

# COUNCIL MEETING AGENDA

Monday 27 June 2022  
Council Chambers, St Helens

John Brown, General Manager  
Break O'Day Council  
20 June 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 27 June 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.



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

Date: 20 June 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.*

### 06/22.1.0 ATTENDANCE

#### 06/22.1.1 Present

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

#### 06/22.1.2 Apologies

Councillor Glenn McGuinness

**06/22.1.3                    Leave of Absence**

Nil

**06/22.1.4                    Staff in Attendance**

General Manager, John Brown  
Executive Assistant, Angela Matthews

How does Break O'Day Council address the calming of the eastern highway approach to St Marys in concert with Council's stated Services Goal and Strategy - taking into consideration the lack of speed sign enforcement, the pollution, the noise from air brakes, road noise and engine noise, and the Council responsibility for pedestrian security in the town of St Marys?

**Reply:**

Council takes an advocacy role:

1. A Council officer will forward any letter or other form of correspondence received about a matter pertaining to road issues to the Road Authority and other relevant authorities depending on the content of correspondence received. The Road Authority in this case is the Department of State Growth with the enforcement authority being Tasmania Police. Each authority is requested to provide a response in relation to matters raised. The Authority may elect to take no action, respond directly to the writer or provide a response to Council officers to pass onto the writer.

For this matter: Correspondence received from Ms Grantham was forwarded to the Department of State Growth on 12 May 2022 by Councils Works Administration Officer with a request to provide a response. Ms Grantham was advised in writing that this had occurred.

Tasmania Police were provided with the same correspondence on 16 May 2022 by Councils Community Services Manager.

2. Council will follow-up with the authority to ascertain what action may be being considered by the authority with the view of ensuring that a response is forthcoming.

On 17 May 2022 Councils Manager Infrastructure and Development Services Manager met with an officer from the Department of State Growth (Traffic Engineering). The Department of State Growth will consider each specific issue raised and provide a response to both Ms Grantham and Council.

Tasmania Police have noted the information provided and advise that they undertake routine patrols of the Esk Main Road including town centres and do issue traffic infringement notices to motorists – speeding and other.

**Pedestrian Security**

The Department of State Growth establish speed limits for all roads within Tasmania including those on the approaches to towns and within town boundaries. Council may request that a speed limit is reviewed based on but not limited to broader community concern, observable driver behaviour, road alignment vs default State speed limits, accident history, environmental factors, formal road safety audit and risk assessment, design change.

Tasmania Police are responsible for speed enforcement, not Council. Council regularly provides measured traffic flow data collected on the Council Road network to Tasmania Police and where speeding hotspots are identified and includes areas within town boundaries where there is a potential conflict between motorists and pedestrians, such as school zones, community facilities and road work zones.

Council provides town infrastructure within the road containment being parking bays, pedestrian footpaths, kerb and channel and nature strips.

### 06/22.3.0 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.*

### 06/22.4.0 CONFIRMATION OF MINUTES

#### 06/22.4.1 Confirmation of Minutes – Council Meeting 16 May 2022

#### OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 16 May 2022 be confirmed.

## 06/22.5.0 COUNCIL WORKSHOPS HELD SINCE 16 MAY 2022 COUNCIL MEETING

There was a Workshop held on Monday 6 June 2022 and the following items were listed for discussion.

- 2022 – 2023 Annual Plan
- Rates Estimates 2022 / 2023
- Adoption of 2022 – 2023 Budget Estimates
- Falmouth Township – Request for Speed Limit Change
- Roundabout – Quail Street / Medea Street, St Helens
- Legge Street, Falmouth
- Bendigo Bank Community Stadium – Review of Fees
- Outdoor Exercise Equipment – Scamander
- Pending Development Application Updates
- Review of Delegation for Planning Authority
- NRM Committee Meeting Minutes 12 April 2022
- Appointment of Break O’Day Council Natural Resource Management (NRM) Committee Representatives
- Climate Action Update: Scamander River Mouth Project and Climate Change Conference
- Local Government Elections – Compulsory Voting
- 2 Annie Street, St Helens – Housing Project Research Report
- Aquatic Centre Project Research Report

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.

