



COUNCIL MEETING AGENDA

Monday 21 December 2020
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
14 December 2020

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NOTICE OF MEETING

Notice is hereby given that the next meeting of the Break O'Day Council will be held at the St Helens Council Chambers on Monday 21 December 2020 commencing at 10.00am.

CERTIFICATION

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

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

JOHN BROWN

GENERAL MANAGER

Date: 14 December 2020

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AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

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

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

OPENING

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

ACKNOWLEDGEMENT OF COUNTRY

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

12/20.1.0 ATTENDANCE

12/20.1.1 Present

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

12/20.1.2 Apologies

Nil

12/20.1.3 Leave of Absence

Nil

12/20.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews

12/20.2.0 PUBLIC QUESTION TIME

12/20.2.1 St Helens Soccer Pitch – Mr D Griffiths, Beaumaris

David Attinbrough has referenced 500 scientists who agree Tree clearing and an obsession with economic growth is destroying our planet, so why are the BODC Council proposing to rip out trees and lay concrete on our Soccer Pitch?

Reply

Council is unsure of the source of the information regarding the apparent proposal of Council to “rip out trees and lay concrete on our Soccer Pitch” but it appears there may be some misinformation circulating in this respect.

Council would like to undertake a review of the current St Helens Sports Complex Master Plan and as a first step prior to formal consultation has written to sporting clubs who are the current users of the St Helens Sports Complex to seek their participation in the review of which the Soccer Club is one current user. To assist in discussions three (3) plans for the St Helens Sports Complex have been developed

- First plan – existing layout at November 2020.
- Second conceptual plan - current approved projects for the St Helens Sports Complex – projects that have generally been developed between a sporting group and Council with projects being broadly scoped only and not detailed at this stage. Detail design, approvals and funding processes are yet to occur. Tree preservation remains a priority and will be considered in developing detailed project plans and in alignment with Councils Tree Policy.
- Third conceptual plan - a layout to start conversations with users as to how they see the future use of the St Helens Sports Complex for the next 10 plus years. This drawing does show tennis courts at the soccer pitch but this has been developed only from comments received by Council officers over the past few years to gain further user and community feedback prior to consideration by Council. It is a plan for conversation only with a likelihood that an unknown number of elements may not proceed or new elements may come up through the engagement process.

12/20.3.0 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.

12/20.4.0 CONFIRMATION OF MINUTES

12/20.4.1 Confirmation of Minutes – Council Meeting 16 November 2020

OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 16 November 2020 be confirmed.

12/20.5.0 COUNCIL WORKSHOPS HELD SINCE 16 NOVEMBER 2020 COUNCIL MEETING

There was a Workshop held on Monday 7 December 2020 – the following items were listed for discussion.

- Review of Long Term Financial Plan (LTFP)
- Budget Review as at 30 September 2020
- Tasmanian Audit Office – Audit Completion Report
- Reduced Facility Hire Fee – Zumba
- Reduced Facility Hire Fee – St Helens Little Athletics
- Animal Control Report
- Local Roads and Community Infrastructure (LRCI) Program – Extension
- Marine Facilities Strategy – Georges Bay
- Family and Domestic Violence
- Swimcart to Binalong Bay Shared Trail
- August 2020 – NRM Committee Meeting Minutes
- East Coast Tasmania Tourism (ECTT) – Memorandum of Understanding
- Addition to the 2020 / 2021 Fees and Charges – Hire of Open Space at Flagstaff Trail Head
- Community Wellbeing Pilot Project – Tas Community Fund (TCF) Funding
- St Marys Tip Shop

12/20.6.0

PLANNING AUTHORITY

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

Nil.

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.

12/20.7.0

PETITIONS

Nil.

12/20.8.0

NOTICES OF MOTION

12/20.8.1

Notice of Motion – Vehicle and Pedestrian Access for the Community Garden – Mayor M Tucker

MOTION:

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

That Council investigate vehicle and pedestrian access from Annie Street to the community garden with a total of approximately 4.5 meters in width.

SUBMISSION IN SUPPORT OF MOTION:

Submission is simply to help address the need for the community garden to have safe access from Annie Street for a vehicle and a small gate for the users.

Nil.

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

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

17.11.2020	St Helens	– Meeting with Sue Rees and Herc – Future Event – World Top 50 Supermodels
18.11.2020	Launceston	– Northern Tasmania Waste Management Group (NTWMG) – Waste NoT Awards
19.11.2020	St Helens	– Official Opening of the Multi-User Track
20.11.2020	St Helens	– Seniors Event at the St Helens Community Garden
25.11.2020	Launceston	– Northern Tasmania Development Corporation (NTDC) – Annual General Meeting (AGM)
27.11.2020	St Helens	– Meeting with Representatives of the St Helens Neighbourhood House
01.12.2020	St Marys	– RFDS Launch of the new Mobile Dental Vehicle
02.12.2020	Hobart	– Tas Community Fund (TCF) Presentation
03.12.2020	Hobart	– Local Government Association of Tasmania (LGAT) General Meeting and Conference
07.12.2020	St Helens	– Council Workshop
08.12.2020	St Helens	– Stadium Special Committee Meeting
14.12.2020	St Helens	– Citizenship Ceremony
16.12.2020	Hobart	– Local Government Association of Tasmania (LGAT) – General Management Committee (GMC) and Premiers Local Government Committee (PLGC) Meetings
21.12.2020	St Helens	– Council Meeting

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

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

12/20.12.0 BUSINESS AND CORPORATE SERVICES

12/20.12.1 Corporate Services Department Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

OUTSTANDING REPORTS:

Nil

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
11/20.12.4.207	16 November 2020	That Policy LG11 Rating and Exemptions be amended as recommended.	Policy updated in documentation and on website
11/20.12.5.208	16 November 2020	That Policy LG13 Anti-Discrimination and Harassment be amended as recommended.	Policy updated in documentation and on website
11/20.12.6.209	16 November 2020	That Policy LG46 Fraud Management & Control be amended as recommended.	Policy updated in documentation and on website
11/20.12.7.210	16 November 2020	That Policy LG51 Related Parties Disclosures be amended as recommended.	Policy updated in documentation and on website
11/20.12.8.211	16 November 2020	That Policy LG52 Council Support for Destroyed Dwellings be renewed as recommended.	Policy updated in documentation and on website

Staff Movements:

Records Administration Officer has returned from leave; two (2) long serving part time staff, an Administration Officer and Finance Officer have left and interim arrangements will be put in place as we assess ongoing arrangements.

Meetings Attended:

- Participated in a face-to-face training day with the Management Team in St Helens.
- Vehicle fleet risk management information session hosted by Council's insurer, by zoom.
- Information/Feedback meeting with a representative of Council's rating/property software provider, with Corporate Services team members, face-to-face in St Helens.
- Face to face Corporate Services team meetings and manager-team member meetings.

Other Issues:

Investments – Term Deposits

BENDIGO:

\$1,008,260.00	0.50%	Maturing 11/12/2020
\$1,008,503.56	0.50%	Maturing 11/12/2020
\$1,003,498.88	0.35%	Maturing 04/02/2021
\$1,006,847.17	0.35%	Maturing 08/02/2021
\$1,000,000.00	0.30%	Maturing 04/03/2021
\$1,001,371.23	0.30%	Maturing 09/03/2021

CBA:

\$1,001,503.56	0.52%	Maturing 14/12/2020
\$1,010,647.52	0.35%	Maturing 04/02/2021
\$1,014,217.34	0.35%	Maturing 22/02/2021
\$2,005,982.53	0.35%	Maturing 24/02/2021

Right to Information (RTI) Requests

Nil.

132 and 337 Certificates

	132	337
November 2020	104	58
October 2020	73	31
November 2019	103	48

Debtors/Creditors @ 9 December 2020

DEBTORS INFORMATION

Invoices Raised

Current		Previous Year	
Month	YTD 20/21	Month	YTD 19/20
85	339	77	358

CREDITORS INFORMATION

Payments Made

Current		Previous Year	
Month	YTD 20/21	Month	YTD 19/20
489	1974	436	1883

Work Health & Safety Coordinator

The Work Health & Safety Coordinator attended various internal meetings related to risk management and work health and safety (WHS)

Undergone consultation with outdoor workers regarding new safe work method statements or procedures, hazards and risk controls.

Regular meetings with the corporate service manager, indoor council staff meetings and other risk management meetings/discussions.

Facilitated Wellbeing sessions including monthly restore mobility sessions with the St Marys and St Helens Depots workers, as well as with indoor workers at the Council Chambers.

Undertook WHS induction with three (3) casual outdoor workers and one contractor.

Facilitated the last WHS/RM Committee Meeting for 2020 with all committee members.

Assisted staff with COVID enquires and continuous liaised with Manager Community Services concerning compliance with COVID safety plans supplied by community groups. Met with community members to assist with the completion of the Tasmanian Government's COVID Safety Plan for events in 2021.

RISK REGISTER QUARTERLY REPORT

The risk register was reviewed in **September, October and November 2020** per the **six (6)-monthly** (HIGH and EXTREME) **and 12 monthly** (MEDIUM and LOW) **review schedule**.

EXECUTIVE SUMMARY

- **100 risks are now listed on the risk register as per 1 September 2020**
- 8 risks reviewed by GM on 17 September 2020
- 3 risks reviewed by MCS on 17 September 2020
- 2 risks reviewed by CSM/WHS Coordinator on 23 September 2020
- **1 risk deleted** by CSM/WHS Coordinator on 23 September 2020
- 3 risks reviewed by DSC on 28 September 2020
- **6 risks added by DSC on 14 October 2020**
- 2 risks reviewed by MIDS on 30 October 2020
- 5 risks reviewed by MCS or GM (HR) on 23 October 2020
- 2 risks reviewed by GM on 23 October 2020
- 1 risk reviewed by WOM on 16 November 2020
- **105 risks are now listed on the risk register as per 20 November 2020.**

The next risk register review is scheduled for January and February 2021.

VANDALISM REPORT

During the period of 8 November to 10 December 2020, the following vandalism was reported to the Work Health & Safety Coordinator:

Discovered Thursday 3 December 2020 early morning

Thefts cut the power to the Scamander Sports Community Complex (SSCC) Building, broke in and stole a large amount of alcohol from a storage area. Members of the SSCC Inc notified the Police who undertook a forensic investigation.

The material damage to the building was minor compared to the goods stolen.

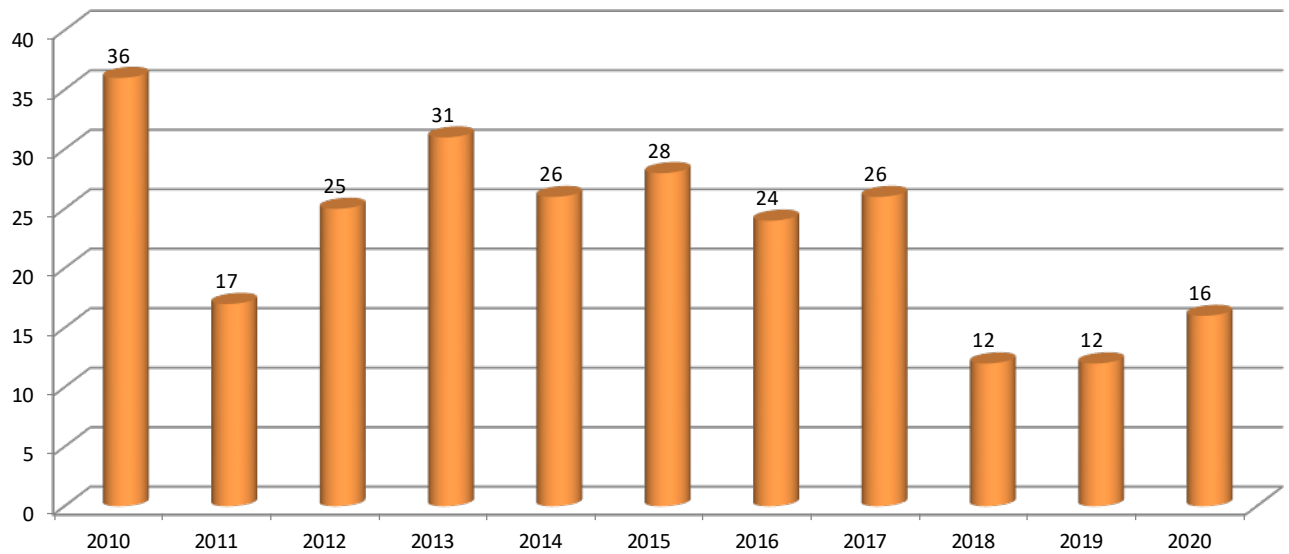
Material and labour costs amount to \$90.00.

Statistic January to December 2020

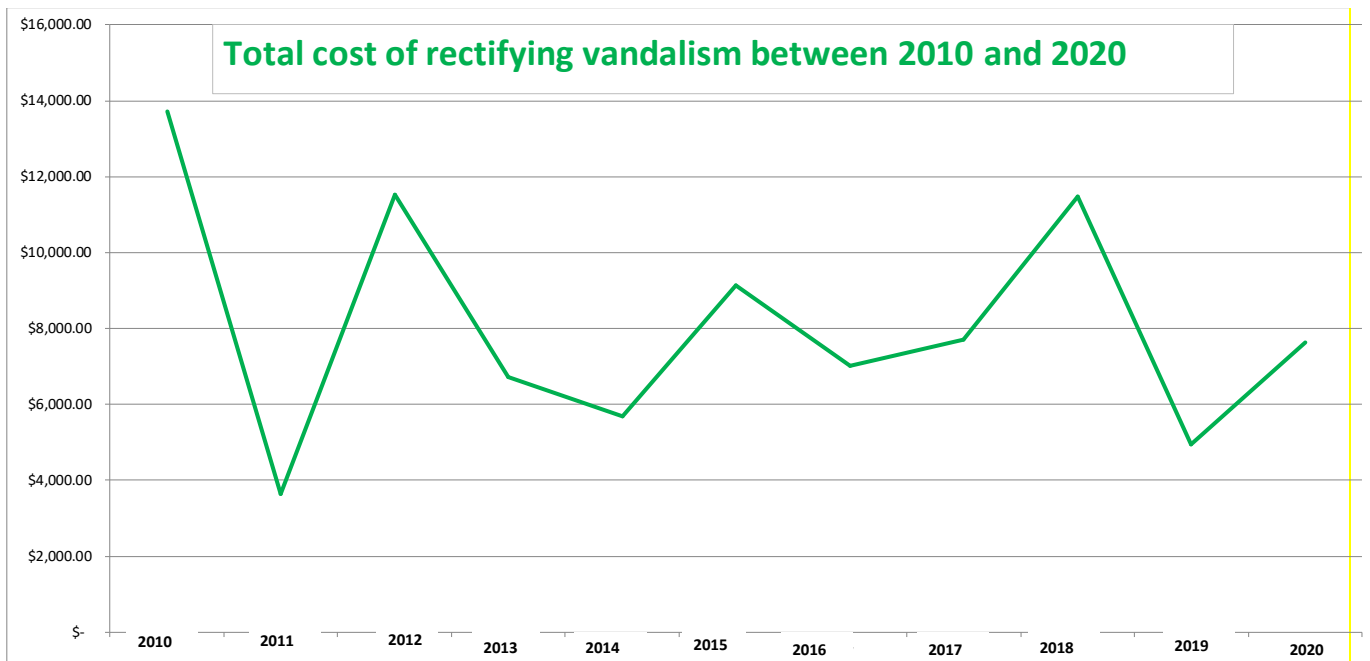
The statistic may not present a true picture of the vandalism that occurred in the municipality as not all minor vandalism is reported to the WHS Coordinator.

2020	DAMAGE / THEFT	LOCATION	APPOX. COST \$	APPROX. TOTAL \$ PER MONTH	MONTHLY REPORT EMAILED TO POLICE
January	Timber decking of jetty was damaged.	Beauty Bay Jetty	\$258.00	\$1,932.00	Works Department
January	Bollard light in car park damaged	Council Chambers car park	\$77.00		Works Department
January	Graffiti sprayed on BBQ and street furniture and power box damaged	Kings Park BBQ shelter	\$420.00		Works Department
January	Smashed toilet roll holder, sink/bench in disabled toilet and tap as well as graffiti sprayed.	Memorial Park toilet block	\$250.00		Works Department
January	Graffiti sprayed on various location in the skate park	St Helens Skate Park	\$60.00		Works Department
January	Graffiti sprayed on the BBQ shelter	St Helens Foreshore BBQ shelter	\$60.00		Works Department
January	Two panes of glass smashed at the WTS attendants building	St Marys Waste Transfer Station	\$670.00		Works Department
January	Toilet roll holder smashed and graffiti sprayed	St Helens Foreshore toilet block	\$60.00		Works Department
February	None			\$0.00	
March	Graffiti on toilet block wall Graffiti on toilet block wall	Lions Park O'Connors Beach	\$500.00 \$500.00	\$1,000.00	Tas Police Offence Report No 639292 2/5/2020
April	None			\$0.00	
May-20	Entrance gate cut and lock vandalised King Box Trailer stationary at WTS & used for cardboard collection was stolen	Pyengana WTS	\$500.00 \$1,000.00	\$1,500.00	Tas Police Offence Report No 639976 reported on 14/5/2020
21-Jun	Damaged door to WTS humpy and lock on Portaloo. Stolen first aid kit and fire extinguisher.	Pyenganga WTS	\$980.00	\$1,600.00	Not reported to Police
29-Jun	One glass panel on the entrance door smashed (includes glass contractor and handyman boarding glass panel & addressing cubby house break in)	Online Centre Fingal	\$620.00		Reported to Police
July	None			\$0.00	
Aug	None			\$0.00	
Sep	Break in with damages to one door, lock and window panel.	Scamander Sports & Community Complex	\$1,050.00	\$1,050.00	Reported to the Police by SSCC
Oct	Boards ripped off the window of the old kiosk and flue knocked off heater. (disused building so repair cost minimal). External door handle smashed off main building (photo and repair costs will be supplied later). Terrible mess made in toilets. – cleaning costs only.	Fingal Sports & Recreational Ground	\$460.00	\$460.00	Kristina Freshney has contacted the St Marys Police and they have a fair idea who would have done it and will pay them a visit and do extra patrols.
Nov	None			\$0.00	
Dec	Thefts cut power to the building, broke in and stole large amount of alcohol from a storage area.	Scamander Sports Community Complex	\$90.00	\$90.00	Members of SSCC notified the Police who undertook a forensic investigation.
		TOTAL		\$7,632.00	

Total amount of vandalism from 2010 to 2020



Total cost of rectifying vandalism between 2010 and 2020



RATES INFORMATION as at 10 December 2020						
This financial Year						
2020/2021	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,388,664.92	65,938.25	7,454,603.17	25,851.76	10,502.48	157,035.27
Waste	1,226,004.00	5,044.58	1,231,048.58			
Wheelie	452,119.20	3,474.00	455,593.20			
Recycling	253,536.00	664.47	254,200.47			
Fire	364,983.85	1,022.00	366,005.85			
TOTAL	9,685,307.97	76,143.30	9,761,451.27	25,851.76	10,502.48	157,035.27
Last Financial Year						
2019/2020	Rates Levied	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,313,018.65	70,748.77	7,383,767.42	27,744.69	15,986.83	61,921.83
Waste	1,186,206.00	6,414.50	1,192,620.50			
Wheelie	429,934.75	3,744.51	433,679.26			
Recycling	242,865.00	1,091.51	243,956.51			
Fire	365,043.55	1,114.70	366,158.25			
TOTAL	9,537,067.95	83,113.99	9,620,181.94	27,744.69	15,986.83	61,921.83
Instalments						
2020/2021		Instalment \$	Outstanding \$	Outstanding %		
8 September 2020	Instalment 1	2,422,220.97	80,514.98	3.32%		
10 November 2020	Instalment 2	2,421,029.00	142,203.45	5.87%		
2 February 2021	Instalment 3	2,421,029.00	869,545.90	35.92%		
4 May 2021	Instalment 4	2,421,029.00	903,830.29	37.33%		
	TOTAL:	9,685,307.97	1,996,094.62	20.61%		
2019/2020		Instalment \$	Outstanding \$	Outstanding %		
10 September 2019	Instalment 1	2,382,877.95	84,520.76	3.55%		
12 November 2019	Instalment 2	2,384,730.00	192,320.21	8.06%		
4 February 2020	Instalment 3	2,384,730.00	951,717.84	39.91%		
5 May 2020	Instalment 4	2,384,730.00	987,741.16	41.42%		
	TOTAL:	9,537,067.95	2,216,299.97	23.24%		
Discount						
	Discount	No. of	Total Ratable	% of total		
2020/2021	157,878.93	3,475	6,476	53.66%		
2019/2020	145,785.52	3,272	6,461	50.64%		

Council took eleven (11) properties to auction for unpaid rates on Saturday 21 November 2020.

There was a very good turnout with around 36 members of the public registering to bid.

The auction went very well however bidding was rather slow at times, all properties did sell with quite good sale prices achieved, total sales adding up to just over \$322,000 with all but one (1) selling well over reserve.

Of the 11 properties, one (1) was in St Marys, one (1) in Lottah and the remaining nine (9) in Weldborough.

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:**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 showing the financial position of Council as at 30 November 2020 are unfortunately unavailable at this time.

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:**

We have been continuing with the reduced operating hours as visitor numbers are still very low. Although numbers have increased, they are not increasing anywhere near as much as we would expect at this time of year, as evidenced by comparisons with previous years.

We are therefore slightly increasing the weekend opening hours, from 9.00am to 3.00pm to from 9.00am to 3.30pm and continuing the weekday opening hours at 9.00am to 4.00pm. We will continue to monitor demand and adjust hours appropriately.

Meetings Attended/Other information:

VIC staff noted:

- We are starting to get a few enquiries regarding help in finding accommodation over the Christmas period and also January, which indicates strong visitation for the weeks ahead.
- We are also getting lots of phone calls regarding free camping, can we book, will it be busy, will we get a spot which indicates strong visitation by this type of visitor also. There is good cooperation and communication with Parks and Wildlife Services.
- We have also started contact tracing for anyone who goes through the museum and/or stays longer than 15 minutes. This will become compulsory from 15 December 2020 for certain venues including museums.

The History Room Curator provided this additional information:

- International Quarries (Tasmania Branch): This group came into the History Room on Sunday 29 November 2020. As there were 35 in attendance, we split the group in half, one group visiting the museum with the other group having a Geology lesson on the Granite Country of North East Tasmania in the Backroom of the History Room.
- Advertising: Included in the final 'Make Yourself At Home' campaign with The Examiner and also in the new-look Travelways that is being published again, commencing November 2020. Also included in 'The Examiner'. Good feedback from public regarding these promotions.
- Hologram projection: This is currently offline awaiting electrical repair
- 'Travel Through Time': This is on display in the foyer cabinet using images from the photographic archive.
- 'Reid Collection': Currently on display in the museum. A wonderful array of original objects.
- Tin Dragon: This received some minor maintenance by the sculptor John McColl on Sunday 6 December 2020.
- Anchor Wheel and Stamper model: New water pump has arrived and waiting to be installed.
- A new volunteer has commenced on the roster Tuesday afternoons and we welcome and thank her for her time.
- Local Book Launch: Looking at this for early in 2021 for Garry Richardson's latest publication 'The Coast' at the Portland Hall due to number restrictions at the VIC. This event will also dovetail with the next local exhibition in the museum on Eddystone Lighthouse.
- As a result of a scheduled Police inspection of the firearms in the collection, some firearms displays that require modifications to their housing which is being prioritised.
- Statistics for November 2020

SHHR Entry	\$	137.00
Sales/Donations	\$	105.05
TOTAL	\$	242.05

2019 (\$788.30); 2018(\$760.00); 2017(\$487.70); 2016(\$756.00); 2015 (\$757.05)
These takings are a disaster and are highlighting what we should be seeing.

Statistics:**Door Counts:**

Month/Year	Visitor Numbers	Daily Average	History Room
November 2010	2,722	90.7	209
November 2011	2,286	76.2	158
November 2012	3,012	100.4	130
November 2013	3,234	107.8	129
November 2014	3,904	130.1	133
November 2015	4,683	156.1	128
November 2016	3,309	110.3	126
November 2017	2,874	95.8	91
November 2018	3,188	106.3	120
November 2019	3,114	103.8	166
November 2020	854	28.5	35

Revenue 2019/2020:

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

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

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	Manager Corporate Services, Bob Hoogland
FILE REFERENCE	018\036\003\
ASSOCIATED REPORTS AND DOCUMENTS	Revised Long Term Financial Plan 2020 to 2030

OFFICER'S RECOMMENDATION:

That Council adopt, in principle, the revised Long Term Financial Plan 2020 to 2030.

INTRODUCTION:

Council is required to review plans regularly and at least every four years. The Long Term Financial Plan has been reviewed following finalisation and audit of the 2019/2020 Financial Statements, 2020/2021 Budget and initial capital budget consideration for 2020/2021.

PREVIOUS COUNCIL CONSIDERATION:

Generally, Council considers its Long Term Financial Plan (LTFP) as part of any Strategic or significant Annual Planning review. Further, Council has generally annually reviewed the LTFP following completion of the audit of each year's financial statements and adoption of the budget.

This specific revision was considered by recent meetings of Council's Audit Panel and a Council Workshop.

OFFICER'S REPORT:

As Council is aware, the Long Term Financial Plan is a tool to guide the future direction of Council, in financial terms, in a sustainable manner.

This most recent revision takes into account, as far as possible:

- 2019/2020 actual financial results
- 2020/2021 adopted budget
- 4 year indicative capital and project expenditure budget
- 10 year asset management plans

This revised Long Term Financial Plan is being considered by Council's Audit Panel which meets on the same day as this Workshop.

Council's target has been to sustainably maintain assets while moving beyond a budget neutral operating result to achieving sufficient surplus funds each year to be able to respond to opportunities or setbacks. Ideally, this would be while maintaining rate increases to no more than CPI or LGCI increases.

Council had reached this point but the impact of the covid pandemic, in terms of Council's financial support actions (eg foregoing business rate levies) and revenue reductions (eg TasWater dividends) have set back the operating result such that re-consideration of above CPI rate increases is warranted. This proposed LTFP review starts Council moving back towards initially an operating surplus (more than five (5) years) and eventually an operating comfort level (more than 10 years).

Council can move this forward by greater rate increases and, of course, LTFP is a plan and dependent on many factors that can change and the LTFP guides each year's budget but Council actually adopts the budget depending on factors that prevail at the time of budget preparation/adoption.

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

Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 70, 70E & 70F

Local Government (Content of Plans and Strategies) Order 2014

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Absolute Majority.



**LONG TERM
FINANCIAL PLAN**

2020 TO 2030

NOVEMBER 2020

Address: 32-34 Georges Bay Esplanade,
ST HELENS TAS 7216

Phone: (03) 6376 7900

Email: admin@bodc.tas.gov.au

Web: www.bodc.tas.gov.au

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1 LONG TERM FINANCIAL PLANNING DEFINED

1.1 Purpose

The purpose of a long-term financial plan (LTFP) is to guide the future direction of Council in a sustainable manner.

It is linked with Council's objectives, goals and desired outcomes in financial terms.

It is a guideline for future action and encourages Council to think about the future impact decisions made today have on Council's long-term sustainability.

1.2 Principles

Section 70(1), (2) and (3) of the Tasmanian Local Government Act 1993 requires Councils to prepare a long-term financial plan for the municipal area for at least a ten (10) year period.

The long-term financial plan is to:

- a) be consistent with the strategic plan for the municipal area;
- b) refer to the long-term strategic asset management plan for the municipal area and
- c) contain at least the matters that are specified in an order made under section 70F as required to be included in a long-term financial plan.

The Local Government (Content of Plans and Strategies) Order 2014, Section 5 (2) requires the long-term financial plan to include the following matters, for each year of the plan:

- a) the estimated revenues and expenses including the revenues and expenses in relation to each of the following matters:
 - i. all capital works
 - ii. all capital expenditure
 - iii. all asset management requirements identified, as required under clause 7(2)(b), in the long-term strategic asset management plan
- b) a statement of comprehensive income, including estimates of –
 - i. recurrent revenue
 - ii. recurrent expense
 - iv. underlying surplus or deficit
 - iv. net surplus or net deficit
 - v. comprehensive result
- c) a statement of financial position, including estimates of –
 - i. current and non-current assets
 - ii. current and non-current liabilities
 - iii. net assets
 - iv. equity, including reserves
- d) a cash flow statement, including estimates of –
 - i. receipts, payments, dividends and net cash from operational activities, financial activities including loan borrowings, and investment activities
 - ii. net increases or net decreases in cash held
 - iii. cash and cash equivalents held at the beginning of the period
 - v. cash and cash equivalents held at the end of the period

Also required are:

- a) A description of the financial management strategies to be adopted by the Council, including financial targets and their rationale;
- b) A comparison of projected financial performance against targets (determined by the Council) for financial indicators, including those indicators specified in an order made under section 84(2A) of the Act, for each financial year included in the long-term financial plan;
- c) All assumptions used in the development of the estimates referred to in the LTFP.

