



COUNCIL MEETING AGENDA

Monday 17 January 2022
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
10 January 2022

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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 17 January 2022 commencing at 10.00am.

CERTIFICATION

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



GENERAL MANAGER

Date: 10 January 2022

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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.

01/22.1.0 ATTENDANCE

01/22.1.1 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

01/22.1.2 Apologies

01/22.1.3 Leave of Absence

Nil

01/22.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Angela Matthews

01/22.2.0 PUBLIC QUESTION TIME

Nil.

01/22.3.0 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.

01/22.4.0 CONFIRMATION OF MINUTES

01/22.4.1 Confirmation of Minutes – Council Meeting 20 December 2021

OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 20 December 2021 be confirmed.

01/22.4.2 Confirmation of Minutes – Annual General Meeting 13 December 2021

OFFICER'S RECOMMENDATION:

That the minutes of the Annual General Meeting held on the 13 December 2021 be confirmed.

01/22.5.0 COUNCIL WORKSHOPS HELD SINCE 20 DECEMBER 2021 COUNCIL MEETING

No workshops have been held since the 20 December 2021.

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.

ACTION	DECISION
PROPONENT	CommPlan
OFFICER	Kathryn Clausen, Planning Officer
FILE REFERENCE	TRIM 22/490
ASSOCIATED REPORTS AND DOCUMENTS	Attachment A – Plans Attachment B – Environmental (Electromagnetic Energy) Report Attachment C - Photographs Attachment D – Representations (3) Attachment E – Applicant response to representations

OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013- Version 17* that the application for TELECOMMUNICATIONS TOWER on land situated at 58 BENT STREET, MATHINNA described in Certificate of Title 232548/1, 100600/1 be APPROVED subject to the following conditions:

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

Approved Plans			
Plan / Document Name	Reference Number	Prepared By	Dated
Draft Site Layout, Overall site plan and Locality Plan	H0214-P1 Rev 1	Optus Mobiles Pty Ltd	25 September 2021
Draft Site Elevation	H0214-P2 Rev 1	Optus Mobiles Pty Ltd	25 September 2021
Detailed Survey and Lease Survey	47924MD-1A	PDA Surveyors	27 September 2021
Environmental EME Report	V12.4	Lend Lease, NAD (v1.0.143397.47531)	February 2021
Planning Assessment Report	Amended (Sept 2021)	CommPlan Pty Ltd	September 2021

2. The areas shown to be set aside for vehicle access must be:
 - a. completed before the use of the development;
 - b. provided with space for access turning and manoeuvring of vehicles on-site to enable them to enter and leave the site in a forward direction;
 - c. surfaced with a pervious dust free surface and drained in a manner that will not cause stormwater nuisance, and
 - d. constructed in a manner that ensures sediment is neither tracked nor eroded across the property boundary.

3. The vehicle crossover from the carriageway to the property boundary must be upgraded in accordance with the following and financed by the applicant:

The crossover must be constructed in accordance with standard drawings TSD-RO3-v3 & TSD-RO4-v3.

An application must be submitted to obtain a Works Permit prior to undertaking any work on the crossover.

4. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.
5. Works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
6. All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within two (2) metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.
7. All building wastes are to be removed to the appropriate waste disposal facility to prevent an environmental nuisance being caused outside of the works site.

ADVICE

1. Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
2. Activities associated with construction works are not to be performed outside the permissible time frames listed:

Monday-Friday 7 am to 6 pm

Saturday 9 am to 6 pm

Sunday and public holidays 10 am to 6 pm

INTRODUCTION:

The applicant is seeking approval for a new Telecommunications facility (mobile base station) located at 58 Bent Street, Mathinna. The proposed facility is considered necessary for Optus to provide improved mobile and wireless telecommunications services to Mathinna and surrounding areas.

PREVIOUS COUNCIL CONSIDERATION:

Not Applicable

OFFICER'S REPORT:

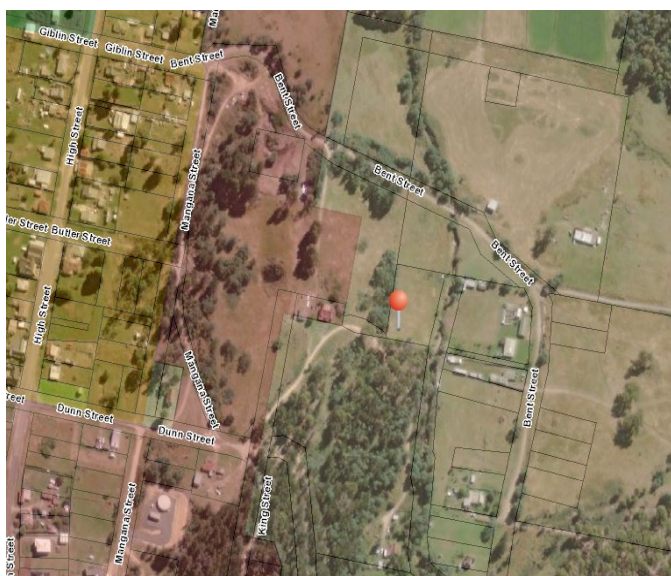
1. The Proposal

The application seeks planning consent for the installation of:

- Installation of one (1) 40-metre-high lattice tower to support the equipment of Optus;
- Installation of three (3) Optus panel antennas (no more than 2.8m in length) at a height of m, 38.70m (antenna centreline) attached to the proposed headframe that is mounted to the proposed lattice tower;
- Installation of six (6) remote radio units (RRUs) adjacent to the panel antennas mounted to the proposed headframe on the proposed lattice tower;
- A fence around the perimeter of the lattice tower and Optus equipment cabinets; and
- Installation of ancillary equipment associated with operation of the facility including; cabling, ladders, safe access devices, gates, signage, bird proofing, earthing, electrical works and air-conditioning equipment.

The subject land is located on the eastern outskirts of the Mathinna Township, on the southern side of Bent Street approximately 120m off the road in the south-western corner of the site. The facility is to be accessed via an existing access directly off Bent Street and then along existing and proposed internal tracks close to the western boundary of the subject land.

A copy of the plans is provided in **Attachment A**.



Aerial photo



Zoning

2. Applicable Planning Assessment

- Part 26 Rural Resource Zone;
- E4 Road and Rail Assets Code;
- E5 Flood Prone Areas Code;
- E6 Car Parking and Sustainable Transport Code;
- E9 Water Quality Code

3. Referrals

- TasNetworks
- Council WORKS Department

4. Assessment

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

Break O'Day Interim Planning Scheme 2013:

- 26.2 (Use Table);
- 26.3.1, P1.1, P2.1, P3, P4, P5 (Use Standards);
- 26.4.1, P1, P2 (Development Standards) (Building location and appearance);
- E6.7.1 P1 (Development Standards) (Construction of Car Parking Spaces and Access Strips);

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

Planning Assessment

26 Rural Resource Zone

26.2 Use Table

The relevant Use Class (Utilities) is a **discretionary** use class within the Rural Resource Zone.

26.3 Use Standards

26.3.1 Discretionary Uses if not a single dwelling

Acceptable Solutions	Performance Criteria
A1 If for permitted or no permit required uses.	P1.1 It must be demonstrated that the use is consistent with local area objectives for the provision of non-primary industry uses in the zone, if applicable; and
Performance Criteria Assessment <i>Assessment against the Performance Criteria P1.1 is required as the use class (Utilities) is discretionary within the Rural Resource Zone.</i> The relevant Local Area Objectives for non-primary industry uses within the Rural Resources Zone are as follows: 2) Tourism <i>Tourism is an important contributor to the rural economy and can make a significant contribution to the value adding of primary industries through visitor facilities and the downstream processing of produce. The continued enhancement of tourism facilities with a relationship to primary production is supported where the long-term sustainability of the resource is not unduly compromised.</i>	

The rural zone provides for important regional and local tourist routes and destinations such as through the promotion of environmental features and values, cultural heritage and landscape. The continued enhancement of tourism facilities that capitalise on these attributes is supported where the long-term sustainability of primary industry resources is not unduly compromised.

3) Rural Communities

Services to the rural locality through provision for home-based business can enhance the sustainability of rural communities. Professional and other business services that meet the needs of rural populations are supported where they accompany a residential or other established use and are located appropriately in relation to settlement activity centres and surrounding primary industries such that the integrity of the activity centre is not undermined and primary industries are not unreasonably confined or restrained

The proposed facility is considered to support both of the local objectives as it will enable improved telecommunications connectivity which in turn should support and enhance tourism facilities and opportunities and provide improved services for the local and surrounding rural communities.

The proposed development satisfies the performance criteria in this instance.

Acceptable Solutions	Performance Criteria
A2 If for permitted or no permit required uses.	P2.1 Utilities, extractive industries and controlled environment agriculture located on prime agricultural land must demonstrate that the: i) amount of land alienated/converted is minimised; and ii) location is reasonably required for operational efficiency; and

Performance Criteria Assessment

Assessment against the Performance Criteria P2.1 is required as the use class (Utilities) is discretionary within the Rural Resource Zone.

The Land Capability Classification System developed by the Department of Natural Resources and Environment indicates that the area around Mathinna falls mostly within Class 5 and 6 (limited/ unsuitable for cropping and suited/limited for grazing). With these limitations, the land is not considered to be prime agricultural land and as such, no further assessment against this performance criteria is required.

Acceptable Solutions	Performance Criteria
A3 If for permitted or no permit requires uses.	P3 The conversion of non-prime agricultural to non-agricultural use must demonstrate that: a) the amount of land converted is minimised having regard to: i) existing use and development on the land; and ii) surrounding use and development; and iii) topographical constraints; or b) the site is practically incapable of supporting an agricultural use or being included with other land for agricultural or other primary industry use, due to factors such as: i) limitations created by any existing use and/or development surrounding the site; and ii) topographical features; and iii) poor capability of the land for primary industry; or c) the location of the use on the site is reasonably required for operational efficiency.

Performance Criteria Assessment

Assessment against the Performance Criteria P3 is required as the use class (Utilities) is discretionary within the Rural Resource Zone and the land is non-prime agricultural land.

The subject land is an irregular shaped 1.3ha lot comprising 2 titles in the same ownership. The property is occupied rural residential land, containing housing, sheds and a number of small grazing paddocks.

As the land (and surrounding land) is not suitable (or classified) as prime agricultural land, the land is considered to have limited capability for primary industry.

The site of the proposed tower is to be located in the south-western corner of the property and will only occupy 100m² of the subject land. The small amount of land to be occupied by the tower will not prevent the ongoing use of the land for small-scale rural residential activities, nor would it prevent the continuation of the surrounding small-scale rural residential land uses.

The applicant has advised that the chosen siting for the proposed tower is based on the higher elevation of this part of the site, the existing vehicle access and the proximity to an existing power source (power pole). Given the nature of the use, the location is critical to provide operational efficiency.

The proposed development satisfies the performance criteria in this instance.

Acceptable Solutions	Performance Criteria
A4 If for permitted or no permit requires uses.	P4 It must demonstrated that: a) emissions are not likely to cause an environmental nuisance; and b) primary industry uses will not be unreasonably confined or restrained from conducting normal operations; and c) the capacity of the local road network can accommodate the traffic generated by the use.

Performance Criteria Assessment

Assessment against the Performance Criteria P4 is required as the use class (Utilities) is discretionary within the Rural Resource Zone.

*With regard to P4 part a) the applicant has provided an Environmental (Electromagnetic Energy) Report (**Attachment B**) providing a summary of the levels of radiofrequency and electromagnetic energy expected to be generated around the proposed facility.*

The anticipated levels are indicated as being between 0.21% and 0.45% of the allowable (100%) public exposure limit. In addition to this report the applicant has advised that the proposed Optus equipment has the following features which further minimise the amounts of energy used and emitted:

- Dynamic/Adaptive Power Control is a network feature that automatically adjusts the power and hence minimises EME from the facility*
- Varying the facility's transmit power to the minimal required level, minimising EME from the network*
- Discontinuous transmission, a feature that reduces EME emissions by automatically switching the transmitter off when no data is being sent.*
- The proposed facility will also have restrictions aimed at preventing public access, including a secured compound fence with a locked gate and warning signs placed around the facility.*

As there is currently no telecommunications facility within the locality, there will be some environmental impact from the installation of the new facility, however, the report provided indicates that the impact is within the acceptable levels determined by the Australian Radiation Protection and Nuclear Safety Agency. Without any information to the contrary, it must be concluded that the emissions would be within an acceptable level and therefore not likely to cause an environmental nuisance.

Noise generation will be limited to during the construction phase (which will be subject to a standard condition regarding construction hours) and the ongoing operation of air conditioning equipment associated with the equipment cabinets, which technical advice asserts will be comparable to the level of a domestic air conditioning installation.

With regard to P4 b), there are no surrounding primary industry uses which would be affected by the proposal.

With regard to P4 c), as the tower is to be un-manned, there is not likely to be any significant traffic generation as the result of the development (the Applicant has advised that standard practice is for up to 2 maintenance visits per year).

The existing access is considered to be suitable for the intended development subject to being upgraded to the standard Council requirements which are included in Condition 2 of this report.

The proposed development is considered to satisfy the performance criteria in this instance.

Acceptable Solutions	Performance Criteria
A5 The use must: a) be permitted or no permit required; or b) be located in an existing building.	P5 It must be demonstrated that the visual appearance of the use is consistent with the local area having regard to: a) the impacts on skylines and ridgelines; and b) visibility from public roads; and c) the visual impacts of storage of materials or equipment; and d) the visual impacts of vegetation clearance or retention; and e) the desired future character statements.

Performance Criteria Assessment

Assessment against the Performance Criteria P5 is required as the use class (Utilities) is discretionary within the Rural Resource Zone and is not to be located within an existing building.

The proposed 40m high lattice tower is likely to have some visual impact within the local area. The selected site has been chosen because of its elevation and proximity to the Mathinna township, which provides the optimal conditions for quality service delivery. The proposed tower site, whilst elevated, is not located on a ridgeline. It will however, have some impact on the skyline as it will be taller than the surrounding vegetation.

The main visual impact will be from Bent Street, which is essentially a no-through unsealed road serving a small number of residents and their visitors. The site of the tower is to be located on an elevated position to the south of Bent Street. It will be partially screened by existing vegetation to the south and west, however, will have no screening when viewed from Bent Street. The greatest visual impact will be on the subject property owner (who is leasing the land to Optus) and the neighbouring properties at 62 Bent Street, 47 Bent Street and to a lesser extent, 82 Bent Street. None of these neighbours objected to the application during the advertised period. A series of photographs which are contained in **Attachment C** were taken from various locations on Bent Street and show an approximated visual of the tower.

The desired character statement for the Rural resource Zone states:

‘The visual impacts of use and development within the rural landscape are to be minimised such that the effect is not obtrusive.’

Given the 40m (plus additional base structure height of up to 2m) the tower is likely to be visible from the broader surrounds, however, it is unlikely to be obtrusively visible from the Mathinna main street or surrounding streets due to distance (approx. 350m at the closest point to the main street) and the geography of the land and existing natural and vegetated features.

The applicant has provided a response regarding the use of a lattice tower over a monopole structure stating that: **‘there are differing opinions about the visual appearance of monopoles and lattice towers and which achieves a better visual outcome, however, in this location and with the surrounding area, we do not think there is a significant benefit in relation to the visual impact of a lattice tower in contrast to a monopole. Due to the partially transparent nature of a lattice tower, they can appear less bulky and blend in better to the sky’.**

In this case, the applicant has advised that the geography of the land is such that a lattice tower is considered more stable having 3 legs and is easier to climb. It is also able to be transported to the construction site in smaller containers.

The selected site is cleared of vegetation and no vegetation removal is required or proposed.

Having regard to the nature of the development and the need to ensure that the facility can provide optimum delivery, it is considered that, on balance, the proposed development satisfies the performance criteria to the extent that the visual impacts are not considered to be overly obtrusive as the view of the tower will be distant for the most part and limited to what can be seen over the tops of trees, nor does it obscure views of the sky and the surrounding landscape.

26.4 Development Standards

26.4.1 Building Location and Appearance

Acceptable Solutions	Performance Criteria
A1 Building height must not exceed: a) 8m for dwellings; or b) 12m for other purposes.	P1 Building height must: a) be unobtrusive and complement the character of the surrounding landscape; and b) protect the amenity of adjoining uses from adverse impacts as a result of the proposal.

Performance Criteria Assessment

Assessment against the Performance Criteria P1 is required as the proposed tower is 40m in height.

As discussed previously it has been concluded that whilst the tower will be visible, it is unlikely to be overly obtrusive given the geography and existing vegetation of the surrounds. Outside of the township, the character of the surrounding landscape is mostly rural and natural. The tower will not obscure views of the surrounding landscape and the lattice design is partially transparent which can assist in reducing the bulkiness of the structure and allows some visibility of the sky behind.

*The adjoining uses are mostly farming/rural living. The Applicant has provided an Environmental Report (**Attachment B**) indicating the levels of radiofrequency and electromagnetic energy expected to be generated around the proposed facility. The anticipated levels are indicated as being between 0.21% and 0.45% of the allowable (100%) public exposure limit. There is not likely to be any perceptible noise impacts (other than during the construction phase), nor will there be any odours or other emissions beyond that already indicated. The main impact is likely to be the visual impact of the tower, which has been previously discussed as being acceptable in this instance.*

The proposed development is considered to adequately satisfy the performance criteria in this instance.

Acceptable Solutions	Performance Criteria
A2 Buildings must be set back a minimum of: a) 50m where a non sensitive use or extension to existing sensitive use buildings is proposed; or b) 200m where a sensitive use is proposed; or c) the same as existing for replacement of an existing dwelling.	P2 Buildings must be setback so that the use is not likely to constrain adjoining primary industry operations having regard to: a) the topography of the land; and b) buffers created by natural or other features; and c) the location of development on adjoining lots; and d) the nature of existing and potential adjoining uses; and e) the ability to accommodate a lesser setback to the road having regard to: i) the design of the development and landscaping; and ii) the potential for future upgrading of the road; and iii) potential traffic safety hazards; and iv) appropriate noise attenuation.

Performance Criteria Assessment

Assessment against the Performance Criteria P2 is required as the set-back of the proposed tower from the side and rear boundaries is less than 50m (for a non-sensitive use).

The proposed enclosure for the tower is set back 2m from the western boundary of the subject land and 3.5m from the southern boundary of the subject land. The set-back from Bent Street is between 116m and 137m (approximately). This places the tower in the most south-western corner of the subject land which is the furthest location from the Bent Street frontage and adjacent to a line of trees along both boundaries. The properties to the west and south are both owned by the Department of Primary Industries, and are vacant sites within the Priority Habitat overlay. There are only 2 other occupied residential properties located along this side of Bent Street, with houses being located approximately 100m and 150m from the tower site. On the other side of Bent Street are rural residential properties with houses being located approximately 200m and 300m from the tower site.

Overall, it is considered that the reduced set-backs from the southern and western boundaries of the subject land are unlikely to have any impact on the rural use of the neighbouring land. The visibility impacts on the neighbouring residential uses have been previously discussed as being acceptable in this instance. The siting of the tower on the highest part of the land is important for the efficiency of the operation of the tower. Technical advice asserts the facility is not considered a significant noise generator with operational noise similar to low level noise from air conditioning units.

The proposed development is considered to adequately satisfy the performance criteria in this instance.

E6 Car Parking and Sustainable Transport Code**E6.7 Development Standards****E6.7.1 Construction of Car Parking Spaces and Access Strips**

Acceptable Solutions	Performance Criteria
<p>A1 All car parking, access strips manoeuvring and circulation spaces must be:</p> <ul style="list-style-type: none"> a) formed to an adequate level and drained; and b) except for a single dwelling, provided with an impervious all weather seal; and c) except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces. 	<p>P1 All car parking, access strips manoeuvring and circulation spaces must be readily identifiable and constructed to ensure that they are useable in all weather conditions.</p>

Performance Criteria Assessment

Assessment against the Performance Criteria is required.