## 06/22.6.1

### DA068 – 2022 - Alterations to an Existing Building and a Change of Use – Gallery to Café – 37 Main Street, St Marys

ACTION	DECISION
PROPONENT	N Mathers
OFFICER	Planning Officer
FILE REFERENCE	DA 068-2022
ASSOCIATED REPORTS AND DOCUMENTS	Attachment A – Certificate of Title Attachment B – Plans and written description of the proposed use Attachment C – TasWater submission Attachment D – Responsible Officer Assessment Attachment E – Applicant Car Parking Response Attachment F – Representations (1)

#### OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for ALTERATIONS TO AN EXISTING BUILDING AND A CHANGE OF USE – GALLERY TO CAFÉ on land situated at 37 MAIN STREET, ST MARYS described in Certificate of Title 103550/1 (**Attachment A**) 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
Locality Plan (Aerial Image)	D001 A	Landsformation Design	March 2022
Existing part site plan	D002 A	Landsformation Design	7 March 2022
Floor Plan	D101 A	Landsformation Design	6 April 2022
Elevations	D102 A	Landsformation Design	6 April 2022
Written Description of proposed use	Letter – Maple on Main	Nicole Mathers	Received by the Council by email of 7 April 2022

2. All works must be in accordance with the conditions of the Submission to Planning Authority Notice by TasWater, TWDA **2022/00770-BODC** as attached to this permit.
3. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.

4. Commercial vehicles associated with the use must only operate between 6.00am and 10.00pm Monday to Sunday.
5. Noise levels at the boundary of the site with any adjoining land must not exceed:
  - a) 50dB(A) day time; and
  - b) 40dB(A) night time; and

At any time, should the approved use be subject to a noise complaint from nearby sensitive uses, the Council may require that the owner of the business provides an acoustic assessment prepared by a suitably qualified person, which demonstrates compliance with the above noise levels.

6. During the period of building, works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
7. All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.
8. 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**

9. Activities associated with construction works are not to be performed outside the permissible time frames listed:
  - Mon-Friday 7 am to 6 pm
  - Saturday 9 am to 6 pm
  - Sunday and public holidays 10 am to 6 pm

## **INTRODUCTION:**

The applicant is seeks planning consent for the change of use of an existing building located at 37 Main Street, St Marys, from a commercial gallery to a café. The applicant also proposes minor internal and external alterations to the building.

## **PREVIOUS COUNCIL CONSIDERATION:**

Not Applicable.

## OFFICER'S REPORT:

### 1. The Proposal

The applicant proposes to change the use of an existing commercial gallery located at 37 Main Street, St Marys to a café, including a separate takeaway coffee server. The proposal includes minor changes to the internal floor plan, exterior windows and doors and the construction of a small deck (8m<sup>2</sup>) adjacent the footpath.

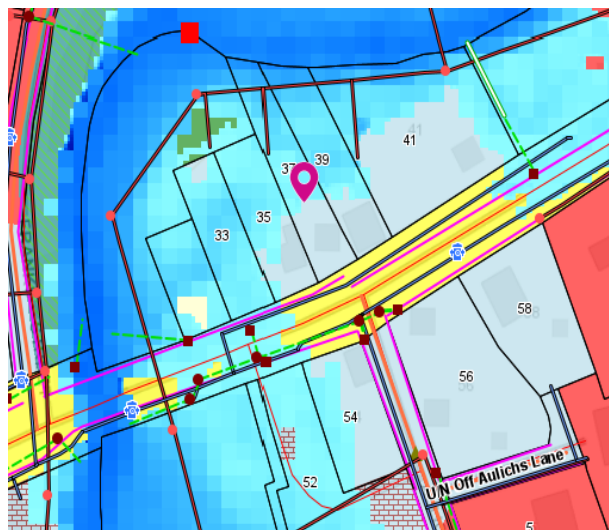
The proposed floor plan shows only a portion of the floor area dedicated for the café, including a commercial kitchen, café dining area, coffee sale and preparation area and bathroom facilities. The existing roller door fronting the footpath is to be removed and replaced with a standard door for staff access and deliveries. The remainder of the floor area is nominated as storage for staff use only.

A copy of the plans and written description of the proposal is contained in **Attachment B**.

The subject land is located on the northern side of Main Road within the Local Business Zone. The northern portion of the site (adjacent to the St Marys Rivulet) is flood prone, however the building itself sits outside of the mapped flood-prone area and no works within the flood-prone area are proposed. The existing building is built to the front (street) boundary and to both side boundaries, and has no vehicle access to the rear. The property has access to water and sewerage connections and stormwater infrastructure along Main Street.



Aerial Photo



Zone Map

### 2. Applicable Planning Assessment

- Local Business Zone
- E5 Flood Prone Areas Code
- E6 Car Parking and Sustainable Transport Code List Zone

### 3. Referrals

- Department of State Growth  
The application was referred to DSG as an adjoining landowner (Main Road being under the care and control of DSG). The Department provided an email response on 3 May 2022 advising that it did not have any comment to make on the proposal.
- TasWater  
The application was referred to TasWater, as the proposed use will generate Trade Waste to sewer. TasWater has provided a submission in relation to the proposal, which is contained in **Attachment C**.

