Hire	\$	\$8,565.46	As per SKA Power and Control quote
Excavation and Trenching	\$	\$4,690.91	As per SKA Power and Control quote
Form work	\$	\$2,727.27	As per SKA Power and Control quote
Concrete	\$	\$7,272.73	As per SKA Power and Control quote
Mains Supply including Tas Networks Transformer installation	\$	\$37,394.18	As per SKA Power and Control quote
<b>Total expenses of the project</b>	<b>\$</b>	<b>\$221,718.81</b>	

<b>Income</b>		
<b>Income item:</b>	<b>Funds:</b>	
Grant Deed	\$199,000.00	As per email and BO'D Council Minutes
Break O' Day Council 5K - Overall Project Funds	\$5,000.00	As per email and BO'D Council Minutes
Break O' Day Council 10K Additional Transformer Installation Tully Street	\$10,000.00	As per email and BO'D Council Minutes
East Coast Swans	\$5,718.81	As per General Committee Meeting Minutes
East Coast Giants Junior	\$2,000.00	As per General Committee Meeting Minutes
<b>Total secured income for the project</b>	<b>\$221,718.81</b>	As per Letter and bank statements

Any project overruns will be funded by the East Coast Swans who have provided bank statements to support their financial position to demonstrate their capacity to deliver the project.

#### **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.

#### **BUDGET AND FINANCIAL IMPLICATIONS:**

The estimated value of the completed lights and poles is \$90,000

\$20,000 lights – 20 year estimated life cycle;  
\$70,000 – Poles with a 100 year estimated life cycle.

Total Annual Depreciation = \$1,700 per year of estimated depreciation.

It is anticipated that the works will result in an overall power consumption saving.

#### **VOTING REQUIREMENTS:**

Absolute Majority.

**Obtrusive Light - Compliance Report**  
AS/NZS 1420:2019, A3 - Medium District Brightness, Non-Curfew L1  
Filename: St Helens Sports Ground Lighting Layout - 100 Lux  
23/06/2021 2:46:21 PM

**Illuminance**

Maximum Allowable Value: 10 Lux

Calculations Tested (9):

Calculation Label	Test Results	Max. Illum.
ObtrusiveLight_1_III_Seg1	PASS	0.2
ObtrusiveLight_1_III_Seg2	PASS	2.9
ObtrusiveLight_1_III_Seg3	PASS	0.6
ObtrusiveLight_1_III_Seg4	PASS	0.1
ObtrusiveLight_1_III_Seg5	PASS	0.1
ObtrusiveLight_1_III_Seg6	PASS	0.1
ObtrusiveLight_1_III_Seg7	PASS	0.3
ObtrusiveLight_1_III_Seg8	PASS	0.1
ObtrusiveLight_1_III_Seg9	PASS	0.1

**Luminous Intensity (Cd) At Vertical Planes**

Maximum Allowable Value: 1250 Cd

Calculations Tested (9):

Calculation Label	Test Results
ObtrusiveLight_1_Cd_Seg1	PASS
ObtrusiveLight_1_Cd_Seg2	PASS
ObtrusiveLight_1_Cd_Seg3	PASS
ObtrusiveLight_1_Cd_Seg4	PASS
ObtrusiveLight_1_Cd_Seg5	PASS
ObtrusiveLight_1_Cd_Seg6	PASS
ObtrusiveLight_1_Cd_Seg7	PASS
ObtrusiveLight_1_Cd_Seg8	PASS
ObtrusiveLight_1_Cd_Seg9	PASS

**Threshold Increment (TI)**

Maximum Allowable Value: 20 %

Calculations Tested (8):

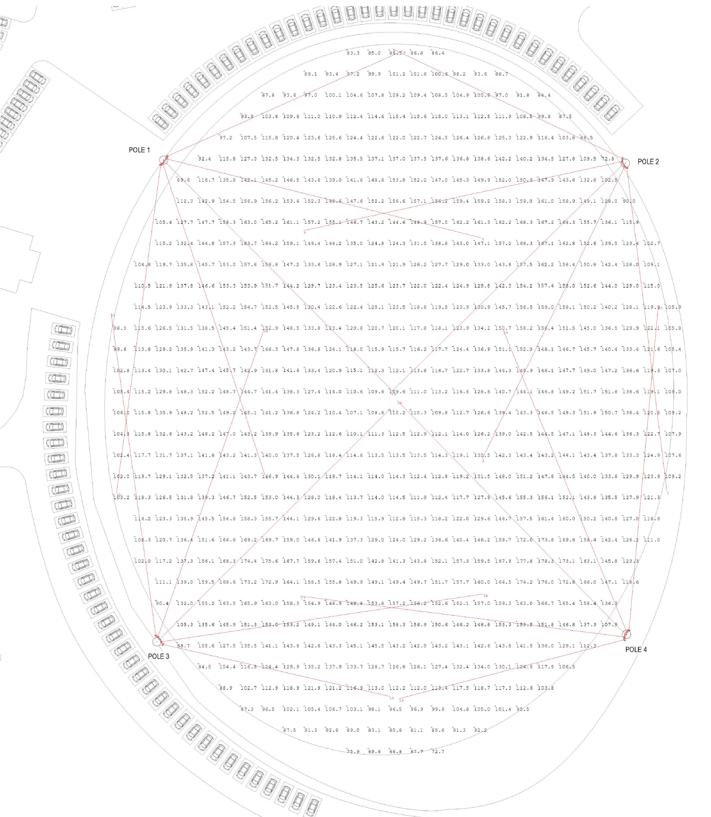
Calculation Label	Adaptation Test Results
Eagle Street - Heading West	10 PASS
Young Street - Heading North	10 PASS
Young Street - Heading South	10 PASS
Tully Street - Heading West	10 PASS
Tully Street - Heading East	10 PASS
Walker Street - Heading South	10 PASS
Walker Street - Heading North	10 PASS
Eagle Street - Heading East	10 PASS

Luminaire Schedule					
Symbol	Qty	Label	Arrangement	Total Lamp Lumens	LLF
□	20	BVP528 LED2130 740 OUT T30 50_1	SINGLE	213800	1.000

Calculation Summary					
Label	CalcType	Units	Avg	Max	Min
CalcObs_1	Illuminance	Lux	131.90	178.3	66.8
Eagle Street - Heading East	Obtrusive - TI	%	0.00	0	N.A.
Eagle Street - Heading West	Obtrusive - TI	%	0.00	0	N.A.
ObtrusiveLight_1_Cd_Seg1	Obtrusive - Cd	N.A.	1510	3339	1230
ObtrusiveLight_1_Cd_Seg2	Obtrusive - Cd	N.A.	2222	12004	1293
ObtrusiveLight_1_Cd_Seg3	Obtrusive - Cd	N.A.	1758	4016	1346
ObtrusiveLight_1_Cd_Seg4	Obtrusive - Cd	N.A.	1402	1995	1235
ObtrusiveLight_1_Cd_Seg5	Obtrusive - Cd	N.A.	1395	1814	1158
ObtrusiveLight_1_Cd_Seg6	Obtrusive - Cd	N.A.	1536	1814	1306
ObtrusiveLight_1_Cd_Seg7	Obtrusive - Cd	N.A.	1511	2257	1228
ObtrusiveLight_1_Cd_Seg8	Obtrusive - Cd	N.A.	1391	1983	1214
ObtrusiveLight_1_Cd_Seg9	Obtrusive - Cd	N.A.	1392	1812	1149
ObtrusiveLight_1_III_Seg1	Obtrusive - III	Lux	0.05	0.2	0.0
ObtrusiveLight_1_III_Seg2	Obtrusive - III	Lux	0.61	2.9	0.1
ObtrusiveLight_1_III_Seg3	Obtrusive - III	Lux	0.14	0.6	0.0
ObtrusiveLight_1_III_Seg4	Obtrusive - III	Lux	0.03	0.1	0.0
ObtrusiveLight_1_III_Seg5	Obtrusive - III	Lux	0.07	0.1	0.0
ObtrusiveLight_1_III_Seg6	Obtrusive - III	Lux	0.07	0.1	0.0
ObtrusiveLight_1_III_Seg7	Obtrusive - III	Lux	0.14	0.3	0.0
ObtrusiveLight_1_III_Seg8	Obtrusive - III	Lux	0.10	0.1	0.0
ObtrusiveLight_1_III_Seg9	Obtrusive - III	Lux	0.09	0.1	0.0
Tully Street - Heading East	Obtrusive - TI	%	0.00	0	N.A.
Tully Street - Heading West	Obtrusive - TI	%	0.00	0	N.A.
Walker Street - Heading North	Obtrusive - TI	%	0.00	0	N.A.
Walker Street - Heading South	Obtrusive - TI	%	0.00	0	N.A.
Young Street - Heading North	Obtrusive - TI	%	0.00	0	N.A.
Young Street - Heading South	Obtrusive - TI	%	0.00	0	N.A.

**CALCULATION SUMMARY**

**PROPOSED LAYOUT AND LUX LEVELS**



**DISCLAIMER**  
THIS DRAWING (BLUE) FOR TENDER OR CONSTRUCTION AND (BLACK) TO BE USED TO BUILD OR MANUFACTURE OFF.

- DRAWING NOTES**
- DO NOT SCALE DIRECTLY OFF DRAWING. ALL MEASUREMENTS AND LOCATIONS OF EQUIPMENT ARE TO BE CONFIRMED ON SITE WITH THE SITE SUPERVISOR.
  - THIS DRAWING IS TO BE VIEWED IN CONJUNCTION WITH SPECIFICATION, ARCHITECTURAL, STRUCTURAL AND ALL OTHER SERVICES DRAWINGS.
  - SCHEDULE QUANTITIES COUNTS ARE PROVIDED AS A GUIDE ONLY AND ACTUAL QUANTITIES ARE THE RESPONSIBILITY OF THE CONTRACTOR.
  - THIS DRAWING IS REQUIRED TO BE VIEWED OR PRINTED IN COLOUR FOR THE FULL EXTENT OF THE SCOPE OF WORKS TO BE SHOWN.
  - ANY DISCREPANCIES DURING ANY PHASE OF THE WORKS BETWEEN THE DRAWINGS, SPECIFICATION AND OTHER DOCUMENTS DOCUMENTATION THE CONTRACTOR IS TO:
    - ASSUME THE MOST ONEROUS AND
    - RAISE AN RFQ TO CLARIFY THE DISCREPANCY
- ALL LIABILITY DUE TO FAILURE TO OBSERVE THESE CLAUSES SHALL BE BORNE BY THE CONTRACTOR.