Estimates are to include separate estimates in respect of renewal, upgrade and new capital expenditure.

The first projected year of the LTFP is consistent with the Annual Budget adopted for the current financial year.

2 IMPACTS UPON THE CURRENT PLANNING ENVIRONMENT

2.1 The Planning Period

Whilst the LTFP is for a ten (10) year period it incorporates the Infrastructure and Asset Management Plan (IAMP). Due to the long lived nature of many Council assets the IAMP may consider different periods.

2.2 Depreciation

Depreciation is the difference between the value of the Council's assets at the beginning of a stipulated period and the end. If no maintenance is performed on assets they have a finite life. That is they will depreciate over time and their value will decrease. With ongoing maintenance the life of these assets is extended. For some assets, if components are renewed on a regular basis, the life can be further extended.

It is recommended that an amount be spent on renewing or replacing asset components equivalent to depreciation expense. This would ensure their value is maintained.

Therefore, in line with the mandated LTFP requirements, operating expenditure includes any depreciation expense. Capital expenditure on asset renewal or replacement is then shown net of depreciation. That is if an amount equivalent to depreciation is spent then net capital expenditure is nil. If spending is less than the depreciation expense then the net expenditure will show as income for the purposes of the model.

For example;

The operating cost of maintaining roads per annum is \$0.8m which includes \$0.4m of depreciation expense. If the amount spent on road renewal and replacement equates to the depreciation expense then the rates required to maintain roads would be \$0.8m. If only \$0.2m was spent on road renewal then this would mean the road value would reduce by \$0.2m during the year. This is because insufficient rates have been used to renew roads at the rate that they are being consumed.

2.3 Accounting Standards

Annually the Council has to produce a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations and other authoritative pronouncements of the Australian Accounting Standards Board. This report is externally audited.

2.4 Presentation of Council Budgets

Both the Annual Budget and LTFP's are required to be summarised in a similar format as that in the annual financial report. The Income Statement describes revenues and expenses by type such as Statutory Charges and Employee costs. Council considers its budget by function or program. The LTFP is driven from Council's existing functional or program budget. It is then summarised and linked to the annual financial report format.

3 FINANCIAL STRATEGY

3.1 Councils Vision/Mission

Vision Statement

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

Values Statement

Working as a **TEAM** with **OPEN & HONEST COMMUNICATION**; we act with **INTEGRITY** whilst showing **RESPECT** and being **POSITIVE** and proactive in our actions

3.2 Strategic Plans

Council has adopted a Strategic Plan for the period 2017 - 2027. The Long Term Financial Plan and the Infrastructure and Asset Management Plans form part of the delivery of the intent of the Strategic Plan.

3.3 Roles and Responsibilities

The Local Government Act 1993 specifies the services that Councils are to provide. Sometimes Councils provide additional services on behalf of State or Federal Governments. Grants, subsidies or reimbursements are provided to fund these services. When funding is insufficient or ceases Council has to determine whether it will fund the shortfall or continue to provide the service.

3.4 Revenue and Financing Strategy

Council needs to continue to identify services and facilities that are provided to specific groups rather than the general community. Rate funding of these services needs to be considered where user charges or where applicable grant funding could be increased.

3.5 Rating Strategy

Historically sufficient rates were raised to "balance" the budget. The tendency now is to adopt a rating policy that limits the annual increase in rates revenue with an allowance for new property development. Council rating policy also considers who bears the rates burden. Whilst property valuations are the main factor, minimum rates, service charges and selective capping can shift some of the burden between ratepayer classes based on the perceived ability to pay.

Council generally is increasing rates above the rate of inflation until the operating deficit is eliminated and the significant infrastructure maintenance backlog is addressed. Council has a separate Rating Policy (LG40 Rates & Charges Policy) that should be referred to.

3.6 Treasury Strategy

Holding cash whilst also borrowing may result in an interest differential cost to Council. It depends on what interest rate Council is currently paying on its existing loans compared to what interest could be earned on investing surplus funds. If Council was currently earning 6.5% on its invested cash there would be no financial benefit in paying off any existing loans where the interest rate is less than 6.5% having regard to minimum cash we wish to hold into the future.

Generational equity for assets with long lives will also be a factor in borrowing strategies.

Council will use borrowings to fund the backlog of infrastructure maintenance needs until assets and operating deficits achieve sustainability. Subsequently, borrowings may be used similarly to address identified infrastructure backlogs or for acquisition of new assets.

3.7 Performance Indicators

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

There are difference types of indicators some of which are identified below. In general, Council will report using legislated Management (Asset and Finance) Ratios, consistently for all financial and budget reporting, supplemented by other indicators as appropriate.

3.8 Service Levels

These are measures of the levels of service being provided. As indicated above some of these levels are externally determined. Others depend on Council policy. For instance if Council wishes to construct new assets, this is an increase in service level.

3.9 Population

Expressing Council net expenditure for a particular function or program, as a factor of population is a good relative indicator of where Council's resources are being spent. An alternative would be to use the number of rateable properties. However, unless the average number of persons resident in households changes significantly, the comparison would be similar.

3.10 Operating Efficiency - Infrastructure

This is the money being spent per km on infrastructure assets. If more money is spent per km this may ensure more efficient maintenance of infrastructure assets in the longer term. Council's Infrastructure and Asset Management Strategy should indicate optimal expenditure levels to ensure long term asset sustainability.

3.11 Explanation of Management Indicators

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

- Asset consumption ratio: greater than 60% (in total and possibly by asset class)
- Asset renewal funding ratio: at least 90%
- Asset sustainability ratio: at least 100%
- Net financial liabilities ratio: between negative 50% and zero
- Underlying surplus or deficit and ratio: greater than zero

Financial

Net Financial Liabilities

What is owed to others less money held, invested or owed to Council

Calculated as:

Total Liabilities or Net financial liabilities (from Balance Sheet/Statement of Financial Position)

Less: Financial Assets (Current cash and cash equivalents, Current trade & other receivables, Current other financial assets, Non-current financial assets)

Net Financial Liabilities Ratio

Calculated as:

Net financial liabilities (as above)

Divided by:

Financial Assets (as above)

Underlying Surplus/(Deficit)

The difference between recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) for a financial year less the recurrent expenses for the financial year.

Underlying Surplus Ratio

The underlying surplus or deficit for a financial year divided by the recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) of a council for the financial year

Assets

Asset Consumption Ratio

Written down value of depreciable infrastructure, property, plant and/or equipment

Divided by:

Reported value of depreciable infrastructure, property, plant and/or equipment before accumulated depreciation

Asset Renewal Funding Ratio

Means an amount that is the current value of projected capital funding outlays for an asset divided by the value of projected capital expenditure funding for the asset

Asset Sustainability Ratio

Means an amount that is capital expenditure in a financial year on the replacement and renewal of existing council plant, equipment and infrastructure assets divided by the annual depreciation expense of the plant, equipment and assets for the financial year

Calculated as:

Expenditure on renewal/replacement of assets (Cash Flow Statement)

Less: Sale of replaced assets (Cash Flow Statement)

Divided by:

Depreciation, amortisation & impairment expense (Income Statement)

3.12 Explanation of Terms

Below is a brief explanation of some of the terms used in the Long Term Financial Plan.

Operating Expenses – this is what it costs to operate the Council services including financing costs and depreciation. Financing costs represent the interest on loans taken out to fund capital expenditure. Assets purchased to aid with the provision of a service only have a limited life before they need to be replaced. Depreciation expense represents the cost of using the asset over its life.

Support Services Allocation – external financial reports produced by Council must include an appropriate allocation of administrative overhead for each service.

Operating Income – this represents any revenue generated by the provision of the service including any service rates and charges raised.

Operating Surplus/(Deficit) before capital amounts - income less expenditure before capital amounts.

Capital Expenditure on Renewal/Replacement of Existing Assets - Council expenditure on assets has two parts. The first is maintenance. This is included in operating expenditure. The second is capital. That is expenditure on the renewal of Council assets. This is not shown under operating expenditure. It is included in the Balance Sheet of the Council as an asset. Generally the asset is subsequently depreciated. As indicated above this depreciation expense is included in the operating expenses.

Less Depreciation, Amortisation & Impairment – depreciation is an expense that recognises the consumption of Council assets. It is considered that councils should spend an amount, equivalent to the depreciation expense, each year on renewing assets. This would ensure that the values of Council's assets are maintained.

Capital Expenditure on New/Upgraded Assets - the amount spent on new or upgraded assets, that is, long lived plant, equipment or infrastructure that provides a new or enhanced level of service. Clearly, a new building is Expenditure on a New Asset. Replacing an existing stormwater pipe with a "bigger" pipe will be Capital Expenditure on Upgraded Assets for the increased service level provided by the larger pipe.

Amounts Received Specifically For New or Upgraded Assets – Generally this would be grants received from State or Commonwealth governments to help fund new assets. It would also include any contributions made by the private sector or community organisations towards capital works.

Cash and Cash Equivalents - Cash Assets include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Loans Received – loans drawn down and received during the year.

Loan Repayments – loan principal repaid during the year.

Net Lending/(Borrowing) for the financial year - Net lending / (borrowing) is a 'flow' measure that takes account of both operating and capital activities for the financial year. Achieving a zero result on the net lending / (borrowing) measure in any one year essentially means that the Council has met all of its expenditure (both operating and capital) from the current year's income (with income including amounts received specifically for new / upgraded assets). It does not allow for funds set aside by way of reserves.

Net Impact on Budget – this is the surplus that can be used to fund other services or the final deficit after capital expenditure. It allows for any reserves that Council may wish to set aside for future capital expenditure.

Reserves – Council may elect to nominate funds that will be required for specified future capital expenditure. Until these funds are required they may be used to fund other capital expenditure that would otherwise require a loan.

3.13 Assumptions

- Inflation has not been factored into any future amounts
- Rates growth of 0.5% per annum
- Rates increase of 1% above inflation for 3 years
- Wage increase of 1% above inflation for next 10 years
- Interest Received estimated as 0.2% pa on previous years cash balance
- R2R identified as additional income for renewal of road & bridge assets
- Calculations based on approximately 6350 Rateable properties
- See the Financial Indicators & Data sheet for target level % used in the graphs
- Interest free borrowings of \$1.5M drawn 2017/2018 to accelerate capital projects from future years- to be repaid 2021/2022
- TasWater Dividends 50% for 2020/2021 and 2021/2022
- FAGs grant expected to continue to be received 50% in advance

4 SUMMARY STATEMENT

Summary of Financial Performance and Position for the Years Ending 30 June 2020 to the 30 June 2030

Year Ending 30 June:	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	Actual	Budget	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Operating Revenues	14,715	14,058	14,013	14,377	14,555	14,636	14,717	14,797	14,881	14,966	15,050
less Operating Expenses	14,263	14,591	14,789	14,729	14,766	14,784	14,829	14,860	14,899	14,936	14,972
Operating Surplus/(Deficit) before Capital Amounts	452	(533)	(775)	(352)	(212)	(148)	(112)	(63)	(18)	30	78
LESS: Net Outlays on Existing Assets											
Capital Expenditure on Renewal or Replacement of Existing Assets	4,062	4,028	2,679	1,875	2,118	2,695	3,491	2,268	2,698	3,240	3,578
less Depreciation, Amortisation & Impairment	(3,723)	(3,821)	(3,847)	(3,749)	(3,747)	(3,726)	(3,733)	(3,727)	(3,728)	(3,727)	(3,727)
less Proceeds from Sale of Replaced Assets	(160)	(110)	(80)	(80)	(80)	(80)	(80)	(80)	(80)	(80)	(80)
Net Outlays on Existing Assets	179	97	(1,248)	(1,954)	(1,709)	(1,111)	(322)	(1,539)	(1,110)	(567)	(229)
LESS: Net Outlays on New or Upgraded Assets											
Capital Expenditure on New/Upgraded Assets	3,959	7,540	1,548	1,583	253	601	240	343	303	303	303
less Amounts Specifically for New/Upgraded Assets	(5,393)	(4,091)	(1,007)	(647)	(647)	(897)	(697)	(647)	(647)	(647)	(647)
Net Outlays on New or Upgraded Assets	(1,434)	3,449	541	936	(394)	(296)	(457)	(304)	(344)	(344)	(344)
EQUALS: Net Lending / (Borrowing) for Financial Year	1,707	(4,079)	(68)	666	1,892	1,259	667	1,780	1,436	941	651

5 ESTIMATED INCOME STATEMENT

Year Ending 30 June:

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	Actual	Budget	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Operating Revenue											
Rates and Charges	9,654	9,731	9,877	10,025	10,175	10,226	10,278	10,329	10,381	10,432	10,485
User Charges	1,100	831	856	882	908	935	963	992	1,022	1,053	1,084
Commercial Revenue (TasWater)	194	194	194	388	388	388	388	388	388	388	388
Grants - FAG	2,893	2,950	2,877	2,877	2,877	2,877	2,877	2,877	2,877	2,877	2,877
Grants - Non FAG	241	50	50	50	50	50	50	50	50	50	50
Investment Income	212	150	7	4	4	7	9	9	12	14	14
Other	421	152	152	152	152	152	152	152	152	152	152
FAG's received prior year in advance											
Total Operating Revenue	14,715	14,058	14,013	14,377	14,555	14,636	14,717	14,797	14,881	14,966	15,050
Operating Expenses											
Salaries & Wages	4,743	5,512	5,567	5,623	5,679	5,736	5,793	5,851	5,910	5,969	6,028
Materials & Services	4,215	4,562	4,562	4,562	4,562	4,562	4,562	4,562	4,562	4,562	4,562
Depreciation	3,733	3,659	3,847	3,749	3,747	3,726	3,733	3,727	3,728	3,727	3,727
Finance Charges (Loan Interest)	322	335	289	273	255	237	218	198	177	155	132
Other	1,250	523	523	523	523	523	523	523	523	523	523
Total Operating Expenses	14,263	14,591	14,789	14,729	14,766	14,784	14,829	14,860	14,899	14,936	14,972
Operating Surplus / (Deficit)	452	(533)	(775)	(352)	(212)	(148)	(112)	(63)	(18)	30	78
Amounts specifically for new or upgraded assets	5,392	4,091	1,007	647	647	897	697	647	647	647	647
Asset disposal & fair value adjustments	(319)	25	80	80	80	80	80	80	80	80	80
Net Surplus / (Deficit)	5,525	3,583	312	375	515	829	665	664	709	757	805

6 ESTIMATED BALANCE SHEET

As at 30 June:	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0 Actual	Year 1 Budget	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
ASSETS											
Financial Assets											
Cash and Cash Equivalents	10,257	3,737	1,784	2,049	3,523	4,345	4,555	5,859	6,798	7,220	7,330
Current Trade & Other Receivables	1,093	750	750	750	750	750	750	750	750	750	750
Current Other Financial Assets	60	45	45	45	45	45	45	45	45	45	45
Non-Current Other Financial Assets	0	0	0	0	0	0	0	0	0	0	0
Total Financial Assets	11,410	4,532	2,579	2,844	4,318	5,140	5,350	6,654	7,593	8,015	8,125
Non-Financial Assets											
Inventories	64	120	120	120	120	120	120	120	120	120	120
Infrastructure, Property, Plant & Equipment	154,922	148,149	148,529	148,238	146,861	146,431	146,429	145,314	144,587	144,403	144,557
Other assets	176	95	95	95	95	95	95	95	95	95	95
Taswater	29,583	38,673	38,673	38,673	38,673	38,673	38,673	38,673	38,673	38,673	38,673
Total Non-Financial Assets	184,745	187,037	187,417	187,126	185,749	185,319	185,317	184,202	183,475	183,291	183,445
Total Assets	196,155	191,569	189,996	189,970	190,067	190,459	190,668	190,856	191,068	191,306	191,569
LIABILITIES											
Current Liabilities											
Trade & Other Payables	1,521	950	950	950	950	950	950	950	950	950	950
Borrowings	356	356	1,872	389	407	425	444	464	485	507	530
Provisions	829	854	854	854	854	854	854	854	854	854	854
Other Current Liabilities	556	0	540	540	540	540	540	540	540	540	540
	3,262	2,160	4,216	2,733	2,751	2,769	2,788	2,808	2,829	2,851	2,874
Non-current Liabilities											
Trade & Other Payables	0	0	0	0	0	0	0	0	0	0	0
Borrowings	8,128	8,128	4,384	5,478	5,054	4,611	4,147	3,663	3,157	2,628	2,075
Provisions	550	540	540	540	540	540	540	540	540	540	540
Other Non-current Liabilities	29	29	29	29	29	29	29	29	29	29	29
	8,707	8,697	4,953	6,047	5,623	5,180	4,716	4,232	3,726	3,197	2,644
Total Liabilities	11,969	10,857	9,169	8,780	8,373	7,949	7,504	7,040	6,555	6,048	5,518
Net Assets	184,185	180,712	180,827	181,190	181,694	182,510	183,163	183,815	184,512	185,258	186,051

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0 Actual	Year 1 Budget	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
EQUITY											
Accumulated Surplus	38,734	34,862	32,446	32,809	33,313	34,129	34,782	35,434	36,131	36,877	37,670
Asset Revaluation Reserves	144,972	145,385	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974
Other Reserves	479	465	407	407	407	407	407	407	407	407	407
Adjustment to Cash & Borrowings for effects of inflation											
Total Equity	184,185	180,712	180,827	181,190	181,694	182,510	183,163	183,815	184,512	185,258	186,051

7 ESTIMATED STATEMENT OF CHANGES IN EQUITY

Year Ending 30 June:	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0 Actual \$'000	Year 1 Budget \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000
Accumulated Surplus											
Balance at beginning of period	33,517	39,042	42,625	42,937	43,312	43,827	44,656	45,321	45,985	46,694	47,451
Comprehensive Result	5,525	3,583	312	375	515	829	665	664	709	757	805
Transfers to Reserve											
Transfers from Reserve											
Balance at End of Period	39,042	42,625	42,937	43,312	43,827	44,656	45,321	45,985	46,694	47,451	48,256
Asset Revaluation Reserve											
Balance at beginning of period	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974
Fair Value adjustments											
Net Asset Revaluation											
Balance at End of Period	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974	147,974
Other Reserves											
Balance at beginning of period	407	407	407	407	407	407	407	407	407	407	407
Transfers from Accumulated Surplus											
Transfers to Accumulated Surplus	0	0	0	0	0	0	0	0	0	0	0
Balance at End of Period	407	407	407	407	407	407	407	407	407	407	407
Total Equity at End of Period	187,423	191,006	191,318	191,693	192,208	193,037	193,702	194,366	195,075	195,832	196,637

8 ESTIMATED CASH FLOW STATEMENT

Year Ending 30 June:	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0 Actual \$'000	Year 1 Budget \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000
Cash Flows from Operating											
Receipts	14,801	14,058	14,013	14,377	14,555	14,636	14,717	14,797	14,881	14,966	15,050
Payments	(10,458)	(10,932)	(10,941)	(10,980)	(11,019)	(11,058)	(11,096)	(11,134)	(11,171)	(11,208)	(11,245)
Net Cash Provided from Operating	4,343	3,126	3,072	3,397	3,536	3,578	3,621	3,664	3,710	3,757	3,805
Cash Flows from Investing											
Receipts											
Sale of property, P&E	18	25	80	80	80	80	80	80	80	80	80
Capital Grants	5,578	4,091	1,007	647	647	897	697	647	647	647	647
Payments											
Payment for Property, Plant and Equipment	(8,021)	(10,795)	(4,227)	(3,458)	(2,371)	(3,296)	(3,731)	(2,611)	(3,001)	(3,543)	(3,881)
Net Cash Flow from Investing	(2,425)	(6,679)	(3,140)	(2,731)	(1,644)	(2,319)	(2,954)	(1,884)	(2,274)	(2,816)	(3,154)
Cash flows from Financing											
Receipts											
Proceeds from Borrowings											
Repayment of Borrowings	(341)	(356)	(1,872)	(389)	(407)	(425)	(444)	(464)	(485)	(507)	(530)
Repayment of Lease Liabilities	(12)	0	(12)	(12)	(12)	(12)	(12)	(12)	(12)	(12)	(12)
Net Cash from Financing	(353)	(356)	(1,884)	(401)	(419)	(437)	(456)	(476)	(497)	(519)	(542)
Net Increase (Decrease) in Cash	1,565	(3,909)	(1,952)	265	1,473	822	211	1,304	939	422	109
Cash at Beginning of Period	8,692	7,646	3,737	1,784	2,049	3,523	4,345	4,555	5,859	6,798	7,220
Cash at End of Period	10,257	3,737	1,784	2,049	3,523	4,345	4,555	5,859	6,798	7,220	7,330

9 NET FINANCIAL LIABILITIES

What is owed to others less money held, invested or owed to Council

Calculated as:

Total Liabilities or Net financial liabilities (from Balance Sheet/Statement of Financial Position)

Less: Financial Assets (Current cash and cash equivalents, Current trade & other receivables, Current other financial assets, Non-current financial assets)

Year Ending 30 June:	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 1 Budget \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000
Financial Liabilities	11,507	11,969	10,857	9,169	8,780	8,373	7,949	7,504	7,040	6,555	6,048	5,518
Financial Assets	9,661	11,410	4,532	2,579	2,844	4,318	5,140	5,350	6,654	7,593	8,015	8,125
Net Financial Liabilities	(1,846)	(560)	(6,325)	(6,590)	(5,936)	(4,056)	(2,809)	(2,154)	(387)	1,038	1,967	2,606

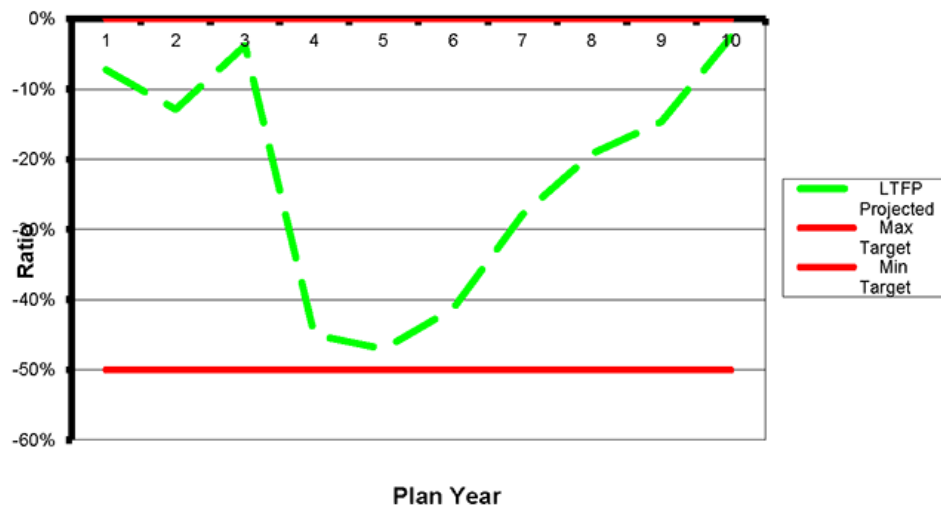
10 NET FINANCIAL LIABILITIES RATIO

How significant is the net amount owed compared with income.

This ratio indicates the extent to which net financial liabilities of a Council could be met by its operating revenue. Where the ratio is falling over time indicates that the Council's capacity to meet its financial obligations from operating revenue is strengthening. However a Council with a healthy operating surplus may decide to allow its net liabilities ratio to increase in order to provide additional services to its community through the acquisition of additional assets without detracting from its financial sustainability.

Year Ending 30 June:	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0 Actual \$'000	Year 0 Actual \$'000	Year 1 Budget \$'000	Year 2 Plan \$'000	Year 3 Plan \$'000	Year 4 Plan \$'000	Year 5 Plan \$'000	Year 6 Plan \$'000	Year 7 Plan \$'000	Year 8 Plan \$'000	Year 9 Plan \$'000	Year 10 Plan \$'000
Net Financial Liabilities	(1,846)	(560)	(6,325)	(6,590)	(5,936)	(4,056)	(2,809)	(2,154)	(387)	1,038	1,967	2,606
Operating Revenue	14,313	14,715	14,058	14,013	14,377	14,555	14,636	14,717	14,797	14,881	14,966	15,050
Net Financial Liabilities Ratio	-13%	-4%	-45%	-47%	-41%	-28%	-19%	-15%	-3%	7%	13%	17%

Break O'Day Council - Net Financial Liabilities Ratio from FYE 2020 to FYE 2030



11 UNDERLYING SURPLUS/(DEFICIT)

The difference between recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) for a financial year less the recurrent expenses for the financial year.

Year Ending 30 June:	2019 Year 0 Actual \$'000	2020 Year 0 Actual \$'000	2021 Year 1 Budget \$'000	2022 Year 2 Plan \$'000	2023 Year 3 Plan \$'000	2024 Year 4 Plan \$'000	2025 Year 5 Plan \$'000	2026 Year 6 Plan \$'000	2027 Year 7 Plan \$'000	2028 Year 8 Plan \$'000	2029 Year 9 Plan \$'000	2030 Year 10 Plan \$'000
Recurrent income	14,313	14,715	14,058	14,013	14,377	14,555	14,636	14,717	14,797	14,881	14,966	15,050
Recurrent expenses	13,114	14,263	14,591	14,789	14,729	14,766	14,784	14,829	14,860	14,899	14,936	14,972
Underlying Surplus/(Deficit)	1,199	452	(533)	(775)	(352)	(212)	(148)	(112)	(63)	(18)	30	78

12 UNDERLYING SURPLUS RATIO

The underlying surplus or deficit for a financial year divided by the recurrent income (not including income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature) of a council for the financial year

Year Ending 30 June:	2019 Year 0 Actual \$'000	2020 Year 0 Actual \$'000	2021 Year 1 Budget \$'000	2022 Year 2 Plan \$'000	2023 Year 3 Plan \$'000	2024 Year 4 Plan \$'000	2025 Year 5 Plan \$'000	2026 Year 6 Plan \$'000	2027 Year 7 Plan \$'000	2028 Year 8 Plan \$'000	2029 Year 9 Plan \$'000	2030 Year 10 Plan \$'000
Underlying Surplus (Deficit)	1,199	452	(533)	(775)	(352)	(212)	(148)	(112)	(63)	(18)	30	78
Recurrent income	14,313	14,715	14,058	14,013	14,377	14,555	14,636	14,717	14,797	14,881	14,966	15,050
Operating Surplus Ratio	8%	3%	-4%	-6%	-2%	-1%	-1%	-1%	0%	0%	0%	1%

13 ASSET CONSUMPTION RATIO

The average proportion of "as new condition" left in assets.

This ratio shows the written down current value of Council's depreciable assets relative to their "as new" value in up to date prices.

This ratio highlights the aged condition of Council's assets. If a Council is responsibly maintaining and renewing and replacing its assets then the ratio would be relatively high. However, it makes no sense financially to replace perfectly serviceable assets just because they are old. Providing a Council is operating sustainably it will be in a strong financial position to be able to fund the future renewal or replacement of assets when necessary.

Council's Target – between 40% and 80%. That is Council's assets have between 80% and 40% of their useful life left.