### 4. Assessment

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

*Break O'Day Interim Planning Scheme 2013 Version 17:*

- Local Business Zone - Use Standards (*Amenity*) 20.3.1 P1 and P2
- Car Parking and Sustainable Transport Code – Use Standards (*Car Parking Numbers*) E6.6.1 P1

Detailed assessment against the provisions of the *Break O'Day Interim Planning Scheme 2013* version 17 where the proposal was reliant on satisfying the performance criteria, is provided below. **The proposal is deemed to comply with the performance criteria applicable, except where conditions of approval have been include which require compliance with the acceptable solutions.**

A copy of the Responsible Officer Assessment completed by the Planning Officer is contained in **Attachment D**.

#### Planning Assessment

#### **20 Local Business Zone**

##### 20.3 Use Standards

##### 20.3.1 Amenity

Acceptable Solutions	Performance Criteria
A1 Commercial vehicles (except for visitor accommodation and recreation) must only operate between 6.00am and 10.00pm Monday to Sunday.	P1 Commercial vehicles (except for visitor accommodation and recreation) must not unreasonably impact on the amenity of any adjoining General Residential and Urban Mixed Use zones, having regard to: a) traffic, the hours of delivery and despatch of goods and materials; and b) hours of operation; and c) light spill.
<b>Assessment against the Performance Criteria is required because information has not been provided regarding commercial vehicles associated with the use, therefore it is not demonstrated that the acceptable solution has been met.</b>	

### **Performance Criteria Assessment**

*The proposal is for a small-scale café operation offering breakfast and lunch options 4-5 days per week and weekend dinners on a fortnightly basis. Commercial vehicles associated with a café use would generally only be for deliveries, which would usually occur during the operating hours of the cafe.*

*That said, as information addressing the performance criteria has not been provided by the applicant, it is recommended that a condition of approval is included to confirm the acceptable solution operating hours for commercial vehicles. The following condition has been included in the draft permit:*

**Commercial vehicles associated with the use must only operate between 6.00am and 10.00pm Monday to Sunday.**

<b>Acceptable Solutions</b>	<b>Performance Criteria</b>
A2.1 Noise levels at the boundary of the site with any adjoining land must not exceed: a) 50dB(A) day time; and b) 40dB(A) night time; and  A2.2 Noise levels in habitable rooms of nearby sensitive uses must not exceed 5dB(A) above background.	P2 Noise must not cause unreasonable loss of amenity to nearby sensitive uses.

**Assessment against the Performance Criteria is required because an acoustic report has not been provided to confirm noise levels associated with the proposed use, therefore it is not demonstrated that the acceptable solution has been met.**

### **Performance Criteria Assessment**

*Three (3) residential properties are located to the west and east of the subject land (two (2) directly adjacent). Given the hours of operation and the small-scale nature of the proposed café use, it is considered unlikely that noise levels would cause unreasonable loss of amenity to nearby sensitive uses, however, without some form of acoustic assessment, it is not conclusive that the performance criteria has been satisfied.*

*As such, it is recommended that a condition of approval is included which reflects A2.1. This will set clear parameters for the applicant should any noise complaints be brought to the attention of the Council in the future. The following condition has been included in the draft permit:*

**Noise levels at the boundary of the site with any adjoining land must not exceed:**

- a) 50dB(A) day time; and**
- b) 40dB(A) night time; and**

**At any time, should the approved use be subject to a noise complaint from nearby sensitive uses, the Council may require that the owner of the business provides an acoustic assessment prepared by a suitably qualified person, which demonstrates compliance with the above noise levels.**

## **E6 Car Parking and Sustainable Transport Code**

### **E6.6 Use Standards**

#### **E6.6.1 Car Parking Numbers**

<b>Acceptable Solutions</b>	<b>Performance Criteria</b>
A1 The number of car parking spaces must not be less than the requirements of: a) Table E6.1;	P1 The number of car parking spaces provided must have regard to: a) the provisions of any relevant location specific car parking plan; and b) the availability of public car parking spaces within reasonable walking distance; and c) any reduction in demand due to sharing of spaces by multiple uses either because of variations in peak demand or by efficiencies gained by consolidation; and d) the availability and frequency of public transport within reasonable walking distance of the site; and e) site constraints such as existing buildings, slope, drainage, vegetation and landscaping; and f) the availability, accessibility and safety of on-road parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; and g) an empirical assessment of the car parking demand; and h) the effect on streetscape, amenity and vehicle, pedestrian and cycle safety and convenience; and i) the recommendations of a traffic impact assessment prepared for the proposal; and j) any heritage values of the site; and k) for residential buildings and multiple dwellings, whether parking is adequate to meet the needs of the residents having regard to: i) the size of the dwelling and the number of bedrooms; and ii) the pattern of parking in the locality; and iii) any existing structure on the land.