By	Date	Revision Description	Rev

**REVISIONS**



Client

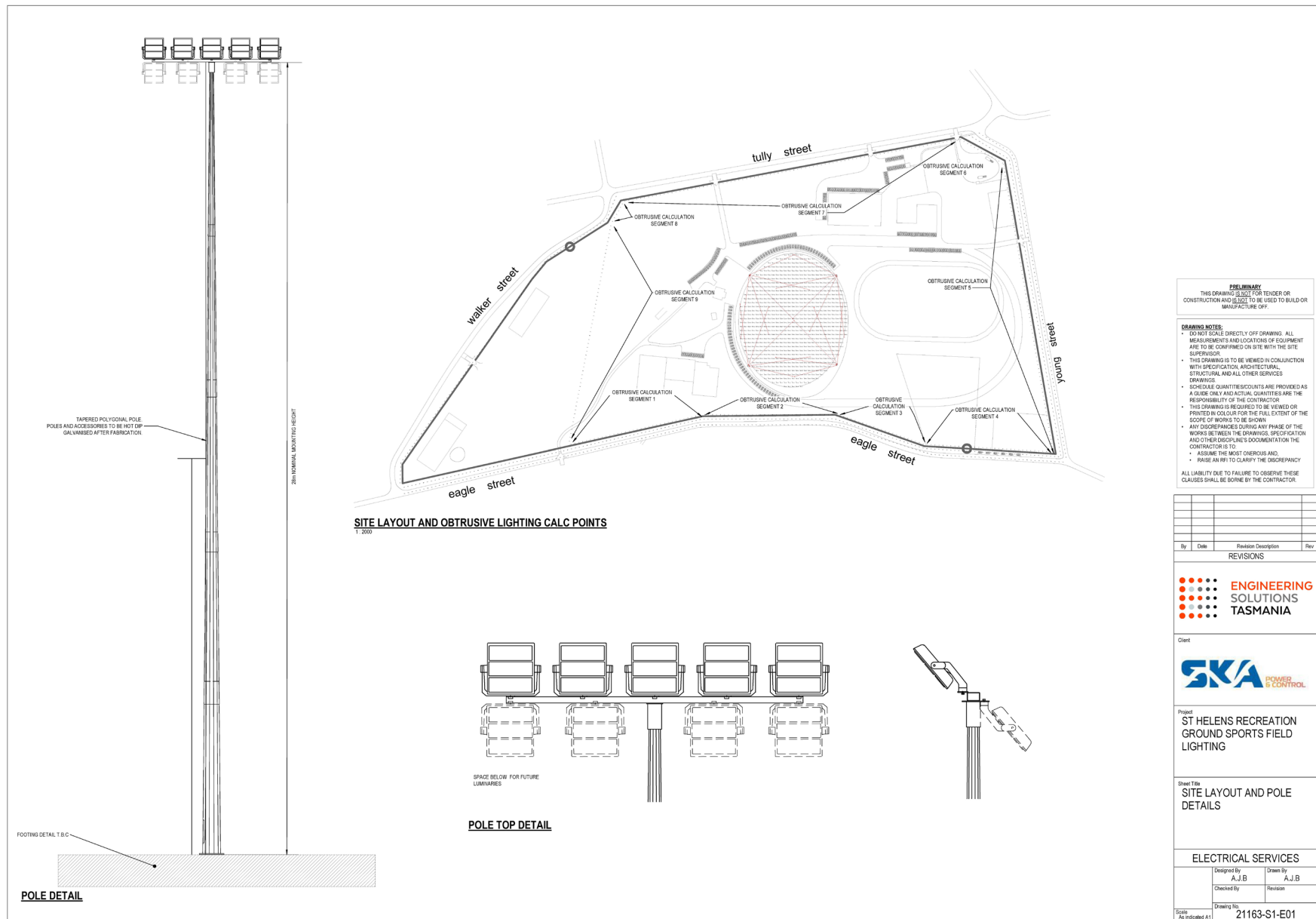


Project  
**ST HELENS RECREATION  
GROUND SPORTS FIELD  
LIGHTING**

Sheet Title  
**LIGHTING LAYOUT AND  
SCHEDULES**

**ELECTRICAL SERVICES**

Designed By A.J.B	Drawn By A.J.B
Checked By -	Revision
Drawing No. 21163-S1-E02	



ACTION	DISCUSSION
PROPONENT	Council Officers
OFFICER	Jayne Richardson, Communications Coordinator and Ron Anderson, Environmental Health Officer
FILE REFERENCE	017\008\001
ASSOCIATED REPORTS AND DOCUMENTS	Nil

**OFFICER'S RECOMMENDATION:**

That the report be received.

**INTRODUCTION:**

At the July 2021 Council Meeting a motion Cllr Kylie Wright brought forward a motion:

*That Council seek a report on wood heater emissions in Break O'Day region, and consider implementing and enforcing "Australian Wood Heater Standards" as a requirement in all Break O'Day residences with wood heaters, and any new wood heaters being installed. Along with information being shared in welcome packs or rates notice/ newsletters*

This was later amended to:

*That Council seek a report on wood heater emissions in Break O'Day region, with a focus on education and best practice, along with information being shared in welcome packs or rates notice/ newsletters.*

**PREVIOUS COUNCIL CONSIDERATION:**

06/21.9.1.156

That Council seek a report on wood heater emissions in Break O'Day region, with a focus on education and best practice, along with information being shared in welcome packs or rates notice/ newsletters.

**OFFICER'S REPORT:**

Prior to being brought to Council, the Environmental Health Officer (EHO) had already heard concerns from the public regarding wood heater smoke. After these concerns were raised, the EHO discussed with the Communications Officer how best to deliver an educational campaign on wood heater etiquette.

Typically most people with wood heaters do not have any other means of heating their home through winter months, and in order to ensure there is general awareness of good practice with their operation, it was decided that an educational program would be promoted through Council channels.

The Environmental Protection Authority (EPA) is the authority on matters related to wood smoke emissions and has already developed extensive educational material on wood heater smoke. Printed flyers from the EPA are available in the front foyer of the main office, and there is a lot of information the EPA website as well. The Tasmanian Government has recently being promoting this information through their own social channels as well.

Council acts on complaints and the first step is to advise the wood heater owner of the law and to provide the EPA leaflet. However, these actions are after the fact.

We do however ensure that Australian Standards on wood heaters are adhered to through the building department.

Proactive measures that have been or will be undertaken to educate our community about wood fire etiquette includes;

**BODC Website:**

- The BODC website now has a page under My Property on Wood Heater Etiquette. This page features;
  - Links to the EPA website
  - Links to Wood heater installation information
  - Burn Brighter downloadable flyer
  - Embedded videos
- Under the Building Plumbing Tab there is a drop down on Wood Heater Installation. A link to the Wood Heater Etiquette page has now been added.

**Council Newsletter:**

- May edition: Winter Warming wood heater etiquette which included EPA tips for reducing wood smoke.
- July edition: Promotion of the Wood Heater Etiquette web page

**Facebook:**

- July 26 – Shared Tasmanian Government educational post about Burning Brighter that pointed to the EPA website
- August 22 – Post Scheduled pointing to our webpage on wood heater etiquette.

**Wood Heater Installation**

The Communications Coordinator is working with the Development Services and Administration Staff to develop a wood heater info pack that can be emailed or given in hard copy to those that request a wood heater installation form.



## STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 - 2027

### *Goal*

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

### *Strategies*

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.)

## LEGISLATION & POLICIES:

Nil.

## BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

## VOTING REQUIREMENTS:

Simple Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Ron Anderson, Environmental Health Officer
FILE REFERENCE	003\006\001\
ASSOCIATED REPORTS AND DOCUMENTS	Making By-Laws – Good Practice Guidelines

**OFFICER'S RECOMMENDATION:**

In accordance with section 156 of the *Local Government Act 1993*, Council resolves to make a by-law for the regulation of keeping roosters and other animals.

**INTRODUCTION:**

In the last three (3) months, the most common complaint received has been about rooster noise. There is no by law dealing with the keeping of roosters or other animals.

Other complaints received regarding the keeping of animals include;

- Chickens wandering into neighbours' yards damaging gardens
- Wandering ducks fouling the neighbour's yard
- Keeping of pigs

In all of these, success is only achieved through negotiation and co-operation. If there is no co-operation, the chances of successful resolution are significantly diminished.

**PREVIOUS COUNCIL CONSIDERATION:**

No previous Council consideration on this matter.

**OFFICER'S REPORT:**

As per section 156 of the *Local Government Act 1993* Council is required prior to the public consultation process and final consideration by Council to adopt a new by-law, have a Council resolution by absolute majority advising its intent to make a new by-law.

Typically matters relating to the keeping of animals are dealt with on the basis of complaint being made (generally by a neighbour).

The most efficient approach in dealing with such matters is under a by-law – Council determines what is permissible, and the authorised officer assesses the situation based on the criteria/numbers permitted in the by-law. That is, the authorised officer performs an objective assessment against the criteria in the by-law ie not making a judgement call on whether the noise is causing a nuisance.

In the absence of a by-law for the keeping of animals, the matter falls back to Section 199 of the Local Government Act. It is up to the Council officer to form the view that the action/ activity is causing a nuisance by *giving rise to unreasonable or excessive levels of noise or pollution*.

Should Council determine that the by-law approach is unacceptable, then that action assists Council officers in dealing with complaints about rooster noise i.e a conscious decision to permit roosters accepts that they crow. On this basis, the noise from a rooster is less likely to be deemed 'unreasonable'.

### ***What other Local Government areas have done***

Some local governments have by-laws specifically relating to keeping of animals e.g. Central Coast and for others, they have chosen an omnibus Environmental Health by-law covering caravans, building site sanitation, control of incinerators and open air burning, animal control. Several local governments in Tasmania have chosen the omnibus approach.

Hobart City has developed a near self-enforcing position whereby it permits roosters to be kept if the owner has obtained the signatures of all neighbours within 300m. If a neighbour signs off, then they sign off that they accept the impact of the rooster.

Central Coast advises against the keeping of roosters but enables the General Manager or his delegate to issue a permit for roosters to be kept. This approach is not recommended – it is the least efficient pathway.

Other local governments have banned them in town areas e.g Brighton Council.

Following a resolution to proceed with a By-Law Number, the draft by-law and Regulatory Impact Statement (RIS) will be presented to Council for consideration and discussion at a Council Workshop, following this it would then be presented to a Council meeting for adoption prior to it being referred to the Director of Local Government for consideration.

If satisfied that the RIS meets all statutory requirements, the Director will issue a certificate of approval to Council.

Council then gives notice by advertising in the media and carries out its public consultation.