The use class 'utilities' has no requirements in term of car parking on the site. However the development has been assessed with respect to access strips and manoeuvring space. The proposed development is not proposing to seal the access strip with an impervious all weather seal. As a result the development will be conditioned to provide an access strip and manoeuvring space with a finished surface and utilising materials to ensure it is useable in all weather conditions.

The proposed development is conditioned to ensure it satisfies the performance criteria.

5. Representations

The application was advertised from 13 November 2021 to 26 November 2021 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. Three (3) representations were received prior to the closing date and time. A copy of each representation is contained in **Attachment D** and a copy of the Applicant's response to representations is contained in **Attachment E**. A summary of the key issues and response is outlined below:

Issue	Response
<p>All three (3) representations state that the location is too close to the main residential area of the town with the concerns being:</p> <ul style="list-style-type: none"> • radiation emission • visual pollution due to its height • destroy the natural beauty of the landscape which is the towns greatest asset <p>Two (2) representors suggested alternate locations outside of Mathinna being Chinamens Hill and Volunteer Hill.</p>	<p>The process of identifying a suitable site for the development has been conducted by Optus and it has detailed the considerations when choosing a site:</p> <ul style="list-style-type: none"> • Compliance with the EME standards mandated by the Australian Communications and Media Authority (ACMA). • Proximity to sensitive community uses such as schools, childcare centres, hospitals and aged care facilities. • The ability to minimise any environmental, heritage and visual impacts. • Acceptability of the proposal to council and the community. • Opportunities to co-locate facilities. • Visual aspect and amenity. • Willingness by the owner to enter into a tenure agreement and provide access during construction and operation. • Impacts upon the existing use of the property. • Feasibility of construction and the provision of utilities (power, access to the facility and transmission links etc.). • Cost of developing the telecommunications facility. • Radio frequency coverage and objectives. • Ability to provide high quality services to the target coverage area; • Ability to provide the network capacity for current and future customers in the area. <p>Four (4) other sites/methodologies were investigated for the facility, however these sites were rejected for a range of reasons including:</p> <ul style="list-style-type: none"> • Not meeting the radio network coverage objectives and requirements; • Not sufficiently meeting zoning requirements; • Lack of landowner and Council support. <p>With regard to the alternate locations suggested by the representors, the Applicant did give some consideration to both locations, however, rejected both on the basis that they are too far from the centre of the township and would only be able to provide a reduced directional coverage. In addition, the cost of providing electrical connection to either location is likely to be limiting given the distance to existing power poles.</p> <p>With regard to the expected radiation emissions, the Environmental Report provided by the Applicant (Attachment B) indicates that the anticipated levels are indicated as being between 0.21% and 0.45% of the allowable (100%) public exposure limit. These limits are standards set by the Australian Radiation Protection and Nuclear Safety Agency.</p>

	<p>The visual impact of the proposed tower has been discussed in previous sections of the report. Whilst it is acknowledged that the tower will be visible in the landscape due to its height, it is considered that the distance from the main street and the geography and vegetation of the surrounds should reduce the impact such that it is not overly obtrusive. The tower will be highly visible from Bent Street, however this road is essentially a no-through road which only services a small number of rural residential properties, including the subject land. None of the representors live on this street, with the closest being approximately 300m away and having areas of vegetation between the tower and the residence.</p>
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The recommendation for approval has been made following due consideration of the representations and comments.

6. Mediation

Nil.

7. Conclusion

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

LEGISLATION & POLICIES:

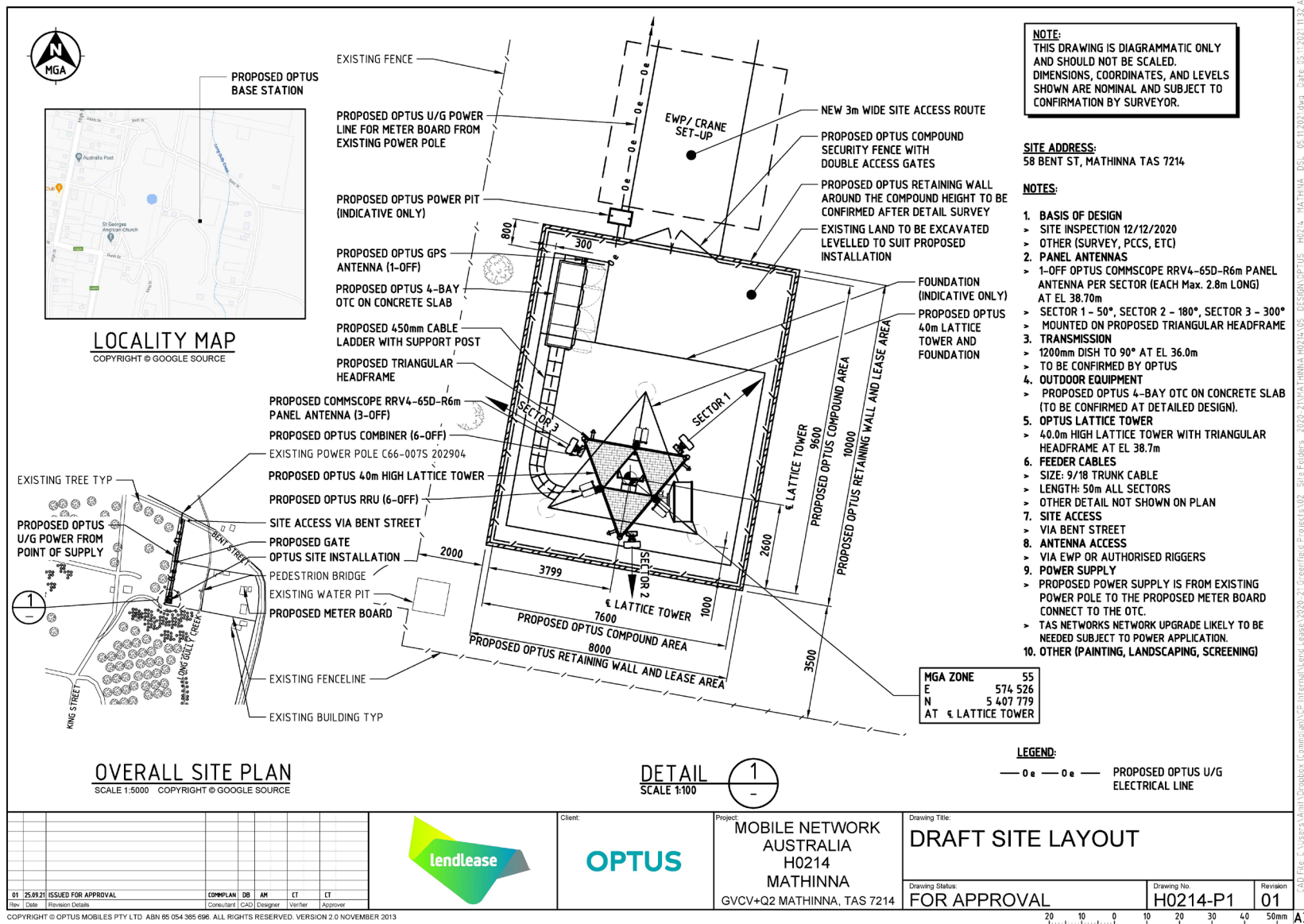
Break O'Day Interim Planning Scheme 2013;
Land Use Planning and Approvals Act 1993;
Local Government (Building and Miscellaneous Provisions) Act 1993.

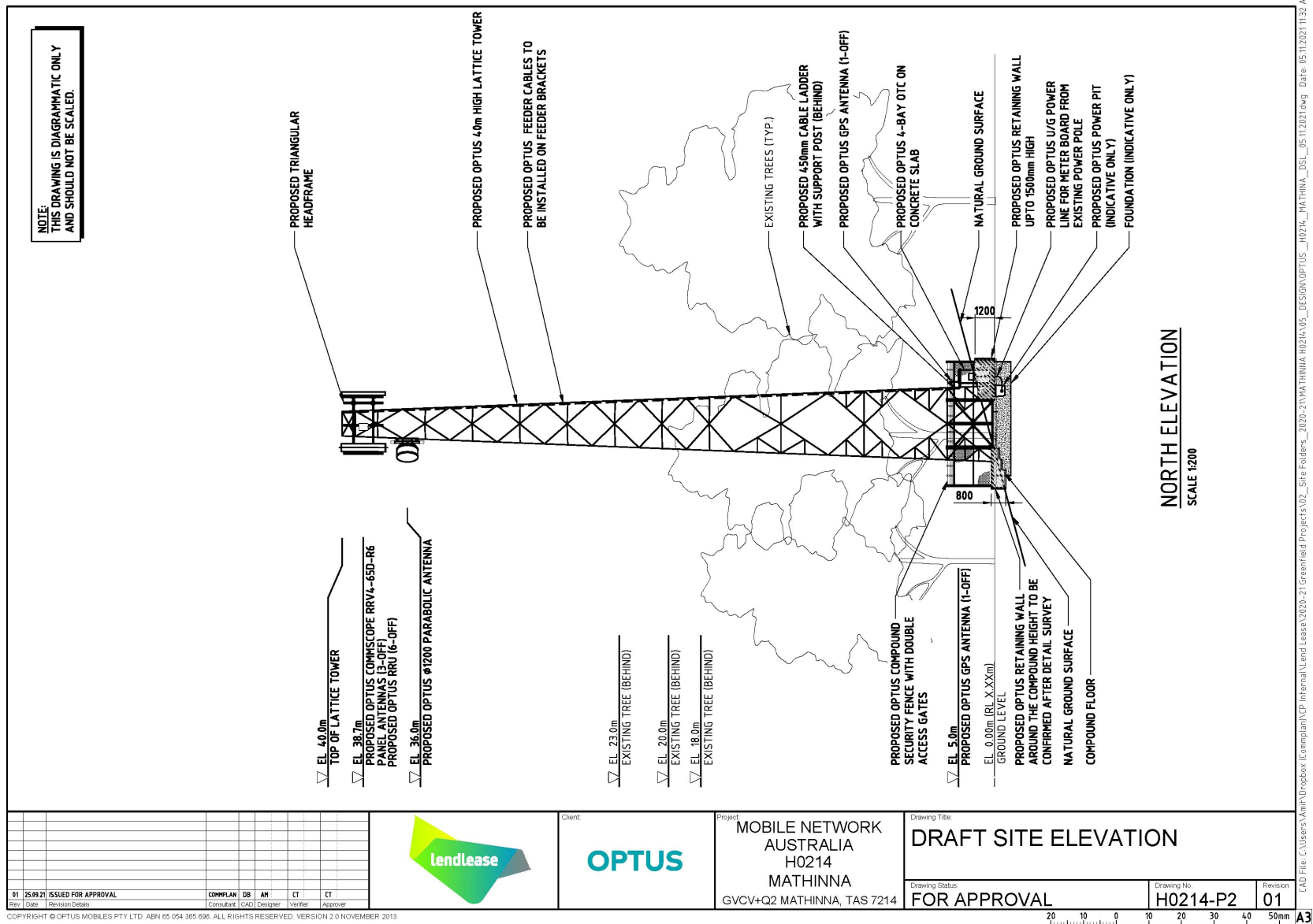
BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority.





The Mayor advised the Council that it had now concluded its meeting as a Planning Authority under Section 25 of the Local Government (Meeting Procedures) Regulations 2015.

01/22.7.0

COUNCIL MEETING ACTIONS

01/22.7.1

Outstanding Matters



COUNCIL RESOLUTIONS - MEETINGS - PUBLIC

10/01/2022

41

GOALS

69%

GOAL COMPLETION

COUNCIL RESOLUTIONS PLAN

COUNCIL RESOLUTIONS 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	15/02/2021	20/12/2021	02/21.8.1.30 - Notice of Motion - Update St Helens Main Street - Cllr M Osborne	<p>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</p> <p>That the Council consider an update of the St Helens Main Street as a project for the Community Infrastructure Program Extension.</p>	<p>A project estimate for this project was included in Councils 2021/2022 capital budget and is subject to successful funding under Phase 3 of the Local Community & Infrastructure Program. The project included the extension and sealing/resealing of car parking bays, replacing kerb and channel and stormwater pits and addressing street tree surrounds that have failed over time.</p> <p>In November 2021, the Council reviewed and endorsed the nomination of a number of projects for funding. This project however was not nominated.</p> <p>Project scope will be revised and resubmitted to the Council for consideration at a later time.</p> <p>The project has been scoped and a cost estimate included in Councils 2021/2022 capital budget (that is subject to successful funding under Phase 3 of the Local Community & Infrastructure Program). Funding for the programme will not be made available until from the 1st January 2022 and where successful projects are required to be completed by 30 June 2023.</p> <p>Candidate Phase 3 projects will be listed for Council to discuss at the Councillor Workshop in November with project nominations endorsed before end of 2021.</p>	Manager Infrastructure and Development Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
10%	15/02/2021	31/08/2021	02/21.16.4.50 - Draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy	That Council note the draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy and await the outcome of the Local Government Act review.	On hold until the Local Government Act Review is completed.	Executive Assistant
90%	19/04/2021	30/06/2021	04/21.14.3.88 - St Marys Recreation Ground Lighting	That Council consider the logistics and validity of relocating the St Helens lights with particular attention paid to the ongoing cost of maintaining and running the lights.	The old recreational ground lights have been removed and placed in storage. Lights (electrical and structural components) are to be inspected during February 2022 with options for re-use to be subsequently considered noting the lights were replaced due to the age of the units and the luminaires being less energy efficient.	Manager Infrastructure and Development Services
0%	19/04/2021	30/06/2021	04/21.14.3.88 - St Marys Recreation Ground Lighting	That Council continues to work with Hub4Health in relation to potential upgrades to the gym building and surrounding areas.	No action at this time	Manager Infrastructure and Development Services
5%	17/05/2021	31/08/2021	05/21.9.2.103 - Notice of Motion - Investigations into a Swimming Pool and Hydra-therapy Pool - Cllr M Tucker	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>Council to start undertaking another look into an indoor swimming pool and hydra-therapy pool at the sports complex whilst updating our St Helens Sports Complex Master Plan.</p> <p>Council Officers/Managers go to Circular Head Council and look at the new swimming pool complex they have built and work with their Council on understanding the costs of running the complex now it has been running for a while.</p>	Future activity when the time and resources are available. Some initial investigations undertaken at a high level in relation to a Hydra-therapy pool and operational requirements as part of considerations for another project. This will feed into the broader review.	General Manager