**Assessment against the Performance Criteria is required as the site has no off-street parking and therefore cannot meet the requirements set out in Table E6.1 for a Food Services Use, being 1 space per 15m<sup>2</sup> net floor area.**

#### **Performance Criteria Assessment**

*The site has no on-site car parking and no ability to provide any due to the configuration of the existing building which is built boundary to boundary, with no option to gain vehicle access to the rear of the site. The proposed change of use from a gallery to a café doubles the numeric on-site car parking requirement - retail and hire use (1 space per 30m<sup>2</sup> net floor area) to food services use (1 space per 15m<sup>2</sup> of net floor area). The floor area of the building is approximately 330m<sup>2</sup> which generates a demand for 22 spaces. The existing gallery use generates a demand for 11 spaces therefore the proposed change of use increases the current shortfall by 11 spaces. Although the plan provided indicates that at least 50% of the floor area will be used for storage, the change of use would allow for the entire building to be used for café purposes so no discount has been provided on the basis of the limited floor area for the café.*

The Applicant has prepared their own a Car Parking Response, which is contained in **Attachment D**. Given the circumstances of the site and the location, it was not considered necessary to require that a Traffic Impact Assessment be prepared by a suitably qualified person. This was supported by the Department of State Growth which did not require a TIA.

The following assessment against P1 is provided:

- a) there is no location specific car parking plan
  - b) On-street parking is available on both sides of Main Road with some parking bays specifically marked. Within the immediate locality there is at least 15 parking bays located on both sides of the road and some of the businesses and dwellings having their own on-site parking allocation (i.e. not all sites in the area rely solely on on-street parking). Beyond the immediate locality, which stretches for a distance of approximately 55m (from the bridge crossing St Marys Rivulet to the eastern-most commercial premises within the town), there is additional kerb-side parking space that is un-marked and would allow for the parking of longer vehicles (RVs, caravan etc.). There is also additional public off-street parking available at the nearby library which is only open for half days during the week and is closed on weekends and public holidays. All of these spaces are within a reasonable walking distance of the proposed business.
  - c) The on-street car parking spaces within the locality are freely available to all users therefore some reduction in the on-site demand should be considered on this basis. Other established land uses/businesses in the immediate locality include residential, hotel, supermarket, bakery, service station and library. Except for the residential uses, most of these uses rely fully or partially on this 'pool' of public on-street parking. Most of these businesses, including the existing gallery use, are likely to have different peak times, so the availability of the on-street parks would vary depending on the time of the day and the week.
  - d) Public transport considerations are not relevant to this proposal.
  - e) Site constraints prevent the establishment of on-site parking as the building is built boundary to boundary and access to the rear of the site is not possible.
  - f) On-street parking is available on both sides of Main Road and in some of the nearby side streets. DSG has indicated that it has no safety issues with on-street parking in this locality given the width of the road and the slow traffic environment. A TIA was not requested or required by DSG.
  - g) Observations provided by the applicant in their car parking response indicate that the availability of on-street parking in the locality is more than sufficient to meet the current demand even at peak times and that the additional theoretical demand generated by the proposed café use (11 spaces) would not unreasonably impact on the overall arrangement of parking within the locality. Observations by staff at various times of the day and on weekends would also support this observation.
  - h) The effect on the streetscape is likely to be that there is more demand for on-street parking during peak café times. Given that dedicated parking is allocated on both sides of the road, it will not change the look of the streetscape except that some of these spaces may be occupied more frequently. While traffic movements may be more frequent, the Department for State Growth did not in its response, indicate any concerns regarding pedestrian and cycle safety.
  - i) A TIA was not provided – DSG supports the proposal and did not request or require a TIA.
  - j) N/A -The site has no heritage value.
  - k) N/A - The proposal is not for a residential use.
- Overall, it is considered that the relevant performance criteria has been sufficiently satisfied.