All submissions from the public consultation process will be provided to Council for consideration.

Following consideration of all submissions Council makes the by-law under its common seal.

## **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.

Section 199 of the Local Government Act 1993.

### **BUDGET AND FINANCIAL IMPLICATIONS:**

Legal costs will be incurred initially in checking the draft By-Law and Regulatory Impact Statement.

### **VOTING REQUIREMENTS**

Absolute Majority.

# MAKING BY-LAWS (I)

## PART II OF THE *LOCAL GOVERNMENT ACT 1993*

GOOD PRACTICE GUIDELINES  
AUGUST 10

**Note:** This information sheet should be read in conjunction with the other information sheets in this series:

- **Making By-laws (1):** Part II of the *Local Government Act 1993*
- **Making By-laws (2):** Steps in making a by-law
- **Making By-laws (3):** Regulatory Impact Statements Section 156A *Local Government Act 1993*
- **Making By-laws (4):** Penalties and Infringement Notices - The *Monetary Penalties Enforcement Act 2005*
- **Making By-laws (5):** Tabling a by-law in parliament & the requirements of the Standing Committee on Subordinate Legislation
- **Making By-laws (6):** Making a by-law for which a Regulatory Impact Statement is not required

### Power to make by-laws

By-laws relate to council functions or powers and enable councils to regulate local issues and conditions.

They are made under the *Local Government Act 1993* (the Act).

Once made, a by-law must be tabled in both houses of the Tasmanian Parliament and can be disallowed by a motion of either house.<sup>1</sup>

The Act details the requirements and procedures that must be followed when making by-laws. It also imposes some restrictions on their extent and nature. Other Acts may also have an impact on the making and scope of a by-law. These include the *Acts Interpretation Act 1931*, the *Subordinate Legislation Committee Act 1969*, and the *Monetary Penalties Enforcement Act 2005*.

### Restrictions on making by-laws

Councils must not make by-laws that:

- apply retrospectively
- shift the burden of proof unless specifically provided for in an Act
- are contrary to law, or conflict with a planning scheme in the municipal area
- restrict competition or have a significant impact on business, unless the outcome is justified in the public interest
- exempt a person from prosecution for nuisance under common law
- exempt a council from any liability
- permit rates, charges, fees or fines to be set, altered or substituted other than by amending the by-law.

Where any by-law is made in contravention of these restrictions, it is invalid.

1. Section 47 of the *Acts Interpretation Act 1931*

Department of Premier and Cabinet  
Local Government Division



### Decision to make a by-law

A council intending to make a by-law must first pass a resolution of intent to that effect by an absolute majority of councillors.

A by-law is invalid if such a resolution is not passed.

The resolution of intent may be passed at various stages in development of the by-law. However a council would normally make its resolution based on a draft by-law or explanatory materials setting out what the by-law will cover and the impact it will have.

### Preparing a Regulatory Impact Statement (RIS)

A council must prepare a Regulatory Impact Statement (RIS) for a by-law (apart from certain exceptions set out in Section 156A(1A) of the Act which are discussed in more detail in information sheet 'Making By-laws (5)'<sup>2</sup>).

A RIS must include:

- the by-law's objectives and the means by which they are to be achieved
- the nature of any restriction on competition and impact on business
- assessment of the direct and indirect economic, social and environmental impact of the by-law
- assessment of the benefits or costs to the community
- any alternative options
- details of the proposed consultation process.

If a council believes there will be no impact on business, supporting evidence must be included in the RIS.

Similarly, if a council is of the view the by-law will impact on business, an assessment of whether the benefits outweigh the costs should be included.

The documents must be submitted to the Director of Local Government in the final versions of the RIS and by-law that will be made available for public consultation.

The director has responsibility for issuing a certificate certifying the statement is satisfactory and the council may commence the public consultation process.

Before issuing such a certificate the director will consider all aspects of the RIS including details of how the community and any specific stakeholders will be consulted during the public consultation process. If the RIS is unsatisfactory, the director will advise the council of matters requiring amendment.

2. See by-law information sheet (5): 'Making By-laws (5): Making a by-law for which a Regulatory Impact Statement is not required'.

### Notice of proposed by-law

Once the director has issued a certificate for the RIS, the council must publish a notice in a daily newspaper circulating in the municipal area and display a notice in accordance with Section 157 of the Act.

The notice must contain the following information as specified by regulation 35 of the *Local Government (General) Regulations 2005*:

- the title of the by-law
- the objectives of the by-law
- the potential impact and the primary features of the proposed by-law affecting the community or particular groups within the community
- an invitation for submissions from the public
- the manner in which submissions may be made
- the period in which submissions may be made
- the availability of the RIS and either a copy of the by-law or the means of obtaining a copy
- a contact person or persons for inquiries on the content and effect of the proposed by-law.

The notice must specify that public comment can be made for at least 21 days after the notice is published.

In addition to this notice, councils will be expected to consult with their communities in a number of other ways:

For example:

- media releases
- mention in the Mayor's column in local newspapers or council newspaper
- posting information and an invitation for submissions on the council website
- articles in council and community newsletters
- direct mail contact /approaching identified stakeholder or community organisations and/or individuals.
- The second *Statewide Communication and Consultation Partnership Agreement* between State Government and local government also provides that councils will consult with relevant state agencies during the public consultation phase of any by-law making process. It is expected that councils will identify any relevant agencies and write to them inviting submissions during the public consultation phase.

### Consultation and role of Regulatory Impact Statements (RIS)

Any person may make a submission to a council in relation to a proposed by-law. A council must consider every submission made to it.

If a council decides to alter the draft by-law, it may do so only by an absolute majority. However the alteration should not substantially change the purpose or effect of the by-law unless it is first publicly notified.

Once submissions have been considered, council may formally make the by-law.

## Making the by-law

The council may make a by-law under its common seal after the following steps have occurred:

- council has passed a formal resolution of its intention to make a by-law,
- the RIS has been certified by the Director of Local Government, and
- the relevant notice and public consultation procedures.

The by-law must then be certified by:

- a legal practitioner to ensure its provisions are in accordance with the law, and
- the general manager of the council to ensure the by-law has been made in accordance with the Local Government Act.<sup>3</sup>

A by-law is of no effect if it is not certified in accordance with these requirements.

The Local Government Act and the Acts Interpretation Act require a by-law to be published in the *Tasmanian Government Gazette*. A by-law commences on its date of publication in the Gazette or on a later date specified in the by-law. **The by-law must be published in the Gazette within 21 days of a council's formal resolution to make the by-law.**<sup>4</sup> If this requirement is not met, the by-law can be disallowed by the Parliament.

## Expiry of a by-law

Unless repealed earlier, a by-law made under the Local Government Act expires 10 years from the date it was enacted<sup>5</sup>, regardless of whether it is amended during those 10 years.

## Role of the Local Government Division

Under the *Local Government Act 1993* the primary role of the Director of Local Government is to certify that the RIS meets the requirements of the Act and advise the council that its public consultation process for the by-law may commence. The Local Government Division will provide assistance in explaining the process of developing a by-law and preparing the RIS although it cannot provide legal advice.

The division maintains a directory of council by-laws in Tasmania on its website at: <http://www.dpac.tas.gov.au/divisions/lgd>.

3. Section 162 of the Act

4. Section 47 of the *Acts Interpretation Act 1931*

5. Section 155 of the Act

Disclaimer: Information on legislation contained in this document is intended for information and general guidance only. Such information is not professional legal opinion.

Local Government Division  
GPO Box 123 Hobart TAS 7001 Australia  
Ph (03) 6232 7022 Fax (03) 6233 5602  
Email: [lgd@dpac.tas.gov.au](mailto:lgd@dpac.tas.gov.au) Web [www.dpac.tas.gov.au](http://www.dpac.tas.gov.au)





<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	NRM Special Committee
<b>OFFICER</b>	Polly Buchhorn, NRM Facilitator
<b>FILE REFERENCE</b>	010\028\002\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Meeting Minutes - NRM Special Committee – 4 May 2021 Draft Meeting Minutes - NRM Special Committee - 13 July 2021

**OFFICER'S RECOMMENDATION:**

1. That Council receive the Minutes of NRM Committee Meetings held on 4 May 2021 and 13 July 2021, acknowledging any advice and considering recommendations from the Committee for further Council attention.
2. Council acknowledges the NRM Special Committee's request regarding the Bay of Fires Master Plan project and advises the Committee that the committee will be undertaking its role through the forthcoming community consultation and providing Council with its feedback on the draft Plan as the project progresses.

**INTRODUCTION:**

The Break O'Day NRM Special Committee met on 4 May 2021 and 13 July 2021, at the Break O'Day Child and Family Centre.

**PREVIOUS COUNCIL CONSIDERATION:**

06/21.16.2.146

Moved: Clr J Drummond / Seconded: Clr K Wright

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

CARRIED UNANIMOUSLY

02/21.15.3.46

Moved: Clr L Whittaker / Seconded: Clr J Drummond

That Council receive the Minutes of NRM Committee Meetings of 16 December 2020, acknowledging any advice and considering recommendations from the Committee for further Council attention.

CARRIED UNANIMOUSLY

Council discussed the Minutes of the NRM Committee Meetings at its September 2021 Workshop.

## OFFICER'S REPORT:

Minutes from the last two (2) of the NRM Committee's meetings are attached for Councils attention and to be formally received at a Council Meeting.

A recommendation by the NRM Committee to amend the Charter for the NRM Committee is the subject of a separate Agenda item at this Council Meeting.

The NRM Committee determined at its July meeting that it request Council make available to it minutes and reports of the Bay of Fires Master Plan Steering Committee, to assist the NRM Committee to undertake its roles in the Break O'Day Council NRM Committee Charter.

Issues around management of the Bay of Fires area and coastal recreational opportunities have been a concern and challenge for Break O'Day for many years. The NRM Committee, having considered the issues over the years, appreciates the need for measured and respectful collaboration to care for this highly valued nature recreation destination. The Bay of Fires Master Plan project will be providing information publically while it progresses. The NRM Committee can continue its role for council by monitoring the projects public communications.