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	28/06/2021	31/08/2021	06/21.9.1.128 - Notice of Motion - Textile Recycling Facilities - Cllr J Drummond	<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 investigate opportunities for textile recycling partnerships and trials as part of a future focussed approach to waste management. A report is sought to assess the possibility of implementing textile recycling facilities as part of the waste management program within the Break O'Day area.	Council Agenda 12/21.14.7 Textile Recycling Facilities Council received and endorsed the Officers recommendation: "That opportunities for regional commercial textile recycling partnerships and trials as part of a future focused approach to waste management be researched and considered when regional Councils participate in the development of the Regional Waste Management Strategy 2023-2028 and its subsequent delivery".	Manager Infrastructure and Development Services
100%	28/06/2021	31/08/2021	06/21.9.2.129 - Notice of Motion - Investigation into Alternate Route - St Marys Pass - Cllr K Wright	<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 approaches / petitions, both State and Federal Governments for investigation into an alternate route between East Coast and Fingal Valley. This would be a major road project and would likely attract Federal funding. Procedural Motion was Moved and Carried: That the previous information be sourced and updated for discussion at a Council workshop.	Information (internal Department of State Growth draft report and memorandum) distributed to Councilors at the December 2021 Councilor Workshop.	Manager Infrastructure and Development Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
90%	28/06/2021	31/08/2021	06/21.17.2.149 - Flagstaff Trail Head - Site Plan for Expansion Opportunities	That Council note the draft site plan and request that Council Officers proceed to an Expression of Interest (EOI) process for future development and business opportunities at the Flagstaff Trail Head.	Following decision of Council, an Expression of Interest process was developed by Council staff. Advertising for expressions of interest has now occurred and 4 Eols were received and were assessed by Council officers. Further information is being pursued with one operator. In December a further 2 approaches were received for commercial activity which were outside the Eol process.	General Manager
62%	16/08/2021	30/09/2021	08/21.13.4.178 - Electric Vehicle Charging Station Proposal for Fingal	That management be authorised to enter into a joint funding agreement for the installation and operation of such a charging station.	Electric Vehicle Tasmania advised that funding was successful. Proposed site information circulated for management review. Proposal is proceeding.	Manager Corporate Services
99%	16/08/2021	31/12/2021	08/21.14.4.182 - Scamander Foreshore Playground Fence	That Council provide fencing around the Scamander Playground located at the Scamander Foreshore.	Supplier shortfall - 1 fencing panel. Waiting on arrival of fencing panel to finalise the install.	Manager Infrastructure and Development Services
99%	20/09/2021	31/10/2021	09/21.14.3.202 - Public Open Space - 12 Oberon Place, Scamander	That Council enter a Memorandum of Understanding with North East Bioregional Network to enable the organisation to maintain the Public Open Space known as 12 Oberon Place, Scamander (PID 2948700) in accordance with conditions.	MOU prepared and e-posted to NE Bioregional Network on 6th October 2021. MOU remains unsigned. Matter under review and to be discussed with Council at the next Councillor Workshop (February 2022).	Manager Infrastructure and Development Services
75%	20/09/2021	21/01/2022	09/21.16.2.205 - Proposal for Water Harvesting and Water Re-Use Techniques	That Council accept the Officers Report and that Council engage in providing further education around water harvesting and water re-use techniques.	Information and material current being prepared for dissemination in consultation with communications coordinator and Tas Water	Development Services Coordinator
25%	20/09/2021	30/09/2022	09/21.16.5.208 - Intention to Make a New By-Law - Keeping of Roosters and Other Animals	In accordance with section 156 of the <i>Local Government Act 1993</i> , Council resolves to make a by-law for the regulation of keeping roosters and other animals.	Initial project scoping and research has commenced.	Environmental Health Officer
100%	18/10/2021	30/11/2021	10/21.13.4.219 - Extra to Capital Budget - Projector / Ladder Brackets	That Council approve additional capital budget allocations for: · Projector for the Tin Dragon display in the History Room for \$5,000, and · Ladder brackets for amenity buildings for \$8,000	Budget amended as approved by Council and the works undertaken.	Manager Corporate Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
0%	18/10/2021	30/11/2021	10/21.13.5.220 - Options for Differential Rating - Vacation Rental Properties	That Council move a motion at the Local Government Association of Tasmania (LGAT) General Meeting requesting legislation be amended to empower local government to levy differential rates for properties used for vacation rental.		Manager Corporate Services
50%	18/10/2021	31/12/2021	10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach	That the Break O'Day Council Marine Strategy include identification and development of an alternative launching facility to the Stieglitz boat ramp	Investigation in progress. Possible sites being assessed.	Manager Infrastructure and Development Services
50%	18/10/2021	31/12/2021	10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach	That the Manager Infrastructure and Development Services collaborate with MAST to identify a location which will maintain existing amenity while avoiding sedimentation effects.	Existing amenity remains suitable for launching most vessels, except at low tide. Appropriate signage is on display at the ramp. The cost associated in removing sand buildup and maintaining a deep water approach to the ramp is prohibitive and does not represent a viable and ongoing deep water access option. Potential other sites under investigation and assessment. MAST and other government agencies to be consulted as required.	Manager Infrastructure and Development Services
100%	18/10/2021	31/12/2021	10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach	Signage at the existing ramp be upgraded.	New signage placed at the ramp.	Manager Infrastructure and Development Services
100%	18/10/2021	31/10/2021	10/21.14.4.224 - Policy Review - AM16 - Kerb Profile Policy	That policy AM16 Kerb Profile be revoked.	Policy documentation updated, matter is complete	Manager Corporate Services
63%	18/10/2021	31/10/2021	10/21.14.5.225 - Reallocation of Funds - Plant and Equipment	That Council approves a reallocation of capital money as follows: · \$9,708 (unspent funds) from the capital item CJ015 "1297 Toro Mower" to CJ012 "1290 Toro Mower". · \$5,656 from the capital item CJ005 "Small Plant" to CJ012 "1290 Toro Mower".	Budget adjustment noted and will be finalised at next budget review	Manager Corporate Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	18/10/2021	30/11/2021	10/21.16.2.229 - Policy Review - EP02 - Planning Enforcement Policy	That Policy EP02 – Planning Enforcement Policy be amended as recommended.	Policy documentation and website updated, matter is complete	Manager Corporate Services
100%	15/11/2021	31/12/2021	11/21.13.5.243 - Policy Review - EP09 - Public Health Warnings (Sewage Spill)	That Policy – EP09 Public Health Warnings (Sewage Spill) be deleted.	Policy documentation and website updated, matter is complete	Manager Corporate Services
33%	15/11/2021	31/12/2021	11/21.13.6.244 - Council's Operational Banking Activities	That Council authorise management to transfer banking operations from Commonwealth Bank to Community Bank St Helens – St Marys.	Discussions and exchanging of information proceeding with Bendigo Bank and with Commonwealth Bank	Manager Corporate Services
100%	15/11/2021	31/12/2021	11/21.14.3.247 - Waste Transfer Station Fee Waiver - St Marys School Association Op Shop	That Council approve a waste transfer station fee waiver for St Marys School Association Op Shop to dispose of non-useable clothing and household items.	Decision of Council implemented and applicant advised	Manager Corporate Services
100%	15/11/2021	31/12/2021	11/21.14.4.248 - Waste Transfer Station Fee Waiver - St Helens District High School	That Council approve a waste transfer station fee waiver for St Helens District High School Op Shop to dispose of non-useable clothing and household items.	Decision of Council implemented and applicant advised	Manager Corporate Services
60%	15/11/2021	31/01/2022	11/21.14.5.249 - Terrys Hill Road, Goshen	Council pursue DPIWE to fulfil their maintenance responsibilities on Terry Hills Road and that Council approach the State Government with the view of potentially providing the State a road maintenance service paid for by the State Government.	Councils Manager Infrastructure & Development Services has written to the Parks and Wildlife Service - Regional Manager North with the objective of being able to provide an initial and timely response to the Council.	Manager Infrastructure and Development Services
63%	15/11/2021	31/12/2021	11/21.14.6.250 - Reallocation of Funds - Road Reconstruction / Dig Outs	That Council authorise the re-allocation of \$50,000 from the 2021/2022 Capital Budget from "Mathinna Road multiple dig outs" to address multiple pavement defects on Ansons Bay Road, Priory (new project).	Decision of Council noted and implemented, budget to be adjusted at next budget review	Manager Corporate Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
63%	15/11/2021	31/12/2021	11/21.14.8.252 - Reallocation of Funds - Plant and Equipment	That Council: 1. Defer the replacement of Asset – 1318 Toyota Hilux two-(2) door flat tray to the 2022/2023 financial year. 2. Authorise the re-allocation of \$22,000 from the 2021/2022 Capital Budget from “1318 Toyota Hilux two-door flat tray” to “8T Excavator (second hand)”. 3. Reallocate remaining \$18,000 to purchase an additional mower and authorise the purchase of a new ride on mower. 4. Authorise the purchase of current model second hand 8T Komatsu excavator.	Decision of Council noted and implemented, budget to be adjusted at next budget review	Manager Corporate Services
100%	06/12/2021	31/01/2022	12/21.13.4.264 - Review of Policy - AM01 - Asset Recognition and Depreciation	That Policy AM01 Asset Recognition and Depreciation as amended be adopted.	Policy documentation and website updated, matter is complete	Manager Corporate Services
100%	20/12/2021	31/12/2021	12/21.6.1.260 - DA291-2021 - Multiple Dwellings x Two (2), Carport and Garage - 6 Sunrise Court, Scamander	DA291-2021 - Multiple Dwellings x Two (2), Carport and Garage - 6 Sunrise Court, Scamander	Planning Permit issued 21st December 2021	Development Services Coordinator
100%	20/12/2021	31/01/2022	12/21.14.3.268 - Policy Review - AM09 - Private Works and Plant Hire Policy	That Policy AM09 Private Works and Plant Hire Policy be accepted without amendment.	Policy documentation and website updated, matter is complete	Manager Corporate Services
100%	20/12/2021	31/01/2022	12/21.14.4.269 - Policy Review - AM04 - Cemetery Management	That Policy AM04 Cemetery Management be accepted without amendment.	Policy documentation and website updated, matter is complete	Manager Corporate Services
100%	20/12/2021	31/01/2022	12/21.14.5.270 - Policy Review - AM05 - Stormwater Connection	That Policy AM05 Stormwater Connection, be accepted without amendment.	Policy documentation and website updated, matter is complete	Manager Corporate Services

COUNCIL RESOLUTIONS 2020

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
60%	17/02/2020	31/05/2020	02/20.8.1.13 - Notice of Motion - St Helens Foreshore Playground Sun Shade - Cllr M Osborne	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.	This Council resolution refers to the St Helens foreshore playground. The playground and other foreshore infrastructure will be considered as part of the Marine Facilities Strategy (Georges Bay). Resources being sought to progress. Given the playground area that would need to be covered, the cost to erect a suitable shade cover is in the order of \$40,000.	Manager Infrastructure and Development Services
90%	20/04/2020	31/07/2020	04/20.14.3.63 - St Helens Sports Complex - Amendments to Master Plan	That Council seek feedback from the sporting and recreational group users of the St Helens Sports Complex with the objective of consolidating proposed projects and preparing an updated master planning document to guide the Council in its future decision-making.	Draft conceptual plan has been redrawn to include additional ideas put forward by current users of the facility. Council will now seek broader community feedback in February, 2022 on the draft conceptual plan	Manager Community Services
67%	20/04/2020	31/07/2020	04/20.15.3.66 - 'Future Potential Production Forest' Land in Break O'Day	That Council ask the Tasmanian Government to provide it with information including the economic and social implications for Break O'Day community of possible changes to Future Potential Production Forest Land in Break O'Day municipality.	Council received a presentation from Sustainable Timbers Tasmania at its December 2021 Workshop. A report is being prepared for a follow-up discussion at a future workshop of socioeconomic and environmental implications changes in FPPF Land may have for Break O'Day community.	NRM Facilitator

COUNCIL RESOLUTIONS 2019

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

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

01/22.8.0

PETITIONS

Nil.

01/22.9.0

NOTICES OF MOTION

01/22.9.1

Notice of Motion – Tip Voucher System – Cllr K Wright

MOTION:

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

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

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

Or

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

Plus

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

SUBMISSION IN SUPPORT OF MOTION:

Nil.

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.

14.01.2022	St Helens	– Meeting with Brian Mitchell MP – Federal Member for Lyons
17.01.2022	St Helens	– Council Meeting

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

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

01/22.13.0 BUSINESS AND CORPORATE SERVICES

01/22.13.1 Corporate Services Department Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

Corporate Services Staffing and Other Activities:

Staffing is normal other than Work Health & Safety Coordinator taking a little additional leave and office attendance (that is, working from home) is being managed in the context of minimising covid risk.

Meetings Attended:

Face to face Corporate Services team meetings and manager-team member meetings were undertaken as usual in December until the office closure and are now being managed in the context of minimising covid risk.

Other Issues:

Investments – Term Deposits

CBA:

\$1,000,000.00 0.15% Maturing 12/01/2022

Bendigo:

\$1,000,493.15	0.15%	Maturing 06/01/2022
\$1,000,493.15	0.15%	Maturing 07/01/2022
\$1,000,000.00	0.15%	Maturing 10/01/2022
\$1,000,504.11	0.20%	Maturing 24/01/2022
\$1,000,000.00	0.25%	Maturing 07/02/2022
\$2,000,000.00	0.25%	Maturing 17/02/2022
\$1,000,000.00	0.25%	Maturing 21/02/2022
\$1,000,000.00	0.25%	Maturing 28/02/2022
\$1,000,000.00	0.25%	Maturing 15/03/2022

Right to Information (RTI) Requests

Nil.

132 and 337 Certificates

	132	337
December 2021	59	39
November 2021	74	30
December 2020	76	60

Debtors/Creditors @ 6 January 2022

DEBTORS INFORMATION

Invoices Raised

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
36	\$ 51,661.32	445	38	377

CREDITORS INFORMATION

Payments Made

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
333	\$ 813,532.17	2203	274	2248

Work Health & Safety Coordinator

No report available as the WH&S Coordinator was on leave at the time of publishing.

RATES INFORMATION as at 6 January 2022							
This financial Year							
2021/2022	Rates Actuals inc. Annual Remissions	Rates Levied excluding remissions	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,665,865.61	7,615,142.20	76,963.75	7,692,105.95	35,874.21	15,532.72	62,385.18
Waste	1,312,200.00	1,306,100.00	11,712.07	1,317,812.07			
Wheelie	479,606.00	477,174.00	5,324.25	482,498.25			
Recycling	390,600.00	388,500.00	3,541.13	392,041.13			
Fire	373,174.52	373,012.42	1,647.43	374,659.85			
TOTAL	10,221,446.13	10,159,928.62	99,188.63	10,259,117.25	35,874.21	15,532.72	62,385.18
Last Financial Year							
2020/2021	Rates Actuals inc. Annual Remissions	Rates Levied excluding remissions	Additional Rates (Sup Val)	Total Rates	Penalties	Interest	Rate Remissions
General	7,437,343.52	7,388,664.92	65,938.25	7,454,603.17	25,851.76	12,448.24	157,035.27
Waste	1,228,360.25	1,226,004.00	5,044.58	1,231,048.58			
Wheelie	452,734.75	452,119.20	3,474.00	455,593.20			
Recycling	253,925.20	253,536.00	664.47	254,200.47			
Fire	365,145.54	364,983.85	1,022.00	366,005.85			
TOTAL	9,737,509.26	9,685,307.97	76,143.30	9,761,451.27	25,851.76	12,448.24	157,035.27
Instalments							
2021/2022		Instalment \$	Outstanding \$	Outstanding %			
8 September 2020	Instalment 1	2,537,255.62	90,125.50	3.55%			
10 November 2020	Instalment 2	2,540,891.00	140,644.80	5.54%			
2 February 2021	Instalment 3	2,540,891.00	929,191.18	36.57%			
4 May 2021	Instalment 4	2,540,891.00	984,262.66	38.74%			
	TOTAL:	10,159,928.62	2,144,224.14	21.10%			
2020/2021		Instalment \$	Outstanding \$	Outstanding %			
10 September 2019	Instalment 1	2,422,220.97	73,818.22	3.05%			
12 November 2019	Instalment 2	2,421,029.00	113,941.23	4.71%			
4 February 2020	Instalment 3	2,421,029.00	844,342.77	34.88%			
5 May 2020	Instalment 4	2,421,029.00	891,765.97	36.83%			
	TOTAL:	9,685,307.97	1,923,868.19	19.86%			
Discount							
	Discount Claimed	No. of	Total Ratable	% of total			
2021/2022	105,003.62	3,330	6,498	51.25%			
2020/2021	157,878.93	3,475	6,476	53.66%			

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Nil.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

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

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

INTRODUCTION:

Presented to Council are the monthly financial statements.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

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

Trading Account Summary

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

CASH AT BEGINNING OF PERIOD	14,020,883
TOTAL INCOME FOR PERIOD	1,235,631
TOTAL AVAILABLE FUNDS	15,256,514
LESS TOTAL EXPENDITURE	2,935,845
CASH AT END OF PERIOD	12,320,668
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	8,124

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

Income Statement

2021-2022

	2020-2021	Year to Date Actual	Year to Date Budget	2021-2022 Estimate	Comments
INCOME					
Rates and Charges	9,770,000	10,257,310	10,124,555	10,216,483	
User Charges	1,313,000	508,691	469,496	910,591	
Grants	3,204,000	818,810	744,236	2,916,944	
Other Income	278,000	147,866	61,000	122,000	
Investment Income	303,000	104,927	17,500	423,000	TasWater dividend
Total Income	14,868,000	11,837,604	11,416,787	14,589,018	
Capital Income					
Capital grants	5,573,000	777,851	791,927	2,555,708	
Profit or Loss on Sale of Assets	(988,000)	-	-	120,000	
Total Income	19,453,000	12,615,455	12,208,714	17,264,726	
EXPENSES					
Employee Expenses	5,073,000	2,559,570	2,817,904	5,635,807	Positions not filled
Materials and Services	5,136,000	3,035,396	2,511,790	4,891,947	Capital to be corrected
Depreciation and amortisation	3,802,000	1,962,011	1,886,574	3,773,148	
Other expenses	1,587,000	358,647	227,014	734,466	
Total Expenses	15,598,000	7,915,623	7,443,282	15,035,368	
Net Operating Surplus\ (Deficit)	(730,000)	3,921,981	3,973,505	(446,350)	
Net Surplus\ (Deficit)	3,855,000	4,699,832	4,765,432	2,229,358	

Profit & Loss Statement						
		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
1600	Revenues					
1611	General Rate	7,692,106	7,603,116	7,603,116	101%	
1612	Waste Charges	1,317,812	1,302,700	1,302,700	101%	
1613	Fire Levy	374,660	372,656	372,656	101%	
1614	Tips & Transfer Stations	103,214	91,928	183,855	56%	
1615	Recycling Charges	392,041	386,232	386,232	102%	
1616	Early Settlement Discounts	(105,004)	(106,667)	(106,667)	98%	
1617	Wheelie Bin Charges	482,481	474,590	474,590	102%	
	Total Rates	10,257,310	10,124,555	10,216,483	100%	
	Environmental Health					
1621	Waste Disposal Fees	-	-	-		
1622	Inspection Fees	-	3,000	6,000	0%	
1623	Health/Food Licence Fees & Fines	2,082	7,000	14,000	15%	
1624	Immunisations	786	500	1,000	79%	
	Total Environmental Health	2,868	10,500	21,000	14%	
	Municipal Inspector					
1631	Kennel Licences	140	-	1,200	12%	
1632	Dog Registrations	9,453	8,350	50,100	19%	
1633	Dog Impoundment Fees & Fines	291	1,250	2,500	12%	
1634	Dog Replacement Tags	85	-	-		
1635	Caravan Fees and Fines	68,309	65,000	65,000	105%	
1636	Fire Abatement Charges	-	-	2,000	0%	
1637	Infringement Notices	(756)	5,000	10,000	-8%	Infringements lodged & withdrawn
	Total Municipal inspector	77,522	79,600	130,800	59%	
	Building Control Fees					
1641	Building Fees	21,140	7,500	15,000	141%	Variable and difficult to budget for
1642	Plumbing	25,715	25,000	50,000	51%	
1643	Building Search Fees	1,080	600	1,200	90%	
1644	Permit Administration	22,440	17,500	35,000	64%	
1645	Building Inspections	28,218	27,500	55,000	51%	
1647	Certificates of Likely Compliance	25,991	22,500	45,000	58%	
1651	Development Application Fees	60,322	35,000	70,000	86%	
1653	Subdivision Fees	4,880	1,750	3,500	139%	
1654	Advertising Fee	44,050	35,000	70,000	63%	
1655	Adhesion Orders	630	250	500	126%	
1656	Engineering Fees	5,885	1,000	2,000	294%	
1657	Public Open Space	10,800	10,000	20,000	54%	
	Total Planning & Blding Control Fees	251,151	183,600	367,200	68%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Government Fees Levies					
1661	B.C.I Training Levy	24,610	15,000	30,000	82%	
1662	Building Permit Levy	12,305	8,500	17,000	72%	
1663	132 & 337 Certificates	73,956	60,000	120,000	62%	
1666	Right to Information	83	-	-		
	Total Government Fees Levies	110,954	83,500	167,000	66%	Volume higher than budgeted for.
	Investment Income					
1671	Interest Income	7,927	17,500	35,000	23%	
1676	Dividends - TasWater	97,000	-	388,000	25%	Early dividend payment
	Total Investment Income	104,927	17,500	423,000	25%	
	Sales Hire and Commission					
1681	Sales	19,929	47,550	95,100	21%	Gravel used not recognised
1682	Commission	4,580	7,246	14,491	32%	
1684	Facilities and Hall Hire	21,561	20,000	40,000	54%	
1685	Facilities Leases	20,125	37,500	75,000	27%	
1687	History Room Other Income	-	-	-		
	Total Sales Hire and Commission	66,195	112,296	224,591	29%	
	Other Income					
1761	Late Payment Penalties inc Interest	48,945	40,000	80,000	61%	
1765	Private Works	59,387	10,000	20,000	297%	Variable and difficult to budget for
1766	Cemetery	10,827	10,000	20,000	54%	
	Total Other Income	119,159	60,000	120,000	99%	
	Reimbursements					
1773	Workers Comp. Recoveries	22,011	1,000	2,000	1101%	Offset for an expense item
1775	Roundings	(273)	-	-		
1776	Miscellaneous Reimbursements	3,816	-	-		
1778	GST free reimbursements	3,153	-	-		
	Total Reimbursements	28,707	1,000	2,000	1435%	
	Gain or Loss on Sale of Assets					
1781	Profit or Loss on Sale of Assets	-	-	120,000	0%	
	Total Gain or Loss on Sale of Assets	-	-	120,000	0%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Grant Income					
	Operating Grants					
1792	Financial Assistance Grant	789,309	724,236	2,896,944	27%	Annual increase higher than forecast
1794	State Grants - Other	7,577	-	-		
1794	Learner Driver Mentor Grant	19,924	20,000	20,000	100%	
1796	NRM Facilitator	2,000	-			
	Total Operating Grants	818,810	744,236	2,916,944	28%	
	Capital Grants					
1791	Roads to Recovery	466,187	587,927	2,351,708	20%	
1793	State Grants Other	311,665	204,000	204,000	153%	
	Total Capital Grants	777,851	791,927	2,555,708	30%	
	Total Revenue	12,615,455	12,208,714	17,264,726	73%	
	Expenses					
	Employee Costs					
1811	Salaries and Wages	1,818,424	1,949,833	3,899,667	47%	
1812	On Costs	717,563	848,635	1,697,270	42%	
1813	Overtime Payments	23,584	19,436	38,871	61%	
	Total Employee Costs	2,559,570	2,817,904	5,635,807	45%	
	Energy Costs					
1851	Electricity	59,335	77,295	154,590	38%	
	Total Energy Costs	59,335	77,295	154,590	38%	
	Materials and Contracts					
1861	Advertising	26,229	29,250	58,500	45%	
1863	Bank Charges - GST	20,888	12,100	24,200	86%	More transactions in the first half year
1864	Books Manuals Publications	1,992	2,025	4,050	49%	
1865	Catering	7,394	8,200	16,400	45%	
1866	Bank Charges - FREE	241	500	1,000	24%	
1867	Computer Hardware Purchase	24,430	12,000	15,000	163%	Additional IT equipment required
1869	Computer Internet Charges	-	-	-		
1870	Computer Licence & Mtce Fees	121,967	103,500	207,000	59%	
1872	Corporate Membership	121,112	130,000	144,790	84%	
1873	Debt Collection	3,806	8,000	16,000	24%	
1876	Stock Purchases for Resale	10,625	15,000	30,000	35%	
1890	Equipment Hire and Leasing	10,615	19,250	38,500	28%	
1891	Equip Mtce & Minor Purchases	15,034	12,000	12,550	120%	More small equipment than budgeted for
1893	Internet Billpay Costs	136	3,500	7,000	2%	
1895	Licensing and Licence Costs	33,964	46,715	93,429	36%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
1896	Land & Bldg Rental or Leasing Costs	26,929	25,000	50,000	54%	
1897	Materials	241,595	186,657	373,313	65%	
1898	Phone Calls Rental Fax	18,767	21,080	42,160	45%	
1899	Postage/Freight	20,077	12,494	24,988	80%	
1900	Printing/Laminating	-	2,250	4,500	0%	
1901	Property Insurance	119,713	138,500	138,500	86%	
1902	Room Hire	1,065	625	1,250	85%	
1904	Royalties and Production Licences	-	2,500	5,000	0%	
1905	Stationery	21,922	1,000	17,300	127%	
1906	Water and Property rates Payable	42,404	52,900	105,800	40%	
	Total Materials and Contracts	890,905	845,045	1,431,230	62%	More transactions in the first half year
	Contractor Costs					
1971	Contractors	835,978	407,830	815,660	102%	Capital expenditure to be corrected
1972	Cleaning Contractors	96,032	121,450	242,900	40%	
1973	Waste Management Contractors	472,720	608,291	1,216,582	39%	
	Total Contractor Costs	1,404,730	1,137,571	2,275,142	62%	
	Professional Fees					
1992	Audit Fees	20,241	20,000	40,000	51%	
1993	Legal Fees	55,216	23,750	47,500	116%	Variable and difficult to budget for
1994	Internal Audit Fees	1,294	3,500	7,000	18%	
1995	Revaluation Fees- Municipal only	11,300	14,000	28,000	40%	
1997	Professional Fees - Strategic Projects	-	25,000	50,000	0%	
1998	Other Professional Fees	163,046	91,800	183,600	89%	Planning studies
	Total Professional Fees	251,097	178,050	356,100	71%	
	Plant Hire					
2101	Plant Hire - Internal	421,342	262,500	525,000	80%	Investigation required
2102	Plant Hire - External	790	2,750	5,500	14%	
2103	Registration and MAIB	43,818	45,958	45,958	95%	
2104	Insurance Premiums	30,612	30,000	46,871	65%	
2105	Plant Repairs and Maintenance	160,034	81,658	163,315	98%	
2140	Plant Hire Recovered	(477,352)	(360,000)	(720,000)	66%	
2141	Fuel	108,750	74,400	148,800	73%	
2142	Fuel Credit	(12,019)	(7,500)	(15,000)	80%	
	Total Plant Hire	275,975	129,766	200,444	138%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	Government Fees and Levies					
2255	Fire Levy	93,157	93,157	372,628	25%	Quarterly invoice received late
2257	Building Permit Levy	13,030	7,500	15,000	87%	
2258	Land Tax	23,884	28,407	56,813	42%	
2259	Training Levy	23,282	15,000	30,000	78%	
	Total Government Fees and Levies	153,353	144,064	474,441	32%	
	Depreciation					
2305	Depreciation Buildings	216,788	216,088	432,176	50%	
2306	Depreciation Roads and Streets	945,917	913,000	1,826,000	52%	
2307	Depreciation Bridges	230,965	228,300	456,600	51%	
2308	Depreciation Plant & Equipment	197,805	209,950	419,901	47%	
2310	Depreciation Stormwater Infrastructure	186,408	165,948	331,896	56%	
2311	Depreciation Furniture	70,234	55,124	110,248	64%	
2312	Depreciation Land Improvements	103,093	85,664	171,328	60%	
2313	Amortisation of Municipal Valuation	10,800	12,500	25,000	43%	
	Total Depreciation	1,962,011	1,886,574	3,773,148	52%	
	Other Expenses					
2401	Interest Payable	148,153	25,811	290,009	51%	
2404	Grants and Community Support Given	52,855	49,525	198,100	27%	
2405	Rate Remissions	62,385	57,000	57,000	109%	
2406	Commercial rate relief	-	-	-		
2407	Waiver of Fees and Lease etc	1,646	-	-		
2408	Refunds/Reimbursements	261	-	-		
2409	Council Member Expenses	5,178	9,000	18,000	29%	
2410	Council Member Allowances	88,170	85,678	171,357	51%	
	Total Other Expenses	358,647	227,014	734,466	49%	
	Total Expenses	7,915,623	7,443,282	15,035,368	53%	
	Net Surplus\ (Deficit) before Capital amounts	3,921,981	3,973,505	(446,350)		
	Capital Grants	777,851	791,927	2,555,708	30%	
	Profit or Loss on Sale of Assets	-	-	120,000	0%	
	Net Surplus\ (Deficit)	4,699,832	4,765,432	2,229,358		