## 5. Representations

The application was advertised 16 April 2022 to 4 May 2022 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. One (1) representation was received prior to the closing date and time and is contained in **Attachment E**. The issues raised within the representation are as follows:-

Issue	Response
<p><u>1. Economic viability of the proposed business</u></p> <p>Concern that another café venture in St Marys is not something new or innovative and unlikely to attract more visitors to St Marys.</p> <p>The applicant should be required to provide a comprehensive business plan to support the proposal and the Council has a duty of care to ensure the viability of that proposal.</p> <p><u>2. Car parking</u></p> <p>The proposal provides no on-site car parking and the standards required by Table E6.1 should not be waived lightly. Existing residents and businesses may resent additional users in 'their' on-street parking spaces.</p>	<p><u>1. Economic viability of the proposed business</u></p> <p>The economic viability of a planning proposal is not a consideration of the Planning Scheme. Whether or not a business is viable is dependent on many factors outside of the control of the Council.</p> <p><u>2. Car parking</u></p> <p>Assessment of the shortfall in on-site car parking is discussed in the previous section of this report (Car Parking and Sustainable Transport Code). Whilst the proposal does not meet the acceptable solution for car parking numbers, the policy provides performance criteria which allows the consideration of other relevant factors including the availability of public parking and on-street parking, site constraints, empirical evidence, streetscape impact and public safety. In this case, it is considered that all of the relevant performance criteria are satisfied.</p> <p>The comment that existing residents and businesses may resent additional users in 'their' on-street parking spaces is not really valid as these spaces are freely available to all users and it has not been demonstrated that the number of on-street parking spaces is insufficient to cater for the existing or proposed demand. What it might mean is that there may be less available parking directly adjacent to particular businesses during peak times and people may need to park further away from their destination during these times.</p> <p>It is also relevant that the built form along 'main street' locations often provides little opportunity for the establishment of individual carparks, instead, relying on larger public car parks and on-street parking. Visitors to these locations are generally more accepting of less convenient parking arrangements, and from a business perspective may contribute to a more active pedestrian environment.</p>

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

## 6. Mediation

Nil.

## 7. Conclusion

In accordance with 8.10 of the *Break O' Day Interim Planning Scheme 2013*, the application has been assessed against the objectives of the Scheme, in particular the Low Density Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and three (3) Performance Criterion. The received representation has 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* Version 17

*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.

ACTION	DECISION
PROPONENT	T Gangell
OFFICER	Deb Szekely, Senior Planning Officer
FILE REFERENCE	DA 286-21
ASSOCIATED REPORTS AND DOCUMENTS	Approved Plans and Documents; Completed Planning Scheme Assessment – DA 286-2021 Copy of Representation.

**OFFICER'S RECOMMENDATION:**

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for LEGALISATION OF SHED & NEW POD FOR VISITOR ACCOMMODATION on land situated at 20742 TASMAN HIGHWAY, CHAIN OF LAGOONS described in Certificate of Title 209692/1 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 / Documents			
Plan / Document Name	Reference Number	Prepared By	Dated
Cover page		Building Designers Australia	-
Site Plan Full	Drawing No 01 of 09	Building Designers Australia	16 May 2022
Site Plan Focused	Drawing No 02 of 09	Building Designers Australia	16 May 2022
Plan (As constructed plans for existing shed)	Drawing No 03 of 09	Building Designers Australia	16 July 2021
Elevations (As constructed plans for existing shed)	Drawing No 04 of 09	Building Designers Australia	16 July 2021
Plan (Visitor Accommodation)	Drawing No 07 of 09	Building Designers Australia	16 May 2022
Elevations (Visitor Accommodation)	Drawing No 08 of 09	Building Designers Australia	16 November 2021
Bushfire Hazard Report	Proposed Residential Development – 20742 Tasman Highway Chain of Lagoons	Geo-Environmental Solutions	8 June 2021
Geo-Environmental Assessment	20742 Tasman Highway Chain of Lagoons	Geo-Environmental Solutions	7 June 2021

2. The shed is approved for non-habitable residential use only and may not be changed without written consent from Council.
3. The areas shown to be set aside for vehicle access and car parking must be:
  - a. completed before the use of the development;