Additional items of note from the two NRM Committee meetings include:

- Velvet Worm Action Award 2021, determined by Council earlier in the year
- Developing issues at a state level on water being monitored
- Issue of extending opening hours of the Scamander waste disposal site to reduce illegal rubbish dumping discussed

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

	Item	Status
16 Nov. 2017		
6.1.2	That Council take a motion to LGAT that all Councils join together to fund and establish a process that provides education on managing our beaches. This would include reference to dog management, protection of shorebirds and wildlife and the safe use of our beaches by people in Tasmania. This may include lobbying the State Government for funding.	Actioned LGAT is initiating discussion between state agencies and councils on dog management, wildlife and reserves issues, including Policies, zoning, education, enforcement and resources. Formalising of joint dog management in Break O'Day is underway with PWS also.
25 February 2020		
6.1.3	That Council consider the information it has available to it, taking into consideration the implications for economic, social and environmental values, to determine its position on possible changes to FPPF land in Break O'Day.	To Action

	Item	Status
4 August 2020		
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	To Action
23 February 2021		
7.3.1	That Council consider engaging a consultant to research the implications for Break O'Day of possible changes to FPPF land for its economic, social and environmental values, to help it determine its position on changes to FPPF land.	Completed
4 May 2021		
3.1.1	Council should amend its NRM Committee Charter by adding as a new dot point to the Committee responsibilities: Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative's differing points of view, focus on the issues and accept the consensus of the Committee.	To Action
13 July 2021		
5.2.1	Minutes and reports of the Bay of Fires Master Plan Steering Committee be provided to the NRM Committee to assist it to undertake its roles in the Break O'Day Council NRM Committee Charter	To Action

Council should discuss any matters for further action.

Two (2) recommendations are made for Council to consider: receiving the Minutes of the two NRM Committee meetings, and to advise the NRM Committee to monitor progress of the Bay of Fires Master Plan project with its public communications.

#### **STRATEGIC PLAN & ANNUAL PLAN:**

Strategic Plan 2017 – 2027

##### *Goal*

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

##### *Strategy*

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

**LEGISLATION & POLICIES:**

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

**BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority.



## Minutes

### NRM SPECIAL COMMITTEE MEETING

**Tuesday 4 May 2021**

**12:50 – 2:00pm**

**BREAK O'DAY CHILD & FAMILY CENTRE**

Meeting room, 1 Groom St. St Helens, from 12 noon

---

#### **1 Attendance**

Present: Cllr Lesa Whittaker (Break O'Day Council); Lionel Poole (Parks and Wildlife Service); Howard Jones (Community Representative); Tim Rhodes (Agriculture Industry); Craig Lockwood (Marine Aquaculture); .

Apologies: Councillor Janet Drummond (Break O'Day Council - Chair); Cllr Kristi Chapple (Break O'Day Council); Todd Dudley (NE Bioregional Network);

Attending: Polly Buchhorn (NRM Facilitator)

A quorum was not present.

Meeting note taking: Polly Buchhorn, NRM Facilitator.

Confirmed 13 July 2021/09/2021

1

---

## 2 Confirmation Minutes of Meeting

### 2.1 Minutes of Meeting

2.1.1 Motion: That the minutes of meeting held on Tuesday 23 February 2021 at Centre be confirmed, as amended.

Moved: Craig Lockwood

Seconded: Howard Jones

Carried

---

## 2 Declaration of interest of a member or close associate

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

None to declare.

---

## 3 Business arising from the previous meeting

### 3.1 Committee Member conduct standards - inclusion of measure in NRM Charter

At the previous meeting members considered expectations for fair and safe conduct of Committee business and debate, reviewing relevant Council policy and conduct standards and values including Council's Councillor Code of Conduct Policy, the Break O'Day Council Strategic Plan 2017-2027 and its Values statement and the Break O'Day Council NRM Committee Charter.

Members discussed the suggestion for insertion in the NRM Committee Charter, to clarify expectations of fair and safe conduct of NRM Committee business and debate by NRM Committee members:

*Work together as a positive and proactive team, treating all persons fairly and with respect, to hear differing points of view of representatives, focus on the issues and accept the consensus.*

3.1.1 Recommendation: Council should amend its NRM Committee Charter by adding as a new dot point to the Committee responsibilities:  
*Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative's differing points of view, focus on the issues and accept the consensus of the Committee.*

Moved: Howard Jones

Seconded: Craig Lockwood

Carried

Confirmed 13 July 2021/09/2021

2

### 3.2 Velvet Worm NRM Action Awards 20/21 - NRM recognition

Council adopted the Velvet Worm Action Award guidelines and application form with assessment criteria, and the NRM Committee responsible for assessing applications and making a recommendation to Council.

One project nomination for the Velvet Worm Action Awards was received from a collaboration at St Helens District High School: *Investigate Value of Private Land for Biodiversity Conservation*. A copy of the application was circulated to Committee members prior to the meeting to review and share their views, for consideration at the Committee's meeting. Circulation to members was hampered by email service outages.

Clr. Janet Drummond and Howard Jones provided positive and supportive feedback. Howard added the project application was very strong on engagement (involving young students through to adults, and extending into the community), was multidisciplinary, linked to curriculum, and had potential to go on and grow. Members agreed the project proposed was strong and had good prospects of benefits for the environment and to develop further in future.

Members considered the application against criteria of the Velvet Worm Action Award (guidelines).

1. How much youth of Break O'Day lead, are involved in or are the focus of the or activity.	Involves wide range of classes/ages in the school in field and data analysis activities. And is integrated with their curriculum to produce education outcomes.
2. How the project seeks to protect or enhance the natural environment in Break O'Day. How the project increases awareness and appreciation of natural resource management and environmental issues in, and potentially beyond, Break O'Day.	Research project collecting new data and analysis on the value of remnant native habitats. Data and information will be made available publicly, assisting landholders and managers with better biodiversity management.  Project also plans to communicate its findings.
3. The motivation, capacity and resources contributed by the applicant and their project partners.	Proposal demonstrates a high level of organisation, scales of participation and engagement, including support of the school administration.



4. How the project contributes to objectives of the <i>Break O'Day Environment and Natural Resource Management Strategy 2019</i> , and <i>Action Plan 2018-2023</i> ( <a href="#">available on Council's website</a> ).	Project will contribute to strategic priorities for Biodiversity (1.3.1, 1.3.2, 1.3.4) and Awareness (3.3.1, 3.3.2)
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------

The NRM Facilitator noted this sole application was for less than the available budget of \$2000 for the Velvet Worm Award. The proponent had indicated, when asked how the project might scale up if additional funding was possible, that it would enable additional motion cameras and monitoring to be done.

- 3.2.1 Recommendation: That Council award the Velvet Worm NRM Action Award for 2021 to the nomination it has received from a St Helens District High School consortium for the project: *Investigate Value of Private Land for Biodiversity Conservation*.

Moved: Howard Jones

Seconded:

Lesa Whittaker

Carried

### 3.3 NRM Action Plan for 2021-2022

The NRM Facilitator outlined the report *Environment-NRM Actions review - for 2021-22 Council Annual Plan* attached with the Agenda and progress of Council's 2021-22 Annual Plan and budget processes.

The Committee's advice had been reported to Council at a recent workshop for inclusion in its budget process and internally for operational consideration. The NRM Facilitator noted a wide range of activities have been identified, some melded together, which in practical terms can be progressed but not completed in the year. Aiming for fewer discrete priorities may need to be considered in future.

## 4 Outstanding Committee items

	Item	Status
16 Nov. 2017		
6.1.2	That Council take a motion to LGAT that all Councils join together to fund and establish a process that provides education on managing our beaches. This would include reference to dog management,	To Action. Pending formalising joint dog management in Break O'Day with PWS.

Confirmed 13 July 2021/09/2021

4



	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.	
25 February 2020		
6.1.3	That Council consider the information it has available to it, taking into consideration the implications for economic, social and environmental values, to determine its position on possible changes to FPPF land in Break O'Day.	To Action
4 August 2020		
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	To Action
23 February 2021		
3.3.1	NRM Committee members draft a statement regarding fair and safe conduct of Committee business and debate by members, to consider for inclusion in the NRM Committee Charter.	To Action
3.4.1	Council offer 'Velvet Worm NRM Action Awards' 2021 small grants to recognize achievements for NRM, with a focus on youth activities in Break O'Day.	Guidelines and application form adopted. Applications to be assessed.
5.2.3	The NRM Committee review of NRM Action Plan priorities for Councils 2021-22 Annual Plan processes.	Review report complied.
7.3.1	That Council consider engaging a consultant to research the implications for Break O'Day of possible changes to FPPF land for its economic, social and environmental values, to help it determine its position on changes to FPPF land.	To Action

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

Moved: Lesa Whittaker

Seconded: Howard Jones

Carried

---

## 5 Issues

### 5.1 Bay of Fires Master Plan project

The NRM Committee declined an invitation from Council to nominate a member as representing a “local environmental group” on the Irapuna/Bay of Fires Master Plan Steering Committee. The Committee has looked at issues around the future of the Irapuna/Bay of Fires area and coastal recreational opportunities and management for many years for Council, under the Break O'Day Council NRM Committee Charter.

Members discuss the project and formation of a steering group, noting the PWS representative will be the Northern regional manager, but the steering group had not yet been established.

### 5.2 Dog Management

Nothing to report.

---

## 6 NRM staff update

The NRM Facilitator spoke briefly to the NRM staff report May 2021 with the agenda, noting the inclusion of actions on Council resolutions and that many of the activities marked as ‘overdue’ reflected accurate due dates being recorded for ongoing activities.

---

## 7 Committee Members update and other business

### 7.1 Boat sunk in Georges Bay

Howard Jones reported the 35-40 foot boat was still on the bottom at Beauty Bay. Action at state level seems to have stalled since the election. Howard has approached the Minister on the need for commonsense and to overcome the jurisdictional impasse between EPA, MST, DPIPW and PWS. Also seeking a contingency/insurance fund solution, to fund boat recovery and clean-up.

### 7.2 River Water Quality

Howard Jones reported river health reports by DPIPW for 1994-2016 show river water quality is being monitored and show there are issues. But there is no sign of operations

or actions on issues the monitoring identifies. These reports will be useful for working on local priorities.

---

#### 4 Next meeting dates

The Committee set meeting dates for 2021 at its December 2020 meeting.

- Tuesday 23 February
- Tuesday 4 May
- Tuesday 27 July
- Tuesday 26 October

Meetings currently start at 12:30pm with a light lunch, with business starting 1pm, or sooner with agreement of those attending. The preferred venue is the Child and Family Centre at St Helens.

The NRM Facilitator requested the Committee bring forward its next meeting one week, to Tuesday 13 July as it clashes with annual leave he plans to take in July/August.