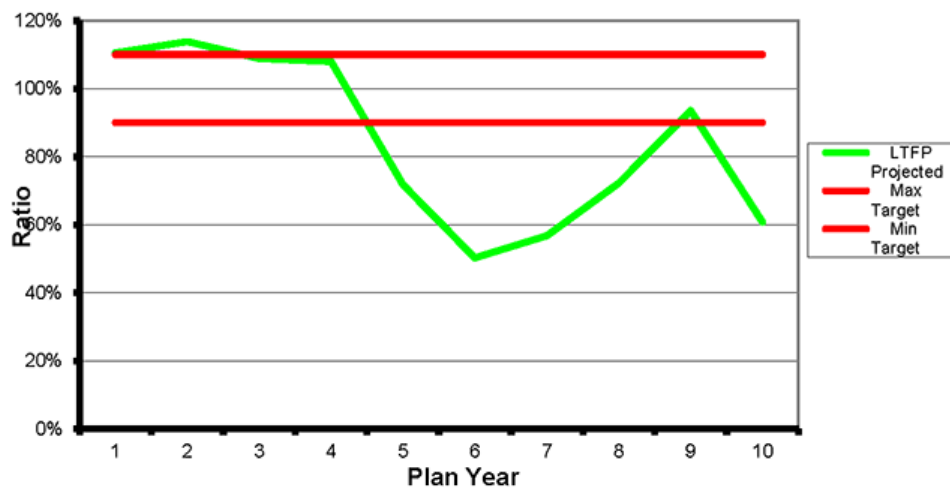
Year Ending 30 June:	2019 Year 0 Actual \$'000	2020 Year 0 Actual \$'000	2021 Year 1 Budget \$'000	2022 Year 2 Plan \$'000	2023 Year 3 Plan \$'000	2024 Year 4 Plan \$'000	2025 Year 5 Plan \$'000	2026 Year 6 Plan \$'000	2027 Year 7 Plan \$'000	2028 Year 8 Plan \$'000	2029 Year 9 Plan \$'000	2030 Year 10 Plan \$'000
Assets as new value	204,809	208,768	216,308	217,856	219,439	219,692	220,293	220,533	220,876	221,179	221,482	221,785
Assets written down value	144,850	154,922	148,149	148,529	148,238	146,861	146,431	146,429	145,314	144,587	144,403	144,557
Asset Consumption Ratio	71%	74%	68%	68%	68%	67%	66%	66%	66%	65%	65%	65%

14 ASSET RENEWAL FUNDING RATIO

Means an amount that is the current value of projected capital funding outlays for an asset divided by the value of projected capital expenditure funding for the asset.

Year Ending 30 June	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	Year 0 Actual	Year 0 Actual	Year 1 Budget	Year 2 Plan	Year 3 Plan	Year 4 Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Asset Management Plan recommended Capital Expenditure on Renewal/Replacement of Existing Assets	3,442	3,732	3,732	3,732	3,732	3,732	3,732	3,732	3,732	3,732	3,732	3,732
Capital Expenditure on Renewal/Replacement of Existing Assets accommodated in LTFF	3,918	4,062	4,028	2,679	1,875	2,118	2,695	3,491	2,268	2,698	3,240	3,578
Difference in Asset Renewal/Replacement proposed in AMP and accommodated in LTFF	476	330	296	(1,053)	(1,857)	(1,614)	(1,037)	(241)	(1,464)	(1,034)	(492)	(154)

Break O'Day Council - Asset Renewal Funding Ratio for
FYE 2020 to FYE 2030



15 ASSET SUSTAINABILITY RATIO

Are assets being replaced at the rate they are wearing out.

This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate the assets are wearing out. It is calculated by measuring capital expenditure on renewal or replacement of assets relative to the recorded rate of depreciation of assets for the same period.

If capital expenditure on renewing or replacing existing assets is at least equal to depreciation on average over time then a Council is ensuring the value of its assets is maintained. If capital expenditure on existing assets is less than depreciation it is likely it is under spending on renewal and replacement of assets and will eventually be confronted with failed assets and a significant renewal and replacement costs that cannot be accommodated for within a short period.

Council's Target – is 100%. That is Council spending an amount each year equivalent to the depreciation expenses on asset renewal.

Year Ending 30 June:	2019 Year 0 Actual \$'000	2020 Year 0 Actual \$'000	2021 Year 1 Budget \$'000	2022 Year 2 Plan \$'000	2023 Year 3 Plan \$'000	2024 Year 4 Plan \$'000	2025 Year 5 Plan \$'000	2026 Year 6 Plan \$'000	2027 Year 7 Plan \$'000	2028 Year 8 Plan \$'000	2029 Year 9 Plan \$'000	2030 Year 10 Plan \$'000
Capital Expenditure on renewal or replacement	3,918	4,062	4,028	2,679	1,875	2,118	2,695	3,491	2,268	2,698	3,240	3,578
Depreciation	3,442	3,733	3,659	3,847	3,749	3,747	3,726	3,733	3,727	3,728	3,727	3,727
Asset Sustainability Ratio	114%	109%	110%	70%	50%	57%	72%	94%	61%	72%	87%	96%

16 LOAN REPAYMENT SCHEDULE

Summary of Borrowings & Repayments for the Years Ending 30 June 2019 to 30 June 2036

Year Ending 30 June:	2020 Year 0 Actual \$'000	2021 Year 1 Budget \$'000	2022 Year 2 Plan \$'000	2023 Year 3 Plan \$'000	2024 Year 4 Plan \$'000	2025 Year 5 Plan \$'000	2026 Year 6 Plan \$'000	2027 Year 7 Plan \$'000	2028 Year 8 Plan \$'000	2029 Year 9 Plan \$'000	2030 Year 10 Plan \$'000	2031 \$'000	2032 \$'000	2033 \$'000	2034 \$'000	2035 \$'000	2036 \$'000
Borrowings																	
Balance at beginning of period	8,825	8,484	8,128	6,256	5,867	5,460	5,036	4,591	4,127	3,642	3,135	2,605	2,051	1,472	867	341	33
Loans drawn down	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Principal Repayments	(341)	(356)	(1,872)	(389)	(407)	(425)	(444)	(464)	(485)	(507)	(530)	(554)	(579)	(605)	(526)	(308)	(16)
Total Borrowings at End of Period	8,484	8,128	6,256	5,867	5,460	5,036	4,591	4,127	3,642	3,135	2,605	2,051	1,472	867	341	33	17
Repayments																	
Interest repayments	321	305	289	273	255	237	218	198	177	155	132	108	83	56	30	10	1
Principal Repayments	341	356	1,872	389	407	425	444	464	485	507	530	554	579	605	526	308	16
Total Loan Repayments	662	662	2,162	662	662	662	662	662	662	662	662	662	662	662	556	318	17

17 DEPRECIATION SCHEDULE

As at 30 June:	2020 Year 0 Actual \$'000	2021 Year 1 Budget \$'000	2022 Year 2 Plan \$'000	2023 Year 3 Plan \$'000	2024 Year 4 Plan \$'000	2025 Year 5 Plan \$'000	2026 Year 6 Plan \$'000	2027 Year 7 Plan \$'000	2028 Year 8 Plan \$'000	2029 Year 9 Plan \$'000	2030 Year 10 Plan \$'000
Historical Assets											
Depreciation											
Renewal											
New											
Buildings											
Depreciation	247	248	254	248	248	247	255	248	248	247	247
Renewal	758	290	105	360	65	155	130	120	100	120	70
New	67	448	70	40	-	500	50	40	-	-	-
Roads & Streets											
Depreciation	1,887	1,890	1,932	1,911	1,903	1,887	1,889	1,889	1,889	1,889	1,889
Renewal	1,855	2,387	1,728	930	1,360	1,360	1,360	1,360	1,360	1,360	1,360
New	178	2,711	1,445	960	-	90	90	90	90	90	90
Bridges											
Depreciation	451	451	451	451	451	451	451	451	451	451	451
Renewal	532	522	253	83	-	392	1,213	-	450	972	1,360
New	-	-	-	-	-	-	-	-	-	-	-
Plant & Equipment											
Depreciation	373	421	390	373	373	373	373	373	373	373	373
Renewal	467	255	272	373	373	373	373	373	373	373	373
New	339	120	-	-	-	-	-	-	-	-	-
Stormwater Infrastructure											
Depreciation	375	376	379	375	379	378	375	376	378	378	378
Renewal	192	50	50	50	50	50	50	50	50	50	50
New	83	312	30	280	250	10	100	213	213	213	213
Furniture & IT											
Depreciation	151	155	153	151	151	151	151	151	151	151	151
Renewal	54	54	52	59	52	151	151	151	151	151	151
New	55	24	3	3	3	1	-	-	-	-	-
Land Improvements											
Depreciation	214	254	263	214	218	214	214	214	214	214	214
Renewal	204	470	219	20	218	214	214	214	214	214	214
New	3,237	3,925	-	300	-	-	-	-	-	-	-
Amortisation of Municipal Valuation	25	25	25	25	25	25	25	25	25	25	25
Renewal						150					
Total Depreciation	3,723	3,821	3,847	3,749	3,747	3,726	3,733	3,727	3,728	3,727	3,727
Total Renewal	4,062	4,028	2,679	1,875	2,118	2,695	3,491	2,268	2,698	3,240	3,578
Total New	3,959	7,540	1,548	1,583	253	601	240	343	303	303	303
Total New & Renewal	8,021	11,568	4,227	3,458	2,371	3,296	3,731	2,611	3,001	3,543	3,881

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Manager Corporate Services, Bob Hoogland
FILE REFERENCE	0180\007\001\
ASSOCIATED REPORTS AND DOCUMENTS	Financial Reports as at 30 September 2020 with recommended budget amendments

OFFICER'S RECOMMENDATION:

That Council receive the Budget Estimates 2020-2021 Review as at 30 September 2020 and the following variances be applied to the original 2020-2021 budget as set by Council Minute:

Amend Capital Expenditure	\$
Carried forward changes (various inc. MTB Stacked Loops & Mortys Car Park)	806,595
New Items:	
CC730 Increase Old Tas Hotel Upgrade	50,000
Upgrade Light Towers St Helens Rec Grounds	5,000
Second transformer St Helens Rec Grounds	10,000
St Helens Foreshore Shared Track (grant funded)	185,000
Tourist Information signage (grant funded)	9,000
Kirwans Beach footpath (grant funded)	35,000
Scamander footpath (grant funded)	108,167
CH105 Binalong Bay footpath (grant funded)	40,239
CH225 Four Mile Creek Road Bridge	80,000
CI135 St Helens Point Road Pavement remediation (grant funded)	170,000
Flagstaff Road/MTB Trail Head Sealing (grant funded)	100,000
	792,406
TOTAL CAPITAL ADJUSTMENT (Increase capital expenditure)	\$1,599,001
Amend Operating Revenue	
1767 – Contributions – Fingal Neighbourhood House for Old Tas Hotel	50,000
1792 – Financial Assistance Grants – including reduction in FAGs \$73K and balance received in advance	(1,560,340)
1794 – Operating Grants – Recreational Trail Strategy	30,000
1791 – Capital Grants – Georges Bay Walking Trail (recognised in 2019/2020)	(315,000)
1791 – Capital Grants – Blackspot Funding – new grant	200,000
1791 – Capital Grants – LRCI Funding – new grant	647,406
1791 – Capital Grants – Old Tasman Hotel – part from 2019/2020	175,000
1791 – Capital Grants – St Marys Flood Mitigation – part from 2019/2020	40,000
1791 – Capital Grants – MTB Trails - Federal – part from 2019/2020	717,047
1791 – Capital Grants – MTB Trails - State – part from 2019/2020	50,000
1791 – Capital Grants – Shade structure – Flagstaff Trailhead – new grant	15,000
Revenue Adjustment (increase)	\$49,113

Amend Operating Expenditure	
1997 – Professional Fees – Capital Projects – Recreational Trail Strategy	30,000
Expenditure Adjustment (increase)	\$30,000
TOTAL OPERATING ADJUSTMENT	\$19,113
TOTAL BUDGET ADJUSTMENT	\$1,618,114

INTRODUCTION:

The 2020/2021 budget has been reviewed by management, with changes reflecting corrections to actual verses expected carried forward capital projects and recognising additional grant funds.

PREVIOUS COUNCIL CONSIDERATION:

The original 2020/2021 budget was presented to Council and adopted by Council. Monthly financial statements have been reported to Council. This matter has not previously been considered by Council.

This review was considered at a recent Council Workshop and by the recent meeting of Council's Audit Panel

OFFICER'S REPORT:

The 2020/2021 budget has been reviewed by management, with changes reflecting corrections to actual verses expected carried forward capital projects and recognising drought community grant funds.

At the time of the preparation of the budget, reviews were undertaken with respect to capital projects which would be completed by the end of the financial year and works to be carried over. Management are now able to properly budget for these projects carried over from 2019/2020 and the budget amended accordingly. In general, amendments are not made to the operating budget however significant additional grants were received and changes to accounting treatment of previous grants received so this has been recognised in this review.

The expenditure of these grant funds on capital projects is also recognised and some additional capital projects adopted by Council subsequent to the budget are also recommended for incorporating into the budget review.

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

Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Section 82 of the *Local Government Act 1993*.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

As identified in the report.

VOTING REQUIREMENTS:

Absolute Majority.

Budget Estimates

2020-2021

Review @ 30 September 2020



Version 1 –Adopted 22 June 2020

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1. Trading Account Summary

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

CASH AT BEGINNING OF PERIOD	11,633,829
TOTAL INCOME FOR PERIOD	3,143,703
TOTAL AVAILABLE FUNDS	14,777,532
LESS TOTAL EXPENDITURE	2,025,260
CASH AT END OF PERIOD	12,752,272
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	14,669

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.

2. Profit & Loss Statement

		Year to Date Actual	Year to Date Budget	Revised 2020-2021 Budget	% of Annual Budget used	Comments
1600	Revenues					
1610	Rates in Advance	-				
1611	General Rate	7,442,002	7,389,216	7,389,216	101%	
1612	Waste Charges	1,229,831	1,226,004	1,226,004	100%	
1613	Fire Levy	365,476	364,927	364,927	100%	
1614	Tips & Transfer Stations	33,976	43,775	175,100	19%	
1615	Recycling Charges	254,003	253,592	253,592	100%	
	Early Settlement Discounts	(157,645)	(130,000)	(130,000)	121%	
1617	Wheelie Bin Charges	454,777	452,119	452,119	101%	
	Total Rates	9,622,420	9,599,633	9,730,958	99%	
	Environmental Health					
1621	Waste Disposal Fees	-		-		
1622	Inspection Fees	-	1,500	6,000	0%	
1623	Health/Food Licence Fees and Fines	150	1,000	14,000	1%	
1624	Immunisations	-	-	1,000	0%	
1625	Sampling	-		-		
1626	Place of Assembly Licence	-	-	-		
	Total Environmental Health	150	2,500	21,000	1%	
	Municipal Inspector					
1631	Kennel Licences	(100)	-	1,200	-8%	
1632	Dog Registrations	7,288	5,000	50,100	15%	
1633	Dog Impoundment Fees & Fines	218	625	2,500	9%	
1634	Dog Replacement Tags	55	-	-		
1635	Caravan Fees and Fines	64,350	49,000	50,000	129%	
1636	Fire Abatement Charges	-	-	2,000	0%	
1637	Infringement Notices	146	4,375	17,500	1%	
	Total Municipal inspector	71,957	59,000	123,300	58%	
	Building Control Fees					
1641	Building Fees	5,330	7,500	30,000	18%	
1642	Plumbing	7,023	12,500	50,000	14%	
1643	Building Search Fees	-	300	1,200	0%	
1644	Permit Administration	4,925	8,750	35,000	14%	
1645	Building Inspections	8,864	10,000	40,000	22%	
1646	Plumbing Inspections	-		-		
1647	Certificates of Likely Compliance	5,836	5,500	22,000	27%	

2020 – 2021 Budget Estimates

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		Year to Date Actual	Year to Date Budget	Revised 2020-2021 Budget	% of Annual Budget used	Comments
1649	Privately Certified Permit Fee	-		-		
1650	Private Building Surveying Fees and Similar	-		-		
1651	Development Application Fees	26,425	12,500	50,000	53%	
1652	Planning Scheme	-	-	-		
1653	Subdivision Fees	-	875	3,500	0%	
1654	Advertising Fee	24,825	12,500	50,000	50%	
1655	Adhesion Orders	-	125	500	0%	
1656	Engineering Fees	2,354	500	2,000	118%	
1657	Public Open Space	-		-		
1658	Illegal Building Fees	-	-	-		
	Total Planning & Building Control Fees	85,581	71,050	284,200	30%	
	Government Fees Levies					
1661	B.C.I Training Levy	4,826	7,500	30,000	16%	
1662	Building Permit Levy	2,413	4,250	17,000	14%	
1663	132 & 337 Certificates	24,294	20,000	80,000	30%	
1664	Section 137 Property Sales	2,659	-	-		
1665	SES Contributions	-	-	-		
1666	Right to Information	41	-	-		
	Total Government Fees Levies	34,233	31,750	127,000	27%	
	Investment Income					
1671	Interest Income	9,496	25,000	150,000	6%	
1674	Guarantee Fees-TasWater	-	-	-		
1675	Tax Equivalents-TasWater	-	-	-		
1676	Dividends - TasWater	-	-	194,000	0%	
	Total Investment Income	9,496	25,000	344,000	3%	
	Sales Hire & Commission					
1681	Sales	8,026	8,932	127,600	6%	
1682	Commission	3,828	3,330	16,491	23%	
1683	Equipment Hire	-	-	-		
1684	Facilities and Hall Hire	8,486	1,650	55,000	15%	
1685	Facilities Leases	12,995	18,500	75,000	17%	
1686	Public Liability Blanket Cover	-	-	-		
1687	History Room Other Income	-	250	1,000	0%	
	Total Sales Hire & Commission	33,335	32,662	275,091	12%	

		Year to Date Actual	Year to Date Budget	Revised 2020-2021 Budget	% of Annual Budget used	Comments
	Other Income					
1761	Late Payment Penalties inc Interest	18,291	26,000	100,000	18%	
1763	Heavy Vehicle Contributions	-	-	-		
1765	Private Works	67,739	5,000	20,000	339%	Construction of Cunningham St Jetty
1766	Cemetery	1,755	6,250	25,000	7%	
1767	Contributions	1,177	-	50,000	2%	\$50k from Fingal neighbourhood house for Old Tasmanian Hotel upgrade
1768	Miscellaneous Income	45	-	-		
	Total Other Income	89,007	37,250	195,000	46%	
	Reimbursements					
1771	Collection Costs	-	-	-		
1772	Insurance Recoveries	-	-	-		
1773	Workers Comp. Recoveries	-	500	2,000	0%	
1774	Training Fees Re-imbursements	-	-	-		
1775	Roundings	(135)	-	-		
1776	Miscellaneous Reimbursements	3,564	1,250	5,000	71%	
1778	GST free reimbursements	3,263	-	-		
	Total Reimbursements	6,692	1,750	7,000	96%	
	Gain or Loss on Sale of Assets					
1781	Profit or Loss on Sale of Assets	-	-	25,000	0%	
	Total Gain or Loss on Sale of Assets	-	-	25,000	0%	
	Grant Income					
	Operating Grants					
1792	Financial Assistance Grant	355,018	373,463	1,420,071	25%	Received \$1,487k in advance June 2020 plus reduced overall FAGs \$73k
1794	Recreational Trails Strategy	-	-	30,000	0%	Recreational Trails strategy \$15k for 2 years
1794	Learner Driver Mentor Grant	20,032	20,000	20,000	100%	
1796	NRM Facilitator	-	-	-		
	Total Operating Grants	375,050	393,463	1,470,071	26%	

		Year to Date Actual	Year to Date Budget	Revised 2020-2021 Budget	% of Annual Budget used	Comments
	Capital Grants					
1791	Roads to Recovery	27,000	27,000	971,000	3%	
1791	DCF Round 2 Projects	500,000	500,000	1,000,000	50%	
1791	CDG Georges Bay Walking Trail	-	-	1,785,000	0%	Received \$315k 2019/20
1791	Turf Mower	-	-	20,000	0%	
1791	Blackspot Funding	-	-	200,000	0%	New grant
1791	LRCI Funding	-	-	647,406	0%	New grant
1791	Old Tasman Hotel	-	-	175,000	0%	Part grant received prior year
1791	St Marys Flood Mitigation	-	-	40,000	0%	Part grant received prior year
1791	Other Grants	2,979	-	-		
1791	MTB Trails - Federal	-	-	717,047	0%	Part grant received prior year
1793	MTB Trails - State	-	-	50,000	0%	Part grant received prior year
1793	Shade structure - Flagstaff Trailhead	-	-	15,000	0%	New grant
	Total Capital Grants	529,979	527,000	5,620,453	9%	
	Total Revenue	10,857,900	10,781,058	18,223,073	60%	
	Expenses					
	Employee Costs					
1811	Salaries and Wages	825,006	874,849	3,791,012	22%	
1812	On Costs	361,953	388,579	1,683,844	21%	
1813	Overtime Payments	15,299	9,385	37,540	41%	
	Total Employee Costs	1,202,258	1,272,813	5,512,396	22%	
	Energy Costs					
1851	Electricity	29,536	34,530	143,875	21%	
	Total Energy Costs	29,536	34,530	143,875	21%	
	Materials and Contracts					
1861	Advertising	14,666	12,125	48,500	30%	
1862	Accom Receipts & Park Passes - Hist Rm	-	-	-		
1863	Bank Charges - GST	7,474	6,050	24,200	31%	
1864	Books Manuals Publications	410	1,023	4,090	10%	
1865	Catering	1,671	3,600	14,400	12%	
1866	Bank Charges - FREE	157	250	1,000	16%	
1867	Computer Hardware Purchase	6,401	3,000	12,000	53%	
1868	Computer Software Purchase	-	-	-		
1869	Computer Internet Charges	-	500	2,000	0%	

		Year to Date Actual	Year to Date Budget	Revised 2020-2021 Budget	% of Annual Budget used	Comments
1870	Computer Licence and Maintenance Fees	89,334	104,000	205,000	44%	
1871	Commission Paid	-		-		
1872	Corporate Membership	60,849	110,000	144,790	42%	
1873	Debt Collection	1,080	4,000	16,000	7%	
1875	Public Liability Insurance	-	-	-		
1876	Stock Purchases for Resale	1,920	8,250	45,000	4%	
1890	Equipment Hire & Leasing	6,157	9,625	38,500	16%	
1891	Equipment Maintenance and Minor Purchases	90	2,925	11,700	1%	
1893	Internet Billpay Costs	3,417	1,750	7,000	49%	
1894	IVR Charges	-		-		
1895	Licensing & Licence Costs	28,885	15,000	39,379	73%	
1896	Land & Building Rental or Leasing Costs	18,884	9,000	9,000	210%	
1897	Materials	103,751	83,861	335,445	31%	
1898	Phone Calls Rental Fax	8,615	9,773	39,090	22%	
1899	Postage/Freight	7,880	5,753	23,010	34%	
1900	Printing/Laminating	-	1,250	5,000	0%	
1901	Property Insurance	127,186	100,000	109,300	116%	
1902	Room Hire	818	313	1,250	65%	
1904	Royalties & Production Licences	-	1,250	5,000	0%	
1905	Stationery	2,622	4,125	16,500	16%	
1906	Water & Property rates Payable	23,996	33,240	105,800	23%	
1907	Loan Charges & Interest	-	-	-		
1908	Petty Cash Differences Written Off	-		-		
	Total Materials & Contracts	516,262	530,661	1,262,954	41%	
	Contractor Costs					
1971	Contractors	126,767	198,075	792,300	16%	
1972	Cleaning Contractors	39,516	47,433	189,730	21%	
1973	Waste Management Contractors	242,956	264,649	1,135,788	21%	
	Total Contractor Costs	409,238	510,157	2,117,818	19%	
	Professional Fees					
1991	Analysis Fees	-	-	-		
1992	Audit Fees	-	750	40,000	0%	
1993	Legal Fees	13,425	6,500	26,000	52%	
1994	Internal Audit Fees	-	1,625	6,500	0%	
1995	Revaluation Fees- Municipal only	6,350	7,000	28,000	23%	

		Year to Date Actual	Year to Date Budget	Revised 2020-2021 Budget	% of Annual Budget used	Comments
1996	Professional Fees - Grant funded	-	-	-		
1997	Professional Fees - Strategic Projects	-	-	100,000	0%	Recreational Trails strategy \$15k for 2 years
1998	Other Professional Fees	55,466	63,675	254,700	22%	
	Total Professional Fees	75,240	79,550	455,200	17%	
	Plant Hire					
2101	Plant Hire - Internal	160,411	129,075	516,300	31%	
2102	Plant Hire - External	-	1,375	5,500	0%	
2103	Registration and MAIB	40,429	39,672	39,672	102%	
2104	Insurance Premiums	25,431	41,773	41,773	61%	
2105	Plant Repairs & Maintenance	74,921	28,000	112,000	67%	
2140	Plant Hire Recovered	(173,681)	(180,000)	(720,000)	24%	
2141	Fuel	31,797	41,125	164,500	19%	
2142	Fuel Credit	(2,838)	(3,750)	(15,000)	19%	
2143	Fuel Write Offs	-	-	-		
	Total Plant Hire	156,470	97,270	144,745	108%	
	Government Fees & Levies					
2253	Local Government Levy	-	-	-		
2254	B.C.I Levy #See GL2257 Building Permit Levy	-	-	-		
2255	Fire Levy	91,232	91,232	365,186	25%	
2257	Building Permit Levy	1,761	3,750	15,000	12%	
2258	Land Tax	4,180	4,500	56,813	7%	
2259	Training Levy	4,818	7,500	30,000	16%	
	Total Government Fees & Levies	101,991	106,982	466,999	22%	
	Depreciation					
2301	Depreciation Land Freehold	-	-	-		
2302	Amortisation Land Leasehold	-	-	-		
2304	Depreciation Historical Assets	-	-	-		
2305	Depreciation Buildings	59,496	59,081	236,323	25%	
2306	Depreciation Roads & Streets	456,501	456,500	1,826,000	25%	
2307	Depreciation Bridges	114,150	114,150	456,600	25%	
2308	Depreciation Plant & Equipment	107,961	102,717	410,868	26%	
2309	Depreciation Minor Plant & Equipment	-	-	-		

		Year to Date Actual	Year to Date Budget	Revised 2020-2021 Budget	% of Annual Budget used	Comments
2310	Depreciation Stormwater Infrastructure	82,974	82,974	331,896	25%	
2311	Depreciation Furniture	36,015	39,351	157,405	23%	
2312	Depreciation Land Improvements	53,268	53,750	215,001	25%	
2313	Amortisation of Municipal Valuation	5,400	5,400	25,000	22%	
	Total Depreciation	915,766	913,923	3,659,093	25%	
	Other Expenses					
2401	Interest Payable	25,811	32,000	335,328	8%	
2402	Compensation to 3rd Parties	-		-		
2403	Bad & Doubtful Debts	249		-		
2404	Grants and Community Support Given	16,727	40,000	179,100	9%	
2405	Rate Remissions	157,035	155,000	156,000	101%	Includes \$99k Covid19 rate relief
2406	Commercial rate relief	-	-	-		Covid19
2407	Waiver of Fees and Lease etc	2,704	-	-		
2408	Refunds/Reimbursements	-	-	-		
2409	Council Member Expenses	587	4,500	18,000	3%	
2410	Council Member Allowances	42,954	42,289	169,158	25%	
	Total Other Expenses	246,067	273,789	857,586	29%	
	Total Expenses	3,652,829	3,819,676	14,620,665	25%	
	FAG's received prior year in advance			1,486,557		
	Net Surplus\ (Deficit) before Capital amounts	6,675,092	6,434,382	(556,488)		
	Capital Grants	529,979	527,000	5,620,453		
	Profit or Loss on Sale of Assets	-	-	25,000		
	Net Surplus\ (Deficit)	7,205,071	6,961,382	5,088,965		

3. Profit & Loss – By Department

	Month Actual	Year to Date Actual	2020-2021 Budget
Business & Corporate Services			
Total Government Fees Levies	-	41	-
Total Investment Income	4,802	9,496	344,000
Total Sales Hire and Commission	-	-	6,000
Total Reimbursements	80	500	-
Total Revenue	4,882	10,037	350,000
Total Employee Costs	61,139	178,580	817,408
Total Energy Costs	-	-	5,800
Total Materials and Contracts	21,636	242,294	497,450
Total Contractor Costs	250	619	7,900
Total Professional Fees	985	1,724	10,500
Total Plant Hire	1,623	4,785	13,573
Total Government Fees and Levies	-	-	180
Total Depreciation	10,646	31,847	157,064
Total Expenses	96,279	459,849	1,509,875
Net Surplus\ (Deficit) before Capital Income	(91,397)	(449,812)	(1,159,875)
Net Surplus\ (Deficit)	(91,397)	(449,812)	(1,159,875)
Development Services			
Total Environmental Health	-	150	21,000
Total Municipal inspector	195	64,350	59,500
Total Planning and Building Control Fees	20,316	83,013	282,200
Total Government Fees Levies	11,174	31,533	127,000
Total Sales Hire and Commission	-	161	1,300
Total Revenue	31,686	179,207	491,000
Total Employee Costs	54,015	185,707	841,637
Total Materials and Contracts	254	7,197	50,910
Total Contractor Costs	-	-	10,000
Total Professional Fees	7,017	37,838	142,700
Total Plant Hire	1,282	3,374	8,807
Total Government Fees and Levies	-	6,579	45,000
Total Depreciation	1,508	4,695	19,740
Total Other Expenses	-	1,590	34,500
Total Expenses	64,077	246,980	1,153,293
Net Surplus\ (Deficit) before Capital Income	(32,391)	(67,773)	(662,293)
Net Surplus\ (Deficit)	(32,391)	(67,773)	(662,293)