Profit And Loss Statement - By Department		
2021-2022		
	Year to Date Actual	2021-2022 Budget
Business and Corporate Services		
Total Government Fees Levies	83	-
Total Investment Income	104,927	423,000
Total Reimbursements	24	-
Total Capital Grants	208,196	-
Total Revenue	313,229	423,000
Total Employee Costs	288,627	770,743
Total Energy Costs	-	5,800
Total Materials and Contracts	303,068	532,800
Total Contractor Costs	6,303	8,900
Total Professional Fees	50,978	11,000
Total Plant Hire	4,976	14,360
Total Government Fees and Levies	-	180
Total Depreciation	62,458	129,756
Total Expenses	716,410	1,473,539
Net Surplus\ (Deficit) before Capital Income	(611,376)	(1,050,539)
Net Surplus\ (Deficit)	(403,181)	(1,050,539)
Development Services		
Total Environmental Health	2,868	21,000
Total Municipal inspector	68,309	67,000
Total Planning And Building Control Fees	247,648	365,200
Total Government Fees Levies	110,872	167,000
Total Sales Hire and Commission	823	1,300
Total Reimbursements	650	-
Total Revenue	431,170	621,500
Total Employee Costs	478,225	917,742
Total Energy Costs	-	-
Total Materials and Contracts	37,569	63,120
Total Contractor Costs	3,857	2,500
Total Professional Fees	90,528	94,500
Total Plant Hire	6,800	9,025
Total Government Fees and Levies	36,312	45,000
Total Depreciation	6,361	11,567
Total Other Expenses	1,685	34,500
Total Expenses	661,336	1,177,954
Net Surplus\ (Deficit) before Capital Income	(230,166)	(556,454)
Net Surplus\ (Deficit)	(230,166)	(556,454)

	Year to Date Actual	2021-2022 Budget
Community Services		
Total Other Income	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	37,906	20,000
Total Capital Grants	-	-
Total Revenue	37,906	20,000
Total Employee Costs	90,834	288,171
Total Energy Costs	-	-
Total Materials and Contracts	12,119	21,570
Total Contractor Costs	400	30,000
Total Professional Fees	29,810	10,000
Total Plant Hire	9,597	12,735
Total Government Fees and Levies	-	-
Total Depreciation	6,552	12,551
Total Other Expenses	51,955	163,600
Total Expenses	201,266	538,627
Net Surplus\ (Deficit) before Capital Income	(158,408)	(518,627)
Net Surplus\ (Deficit)	(158,408)	(518,627)

	Year to Date Actual	2021-2022 Budget
Works and Infrastructure		
Total Rates	2,295,548	2,347,377
Total Environmental Health	-	-
Total Municipal inspector	9,213	63,800
Total Planning And Building Control Fees	5,671	2,000
Total Investment Income	-	-
Total Sales Hire and Commission	40,394	160,000
Total Other Income	72,564	40,000
Total Reimbursements	23,847	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	422,706	1,675,694
Total Capital Grants	469,656	2,555,708
Total Revenue	3,339,599	6,966,579
Total Employee Costs	1,245,805	2,758,631
Total Energy Costs	55,636	143,790
Total Materials and Contracts	356,504	634,540
Total Contractor Costs	1,389,447	2,227,392
Total Professional Fees	30,220	42,600
Total Plant Hire	249,317	154,678
Total Government Fees and Levies	22,382	52,354
Total Depreciation	1,877,556	3,587,618
Total Other Expenses	159,906	290,009
Total Expenses	5,386,773	9,891,613
Net Surplus\ (Deficit) before Capital Income	(2,516,830)	(5,480,742)
Net Surplus\ (Deficit)	(2,047,174)	(2,925,034)

	Year to Date Actual	2021-2022 Budget
Visitor Information Centre		
Total Investment Income	-	-
Total Sales Hire and Commission	19,443	50,000
Total Gain or Loss on Sale of Assets	-	-
Total Capital Grants	-	-
Total Revenue	25,998	50,000
Total Employee Costs	70,475	141,290
Total Energy Costs	3,699	5,000
Total Materials and Contracts	84,354	36,700
Total Contractor Costs	4,724	6,350
Total Professional Fees	-	-
Total Plant Hire	470	-
Total Government Fees and Levies	602	1,600
Total Depreciation	1,308	16,136
Total Other Expenses	-	-
Total Expenses	165,631	207,076
Net Surplus\ (Deficit) before Capital Income	(139,633)	(157,076)
Net Surplus\ (Deficit)	(139,633)	(157,076)
	-	
Governance and Members Expenses	-	
Total Rates	7,961,762	7,869,106
Total Investment Income	-	-
Total Sales Hire and Commission	3,726	13,291
Total Other Income	48,945	80,000
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	351,698	1,221,250
Total Capital Grants	100,000	-
Total Revenue	8,467,164	9,183,647
Total Employee Costs	385,605	759,230
Total Energy Costs	-	-
Total Materials and Contracts	99,272	142,500
Total Contractor Costs	-	-
Total Professional Fees	49,562	198,000
Total Plant Hire	4,816	9,645
Total Government Fees and Levies	94,056	375,307
Total Depreciation	7,776	15,522
Total Other Expenses	152,207	246,357
Total Expenses	793,294	1,746,561
Net Surplus\ (Deficit) before Capital Income	7,573,870	7,437,087
Net Surplus\ (Deficit)	7,673,870	7,437,087
	-	

	Year to Date Actual	2021-2022 Budget
Council Total		
Total Rates	10,257,310	10,216,483
Total Environmental Health	2,868	21,000
Total Municipal inspector	77,522	130,800
Total Planning And Building Control Fees	253,319	367,200
Total Government Fees Levies	110,954	167,000
Total Investment Income	104,927	423,000
Total Sales Hire and Commission	66,241	224,591
Total Other Income	121,509	120,000
Total Reimbursements	28,707	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	818,810	2,916,944
Total Capital Grants	777,851	2,555,708
Total Revenue	12,620,019	17,264,726
Total Employee Costs	2,559,570	5,635,807
Total Energy Costs	59,335	154,590
Total Materials and Contracts	892,885	1,431,230
Total Contractor Costs	1,404,730	2,275,142
Total Professional Fees	251,097	356,100
Total Plant Hire	275,975	200,444
Total Government Fees and Levies	153,353	474,441
Total Depreciation	1,962,011	3,773,148
Total Other Expenses	365,753	734,466
Total Expenses	7,924,710	15,035,368
FAGS grant funds received in advance		
Net Surplus\ (Deficit) before Capital Income	3,917,458	(446,350)
Strategic Projects		
Capital Income	777,851	2,675,708
Net Surplus\ (Deficit)	4,695,309	2,229,358

Financial Position				
2021-2022				
	2020-2021 Actual	Year to Date Actual	Year to Date Budget	2021-2022 Budget
Current Assets				
Cash	10,547,940	15,256,454	12,381,837	5,731,138
Receivables	691,000	2,880,886	3,248,972	750,000
Inventories	58,000	129,884	120,000	120,000
Other Current Assets	24,000	561,668	45,000	45,000
Total Current Assets	11,320,940	18,828,891	15,795,809	6,646,138
Non Current Assets				
Property Plant and Equipment	162,049,000	161,726,623	160,214,574	147,545,618
Investment in TasWater	31,996,000	31,995,528	31,995,528	29,582,956
Other Non Current Assets	166,000	63,800	95,000	95,000
Total Non -Current Assets	194,211,000	193,785,952	192,305,102	177,223,574
Total Assets	205,531,940	212,614,843	208,100,911	183,869,713
Current Liabilities				
Payables	1,765,000	1,492,654	1,629,010	950,000
Interest Bearing Liabilities	1,882,469	1,699,810	1,699,810	1,872,273
Contract Liabilities	249,000	-	-	-
Provisions	867,000	895,452	829,258	829,258
Total Current Liabilities	4,763,469	4,087,915	4,158,078	3,651,531
Non Current Liabilities				
Interest Bearing Liabilities	6,314,379	6,285,778	6,285,778	6,255,845
Provisions	488,615	488,615	549,757	549,757
Total Non Current Liabilities	6,802,994	6,774,393	6,835,535	6,805,602
Total Liabilities	11,566,463	10,862,308	10,993,613	10,457,133
Net Assets	193,965,477	201,752,535	197,107,297	173,412,580
EQUITY				
Accumulated surplus	41,932,843	46,275,311	41,630,074	21,476,318
Asset revaluation reserve	151,471,634	155,012,595	155,012,595	151,471,634
Other reserves	561,000	464,628	464,628	464,628
TOTAL EQUITY	193,965,477	201,752,535	197,107,297	173,412,580
Other Reserves - detailed separately	561,000	464,628	464,628	464,628
Trust funds	652,000	-	-	-
Unspent grant funds	249,000	-	-	-
Employee Provisions	1,355,615	1,384,067	1,379,015	1,379,015
Unallocated accumulated surplus	7,730,325	13,407,759	10,538,194	3,887,495
Total cash available	10,547,940	15,256,454	12,381,837	5,731,138
Note: This reflects the cash position and does not include Payables and Receivables				

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

Estimated Cash Flow				
2021-2022				
	2020-2021 Actual	Year to Date Actual	Year to Date Budget	2021-2022 Budget
CASH FLOWS FROM OPERATING ACTIVITIES				
RECEIPTS				
Operating Receipts	15,766,000	11,781,585	13,130,116	14,589,018
PAYMENTS				
Operating payments	(12,642,000)	(6,039,013)	(8,446,665)	(11,262,220)
NET CASH FROM OPERATING	3,124,000	5,742,572	4,683,451	3,326,798
CASH FLOWS FROM INVESTING ACTIVITIES				
RECEIPTS				
Proceeds from sale of Plant & Equipment	40,000	-	-	120,000
PAYMENTS				
Payment for property, plant and equipment	(8,767,000)	(1,629,250)	(3,458,822)	(6,917,643)
Capital Grants	5,819,000	777,851	791,927	2,555,708
Payments for financial assets	-	-	-	-
NET CASH FROM INVESTING ACTIVITIES	(2,908,000)	(851,399)	(2,666,895)	(4,241,935)
CASH FLOWS FROM FINANCING ACTIVITIES				
RECEIPTS				
Proceeds from borrowings	-	-	-	-
PAYMENTS				
Repayment of borrowings	(346,060)	(182,659)	(182,659)	(1,872,273)
Repayment of Lease Liabilities	-	-	-	-
Proceeds from trust funds and deposits	421,000	-	-	-
NET CASH FROM FINANCING ACTIVITIES	74,940	(182,659)	(182,659)	(1,872,273)
NET INCREASE (DECREASE) IN CASH HELD	290,940	4,708,514	1,833,897	(2,787,410)
CASH AT BEGINNING OF YEAR	10,257,000	10,547,940	10,547,940	5,756,247
CASH AT END OF PERIOD	10,547,940	15,256,454	12,381,837	2,968,836

Capital Expenditure						
2021 - 2022						
Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
PLANT & EQUIPMENT						
1290 Toro Mower	-	-		30,000	30,000	
Toro G3 Z-Master 60" 4000 Series		17,292		27,000	27,000	
1075 Isuzu Truck FVR1000	-	-		130,000	130,000	
8T Excavator (second hand)	110,000	110,000		90,000	90,000	For St Helens WTS extra 20K from #1318 Hilux
Toro Mower (NEW)	-	-		-	-	20K from Asset 1318 Hilux
Mobile water tank 10KL	-	-		40,000	40,000	
1310 Nissan Navara - Asset Officer		45,040		45,000	45,000	
1311 Nissan Navara - Valley TL		16,201		45,000	45,000	
1318 Toyota Hilux 2 Door Flat Tray	-	-		40,000	40,000	
1040 Mitsubishi Triton Ute 2009 WD Pool car	-	-		40,000	40,000	
1375 Triton dual cab - Works Operations Manager	-	-		45,000	45,000	
1226 Ute 2WD Tipper	-	-	30,000		30,000	
1338 - 2017 Toyota Hilux - Trails Project Manager	-	-		45,000	45,000	
1294 Dual Cab Ute 4WD	-	-	40,000	5,000	45,000	
Mobile traffic control	-	-		50,000	50,000	To address changing compliance requirements
Small Plant - VARIOUS	271	18,583	-	42,000	42,000	
Truck Tyre Changing Machine	-	-	-			SMALL PLANT BUDGET
Vehcile Hi-Ab for #1360	-	-				SMALL PLANT BUDGET
TOTAL PLANT & EQUIPMENT	110,271	207,115	70,000	674,000	744,000	
FURNITURE & IT						
Additional sit down/stand up desks		2,440		2,500	2,500	
IT - Server Upgrades 2021/22		28,380		34,000	34,000	
Desktop/Laptops/Monitors 2020/21		15,440		12,000	12,000	
RICOH Printers/Copiers - VIC	-	-		3,500	3,500	

Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
Town Christmas Decorations	-	-		5,000	5,000	
Office 365 Migration from Exchange		9,450		10,000	10,000	
UPS Battery replacement	-	-		4,000	4,000	
TOTAL FURNITURE & IT	-	55,710	-	71,000	71,000	
BUILDINGS						
Old Tasmanian Hotel - New Storage Shed	-	-	11,000	45,000	56,000	Carry Over \$11K + \$10K additional Council Cont + \$30K State Gov + \$5K Neighbourhood House
St Helens Works Depot - Community Services Storage bldg		406	5,000	-	5,000	Carry over
St Marys Railway Station Upgrades	-	-	25,000		25,000	
Marine Rescue Building - Additions	383	5,918	-	160,000	160,000	Externally funded project - Council budget for JI time for Project management + Small Contingency
Portland Hall Upgrades		545	6,933	-	6,933	Audio visual equipment to be purchased and installed.
St Marys Hall Upgrades	-	-		50,000	50,000	Solar Panel = \$35K + \$15K for Heating - Refer Council Motion
St Marys Community Space - Unisex Toilet	-	-		80,000	80,000	Unisex Family Toilet Space - Design & Construct
Workspace Renovations - History Rooms	-	-	27,270		27,270	Carry over
Small projects - bus shelters and misc improvements	-	-		30,000	30,000	Bus Shelters/Small projects and improvements that cannot be considered maintenance
Council Chambers additions and improvements		80		40,000	40,000	New Indoor/Outdoor Kitchen/Lunch Room Extension
Four Mile Creek Community Hub		1,500	57,880		57,880	Carry over
TOTAL BUILDINGS	383	8,450	133,083	405,000	538,083	
PARKS, RESERVES & OTHER						
Special Project - LPS & Strategic Planning Document Review	-	-		70,000	70,000	
Special Project - Bay of Fires Master Plan, Rec Trails Strategy	-	-		50,000	50,000	Part funded from PWS
Special Project - Marine Strategy	-	-		40,000	40,000	
St Helens Sports Complex - Athletics building	-	-	45,000	-	45,000	
Shade Structures - Scamander Reserve		18,476	25,000	-	25,000	

Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
Playground equipment replacement program	-	-	20,000		20,000	
Playground equipment replacement program		5,739	50,000	20,000	70,000	
Resheet airport runway	539	539	100,000		100,000	CFWD from 2021/21: Grant application awaiting outcome
Dog exercise area St Helens Improvements	-	-	-	10,000	10,000	
Car Parking & MTB Hub - Cecilia St Carpark	6,683	55,897			-	
Binalong Bay Playground site improvements	-	-		10,000	10,000	
Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building	34,922	75,571	89,400	30,600	120,000	Transfer \$30,600 from CE110
Parnella foreshore protection works	-	-	3,753	-	3,753	
Parnella/Foreshore Walkway	-	-	247,510		247,510	Existing grant
Flood Levee - Groom Street, St Marys Flood Mit.	57	7,444				
Flood Warning System - St Marys Flood Mitigation	114	861				
LRCI Phase 1 - Tourism Information Signage - Multiple		753	-	-	-	
Digital Noticeboard & PA System Flagstaff		10,940	-		-	Grant Funded \$19485 ex GST
Instal Information Signs Scamander Bridge	-	-	-		-	Grant Funding
Bushfire Recovery Grant - Initial Application		14,193	-		-	breakdown of works and costs TBA
MTB - Bay of Fires EPIC Status		1,253	-		-	
Aerodrome Fencing - Replacement	13,636	90,000	-		-	
Scamander Playground Fence	5,414	20,004	-		-	
TOTAL PARKS, RESERVES & OTHER	42,315	165,280	580,663	230,600	811,263	
ROADS						
STREETSCAPES						
Scamander entrance at Wrinklers	25,376	38,910	193,500		193,500	Transfer \$30,600 to CD815
Cecilia St (Northern end)	-	-		80,000	80,000	To be potentially be funded from LRCI Program Round 3
TOTAL STREETSCAPES	25,376	38,910	193,500	80,000	273,500	

Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
FOOTPATHS						
Annual replacement of damaged footpaths		11,265	-	25,000	25,000	
Akaroa - Akaroa Ave	-	-	7,200		7,200	
Akaroa - Carnnell Place	-	-	6,300		6,300	
Binalong Bay - Coffey Drive		10,985	-	-	-	
Scamander - Scamander Ave		58	-	-	-	Project Completed
St Helens - Existing Sub-division	-	-	65,000		65,000	Allocated to Lawry Heights Road in 21/22
Cobrooga (Mimosa/Jason) Drive - Footpath		49,085	40,000	30,000	70,000	Continue in 21/22
Binalong Bay Footpath - Main Road	1,170	1,170	30,000	-	30,000	
Parkside Foreshore Footpath	-	-		763,811	763,811	
Medea Cove Footpath/Road options	-	-	70,265	120,000	190,265	Requires grant funding
St Helens Lawry Heights 580m	-	-		104,000	104,000	
St Helens Lawry Heights to Falmouth St	351	14,314		14,000	14,000	
LRCI Phase 1 - Shared Pathway - Binalong Bay	42,079	64,238	39,739	30,000	69,739	Total project budget \$70239
LRCI Phase 1 - Shared Pathway - Scamander	- 243	111,618	101,167	-	101,167	Total project budget \$108167
LRCI Phase 1 - Shared Pathway - Foreshore to Circassian		24,072	-	-	-	
LRCI Phase 2 - Shared Pathway - O'Connors Beach	61	92,435	93,000	-	93,000	
LRCI Phase 2 - Shared Pathway - Tasmn H'Way, Beaumaris		30,171	85,000		85,000	
LRCI Phase 2 - Shared Pathway - Esk Main Road, St Marys		45,935	50,000		50,000	
TOTAL FOOTPATHS	43,418	455,348	587,671	1,086,811	1,674,482	
KERB & CHANNEL						
Atlas Drive - Landslip Control	-	-	40,000		40,000	Kerb & Channel replacement on western side
Byatt Court, Scamander	-	-	20,000		20,000	SW system assessment and new design
Replacements TBA	-	-	22,000	28,000	50,000	
Reedy Road, Beaumaris - Repairs		1,522			-	
Jason Street, St Helens	-	-	-	-	-	
Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	20,000	20,000	40,000	
Treloggen Drive, Binalong Bay		27,662			-	Wayne to confirm final cost est
TOTAL KERB & CHANNEL	-	29,184	102,000	48,000	150,000	

Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
RESHEETING						
40 - Anchor Rd		34,908		22,796	22,796	
39 - Anchor Rd	-	-		24,570	24,570	
903 - Ansons Bay Rd (Priory Rd)	-	-		101,501	101,501	
901 - Ansons Bay Rd (Priory Rd)	-	-		36,660	36,660	
902 - Ansons Bay Rd (Priory Rd)	-	-		36,568	36,568	
904 - Ansons Bay Rd (Priory Rd)	-	-		36,436	36,436	
46 - Church Hill Rd		6,370	2,800	3,570	6,370	
1081 - Sorell St	-	-	6,700		6,700	
1024 - Franks St Fingal	-	-	3,400		3,400	
1187 - Honeymoon Pt Rd		5,547	6,200		6,200	
1178 - Jeanerret Beach Rd		1,034	800		800	
47 - Johnston Rd		5,860	8,100		8,100	
1053 - Louisa St	-	-	2,800		2,800	
1051 - Louisa St	-	-	3,700		3,700	
704 - U/N 1 Stieglitz	-	-	4,600		4,600	
999 - Victoria St Part C	-	-	1,400		1,400	
998 - Victoria St Part C	-	-	360		360	
997 - Victoria St Part C	-	-	2,100		2,100	
2138 - Franks St Fingal	-	-	3,795		3,795	
1135 - Irishtown Rd Sect 1		5,011		29,757	29,757	Per community request
1134 - Irishtown Rd Sect 2		5,011		32,487	32,487	Per community request
1133 - Irishtown Rd Sect 3		5,011		28,028	28,028	Per community request
138 - St Patricks Head Rd	10,922	15,933		33,245	33,245	Per community request
1168 - Nth Ansons Bay Rd	-	-		43,225	43,225	Priority 1
1167 - Nth Ansons Bay Rd	-	-		60,970	60,970	Priority 1
2258 - McKerchers Rd	-	-	8,190		8,190	
2259 - McKerchers Rd	-	-	9,623		9,623	
2260 - McKerchers Rd	-	-	2,662		2,662	

Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
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	
Upper Scamander Road, Scamander	-	-		15,000	15,000	
Fingal Streets	-	-	6,500		6,500	
German Town Road, St Marys	-	-	6,980		6,980	
Dublin Town Road, St Marys	-	-	15,000		15,000	
TOTAL RESHEETING	10,922	84,683	130,637	504,813	635,450	
RESEALS						
913 - Ansons Bay Rd		6,577		4,550	4,550	
922 - Ansons Bay Rd	-	-		27,606	27,606	
1029 - Bagot St	-	-		8,710	8,710	
328 - Cornwall Rd	-	-		14,621	14,621	
1075 - Flemming St	-	-		8,165	8,165	
1076 - Flemming St	-	-		7,974	7,974	
1025 - Franks St	-	-		644	644	
1069 - Grant St	-	-		7,314	7,314	
1070 - Grant St	-	-		12,876	12,876	
1019 - Gray St	-	-		13,843	13,843	
759 - Hilltop Dve	-	-		5,298	5,298	
1066 - Horne St	-	-		2,261	2,261	
1066 - Horne St	-	-		8,008	8,008	
1094 - Legge St Fingal	-	-		8,886	8,886	
1095 - Legge St Fingal	-	-		9,612	9,612	
1096 - Legge St Fingal	-	-		8,100	8,100	
657 - Lomond Pl	-	-		3,493	3,493	

Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
764 - Main Rd, Binalong Bay	-	-		10,920	10,920	
857 - Main St, St Marys	-	-		7,360	7,360	
637 - Mangana St, Mathinna	-	-		2,044	2,044	
172 - Mathinna Rd	-	-		25,119	25,119	
391 - Medeas Cove Esp	-	-		10,661	10,661	
1102 - Peddar St	-	-		2,711	2,711	
1103 - Peddar St	-	-		11,404	11,404	
273 - Rossarden Rd	-	-		53,983	53,983	
71 - St Columba Falls Rd	-	-		7,500	7,500	
72 - St Columba Falls Rd	-	-		38,584	38,584	
1005 - Victoria St Part B	-	-		15,987	15,987	
1006 - Victoria St Part B	-	-		2,958	2,958	
1007 - Victoria St Part B	-	-		7,613	7,613	
Giblin Street, Mathinna		4,239			-	
764 - Main Road Binalong Bay	-	-		50,000	50,000	
765 - Main Road Binalong Bay	-	-		50,000	50,000	
St Marys - Esk Main Road Storey to Groom Street		8,916	50,000		50,000	Subject only to DoSG plan to place new overlay over Story Street.
TOTAL RESEALS	-	19,732	50,000	448,805	498,805	
ROAD RECONSTRUCTION / DIGOUTS						
Walker Street, St Helens	-	-	-	-	-	
Upper Scamander Road	1,275	1,275	-	-	-	
Gardens Road - Digouts	2,356	16,458	-	250,000	250,000	Multiple digouts
Gardens Road - Widening	39,759	39,759				
Medeas Cove Esplanade Reconstruction	15,743	16,132	-	100,000	100,000	Part B Reconstruct
Mathinna Road	-	-		200,000	200,000	Address multiple defects
Ansons Bay Road		43,337		350,000	350,000	Multiple digouts and extension of sealing works at Bosses Creek.
Ansons Bay Road - SHEET	12,404	20,487				
Ansons Bay Road - SEAL	-	-				

Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
Skyline Drive Intersection Upgrade	555	20,515			-	
St Helens Pt Rd - near Cunningham St Jetty	446	6,976		47,406	47,406	
216 - Mathinna Plains Road		920		185,000	185,000	
Road Intersection Upgrade Works	-	-		50,000	50,000	
Pavement Investigations Ansons Bay Rd		284			-	
Asphalt Johns St, Cornwall		6,006				
Ansons Bay Rd seal 800m	-	-		50,000	50,000	
Atlas Drive - Retaining Wall Anchor	-	-	40,000	30,000	70,000	Additional funding required due to complexity of works at the site.
Gardens Road - Sight Distance Works		6,871			-	\$200K Black Spot Funding
Road Network - Sign Replacement	-	-	-	25,000	25,000	
LRCI Phase 3 Projects to be determined	-	-		1,294,812	1,294,812	
LRCI Phase 2 - Road sealing - Franks Street, Falmouth	25,313	28,603	-	259,896	259,896	
LRCI Phase 2 - Road sealing - Morrison Street, Falmouth	31,954	35,180	-			
TOTAL ROADS OTHER	72,538	179,021	40,000	1,287,406	1,327,406	
ROADS TOTAL	209,522	870,661	1,103,808	5,010,543	6,114,351	
BRIDGES						
B760 Bent St, Mathinna	6,937	6,937		5,500	5,500	Replace deck
B2177 St Patricks Head Road	-	-		30,000	30,000	Replace deck
B7010 Rattrays Road	-	-		40,000	40,000	Replace deck
Kirrwins Beach Jetty		50,440		142,000	142,000	Replace Jetty - funded by MAST
Beauty Bay Jetty	17,948	70,302		62,000	62,000	Replace Jetty - funded by MAST
TOTAL BRIDGES	24,885	127,679	-	279,500	279,500	
STORMWATER						
Minor stormwater Jobs		17,228	-	50,000	50,000	
Treloggens Track		23,702	30,000		30,000	
Osprey Drive	-	-		10,000	10,000	Design only
Implement SWMP priorities	14	82			-	

Details	Month Actuals	Year to Date Actual	Budget C/F	2021-2022 Estimate	Total Budget + C/f	Comments
Freshwater Street / Lade Court (Beaumaris)	-	-	70,000	-	70,000	
Medea St - Opposite Doepel St	351	11,136	45,000		45,000	Project under review - may not be required
Peron Stormwater System - design only	-	-		30,000	30,000	
Beaumaris Ave	-	-		25,000	25,000	CFWD
TOTAL STORMWATER	365	52,148	145,000	115,000	260,000	
WASTE MANAGEMENT						
Rehabilitation of former Binalong Bay Tip	-	-	5,000		5,000	Contingency sum only - no immediate requirement to undertake works
Scamander - waste paint container station	-	-		15,000	15,000	
Scamander WTS - Inert Landfill		5,818		20,000	20,000	Regulatory/consulting
St Marys Waste Transfer Station - Addition to Existing Building	-	-		45,000	45,000	Potential grant funding application - roof only to front side & over existing container
Scamander WTS retaining wall replacement	-	-		52,000	52,000	Contingency for potential replacement - condition monitoring in place for existing asset
WASTE MANAGEMENT TOTAL	-	5,818	5,000	132,000	137,000	
Total Capital expenditure	406,791	1,629,250	2,037,554	6,917,643	8,955,197	

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

History Room Curator is taking an additional week of leave. The new casual VIC staff member has completed training and is now joining the roster in place of the retiring staff member.

Meetings Attended/Other information:

VIC staff noted:

- Although not up to visitor levels of pre-covid, it has started to get busy with tourists.
- Had a lot of phone calls over the Christmas period all to do with can I book a camp site, will we be able to get a camp site and wanting confirmation that if they do drive all the way up to St Helens what guarantee will there be to find a camp site.

Statistics:**Door Counts:**

Month/Year	Visitor Numbers	Daily Average	History Room
December 2012	3,130	104.3	101
December 2013	3,598	119.9	133
December 2014	4,609	148.7	158
December 2015	4,439	147.9	81
December 2016	3,368	112.2	95
December 2017	2,939	97.9	60
December 2018	3,145	104.8	104
December 2019	3,152	105.07	112
December 2020	1,409	46.97	49
December 2021	1,301	43.37	39

Revenue 2020/2021:

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

Revenue 2021/2022:

Month	VIC Sales	HR Entry	HR Donations
July	2,534.48	200.00	72.95
August	1,820.81	Nil	138.50
September	2,460.63	267.00	96.20
October	2,596.31	237.00	114.55
November	3,035.09	209.00	171.30
December	2,783.25	181.00	42.50

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategies

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

LEGISLATION & POLICIES:

Nil.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

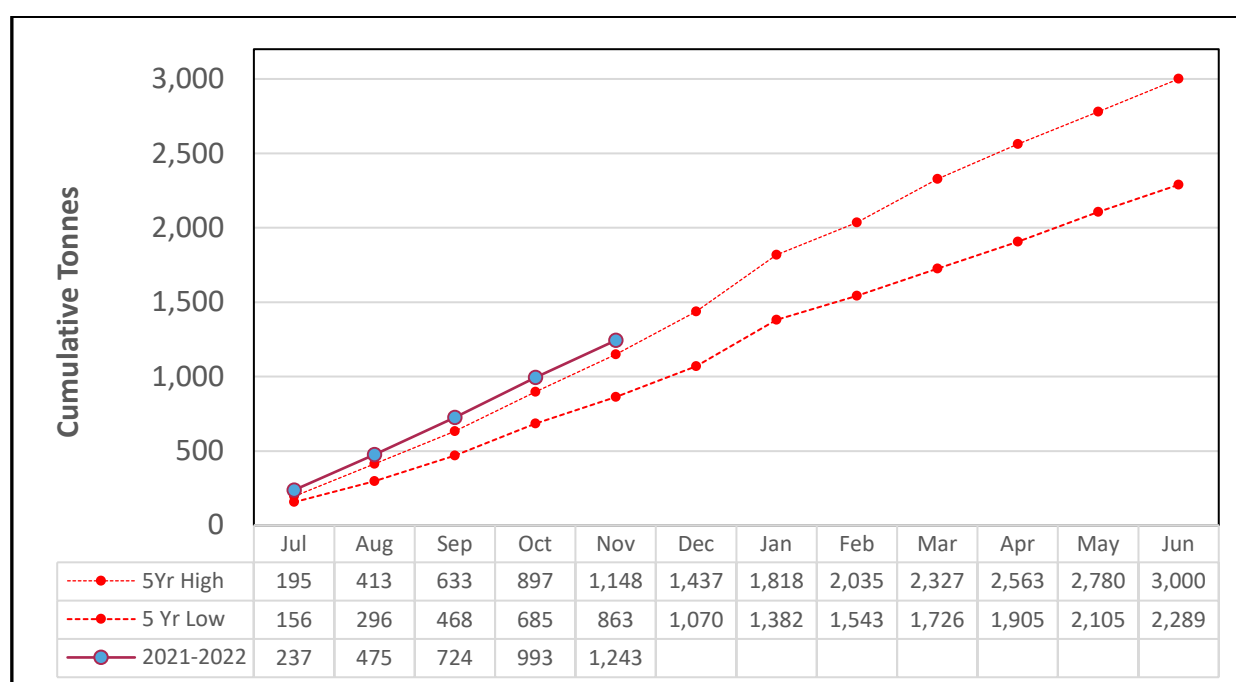
OFFICER'S REPORT:

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.
Town & Parks	<ul style="list-style-type: none"> Mowing/ground maintenance – all areas. Garden/tree maintenance and weeding where required. Footpath maintenance and repairs where required. Boat Ramp – monthly inspections and cleaning undertaken. Grass slashing undertaken in town areas.
Roads	<ul style="list-style-type: none"> Sealed road patching – all areas. Tree maintenance pruning. Stormwater system pit cleaning and pipe unblocking. Maintenance grading of North Ansons Bay and Ansons Bay Roads has been undertaken. Road side slashing in prioritised areas pre end of year. Road side slashing to continue in all areas throughout 2022. Guide post replacement undertaken on several roads
MTB	<ul style="list-style-type: none"> Routine track maintenance.
Weed Management	

Aerodrome	• Spanish heath
Stieglitz St, Falmouth	• Blackberry, broadleaf
Binalong Bay	• Blackberry
St Marys Park	• Broadleaf, Spanish heath, gorse, blackberry, carrot weed
St Marys trotting track	• Broadleaf
Ansons Bay Road	• Spanish heath, gorse, watsonia
North Ansons Bay Road	• Spanish heath, gorse, watsonia
Ansons Bay WTS	• Spanish heath, gorse, watsonia