4.1.1 Recommendation: The next NRM Committee Meeting date be a week earlier, on 13 July instead of 27 July.

Moved: Howard Jones

Seconded: Lesa Whittaker

Carried



## Minutes

### NRM SPECIAL COMMITTEE MEETING

**Tuesday 13 July 2021**

**1:00 – 3: 00pm**

**BREAK O'DAY CHILD & FAMILY CENTRE**

**Meeting room, 1 Groom St. St Helens, from 12 noon**

---

#### **1 Attendance**

Councillor Janet Drummond (Break O'Day Council - Chair); Dr Lesa Whittaker (Break O'Day Council); Dr Kristi Chapple (Break O'Day Council); Lionel Poole (Parks and Wildlife Service); Howard Jones (Community Representative); Todd Dudley (NE Bioregional Network); Tim Rhodes (Agriculture Industry);

Attending: Polly Buchhorn (NRM Facilitator)

Meeting note taking: Polly Buchhorn, NRM Facilitator.

Apologies: Craig Lockwood (Marine Aquaculture);

---

## 2 Confirmation Minutes of Meeting

### 2.1 Minutes of Meeting

- 2.1.1 Motion: That the decisions made at the Meeting held on Tuesday 4 May 2021 at Break O'Day Child and Family Centre, with less than a quorum present, be ratified and that the Minutes of that Meeting are confirmed. Moved: H. Jones Seconded: L. Poole Carried

---

## 2 Declaration of interest of a member or close associate

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

Nil

---

## 3 Business arising from the previous meeting

### 3.1 Boat sunk in Georges Bay

Howard Jones reported there has been no progress. Common sense action to overcome the jurisdictional impasse between EPA, MST, DPIPW and PWS is yet to emerge from the state agencies sharing responsibility for the issues, and the boat remains on the bottom of the bay.

### 3.2 River Water Quality

Howard Jones reported a 2020 DPIPW report on 'temporal and spatial patterns of river health across Tasmania' indicates the state is monitoring water quality and health conditions in rivers. However, recommendations in the copy of the report have been redacted.

### 3.3 NRM Monitoring and Action Plan

---

## 4 Outstanding Committee items

A number of past NRM Committee items and decisions remain to be finalised. The status of outstanding items is reported below to track their progress and close completed items.

	Item	Status
16 Nov. 2017		
6.1.2	That Council take a motion to LGAT that all Councils join together to fund and establish a process that provides education on managing our beaches. This	Actioned LGAT is initiating discussion between state

25/08/2021

2

	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.	agencies and councils on dog management, wildlife and reserves issues, including Policies, zoning, education, enforcement and resources. Formalising of joint dog management in Break O'Day is underway with PWS also.
25 February 2020		
6.1.3	That Council consider the information it has available to it, taking into consideration the implications for economic, social and environmental values, to determine its position on possible changes to FPPF land in Break O'Day.	To Action
4 August 2020		
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	To Action
23 February 2021		
3.3.1	NRM Committee members draft a statement regarding fair and safe conduct of Committee business and debate by members, to consider for inclusion in the NRM Committee Charter.	Completed
3.4.1	Council offer 'Velvet Worm NRM Action Awards' 2021 small grants to recognize achievements for NRM, with a focus on youth activities in Break O'Day.	Completed
5.2.3	The NRM Committee review of NRM Action Plan priorities for Councils 2021-22 Annual Plan processes.	Completed
7.3.1	That Council consider engaging a consultant to research the implications for Break O'Day of possible changes to FPPF land for its economic, social and environmental values, to help it determine its position on changes to FPPF land.	Completed
4 May 2021		
3.1.1	Council should amend its NRM Committee Charter by adding as a new dot point to the Committee responsibilities: Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative's differing points of view, focus on the issues and accept the consensus of the Committee.	To Action



3.2.1	That Council award the Velvet Worm NRM Action Award for 2021 to the nomination it has received from a St Helens District High School consortium for the project: Investigate Value of Private Land for Biodiversity Conservation.	Completed
-------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------

The NRM Facilitator commented that state level action on dog management and protection of shorebirds on our beaches was happening now through LGAT, who was convening a workshop with DPIPW/PWS and councils and had asked Break O'Day Council for input on the agenda (Nov. 2017 – 6.2.1).

Todd Dudley outlined the work of collaboration at a municipal level (Shorebird Working Group – Community, PWS, Council, Birdlife Tas. & NRM North) with an education and enforcement campaign that included beach signage, a brochure, social media and coordinated enforcement by PWS and Council. He and others felt more enforcement effort was still needed. Planning is underway for another campaign with extended coverage for the 2021/22 season.

The NRM Facilitator noted the FPPF action remains outstanding and that the Committee's advice had been reported to Council: that it consider using a consultant to undertake research needed to ascertain socioeconomic implications.

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

Moved: T. Dudley

Seconded: L. Whittaker

Carried

---

## 5 Issues

### 5.1 NRM North Association Group 'A' Representation

The Committee discussed 'Group A' members representing Break O'Day on the Northern Tasmanian NRM Association for the purposes of their AGM on 22 September 2021.

Clr. Janet Drummond was willing to continue as Council representative, and Tim Rhodes for the Break O'Day NRM Committee. No Proxies were to be nominated.

- 5.1.1 Decision: Clr. Janet Drummond represent Break O'Day Council in the NRM North Association, and Tim Rhodes to represent Break O'Day Council NRM Committee in the NRM North Association.

Moved: H. Jones

Seconded: L. Whittaker

Carried

### 5.2 Bay of Fires Master Plan project

Todd Dudley reported he was representing the North East Bioregional Network as a conservation group on the steering committee for the project. He was seeking a stronger conservation and

sustainability focus, when tourism was dominant in the project and in representation on the steering committee.

Members discussed the need for the NRM Committee - in relation to its role of providing support and advice to Council on the protection, effective management and sustainable use of Break O'Day Municipality's natural resources - to be informed on the progress of *Bay of Fires Master Plan project*. Issues around the future of the Irapuna/Bay of Fires area and coastal recreational opportunities and their management are significant matters and priorities in the Environment and NRM Strategy, which the NRM Committee has followed and reported to Council on for many years.

- 5.2.1 Recommendation: That minutes and reports of the Bay of Fires Master Plan Steering Committee be provided to the NRM Committee to assist the Committee to undertake its roles in the Break O'Day Council NRM Committee Charter.

Moved: H. Jones

Seconded: T. Rhodes

Carried

### 5.3 Dog Management

Further his previous comments (item 4 above), Todd Dudley would share with members a copy of the brochure being produced for the 2021/22 campaign by the Break O'Day Shorebird Working Group. He also was hoping to assist with an audit of signage along the coast.

---

## 6 NRM staff update

The NRM Facilitator provided a brief report on recent activity and progress.

Activity to address growing weed problems on Binalong Bay foreshore reserves was noted, including meeting with community members to consider a volunteer weeding working bee. Todd Dudley pointed out North East Bioregional Network have applied resources to control weeds there in the past and would like to be involved.

The NRM Facilitator noted the \$400,000 grant-funded St Marys Flood Risk Mitigation Project has been completed. And that Council has applied to the Weed Action Fund for a Serrated Tussock Eradication project.

### 6.1 Break O'Day Drought Weeds project

The NRM Facilitator reported on the grants allocated by Council to nine projects totalling \$29,000 - supporting overall farm project activities valued at a total of \$63,000.

25/08/2021

5



The contract with NRM North has been extended so the Drought Weeds Officer can continue farmer support into spring 2021 and prepare a project report, but no further grants will be made.

## 6.2 Cat Management

The NRM Facilitator reported on completion of the Northern Regional Cat Management Strategy and implementation for 2021/22.

Priorities for Break O'Day include microchipping/de-sexing, exploring Cat Management Facility options for holding and managing seized cats locally, and education and information, for 'responsible cat management.

---

## 7 Committee Members update and other business

### 7.1 Weed management issues – Todd Dudley

Todd wished to raise several weed related issues.

#### 7.1.1 Council Weeds program progress

Todd asked if reports could be provided at each Committee Meeting on work done by Council's weed control program on its roads and properties. The NRM Facilitator noted activity is reported by the Works and Infrastructure Department for Council's monthly meetings and this would be the basis for reports to the Committee.

#### 7.1.2 Pampas grass at Scamander

Todd reported he had deadheaded several pampas grass in bushland around the Scamander waste disposal site and water treatment plant and asked if they could be treated (sprayed). Lionel Poole commented the pampas are likely on land managed by TasWater (WTP) and Property Services (DPIPWE/PWS).

#### 7.1.3 Burgan (*Kunzea ericoides*) on Jeanneret Beach Road

Concerned large plants along private boundary that are likely source of infestation being controlled on Gardens Road need still need to be removed. Lionel Poole and the NRM Facilitator would a look into them, and on whose land they are.

#### 7.1.4 Spanish heath Ansons Bay Road

25/08/2021

6

Concerned follow-up treatment program to control Spanish heath up Ansons Bay Road is maintained by Council. And is concerned in particular about a larger patch spreading down a side track [near the Halfway Hill quarry].

The NRM Facilitator reported he had seen several flowering plants at creek crossings and culverts in the last week but that Spanish heath on Ansons Bay Road is programed for annual follow-up and may have been sprayed just recently.

#### 7.1.5 'Weed of the Month' in Newsletter.

Todd asked that the Council Newsletter article on boneseed recently have a better picture, that includes its distinctive flower and that it would be better timed for September.

## 7.2 North East Bioregional Network

Todd Dudley reported on the Network's recent activity.

Of particular significance was receiving the Australasia International Award for Restoration Excellence (Larger Scale Projects Category) from the Society for Ecological Restoration at their 2021 Conference for the group's Skyline Tier Restoration project.

The group has been working on Spanish heath at Dianas Basin, coastal tea tree on St Helens Point, revegetation of Akaroa quarry, doing *Land for Wildlife* assessments, in Kings Park and removing sea spurge on Blanche Beach. The group is involved in a health and outdoor work research project with UTAS. He also noted public submissions are currently being sought on a mining exploration licence application over a very large area of forest behind Beaumaris to Scamander.

Todd wanted raise again the issue of extending opening hours of the Scamander waste disposal site. Timberlands, a partner in the Skyline Tier Restoration project which has included dealing with illegal rubbish dumping. Timberlands has reported to the group that Council rejected a request that opening hours be increased to encourage rubbish into the tip rather than being dumped (illegally) in nearby bush. The limited opening hours on Sundays are considered too being encouraging illegal dumping in nearby bush.

## 7.3 Parks and Wildlife Service

Lionel Poole reported that they had lost further staff of late, stretching them further when there is too much to do. Key activity has been progress with the East Coast Camping Strategy implementation (in its last year) with further campground works from Stumpys Bay south and three more prefab toilets on the way for Moulting Bay, Dora Point and Grants Lagoon.

They have had some significant successes catching illegal firewood cutters. They have stepped up activity regarding 'permanent' campers in coastal areas.