	Month Actual	Year to Date Actual	2020-2021 Budget
Community Services			
Total Other Income	1,177	1,177	-
Total Reimbursements	2,008	2,008	-
Total Operating Grants	-	20,032	20,000
Total Capital Grants	-	-	2,100,000
Total Revenue	3,185	23,217	2,120,000
Total Employee Costs	19,488	58,026	281,043
Total Materials and Contracts	310	2,277	26,950
Total Contractor Costs	25,000	25,000	30,000
Total Professional Fees	-	-	10,000
Total Plant Hire	4,457	7,112	12,744
Total Depreciation	1,175	3,525	16,212
Total Other Expenses	400	16,727	144,600
Total Expenses	50,830	112,668	521,549
Net Surplus\ (Deficit) before Capital Income	(47,645)	(89,451)	(501,549)
Net Surplus\ (Deficit)	(47,645)	(89,451)	1,598,451
Works and Infrastructure			
Total Rates	13,479	1,972,587	2,106,815
Total Municipal inspector	1,420	7,607	63,800
Total Planning And Building Control Fees	1,284	2,568	2,000
Total Sales Hire and Commission	3,761	21,849	175,000
Total Other Income	1,395	69,539	45,000
Total Reimbursements	2,345	2,345	2,000
Total Gain or Loss on Sale of Assets	-	-	25,000
Total Operating Grants	-	205,355	1,608,892
Total Capital Grants	-	27,000	1,991,000
Total Revenue	23,685	2,308,850	6,019,507
Total Employee Costs	200,182	569,801	2,682,349
Total Energy Costs	3,163	28,652	133,075
Total Materials and Contracts	64,432	179,612	493,444
Total Contractor Costs	129,037	381,287	2,065,068
Total Professional Fees	872	15,325	44,000
Total Plant Hire	55,981	137,904	99,978
Total Government Fees and Levies	871	4,180	52,354
Total Depreciation	288,758	866,690	3,442,005
Total Other Expenses	-	30,534	335,328
Total Expenses	743,297	2,213,986	9,347,600
Net Surplus\ (Deficit) before Capital Income	(719,612)	67,864	(5,319,094)
Net Surplus\ (Deficit)	(719,612)	94,864	(3,328,094)

	Month Actual	Year to Date Actual	2020-2021 Budget
Visitor Information Centre			
Total Sales Hire and Commission	2,186	7,301	79,500
Total Revenue	2,186	7,301	79,500
	-	-	
Total Employee Costs	12,536	37,620	138,312
Total Energy Costs	-	884	5,000
Total Materials and Contracts	1,564	5,923	51,700
Total Contractor Costs	-	2,332	4,850
Total Plant Hire	75	215	-
Total Government Fees and Levies	-	-	1,600
Total Depreciation	1,703	5,108	8,472
Total Expenses	15,878	52,081	209,934
Net Surplus\ (Deficit) before Capital Income	(13,692)	(44,780)	(130,434)
Net Surplus\ (Deficit)	(13,692)	(44,780)	(130,434)
Governance and Members Expenses			
Total Rates	(57,759)	7,649,833	7,624,143
Total Government Fees Levies	-	2,659	-
Total Sales Hire and Commission	3,705	4,023	13,291
Total Other Income	16,046	18,291	100,000
Total Reimbursements	61	1,839	5,000
Total Operating Grants	-	149,663	1,371,520
Total Capital Grants	500,000	502,979	-
Total Revenue	462,054	8,329,287	9,113,954
Total Employee Costs	59,294	172,524	751,646
Total Materials and Contracts	3,916	78,959	142,500
Total Professional Fees	5,126	20,353	218,000
Total Plant Hire	1,206	3,081	9,645
Total Government Fees and Levies	91,232	91,232	367,865
Total Depreciation	1,300	3,900	15,600
Total Other Expenses	14,371	197,216	343,158
Total Expenses	176,444	567,263	1,848,414
	-	-	-
Net Surplus\ (Deficit) before Capital Income	(214,390)	7,259,045	7,265,539
Net Surplus\ (Deficit)	285,610	7,762,024	7,265,539

	Month Actual	Year to Date Actual	2020-2021 Budget
Council Total			
Total Rates	(44,279)	9,622,420	9,730,958
Total Environmental Health	-	150	21,000
Total Municipal inspector	1,615	71,957	123,300
Total Planning And Building Control Fees	21,600	85,581	284,200
Total Government Fees Levies	11,174	34,233	127,000
Total Investment Income	4,802	9,496	344,000
Total Sales Hire and Commission	9,652	33,335	275,091
Total Other Income	18,619	89,007	145,000
Total Reimbursements	4,494	6,692	7,000
Total Gain or Loss on Sale of Assets	-	-	25,000
Total Operating Grants	-	375,050	3,000,411
Total Capital Grants	500,000	529,979	4,091,000
Total Revenue	527,677	10,857,900	18,173,960
Total Employee Costs	406,655	1,202,258	5,512,396
Total Energy Costs	3,163	29,536	143,875
Total Materials and Contracts	92,111	516,262	1,262,954
Total Contractor Costs	154,287	409,238	2,117,818
Total Professional Fees	14,001	75,240	425,200
Total Plant Hire	64,624	156,470	144,745
Total Government Fees and Levies	92,102	101,991	466,999
Total Depreciation	305,090	915,766	3,659,093
Total Other Expenses	14,771	246,067	857,586
Total Expenses	1,146,804	3,652,829	14,590,665
FAGS grant funds received in advance	-	-	
Net Surplus\ (Deficit) before Capital Income	(1,119,127)	6,675,092	(532,705)
Capital Income	500,000	529,979	4,116,000
Net Surplus\ (Deficit)	(619,127)	7,205,071	3,583,295

4. Income Statement

	2019-2020 Actual	Year to Date Actual	Year to Date Budget	Budget Review Sept 2020	Revised 2020-2021 Budget	Comments
INCOME						
Rates and Charges	9,850,188	9,622,420	9,599,633		9,730,958	
User Charges	1,099,845	225,256	196,962		830,591	
Grants	3,078,651	375,050	393,463	(1,530,340)	1,470,071	Received \$1,487k in advance June 2020 plus reduced overall FAGs \$73k
Other Income	420,306	95,699	39,000	50,000	202,000	
Investment Income	406,309	9,496	25,000		344,000	
Total Income	14,855,299	10,327,921	10,254,058	(1,480,340)	12,577,620	
Capital Income						
Capital grants	5,220,216	529,979	527,000	1,529,453	5,620,453	LRCI plus Blackspot funding
Profit or Loss on Sale of Assets	(318,269)	-	-		25,000	
Total Income	19,757,246	10,857,900	10,781,058	49,113	18,223,073	
EXPENSES						
Employee Expenses	4,539,148	1,202,258	1,272,813		5,512,396	
Materials and Services	4,215,435	1,288,738	1,359,150	30,000	4,591,591	
Depreciation and amortisation	3,732,684	915,766	913,923		3,659,093	
Other expenses	1,584,106	246,067	273,789		857,586	
Total Expenses	14,071,373	3,652,829	3,819,676	30,000	14,620,665	
FAG's received prior year in advance				1,486,557	1,486,557	
Net Operating Surplus\ (Deficit)	783,926	6,675,092	6,434,382	(23,783)	(556,488)	
Net Surplus\ (Deficit)	5,685,873	7,205,071	6,961,382	1,505,670	5,088,965	

5. Financial Position

	2019-2020 Actual	Year to Date Actual	Year to Date Budget	Revised 2020- 2021 Budget	Comments
Current Assets					
Cash	10,256,813	12,752,272	10,563,607	4,744,608	
Receivables	1,093,391	3,638,108	4,096,385	750,000	
Inventories	63,905	190,715	120,000	120,000	
Other Current Assets	60,433	96,391	45,000	45,000	
Total Current Assets	11,474,542	16,677,487	14,824,992	5,659,608	
Non-Current Assets					
Property Plant and Equipment	154,921,761	156,762,017	156,753,525	163,668,318	
Investment in TasWater	29,582,956	34,537,566	34,537,566	29,582,956	
Other Non-Current Assets	176,326	63,800	170,000	170,000	
Total Non -Current Assets	184,681,043	191,363,383	191,461,091	193,421,274	
Total Assets	196,155,585	208,040,870	206,286,084	199,080,882	
Current Liabilities					
Payables	1,521,387	1,936,346	1,473,540	950,000	
Trust Funds and Deposits	230,548			230,000	
Interest Bearing and Other Liabilities	368,056	329,272	329,272	356,256	
Contract Liabilities	312,847	-	-	310,000	Grants & Rates in advance
Provisions	829,258	879,536	853,572	853,572	
Total Current Liabilities	3,262,096	3,145,153	2,656,384	2,699,828	
Non-Current Liabilities					
Interest Bearing and Other Liabilities	8,128,118	8,169,452	8,169,452	7,771,862	
Lease Liabilities	29,534			30,000	
Provisions	549,757	549,756	569,414	569,414	
Total Non-Current Liabilities	8,707,409	8,719,208	8,738,866	8,371,276	
Total Liabilities	11,969,505	11,864,361	11,395,250	11,071,104	
Net Assets	184,186,080	196,176,509	194,890,834	188,009,778	
EQUITY					
Accumulated surplus	38,735,537	44,225,486	42,939,811	42,559,235	
Asset revaluation reserve	144,971,154	151,471,634	151,471,634	144,971,154	
Other reserves	479,389	479,389	479,389	479,389	
TOTAL EQUITY	184,186,080	196,176,509	194,890,834	188,009,778	
Other Reserves detailed separately	479,389	479,389	479,389	464,628	
Employee Provisions	1,379,015	1,429,292	1,422,986	1,422,986	
Unallocated accumulated surplus	8,398,409	10,843,591	8,661,232	2,856,994	
Total cash available	10,256,813	12,752,272	10,563,607	4,744,608	

Note: This reflects the cash position and does not include Payables and Receivables

6. Other Reserves

	Other Reserves 1/7/20	Reserves new 2020- 2021	Reserves used 2020- 2021	Remaining 30/6/2021
Public Open Space				
Binalong Bay	3,362			3,362
Ansons Bay	4,907			4,907
Beaumaris	2,229			2,229
Scamander	3,750			3,750
St Helens	26,242			26,242
St Marys	32,509			32,509
Stieglitz	6,752			6,752
Total Public Open Space	79,751	-	-	79,751
General Reserves				
Community Development	12,500			12,500
Fingal Tennis Court	14,500			14,500
137 Trust Seizures	372,638	-		372,638
Total General Reserves	399,638	-	-	399,638
Total Other Reserves	479,389	-	-	479,389
Grants Received in Advance				
Projectors for Stadium	14,000		0	14,000
Community Infrastructure Fund Grant	27,260		0	27,260
Flagstaff Trailhead Shade Structure	13,460		0	13,460
St Marys Flood Mitigation	56,131		(38,581)	17,550
Youth week	2,000		0	2,000
Drought & Weed Management Program	55,000		(2,823)	52,177
Georges Bay Foreshore Multi-User	116,229		(116,229)	-
Total Grants Received in Advance	284,080	-	(157,633)	126,447

7. Cash Flow Statement

	2019-2020 Actual	Year to Date Actual	Year to Date Budget	Revised 2020- 2021 Budget
CASH FLOWS FROM OPERATING ACTIVITIES				
RECEIPTS				
Operating Receipts	14,800,500	8,159,552	5,648,584	12,577,620
PAYMENTS				
Operating payments	(10,457,853)	(3,435,384)	(2,740,393)	(10,961,572)
NET CASH FROM OPERATING	4,342,647	4,724,168	2,908,191	1,616,048
CASH FLOWS FROM INVESTING ACTIVITIES				
RECEIPTS				
Proceeds from sale of Plant & Equipment	18,363	-	-	25,000
PAYMENTS				
Payment for property, plant and equipment	(8,021,282)	(2,745,688)	(3,101,413)	(12,405,650)
Capital Grants	5,577,646	529,979	527,000	5,620,453
Payments for financial assets	-	-	-	-
NET CASH FROM INVESTING ACTIVITIES	(2,425,273)	(2,215,709)	(2,574,413)	(6,760,197)
CASH FLOWS FROM FINANCING ACTIVITIES				
RECEIPTS				
Proceeds from borrowings	-	-	-	-
PAYMENTS				
Repayment of borrowings	(340,941)	(26,984)	(26,984)	(356,256)
Repayment of Lease Liabilities	(11,800)	-	-	(11,800)
NET CASH FROM FINANCING ACTIVITIES	(352,741)	(26,984)	(26,984)	(368,056)
NET INCREASE (DECREASE) IN CASH HELD	1,564,633	2,481,475	306,794	(5,512,205)
CASH AT BEGINNING OF YEAR	8,692,180	10,270,797	10,256,813	10,256,813
CASH AT END OF PERIOD	10,256,813	12,752,272	10,563,607	4,744,608

8. Capital Expenditure

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	PLANT & EQUIPMENT					
	Replacement of the following vehicles					
CI010	Turf Mower	-		40,000	40,000	Requires co-funding from SHFC
CH048	Garbage truck	-	(370,000)	370,000	-	Purchased June 2020
CH049	2nd hand back up garbage truck	131,735		120,000	120,000	Budget workshop 1/6/20
CI015	1226 Ute 2WD Tipper	-		30,000	30,000	
CI020	1316 Maintenance Van - Building Mtce Officer	-		45,000	45,000	
CI025	1294 Dual Cab Ute 4WD	-		40,000	40,000	
CI005	Small Plant - VARIOUS	30,572		42,000	42,000	
CH020	1339 Forester Wagon replacement	-	20,000	-	20,000	
CF012	1040 Dual Cab Ute 4WD	-	38,000	-	38,000	
	TOTAL PLANT & EQUIPMENT	162,307	(312,000)	687,000	375,000	
	FURNITURE & IT					
CI070	Additional sit down/stand up desks	-		2,500	2,500	
CI055	IT - Server Upgrades 2020/21	23,596		25,000	25,000	
CI075	Council Chambers New Furniture	-		15,000	15,000	\$8700 to CI065 as advised 12 Aug 2020
CI060	Desktop/Laptops/Monitors 2020/21	12,063		10,000	10,000	
CI065	Printers/Copiers - Main Office	-		12,000	12,000	
	History Room acquisition reserve	-		1,000	1,000	
CH075	Town Christmas Decorations	2,480	5,000		5,000	
CD730	Hall Furniture Replacement	-	3,000		3,000	
CH065	Audio visual equip	5,395	5,018		5,018	Chamber
	TOTAL FURNITURE & IT	43,534	13,018	65,500	78,518	
	BUILDINGS					
CC730A	Old Tasmanian Hotel - Lift	67,423		213,000	213,000	DCF Round 2 Potential Project
CC730	Old Tasmanian Hotel Upgrades in Accordance with Conservation Mgt Plan			25,000	25,000	Annual commitment to Heritage upgrades and renovations

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CC730	Old Tasmanian Hotel Upgrades in Accordance with Conservation Mgt Plan	19,220	(10,000)	50,000	40,000	Added at budget review Sept 2020 - also revenue of \$50k from Fingal neighbourhood house
CI705	St Helens Works Depot	-		20,000	20,000	New 6m X 6m store building for Community Services
CI710	St Marys Railway Station Upgrades	-		25,000	25,000	Upgrades to Building to be scoped out
CH730	Portland Hall Upgrades	37,337	36,131	50,000	86,131	Electrical Upgrades, Replace Western Facing Windows & Storage room alterations
CD815	Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building	-	89,400		89,400	Moved from Parks, Reserves and Other
CE770	Workspace Renovations - History Rooms	-	25,281		25,281	
CF705	Weldborough Amenities	-	124,550		124,550	
CH720	Four Mile Creek Community Hub	-	57,872		57,872	FOFMC
CH725	Break O Day Community Stadium - Upgrades	22,788	30,000		30,000	Roof Replacement to original amenities section
	TOTAL BUILDINGS	146,768	353,234	383,000	736,234	
	PARKS, RESERVES & OTHER					
CX805*	St Marys Sports Complex (DA 129-20)	2,146		45,000	45,000	DCF Funding - New Implement and Buggy Shed exCI805
CX810*	St Marys Sports Centre (Bowls/Golf Clubhouse)	7,553		45,000	45,000	DCF Funding - Internal Alterations
CX815*	Scamander Surf Life Saving Club	-		19,745	19,745	DCF Funding - Fitout of Amenities
CX820*	St Marys Football Ground	38,083		110,020	110,020	DCF Funding - Irrigation System
CX825*	St Marys Community Space	-		35,000	35,000	DCF Round 2 Potential Project
CX830*	Mathinna Cemetery Master Plan	-		50,000	50,000	DCF Round 2 Potential Project
CX835*	Fingal Cemetery Master Plan	-		100,000	100,000	DCF Round 2 Potential Project
CX840*	Fingal Valley Tracks	1,735		139,500	139,500	DCF Round 2 Potential Project
CX870*	Wombat Walk - Footpath Upgrade	2,903		-	-	DCF Round 2 Potential Project
CX845*	Drought Protection Plan	-		10,000	10,000	DCF Round 2 Potential Project
CI810	St Helens Sports Complex	-		50,000	50,000	Reroof and Repaint & waterproof - Athletics Building
CH870	Shade Structure - Flagstaff trail head	-		25,000	25,000	Grant \$15k
CI815	Shade Structures - Scamander Reserve	-		25,000	25,000	TBC

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CI805	Street furniture & signage	6,540	8,860	20,000	28,860	
CI820	Playground equipment replacement program	-		20,000	20,000	St Helens Foreshore - Playground Fence replacement
CI825	Playground equipment replacement program	-		50,000	50,000	10 sites at \$5K each
	St Helens rec ground	-		15,000	15,000	
CI830	Resheet airport runway	-		100,000	100,000	
	Pyengana Rec ground	-		40,000	40,000	Remediate and reseal entrance
CI835	St helens Boat Ramp Project	20,000			-	\$98308.60 total - Council \$20000 Contribution ex GST
CF135*	Georges Bay Walking Trail/St Helens Foreshore Path	1,464,690		2,223,510	2,223,510	Community Development Grant Funded \$2.1M
CH865	Swimcart to Binalong Bay - MTB Trail	5,509			-	
	Upgrade Light Towers St Helens Recreation Ground	-		5,000	5,000	Council meeting October 2020
	Install 2nd Transformer at Tully St Entrance St Helens Recreation Ground	-		10,000	10,000	Council meeting October 2020
	St Helens Foreshore Shared Way			185,000	185,000	Funded by \$647,406 LRCI grant
	Tourism Information Signage	-	-	9,000	9,000	Funded by \$647,406 LRCI grant
CH810	St Helens Cemetery Master Plan	-	49,827		49,827	
CH815	Dog exercise area St Helens Improvements	-	10,000		10,000	
CE715	Break O Day Community Stadium - External Upgrades	-	9,950		9,950	as per Council decision 10/19.17.3 Moved \$150k to CH530
CH530	Car Parking & MTB Hub - Cecilia St Carpark	9,371	297,248		297,248	as per Council decision 10/19.17.3
CH825	Cornwall Playground Upgrade (Slide Only)	-	5,000		5,000	Cornwall - Slide Only
CH840	St Helens Croquet Playing Field	-	26,332		26,332	
CF810	Fingal Cemetery Master Plan	-	40,000		40,000	
CE815	Mathinna Cemetery Master Plan	-	20,000		20,000	
CF805	Parnella/Foreshore Walkway	1,500	289,413		289,413	Moved from Footpaths
CF825	Parnella foreshore protection works	37,247			-	C/f to CF805
CG825	Streetlighting - LED Implementation	-	22,700		22,700	
CH855	Flood Levee - Groom Street, St Marys Flood Mit.	30,908	54,294		54,294	Flood Mitigation Funding

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CH860	Flood Warning System - St Marys Flood Mitigation	1,787	9,712		9,712	Flood Mitigation Funding
CF820*	Mountain Bike Trails - Poimena to Bay of Fires	10,649	-		-	
CF820A*	Mountain Bike Trails - Stacked Loops-St Helens	279,639	288,390		288,390	
	TOTAL PARKS, RESERVES & OTHER	1,920,260	1,131,726	3,331,775	4,463,501	
	ROADS					
	STREETSCAPES					
CX850*	Mathinna Streetscape Improvements	33,858		208,035	208,035	DCF Round 2 Project Grant
CE110	Scamander entrance at Wrinklers	-	192,732		192,732	
CF105	Fingal Streetscape-Stage 2	-	-		-	c/f to CI130
CI130	Fingal Streetscape - 2020/21	-	16,128		16,128	New code for 2020/21
	TOTAL STREETSCAPES	33,858	208,860	208,035	416,895	
	FOOTPATHS					
CG115	Annual replacement of damaged footpaths	16,097	30,000	15,000	45,000	Covid 19 restrictions - deferred to 2020/21
CI110	Akaroa - Akaroa Ave	-		7,200	7,200	
CI115	Akaroa - Carnnell Place	-		6,300	6,300	
CI120	Binalong Bay - Coffey Drive	-		13,000	13,000	
CI125	Binalong Bay - Barnett Close	-		7,000	7,000	
CI105	Scamander - Scamander Ave	29,264		60,000	60,000	
	St Helens - Existing Sub-division	-		125,000	125,000	southern side of GF Bridge.
	Kirwans Beach Footpath			35,000	35,000	Funded by \$647,406 LRCI grant
	Scamander Footpath	-	-	108,167	108,167	Funded by \$647,406 LRCI grant
CH105	Binalong Bay Footpath - Main Road	-	-	40,239	40,239	Funded by \$647,406 LRCI grant
CH110	Binalong Bay - Highcrest to Bevan Streets	1,458	3,000		3,000	Covid 19 restrictions - deferred to 2020/21
CH120	Scamander - Scamander Ave	16,882	26,889		26,889	
CH125	Stieglitz - Chimney Heights	2,384	3,000		3,000	completed
CF125	Medea Cove Footpath/Road options	94	63,796		63,796	Covid 19 restrictions - deferred to 2020/21
CG110	Storey St, St Marys	36,727	50,000		50,000	Covid 19 restrictions - deferred to 2020/21
	TOTAL FOOTPATHS	102,906	176,685	416,906	593,591	

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	KERB & CHANNEL					
CI160	St Helens Point Road (Parnella SW Catchment 2)	-		150,000	150,000	
CI155	Atlas Drive - Landslip Control	-		40,000	40,000	
CH155	Byatt Court, Scamander	-	46,000		46,000	Covid 19 restrictions - deferred to 2020/21
	Replacements TBA	-	22,000		22,000	Covid 19 restrictions - deferred to 2020/21
CG155	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	20,000		20,000	Covid 19 restrictions - deferred to 2020/21
CE165	Treloggen Drive, Binalong Bay	-	50,360		50,360	Covid 19 restrictions - deferred to 2020/21
	TOTAL KERB & CHANNEL	-	138,360	190,000	328,360	
	RESHEETING					
	2285-North Ansons Bay Rd	-		30,000	30,000	
	2286-North Ansons Bay Rd	-		30,000	30,000	
	40 - Anchor Rd	-		10,100	10,100	
	39 - Anchor Rd	-		10,800	10,800	
	41 - Anchor Rd	-		16,400	16,400	
CI305	906 - Ansons Bay Rd (Priory Rd)	9		9,400	9,400	
CI305	903 - Ansons Bay Rd (Priory Rd)			44,900	44,900	
CI305	910 - Ansons Bay Rd (Priory Rd)			25,800	25,800	
CI305	909 - Ansons Bay Rd (Priory Rd)			25,700	25,700	
CI305	908 - Ansons Bay Rd (Priory Rd)			18,300	18,300	
CI305	907 - Ansons Bay Rd (Priory Rd)			18,100	18,100	
CI305	904 - Ansons Bay Rd (Priory Rd)			16,000	16,000	
	46 - Church Hill Rd	-		2,800	2,800	
	1081 - Sorell St	-		6,700	6,700	
	1024 - Franks St Fingal	-		3,400	3,400	
	1187 - Honeymoon Pt Rd	-		6,200	6,200	
	1178 - Jeanerret Beach Rd	-		800	800	
	47 - Johnston Rd	-		8,100	8,100	
	1053 - Louisa St	-		2,800	2,800	
	1051 - Louisa St	-		3,700	3,700	
CI310	948 - Reids Rd	-		23,800	23,800	
CI310	946 - Reids Rd	-		20,400	20,400	
CI310	945 - Reids Rd	-		21,600	21,600	
	704 - U/N 1 Stieglitz	-		4,600	4,600	
	999 - Victoria St Part C	-		1,400	1,400	

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
	998 - Victoria St Part C	-		360	360	
	997 - Victoria St Part C	-		2,100	2,100	
CH325	2054 - Brooks Rd	173			-	
	2138 - Franks St Fingal	-	3,795		3,795	
	2258 - McKerchers Rd	-	8,190		8,190	
	2259 - McKerchers Rd	-	9,623		9,623	
	2260 - McKerchers Rd	-	2,662		2,662	
	2380 - Tims Creek Rd	-	6,880		6,880	
	2392 - Tyne Rd	-	6,370		6,370	
	2393 - Tyne Rd	-	7,262		7,262	
	2394 - Tyne Rd	-	6,166		6,166	
	2303 - Old Roses Tier Rd	-	6,848		6,848	
	2176-Honeymoon Point Rd	-	1,401		1,401	
CG310	Reids Rd	-	20,000		20,000	Only c/f \$20k
	Fingal Streets	-	6,500		6,500	
CG345	German Town Road, St Marys	-	6,980		6,980	
CG350	Dublin Town Road, St Marys	-	15,000		15,000	
	TOTAL RESHEETING	182	107,677	364,260	471,937	
	RESEALS					
	Cornwall Alexander and William Streets (North of Lennox)	-		12,000	12,000	
	1013 - Stieglitz St S/R Fingal	-		5,400	5,400	
	266 - Upper Esk Rd	-		33,800	33,800	
	1092 - Legge St Fingal	-		13,900	13,900	
	263 - Upper Esk Rd	-		47,000	47,000	
	253 - Upper Esk Rd	-		22,000	22,000	
	256 - Upper Esk Rd	-		34,000	34,000	
	254 - Upper Esk Rd	-		20,500	20,500	
	258 - Upper Esk Rd	-		36,500	36,500	
	271 - Upper Esk Rd	-		7,000	7,000	
	260 - Upper Esk Rd	-		4,000	4,000	
	370 - Penelope St	-		3,200	3,200	
	1071 - Grant St Fingal	-		18,500	18,500	
	635 - Butler St	-		1,100	1,100	
	634 - Dunn St	-		8,000	8,000	
	615 - High St Mathinna	-		4,500	4,500	
	653-Thomas St Scamander	-		5,500	5,500	
	303 - Mangana Rd	-		50,000	50,000	
	The Gardens Road	-		52,000	52,000	
CH485	951 - Reids Rd	-	7,290		7,290	Bridge approaches - new seal

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CH485	947 - Reids Rd		6,210		6,210	Bridge approaches - new seal
CH495	St Marys - Esk Main Road Storey to Groom Street - Parking Bays	-	50,000		50,000	Deferred by DSG to coincide with DSG Road Sealing Programme in 2020/2021
	TOTAL RESEALS	-	63,500	378,900	442,400	
	ROAD RECONSTRUCTION / DIGOUTS					
CI505	Walker Street, St Helens	1,475		20,000	20,000	
CI510	Mangana Road	-		60,000	60,000	
CI515	Upper Esk Road	,802		120,000	120,000	
CI520	Upper Scamander Road	903		25,000	25,000	
CI525	Gardens Road	913		15,000	15,000	
CI530	Medeas Cove Esplanade Reconstruction	2,130		250,000	250,000	
CI135	St Helens Point Road Pavement Remediation			170,000	170,000	Funded by \$647,406 LRCI grant
	Flagstaff Road/MTB Trail Head Sealing			100,000	100,000	Funded by \$647,406 LRCI grant
	ROAD CONSTRUCTION (NEW)					
	St Marys - Car Park Sealing behind St Marys Hall	-		45,000	45,000	
	Pyenganna Rec Ground Entrance Road	-		45,000	45,000	
CH545	216 - Mathinna Plains Road	-		185,000	185,000	
CI590	Road Intersection Upgrade Works	-	40,600	50,000	90,600	
	Crash Barrier - Multiple Culverts	-		50,000	50,000	
CI550	Mathinna Road Barriers B0846	-			-	
CI555	Mathinna Road Barriers B1845	-			-	
CI560	Mangana Road Culvert SW3637	-			-	
CX860*	Cornwall - Gravel Road Sealing - CAMPBELL	-		75,100	75,100	DCF Round 2 Potential Project ex CI540
CX865*	Cornwall - Gravel Road Sealing - LENNOX	-			-	DCF Round 2 Potential Project ex CI541
	Road Sealing Program	-		350,000	350,000	
	Lottah Road, Goulds County/Lottah	-		240,000	240,000	
CH580	Lottah Road - Part 4 - CH 6.8-6.95	26,733	55,195		55,195	In progress RTR funded CFWD \$20K for sealing in late Spring 2020
CG545	Rex Ct St Helens dig out	-	27,540		27,540	