- b. provided with space for access turning and manoeuvring of vehicles on-site to enable them to enter and leave the site in a forward direction;
  - c. surfaced with a pervious dust free surface and drained in a manner that will not cause stormwater nuisance.
- 4. All car parking spaces designated for use by persons with a disability must be located closest to the main entry point to the visitor accommodation.
- 5. Accessible car parking spaces for use by persons with disabilities must be designed and constructed in accordance with AS/NZ 2890.6 – 2009 Parking facilities – Off-street parking for people with disabilities or as amended.
- 6. Effluent disposal is subject to a technical assessment and issue of a Plumbing Permit by Council's *Plumbing Permit Authority*.
- 7. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.
- 8. During the period of construction, works on the site must not result in a concentration of flow onto other property, or cause ponding or other stormwater nuisance.
- 9. All runoff from the proposed buildings must be disposed of within the confines of the property by means that will not result in soil erosion or other stormwater nuisance. Soakage drains must be of sufficient size to absorb stormwater runoff.
- 10. The driveway must be constructed in a manner that ensures sediment is neither tracked nor eroded across the property boundary.
- 11. Standard *Phytophthora* hygiene measures must be implemented for the construction and maintenance of works in accordance with and using the *Weed and Disease Planning and Hygiene Guidelines - Preventing the spread of weeds and diseases in Tasmania* (DPIPWE 2015, Eds. K. Stewart & M. Askey-Doran. DPIPWE, Hobart, Tas).
- 12. Any necessary exterior building lighting must be located under eaves and limited to that essential to allow the safe and secure movement of pedestrians at night in accordance with 14.4.1 A10 of the *Break O'Day Interim Planning Scheme 2013*.
- 13. Reflective materials must not be used as visible external elements in the building and the colours of external surfaces must be the same shades and tones of the surrounding landscape and vegetation elements in accordance with 14.4.1 Building Design and Siting A6 and A7 of the *Break O'Day Interim Planning Scheme 2013*.
- 14. All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within 2 metres of any Council owned infrastructure must be done in consultation with Council's Works Operations Manager.

15. 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

16. The Department of State Growth has advised that the informal cut through track between the access and the internal driveway is to be removed and revegetated so that the main driveway is clearly defined. You are advised to make contact with Parks and Wildlife Tasmania (Regional Planning North) to discuss further.
17. 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.
18. The introduction of non-native plant species and plant species not of local provenance should be avoided and environmental weeds regularly monitored and targeted for removal.
19. Activities associated with construction works are not to be performed outside the permissible time frames listed:  
  
Mon-Friday 7 am to 6 pm  
Saturday 9 am to 6 pm  
Sunday and public holidays 10 am to 6 pm

## INTRODUCTION:

The applicant is seeking retrospective approval for an existing outbuilding and existing building for the purposes of visitor accommodation. The development site is located at 20742 Tasman Highway, Chain of Lagoons and has a land area of 6.159 hectares. The site is zoned Environmental Living.

## PREVIOUS COUNCIL CONSIDERATION:

DA 137-2019 – Change of Use – Dwelling to Visitor Accommodation.

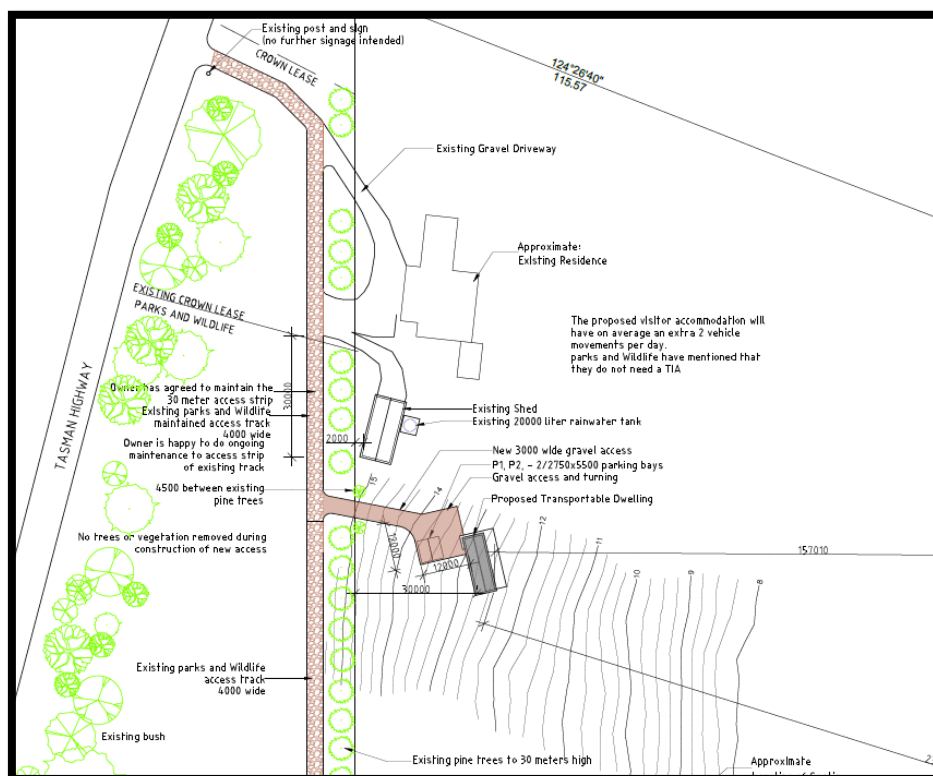
## OFFICER'S REPORT:

### 1. The Proposal

The development site supports an existing dwelling which retains residential use and is connected to a separate three (3) bedroom single-storey dwelling unit that has achieved approval for Visitor Accommodation (DA137-2019). The owner of the property has further established an outbuilding with a gross floor area of 105m<sup>2</sup> and a further visitor accommodation building with a GFA of approximately 60m<sup>2</sup>. This development application seeks retrospective approval for the outbuilding and additional visitor accommodation. Any approval of the current application will provide approval for the site to support a dwelling for Residential Use Class and two buildings for Visitor Accommodation use class only.