#### 7.4 Sustainable farming initiative for the George catchment and bay

Howard Jones enquired about the recent workshop and group activity.

The NRM Facilitator reported outlined the workshop on 19 May attracted a dozen producers (agriculture and aquaculture). It was organised through local contact by two organisations *Gobal Boss* and *GrowMoor* to promote their bio-sustainable farming methods and wanted to facilitate a growers group with a focus on water quality as a connecting theme. They also have commercial products they sell.

Council's NRM program will support the formation of a George catchment and bay producers group, which fits with NRM priorities. However, producers will have to take the lead and drive where, what and how their activity together goes. Council's involvement would also focus on land and water management priorities and avoid the commercial interests of *Gobal Boss* and *GrowMoor*.

#### 7.5 Agriculture

Tim Rhodes commented that many graziers are benefiting from a combination of good growing season and high market prices after the drought in 2019. However, those who destocked rather than buy in costly fodder to maintain livestock numbers are not benefiting.

---

#### 4 Next meeting dates

The next NRM Committee Meeting is on Tuesday 26 October 2021.

The Committee set meeting dates for 2021 at its December 2020 meeting and at its May meeting revised this July meeting date to 13 July.

- Tuesday 23 February
- Tuesday 4 May
- Tuesday 13 July
- Tuesday 26 October

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



ACTION	DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Draft amended Break O’Day Council NRM Committee Charter

**OFFICER’S RECOMMENDATION:**

That Council amend its NRM Committee Charter by adding as a new point to the *Natural Resource Management Committee responsibilities*: “Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative’s differing points of view, focus on the issues and accept the consensus of the Committee.”

**INTRODUCTION:**

An instance of impassioned discussion at a NRM Committee meeting prompted the Committee to consider expectations for fair and safe conduct of Committee members.

**PREVIOUS COUNCIL CONSIDERATION:**

06/19.15.5.147

Moved: Clr K Wright / Seconded: Clr M Osborne

That Council amend the Break O’Day Council Charter for the Natural Resource Management Committee by: in the NRM Committee composition replacing “Forestry Tasmania” with “the forest industry” and adding a one (1) new representative for the “Education sector” from “schools or early or higher education”, and correct the tally of members.

That Council amend the Break O’Day Council Charter for the Natural Resource Management Committee by inserting a new responsibility for members of the Committee “to attend at least three (3) meetings of the Committee per year”.

That Council amend the Terms of Reference of the Break O’Day Council Charter for the Natural Resource Management Committee by: replacing “Break O’Day NRM Strategy” with “Break O’Day Environment and NRM Action Plan and Strategy”; and delete the term of reference numbered “3” referring to “NRM North’s Regional NRM Strategy”.

CARRIED UNANIMOUSLY

The Charter was adopted in 2008, and revised in 2012 and 2016 (03/16.15.4.70).

## OFFICER'S REPORT:

The NRM Special Committee has no specific expectations for the conduct of business and debate by members (in the Break O'Day Council NRM Committee Charter) but operates under policy and conduct standards applicable to Council.

In considering fair and safe conduct, the Committee reviewed the Councillor Code of Conduct Policy and the Break O'Day Council Strategic Plan 2017-2027 and its Values statement. To clarify expectations for their conduct members formulated a statement to add as a 'Committee responsibility' to the Break O'Day Council NRM Committee Charter:

*"Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative's differing points of view, focus on the issues and accept the consensus of the Committee."*

This is shown in the attached 'draft amended Charter' document.

## STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

### Goal

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

### Strategy

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

## LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees  
Local Government (Meeting Procedures) Regulations 2015  
Break O'Day Council NRM Committee Charter

## BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

## VOTING REQUIREMENTS:

Simple Majority.



## CHARTER

FOR THE

# BREAK O'DAY COUNCIL NATURAL RESOURCE MANAGEMENT COMMITTEE

This Charter<sup>1</sup> sets out the terms for the establishment and operation of Break O'Day Council's Natural Resource Management (NRM) Committee as *Special Committee of Council* under the Local Government Act 1993, Section 24.

### NRM Committee

The composition and representation of the NRM Committee is as follows:

Council	three Councillor representatives	3
Community	two individual or local interest group representatives	2
Community conservation	one local conservation interest representative	1
Aboriginal community	one representative	1
Agricultural sector	two representatives	2
Public land management	one representative from the Parks and Wildlife Service and one representative from the forest industry	2
Marine and aquaculture	one local industry representative	1
Education sector	one representative from schools or early or higher education	1
		13

### Skill base required

- Primary production
- Community group on-ground expertise
- Conservation management
- Public Reserve management and Forestry expertise
- Marine management
- Environmental projects design and implementation

Council representatives appointed for four year terms following normal four yearly Council elections. All other representatives appointed for two year terms. Nominating bodies to review their representation accordingly, every four and two years respectively.

Nominations of proxies for members, that are consistent with their representation on the Committee, may be recommended by the Committee for appointment by Council.

All appointments are at the discretion of Council.

<sup>1</sup> This Charter is based on the *Charter for Meander Valley Council Natural Resource Management Committee*, which Break O'Day Council gratefully acknowledges.

June 2019



The Chairperson of the Committee shall be a member appointed by Council.

### Terms of Reference

1. To promote the protection, effective management and sustainable use of Break O'Day Municipality's natural resources, including flora and fauna, coastal and marine assets, soils, water and atmosphere, through implementation of the Break O'Day Environment and NRM Action Plan and Strategy.
2. To evaluate progress towards the objectives of the Break O'Day Environment and NRM Action Plan and Strategy.
3. To provide support and advice to Council on issues referred to the Special Committee by Council.
4. To bring before Council significant matters relating to management of natural resources which require attention and/or are not incorporated in the Break O'Day Environment and NRM Action Plan and Strategy.
5. To represent the views of the Break O'Day community or sections of the community as they relate to social, economic and environmental implications of natural resource management activities.

### Natural Resource Management Committee responsibilities

1. To undertake its Terms of Reference
2. To provide timely information to the General Manager, or Council as requested through the General Manager
3. To comply with statutory requirements, State Government policies and Council policies
- ~~3-4.~~ Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative's differing points of view, focus on the issues and accept the consensus of the Committee
- ~~4-5.~~ Hold at least three NRM Committee meetings every year unless otherwise determined by the NRM Committee. Additional meetings may be convened if and when required by members;
- ~~5-6.~~ The business for meetings shall include confirmation of minutes, review of any outstanding business, reports from NRM and relevant officers and to consider NRM projects or issues and recommended actions
- ~~6-7.~~ Members to attend at least three (3) meetings of the Committee each year
- ~~7-8.~~ A quorum for decision-making is six members with one at least being a Councillor member. However in the absence of a quorum being present at a meeting, urgent matters relating to the agenda of that meeting can be determined
  - by at least six (6) members communicating their agreement at that meeting and/or by written or electronic communication subsequently
  - and where these decisions are ratified at the next meeting.

### Council responsibilities

1. Provide a meeting venue for the Committee as required to fulfil its functions;
2. Provide support to the Committee;
3. To give appropriate and timely consideration to Committee recommendations;

June 2019



4. Allow the formation of Subcommittees under Committee guidance where special circumstances warrant it; and
5. Consult prior to and provide reasonable notice of any changes it intends to make with respect to the NRM Committee and Charter.

June 2019

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council
<b>OFFICER</b>	Polly Buchhorn, NRM Facilitator
<b>FILE REFERENCE</b>	01/19.8.3.6
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Scamander shorebirds brochure August 2021_final.pdf Under separate cover: EP05 Dog Management Policy 2018

**OFFICER'S RECOMMENDATION:**

Council supports the joint campaign with the Tasmanian Parks and Wildlife Service (PWS) and community in 2021-2022 on dog management and shorebirds in Break O'Day; which will include education and information activities and targeted enforcement of beach access rules for dogs with the PWS, with a low tolerance for infringement.

**INTRODUCTION:**

Collaboration on dog management between Council and the PWS and shorebird conservation interest in the community is continuing over the 2021/22 season.

**PREVIOUS COUNCIL CONSIDERATION:**

12/18.15.5.315                      Moved: Clr G McGuinness / Seconded: Clr J Drummond

1. That Council adopt the amended and revised Dog Management Policy 2018.
2. That Council declare the Declared Areas in the revised Dog Management Policy 2018, to apply for a period of six (6) years, in accordance with the Dog Control Act 2000.

CARRIED UNANIMOUSLY

01/19.8.3.6                      Moved: Clr J Drummond / Seconded: Clr J Tucker

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

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.

CARRIED UNANIMOUSLY

1. That Council's strategy for implementing its Dog Management Policy is to work in cooperation with the Parks and Wildlife Service with what resources Council and they have available and includes: joint targeted compliance actions with publicity, coordinated signage for dog access zones and to develop strategies for effective communication and education together.
2. That Council seek commitment from the Parks and Wildlife Service to work cooperatively with Council to implement consistent and coordinated management of dogs in the municipality through Council's public processes for Dog Management Policy and Declared Areas, while recognising our different roles, objectives and responsibilities, and means for achieving them.

CARRIED UNANIMOUSLY

#### **OFFICER'S REPORT:**

A 'trial' education and enforcement campaign last summer between Scamander and Beaumaris was a success, though with some shortcomings and lessons shared between the community volunteers involved, PWS and Council.

Council, PWS and community volunteers have met as a working group, supported by NRM North and advised by BirdLife Tasmania. The group has planned a follow-up and extended campaign for 2021/2022, which is already underway. Shorebirds are nesting on the beaches now until March. The campaign involves extending coverage from Scamander through to St Helens Point and St Helens, with

- information signs at beach access tracks
- updated information brochure (copy attached)
- brochure delivered by Australia Post to 7216 letter boxes
- targeted joint beach enforcement efforts by PWS and Council
- coordinated with media communication.

Council is helping with the brochure, public communication and enforcement on beaches. It has recently updated tourist information at its 'mushroom' shelters, including detailed information on shorebirds at Scamander.

Improving the effectiveness of enforcement to support education strategies remains an issue after last year, with reports of dog owners ignoring the dog zones for access to beaches the community has had its say on, and PWS and Council have authorised and declared.

There are a number of aspects to this on-going enforcement problem, which Council has considered before. These include simply having the human resources for enforcement work, and the balance between education and enforcement, and community (dog owner) responsibility. Dog management and shorebird conservation as a state-level problem is another.