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CG550	St Helens Pt Rd dig out	-	50,000		50,000	
CH505	St Helens Pt Rd (Parkside)	9,043	792,887		792,887	Project to be rescoped and requires grant funding \$375K
CH510	Atlas Drive - Retaining Wall Anchor	-	35,204		35,204	Deferred to coincide with bridge works at Georges Bay sharedway - Spring 2020
CH515	Ansons Bay Road - Gravel Stabilisation	-	17,101	30,000	47,101	
CI535	Gardens Road - Sight Distance Works	20,163	400,000		400,000	Subject to successful \$200k Black Spot funding application
	ROAD ASSET MANAGEMENT					
CH560	Road Network - Sign Replacement	-		15,000	15,000	
CG520	Beaumaris Ave	24	3,308		3,308	
CG505	St Helens Pt Rd, between Cunningham and Talbot Street	2,778	15,000		15,000	
	TOTAL ROADS OTHER	69,962	1,436,835	1,845,100	3,281,935	
	ROADS TOTAL	206,907	2,131,917	3,403,201	5,535,118	
	BRIDGES					
CI210	B2398 - Intake Bridge, Pyengana	369		220,000	220,000	Replace structure with 25T load limit
CI205	B3617 - Mt Elephant Rd	-		18,000	18,000	Replace Deck - brought forward from 2021-22
CG220	B2293 Cecilia St, St Helens	-	12,329		12,329	Reallocate to another bridge in 2020/2021
CG250	B7027 Mathinna Plains Road	-	15,000		15,000	Culvert Extension - CFWD to 2020/2021
CH205	Footpath Bridge at Fingal Culvert	16,874	17,000		17,000	completed
CG225	B2792 Four Mile Creek Road	243,317	240,000	80,000	320,000	Additional \$80k - Council decision 07/20.17.4
CH240	B2117 The Flat Road Bridge, St Marys	3,395			-	completed
	TOTAL BRIDGES	263,954	284,329	318,000	602,329	
	STORMWATER					
CI660	Minor stormwater Jobs	-		50,000	50,000	
CI655	Falmouth St St Helens	-		30,000	30,000	Penelope to Halcyon
CX855*	Alexander St Cornwall	-		61,950	61,950	DCF Round 2 Potential Project ex CI660
CI685	Treloggens Track	-		30,000	30,000	
CD655	SWMP Development	79	50,000		50,000	To Opex when complete
CG665	Freshwater Street / Lade Court (Beaumaris)	-	70,000		70,000	Install new stormwater pipe rear of Freshwater Street properties to prevent Lade Court properties flooding.
CG670	Medea St - Opposite Doepel St	-	45,000		45,000	115m of open drain

Project Code	Details	Year to Date Actual	Budget to be C/F	2020-2021 Estimate	Total New Budget + C/f	Comments
CF665	Beauty Bay Access track improvements	289	-		-	completed
CH655	Beaumaris Ave	-	25,000		25,000	New Stormwater main
	TOTAL STORMWATER	369	190,000	171,950	361,950	
	WASTE MANAGEMENT					
CI630	Rehabilitation of former Binalong Bay Tip	-		5,000	5,000	
CI620	Scamander waste oil facility	-		13,000	13,000	
CI605	St Helens WTS - test Bore	-		15,000	15,000	
CI610	Scamander WTS - Test Bores (2)	-		45,000	45,000	
CI635	Scamander WTS - Leachate Retention pond	-		20,000	20,000	
CI615	Scamander WTS - Inert Landfill	1,590		20,000	20,000	
CI625	St Marys WTS Oil Station	-		13,000	13,000	
CI640	Waste Shredder	-	30,000	20,000	50,000	
CE615	Scamander WTS retaining wall replacement	-	52,000		52,000	Contingency for potential future site modification
	Recycling facilities	-	20,000		20,000	
	WASTE MANAGEMENT TOTAL	1,590	102,000	151,000	253,000	
	Total Capital expenditure	2,745,688	3,894,224	8,511,426	12,405,650	

9. Ratios

Indicator 1 – Operating Surplus

(the difference between day to day income and expenses for the period)

An operating surplus (deficit) arises when operating revenue exceeds (or is less than) operating expenses for a period. A Council's long term financial sustainability is dependent upon ensuring that, on average, its expenses are less than its revenues. If a Council is not generating an operating surplus in most periods then it is effectively living beyond its means and is unsustainable. It will be inevitable the Council will be faced with a financial shock at some stage and be forced to either substantially raise its rates or not replace its assets and thus provide the community with a lower standard of service.

Council's Target – to make a surplus or \$nil (ie break-even)

Indicator 2 – Underlying Surplus or Deficit Ratio

(by what percentage does the major controllable income source vary from day to day expenses)

The operating surplus ratio is the operating surplus (or deficit) expressed as a percentage of general and other rates net of rate rebates and revenues from the Fire Levy.

A positive ratio indicates the percentage of rates available to fund capital expenditure. A negative ratio indicates the percentage increase required in rates to achieve a break even operating result. If in the event of a positive ratio and that amount is not being required for that particular year, it can be held over for future capital works or can be used to reduce existing debt.

Council's Target – to achieve a ratio of 0%

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Actual to Date	2020/21 Budget
Recurrent income*								
less	13,424,963	13,800,655	14,164,991	13,633,033	14,111,105	14,855,299	10,327,921	12,577,620
Recurrent expenditure	12,627,570	14,111,584	13,553,058	12,943,048	13,114,338	14,071,373	3,652,829	14,620,665
Underlying Surplus/Deficit	797,393	(310,929)	611,933	689,985	996,767	783,926	6,675,092	(2,043,045)
*Recurrent income excludes income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature.								

Indicator 3 – Net Financial Liabilities

(what is owed to others less money you already have or is owed to you)

Net financial liabilities are total liabilities less financial assets. Net financial liabilities is a broader and more appropriate measure of indebtedness than the level of borrowings as it includes all of Council's financial assets and obligations including employee entitlements and creditors. Often too much focus is placed on the level of a Council's borrowings without also considering the available financial assets (ie money in the bank). However, before considering an increase in its net debt a Council must recognize that interest associated with the debt will impact negatively on its operating result. A Council's indebtedness should be managed to ensure its liabilities and associated costs can be met comfortably from operating revenues.

Council's Target is 50% of total annual revenue

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Actual to Date	2020/21 Budget
Liquid assets less	7,774,621	7,690,697	8,298,456	10,217,110	9,582,252	11,350,204	16,390,380	5,494,608
Total Liabilities	9,882,738	10,220,119	10,735,274	11,335,055	11,506,362	11,809,054	11,864,361	11,071,104
Net Financial Liabilities	(2,108,117)	(2,529,422)	(2,436,818)	(1,117,945)	(1,924,110)	(458,850)	4,526,019	(5,576,496)

Indicator 4 – Net Financial Liabilities Ratio

(how significant is the net amount owed compared with income)

This ratio indicates the extent to which net financial liabilities of a Council could be met by its operating revenue. Where the ratio is falling over time indicates that the Council's capacity to meet its financial obligations from operating revenue is strengthening. However a Council with a healthy operating surplus may decide to allow its net liabilities ratio to increase in order to provide additional services to its community through the acquisition of additional assets without detracting from its financial sustainability.

Council's Target is 50%

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Actual to Date	2020/21 Budget
Net Financial Liabilities	(2,108,117)	(2,529,422)	(2,436,818)	(1,117,945)	(1,924,110)	(458,850)	4,526,019	(5,576,496)
Operating Revenue	13,424,963	14,855,299	13,756,903	13,633,033	14,111,105	14,855,299	10,327,921	12,577,620
Net Financial Liabilities Ratio	(15.7%)	(17%)	(18%)	(8%)	(14%)	(3%)	44%	(44%)

Indicator 5 – Asset Sustainability Ratio

(are assets being replaced at the rate they are wearing out)

This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate the assets are wearing out. It is calculated by measuring capital expenditure on renewal or replacement of assets relative to the recorded rate of depreciation of assets for the same period.

If capital expenditure on renewing or replacing existing assets is at least equal to depreciation on average over time then a Council is ensuring the value of its assets is maintained. If capital expenditure on existing assets is less than depreciation it is likely it is under spending on renewal and replacement of assets and will eventually be confronted with failed assets and a significant renewal and replacement costs that cannot be accommodated for within a short period.

Council's Target – is 100%. That is Council spending an amount each year equivalent to the depreciation expenses on asset renewal.

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Actual to Date	2020/21 Budget
Capex on Replacement/Renewal of Existing Assets	3,471,761	2,799,848	5,198,709	3,917,923	3,918,377	4,061,966	593,455	2,578,215
Annual Depreciation Expense	3,531,188	3,613,869	3,359,005	3,546,098	3,420,377	3,732,684	915,766	3,659,093
Asset Sustainability Ratio	98%	77%	155%	110%	115%	109%	65%	70%

Indicator 6 – Asset Consumption Ratio

(the average proportion of “as new condition” left in assets)

This ratio shows the written down current value of Council's depreciable assets relative to their “as new” value in up to date prices.

This ratio highlights the aged condition of Council's assets. If a Council is responsibly maintaining and renewing and replacing its assets then the ratio would be relatively high. However, it makes no sense financially to replace perfectly serviceable assets just because they are old. Providing a Council is operating sustainably it will be in a strong financial position to be able to fund the future renewal or replacement of assets when necessary.

Council's Target – between 40% and 80%. That is Council's assets have between 80% and 40% of their useful life left.

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Actual to Date	2020/21 Budget
Depreciated Replacement Cost	123,081,631	128,911,244	137,793,902	141,085,812	144,849,527	154,921,761	156,762,017	163,668,318
Current Replacement Cost	183,582,228	192,483,229	185,522,099	205,110,349	210,707,939	202,621,883	212,537,861	201,219,521
Asset Consumption Ratio	67.04%	66.97%	74.27%	68.79%	68.74%	76.46%	73.76%	81.34%

10. Plain English Guide to Council's Financial Report

The Break O'Day Council is committed to accountability. Council's financial reports are prepared in accordance with the Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, and the Local Government Act 1993, and as such, use terminology and conventions that may not be familiar to some readers.

This Plain English Guide has been developed to assist readers understand and analyse our financial reports.

What is contained in the Financial Report?

The financial report contains four (4) major disclosures, collectively known as the Financial Statements.

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Cash Flow Statement

These key documents provide an overview of the transactions that occurred during the year and a summary of the financial status of Council at the end of the year.

Comprehensive Income Statement

The Comprehensive Income Statement shows the sources of revenue earned and the operating (or day-to-day) expenses incurred during the financial year. Capital asset purchases are not included in the Statement of Financial Performance because assets have a life greater than 12 months. Instead, there is an item for "Depreciation". This value is the value of assets used up during the year. This arrangement ensures that the cost of an asset is matched to the period in which it is used rather than just the period in which it was purchased.

Balance Sheet

The Balance Sheet is a snap shot of the financial situation at 30 June. It shows in total value what the Council owns as Assets and what it owes as Liabilities. The bottom line of this Statement is Net Assets. This is the net worth of Council, built up over many years.

The assets and liabilities are separated into Current and Non-Current categories. Current means those assets or liabilities that will fall due in the next 12 months.

The items included in the Balance Sheet are:

Current Assets

- Cash and cash equivalents – Cash held in a bank, on hand as petty cash or cash register floats and bank bills or term deposits that mature within the next 12 months.
- Trade and other receivables – Monies owed to Council by ratepayers and others who have been invoiced or bills sent.
- Accrued income – Income that has been earned but not received by the 30 June such as interest.

- Prepayments – This represents payments made during the reporting year for services either in part or in full that will be delivered in a future reporting period.
- Inventories – Frequently used goods and materials purchased in advance to minimize delays in undertaking works.
- Non-current assets classified as held for sale – Represents non-current assets such as land that are ready for sale and a decision has been made to sell within the next 12 months.

Non-Current Assets

- Trade and other receivables – Monies owed to Council by ratepayers and others that are not due for payment within the next 12 months.
- Financial assets – Bank bills and term deposits that have been invested for periods longer than 12 months that also will not mature within the next 12 months.
- Investments in associates – The value of Council's equity.
- Property infrastructure, plant & equipment, land, buildings, roads, vehicles, equipment, etc. which have been built up by Council over many years.

Current and Non-Current Liabilities

- Trade and other payables – People and businesses to whom Council owes money.
- Trust funds and deposits – Money held on behalf of other people or business that will be refunded at some point in the future.
- Provisions – The accrued value of Long Service Leave and Annual Leave.
- Interest bearing loans and borrowings – The outstanding balance Council owes on Bank loans. Current interest bearing loans and borrowings represent the amount to be repaid in the financial year.

Net Assets and Total Equity

These terms describe the worth that the Council has built up over many years. Net Assets is the difference between all the assets and all the liabilities. Total Equity is the term used to describe the components of Net Assets. These components are:

- Accumulated surplus – The value of all net assets, other than those directly below, which has been accumulated over time.
- Asset revaluation reserve – The difference between the previously recorded value of assets and their current valuation.
- Statutory reserves – Funds that have restrictions placed on their use and are not readily available for use by Council.
- Discretionary reserves – Funds that Council has set aside for a specific purpose.

A reduction in total equity means that the overall value of the Municipality has fallen. There can be many reasons for this. However, it usually means that the level of new capital investment has not kept pace with depreciation. This is not unusual in the short term because of the cyclical nature of asset replacement. However, in the longer term and in the absence of a conscious decision to downsize, a reduction in total equity can be of concern.

Statement of Changes in Equity

Over the course of the year the values which make up Total Equity can change. This Statement shows the values of changes and how these changes arose.

The most important value to consider is the movement in the Accumulated Surplus. Movements arise from a reduction in the value of Council's major asset groups or an increase in liabilities.

Cash Flow Statement

The Cash Flow Statement summarises cash payments and cash received over the year. The values in this Statement may differ from those shown in the Income Statement because the Income Statement is prepared on an accrual accounting basis ie taking into account payments due but not made and money due but not received.

Council's cash arises from, and is used in, three (3) main areas:

Cash Flows from Operating Activities:

Receipts

All cash received arising from the general operations of Council. It includes rates, general trading sales and debtors, grants and interest earnings. Cash from the sale of assets for loan funds is not included.

Payments

All cash paid by Council from its bank account to staff, creditors and other persons. It does not include the costs associated with the creation or purchase of assets.

Cash Flows from Investing Activities:

The accounting term Investing Activities relates to the purchase and sale of assets such as land, buildings, plant and other long-term revenue producing assets.

Cash Flows from Financing Activities:

This is where the receipt and repayment of borrowed funds is recorded.

The bottom line of the Statement of Cash Flows is the Cash at the End of Financial Year. This shows the cash position of Council to meet its debts and other liabilities.

ACTION	DECISION
PROPONENT	Ms L McKinnon – Zumba Instructor
OFFICER	Bob Hoogland – Manager Corporate Services
FILE REFERENCE	20/22355
ASSOCIATED REPORTS AND DOCUMENTS	Letter requesting reduced fee hire

OFFICER'S RECOMMENDATION:

That Council not approve reduced facility hire rates as requested.

INTRODUCTION:

The applicant operates Zumba classes in the area and is seeking reduced hire rates for Council facilities.

PREVIOUS COUNCIL CONSIDERATION:

This matter was considered at a recent Council Workshop.

OFFICER'S REPORT:

As per the attached letter, Ms McKinnon currently provides Zumba classes in Bicheno, Fingal, St Marys, Scamander and St Helens.

Council's current adopted facility hire rate as per Fees & Charges 2020/2021 for Not For Profit Organisations is \$20 per hour. Council also has an adopted bond for Halls of \$210 and a non-refundable booking fee of \$25.

Ms McKinnon's letter indicates the nature of the Zumba classes, the benefits they provide to community and requests a reduced hire rate and waiving of the bond and booking fee.

Council endeavours to balance encouraging sporting, recreational and social opportunities for the community with users pays or at least some cost recovery of the maintenance of facilities. IT is noted that Council is already providing the community organisation/not-for-profit rate for the current facility hire.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community.

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

Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

Nil.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Absolute Majority.

ACTION	DECISION
PROPONENT	Secretary –St Helens Little Athletics
OFFICER	Bob Hoogland – Manager Corporate Services
FILE REFERENCE	20/22927
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER’S RECOMMENDATION:

That Council approve waiving the facility hire fee by amending the lease agreement to include use of the stadium toilets without charge.

INTRODUCTION:

St Helens Little Athletics has a lease agreement for the athletics field but this does not include use of the stadium, such as the toilet area.

PREVIOUS COUNCIL CONSIDERATION:

This matter was considered at a recent Council Workshop.

OFFICER’S REPORT:

St Helens Little Athletics has a lease agreement for the ongoing use of the athletics track area of the St Helens Recreation Ground which ensures use of that area without charge as per the terms of the agreement.

Little Athletics require access to toilet facilities for their events:

Dear BODC,

I am writing in regard to the hire fee associated with the use of the toilets within the stadium.

Our little athletic club requires use of the toilets for our athletes and their families during our athletic season. The use is minimal, and treated with care and respect. No other access to the stadium is required.

We are a small club, ran entirely by volunteers. Our athletes pay a fee which is almost entirely held by our state body for insurance etc. We run a weekly canteen which makes a small profit, but more so just covers costs and keeps us ticking over each week.

We keep fundraising and grants to a minimal, or only do when we are really in need of funds to make necessary upgrades.

Funds that we do have go into maintaining and upgrading our equipment so our athletes can participate in all events with the correct implements and equipment keeping us compliant and inline with safety guidelines.

This season we have been thrown the added cost of hand sanitiser, and cleaning solution to keep in line with our covid safety plan.

And now you also want to charge us the use of the toilets!

It is not viable for our club to pay.

Prior to the stadium, we believe toilets were freely accessed, as they should be within recreational grounds.

Keeping costs minimal for our families is of importance to us, such charge for toilets will see the need to reconsider our fees.

At the end of the day we are here to provide a program to help encourage physical health and well-being in a supportive environment.

We ask for your support, and wavier the fee associated with use of the toilets.

Kind Regards,

Alicia Martin
Secretary
St. Helens Little Athletics Centre

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community.

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

Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

Nil.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Absolute Majority.

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

OFFICER'S RECOMMENDATION:

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

INTRODUCTION:

This Policy is not due for review until August 2021 but has been reviewed in the context of changes identified through the external audit process

PREVIOUS COUNCIL CONSIDERATION:

Adopted 25 June 2012 – Minute No 06/12.11.9.149

Amended 29 January 2013 – Minute No 01/13.11.10.21

Amended 17 March 2014 – Minute No 03/14.11.7.052

Amended 21 March 2016 – Minute No 03/16.12.4.58

Amended 20 August 2018 – Minute No 08/18.12.6.189

This policy review was considered at the Audit Panel meeting of 7 December 2020 and recommended for Council approval.

OFFICER'S REPORT:

This Policy is not due for review until August 2021 but external audit by the Tasmania Audit Office identified inconsistencies between financial treatment and this policy. In particular, longer potential lives have been identified for road, bridge and footpath assets. On this basis, the amendment of the Policy is recommended as the amendments more properly reflect current asset recognition and depreciation practices.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO AM01 ASSET RECOGNITION AND DEPRECIATION POLICY

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

POLICY

1. BACKGROUND

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

2. POLICY STATEMENTS

2.1 Recognition and Measurement

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

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



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

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

2.2 Depreciation and Amortisation

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

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

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

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

Major depreciation periods used are listed below:

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

2.3 Revaluation

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

For infrastructure and other assets where no active market exists, fair value will be determined to be the current replacement cost of an asset less, where applicable,

accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefit of the asset. The current replacement cost of the asset will be based on the asset in its current form, not an intended future form.

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

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

2.4 Land under Roads

Land under Roads is valued by:

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

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

3. ANNUAL REPORTING

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

4. MONITORING AND REVIEW

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

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

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

Motion Number	Meeting Date	Council Decision	Comments
11/19.8.1.266	18 November 2019	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <ol style="list-style-type: none"> 1. That Council investigates the best route for a dual access, (bike/pedestrian), dual direction track between Swimcart Beach and the “yet to be built” dual access Binalong Bay Rd. track. 2. That Council seeks funding to enable this track to be built as soon as practical. 	Investigations commenced and potential route(s) are in initial stages of discussion with PWS.
11/19.13.3.274	18 November 2019	That Council consult with the St Marys Community to ascertain specific night-time usage requirement at the recreational ground, prior to giving consideration to commit \$35,000 to lighting infrastructure renewal.	<p>Resource and funding priority has been assigned to the installation of an in-ground irrigation system under the Drought Communities Program – nearing completion.</p> <p>Community consultation in relation to night time usage requirement of the recreational ground to be addressed in the near future.</p>
02/20.8.1.13	17 February 2020	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.</p>	The item refers to the St Helens foreshore playground. The playground and other foreshore infrastructure is to be considered as part of the Marine Facilities Strategy (Georges Bay). Sun shade costed as a standalone item and not included in 2020-2021 Council budget for above reason.

Motion Number	Meeting Date	Council Decision	Comments
10/20.13.3.189	19 October 2020	<ol style="list-style-type: none"> 1. That Councillors receive the letter from the residents of Lower Germantown Road and Denneys Road, St Marys. 2. That Council engage the services of a qualified Traffic Engineer to undertake an assessment of Lower Germantown and Denney's roads against AS1742 Part 4, before considering and submitting an application for a speed limit change to the Department of State Growth. 	In-progress. Road Assessment (on-site) undertaken in November by Traffic Engineer who will provide the MIDS with an assessment report in January 2021.
11/20.8.1.203	16 November 2020	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.	In-progress Item raised with State Growth for consideration and response. MIDS to advise Council in due course.
11/20.13.3.215	16 November 2020	That Council make submission for a Safety Audit of the intersection of Upper Scamander Road and the Tasman Highway under the 2021/2022 Black Spot program at cost to the programme.	In-progress and pending the timing of the next Black Spot program round – expected to be during July/Aug 2021.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
11/20.13.2.214	16 November 2020	That Council act to immediately remove the Moulting Bay jetty in the interests of public safety.	Completed

Asset Maintenance	
Facilities	<ul style="list-style-type: none"> • Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds. • Maintenance identified during inspection and managed via TRIM record. • St Helens Memorial Park toilets have been refurbished.
Town & Parks	<ul style="list-style-type: none"> • Mowing/ground maintenance – all areas. • Garden/tree maintenance and weeding where required. • Soft-fall has been replenished at playgrounds. • Footpath Maintenance and repairs where required. • Boat Ramp Inspections and cleaning. • Drought Communities Project has started with outdoor projects in St Marys and Fingal Valley.
Roads	<ul style="list-style-type: none"> • Sealed road patching – all areas • Tree maintenance pruning • Stormwater system pit cleaning and pipe unblocking • Road side slashing has commenced throughout the municipality
MTB	<ul style="list-style-type: none"> • Routine track maintenance

Weed Management – Targeted weeds	
Ansons Bay Road	<ul style="list-style-type: none"> Spanish Heath
Seymour	<ul style="list-style-type: none"> Gorse
Falmouth	<ul style="list-style-type: none"> Spanish Heath, Broadleaf
Mathinna	<ul style="list-style-type: none"> Gorse
Priory Rd	<ul style="list-style-type: none"> Gorse, Blackberry, Broom

Safer Rural Roads Program – Grant Submission in November 2020	
Ansons Bay Road – Additional Traffic Signage	Funding Contribution: State 50% at \$12,500 : Council 50% at \$12,500
Lottah Road – Road Safety Barriers	Funding Contribution: State 50% at \$45,000 : Council 50% at \$45,000
Mangana Road Culvert - Safety Barriers	Funding Contribution: State 100% at \$27,000
North Ansons Bay Road Culvert – Safety Barrier	Funding Contribution: State 100% at \$30,000

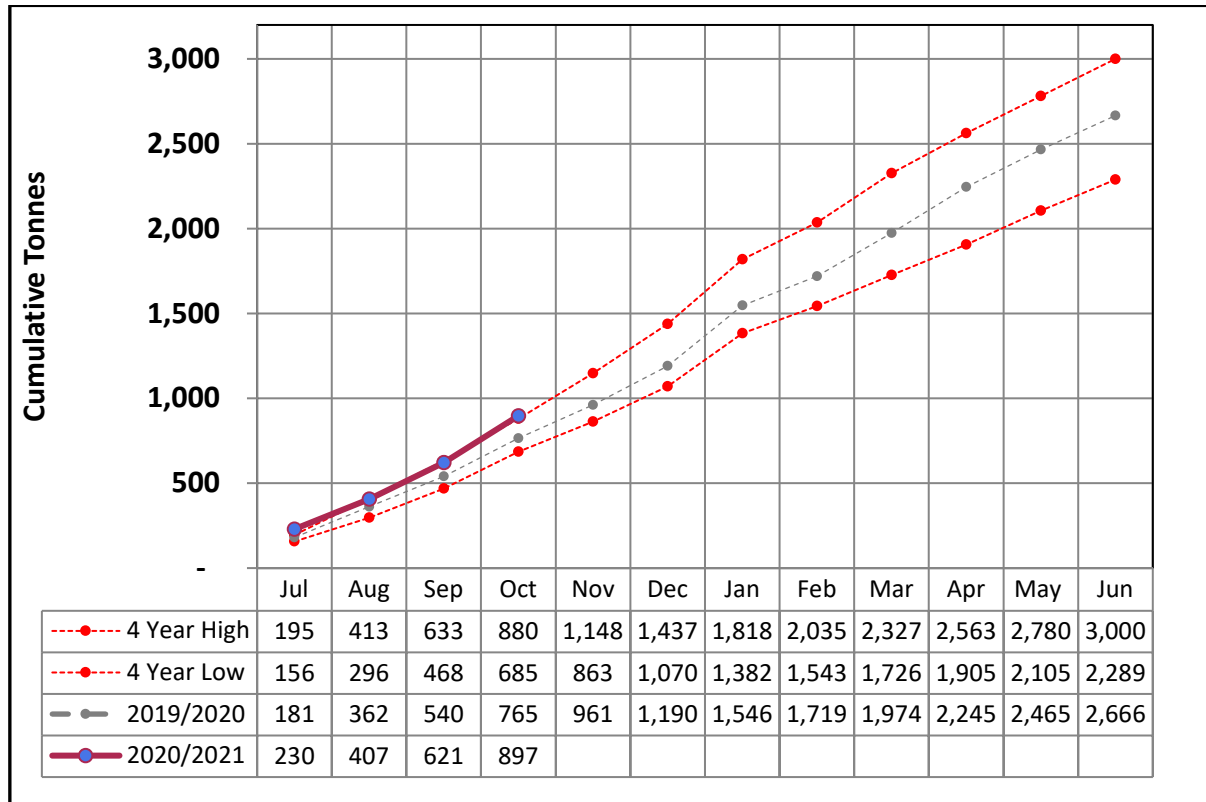
Note: Council contributions are from existing 2020-2021 capital projects.

Vulnerable Road User Program – Grant Submission – November 2020	
Medeas Cove Esp/Circassian St Intersection Improvements	Funding Contribution: State \$120,788 : Council \$63,213

Note: Council contribution is from the existing 2020-2021 capital project.