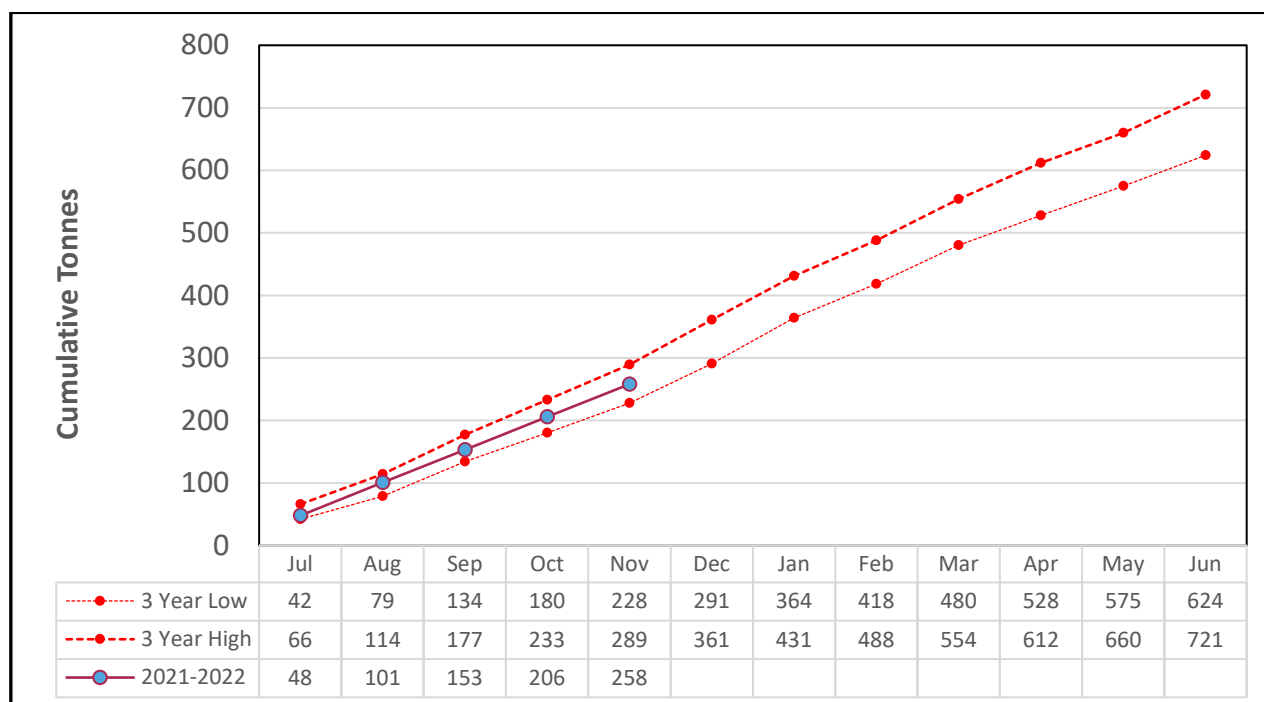
Waste Management

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



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

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



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

CAPITAL WORKS

Activity	Update
Ansons Bay Road – Segment reconstruction	In-progress: Construction.
Falmouth Street – footpath link to Lawry Heights	Base gravel works completed, path to be sealed later in the year.
Treloggen Drive (Binalong Bay) Kerb & Channel Works	In-progress: road seal to be replaced by contractor.
Foreshore Shared Way – Possum Tom (Parkside)	Scheduled to commence works – April 2022.
Gardens Road – pavement defects	Completed.
Jetty replacement – Beauty Bay	Completed.
Jetty replacement – Kirwans Beach	Scheduled April to June 2022.
Local Roads & Community Infrastructure Projects	
• Binalong Bay Footpath	In-progress: Construction.
• Beaumaris Pathway Upgrade	95% completed, minor section to be hand sealed early 2022.
• Falmouth – Road Sealing	In progress, completion expected early 2022.
Road resealing program 2021/2022	Works started and will continue until end of March 2022.
Road pavement reconstruction - St Helens Point Road	Pavement remediation works complete. Line marking pending contractor availability.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

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

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

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye/Weldborough	St Helens	St Marys	TOTALS
Bark Abatement Notice															
Wandering Dog or Off Lead		1						1					2		4
Verbal Warnings					2			1	7		1		2		13
Letter/Email warnings and reminders	plus pending registrations												5		5
Patrol		1		2	2	1					3		8	1	18
Dog Attack - on another animal (Serious)															
Dog Attack/Harassment - on another animal (Minor)													1		1
Dog Attack - on a person (Serious)															
Dog Attack/Harassment - on a person (Minor)													1		1
Dog - chasing a person															
Declared Dangerous dogs															
Dangerous Dogs Euthanised															
Unregistered Dog - Notice to Register															
Dogs Registered 2021/22 to date															1465
Pending Dog Registration 2021/22															22
Infringement Notice Issued													1		1
Pending Dog Registration Checks															
Caution Notice Issued															

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye/Weldborough	St Helens	St Marys	TOTALS
Verbal Warnings /Education Sheets Maps									2						2
Infringement Notice - Disputes in Progress															
Infringement - Time Extension request															
Infringement Notice - Revoked															
Kennel Licence - No Licence															
Kennel Licence - Issued															
Rooster Complaints													1		1
Other / Welfare concerns /RSPCA															
Cat Complaints															
Lost Dogs															
Illegal Camping															
Beach Patrols (not additional days)		1			2	2		4	5						14
Additional Beach Patrols 28,29,30th Dec		4			3	3		6	9						25
TOTALS		7		2	9	6		13	23		5	2	21	1	

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.

01/22.15.0 COMMUNITY DEVELOPMENT

01/22.15.1 Community Services Report

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

2021 - 2022 Programs and Initiatives

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

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

Updates on current projects being managed by Community Services:

St Helens Mountain Bike Network

No report available due to staff leave.

Recreation Trail Strategy

A draft document has been submitted to staff for comment – this process is currently being undertaken.

The Story of the Bridges – Scamander

This project is nearing completion with files being forwarded to the printer for completion.

Currently having trouble sourcing materials for the frames to which the panels sit within – but this is due to a State shortage of materials.

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

Community Events

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

St Marys Races Committee are to be congratulated on their successful event. They worked with all agencies ensuring that they were Covid compliant.

January

- 1 – St Marys races – St Marys Recreation Ground
- 3-11 – Scripture Union Beach Mission – Portland Hall
- 8 – St Helens Game Fishing Club – Shark Competition
- 22 – St Helens Athletics Carnival – St Helens Sports Complex
- 26 - Australia Day Awards – Portland Hall
- 29-30 Tas Bream Classic – St Helens Foreshore
- 29 - Break O'Day Council Wood chopping – St Helens Foreshore

Proposed Binalong Bay Swimcart trail

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

Bay of Fires Master Plan

This project is currently on hold as we wait for an additional member to join the committee. The position is:

- Community member – this position became vacant when the past committee member resigned due to work commitments.

The Chair and Parks & Wildlife Services representative will meet shortly to go through the expressions of interest received to fill this position.

St Helens Spots Complex – Conceptual Plan

A second draft conceptual plan was forwarded to the users of the St Helens Sports Complex with recommendations from a meeting of the users seeking their feedback again. Comments received from this process have been included in a further draft conceptual plan. This plan will now be forwarded to all community members for feedback – proposed time frame for this to commence is February 2022.

Volunteer Strategy

Volunteering Tasmania through the Safeguarding Volunteering Project will be working with Council staff to develop a Break O'Day Council Volunteering Strategy. It was initially a six (6) month project but due to Covid has been pushed back a few months. The process will be to work with people who currently volunteer or engage with volunteers - they will form a group who will work towards a solution to stop/slow down the number of people who no longer wish to volunteer. It is proposed that Councillors will be involved during the process and may require an additional meeting in which Councillors will be invited to attend. Further information will be provided once the process commences.

Leaner Driver Mentor Program

The Program Coordinator has successfully recruited two (2) new mentors, just waiting on paperwork to be finalised. These new mentors will be starting in the New Year. The number of on road hours are down this month because of the lack of mentors plus the closure of Council over the Christmas Break.

On Road Hours:	32
Learners in the car:	6
Learners on waiting list:	7
Mentors:	4

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	DISCUSSION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	002\024\004\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – CB08 Council Fee Remission of Building and Development Fees for Community Groups Policy

OFFICER’S RECOMMENDATION:

Discussion

That Policy CB07 – The Community Facility Hire Policy be accepted without amendment.

INTRODUCTION:

Council has a schedule for regular review of Policies. This Policy is due for review.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 16 July 2012 – Minute No 07/12.13.7.190

Amended 23 April 2014 – Minute No 04/14.13.8.101

Amended 17 August, 2015 – Minute No 08/15.13.3.226

OFFICER’S REPORT:

A committee of two (2) Councillors, Clr Barry Le Fevre and Clr Glenn McGuinness had previously reviewed this policy and a number of changes were made. For example the four (4) hirer categories were developed:

- (a) Category A Commercial – full fee paying;
- (b) Category B Community Business – 25% discount on hire fees;
- (c) Category C Community Interest Group – 50% discount on hire fees;
- (d) Category D Full Concession – 100% discount on hire fees.

This policy applies to all Council owned community venues currently available for periodic hire. It does not apply to properties that are leased from Council, and for which contractual lease agreements have been established.

The current Policy was forwarded to Clrs Le Fevre and McGuinness for their comment and to identify any changes to same. Both Councillors have come back with the recommendation of no change to the Policy.

LEGISLATION & POLICIES:

Nil.

STRATEGIC PLAN & ANNUAL PLAN

Strategic Plan 2017 – 2027

Goal

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

Strategy

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority.

POLICY NO CB07 COMMUNITY FACILITY HIRE POLICY EXCLUDES INDOOR MULTI-PURPOSE FACILITY

DEPARTMENT:	Community Services
RESPONSIBLE OFFICER:	Manager Community Services
LINK TO STRATEGIC PLAN:	Build capacity to improve community spirit and enhance a sense of wellbeing
STATUTORY AUTHORITY:	N/A
OBJECTIVE:	<ul style="list-style-type: none"> To ensure that there is flexibility and an opportunity for all community members as individuals, groups and/or organisations to be able to access Council facilities for a mix of welfare, social, cultural, recreational and community functions, activities and services. To ensure that fees and charges for hire of Council community facilities meet principles of social justice, equity and value for money. To ensure the application of fees and charges demonstrates Council's commitment to a fair, accountable and transparent process. To ensure that there is a clear process and criteria in place for the consideration of applications for fee reduction or fee waiver for the hire of Council facilities.
POLICY INFORMATION:	Adopted 16 July 2012 – Minute No 07/12.13.7.190 Amended 23 April 2014 – Minute No 04/14.13.8.101 Amended 17 August, 2015 – Minute No 08/15.13.3.226

POLICY

1. INTRODUCTION

Council owns and maintains a number of venues, facilities and meeting rooms which are available for hire for commercial, community or private purposes. Some of the uses include (but are not limited to) seminars, meetings, concerts, conferences, product launches, conventions, tuition classes, live theatre and musical presentations. Council needs to generate income from letting these venues for periodic use to cover such costs as cleaning and power, but also seeks to facilitate good community access to amenities and services for groups that support people with special needs. Council achieves this by establishing affordable fees and charges for the use of its assets by specific types of groups such as registered, not for profit groups, charities and individuals; those whose circumstances are severely limited by the disability of their members; groups who have limited capacity to general income; groups that deliver a community development or support activity, or those that target disadvantaged people.

This policy provides guidelines for staff and potential hirers to assess the grounds for Council awarding concessional hire to applicants, and establishes common guidelines for the use of Council facilities. It takes into account the relationship of the hirer to Council, the local orientation or membership of the hirer, the purpose of the hire and the overall benefit to the entire community of the particular use of Council's amenities.

FACILITIES

This policy applies to all Council owned community venues currently available for periodic hire. It does not apply to properties that are leased from Council, and for which contractual lease agreements have been established.

2. HIRER CATEGORIES & CONCESSIONS

The categorisation of hirers allows Council to accommodate a diversity of community needs and interests within Council venues, and provides a transparent and accountable mechanism for determining the rate at which hirers are charged. Hirers will be categorised according to:

- The purpose for which the Council facility is being hired, and
- The demonstrated capacity of the hirer to pay

There are four (4) Hirer Categories:

- (a) Category A Commercial – full fee paying;
- (b) Category B Community Business – 25% discount on hire fees;
- (c) Category C Community Interest Group – 50% discount on hire fees;
- (d) Category D Full Concession – 100% discount on hire fees.

To be eligible to receive a concession under Categories B, C or D, hirers must complete and submit a Concession Application Form and supply their organisation's most recent audited financial statement.

Organisations which are determined by Council to have reasonable access to funds (eg, substantial funds in reserve or access to funds through grants etc) will not be eligible for a concession. Alternatively these organisations may be awarded a lesser rate reduction than they originally sought.

When an organisation is in receipt of any concession (Category B and C) on the full cost of the hire of a Council facility, they are considered by Council to be in receipt of a donation/subsidy. An organisation will need to declare this donation/subsidy if they apply to Council for funding under the Community Grant scheme.

Council has adopted an administration fee which cannot be waived under any circumstances, including the categories and processes identified in this Policy. Neither the administration fee, or other hire charges apply to Memorial Services (eg Anzac Day Services) – refundable bonds still apply.

3. OVERVIEW OF HIRER CATEGORIES & HIRERS RECEIVING SPECIAL DISPENSATION

To be eligible for any of the concession categories, hirers must match the criteria below and provide supporting documentation (for example, audited financial statements).

If you are possibly eligible for an exemption under Category B and C you will need to apply through the Community Grant Scheme. Council runs a 2 tier Community Grant Scheme.

Tier 1 Continued funding for small infrastructure projects and programs; and



Tier 2 Provides potential funding for facility fee waivers – up to a maximum of 50%.

There will be two rounds of funding per annum. Please check Council's website and Newsletters produced on a monthly basis for news of when these grants are open.

a) Category A – Commercial, Business, Political & Private Hirers

Full fees are applicable to this category. Commercial, political groups and private hirers are not able to apply for a concession for venue hire.

Types of Use – Private and family functions, trade fairs, product launches, meetings of registered political groups/parties, conventions and all income generating activities for personal or corporate profit.

Examples of hirers likely to be located within this category are: State and Federal Government agencies (excluding primary and secondary schools), registered political parties/groups, private businesses, business owners and corporations.

b) Category B – Community Services & Small Businesses – eligible for a 25% concession on the full commercial rate

This category applies to the activities of healthy lifestyle and community education organisations or businesses, and community service/welfare agencies that have the capacity to raise funds and/or apply for operational funding from one or a combination of Local, State or Federal government grants programs.

This includes community service providers (funded), other local government agencies, incorporated community groups (funded) education/leisure/lifestyle organisations (that charge fees), revenue raising activities (eg., ticket sales at concerts), exhibitions, seminars and community service conferences and meetings eg., karate, yoga, dancing classes

c) Category C – Community Interest Groups – eligible for a 50% concession on the full commercial rate

This category applies to; the activities of groups/organisations that do not receive State or Federal funding but raise funds from other sources including membership, sponsorship, project-focused grant funding and/or Council funding.

Examples of groups that might be located within this category are: not for profit playgroups and child-focused early intervention groups, religious/spiritual groups or church-based/place of worship organisations, schools, registered charities, clubs/leisure/education/amateur sporting/lifestyle activities (run by volunteers or with volunteer labour), incorporated organisations, not for profit community groups (limited funding), and Council operated services and activities.

d) Category D – Full Concession – eligible for 100% concession on the full commercial rate (ie., free venue hire)

This category applies to groups/organisations that fall outside categories B and C. Any group/organisation applying for Category D must provide evidence of their exceptional circumstances. Fundraising events for fire and flood events are examples of Category D.

All applications for full concession require Council approval.



Guidelines for assessing requests for a concession

Each concession request will be assessed individually following common criteria:

- a) The applicant meets the criteria for Category B and C
- b) The necessary documentation and financial information (eg, latest Audited Financial Statement, Certificate of Insurance) has been provided and supports the request
- c) The activity/event/function has a primary focus on the Break O'Day Municipality
- d) The proposal improves community access to an activity or service
- e) The applicant has demonstrated that they will not profit from usage
- f) The applicant has demonstrated they are unable to meet the full cost and/or that the costs of usage cannot be recovered from participants
- g) The application has demonstrated that the function or activity will not be viable without a subsidy
- h) The event/activity is being held to support a charity organisation, to raise money for a charitable cause or to support an individual or family in crisis.

4. MONITORING AND REVIEW

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

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	005\003\019\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That in accordance with the Break O'Day Council Awards Policy, Council appoint

- Heidi Howe;
- Wayne Cubitt; and
- Dale Richards

to the Australia Day Awards Committee as community representatives and as part of the community they have the authority to consider applications and determine recipients of the Australia Day Awards.

INTRODUCTION:

The Break O'Day Council Awards Committee is established in accordance with the provision of the Local Government Act 1993 and Regulations.

PREVIOUS COUNCIL CONSIDERATION:

No previous Council consideration.

OFFICER'S REPORT:

Council has adopted the Break O'Day Council Awards Policy which sets out the procedure under which the Australia Day Awards are determined.

The committee will have delegated authority to consider all applications and determine who is to receive the nominated awards – those including the Citizen of the Year and Young Citizen of the Year. The appointment of committee members is an annual event with the term of the members of the committee running from December to 30 November.

Following the deliberations of the committee, Council will be advised of the award recipients via email to protect the identification of the individuals until the announcement on Australia Day.

Minutes of the committee meeting when the decision is made in regard to the award winners will be presented to the next available Council meeting to be formally endorsed.

STRATEGIC LAN & 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 and support leadership within the community to share the responsibility for securing the future we desire.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There is no budget/funding implication for Council at this stage of the project.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:**KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS:**

- ✓ Internal Workshop and Discussions relating to proposed Municipal By-Law;
- ✓ Internal Workshop and Discussions relating to proposed Mobile Food Van Policy.

PLANNING REPORT

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

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	EOFY 2020 / 2021
NPR	4	6	5	3	3								21	
Permitted	5	4	2	1	4	4							20	
Discretionary	27	24	16	14	20	15							116	
Amendment	3	3	1	1	2	2							12	
Strata		1		1	1								3	
Final Plan	2		1		3	2							8	
Adhesion						1							1	
Petition to Amend Sealed Plan	2												2	
Boundary Rectification						1							1	
Total applications	43	38	25	20	33	25							184	307

Ave Days to Approve Nett *	31.13	30.13	28.92	33.35	34.84	26.2							31.67
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* Calculated as Monthly Combined Nett Days to Approve/Total Applications

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

December 2021

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
141-2021	St Marys	3 Shade Structure	S58	34	22
113-2021	Gray	New Access, Shed with Amenities & Shed Plus Legalisation of Annexe & Shipping Container	S57	43	42
293-2021	Scamander	Shed	S57	43	42
292-2021	Stieglitz	3 Lot Subdivision	S57	50	50
374-2005 FINAL 2	St Helens	Final Plan of Survey	FINAL PLAN	43	17
333-2021	Scamander	Carport	S57	4	4
289-2021	Akaroa	Demolition of 2 Sheds and an Outbuilding (Shipping Container and Attached Covered Deck) and the Construction of a Shed	S57	54	38
432-2003 FINAL 5	Scamander	Final Plan of Survey - Lot 32, 33, 47, 48, 49	FINAL PLAN	99	14
318-2021 ADHESION	Fingal	Adhesion Order	ADHESION	29	29
348-2021	St Helens	Change of Use - Dwelling to Visitor Accommodation	S58	3	3
271-2020 AMEND	Falmouth	Change Garage to 3rd Bedroom	S56	12	12
295-2021	St Marys	Shed	S57	59	39
215-2021	Beaumaris	Dwelling & Shed with Amenities	S57	80	37
191-2021	St Marys	Dwelling & Shed with Amenities	S57	22	21
311-2021	Binalong Bay	Change of Use to Visitor Accommodation	S57	37	37
254-2020	Weldborough	Change of Use to Visitor Accommodation	S57	35	34
252-2021	Beaumaris	Dwelling, Shed & Front Fence	S57	105	34
275-2021	Seymour	Dwelling & Studio	S57	79	33
325-2021	St Helens	Part Change of Use to Visitor Accommodation - 3rd Accommodation Unit	S57	30	29
259-2021	Scamander	Shed & Crossover	S57	43	42
032-2019 AMEND	Ansons Bay	Increase Size of Living Area, Deck & Porch	S56	7	7
362-2021	Akaroa	Change of Use to Visitor Accommodation	S58	7	7
291-2021	Scamander	Multiple Dwelling x 2, Carport & Garage	S57	59	58
361-2021	St Helens	Change of Use to Visitor Accommodation	S58	3	3
341-2021 RECTIFICATION	Fingal	Rectification of Boundary	RECTIFICATION	1	1

TOTAL: 25

BUILDING PROJECTS REPORT

Projects Completed in the 2021/2022 financial year

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

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

Description	Location	Updates
Marine Rescue Additions	St Helens Foreshore	<ul style="list-style-type: none"> Nearing Completion.
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> Works Commenced.
New Amenities building	Wrinklers lagoon carpark	<ul style="list-style-type: none"> Open for Christmas Break; Finishing touches to be completed early 2022
Relocation of Community Garden Site Office & Infrastructure	St Helens Sports Complex – Community Garden Site	<ul style="list-style-type: none"> Nearing Completion.
New Accessible/Family Toileting Facility	St Marys Community Space	<ul style="list-style-type: none"> New project - Approved in 2021/2022 Capital Works Program Confirmation received that planning and building approvals not required; Plumbing Application Submitted Works scheduled for commenced early 2022.