Coordinated increased enforcement activities by PWS and Council are being planned for 2021/2022, conditional on the availability of additional resources each can find. The working group has recommended reducing the levels of tolerance and discretion given to people found not complying with the 'authorised' and 'declared' areas for dog access to beaches. This will increase the effectiveness of the limited enforcement resources PWS and Council have and, after many years of community education, messages and publicity, there is a reasonable expectation ignorance is no excuse and flaunting the rules is unacceptable.

The PWS has indicated in the working group it is willing to give people found infringing during 2021/2022 little tolerance and discretion.

Council should consider making a formal public decision to do likewise, with the PWS in 2021/2022, as the authority under the Dog Control Act for the Declared Areas in the Break O'Day Council Dog Management Policy.

## **STRATEGIC PLAN & ANNUAL PLAN:**

Strategic Plan 2017 – 2027 and Annual Plan 2021 – 2022

### *Goal*

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

### *Strategy*

- Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.
- Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.

### *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 3.3.1.7 - Dog Management Policy*

Secure and implement a formal cooperative dog management arrangement with Parks & Wildlife Service.

## LEGISLATION & POLICIES:

### Dog Control Act 2000

The Act includes enforcement and compliance provisions and also requires (Sec. 27) Council to place signs for Declared Areas (dog access zones):

#### *Sec. 27. Signs*

*A council is to erect and maintain signs sufficient to identify any exercise area, training area, prohibited area or restricted area.*

### Dog Management Policy (EP05)

- The community is entitled to expect that dog owners will be responsible and not create a nuisance and responsible dog owners are entitled to the community's respect as a dog carer.*
- Council is entitled to expect that dog owners will be responsible and register their dogs.*

Responsibilities (Sec. 2.2), for individuals include:

- f) their dog is under effective control at all times, including when using off lead areas;*
- g) their dog does not cause a nuisance to neighbours or the community;*
- h) their dog is not a threat or menace to members of the community or other animals;*
- i) they collect the faeces their dog drops promptly and dispose of them properly;*
- k) compliance with all regulations under the Dog Control Act 2000, including this policy.*

And for Council:

- e) Encouraging responsible dog ownership through education, awareness and enforcement and public bag dispensers for dog faeces.*

Some of these reiterate provisions in The Dog Management Act 2000, such as 'under effective control' and not harming people or wildlife.

## BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The resources needed for education, communication and coordination of the joint implementation of dog management this year are available in the current budget.

Similarly, existing operational budget will be applied for coordinated enforcement activities for the 2021/2022 campaign, or if insufficient, the need for further resources and options will be bought to Council to consider.

## VOTING REQUIREMENTS:

Simple Majority.



RED-CAPPED PLOVER



FAIRY TERN



HOODED PLOVER



LITTLE TERN



PIED OYSTERCATCHER



Birds are protected and dog access regulated on reserves managed by Tasmania Parks and Wildlife Service (PWS) and the local Council. Council develops its Dog Management Policy with community and PWS input. The Policy aims to balance opportunities for dog recreation with the needs of wildlife and public health and safety.

Penalties apply under the *Dog Control Act* and the *National Parks & Reserves Management Act* for not complying with dog beach zoning and seasonal restrictions. Authorised officers patrol these beaches and can enforce these regulations. **Penalties for not complying are significant.**

## BEACH NESTING BIRDS

fighting  
for  
**survival**



This project is supported by NRM North through funding from the Australian Government's National Landcare Program.



Photos: Eric Woehler, Birdlife Tasmania  
Design: Tasmania Parks and Wildlife Service





## The beaches of Break O'Day are critical places for shorebirds and terns

Hooded and Red-capped Plovers, Pied Oystercatchers and Fairy Terns use Break O'Day beaches to nest and breed between September and April. These birds are dependent on the beach for feeding, nesting, hatching and raising their chicks.

Tasmania is home to more than 50 percent of the world's population of Hooded Plovers and Pied Oystercatchers. Sadly, numbers of these shorebirds on most beaches are declining, or are no longer present at all. Red-capped Plovers are disappearing even more rapidly.

There are only very small breeding populations of Fairy and Little Terns in Tasmania. The terns breed at the Scarumder River mouth which is an important refuge for them and other coastal and migratory birds.

These beaches are also used by wallers, families, surfers, dog wallers, fishers and others who love visiting the beach. The survival of these shorebird and tern species are threatened by human activities so it is critical we are all aware of the dependence the birds have on this shared habitat.

### What's the problem?

- Inappropriate recreational activities and vehicles on the beach disturb nesting birds and destroy nests, eggs and flightless chicks.
- Dogs can catch and kill adult birds or their chicks and may eat eggs. Even from up to 100 metres away, dogs can scare parents off the nest, exposing their eggs and chicks to the hot sun or predatory gulls.
- Beach birds and their nests and eggs are very well camouflaged so you may not even be aware that you or your dog scared birds off a nest or inadvertently crushed the eggs.
- Plover chicks will take refuge in the dunes when people and dogs are on the beach, where they may be separated from their parents and perish.
- Beaches have different zoning for dogs for a reason. Beaches where dogs are prohibited or restricted (on lead only or seasonally prohibited) are critical refuges providing a chance for shorebirds and terns to breed and survive. Taking dogs into these areas or allowing them to roam on the beach unsupervised can rob them of this chance.



### How can I help?

- In Dog On Lead areas, keep your dog on the lead and walk on the wet sand by the water's edge at all times.
- In Dog Off Lead areas, please walk on the wet sand or in the water and keep your dog under control.
- During the breeding season, when beach walking try to keep moving to allow birds to return to their nest as you pass.
- No vehicles are allowed on the beaches except at sites authorised to launch boats and within the Peron Dunes off-road area. The beach is not the place for cars, quad bikes or trail bikes.
- Avoid disturbing the many birds that use the sand bars, shores of rivers, lagoon mouths and beaches. On many beaches in the area, dogs are prohibited between 1 October and 31 March, this is because this is the breeding period. If you see a fenced area please do not approach or enter, this indicates an active nesting site.

If you are unsure of dog zones and requirements in Break O'Day, check the Break O'Day Council Dog Management Policy on the Council website (My Property > Dogs) or scan this QR code.



It is hard for beach nesting birds to survive nature's challenges. By respecting their needs while we enjoy our shorelines, we can contribute to reducing the likelihood of shorebird and tern extinctions.

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

**OFFICER'S RECOMMENDATION:**

That the General Manager's report be received.

**INTRODUCTION:**

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

**PREVIOUS COUNCIL CONSIDERATION:**

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

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

19.08.2021	St Helens	– Mark Shelton MP, general catch up meeting involving the Mayor which provided an opportunity to raise a number of local matters including Tasman Highway Upgrading (current and future); Scamander Bridge removal and previous promise of funding of \$250k which has disappeared; St Helens Police Station replacement and St Marys Pass condition.
19.08.2021	St Helens	– Minister Guy Barnett, general catch up meeting involving the Mayor which covered a number of matters including Lower Georges River flood plain issues and the need for State Government involvement; Tasman Highway upgrading works; condition of St Marys Pass and Fingal Valley Irrigation Scheme
20.08.2021	St Helens	– Bendigo Bank, meeting with representatives Andrew MacGregor and Steve Walley to discuss ongoing support for community infrastructure and opportunities for Council to assist with getting the message out to the community regarding the Bank. Council will undertake activities where we can assist the Committee from a branding, marketing and communications perspective.
20.08.2021	St Helens	– Walk on Country, watched the Webinar involving Auntie Patsy Cameron which had a focus on bush tucker



20.08.2021	<b>St Helens</b>	– St Helens District High School, meeting with Anita Haley (Principal) in my capacity chairing the Break O’Day Employment Connect Committee which also involved Steve Walley (Project Manager). Very positive meeting which improved the understanding of BODEC activities and addressed some misconceptions which had been communicated. Discussion also focussed on increasing VET focus and opportunities to work more closely with the School on student pathways to employment.
27.08.2021	<b>St Helens</b>	– Hub4Health Portland Court, meeting involving the Mayor with some concerned members of the community (who were former Board members) regarding Hub4Health and disposal of assets. Situation re H4H Board explained also noting that they are a legal entity who can make their own decisions. Suggested that if the community members still felt so passionate about delivery of health services in the Break O’Day area that they consider how this might be addressed by themselves.
31.08.2021	<b>St Helens</b>	– Internet of Things, discussion with Definium Technologies regarding how LoRa technology and IoT (Internet of the Things) could play a role within Council operations and services; emergency management and flood warnings, agriculture and aquaculture. (further discussion below)
06.09.2021	<b>St Helens</b>	– Council Workshop
06.09.2021	<b>St Helens</b>	– Bay of Fires Master Plan Steering Committee Meeting
08.09.2021	<b>St Helens</b>	– Meeting regarding Employment Connect Project
08.09.2021	<b>St Helens</b>	– BOD Trails Collective Inc Meeting
09.09.2021	<b>St Helens</b>	– Parks & Wildlife Services, meeting with Linda Overend (Acting Northern Manager) which discussed a number of projects in our area including Burns Bay Boat Ramp, Scamander River mouth situation, Wrinklers Toilet project approvals
13.09.2021	<b>St Helens</b>	– East Coast Tasmania Tourism (ECTT), meeting with Jen Fry (Chairperson) and Rhonda Taylor (CEO) which discussed current Council projects and outstanding items such as Visitor Information Service review; expectations under the Memorandum of Understanding; and Board recruitment

#### Meetings & Events Not Yet Attended:

15.09.2021	<b>St Helens</b>	– Break O’Day Employment Connect Project Team Update and Governance Meeting
17.09.2021	<b>St Helens</b>	– Department of Communities Tasmania, meeting with Richard Gilmour (Director) to discuss a range of housing matters.
17.09.2021	<b>St Helens</b>	– Council Workshop with Lisa Denny – Population Strategy and Strategic Plan
18.09.2021	<b>White Sands</b>	– Certificate in Creating Wellbeing Showcase

General – The General Manager held regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with community members included Tani Langoulant (Free2be Girls and YCONNECT), Paul Barnett, Michael Hudson and Andrew Howell (Lawry Heights Subdivision), Duncan Finlay.

## Brief Updates:

### LoRa Network and IoT

Councillors may recall a workshop a few years ago which was arranged by Northern Tasmania Development Corporation which covered a number of things but also included attendance by Definium Technology who talked to us about Internet of Things. The Internet of Things, or IoT, refers to the billions of physical devices around the world that are now connected to the internet, all collecting and sharing data. Whilst we were quite intrigued by this technology and what it could mean in the future, connection to the world we live in was a bit less clear. Recently a solution such as establishing a LoRa network has become more realistic and would provide the basis for IoT to link into the way that we operate on a day-to-day basis. LoRa is an acronym for Long Range .LoRa is a physical, non-cellular, wireless technology designed for long-range wireless communication. Put very simply, a low powered sender transmits small data packages using a low transmission power to a receiver over a long distance.