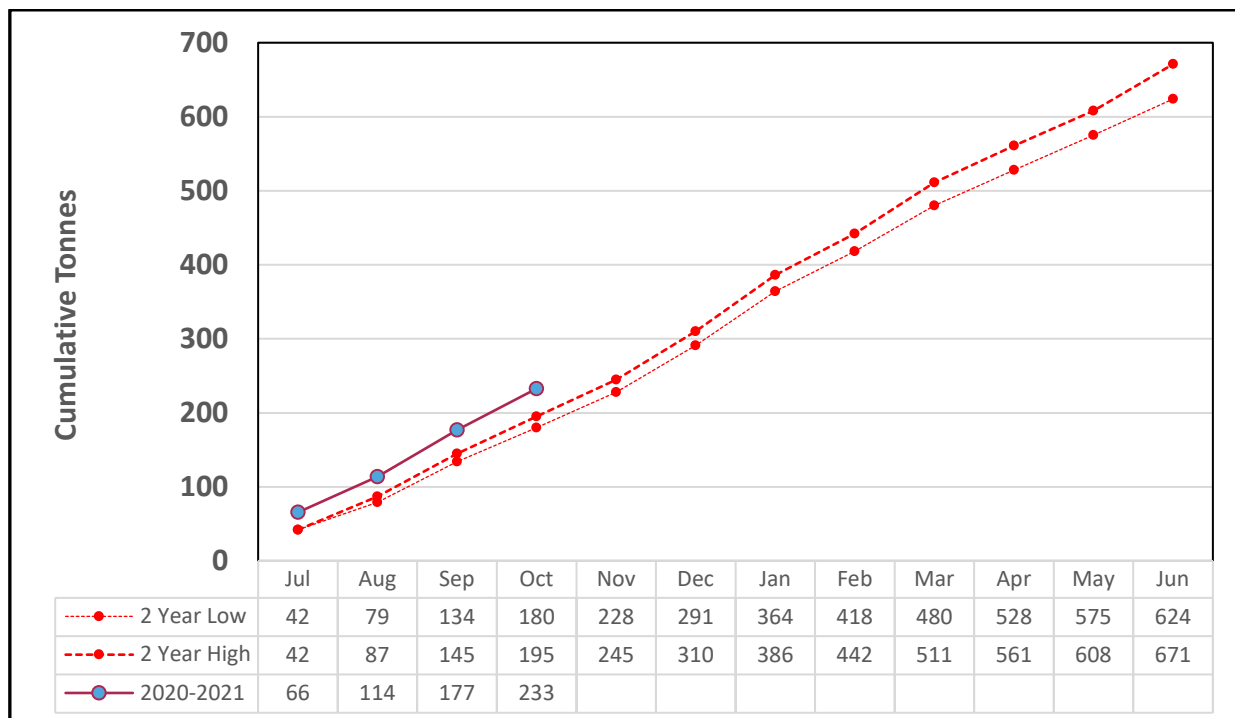
Waste Management	
Kerbside Collection – Co-mingled Recyclables	<ul style="list-style-type: none"> Stream contamination (non-recyclables) remains problematic resulting in higher cost burden to Council and rate payers.
Green Waste	<ul style="list-style-type: none"> Stockpile of composted green waste is available for sale at St Helens WTS every Wednesday and Saturday, 10am to 2pm.

Waste Management - Municipal General Waste to Copping Landfill



Note: November data unavailable at time of writing this report due to invoicing time lag beyond end of month.

Kerbside Co-Mingled Recyclables collected by JJ's Waste



Note: November data unavailable at time of writing this report due to invoicing time lag beyond end of month.

CAPITAL WORKS SUMMARY

Project	Comment
Ansons Bay Road Stabilisation	In-progress - Earthworks including verge maintenance completed. Sealing deferred to Summer/Autumn period.
Bridge 2398 Intake Bridge at Pyengana (Replacement)	Design Stage
Car Parking & MTB Hub – Cecilia St Carpark	In-progress
Lottah Road Upgrade (Part 4)	Completed
DCP Project– Cornwall Storm Water – Part B	Completed
DCP Project – Cornwall Road Sealing (Lennox & Campbell Streets)	In-progress
DCP Project – St Marys Rec Ground Irrigation System	In-progress
DCP Project – Mathinna Streetscape Improvements	In-progress
DCP Project – Mathinna Cemetery Master Plan	In-progress
DCP Project – Fingal Valley Tracks	In-progress
Flagstaff MTB Carpark and Road Sealing	Completed
Flood Levee – Groom St, St Marys	In-progress
Gardens Road Sight Distance Improvements	Tender Stage
Kerb & Channel Works Program	Request for Quotation phase.
Parnella/Foreshore Walkway	Crown Land Permit being sought.
Reids Road Re-sheeting	Completed
Road Reconstruction/Digout Works <ul style="list-style-type: none"> Walker Street St Helens Mangana Road Upper Scamander Road Gardens Road 	Completed
Road re-sealing program	In-progress
Road re-sheeting program	In-progress
Scamander WTS – Inert Landfill	In-progress: Addressing of regulatory requirements outlined by EPA for the establishment of a new inert landfill site.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

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

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour	Stieglitz	Goshen	St Helens	St Marys	TOTALS
Dogs Impounded															
Dogs in Prohibited Area		2													2
Dogs Rehomed or sent to Dogs Home				1											1
Livestock Complaints														1	1
Barking Dog								2					3		5
Bark Monitor								3	1				2	1	7
Bark Abatement Notice															
Wandering Dog or Off Lead															
Verbal Warnings	1							1					2		4
Letter/Email warnings and reminders	28	2						5			1		3	2	41
Patrol	1	2		2	1			2	5		3		12		28
Dog Attack - on another animal (Serious)															

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour	Stieglitz	Goshen	St Helens	St Marys	TOTALS
Dog Attack/Harassment - on another animal (Minor)															
Dog Attack - on a person (Serious)															
Dog Attack/Harassment - on a person (Minor)															
Dog - chasing a person															
Declared Dangerous dogs															
Dangerous Dogs Euthanised															
Unregistered Dog - Notice to Register														2	2
Dogs Registered															1501
Infringement Notice Issued				1			1								2
Pending Dog Registration Checks															
Caution Notice Issued		2													2
Verbal Warnings /Education Sheets Maps															
Infringement Notice - Disputes in Progress															
Infringement - Time Extension request															
Infringement Notice - Revoked															
Kennel Licence - No Licence															
Kennel Licence - Issued														1	1
Rooster Complaints															
Other	1			1									2	1	5
Cat Complaints															
Lost Dogs															
Illegal Camping															
TOTALS	31	8		5	1		1	13	6		4		24	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.

12/20.14.0 COMMUNITY DEVELOPMENT

12/20.14.1 Community Services Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

OUTSTANDING REPORTS:

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

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

Motion Number	Meeting Date	Council Decision	Comments
07/20.14.5.124	20 July 2020	That taking into account the community comment: 1. Council restrict the project to the area between the dune and the road referring all other matters to Parks & Wildlife Service to address as it is outside Council's leased area. 2. Council design and build a toilet facility in approximately the same location as the existing toilet facility which blends with the surrounding environment. 3. That Council utilise the existing bus shelter at Wrinklers; and 4. That Council undertake the traffic movement improvements as identified with the Traffic Impact Assessment to improve the flow of traffic at the site and to correct the issue of sight distance that has occurred since the upgrade of the Wrinklers Bridge located on the Tasman Highway.	Council received draft design of proposed toilet block – currently with staff seeking feedback.
08/20.8.2.134	17 August 2020	<i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council consider the development of a Domestic/Family and Sexual Violence Strategy in order to demonstrate our commitment to making our community safer for everyone impacted by the trauma of interpersonal violence.	To be discussed further after presentation – item for December workshop

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
10/20.14.2.192	19 October 2020	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.	Advised the St Helens Football Club of Council decision and provided letter confirming Council consented to a DA being lodged for the proposed light towers This is now complete
11/20.14.2.217	16 November 2020	That Council provide the sum of \$2,500 towards the Mannalargenna event which is being held in December, 2020.	Complete – advised of Council's contribution and funds forwarded

Council Community Grants/Sponsorship 2020-2021:

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

Updates on current projects being managed by Community Services:

St Helens Mountain Bike Network

Construction of all trails were completed in November 2020 following a visit from Glen Jacobs from World Trail who was unable to visit Tasmania since the Covid lock down in March.

The construction works program was completed on time with all 110km of trails now open and operational.

We had minor repairs to undertake on several of the trails following the heavy rains we experienced several months ago which are now all complete.

Other key works recently completed was the sealing of the carpark at the Flagstaff trail head and installation of sun shade sails in time for the summer.

We are now heading into a more dry period which will see the trail network in most part dry out and dust will become more prevalent for which we will be known for over the summer period.

The Bay of Fires Trail

The trail maintenance crew have been continuing their great work on the Bay of Fires trail working to have it in prime condition for the holiday period. The wet winter and prolonged closure of the top 20km has meant there was some extra works required to ensure the trail surface was stable and suitable for riders.

Community Events

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

2020

December

- Travis Collins – Mathinna Country Club

2021

January

- Georges Bay Dragon Boat event

March

- Ten Days on the Island – ‘If These Halls could Talk’
- Dragon Trail MTB

When International Borders revert to normal

- World Top 50 Supermodel Competition – On secret location filming

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.

Bay of Fires Master Plan

Draft brief currently being finalised in conjunction with Parks and Wildlife Services. Conversations to continue with Parks and Wildlife Services as to who will lead this process, Council’s preference is to assist Parks and Wildlife Services in the development of this Master Plan. External funding for this project will be required.

Leaner Driver Mentor Program

Get In2 Gear is back up and running and slowly working through the backlog on the waiting list.

There is a new mentor who is coming on board in a month or so, taking our numbers of mentors up to five (5).

On Road Hours:	68
Learners in the car:	6
Learners on waiting list:	6
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.

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

Motion Number	Meeting Date	Council Decision	Comments
03/20.6.4.30	16 March 2020	Break O'Day Draft Local Provisions Schedule (Tasmanian Planning Scheme) (LPS)	Officers attended meeting 30 July 2020 with Tasmanian Planning Commission for post lodgement conference for the Break O'Day draft Local Provisions Schedule (Statewide Planning Scheme). A request for further information has been received from TPC for which a response is currently being finalised.
04/20.15.3.66	20 April 2020	That Council ask the Tasmanian Government to provide it with information including the economic and social implications for Break O'Day community of possible changes to Future Potential Production Forest Land in Break O'Day municipality.	After a follow-up request no specific information has been provided to date. Research shall be conducted to inform Council, as best as can be, at a future Workshop - so Council can consider its position in the meantime, regarding the future of FPPF Land in Break O'Day.

Motion Number	Meeting Date	Council Decision	Comments
10/20.15.4.196	19 October 2020	<ol style="list-style-type: none"> 1. That Council grant \$3,000 of Drought Weeds funding to an application for support of gorse control at St Marys on the Cullenswood, Millbrook and Sunnybanks properties. 2. That the offer of Break O'Day Drought Weeds Grants to farmers continue until funds are fully committed and with proactive support to farmers to develop projects meeting the Guidelines for municipal Drought Weeds Grants 2020. 	Actioned.
11/20.15.2.219	16 November 2020	<ol style="list-style-type: none"> 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. 	<p>Annual Plan implementation of Dog Management Policy to apply strategy.</p> <p>Parks and Wildlife Services to be asked to formalise cooperation with Council.</p>
11/20.15.3.220	16 November 2020	<ol style="list-style-type: none"> 1. That Council participate in a new project addressing Lower George floodplain priorities in partnership with the Lower George Riverworks Trust. 2. That Council contribute \$4,000 towards the cost of the project plus in-kind resources. 	Project start pending execution of grant deed with SES.

COMPLETED REPORTS:

Motion Number	Meeting Date	Council Decision	Comments
01/19.8.3.6	21 January 2019	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>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.</p>	Completed.
06/20.15.3.101	22 June 2020	<p>It is recommended that Council:</p> <ol style="list-style-type: none">1. Commence a targeted review of the Strategic Land Use documents guiding future development within Break O'Day.2. Seek a return brief and fee proposal from industry specialists responding to the objectives and outlining any other key considerations and tasks considered necessary, that may not be included within the project scope for Council to consider.3. Allocate \$50,000 in the 2020-2021 Council Budget to commence the review process.4. Advise northern region Councils of its desire for a review of the Northern Tasmania Regional Land Use Strategy to occur and willingness to contribute towards a review being undertaken.	Relevant Actions Completed. Brief now Prepared.

KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS:

- ✓ Finalisation of response to Tasmanian Planning Commission in collaboration with GHD.
- ✓ Meeting attended to Planning Policy Unit and Northern Region Planners to discuss strategy for updating of Regional Land Use Strategy.
- ✓ Development Services Coordinator attended AIBS training event.
- ✓ Building Services Officer attended Abatement Inspection training - ongoing in conjunction with Northern Midlands Council.
- ✓ Advertising for Recruitment of Senior Planner - ongoing.

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 2019/2020
NPR	2	3	6	8	2								21	
Permitted	3	3	4	2	2								14	
Discretionary	10	13	22	20	27								92	
Amendment		1	1	2	1								5	
Strata		1											1	
Final Plan				4	1								5	
Adhesion	1												1	
Petition to Amend Sealed Plan					1								1	
Total applications	16	21	33	36	34								140	259

Ave Days to Approve Nett *	29.3	32.47	31.33	30.5	30.67								30.85	
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* Calculated as Monthly Combined Nett Days to Approve/Total Applications

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

November 2020

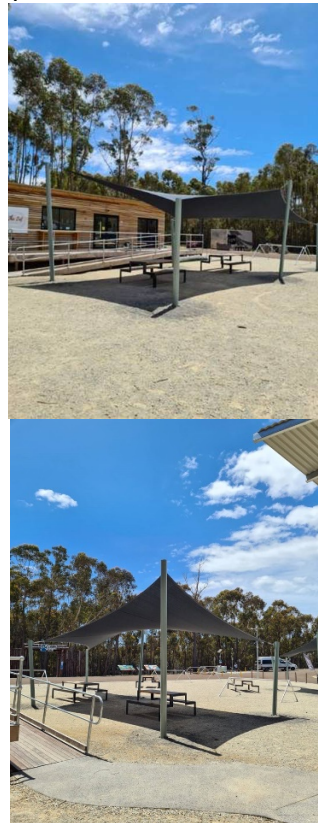
DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
216-2020	Fingal	Dwelling	S57	42	42
133-2020	Ansons Bay	Deck, Veranda & Carport & Change Outdoor Area to Living Area	S57	44	43
126-2020	Mangana	Dwelling	S57	51	27
207-2019	Binalong Bay	Change of Use - Shed to Ancillary Dwelling, New Dwelling	S57	99	43
213-2020	Ansons Bay	Dwelling	S57	41	41
202-2020	Scamander	Legalisation of Veranda	S57	42	42
225-2020	Scamander	Dwelling	S57	31	31
215-2020	Upper Esk	Demolition & New Dwelling	S57	40	40
235-2020	St Helens	Dwelling	S57	32	32
232-2020	St Helens	Garage & Workshop	S57	29	29
234-2020	Falmouth	Dwelling, Shed & Front Fence	S57	37	37
182-2020	St Helens	Change of Use - Dwelling to Visitor Accommodation	S57	37	36
226-2020	St Helens	Change of Use - Visitor & Caretaker Accommodation	S57	35	35
267-2020	Beaumaris	Petition to Amend Sealed Plan	Petition to Amend Sealed Plan	15	15
265-2020	Stieglitz	Dwelling Extension & Retrospective Change of Use 10a Outbuilding to 1a Dwelling	NPR	2	1
200-2020	Gray	Dwellings & Outbuildings	S57	71	42
020-2020 FINAL	St Helens	Final Plan of Survey - 3 Lot Boundary Adjustment	FINAL	55	55
092-2019 AMEND	Binalong Bay	Raked Ceiling, Increase in Size to Unit and Deck, Additional Window	AMEND	7	7
125-2020	St Helens	Dwelling	S57	27	26
239-2020	Stieglitz	Dwelling Additions & Alterations	NPR	34	8
111-2020	Mathinna	Legalisation of Shed Extension	S57	21	20
243-2020	St Helens	Dwelling	S57	21	21
174-2020	St Helens	Carport & Shed	S57	38	37
208-2020	Scamander	Multiple Dwellings	S57	70	35
140-2020	St Helens	Extension to Existing Car Park, Demolition of Existing Laundry Room, Relocation of Existing Shed, Internal Fence	S57	39	38
274-2020	Fingal	Dwelling	S58	21	21
187-2020	Fingal	Dwelling, Carport & Shed	S57	77	40
177-2020	Beaumaris	Shipping Container with Amenities	S57	33	33
238-2020	Lottah	Dwelling	S57	38	38
223-2020	Binalong Bay	Dwelling Additions & Carport	S57	52	40
289-2020	St Marys	Water Tank & Pump shed	S58	2	2

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
257-2020	Scamander	Dwelling	S57	33	33
281-2020	Ansons Bay	Dwelling Extension & New Deck	S57	20	20
271-2020	Falmouth	Dwelling & Outbuilding (Shed)	S57	33	33

TOTAL: 34

BUILDING REPORT

Projects Completed in the 2020/2021 financial year

Description	Location	Updates
Re-Roof of Amenities Section	Bendigo Bank Community Stadium	Completed August 2020.
New Shade Structure	Flagstaff Trail Head	Completed November 2020. 

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

Description	Location	Updates
Old Tasmanian Hotel Restoration Project Stage 1 – Complete First Floor Restoration, Reroof, External Repaint, New Access.	Fingal	<ul style="list-style-type: none"> Milestone 2 Report Approved by Grant funding body; Stage 1 Completed 31 July 2020;

Description	Location	Updates
Stage 2 – New Lift, Accessible Toilet & Rear Veranda		<ul style="list-style-type: none"> Stage 2 Works commenced and scheduled for completion by Mid Feb February 2021 and official opening planned for February/March 2021.
Internal Alterations (Renovation of Men's Toilet & Change rooms)	St Marys Sports Centre	<ul style="list-style-type: none"> Nearing Completion, minor fit out work outstanding.
Additions & Upgrades to Portland Hall	Portland Hall, St Helens	<ul style="list-style-type: none"> Works almost completed, minor electrical works outstanding. Scoping of works commenced for new budget allocation.
Demolish Existing Buggy Shed & Install New	St Marys Sports Centre	<ul style="list-style-type: none"> Building Approvals obtained; Works commenced and scheduled for completion early 2021.
Internal Fit-out	Scamander Surf Life Saving Club	<ul style="list-style-type: none"> Works Commenced by Eastern Creek Building Services; Works scheduled for complete prior to end of calendar year.

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"> Building Designer now engaged. Design concepts currently being prepared for consideration; Regulatory approvals required.
Community Services Storage Shed	St Helens Works Depot	<ul style="list-style-type: none"> Development Application approval pending.
Building upgrades	St Marys Railway Station	<ul style="list-style-type: none"> Works scoping and scheduling of works to be confirmed.
Weldborough Amenities Building	Weldborough	<ul style="list-style-type: none"> Site and scoping of works on hold.
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> Works scoping and scheduling of works to be confirmed.
New Shade Structure	Scamander Reserve	<ul style="list-style-type: none"> Concept plans developed; Final costings currently underway.
Four Mile Creek Community Hub	Four Mile Creek Reserve	<ul style="list-style-type: none"> Design work currently being finalised; Regulatory approvals required.
Marine Rescue Additions	St Helens Foreshore	<ul style="list-style-type: none"> Community group have requested Councils Construction manager to oversee construction; Works schedule compromised due to unknown location of existing services.
BBQ Shelter	St Marys Community Space	<ul style="list-style-type: none"> Council staff carrying out works as Private Works to be funded by Community group; Development approvals currently pending.

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

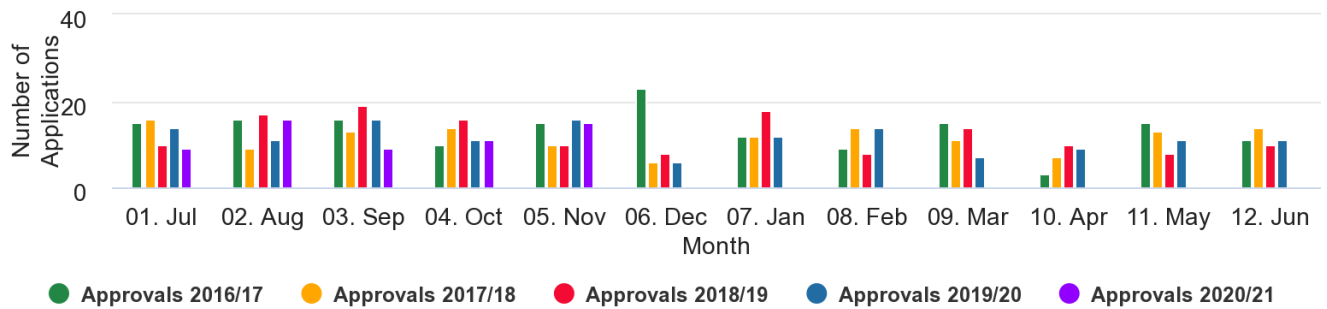
No.	BA No.	Town	Development	Value
1	2020 / 00165	Scamander	New Shed	\$12,000.00
2	2020 / 00191	St Helens	New Shed	\$47,000.00
3	2020 / 00098 - STAGE 1	St Helens	Part Demolition of Dwelling	\$0.00
4	2020 / 00106	Beaumaris	New Dwelling & Associated Deck, Porch & Garage	\$245,000.00
5	2020 / 00273	St Helens	Repairs to Classroom	\$130,000.00
6	2020 / 00210	Scamander	New Shed & Carport	\$29,000.00
7	2020 / 00206	Scamander	New Two Storey Dwelling & Carport	\$376,207.00
8	2020 / 00196	Fingal	New Shed	\$42,000.00
9	2019 / 00179 - STAGE 2	St Helens	New (Stage 2 of 2) Dwelling A incorporating Deck	\$170,000.00
10	2020 / 00225	Scamander	New Dwelling incorporating Deck	\$39,000.00
11	2020 / 00065	Seymour	New Dwelling	\$300,000.00
12	2020 / 00216	Fingal	New Dwelling incorporating Patio/Veranda	\$322,000.00
13	2018 / 00214 - STAGE 2	Four Mile Creek	New (Stage 2 of 2) Dwelling incorporating Deck, Garage & Porch	\$340,000.00
14	2019 / 00200	Falmouth	New Dwelling incorporating Deck & Shed	\$182,000.00
15	2020 / 00137	Stieglitz	Additions (Two Storey Dwelling Addition, Deck & Carport)	\$110,000.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2019/2020	2020/2021
	\$10,157,589.00	\$5,522,752.00

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2019/2020	2020/2021
	November	\$1,776,543.00	\$2,344,207.00


NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2019/2020	2020/2021
	November	68	60

Number of Building Applications Approved



BODC Total number of building applications by month and financial year

ENVIRONMENTAL REPORT

Description	Updates
Cat Management	The Northern Regional Cat Management Working Group met to restart work on a cooperative approach to implementation of the Tasmanian Cat Management Plan and legislation amendments due to come into effect in 2021. The RSPCA held a cat de-sexing and microchipping event at Fingal. Council and partners will consider endorsement of a final implementation Strategy early in 2021.
Flood Risk Management	<p>Council Development Services and Infrastructure staff hosted a round table discussion with the SES Flood Policy Unit on flood planning policy issues.</p> <p>Council's Community Development Grants funded St Marys Flood Management project has been extend into 2021 with current three activities suffering further delays: construction of the Grant Street flood levee, channel vegetation management below Story Street and the automated St Marys Flash Flood Warning system.</p>  <p>The Impact Assessment project to examine risks of river channel break-outs on the Lower George floodplain is starting up. Natural Disaster Risk Reduction Grants Program funding through the SES supports this joint project with the Lower George Riverworks Trust.</p>

Description	Updates
Recreational Water Quality	Seasonal water quality monitoring of natural recreational waters has started with December samples submitted for laboratory assessment. Council's Environmental Health Officer and NRM Facilitator are developing a monitoring plan prioritize risks in accordance with the Tasmanian Guidelines for the municipality's for natural recreational waters, pools and spas.
Weed Management	Biosecurity Tasmania visited Break O'Day to meet with Council's three weed management staff and inspect two high priority infestations (Patersons curse and serrated tussock) subject to compliance measures. The Drought Weeds project, landholder advice and compliance work, and management of council weeds are ongoing.

PUBLIC HEALTH REPORT

Recreational Water Quality

The *Public Health Act 1997* requires that Councils to monitor recreational waters (including public pools and spas) using the Tasmanian Recreational Water Quality Guidelines. Results of recent sampling and testing for several natural recreational waters are shown below.

Recreational water	9 December 2020	
	Enterococci /100ml	Recreational WQ class
Henderson Lagoon	<10	Good
Scamander River mouth	<10	Good
Wrinklers Lagoon	10	Good
Yarmouth Creek	<10	Good
Beauty Bay	<10	Good
Grants Lagoon	<10	Good
Denison Rivulet	10	Good

The results for water samples indicate conditions for all these waters are safe for swimming according to the Tasmanian Recreational Water Quality Guidelines. All natural waters may be subject to local poorer water quality from time to time due to weather or other conditions.

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	2020/2021		2019/2020	
	Persons	Vaccinations	Persons	Vaccinations
July - December	50	58	50	53
January - June			72	98
TOTAL	50	58	122	151

Sharps Container Exchange Program as at 9 December 2020

Current Year	Previous Year
YTD 20/21	YTD 19/20
8	3

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Not applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	INFORMATION and DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\002\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Meeting Minutes - NRM Special Committee - 24 August 2020

OFFICER'S RECOMMENDATION:

That Council receives the Minutes of NRM Committee Meeting of 4 August 2020, acknowledging from the Committee for future Council attention: advice regarding biodiversity assessments in its planning approvals process, and a recommendation regarding facilitating capacity to treat small marine oil spills at St Helens.

INTRODUCTION:

The Break O'Day NRM Special Committee met on 4 August 2020 at the St Helens Child and Family Centre.

PREVIOUS COUNCIL CONSIDERATION:

04/20.15.2.65 Moved: Cllr J Drummond / Seconded: Cllr L Whittaker

That Council receive the Minutes of NRM Committee Meetings of 25 February 2020, acknowledging any advice and considering recommendations from the Committee for further Council attention.

CARRIED UNANIMOUSLY

Council discussed the draft Minutes at its December Workshop.

OFFICER'S REPORT:

Draft Minutes from the NRM Committee's August Meeting are attached for Councils attention and to be formally received. The Minutes include two NRM Committee decisions, one of advice and one recommendation to Council.

Particular NRM Committee items Council should note include

- Resignation of community NRM Committee member and vacancies – make a public call for interest as well as direct approaches, ahead of recommending nominations to Council.
- Advice: Council should apply the *Guidelines for Natural Values Assessments* (DPIPWE 2009) as a standard for biodiversity assessments in its planning approvals process.
- Recommendation: Council implement a previous priority of Council to establish emergency response capacity for marine oil spills at St Helens port, with an action plan and adequate resourcing to avoid oil spill pollution on Georges Bay.

Council should also note the update to outstanding Committee Items in the following table and their status.

	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.	To Action. Pending current development with PWS of cooperative implementation of dog policy.
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
8.4.1	Develop and consult with the Committee on a NRM recognition award for mid 2020, modelled on and updating the previous Velvet Worm Awards.	Complete
4 August 2020		
5.1.1	Draft guidelines and application form for a youth focussed 'Velvet Worm NRM Action Awards' program for 2020/21 for NRM Committee review to consider for recommendation to Council.	To Action
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
7.2.1	The NRM Committee believes Council should apply the Guidelines for Natural Values Assessments (DPIPWE 2009) as a standard for biodiversity assessments in its planning approvals process.	Advice to Council
7.5.1	That Council implement a previous priority of Council to establish emergency response capacity for marine oil spills at St Helens port, with an action plan and adequate resourcing to avoid oil spill pollution on Georges Bay.	Recommendation to Council

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

[After postponed & finally cancelled 5 May 2020 meeting]

Tuesday 4 August 2020

12:30 – 3:00pm

BREAK O'DAY CHILD & FAMILY CENTRE

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

1 Attendance

Present: Councillor Janet Drummond (Break O'Day Council - Chair); Cllr Lesa Whittaker (Break O'Day Council); Cllr 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); Craig Lockwood (Marine Aquaculture);

Attending: Polly Buchhorn (NRM Facilitator), meeting note taking: Polly Buchhorn.

Apologies: Lesa Whittaker (Break O'Day Council); Cllr Kristi Chapple (Break O'Day Council);

2 Confirmation Minutes of Meeting

2.1 Minutes of Meeting Tuesday 25 February 2020

- 2.1.1 Motion: That the minutes of meeting held on Tuesday 25 February 2020 be confirmed. Moved: Todd Dudley Seconded: Lionel 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.

None. The NRM Facilitator noted the discussion of the Drought Weeds Project later in the agenda involves grants funding and should be born in mind by members.