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

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

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

No.	BA No.	Town	Development	Value
1	2021 / 00224	Falmouth	Addition to Dwelling - Non Habitable Workshop	\$57,000.00
2	2020 / 00299	Binalong Bay	New Dwelling & Shed	\$350,000.00
3	2021 / 00185	St Helens	New Dwelling incorporating Deck, Porch & Carport	\$317,000.00
4	2021 / 00167	Beaumaris	New Shed with Amenities	\$30,000.00
5	2021 / 00280	Scamander	New Shed	\$24,000.00
6	2021 / 00345	St Helens	New Solar Panels	\$11,000.00
7	2021 / 00330	Scamander	New Solar Panels	\$8,000.00
8	2021 / 00264	Four Mile Creek	New Shed	\$23,000.00
9	2021 / 00071	St Helens	New Dwelling inc. Visitor Accom. Wing, Garage & assoc. Terraces	\$417,000.00
10	2021 / 00190	Ansons Bay	Addition Dwelling	\$60,000.00
11	2021 / 00301	Binalong Bay	New Shed incorporating Office & Amenities	\$25,000.00
12	2021 / 00055	Mangana	Demolition (Toilet) & Additions - Dwelling	\$27,000.00
13	2014 / 00121	St Marys	Legalisation – New Dwelling & Shed	\$171,000.00
14	2020 / 00287	Four Mile Creek	New Telecommunications Tower	\$300,000.00
15	2021 / 00123 - STAGE 2	Beaumaris	New (Stage 2) Carports (x 2)	\$18,000.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2020/2021	2021/2022
	\$7,677,053.00	\$15,228,900.00

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2020	2021
	December	\$2,154,301.00	\$1,838,000.00

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2020/2021	2021/2022
	December	73	105

ENVIRONMENTAL REPORT

Description	Updates
Morty's car park landscaping	<p>Planting was completed before Christmas with the addition of Davies wax flowers to the local natives themed verge plantings and magnolias for shade trees. The magnolias add to the ones in Cecilia Street already and the verge plantings feature some local shrub species, including the threatened Davies wax flower and round leaf mint bush.</p> 
Dog Management	<p>The 2021/22 campaign on beaches is at its most challenging time, with beach use at a peak and management resources at full stretch. Hopefully most people are respecting the dog beach zones and nesting shorebirds (including a large colony of fairy terns this year). Not all unfortunately and there have been reports of errant dogs (and other disturbing beach use) impacting shorebird areas.</p>

Recreational Water Quality

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

Council's monitoring program for 2021/2022 began with sampling in December and all locations returned good water quality results.

Recreational water	7 Dec. 2021	
	Ente*	Rec. WQ#
Grants Lagoon mouth A	N/A	
Grants Lagoon mouth B	<10	Good
Grants Lagoon footbridge	<10	Good
Grants Lagoon (camp ground)	<10	Good
Beauty Bay	<10	Good
Yarmouth Creek	<10	Good
Wrinklers Lagoon	10	Good
Scamander River mouth	20	Good
Henderson Lagoon	100	Good
Denison Rivulet	60	Good

* Enterococci /100ml # Recreational Water Quality class (from Tas. Guidelines)

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.

PUBLIC HEALTH REPORT

Immunisations

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

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

Sharps Container Exchange Program as at 6 January 2022

Current Year	Previous Year
YTD 2021/2022	YTD 2020/2021
16	26

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Not applicable.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	DISCUSSION
PROPONENT	Council Officer
OFFICER	Jake Ihnen, Development Services Coordinator
FILE REFERENCE	018\017\004\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER’S RECOMMENDATION:

That Council adopt the amended schedule Fees & Charges for 2020/2021 as it relates to Strata Applications.

Plan – Examination & Sealing

Examination and sealing of final plan of Survey	\$500.00* + \$150.00* per lot
Application Fee for Each Stage (Staged Strata Scheme)	\$350.00* per stage
Petition to amend a Sealed Plan – Full Fee	\$650.00*
Petition to amend a Sealed Plan (if all parties to the Plan have signed the petition)	\$330.00*

INTRODUCTION:

Council’s Schedule of Fees & Charges has been reviewed subsequent to recent strata applications which identified the current fees and charges applicable were inadequate.

PREVIOUS COUNCIL CONSIDERATION:

Item 13.4 –The original Schedule of Fees & Charges 2021/2022 was adopted at the April 2021 Council meeting.

OFFICER’S REPORT:

Council’s Schedule of Fees & Charges has been reviewed subsequent to recent strata applications which identified the current fees and charges that were applicable were inadequate.

An assessment of various Local Council fee structures has been considered and the applicable fee for Strata application for Break O Day Council were considered to be low in comparison.

Although the suggested fee is considered to be a significant increase it is argued that the proposed fee is now comparable to other local councils and the fee will increase exponentially with the number of strata lots proposed.

Current Fee Analysis:

Council	Strata Application Fee	Per Lot Fee	Stage Fee	Example for 2 Lot Residential Strata	Example for 20 Lot 2 X Stage Strata Scheme
Huon Valley Council	\$390.00	\$145.00	\$170.00	\$680.00	\$3460.00
Meander Valley	\$425.00	Nil	Nil	\$425.00	\$425.00
NMC	\$262.00	\$132.00		\$526.00	\$2,902.00
GSBC	\$465.00	\$61	\$303	\$587.00	\$3,220.00
Hobart City	\$1250	Nil	\$750.00	\$1,250.00	\$2,000.00
Break O day Council	\$360.00	\$50.00	Nil	\$450.00	\$1,360.00

Proposed Fee Analysis:

Council	Strata Application Fee	Per Lot Fee	Stage Fee	Example for 2 Lot Residential Strata	Example for 20 Lot 2 X Stage Strata Scheme
Break O day Council	\$500.00	\$150.00	\$350.00 per stage	\$700.00	\$3,850.00

The following section and amendments are proposed:

Plan – Examination & Sealing

Examination and sealing of final plan of Survey	-\$270.00* + \$50.00* per lot
Examination and sealing of Stratum Plan	\$500.00* + \$150.00* per lot
Application Fee for Each Stage (Staged Strata Scheme)	\$350.00* per stage
Application for a Staged Development Scheme	Master Plan and disclosure statement approval
	\$360.00* + \$50.00* per lot
Petition to amend a Sealed Plan – Full Fee	\$650.00*
Petition to amend a Sealed Plan (if all parties to the Plan have signed the petition)	\$330.00*

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

LEGISLATION & POLICIES:

Section 205 of the *Local Government Act 1993*.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

If approved, this will result in a minor increase in predicted revenue for planning services.

VOTING REQUIREMENTS:

Absolute Majority.

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

OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

Due to Christmas break no formal meetings were held during the period.

Meetings & Events Not Yet Attended:

13.01.2022	St Helens	– Jobs Hubs – Break O'Day Employment Connect
14.01.2022	St Helens	– Hon Brian Mitchell MP – meeting including Mayor Tucker
17.01.2022	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.

Brief Updates:**Local Government Reform**

COVID Management

Despite the precautions that we have in place, we are going to need to be adapt quickly to the rapidly changing COVID situation. There is no doubt that at some stage we will have a positive case within the organisation which will need to be managed and will cause disruption to our operations and service delivery. Our focus is on maintaining frontline services and operating in line with Public Health Guidelines. Employees were all briefed prior to the Christmas break on how we are dealing with the situation. This information has been updated and circulated again on 5 January to reinforce our expectations in relation to maintaining the safest workplace possible.

Communications Report

Due to leave there was no Communications Report available at time of publishing.

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
103 Fraser Street and Lot 2 Fraser Street, Fingal	Affixing Common Seal	Adhesion Order	Number 21 – Miscellaneous Powers and Functions to the General Manager

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

Date	Document	Address	PID or DA
01.12.2021	337 Certificate	65 Parnella Drive, Stieglitz	2253415
02.12.2021	337 Certificate	Tasman Highway, St Helens (PID 9697916)	9697916
02.12.2021	337 Certificate	11-21 Scamander Avenue, Scamander (CT180671-5)	7097765
02.12.2021	337 Certificate	7 Lindsay Parade, St Helens (CT182191-2)	7731631
02.12.2021	337 Certificate	76 Dalmayne Road, Gray	3086815
02.12.2021	337 Certificate	7 Lindsay Parade, St Helens (CT182191-1)	7731631
02.12.2021	337 Certificate	18 Kismet Place, St Helens	7386217
02.12.2021	337 Certificate	120 Tully Street, St Helens	1555497
03.12.2021	337 Certificate	Unit 2, 7 Heather Place, St Helens	2859556
06.12.2021	337 Certificate	9 Lawry Heights, St Helens	6781493
06.12.2021	337 Certificate	5 Clive Street, St Marys	7459391
06.12.2021	337 Certificate	7 Barrack Street, Akaroa	7220866
06.12.2021	337 Certificate	12 Gray Road, St Marys	2295340
06.12.2021	337 Certificate	114 Acacia Drive, Ansons Bay	7689242
09.12.2021	337 Certificate	11 Erythos Grove, St Helens	6808692
09.12.2021	337 Certificate	34 Circassion Street, St Helens	7484861
09.12.2021	337 Certificate	9 Luck Court, Akaroa	7440666
10.12.2021	337 Certificate	18 Cherrywood Drive, Scamander	7682681
14.12.2021	337 Certificate	8 Akaroa Avenue, Akaroa	7610629
14.12.2021	337 Certificate	4 Bel-Air Crescent, Beaumaris	6787545

Date	Document	Address	PID or DA
15.12.2021	337 Certificate	89 Parnella Drive, Stieglitz	1653492
16.12.2021	337 Certificate	805 Lottah Road, Lottah -	2958597
16.12.2021	337 Certificate	8B Tully Street, St Helens	1514927
16.12.2021	337 Certificate	4 Howitt Street, Falmouth	6400451
16.12.2021	337 Certificate	10 Edward Street, Cornwall	7378698
16.12.2021	337 Certificate	Lottah Road, Lottah (CT207373-3)	2633047
16.12.2021	337 Certificate	70A Tully Street, St Helens	9415383
17.12.2021	337 Certificate	7 New Street, Falmouth	2029421
17.12.2021	337 Certificate	10-12 Greenbank Drive, Four Mile Creek	6407530
17.12.2021	337 Certificate	Unit 1, 7 Pendrigh Place, St Helens	2237415
17.12.2021	337 Certificate	1 Main Road, Weldborough	6801001
17.12.2021	337 Certificate	207 St Helens Point Road, St Helens	6786091
17.12.2021	337 Certificate	2 Alma Court, St Helens	2832871
20.12.2021	337 Certificate	137 Riverview Road, Scamander	7412243
20.12.2021	337 Certificate	11 Palm Court, St Helens	2597162
22.12.2021	337 Certificate	24305 Tasman Highway, St Helens	6792299
23.12.2021	337 Certificate	11-21 Scamander Avenue, Scamander (CT180671-2)	7097765
23.12.2021	337 Certificate	Lot 200 Sunnybank Close, St Helens (CT182122-31)	9169308

Tenders and Contracts Awarded:

Nil.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	DISCUSSION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	001\006\017\
ASSOCIATED REPORTS AND DOCUMENTS	Approved Reforms – Review of the Local Government Legislative Framework

OFFICER'S RECOMMENDATION:

That Council indicate that they support the early progression of Reforms #34, #44 and #49 relating to the review of the Local Government Legislation.

INTRODUCTION:

The Tasmanian Government commenced a major review of Tasmania's local government legislation with the release of an initial Discussion Paper in late 2018 which was became delayed early in 2020 due to more pressing matters.

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting 18 February 2019.

02/19.16.7.42 Moved: Clr L Whittaker / Seconded: Clr K Chapple

That Council provide a submission addressing:

1. Support for the principles of general competency powers and avoidance of unnecessary prescription;
2. Points raised by Councillors which have been agreed that they should be included.

CARRIED UNANIMOUSLY

Discussion from the Council Meeting provided as reference given the above decision:

- The General Manager advised that he attended an information session on Friday run by the Local Government Division regarding the Local Government Act Review.
- The General Manager stated that one of the things raised was public notification provisions – within a newspaper circulating within the area – there was no website/social media back when the 1993 Act was prepared. We need to question this as there is a reduced reliance on traditional newspapers as an information source, there could be some flexibility on the way Councils give notifications in the future. We need to think about how communities get information today and potentially into the future.

- Mayor Tucker stated that we should raise the issue of Councillors voting at meetings – if a Councillor votes against a recommendation (whether the decision is carried or lost), it was suggested at the LGAT Elected Member Training on the weekend that Councillors should give their reasons for voting against a recommendation. When acting as the Planning Authority you should only vote “no” in relation to planning or statutory/legislation requirements. Clr Drummond stated that as part of the debate she states why she votes in a certain way. The General Manager stated that from a legal perspective it is not required but it is good for transparency reasons. The General Manager stated that it is quite clear in the Planning Authority section that Council have to give reasons if they have voted against a recommendation and it is lost.
- The General Manager stated another item could be non-pecuniary conflicts of interest. Could there be greater clarity around this as it is not legislated.
- Clr LeFevre stated that he thinks the process that Mayor Tucker has raised in regards to justifying voting has real benefit.
- Mayor Tucker stated that he would like to see it mandatory that Councillors supply reasons for voting against a recommendation, both inside and outside the Planning Authority.
- Clr LeFevre agreed with Mayor Tucker.
- Clrs McGiveron and J Tucker stated that they both support Mayor Tucker’s suggestion.
- The General Manager stated that we can raise Mayor Tucker’s suggestion – should there be something or not? Without taking an official position to provoke discussion.
- Clr Chapple stated that she would like to see voting compulsory in Local Government elections as State and Federal elections are both compulsory. The General Manager stated that he believes that will be a discussion point through this process, he also noted that the voting processes were fundamentally different, postal voting vs polling places and that all electors were sent a Ballot Paper now.
- Clr Drummond agreed with Clr Chapple.
- The General Manager stated that he will include compulsory voting as part of the submission.
- Clr McGuinness stated that everything on the summary that has been circulated should be raised as discussion points.

OFFICER’S REPORT:

As Councillors would recall the major review of the Local Government Act progressed through the engagement process to the point where the proposed reforms to the legislation had been identified and drafting of legislation was underway. The Local Government Division had indicated that the legislation would have been introduced to parliament in the third quarter of 2021. The Tasmanian Government’s announcement of the major review into Local Government has caused the legislation to be further delayed.

The Local Government Association of Tasmania (LGAT) have advised that the Government has indicated that while the review of the Local Government Act is on hold pending the broader reform process, it will consider priority amendments. This will include amendments to improve the Code of Conduct Framework, as announced in mid-December, and also to implement the changes to rating for Independent Living Units (ILUs) owned by Not For Profits.

In addition, the Government will consider other sector priority amendments (a top three (3) or so changes). Attached is the list of approved reforms from the review process last year and feedback is required by 31 January 2022 if Council is interested in providing any feedback.

Given the focus on the broader reform process is going to be the focus for at least the next 18 months, a new Local Government Act is unlikely to be placed before Parliament until late 2023 or early 2024 at the soonest.

The General Manager believes that there is only marginal benefit to be achieved through a process which is effectively fiddling with the edges. Many of the Approved Reforms are complex and cannot be easily separated out into a stand alone item, or they are quite small and offer limited value when considered in isolation. In this context the following is noted in relation to the identified reforms:

- Reform #1 to #4 – broader items, await new Act
- Reform #5 to #9 – part of overall election changes, await new Act
- Reform #10 Introduce caretaker provisions – could be brought forward
- Reform #11 to #13 – part of overall election changes, await new Act
- Reform #14 Require disclosure of gifts and donations received by local government candidates during the electoral period – could be brought forward
- Reform #15 to #16 – part of overall election changes, await new Act
- Reform #17 – All Councils will develop and adopt a community engagement strategy, could be brought forward
- Reform #18 to #33 – await new Act
- Reform #34 Simplify what is a conflict of interest – clarification on this would greatly assist Councillors and the community
- Reform #35 Enhance the integrity of council decisions made when exercising statutory powers – an important matter to be addressed
- Reform #36 to #43 – broader items, await new Act.
- Reform #44 Introduce a local government performance reporting framework – would add significant value to existing performance reporting without a major increase in Councils providing data.
- Reform #45 to #48 – await new Act
- Reform #49 Create model by-laws for common issues, with streamlined administrative processes – substantial merit in addressing this complicated process though it is a very large piece of work unless it is just the legislative provisions.
- Reform #50 to #51 – await new Act.

On balance the General Manager's thoughts are to identify Reforms #34, #44, and #49 for progressing prior to the new Act.

Councillors thoughts would be appreciated.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Nil.

Annual Plan 2021-2022

Management Team Objectives – Stakeholder Management

Legislative Reviews – Participate in reviews of legislation affecting Local Government

LEGISLATION & POLICIES:

Local Government Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Use of internal resources only.

VOTING REQUIREMENTS:

Simple Majority.

- APPROVED REFORMS -

REVIEW OF THE LOCAL GOVERNMENT LEGISLATIVE FRAMEWORK

Part A – A flexible, innovative and future-focused legislative framework

Reform	Description
#1 – Principles Based Legislation	Create principles-based legislation that sets the principles of good governance, community engagement and financial management for the governance and operations of local government. Provide supporting detail in regulations where appropriate to provide clarity and flexibility.
#2 – Accessible, easy-to-read legislation	The new Act will be structured logically and be easy to read and understand, while still being legally effective.
#3 – A new Act for electoral provisions	Local government electoral provisions will be separated into a stand-alone Act, to make it easier to understand and administer these provisions.
#4 – Consolidate related local government legislation	Related local government legislation will be examined (such as the Local Government (Building and Miscellaneous Provisions) Act 1993) to identify where provisions intersect and overlap with the current Act, and to remove duplication and consolidate provisions where possible.

Part B – Representative and Democratic Councils

Reform	Description
#5 – Reform eligibility for the General Manager’s Roll	<p>The following criteria will apply to the General Manager’s Roll:</p> <p>Criteria 1 – A person must be an Australian citizen to be eligible to be enrolled to vote in local government elections.</p> <p>Criteria 2 – Individuals who are Australian citizens and own or occupy property in a municipal area where they are not residents should be eligible to enrol to vote in that area.</p> <p>Criteria 3 – A person is eligible for enrol to vote if they are the sole nominated representative of a business operating from a property in the municipal area, provided that person is an Australian citizen and is not already on the Roll in that municipal area under any other entitlement.</p> <p>No changes are proposed with regard to eligibility to vote based on enrolment on the House of Assembly roll.</p>
#6 – Reform the voting franchise to reflect ‘one person, one vote’ principle in any one municipality	No individual owner, occupier or corporation or their delegate will get more than one vote per municipality. Owners of corporations will no longer be entitled to a potential second vote within the same municipal area elections.
#7 – Simplify the election process for the positions of mayor and deputy mayor (Not Proceeding)	The current voting process for mayors and deputy mayors will be retained.
#8 – Make alternative voting methods available	Alternative voting methods such as electronic voting will be enabled, in addition to postal voting. The most appropriate voting method will be chosen by the Minister at least 12 months prior to the local government elections.