The latest discussion with Definium Technologies talked about a range of potential uses within our community including Council (waste management, vehicle management/tracking for instance; Emergency Management (with a focus on flood warning and Fire Danger); Mountain Bike Trails (weather condition monitoring and personal safety); agriculture and aquaculture industries. The versatility of this technology is quite remarkable. It is intended that Council officers will work with Definium on what this could mean to Council operations as we see the potential for substantial efficiencies and savings. We have heard about Smart Cities, what we are potentially talking about here is a way in which to facilitate and support a Smart Community.

## Communications Report – SEPTEMBER 2021

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS	BODC Newsletter	<b>Came out last week. Featured articles on:</b> <ul style="list-style-type: none"><li>• The Governor's visit to Break O'Day</li><li>• An update on the Wellbeing Program</li><li>• Tourism sites get a make over</li><li>• Works report and more</li></ul>
	St Helens MTB Newsletter	<b>Will be sent out in the next couple of weeks</b>
	Bay of Fires Master Plan Communications Plan	<b>Communications Plan was discussed at the Committee meeting on 6 September.</b>
	Federal Election Submission	<b>Drafted awaiting feedback.</b>
	Mayors Opinion Piece	<b>Developed in collaboration with the Mayor an Op-Ed on spring and encouraging people get out and about.</b>
	<b>5 Minutes with the Mayor Valley Voice</b>	<b>Supplied article answering their question on the Mayor's roles with the General Management Committee (GMC) and Australian Local Government Association (ALGA).</b>

TOPIC	ACTIVITY	PROGRESS
<b>GENERAL COMMS</b> CONT ...	Council Bulletin	Introduced a Council Bulletin that comes out within 24 hours of the Council Meeting. The bulletin is an abbreviated version of Council decisions and aims to keep staff informed of Council decisions and activities.
	On-Hold Script	Worked with Manager of Corporate services to have a script developed and produced for the phone system. The message is for abnormally long wait times before a call is answered.
	Annual Report	Work on compiling the Annual Report has now started.
<b>GRANTS</b>	Digital Notice Board and PA System for the Flagstaff Trailhead	Working with Aria Media, who quoted for the grant submission to arrange a site visit and further scope requirements.
	Destination Action Plan Sculpture Walk Project	Working with DAP group to develop an EOI for the sculpture trail. We are also investigating potential sites and working with the Planning Department on any requirements for the approval process.
<b>AWARDS</b>	LGAT Awards for Excellence	Break O'Day Council won Small Council Award of Excellence for The BOD Trails Collective Inc and the Trail Ambassador Program.
	St Helens MTB	St Helens MTB were anonymously nominated for an award for Innovation for the community Achievement Awards. The submission has now been completed and submitted
<b>TOURISM</b>	Tourism Mushrooms	Scamander, Fingal and St Marys Tourism Mushrooms now completed.

#### **Actions Approved under Delegation:**

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
212 St Helens Point Road, Stieglitz	Affixing Common Seal	Adhesion Order	Number 21 – Miscellaneous Powers and Functions to the General Manager
259 Medeas Cove Road, St Helens	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager
2021/2022 Black Spot Funding – Department of State Growth – Quail Street and Medea Street, St Helens - Roundabout	Affixing Common Seal	Grant Deed	Number 21 – Miscellaneous Powers and Functions to the General Manager

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

<b>Date</b>	<b>Document</b>	<b>Address</b>	<b>PID</b>
03.08.2021	337 Certificate	40 Forest Lodge Road, Pyengana (CT206958/1, 230990/1)	7559675
03.08.2021	337 Certificate	7/14 Doepel Place, St Helens	2628758
04.08.2021	337 Certificate	82 North Ansons Road, Ansons Bay	2073908
04.08.2021	337 Certificate	4 Byatt Court, Scamander	6782605
05.08.2021	337 Certificate	4 Thomas Street, Scamander	1961815
06.08.2021	337 Certificate	62 Flagstaff Road, St Helens	1438370
06.08.2021	337 Certificate	19 Main Road, Weldborough	3362496
06.08.2021	337 Certificate	53 Acacia Drive, Ansons Bay	7319516
09.08.2021	337 Certificate	St Marys Post Office, 36 Main Street, St Marys	7537206
10.08.2021	337 Certificate	78 Main Road, Binalong Bay	6797479
11.08.2021	337 Certificate	98 Grant Street, Falmouth	7797788
11.08.2021	337 Certificate	42-44 Osprey Drive, Stieglitz	7688848
17.08.2021	337 Certificate	5 Halcyon Grove, St Helens	9632898
17.08.2021	337 Certificate	38 Annie Street, St Helens (CT180795-44)	3260131
17.08.2021	337 Certificate	Seabrook Christian School, 61A Tully Street, St Helens	2250716
17.08.2021	337 Certificate	14 Heather Place, St Helens	2566606
18.08.2021	337 Certificate	176 Tully Street, St Helens	3456548
18.08.2021	337 Certificate	Blue Seas, U4, 6 Wattle Drive, Scamander	2010421
18.08.2021	337 Certificate	Esk Main Road, Fingal	6413201
18.08.2021	337 Certificate	38 Annie Street, St Helens (CT180795-18)	3260131
19.08.2021	337 Certificate	814 Tyne Road, Mathinna	7951036
19.08.2021	337 Certificate	25 Acacia Drive, Ansons Bay	7435314
19.08.2021	337 Certificate	14 Irish Town Road	6403548
20.08.2021	337 Certificate	10 Idas Court, St Helens	7896110
20.08.2021	337 Certificate	179 Main Road, Binalong Bay	3521696
20.08.2021	337 Certificate	6 Akaroa Avenue, Akaroa	2512624
23.08.2021	337 Certificate	9 Halcyon Grove, St Helens	9632897
23.08.2021	337 Certificate	Unit 1, 15A Tully Street, St Helens	7583448
24.08.2021	337 Certificate	66A Medeas Cove Esplanade, St Helens (CT181372-2)	7371445
24.08.2021	337 Certificate	56 Quail Street, St Helens	6795385
25.08.2021	337 Certificate	Canhams Road, St Helens (CT145076-1)	2786975
25.08.2021	337 Certificate	17 Erythos Grove, St Helens	6808721
26.08.2021	337 Certificate	223 St Helens Point Road, Stieglitz	6786171
26.08.2021	337 Certificate	75 Dalmayne Road, Gray	7754841
26.08.2021	337 Certificate	21 Newman Street, St Marys	6405009
26.08.2021	337 Certificate	U 1, 10 Stewart Court, St Helens	9158470
26.08.2021	337 Certificate	6 Stewart Court, St Helens	2997780
27.08.2021	337 Certificate	U 18, 41 - 43 Beaulieu Street, St Helens	3078882
27.08.2021	337 Certificate	42 High Street, Mathinna	6414861
27.08.2021	337 Certificate	6 Sunrise Court, Scamander	3090996
27.08.2021	337 Certificate	21 Bridge Esplanade, Scamander	2981201
27.08.2021	337 Certificate	Alandale Farm, 120 Cecilia Street, St Helens	2631041

Date	Document	Address	PID
27.08.2021	337 Certificate	29 Tully Street, St Helens	7731527
27.08.2021	337 Certificate	22 Medea Street, St Helens	7950754
27.08.2021	337 Certificate	15 Cameron Street, St Marys	6401569
27.08.2021	337 Certificate	P4850 Irish Town Road, St Marys (CT100239-1)	7950893
27.08.2021	337 Certificate	2626 Mangana Road, Mangana (CT247427-1)	6413930
27.08.2021	337 Certificate	73 Tully Street, St Helens	7221121
30.08.2021	337 Certificate	13 Bayvista Rise, St Helens	2661806
30.08.2021	337 Certificate	204 Tully Street, St Helens	6782277
31.08.2021	337 Certificate	193 St Helens Point Road, Stieglitz	6786024
31.08.2021	337 Certificate	U 4, 13 Cameron Street, St Helens	2683562
31.08.2021	337 Certificate	70 Riverview Road, Scamander	6422634
31.08.2021	337 Certificate	Denneys Road, St Marys (2223B Lower German Town Road)	7657494
31.08.2021	337 Certificate	15 Medea Street, St Helens	6794614
31.08.2021	337 Certificate	215 Binalong Bay Road St Helens	2200831
31.08.2021	337 Certificate	11 Oberon Place, Scamander	2948639

#### Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded to
Monday 6 September 2021	2021 – 2022 Bituminous Surfacing Program	Currently being assessed.

#### LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

##### Goal

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

##### Strategy

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

#### BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

#### VOTING REQUIREMENTS:

Simple Majority.

ACTION	<b>DECISION</b>
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	014\001\022\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

**OFFICER'S RECOMMENDATION:**

That Council nominate Councillor ..... to the Board of East Coast Tasmania Tourism (ECTT) to replace Cllr McGuinness following the conclusion of the forthcoming meeting on 11 October 2021.

**INTRODUCTION:**

Cllr McGuinness has expressed his desire to stand down from East Coast Tasmania Tourism (ECTT). As a result of his notification it is necessary to determine a Council representative to ensure adequate representation by Council.

**PREVIOUS COUNCIL CONSIDERATION:**

Council representatives have been determined previously as required or following an ordinary election.

**OFFICER'S REPORT:**

As outlined in the Introduction above Cllr McGuinness has announced that he would like to stand down as Councils representative on East Coast Tasmania Tourism (ECTT).

Cllr McGuinness has been Councils representative since 2015 and has now sought a replacement to enable both he and the new representative to attend the next meeting and Annual General Meeting scheduled to be held on 11 October 2021 to attend together to enable the new representative to become familiar with the Board.

**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.

*Goal*

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

#### **BUDGET AND FINANCIAL IMPLICATIONS:**

There are no budget implications to Council apart from any out of pocket travel expenses to be reimbursed to Councillors if required.

#### **VOTING REQUIREMENTS:**

Simple Majority.

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

# IN CONFIDENCE

**09/21.18.0**      **CLOSED COUNCIL**

**09/21.18.1**      **Confirmation of Closed Council Minutes – Council Meeting 16 August 2021**

**09/21.18.2**      **Outstanding Actions List for Closed Council**

**09/21.18.3**      **Tender – 2021/2022 Bituminous Surfacing Program - Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015**

**09/21.18.4**      **5-7 Portland Court, St Helens – Hub4Health Building - Closed Council Item Pursuant to Section 15(2)F 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.*