3 Business arising from the previous meeting

3.1 Monitoring of Environment and Natural Resource Management Strategy and Plan

Howard Jones presented a report on his researching water monitoring data and indices. Focussing on water/river 'health' indicators, rather than 'water quality' (turbidity, nutrients and pathogens). He located 'Waterbug Bioblitz' through a Dairy Tasmania event and presented the online data portal to the meeting.

Waterbug Bioblitz (www.waterbugblitz.org.au) is a national program similar to the previous 'Waterwatch' program. It aims to support community monitoring of aquatic life as indicators of waterway health and water quality. It maps its records online, including collected historic data, and has an 'app' for collection of new data, which is added to the mapping.

Waterbug Bioblitz already has past data for Break O'Day (1996, 2004) including Waterwatch site records but not current data. It uses aquatic animals as indicators, with an overall 'SIGNALT' indicator score. Surveying streams and past record sites in Break O'Day would be a way of assessing changes in condition for water and may be an activity our schools may be interested in.

3.2 NRM Action Plan for 2020-2021

The NRM Facilitator presented the current actions for Council's 'Environment' goal included in the Annual Plan and Budget for 2020/21 adopted by Council at its June 2020 meeting.

Discussion by members focus on Council resources applied to works for biodiversity, water and land. There was concern that not enough resources were going to concrete on-ground works to improve the condition of natural assets. The NRM Facilitator pointed out Council has only a small area of its land to act on and there are priorities to help the community with the shared the responsibilities for Break O'Days natural values.

- 3.2.1 Decision: The Committee receives the report on actions for Council's 'Environment' goal included in Council's Annual Plan and Budget for 2020/21, following the Committee's advice report: *2020-21 NRM Action Plan priorities for Council Annual Plan - NRM Committee review Feb. 2020.*

Moved: L. Poole

Seconded: H. Jones

Carried

3.3 Future Potential Production Forest (FPPF) land

The NRM Facilitator reported on progress in seeking from the Tasmanian Government information on the socioeconomic implications for Break O'Day community of possible changes to FPPF land, to consider, with environmental aspects.

Those efforts had not so far been fruitful. A second follow up approach was being made. The Committee had recommended previously, to nonetheless use what information Council does have, to weigh up the economic, social and environmental implications for Break O'Day as best it can.

- 3.3.1 Decision: The Committee receives the report on FPPF land changes and Council considering the socioeconomic and environmental implications for Break O'Day community.

Moved: T. Rhodes

Seconded: T. Dudley

Carried

4 Outstanding Committee items

A number of past NRM Committee items and decisions remain to be considered by Council. 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 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.	To Action. Pending current development with PWS of cooperative implementation of dog policy.
1 May 2019		
7.1.1	NRM Facilitator to report back on trialling of alternative weed control treatments by Council.	To Action. Check on progress.
25 February 2020		

4/08/2020

3

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
8.4.1	Develop and consult with the Committee on a NRM recognition award for mid 2020, modelled on and updating the previous Velvet Worm Awards.	Complete

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

Moved: L. Poole

Seconded: C. Lockwood

Carried

5 Issues

5.1 NRM Recognition - Velvet Worm Awards 2020

The Committee discussed recasting the NRM recognition program as to offer grants for NRM actions and activities with a focus on youth; adapting the previous guidelines for the Velvet Worm Awards.

It considered applying the programs resources to activities and actions that make a difference was more productive than simply giving a monetary prize. And that the role and capacity of our youth community in shaping the future of the Break O'Day environment and NRM is a worthy focus.

- Open to community groups, with schools and youth encouraged
- Support actions that make a difference and led by youth
- Project value \$500-1000
- Achieving Break O'Day Environment and NRM Strategy priorities
- Where groups are informal allow for sponsoring (financial) organizations

5.1.1 Action: Draft guidelines and application form for a youth focussed 'Velvet Worm NRM Action Awards' program for 2020/21 for NRM Committee review to consider for recommendation to Council.

Moved: H. Jones

Seconded: C. Lockwood

Carried

5.2 Break O'Day Drought Weeds Project

The Committee reviewed and discussed the Drought Weeds Project, guidelines and process for Council to make local Drought Weeds grants, including members to join an assessment panel.

- 5.2.1 Decision: The NRM Committee endorses the Break O'Day Drought Weeds Project Plan, joint local government grants Guidelines and process for Council to make the local Drought Weeds grants.

Moved: J. Drummond

Seconded: H. Jones

Carried

- 5.2.2 Decision: Todd Dudley and Lionel Poole be NRM Committee delegates on an assessment panel for Break O'Day Council Drought Weeds Grants applications, with the NRM Facilitator and a DPIPW officer.

Moved: H. Jones

Seconded: C. Lockwood

Carried

6 NRM staff update

The NRM Facilitator provided a verbal report reviewing Annual Plan activities and others. These included the Drought Weeds project, St Marys Flood Mitigation project and dog management (Binalong Bay Exercise Area) and other activity.

- 6.1.1 Decision: The Committee receives the NRM staff update report.

Moved: T. Dudley

Seconded: C. Lockwood

Carried

6.2 Resignation from NRM Committee

The Committee noted Peter Nichols has resigned from the NRM Committee. The outstanding additional vacancies for representation of Aboriginal community interests and the education/schools and forest industry sectors were noted.

Members discussed possible options and making a public call for interest in joining the Committee. At the same time potential new members could be approached directly for interest.

- 6.2.1 Action: Use Council and other public media communications to invite community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee.

Moved: J. Drummond

Seconded: T. Rhodes

Carried

6.3 NRM Association Delegates

The NRM Facilitator reported the Northern Tasmanian NRM Association was seeking confirmation of Group A delegates ahead of its AGM in September. These were currently, for Council, Clr. J. Drummond, and for the NRM Committee (community), Mr H. Jones.

- 6.3.1 Decision: Clr. Janet Drummond represent Break O'Day Council and Mr Howard Jones represent the Break O'Day NRM Committee, in the NRM North Association.

Moved: T. Dudley

Seconded: C. Lockwood

Carried

7 Committee Members update and Other business

7.1 Council review of Reliance Forest Fibre draft Forest Management Plan

The Committee discussed draft Forest Management Plan by Reliance Forest Fibre's (RFF) for their hardwood plantations and opportunity for Council to comment on it.

Todd Dudley and Craig Lockwood raised issues around water quality, including streamside reserve management and revegetation and soil and water standards to protect water quality, particularly in the George catchment that includes a significant hardwood plantation area near Pyengana. Todd outlined efforts over several years, with previous plantation managers there, to see streamside reserves rehabilitated and would like to see that included in RFF's plans. Craig was concerned regulation of soil and water management to protect water quality was not adequate and sought a higher standard applied through the plan.

Janet Drummond supported a request by council for the chemical use risks in the draft plan be reassessed by RFF, particularly risks to the environment.

- 7.1.1 Recommendation: Council provide input to Reliance Forest Fibre on their draft Forest Management Plan. Firstly to thank them for consulting Council. Secondly, asking that they reassess risks relation to 'chemical use' and soil and water runoff and management of them, in particular risks for our land and water based primary production industries, health of residents and the natural environment.

Moved: T. Dudley

Seconded: H. Jones

Carried

7.2 'Beaumaris development application'

Todd Dudley raised concerns for a recent Development Application for land near Dark Hollow Creek that has been assessed by council.

He was concerned the biodiversity assessment and reporting for this case was done by the proponent themselves but wasn't consistent with DPIPWE guidelines for natural values assessments. That is was reviewed by the NRM Facilitator but questioned whether the biodiversity report was done by someone with enough knowledge and experience, or was 'suitably qualified'. Members discussed the issue.

7.2.1 Advice: The NRM Committee believes Council should apply the *Guidelines for Natural Values Assessments* (DPIPWE 2009) as a standard for biodiversity assessments in its planning approvals process.

Moved: T. Dudley

Seconded: T. Rhodes

Carried

7.3 BirdLife Tasmania Climate Change funding opportunity

Todd Dudley questioned why Dr E. Woehler of Birdlife Tasmania didn't get a response from the NRM Facilitator earlier in the year regarding an opportunity to develop a joint shorebird project and apply for a climate change research grant.

The NRM Facilitator reported Eric Woehler's request had been overlooked amongst communication at the time for a number of other opportunities with others for that funding opportunity and other activities, and was lost.

7.4 Animal Control – Council program

Earlier in the Meeting Todd Dudley had asked that this topic, in particular Council's resources and levels of dog management compliance work, be kept on the Committee's 'Business arising' agenda for each meeting. Which was generally agreed by members.

Todd also asked if Council had increased the resources allocated for animal control in the Council's 2020/21 Budget? Janet Drummond commented the likely answer is no, however restrictions on activity due the pandemic may mean increased activity is possible later in the year.

7.5 Boats sunk in Georges Bay

Howard Jones initiated discussion on sunken vessels in the Bay and improving the marine oil spill response capacity and processes at St Helens.

He was concerned about the number of boats that have sunk in the Bay this year and the one still at Beauty Bay. While MAST had taken some steps and hit something of an

impasse with the current sunk vessel, that oil pollution and other impacts are continuing means it is not enough. He is concerned that capacity to contain and treat oil spills on the Bay, as demonstrated by boat sinkings and other incidents this year, is inadequate and leading to oil pollution impacts.

Craig Lockwood was concerned that boats were emptying sewage within the Bay.

The Committee discussed the issues. MAST, EPA, council and Marine Rescue and boat operators and marine industries all had a role to play and responsibilities. A marine oil spill response action plan was needed, adequately resourced and implemented by stakeholders. Howard Jones believes Council had decided it should facilitate the establishment of marine oil spill response capacity at St Helens, but it has not yet been achieved.

- 7.5.1 Recommendation: That Council implement a previous priority of Council to establish emergency response capacity for marine oil spills at St Helens port, with an action plan and adequate resourcing to avoid oil spill pollution on Georges Bay.

Moved: H. Jones

Seconded: C. Lockwood

Carried

7.6 Shorebird protection project

Janet Drummond reported the Beaumaris Action group with others were initiating a education and enforcement project that would call on council and PWS this summer. There would be a meeting in 2 weeks with the head of PWS and Birdlife Tasmania to look at the conservation situation for nesting shorebirds and a trial project at Scamander for increased dog enforcement and education program.

- 7.6.1 Advice: The NRM Committee supports in principle a trial shorebird conservation project at Scamander proposed by community interest groups to increase dog enforcement and education efforts and that would involve council and PWS.

Moved: J. Drummond

Seconded: H. Jones

Carried

7.7 NE Bioregional Network

Todd Dudley reported

- Good progress at Seymour wetlands with gorse control and revegetation. A working bee by the Seymour Community Action Group had planted 500 native seedlings to displace gorse.
- Has been lobbying at state and federal government levels for Green Army style conservation works employment scheme

- Organising a webinar for 28 September as part of the Decade for Ecosystem Restoration.

7.8 Parks and Wildlife Service

Lionel Poole reported

- East Coast Camping project is progressing. RAA near complete for works before Christmas - road grading, two new toilets, fencing and tree management. Five more toilets next year
- Good progress prosecuting illegal firewood getters, and continues
- Concerns, with COVID restrictions to movement, for firefighting resources in coming season.

4 Next meeting dates

Members agreed the next NRM Committee meeting be on Tuesday 24 November 2020.

Moved:

Seconded:

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

OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

Motion Number	Meeting Date	Council Decision	Comments
07/19.16.2.182	15 July 2019	In accordance with section 156 of the <i>Local Government Act 1993</i> , Council resolves to make a by-law for the regulation of the Trail Networks.	Draft By-Law currently being prepared.
08/20.8.1.132	17 August 2020	<i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council expressly provide for and regulate virtual attendance for councillors, to participate at meetings via teleconference, video-conference or other means of instant electronic communication.	Report presented to the October Council Workshop

COMPLETED REPORTS:

Nil.

Meeting and Events attended:

19.11.2020	St Helens	– Georges Bay Multi-User Track, attended the Official Opening by Senator Claire Chandler.
25.11.2020	Launceston	– Local Government Professionals Northern Branch – attended their regular meeting to provide a Presentation regarding the St Helens MTB Network project due to the heightened interest regarding the innovation displayed by the project
25.11.2020	Launceston	– Regional Development Australia (Tasmania), meeting with Kevin Turner and Craig Perkins which discussed the old St Helens Hospital and suggestions for future use due to RDA role in potential future funding support. Also discussed the emerging situation with the operations of Trade Training Centres around the State and the dismantling of the VET system in schools.
25.11.2020	Launceston	– Northern Tasmania Development Corporation (NTDC) – Annual General Meeting (AGM)
27.11.2020	St Helens	– St Helens Neighbourhood House re Community Garden, meeting involving the Mayor with Trish O'Duffy (Manager) and Eleanor Taylor (President) to discuss situation with Community Garden and next steps.
01.12.2020	Launceston	– Local Government Professionals National Conference
01.12.2020	Launceston	– Premier's Economic and Social Recovery Council's (PESRAC) Regional Roundtable for the North
02.12.2020	Hobart	– Tas Community Fund (TCF) – Presentation of the Wellbeing Project application to the Covid Recovery Round.
03.12.2020	Hobart	– Local Government Association of Tasmania (LGAT) – General Meeting and Conference
04.12.2020	Launceston	– Regional Land Use Strategy (RLUS), represented BODC at the regional Planners meeting which is discussing potential wording updates to the RLUS to address the process regarding addressing the Greater Launceston area and Rural Living in the RLUS.
07.12.2020	St Helens	– Council Workshop
08.12.2020	St Helens	– Stadium Special Committee
10.12.2020	St Helens	– East Coast Tasmania Tourism (ECTT) Christmas Industry function
10.12.2020	Launceston	– Northern Tasmania Development Corporation (NTDC) – Population Advisory Group Meeting
11.12.2020	St Helens	– Rebecca White MP, meeting with Melissa Lewarn obo Rebecca White regarding the Labor Alternative Budget and discussion on local projects and issues.
11.12.2020	Launceston	– Northern Tasmania Waste Management Group (NTWMG) Steering Committee, meeting to review and receive the Annual Report as well as to consider Grant Applications through the Waste Management Grant Program.

Meetings & Events Not Yet Attended:

14.12.2020	St Helens	– Meeting with Anita Haley, Principal, St Helens District High School
21.12.2020	St Helens	– Council Meeting

General – The General Manager held regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with members of the community included Gary Barnes (Fingal Valley Neighbourhood House), Steve Walley (BODEC), Glen Jacobs, Sheridan Van Asch (Friends of Four Mile Creek), Matt Blachford, Marcus & Peter Douglas, Andrew MacGregor (Bendigo Bank), Duncan Finlay, Dina McGuinness (Business Enterprise Centre).

Brief Updates:

Premiers Economic & Social Recovery Advisory Committee

The Committee is currently refining recommendations which it is developing for presentation to the Tasmanian Government and it has been pleasing to see that they are engaging with stakeholders in regional Tasmania to ensure that the recommendations are also relevant to regional Tasmania and not just the urban areas. Whilst they have been seeking submissions they have also held three (3) Regional Roundtables involving invited attendees. The General Manager attended the Launceston Roundtable and discussions focussed on the key areas of:

- Economic Activity, Investment, confidence & Jobs
- Education Skills and Job Readiness
- Physical and Mental Health
- Community Connectedness, Housing, Transport etc
- Public Sector Adaption, Planning & Building Processes

Definitely provided a great opportunity to discuss the elements and provide thoughts on solutions to be implemented over the next 2 – 5 years.

St Helens Neighbourhood House (SHNH) Community Garden

Discussions with the SHNH have focussed on examining solutions to the current situation and the General Manager believes that the SHNH may now understand that Council has limited options to extend their current Lease and that options need to be considered.

The SHNH are now aware of the Master Plan process for the St Helens Sports Complex and are taking the time to look at this site to see whether there is an option to relocate to this area to provide them with the amount of space they require.

Part of the recent discussions with the SHNH focussed on the request for an extension of time for the Lease which seemed to be a key point. We had to make it clear that their request was interpreted as extend the existing area and provide a 15 year extension for the entire area which was the way it was interpreted. Apparently they thought it would be treated separately which I pointed out it was clearly linked in their letter.

Trade Training Centre and VET Program

Recently the Manager at the St Helens Trade Training Centre resigned which has had the effect of increasing community concerns regarding the future operation of the Centre and the loss of the VET program from the St Helens District School. This was a key pathway and opportunity for those students not wishing to pursue a Year 11/12 or University pathway and over the last four (4) years the VET program has been progressively eroded to the current situation where the General Manager understands that there will be no VET program at St Helens or the TTC next year. The trend in relation to Trade Training Centres is not limited to St Helens and similar situations to varying degrees of erosion exist elsewhere. A key point is the lack of clarity around the management and operation of Trade Training Centres and their connection to the business community. Apparently, there is a draft Policy close to finalisation but there is a possibility that this will be a continuation of the same management approach which is not working.

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
Tully Street, St Helens	Affixing Common Seal	Final Plan of Survey – Boundary Adjustment	Number 12 – Miscellaneous Powers and Functions to the General Manager
Destination Action Plan Grants Program – Regional Tourism Projects Program – Installation of Bike Racks	Affixing Common Seal	Grant Deed	Number 12 – Miscellaneous Powers and Functions to the General Manager
Tasman Highway, Weldborough PID 3461101	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager
Lot 5 Main Road, Weldborough PID 3460918	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager
Lot 11 Main Road, Weldborough PID 3461021	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager
Lot 5 Main Road, Weldborough PID 3460969	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager
Lot 6 Main Road, Weldborough PID 3460926	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager
Lot 4 Mount Paris Dam Road, Weldborough PID 3461080	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager
The Flat, St Marys PID 2633135	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
Lot 14 Main Road, Weldborough PID 3461013	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager
Lot 10 Lottah Road, Lottah PID 6798965	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager
Lot 1 Main Road, Weldborough PID 3461099	Affixing Common Seal	Section 137 Sale	Number 12 – Miscellaneous Powers and Functions to the General Manager

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

04.11.2020	337 Certificate	5 Lade Court, Beaumaris	6787908
04.11.2020	337 Certificate	16 Beven Heights, Binalong Bay	6809927
04.11.2020	337 Certificate	176 St Helens Point Road, Stieglitz	6811883
04.11.2020	337 Certificate	U1, 1 Heather Place, St Helens	2680580
04.11.2020	337 Certificate	84 Upper Scamander Road, Scamander	2701783
06.11.2020	337 Certificate	26-28 Circassion Street, St Helens	7950607
06.11.2020	337 Certificate	118 Tully Street, St Helens	2236965
09.11.2020	337 Certificate	45 Falmouth Street, St Helens	2661742
10.11.2020	337 Certificate	8B Tully Street, St Helens	1514927
11.11.2020	337 Certificate	Kalinda, 4 Four Mile Creek Road, Four Mile Creek	6407100
16.11.2020	337 Certificate	20A Skyline Drive, Beaumaris	2046862
16.11.2020	337 Certificate	17 Warrens Way, St Helens	2632861
16.11.2020	337 Certificate	7 Perseus Street, St Helens	2624634
16.11.2020	337 Certificate	4 Boobyalla Drive, Ansons Bay	6810207
16.11.2020	337 Certificate	497 Lottah Road, Goulds Country	6805707
16.11.2020	337 Certificate	12 Malibu Street, Scamander	9550307
16.11.2020	337 Certificate	21 Targett Street, Scamander	6784459
18.11.2020	337 Certificate	5 Charles Street, Beaumaris	6809660
18.11.2020	337 Certificate	16 Lagoon Esplanade, Scamander	3181222
18.11.2020	337 Certificate	15 Coffey Drive, Binalong Bay	7795985
19.11.2020	337 Certificate	12 Bayvista Rise, St Helens	9215185
23.11.2020	337 Certificate	58 Quail Street, St Helens	6795377
23.11.2020	337 Certificate	14 Douglas Court, St Helens	7551171
23.11.2020	337 Certificate	26 Flagstaff Road, St Helens	1718479
24.11.2020	337 Certificate	U2, 484 Binalong Bay Road, St Helens	2809380
24.11.2020	337 Certificate	58 Tully Street, St Helens	6800623
25.11.2020	337 Certificate	330 Kohls Road, Pyengana	7445352
26.11.2020	337 Certificate	147 St Helens Point Road, Stieglitz	6790365
27.11.2020	337 Certificate	Seaview Avenue (CT141398/5), Beaumaris	2503146
27.11.2020	337 Certificate	4 Kismet Place, St Helens	7386137
27.11.2020	337 Certificate	27 Fraser Street, Fingal	6410772

27.11.2020	337 Certificate	67 Lawry Heights, St Helens	2503373
30.11.2020	337 Certificate	34 St Helens Point Road, St Helens	2118918
30.11.2020	337 Certificate	12 Susan Court, St Helens	2282670
30.11.2020	337 Certificate	28 Medeas Cove Esplanade, St Helens	6794788
30.11.2020	337 Certificate	5 Driftwood Lane, St Helens	2251735
30.11.2020	337 Certificate	P1804 Tasman Highway, St Helens	7731463
30.11.2020	337 Certificate	44 Cecilia Street, St Helens	7484845
30.11.2020	337 Certificate	17 Kismet Place, St Helens	1847107
30.11.2020	337 Certificate	21 Kiama Parade, Akaroa	7610653
30.11.2020	337 Certificate	31 Clive Street, St Marys	7434063
30.11.2020	337 Certificate	24293 Tasman Highway, St Helens	6792248
30.11.2020	337 Certificate	Lottah Road, Lottah (CT208622-10)	6798965
30.11.2020	337 Certificate	The Flat, St Marys (CT117096-17)	2633135

Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded to
5 October, 2020	Design & Construct Bridge 2398 – Forest Lodge Road	Awarded to BridgePro Engineering
4 November, 2020	Gardens Road – Sight Distance Works	Currently being assessed.
4 November, 2020	St Helens Point Road Upgrade	Awarded to Civilscape Contracting Tasmania

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	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	018\017\004\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council adopt the following fees and charges for Event and Activity Space Hire at the Flagstaff Trail Head:

DESCRIPTION	FEE
Non-Waiverable and Non-Refundable Administration Fee:	\$25.00
Bond	\$315.00
<i>The Bond is the same for all bookings no matter what the time frame and will be refunded following an inspection of the area after completion of the event/activity</i>	
Unpowered Site	
- Per Hour	\$10.00
- ½ Day (4 hours)	\$30.00
- Full Day (8 hours)	\$60.00
Powered Site	
- Per Hour	\$12.00
- ½ Day (4 hours)	\$36.00
- Full Day (8 hours)	\$72.00
Skills Training/Activation Area	
- Per Hour	\$15.00
- ½ Day (4 hours)	\$45.00
- Full Day (8 hours)	\$90.00

INTRODUCTION:

Due to the growing MTBing activity in Break O'Day and requests being received for hire of space at the Trail Head for individuals/organisations offering skills sessions, learn to ride classes, activities, etc Council Officers have prepared a St Helens MTB Trail Network, Trail Head Activity/Event Hire Application Form with associated fees and charges.

PREVIOUS COUNCIL CONSIDERATION:

No previous discussion.

OFFICER'S REPORT:

As stated above there is growing interest in businesses wishing to hire space and operate at the Flagstaff Trail Head to run activities and events. Most of these requests to date have been from organisations/individuals who are offering a service/activity for a fee hence it is an opportune time to bring this activation space in line with other Council facilities.

Council Officers have identified a number of both powered and unpowered sites available for hire along with two (2) activation spaces to enable skills sessions to take place.

The proposed Fees and Charges are in line with what is in place for Sport/Recreation Grounds. A proposed hourly rate has been included as in some cases a request for hire maybe simply for a space to have a registration desk prior to setting out for their skills session and/or ride on the trails therefore they may just set up briefly, pack away and then be on their way.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

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

Goal

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

Strategy

Develop and highlight opportunities which exist and can be realised in a manner that respects the natural environment and lifestyle of the BOD area.

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.

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.

LEGISLATION & POLICIES:

Not Applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

These charges would generate minimal revenue to assist with any maintenance/re-instatement which may be required.

VOTING REQUIREMENTS:

Absolute Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	016\001\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That pursuant to Section 23 of the *Emergency Management Act 2006*, Council nominate Chris Hughes as the Municipal Emergency Management Coordinator and Angela Matthews as the Deputy Municipal Emergency Management Coordinator for a term of five (5) years commencing immediately.

INTRODUCTION:

Under the provisions of Section 23 (5) (c) *Emergency Management Act 2006*, Chris Hughes has been undertaking the duties of the Municipal Emergency Management Coordinator since prior to the Scamander Bushfire in 2006 and Angela Matthews came on board late 2006 during this event.

The State Emergency Service has requested that Council formalise a nomination for the position.

PREVIOUS COUNCIL CONSIDERATION:

Previous Council decision was March 2009.

OFFICER'S REPORT:

It is extremely desirable for a person holding both the Coordinator and the Deputy Coordinator to be employees of Council with a reasonable high level of authority to act in an emergency situation. This is most likely to result in commitment of Council resources and potentially significant expenditure.

Section 23 (8) of the *Emergency Management Act 2006* states: *A Council may only nominate a person for the position of Municipal Emergency Management Coordinator or Deputy Municipal Emergency Management Coordinator if the person, once appointed to the position, would have the authority and ability to make decisions relating to the coordination of emergency management in the municipal area during an emergency without first seeking the approval of the Council.*

Although there have not been any operational issues with Chris Hughes and Angela Matthews assuming the above roles it has been brought to our attention that their terms have expired and the State Emergency Service has requested that either new nominations be forthcoming or a request that the terms be extended for Chris and Angela.

Both Chris and Angela have reasonably extensive background in emergency management through these roles including providing assistance in the Victorian Bushfire recovery, Queensland floods as well as countless local events both flood and fire. Therefore it seems logical that they continue in these roles.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

LEGISLATION & POLICIES:

Section 23 of the *Emergency Management Act 2006*.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Costs associated with local “Emergency Management” are a responsibility of Council. Trends would suggest this will be an increasing liability on Council.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	DISCUSSION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	040\049\002\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Memorandum of Understanding

OFFICER'S RECOMMENDATION:

That Council endorse the Memorandum of Understanding with East Coast Tasmania Tourism for the period 1 July 2020 to 30 June 2023.

INTRODUCTION:

In recent years, Councils ongoing relationship with East Coast Tasmania Tourism (ECTT) has been based on an annual request for funding and reporting on their activities supporting and developing the Tourism industry on the Coast. The establishment of a Memorandum of Understanding (MoU) which clearly articulates expectations and deliverables is appropriate given the amount of funding provided and to strengthen accountability.

PREVIOUS COUNCIL CONSIDERATION:

General Manager's Report, Council Meeting 19 September 2020.

OFFICER'S REPORT:

Council makes a very significant contribution to the tourism sector through a variety of channels including East Coast Tasmanian Tourism financially and also through the day-to-day activities of a number of Council officers. Whilst Council receives regular reports from ECTT on its activities, it is important that Council clearly articulates its expectations of the organisation in return for the funding support provided. The recent uncertainty in relation to funding from the Glamorgan-Spring Bay Council has highlighted the need for greater certainty around this relationship hence establishing an MoU would assist with achieving this outcome. Council officers involved in Tourism activities developed a starting point for the MoU discussion which focussed on:

Governance Activities

- Board performance review
- Annual plan and reporting to Council
- Establishment of KPIs

Council Relationship

- Collaborative approach with Council to developing marketing strategies for our area.
- Meetings with Council officers regarding plans and opportunities
- Understanding of Council's Tourism strategies, documentation and key projects
 - Bay of Fires Master Plan and brand development

Advocacy & Strategy

- Advocacy for our area with all levels of Government and stakeholders
- Great Eastern Drive

Industry Focus

- Engagement and capacity building activities
- Industry communication
- Leadership of the DAP group and recruitment of more members

Events

- Clarity on ECTT role, specifically when and why they are delivering Events
- Support for events – either through networks or sitting on committees

Visitor Information Centre

- Clarity around role of VIC and relationship with ECTT

Schedule 2 in the draft MoU provides the specifics in relation to the ongoing activities of ECTT, it also includes a section which relates to the BODC area to cover some key items for attention that we felt should be highlighted.

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day 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

3. 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.
4. Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focussed service delivery.

Key Focus Area - Tourism

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

2020-2021 Break O'Day Council Annual Plan

Actions 2.1.2.1

Visitor Information Provision - Work with East Coast Tasmania Tourism (ECTT) to strategically review the provision of visitor information services

Actions 2.1.2.4

Bay of Fires Master Plan - Liaise with the State Government and other stakeholders to develop a Master Plan for the Bay of Fires area.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATION

Council provided \$60,000 to East Coast Tasmania Tourism in the 2020-2021 Council Budget.