#9 – Simplify the voting process to reduce informal voting rates	The voting process will be amended to only require boxes to be numbered 1 to 5 to constitute a formal vote. This will remove the requirement for (but will still enable) voters to mark a preference for every available councillor position and/or candidate.
#10 – Introduce caretaker provisions	Caretaker provisions will apply to all councils from the time candidate nominations open, to limit councils making major policy or contractual decisions during an election period. The operational business of councils will still continue and caretaker provisions will provide for this (including where councils have to meet statutory timeframes and obligations).Caretaker provisions will also limit the use of council resources to promote or support candidates.
#11 – Move administration of the General Manager’s Roll from councils to the Tasmanian Electoral Commission	The administration of the General Manager’s Roll will be moved from councils to the Tasmanian Electoral Commission.
#12 – Introduce a pre-nomination training package	Potential electoral candidates will be required to complete a training package in order to nominate as a candidate. The training packages would be completed in a simple online format and will provide information about the roles and responsibilities of councillors, rather than testing a potential candidate’s knowledge.
#13 – Introduce a candidate nomination fee (Not proceeding)	This proposal will not proceed. A candidate fee will not be introduced.
#14 – Require the disclosure of gifts and donations received by local government candidates during the electoral period	All electoral candidates will be required to declare gifts and donations received during the electoral period. .
#15 – Align eligibility requirements to nominate as a candidate with State eligibility requirements	Eligibility requirements for local government candidates will be more closely aligned with the current requirements for members of the House of Assembly and Legislative Council, as per the requirements of the <i>Electoral Act 2004</i> and <i>Constitution Act 1934</i> , where appropriate.
#16 – Remove the title of ‘Alderman’	The title of ‘Alderman’, which is currently available to city councillors, will be removed.

Part C – Councils Connected to their Communities

Reform	Description
#17 – All councils will develop and adopt a community engagement strategy	Councils will develop a Community Engagement Strategy after each election, in collaboration with their communities. The Community Engagement Strategy will inform how councils will engage, involve, consult and inform their communities on plans, projects and policies. Councils will be required to follow their Community Engagement Strategy when engaging communities on their Strategic Plan, in determining their service delivery priorities and when setting their budget (including rating decisions).
#18 – Removing prescriptive consultation requirements	Councils will have broadened capacity to engage with their communities in accordance with their Community Engagement Strategy. Wherever possible, prescriptive requirements to provide reports and information in a specified way, such as by post, will be removed. Some specific consultation requirements will be maintained where necessary to protect the rights of the community and councils.
#19 – Remove requirements for public meetings and elector polls (Amended)	<p>In recognition of strong community views about this Reform Direction, community-initiated elector polls and public meetings will be retained in the new Act. However, the threshold to trigger an elector poll will be increased to 20% of electors (currently the threshold is 10%). It will also be a condition that any elector polls or public meetings must relate to an issue over which local government has decision-making authority.</p> <p>Councils will retain the power to initiate elector polls and a new power will be provided for the Minister to initiate a state-wide elector poll on a particular issue if required.</p>

Part D – Responsible and Effective Councils

Reform	Description
#20 – Legislate the eight good governance principles	The principles from the Local Government <i>Good Governance Guide</i> will be legislated and linked to the behaviours in the Code of Conduct.
#21 – Set high-level financial management principles that encourage efficiency and value for money in council service delivery	High-level financial management principles will be established to provide a clear expectation for councils when developing their strategic plans and budgets that focus upon transparency, accountability and sound financial management.
#22 – Establish core capability requirements for elected members (Amended)	Core competency requirements for elected members will be outlined with general managers needing to develop and deliver an induction plan for elected members following each council election. It will also be a requirement for councillors to complete training about their role as a Planning Authority.
#23 – Require councils to publicly report the core capability training that each elected member has completed annually (Amended)	Reporting of training completed by elected members will not be required to be reported publicly, rather general managers will be required to develop induction plans for elected members, with meeting procedures training to be completed prior to the first meeting.
#24 – Establish principles for all council staff that set minimum standards of behaviour	Local government employment principles will be set, aligning with the principles applying to employees under the <i>Tasmanian State Service Act 2000</i> . The consequences for a breach of these minimum staff standards of behaviour would be a matter for each council to determine.
#25 – Prescribe minimum standards for general manager recruitment, contracts, performance management and termination	Minimum standards will be set for general manager recruitment, contracts, performance management and termination. The current power to issue a Ministerial Order on the appointment and performance of general managers will remain.
#26 – Include principles on complaints management in legislation	Stronger provisions around complaints handling by councils will be included in the Act, to improve the independence of internal reviews of complaints.

#27 – Ensure council rating policies consider taxation principles and align with their budget and financial planning documents	The Act will require councils to consider the principles of taxation such as efficiency, simplicity, equity, capacity to pay, benefit, sustainability, cross-border competitiveness and competitive neutrality when determining how to distribute the rating burden. Councils should reflect outcomes of consultation with the community on council budget and financial planning when developing rates and charges policies, as per the overarching Community Engagement Strategy.
#28 – Introduce more flexibility for councils to easily transition from one rating approach to another, to manage rating impacts on ratepayers	The Act will provide improved tools to councils to manage changes in rating approaches and the resulting impacts on individual ratepayers through transitional arrangements.
#29 – Establish an independent rates oversight mechanism (Amended)	Rather than the proposed oversight of rates increases by the Tasmanian Economic Regulator, council Audit Panel chairs will be required to review any proposed rate changes that deviate from a council's Long-Term Financial Plan, and/or any changes to a council's Long-Term Financial Plan. Audit Panel Chairs will continue to be independent of their councils and the Panels must have a majority of independent members.
#30 – Set principles or guidelines for setting fees and charges	The principles or guidelines will promote greater consistency in the approach to setting fees and charges without prescription of the amounts themselves. Fees and charges should be reflective of the cost of the service being delivered as they are not a tax to raise general revenue.
#31 – Provide for a more autonomous and less prescriptive budget process	Councils will have greater flexibility to allocate resources as required. Councils will continue to set the budget and priorities, however general managers will have flexibility to move resources around within the overall budget allocation to achieve priorities.
#32 – Clarify significant business activities	What is a 'significant business activity' will be better defined so that the commercial operations of councils are transparently reported. Councils will be required to publish reports on the operations and performance of significant business activities.
#33 – Require electronic recording of council meetings to be made publicly available	Electronic recording and publication of council meetings will be mandatory to improve public confidence in the integrity, transparency and accountability of council decision-making.

#34 – Simplify what is a conflict of interest	This reform will remove overlap and confusion in the approach to declaring what are currently termed ‘pecuniary’ and ‘non-pecuniary’ interests at council meetings. Legislative provisions will be supported by clear, easy-to-read and understand guidelines to assist councillors.
#35 – Enhance the integrity of council decisions made when exercising statutory powers	Councils will be required to manage perceived conflicts of interest when exercising their statutory powers, for example, when a council is submitting and assessing its own development applications under the <i>Land Use Planning and Approvals Act 1993</i> .
#36 – Strengthen the information gathering powers of the Director of Local Government	Stronger powers will be provided to the Director of Local Government to require Audit Panels to provide their reports upon request.
#37 – Create a power for the Director of Local Government to require an undertaking from a council as a measure to address compliance issues	The Director of Local Government will have the power to accept an undertaking by a council, councillor or general manager to either correct an act of non-compliance with the Act, or to ensure that there is no recurrence.
#38 – Establish a Monitor/Advisor role (Amended)	To be renamed ‘Advisor’. The Director of Local Government will have the power to require the appointment of an Advisor to enter a council to review its operations, request information from the council administration (and the Audit Panel), provide guidance to elected members and senior staff, and make recommendations to the council. Councils may also decide that an Advisor be engaged as an early intervention to assist a council before issues result in more serious outcomes.
#39 – Establish the power to appoint a Financial Controller (Amended)	To be renamed ‘Financial Supervisor’. Similar to Reform Direction #38, the Director of Local Government may appoint a Financial Supervisor to a council to manage serious, demonstrated financial challenges, similar to powers that exist in New South Wales.
#40 – Continue to conduct formal investigations by the Director of Local Government	The Director of Local Government will continue to have the power to investigate breaches of legislation. Possible outcomes of an investigation will be strengthened to enable the Director to make findings and provide recommendations to the Minister that the council or an individual councillor be dismissed. To support the Director’s investigative role, the Director will be able to appoint appropriately skilled

	and qualified persons to support them, including persons external to the Director's staff.
#41 – Provide for the Minister to dismiss a council or individual councillor	The Minister will have the ability to dismiss a council or councillor on recommendation of the Director. The Minister will retain the power to establish a Board of Inquiry and, in response to findings, recommend the Governor dismiss a council or councillor.
#42 – Create offences for mismanagement and to address poor governance (maladministration)	An offence of maladministration will be created for systemic failures or a major consequence resulting from a single act of impropriety, incompetence or neglect. The offence will be directed to all councillors, individual councillors and general managers but not other senior executive council staff.
#43 – Simplify the complaints framework	This direction will reduce the current overlap between the oversight and regulatory roles of various bodies. The main focus is reducing the overlap in the complaint process between the Director of Local Government and the Integrity Commission to give clarity for complainants, increase efficiency and ensure prompt intervention in serious issues.
#44 – Introduce a local government performance reporting framework	A clearer performance reporting framework will be set to consolidate and make better use of existing data and information relating to councils. Existing key performance indicators will be used as the basis for reporting, but with capacity to have additional key performance indicators over time.
#45 – Require councils to publish a compliance statement in the Annual Report (Amended)	Compliance statements would only be completed for 'material' or 'significant' matters. General managers will be required to sign-off and account for the council's material compliance obligations under the Act and some associated legislation, and report to the community a formal attestation that material compliance obligations have been met.
#46 – Remove prescription around Annual Report	Reforms will reduce the level of prescription about the content of a council's Annual Report with content to be determined by the council through its Community Engagement Strategy.

Part E – Adaptable Councils

Reform	Description
#47 – Introduce provisions that support efficient and high-quality council operations and collaborative shared service opportunities	Legal and administrative barriers to collaboration across councils will be removed, giving greater flexibility for councils to collaborate. This will include clarification about the extent that delegations can be given and exercised and will enable two or more councils to be serviced by one administrative organisation.
#48 – Introduce the option to create Regional Councils (Not proceeding)	This proposal will not proceed. The option to create Regional Councils will not be introduced.
#49 – Create model by-laws for common issues, with streamlined administrative processes	The Act will reduce the administrative process councils must go through to develop and adopt model by-laws, creating greater State-wide consistency. A model by-law will be subject to a rigorous assessment process and, once approved, any council could adopt the model by-law without the need to go through the assessment process again. Councils will simply need to consult with the community on any municipality-specific issues before adopting the by-law.

Part F – Strategic Reviews

Reform	Description
#50 – Strategic reviews of councils	The Local Government Board will be retained and will undertake strategic reviews of local government at the direction of the Minister. At a minimum, the Board will be required to undertake regular reviews of councillor numbers and allowances and ‘State of the Sector’ reviews. It will no longer be able to review the operations of a council, with these being carried out by the Director of Local Government.
#51 – Voluntary amalgamations	Voluntary amalgamations of two or more councils will be able to occur, without the need for a Local Government Board review. Councils will need to develop a business case to explore amalgamations but will no longer require a report from the Local Government Board, which is time and resource intensive.

ACTION	DISCUSSION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	014\006\001\
ASSOCIATED REPORTS AND DOCUMENTS	Local Government Board Review – Terms of Reference

OFFICER'S RECOMMENDATION:

For noting and discussion only.

INTRODUCTION:

The Tasmanian Government has initiated a major review of local government in Tasmania through the Local Government Board. The objective of the Review is to create a more robust and capable system of local government that is ready for the challenges and opportunities of the future. The Board Review process is to be completed by 30 June 2023 with the delivery of final review recommendations being delivered to the Minister.

PREVIOUS COUNCIL CONSIDERATION:

No previous formal consideration. General Manager Reports to the Council Meetings on 15 November 2021 and 20 December 2021.

OFFICER'S REPORT:

The release of the Terms of Reference for the Review process on 20 December 2021 and the finalisation of the Board membership are two important first steps for the process to commence. The Chairperson of the Board has advised that the Review process will commence on 20 January 2022 and will apply to all Councils.

The Terms of Reference reflect the previous comments by the Minister that there will be an initial focus on 'function' (roles and responsibilities) before the 'form' (shape of local government).

The Board will consider:

- 1) *the future roles and functions that should be delivered by local government in Tasmania;*
- 2) *the organisational features and capabilities necessary to enable local government to effectively and sustainably deliver its future roles and functions;*
- 3) *the optimal future design for the Tasmanian local government sector to support the delivery of local government's proposed roles, functions, features and capabilities, individually and collectively, across representative and administrative roles and functions;*
- 4) *a practical transition plan for implementing the future design of local government in Tasmania, if required; and*
- 5) *any other matters the Board considers relevant to the above*

Completion of the first step in addressing the future roles and functions of Local Government is very much a test for how genuine the process is going to be. Whilst the focus will very much be on what are the logical activities of local government, the real test will be if there is a genuine focus on State Government activities that may be best placed to rest with local government; or where local government can play an increased role in ensuring a more effective and efficient delivery of State Government activities/services.

As expected there is a substantial focus on design and features of what local government needs to look like in the future to be able to effectively and sustainably deliver the identified future roles and functions. There is little doubt that at the end of the process there will be recommendations which result in a reduction in the number of councils in Tasmania. The vital pieces in the process are going to relate to bringing people along on the journey, which could happen with an effective community engagement process and a sound and logical justification behind the final recommendations.

Detail relating to the stakeholder and community engagement process is yet to be released, indications are that this will occur during January and it would be logical for this to occur on 20 January 2022, the formal commencement date of the Board review process.

Stage 1 relates to community engagement, research and issues identification due for completion by the end of June 2022. The General Manager anticipates that the engagement process will occur over the first two to three months, potentially concluding by 31 March 2022 to enable submissions to be properly considered by the Board. The General Manager expects that Councillors will want to give consideration to a broad range of matters for inclusion in a submission.

Whilst we are unaware at the moment of what the community engagement process might look like, we need to expect that as a minimum Council may only have the one opportunity to make a submission. This will mean that the submission will need to address the key points identified by Councillors which may also involve discussions with the management team.

Responding effectively to this process to ensure that sound and logical arguments articulating how the communities of Break O'Day are looked after into the future is going to take a substantial amount of resources. As Councillors know, existing resources have clearly defined tasks and work plans which means there is only limited capacity to tackle this task without some adjustments being made.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Nil.

Annual Plan 2021-2022

Management Team Objectives – Local Government Reform

Participate actively in the process arising from the PESRAC Report with a focus on achieving the best outcome for the Break O'Day area.

LEGISLATION & POLICIES:

Local Government Act 1993 Section 214.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Depend on Council's views in relation to resourcing the preparation of submissions and responses to discussion papers.

VOTING REQUIREMENTS:

Simple Majority.

Local Government Board Review

The Future of Local Government in Tasmania

Terms of Reference

1. Objective

The objective of the Review is to create a more robust and capable system of local government that is ready for the challenges and opportunities of the future.

The Local Government Board ('the Board') will make recommendations on the future role, functions and design of local government and the structural, legislative and financial reforms required to meet this objective.

2. Scope

Under s 214 of the *Local Government Act 1993* ('the Act'), the Minister requires the Board to conduct the Review.

The Board will consider:

- 1) the future roles and functions that should be delivered by local government in Tasmania;
- 2) the organisational features and capabilities necessary to enable local government to effectively and sustainably deliver its future roles and functions;
- 3) the optimal future design for the Tasmanian local government sector to support the delivery of local government's proposed roles, functions, features and capabilities, individually and collectively, across representative and administrative roles and functions;
- 4) a practical transition plan for implementing the future design of local government in Tasmania, if required; and
- 5) any other matters the Board considers relevant to the above.

The Board is to make recommendations:

- 1) on the matters within scope, as they relate to the local government sector;
- 2) on the future of local government, including the range of functions performed, physical boundaries and arrangements for service delivery; and
- 3) which, in the opinion of the Board, will deliver the best overall outcomes and benefits for the Tasmanian community in areas relevant to local government, having regard to, without limitation, the following principles:
 - a. local government in Tasmania will remain an independent, accountable and representative sphere of government, established under legislation to represent and serve the interests of local communities;

- b. the design of local government should provide for economies of scale and scope, maximising the efficient use of resources to provide an improved range and quality of services, and value for ratepayers on a sustainable basis;
- c. the design of local government should provide for councils that enable local communities to meet their present needs and plan for the future, in the context of broader regional and State-wide approaches.

The Review may also take into account, and make recommendations in respect of, any matter referred to in s 214A of the Act.

3. Staging and Timeframes

The Board will undertake the Review in three key stages.

Stage 1 – Community Engagement, Research, and Issues Identification (January 2022 – June 2022)

In Stage 1, community and stakeholder experiences and views will be combined with research and analysis to create a clear and empirically robust picture of the current state of local government, which will be used to identify opportunities to achieve the Review's objectives.

The Board will provide the Minister of Local Government and Planning ('the Minister') with advice on the outcomes of Stage 1, including the priority reform areas to be considered in Stage 2.

Stage 2 – Options Development and Testing (July 2022 – December 2022)

In Stage 2, the Board will draw on the priority reform areas identified in Stage 1 to develop and test potential reform ideas and options. There may be further exploration, where required, to finalise potential reform ideas and options.

The key output will be a 'shortlist' of feasible reform options that the Board considers, based on the evidence, would optimise the performance of council services and functions and deliver on community needs and expectations.

Stage 3 – Reform Recommendations (January 2023 - June 2023)

In Stage 3, the Board will narrow down and refine the options to deliver its final written review and recommendations to the Minister.

If the Board recommends options for reform, its final report to the Minister is to include clear, practical transition plans that support the delivery of those reforms.

4. Governance and Accountability

The Board is a statutory body established under Part 12A of the Act.

The Board has broad statutory responsibilities under the Act and is to report to the Minister. The Act sets out clear procedural requirements for the conduct of Local Government Board Reviews. In accordance with ss 214 and 214A of the Act, the Minister requires the Board to carry out a review of all Councils established under s 18(2) of the Act in accordance with these Terms of Reference.

The Board is to deliver its final review recommendations to the Minister by no later than **30 June 2023**. In accordance with the Act, the Minister may either accept or reject the recommendations, ask the Board to reconsider them, or refer to the Board any alterations requested by councils.

The Board will provide a progress report to the Minister at the conclusion of Stages 1 and 2 of the Review.

The Board will be supported by a Secretariat. The Secretariat will report directly to the Board and will be located administratively within the Department of Premier and Cabinet (DPAC).

5. Consultation

The Board will conduct the Review in a manner that provides for broad stakeholder and community engagement. The Act provides minimum requirements for public consultation for Local Government Board Reviews, including submissions. In conducting the Review, the Board may also exercise its powers and functions consistent with s 214C(4) of the Act.

Subject to the Terms of Reference, and consistently with the Act, the Board will be free to carry out the Review in any manner it considers appropriate. The Board may consult with any person and conduct such inquiries and investigations as it considers necessary within the framework provided under the Act.

6. Amendments to the Terms of Reference

The Minister may amend these Terms of Reference from time to time to reflect changes to the focus and direction of the Board as the Review progresses through its various stages.

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

IN CONFIDENCE

01/22.18.0 **CLOSED COUNCIL**

01/22.18.1 **Confirmation of Closed Council Minutes – Council Meeting 20 December 2021**

OFFICER’S RECOMMENDATION:

That the minutes of the Closed Council Meeting held on the 20 December 2021 be confirmed.

01/22.18.2 **Outstanding Actions List for Closed Council**

01/22.18.3 **2 Annie Street, St Helens - Closed Council Item Pursuant to Section 15(2)F of the Local Government (Meeting Procedures) Regulations 2015**

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