**Aerial View of Development on site**



**Partial Site Plan**



**Existing approved dwelling and Visitor Accommodation (DA137-2019)**



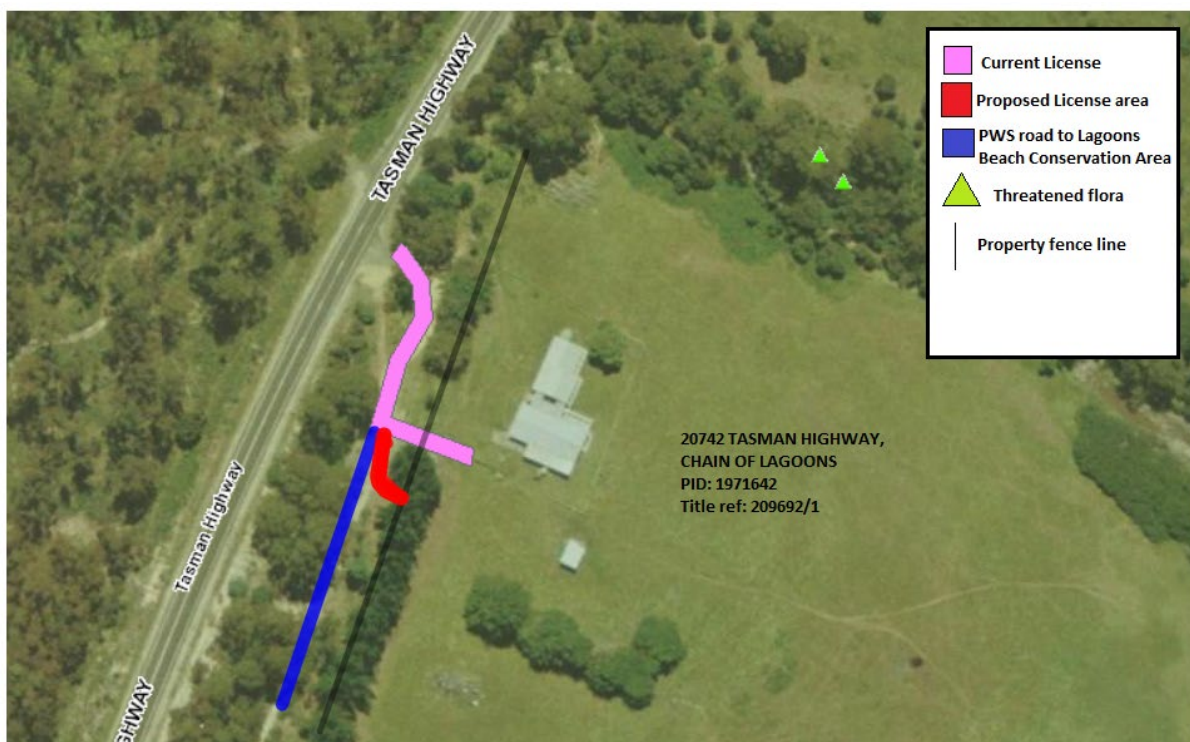
**Existing outbuilding seeking retrospective approval**

The additional visitor accommodation is for a two (2) bedroom structure. The outbuilding is provided for storage purposes associated with the use classes Residential and Visitor Accommodation.



**Existing additional visitor accommodation seeking retrospective approval**

Access to the lot is via an existing Crown Licence from the Tasman Highway. Located in front of the development site and east of the Tasman Highway is the access servicing Lagoons Beach Conservation Area. As part of this application, Property Services has agreed to extend the crown licence to enable a second access point to service the new visitor accommodation (pod).



**Advice from Parks and Wildlife Service regarding crown licence to access property.**

The development site is completely surrounded by the Lagoons Beach Conservation Area as depicted below.