VOTING REQUIREMENTS:

Simple Majority.



Funding Agreement

Between

GLAMORGAN SPRING BAY COUNCIL & BREAK O'DAY COUNCIL

And

EAST COAST TASMANIA TOURISM INC

01 July 2020 – 30 June 2023

REGIONAL TOURISM FUNDING

THIS MEMORANDUM OF UNDERSTANDING is made BETWEEN

GLAMORGAN SPRINGBAY COUNCIL & BREAK O'DAY COUNCIL, corporations established under the Local Government Act 1993 Tasmania.
AND
EAST COAST TASMANIA TOURISM INC (ABN 20 205 382 807) of PO Box 115, Bicheno, Tasmania, 7215

IT IS NOW AGREED

1. The purpose of this Memorandum of Understanding (MoU) and all schedules attached thereto is to define the services / outputs that will be delivered by East Coast Tasmania Tourism (ECTT) in return for specified funding by Glamorgan Spring Bay Council (GSBC) & Break O'Day (BODC) Council.
2. This Agreement will apply for the period 01 July 2020 to 30 June 2023.
3. The terms and conditions of funding, including details of reporting requirements and schedule of payments, are detailed in Schedules One to this Agreement.
4. GSBC & BODC will provide funding to ECTT in return for the services/outputs that will be delivered by ECTT for the funded program as detailed in Part 1 and in Schedule One of this Agreement. ECTT will take sole responsibility for the expenditure of the funding provided under this Agreement and agrees it will fully implement the activities and further has agreed to be legally bound to carry out those activities and services for the funded Program throughout East Coast Tasmania as detailed in this Agreement.
5. GSBC & BODC and ECTT acknowledge below their acceptance of the terms and conditions of this Agreement and the schedules attached thereto.

Signed on behalf of Glamorgan Spring Bay Council Name: Position: Signature Date:	Signed for and on behalf of East Coast Tasmania Tourism Incorporated Name: Position: Signature: Date:
Signed on behalf of Break O'Day Council Name: Position: Signature: Date:	

PART I PROGRAM DESCRIPTION

This Memorandum of Understanding is based on a partnership to operate a Regional Tourism Organisation (RTO) for the East Coast Tasmania Region, validated by the Strategic Plan for East Coast Tasmania Tourism.

Schedule Two of this agreement expands upon priority activity and measurement that relates to the below stakeholder benefits.

SERVICES TO BE DELIVERED BY East Coast Tasmania Tourism	KEY PERFORMANCE INDICATORS
<ol style="list-style-type: none"> 1. Operate a viable and sustainable regional tourism organisation to undertake the holistic development of tourism in the East Coast Tasmania region. 2. Deliver stakeholder benefits to the tourism industry of Glamorgan Spring Bay & Break O'Day municipality (please refer to attached Strategic Plan): <ul style="list-style-type: none"> - Destination Management & Local Action Planning - Destination Marketing - Major Events Attraction, Leveraging & Support - Investment Attraction - Industry Development & Support - Industry Advocacy & Recognition - Organisational Effectiveness 3. Facilitate communication with GSBS, BODC, Tourism Tasmania and wider industry on tourism issues and initiatives. 	<ol style="list-style-type: none"> 1. Annual audit of ECTT's organisational performance and provision of a detailed annual report to all stakeholders including Tourism Tasmania. 2. Annual reporting to all stakeholders on performance of; East Coast Tasmania as a destination, and ECTT as an organisation. Reports to be based on an analysis of the available market research relating to destination performance, and ECTT's performance against Schedule Two agreed activity. 3. Effective delivery of projects defined within ECTT's annual plan, according to defined performance measures.
SERVICES TO BE DELIVERED BY GLAMORGAN SPRING BAY COUNCIL & BREAK O'DAY COUNCIL	KEY PERFORMANCE INDICATORS
General Managers to work with ECTT to facilitate the above activities.	<ol style="list-style-type: none"> 1. Participation in quarterly Local tourism leadership forums 2. Regular meetings to discuss projects requiring collaboration

PART II TERMS & CONDITIONS

1. SCOPE OF THE AGREEMENT

1.1 In consideration of the continuing performance by ECTT of its obligations under this Agreement, and subject GSBC & BODC being satisfied that the ECTT has complied with its obligations under this Agreement and that funding is being expended in accordance with this Agreement and the schedules attached thereto, GSBC & BODC shall make payments as prescribed in Schedule One to this Agreement.

1.2 Objectives and scope of cooperation include, but are not limited to, the following:

- 1.2.1 Facilitate the work of the Regional Tourism Organisation as defined by the Strategic Plan for East Coast Tasmania
- 1.3 This Partnership Agreement does not affect or override any Agreements currently in existence with GSBC & BODC.

2. REQUIREMENTS

2.1 The following requirements are associated with the use of allocated funds:

2.1.1 Bi-annual stakeholder reports provided to GSBC & BODC outlining:

Destination Performance

- Visitation measures (visitor numbers, average length of stay & daily expenditure)
- Market conditions

- Anecdotal feedback from industry and visitors as relevant

ECTT Organisation Performance

- Destination Management & Local Action Planning
 - Destination Marketing
 - Major Events Attraction, Leveraging & Support
 - Investment Attraction
 - Industry Development & Support
 - Industry Advocacy & Recognition
 - Organisational effectiveness
- for the East Coast Tasmania region.

2.1.2 A report outlining the results of an annual review of ECTT's operations.

3. REPORTING

3.1 ECTT will provide reports as detailed in 2.1.1, 2.1.2 above.

4. FUNDING

4.1 GSBC & BODC will make payment to ECTT on receipt of an invoice for the annual funding sought.

4.2 Funds provided by GSBC & BODC to ECTT under this Agreement shall be expended only on the delivery of services/outputs for which the funding has been provided.

4.3 GSBC & BODC shall not be held responsible for any liabilities, losses or cost overruns incurred in relation to any programs undertaken by ECTT.

4.4 Any unspent/uncommitted funds at the end of the period as detailed in Schedule One to this Agreement which have been provided by GSBC & BODC are to be retained by ECTT for agreed activities in following financial periods.

5. PUBLICITY AND ACKNOWLEDGMENT

5.1 ECTT will specifically acknowledge the assistance provided under this Agreement by GSBC & BODC in all relevant activities, publications and advertising material and may publicise the benefits accruing to ECTT and the State, as a result of the support provided under this Agreement.

5.2 At all times, GSBC & BODC has a right to view and approve all material featuring the GSBC & BODC logo's, prior to production of any publications and advertising material and ECTT must not publicise the material without the approval of GSBC & BODC.

6. INSURANCE

6.1 ECTT will ensure that it has adequate insurance cover in place to protect physical assets against loss and/or damage, and to indemnify ECTT against legal liability for personal injury and/or property damage claims made by third parties.

7. SUBCONTRACTING OR ASSIGNMENT

7.1 ECTT will be fully responsible for carrying out the agreed program notwithstanding that ECTT may have subcontracted or assigned the performance of any part of the Program.

8. ETHICAL EMPLOYMENT POLICY

8.1 ECTT agrees that it shall be bound by the Tasmanian Government's Ethical Employment Policy ("the Policy") (as amended from time to time). ECTT confirms that, as at the date of this Agreement, it is meeting its obligations to its employees under the applicable industrial instruments and legislation, as referred to in the Policy, and shall continue to meet such obligations during the term of this Agreement.

9. INDEMNITY

9.1 ECTT shall release and indemnify GSBC & BODC, its servants and agents from and against all actions, proceedings, claims and demands which may be brought or made against it or them by any person in respect of or by reason of or arising out of:

- the performance by ECTT of its rights and obligations under this Agreement;
- any negligence or other wrongful act or omission of ECTT, staff or other servants, employees or agents or of any other persons for whose acts or omission ECTT is vicariously liable;
- any negligence or other wrongful act or omission of staff or the visitors, invitees or licensees of ECTT;
- death, injury, loss of or damage to ECTT, staff or its other servants, employees, agents or visitors; or
- any breach of this Agreement by ECTT.

10. GOODS AND SERVICES TAX

10.1 In this Agreement, "GST", "Tax Invoice", "Recipient Created Tax Invoice" and "Taxable Supply" have the same meaning as in A New Tax System (Goods and Services Tax) Act 1999. Further, for the purposes of this Agreement, "Taxable Supply" means the obligations of ECTT under the terms of this Agreement.

10.2 Each funding payment specified in Schedule One is exclusive of GST and shall be increased by an amount equal to any GST payable with respect to the Taxable Supply for which the payment is made provided that with each relevant claim for payment, ECTT shall submit a Tax Invoice, unless the parties have agreed in writing to have issued a Recipient Created Tax Invoice.

11. INTELLECTUAL PROPERTY

11.1 ECTT shall indemnify and at all times keep GSBC & BODC indemnified against any action, claim, suit or demand, including a claim, suit or demand for, or liability to pay, compensation or damages and costs or expenses arising out of, or in respect of, any breach of any third party's intellectual property rights.

12. PRIVACY

12.1 ECTT acknowledges and agrees that it shall be bound by the Information Privacy Principles and/or any applicable code of practice as GSBC & BODC may have approved under the Information Privacy Act 2000 with respect to any act done or practice engaged in by ECTT for the

purposes of this Agreement in the same way and to the same extent as GSBC & BODC would have been bound by the Information Privacy Principles or any such applicable code of practice in respect of that act or practice had it been directly done or engaged by GSBC & BODC.

13. ENTIRE AGREEMENT AND VARIATION

13.1 This Agreement and the schedules attached thereto constitute the entire Agreement between the parties and supersede all communications, negotiations, agreements, whether oral or written, between the parties with respect to the subject matter of this Agreement.

13.2 No agreement or understanding varying or extending this Agreement shall be legally binding upon either party unless in writing and signed by both parties.

14. DISPUTE

14.1 If either GSBC & BODC or ECTT considers that there is a dispute or difference arising out of or relating to this Agreement ("Dispute") the parties may adopt the procedure set out in this clause to resolve the Dispute. Notwithstanding the provisions in this clause, if the Services that are the subject of this Agreement have not yet been completed, ECTT shall at all times proceed to complete the Services and perform its obligations without delay.

14.2 If the parties agree to adopt the procedures set out in this clause, either party within 28 days of the Dispute arising shall send a notice to the other party specifying the detailed particulars of the matters in Dispute and its proposal for their resolution ("Dispute Notice").

14.3 GSBC & BODC Representative (or other person authorised by GSBC & BODC and ECTT (or its representative) shall meet personally within two working days (or other such period as agreed) after service of the Dispute Notice to attempt to resolve the Dispute on a basis consistent with a wish to retain a long term relationship between the parties.

14.4 If the parties are unable to resolve the Dispute within 3 working days of the meeting referred to in clause 15.3 (or such longer period as may be agreed) the Dispute will be referred to the Chief Executive Officer of Tourism Tasmania.

15. WAIVER

15.1 The non-exercise of or delay in exercising any power or right of a party does not operate as a waiver of that power or right, nor does any single or partial exercise of a power or right preclude any other or further exercise of that or any other power or right. A power, right or obligation may only be waived in writing, signed by the party to be bound by the waiver.

16. TERMINATION

16.1 GSBC or BODC may terminate this Agreement by written notice:

- (a) if, in the reasonable opinion of GSBC or BODC and ECTT after having been given 12 months notice in writing, fails to carry out its obligations under this Agreement; or
- (b) if ECTT goes into liquidation, or a receiver and manager, administrator or mortgagee or chargee's agent is appointed, or becomes subject to any form of insolvency administration or arrangement.

17. NEGATION OF PARTNERSHIP AND AGENCY

17.1 ECTT shall not, by virtue of this Agreement, or for any purpose, be deemed to be a partner or agent of GSBC & BODC or as having any power or authority to bind or represent GSBC & BODC.

18. SEVERANCE

18.1 If any provision of this Agreement is held invalid unenforceable or illegal for any reason, this Agreement shall remain otherwise in full force, apart from such provision, which shall be deemed deleted.

19. CONFLICT OF INTEREST

19.1 ECTT shall inform GSBC & BODC of any matter connected with this Agreement that may give rise to an actual or potential conflict of interest of the GSBC & BODC, its officers, employees, servants, or agents of the kind referred to in this Agreement at any time during the performance of the Services.

19.2 Information provided by ECTT under these provisions shall be treated as commercial-in-confidence by GSBC & BODC.

Schedule One

This schedule forms part of the Agreement between Glamorgan Spring Bay Council (GSBC), Break O'Day Council (BODC) and East Coast Tasmania Tourism (ECTT).

GLAMORGAN SPRING BAY COUNCIL, BREAK O'DAY COUNCIL – EAST COAST TASMANIA TOURISM INCORPORATED – FUNDING AGREEMENT

Period: 01 July 2020 to 30 June 2021	Funding: Annual funding of \$60,000 (+GST) per Council to facilitate the operation of a Regional Tourism Organisation as identified in the Strategic Plan for East Coast Tasmania.	Reporting Schedule (period ending): Bi-Annual Reports: - January - August Annual Review: October
Payment Schedule: <ul style="list-style-type: none">• within 30 days of invoice – issued August 2020. Following years invoices will be issued in July.		

Schedule Two

This schedule forms part of the Agreement between Glamorgan Spring Bay Council (GSBC), Break O'Day Council (BODC) and East Coast Tasmania Tourism (ECTT).

GLAMORGAN SPRING BAY COUNCIL, BREAK O'DAY COUNCIL – EAST COAST TASMANIA TOURISM INCORPORATED – FUNDING AGREEMENT

Tourism 21 Strategy			
RTO to identify 2020-23 activities	Nominated KPIs	Date scheduled	
Tourism 21 Strategy. Support and implement priorities with this State-wide strategy that directs collective investment in sustainably growing the visitor economy of Tasmania.	Participate as a partner in the Tasmanian Tourism Network in the receiving and provision of updates for the East Coast. Updates to be shared with Board and Partners	Ongoing	
Visitor Information Services	Work in partnership with Councils, T21, State Growth and TICT in the development of Visitor Information Services for the East Coast incl. booking platform	Ongoing	
Destination Management & Local Action Planning			
RTO to identify 2020-23 activities	Nominated KPIs	Date scheduled	
Development of Destination Management Plan informs the direction of visitor economy development in East Coast Tasmania	Development of East Coast Destination Management Plan aligned to T21 priorities and the outcomes of the Audit & Risk report	Mar 21	
Destination Action Plans (DAPs) determine and coordinate the effective implementation of local tourism initiatives across East Coast communities	Annual milestones set with each DAP Group in partnership with ECTT in the DAP planning	Ongoing	
Engagement with Business communities	Build stronger relationships with the local business community e.g. Chambers	Ongoing	
Regional Stakeholder Advocacy and Support			

<ul style="list-style-type: none"> The value of the RTO is recognised by industry and community, and strategic priorities are identified. Stakeholders are supportive and engaged through leadership, advocacy and stakeholder management at government and industry level Ongoing engagement with, and alignment of, the local industry (including individual operators and local tourism associations) and in relation to the overall direction of the industry at a sector, region and state level RTO participation model is representative of the region's visitor economy planning RTOs are collaborating and sharing industry-wide opportunities for the benefit of their stakeholders including visitors 			
RTO to identify 2020-23 activities		Nominated KPIs	Date scheduled
Quarterly Council Officer meetings		Quarterly meetings with Council General Managers and key officers to discuss ECTT activities and Council tourism priorities and projects	Quarterly
Half-yearly Council presentations		Presentation provided to Councils in April and October each year providing an update on ECTT activities.	Half yearly
Local Tourism Forums		Super DAP meeting - DAP chairs and/or representatives, Council representatives and Parks attend quarterly forums – joint activity is reviewed and plans agreed	Quarterly
Data research		Ensure that Council and Industry are continually updated with the latest data	Ongoing
Brand and marketing, including digital strategy <ul style="list-style-type: none"> Regional attributes resonate with the Tasmanian tourism brand Facilitate regional content that can be utilised in destination marketing Marketing and digital strategies are appropriate to identified market opportunities 			
RTO to identify 2020-23 activities		Nominated KPIs	Date scheduled
East Coast Strategic Plan		Follow agreed strategic plan pillars and continue to update the tactical calendar monthly	Ongoing

Marketing partnership with Tourism Tasmania	Continue to work in partnership with Tourism Tasmania to ensure East Coast has a strong voice in the Tasmania story	Ongoing
Industry Development		
<ul style="list-style-type: none"> Build industry capability through advocacy and coordination of state-wide programs with other TTas/RTOs/TICT/THA Support the development, implementation and/or continued industry engagement with the local Drive Journey Regionally specific programs with the main focus on Destination Action Plans and engaging with active DAP leadership groups 		
Skills training & support	Review existing priorities from T21 Recovery plan and partner with agencies to ensure the development requirements for the East Coast are met as per the product and experience audit.	Ongoing
Organisation Effectiveness		
RTO to identify 2020-23 activities	Nominated KPIs	Date scheduled
Good Governance. ECTT's Board provides sound governance and clear strategic direction	Six (6) agenda based Board meetings guide organisation with representation from both Council	Bi-monthly
Financial Responsibility. ECTT accounts for its activities according to appropriate financial processes, as per its incorporation and provides transparency in its reporting to stakeholders	Annual budget to be approved by Board no later than July of the financial year. Annual reporting to Partners and Industry that aligns with rules of association at AGM to be held in October each year	Annual
Annual Plan. ECTT prepares an Annual Plan to guide its activities for the forthcoming year	Annual Plan to be adopted by the Board at the same time as the Annual Budget is adopted.	Annual
Break O'Day Council Priority Activities		
RTO to identify 2020-23 activities	Nominated KPIs	Date scheduled
St Helens MTB Trails. Provide support and assistance to BODC where required in relation to the marketing and development of the MTB product.	Assistance provided to BODC in relation to marketing the MTB Trails.	Ongoing
Board Membership. Encourage participation on the ECTT Board by appropriately experienced and qualified Break O'Day located members.	Increase in the number of Board members located in the Break O'Day area.	Ongoing

Industry Engagement. Develop the profile of ECTT in the BODC area and engage with operators on an individual basis through a program of visiting operators.	Increased engagement of BODC tourism operators in ECTT activities.	Ongoing
Visitor Information Services. Work with BODC to complete a review of the St Helens Visitor Information Centre having regard to the Review initiated by the Tasmanian Government.	Review of visitor information services completed.	March 2021
Bay of Fires Master Plan. Support BODC and PWS in the development and implementation of a Master Plan for the Bay of Fires area addressing visitor and infrastructure needs within the area.	Participation in the Steering Committee and industry engagement activities.	Ongoing

Key:

TTas = Tourism Tasmania
 GSBC= Glamorgan Spring Bay Council
 BODC = Break O'Day Council
 PWS = Parks & Wildlife Service
 DMP = Destination Management Plan
 DAP = Destination Action Plan
 ECTT = East Coast Tasmania Tourism
 VIC = Visitor Information Centre
 TVIN = Tasmanian Visitor Information Network
 RTO = Regional Tourism Organisation

ACTION	DISCUSSION
PROPONENT	Council Officer
OFFICER	Jodie Cooper, Mental Health & Wellbeing Coordinator
FILE REFERENCE	018\019\001\
ASSOCIATED REPORTS AND DOCUMENTS	Community Wellbeing Project Frequently Asked Questions

OFFICER'S RECOMMENDATION:

That Council note the Community Wellbeing Pilot Project has been funded from the Tasmanian Community Fund and amend the 2020-2021 Annual Plan to include this activity.

INTRODUCTION:

The Wellbeing Project is a three-year evidence-based wellbeing program to build capacity in Break O'Day community members to build connections, develop resilience and enhance wellbeing. Funding from Tasmanian Community Fund is required to enable the project.

Essentially, the objective of the project is to energise the community around the topic of wellbeing, provide skills and resources to improve their own and others wellbeing and then empower and support the community to create lasting change.

PREVIOUS COUNCIL CONSIDERATION:

Nil.

OFFICER'S REPORT:

Tasmanian Community Fund has recently notified us that we were successful in their Large 'Covid' grant round. This will fund \$375,000 of the Community wellbeing project and work towards building capacity in the community to drive and manage positive change within our municipality.

The Community Wellbeing Pilot Project Scope**Project Outline:**

Wellbeing is the ability to feel good and function effectively as we navigate the inevitable highs and lows of life (The Wellbeing Lab, 2020). Evidence suggests that improving wellbeing leads to numerous positive outcomes including increased resilience and energy, better health and happiness, improved relationships and a higher productivity and earning capacity (McQuaid, 2017). In short, improving wellbeing of residents will have profound impact on every aspect of the Break O'Day community.

This pilot project is grounded in the science of positive psychology and will be measured using the PERMAH Community wellbeing scale and a qualitative approach with UTas. Positive psychology can be defined as the science of wellbeing and aims to understand what is good in us, in life and what works for us to make life worth living (Hefferon, 2011).

Project Objectives:

Essentially, the objective of the project is to energise the community around the topic of wellbeing, provide skills and resources to improve their own and others wellbeing and then empower and support the community to create lasting change.

What we intend to do:

This project will be delivered over three (3) years, with three distinct stages each year. *The three-year program can be viewed as three independent funnels for community members.*



Phase 1) Each year focus groups reach new community members to increase wellbeing knowledge, connections and inspire participants to engage with wellbeing. (This is the top of the funnel.)

Phase 2) Each year thirty individuals are selected to complete the wellbeing certificate and learn to apply the science of positive psychology to themselves and their community. (This is the neck of the funnel where less people are involved, relationships and learning are solidified and deep capacity is developed.)

Phase 3) Each year, thirty impact projects will be developed from participants in the wellbeing certificate. These projects will have a broad reach across our community and touch many individuals that would generally not engage with traditional mental health initiatives. Community members will also be invited into a Wellbeing Collaborative and in year two, a community wide appreciate inquiry summit. (This is the bottom of the funnel where projects and collaborations have the capacity to impact many

more community members.)

Project Outcomes:

- 1) To increase opportunities for community connection and create an inclusive and open forum to learn about and share experiences and ideas around wellbeing with 30 focus groups.
- 2) To improve community capacity to manage and build personal wellbeing and make positive and proactive choices.
- 3) To upskill between 80 and 90 community members with evidence-based wellbeing skills, resources and practical tools.
- 4) To support and nurture 90 community impact projects that will reach individuals from multiple contexts within the Break O'Day region.
- 5) To reach 15% of the Break O'Day population over three years and directly impact over 1000 individuals through focus groups, wellbeing certificate, participant impact projects and the wellbeing collaborative.
- 6) To enhance wellbeing literacy and develop a shared language of wellbeing across 15% of the community.

- 7) To inspire community members to come together and build a better community for themselves, their families and the next generation with 80 participants at the Appreciative Inquiry Summit in year two of the project.
- 8) To provide robust evidence through the PERMAH Community Wellbeing Scale and qualitative data that the project enhances community wellbeing delivered in a final report.
- 9) The creation of a wellbeing Advisory Team who will support and advocate wellbeing initiatives across Tasmania.
- 10) The creation of a wellbeing collaborative, with quarterly meetings and regular attendance of 10 passionate and inspired community members.

How you can be involved:

There will be lots of opportunities for community members to engage with the project. For example you could;

- 1) Get involved in a focus group to share your ideas about what you want to see in the community and how to bring it to life.
- 2) Participate in the wellbeing certificate. That's a \$4000 course we'll be offering to community members to learn all about wellbeing and then support them to build their own wellbeing initiative for their community group or organisation.
- 3) Join the wellbeing collaborative to shape how our community promotes wellbeing and create activities or events that help to bring the community together.

In Short:

This wellbeing program aims to upskill local individuals, provide them with knowledge and support, and inspire them to integrate wellbeing into existing community activities. We will reengage local people in meaningful ways to promote connection, build resilience, and give our community the information and support they need to bring out the best in themselves and others.

Support for this project is building and we believe if evidence demonstrates our success, it will be highly sought after within other regions. If you have any questions, you are most welcome to contact me on the details below.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

A naturally beautiful environment that speaks to our heart. A diverse and thriving community; a place of opportunity. A place where everyone feels safe, welcome and connected.
A focus on wellbeing will enable this vision.

Goal

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

Strategies

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

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.

The Community Wellbeing Pilot Project speaks to the above Council priorities.

LEGISLATION & POLICIES:

As identified in the Policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Council's commitment to the project comes through support from the Mental Health & Wellbeing Coordinator position which is anticipated to average approximately two (2) days per week along with provision of Council venues for community events and meetings. This is being funded through the existing HR Budget of Council.

VOTING REQUIREMENTS:

Simple Majority.

10 December, 2020



Frequently Asked Questions Break O'Day Community Wellbeing Project

This week we received notification that our grant application to Tasmanian Community Fund was successful to facilitate a three-year community wellbeing project. This is an incredible opportunity for Break O'Day to pilot a whole community approach to improving and enabling wellbeing.

Here are some frequently asked questions to help you better understand the project.

What is the Community Wellbeing Project?

A three-year wellbeing program with a primary focus on building capacity in Break O'Day community members to build connections, develop resilience and enhance wellbeing.

This project has three distinct stages each year, including wellbeing focus groups, a four-month wellbeing certificate course for 30 community members and the development of a community collaborative to promote and nurture wellbeing into the future.

The project is not solely about Break O'Day, as the project gathers momentum it is anticipated that individuals from other areas of Tasmania will participate in the program taking the learnings back to their community.

Why is Council involved in Community Wellbeing?

Break O'Day Council's vision is "A naturally beautiful environment that speaks to our heart. A diverse and thriving community; a place of opportunity. A place where everyone feels safe, welcomed and connected." Working towards enabling wellbeing in our community is a logical part of our vision.

The impact of the Covid-19 Pandemic has brought into sharp focus the need for an increased focus on individual and community wellbeing and its importance to building resilience in communities.

Break O'Day Council has developed this innovative pilot project to encompass our entire region and anticipates that while the focus will be the local community, other Councils will likely want to adopt the framework over time.

Council will be facilitating and supporting the project while a community working group helps to nurture and promote the initiative. Within twelve months a wellbeing collaborative will be formed to help promote and advocate for positive change within the wider community.

How is this going to compliment existing mental health and wellbeing groups and initiatives?

There has been great work done in the mental health and suicide prevention areas in our community. This wellbeing project aims to support and collaborate with existing models, groups and services and endeavours to focus on promoting wellbeing at the broader community level.



Is this project similar to the suicide prevention trial site work?

Yes and No. The framework of empowering the community with knowledge and nurturing community champions is similar to the suicide prevention model. However, the focus in this project is on building and enabling mental health and wellbeing, as opposed to managing and preventing mental illness. So fundamentally, our objectives are quite different.

How much is the project and what is the cost to Council?

The three-year pilot project has a total budget of \$578,300. Council's financial commitment is primarily through officer time with the Mental Health and Wellbeing Coordinator working on average two days per week on the project and provision of venues (Estimated cost \$124,800). The Tasmanian Community Fund is contributing \$375,000 and the difference will be generated from participation in the wellbeing certificate in year three of the project through participation fees.

What are the objectives of the project?

Essentially, the objective of the project is to energise the community around the topic of wellbeing, provide skills and resources to improve their own and others wellbeing and then empower and support the community to create lasting change.

Over three years, the project will reach 15% of the Break O'Day population; To increase opportunities for community connection; Build capacity to improve personal wellbeing; and develop a wellbeing collaborative to advocate for positive and proactive change within the community.

How will the community be involved?

- 1) A volunteer working group will be formed to support and drive the project.
- 2) Wellbeing focus groups will enable community members to share ideas about wellbeing and how to bring it to life within the local context.
- 3) The wellbeing certificate will be available to 30 community members each year. This is a four-month course (fully funded) to learn about wellbeing and support participants to build their own wellbeing initiative for their community group or organisation.
- 4) An open wellbeing collaborative of community members will shape how we promote wellbeing and create activities or events that help to bring the community together.

How will success be measured?

This project is in partnership with the University of Tasmania and will use the PERMAH Community Wellbeing Scale and a range of qualitative methods to measure and assess project outcomes over the three years. A final report will be made available to the public.

Wanting more information?

We hope to connect with many individuals from all walks of our community. If you are interested in learning more or keen to get involved, please contact Jodie Cooper on the details below.

Warmest Regards



Jodie Cooper
Mental Health and Wellbeing Coordinator
 E: jodie.cooper@bodc.tas.gov.au



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

IN CONFIDENCE

12/20.17.0 **CLOSED COUNCIL**

12/20.17.1 **Confirmation of Closed Council Minutes – Council Meeting 16 November 2020**

12/20.17.2 **Outstanding Actions List for Closed Council**

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