**Development site zoned Environmental Living and completely surrounded by conservation area zoned Environmental Management.**

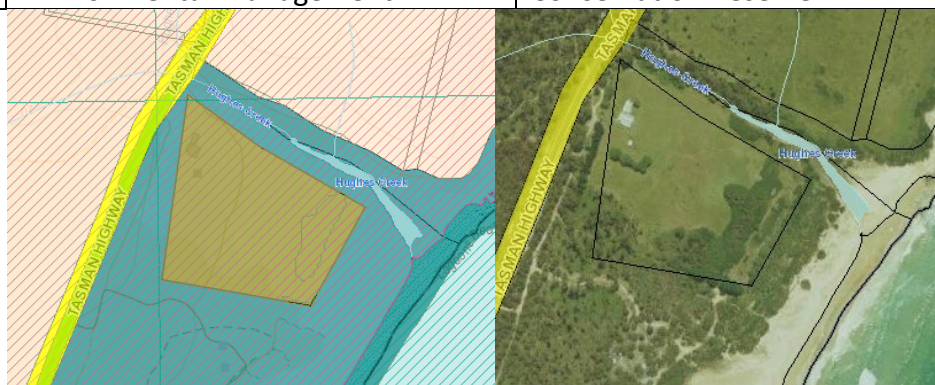


**Access licence extended to service visitor accommodation site.**

The lot slopes gently to the east (5 – 10 %) and is screened by existing vegetation from the Tasman Highway.

The existing visitor accommodation and outbuilding seeking retrospective planning approval are constructed of similar materials, design and colours as the previously approved dwelling and visitor accommodation. Being low rise weatherboard construction with consistent design and finishes.

Direction	Planning Scheme Zone	Current Land Use
North	Environmental Management	Conservation Reserve
South	Environmental Management	Conservation Reserve
East	Environmental Management	Conservation Reserve
West	Environmental Management	Conservation Reserve



**Locality Plan**

**Aerial Photograph**

## 2. Applicable Planning Assessment

- Planning Directive No. 6 Exemption and Standards for Visitor Accommodation in Planning Schemes
- 14 Environmental Living Zone
- E4 Road and Rail Assets Code
- E6 Car Parking and Sustainable Transport Code
- E7 Scenic Management Code
- E14 Coastal Code
- E16 Onsite Wastewater Management Code

## 3. Referrals

- Department State Growth;
- Property Services;
- Parks and Wildlife Services
- Break O'Day Council Environmental Health Officer

## 4. Assessment

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

*Planning Directive No. 6 Exemption and Standards for Visitor Accommodation in Planning Schemes*

- 3.1 (e) Visitor Accommodation P1

*Break O'Day Interim Planning Scheme 2013 Version 17:*

- 14.4.1 Building Design and Siting P3, P4, P5
- E4.6.1 Use and road or rail infrastructure P3

Detailed assessment against the provisions of the *Break O'Day Interim Planning Scheme 2013* version 17 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**  
**Planning Directive No. 6**

Acceptable Solutions	Performance Criteria
<p>A1</p> <p>Visitor Accommodation must:</p> <p>(a) accommodate guests in existing habitable buildings; and</p> <p>(b) have a gross floor area of not more than 200m<sup>2</sup> per lot.</p>	<p>P1</p> <p>Visitor Accommodation must be compatible with the character and use of the area and not cause an unreasonable loss of residential amenity, having regard to:</p> <p>(a) the privacy of adjoining properties;</p> <p>(b) any likely increase in noise to adjoining properties;</p> <p>(c) the scale of the use and its compatibility with the surrounding character and uses within the area;</p> <p>(d) retaining the primary residential function of an area;</p> <p>(e) the impact on the safety and efficiency of the local road network; and</p> <p>(f) any impact on the owners and users rights of way.</p>
<p><i>Response: The proposed visitor accommodation is unable to satisfy the acceptable solution as the proposal is for a new build. Accordingly the development is required to satisfy the performance criteria. The development site is entirely surrounded by conservation reserve (Crown Land – Environmental Management Zone). The further surrounding land is zoned Rural Resource with the Ocean directly to the east. The development site is isolated by way of surrounding land uses and as such is able to ensure privacy of adjoining properties and ample separation to ensure the use will not increase noise to adjoining properties. The scale of the use is considered to be minor with two dwelling providing for visitor accommodation. The property is zoned Environmental Living Zone and also provides for a residential use, however the surrounding conservation zone and Rural Resource Zone is not primarily for a residential use. The proposal has been reviewed by the Department State Growth who have advised they do not require a traffic impact assessment and are satisfied the development will not impact on the safety and efficiency of the local road network. The access from the Tasman Highway provides for access to the development and access to the conservation reserve. There is no impact on user rights of way with an access licence (crown) serving the development.</i></p> <p><i>The proposed visitor accommodation is able to satisfy the performance criteria.</i></p>	

**14 Environmental Living Zone**

**14.4 Development Standards**

**14.4.1 Building Design and Siting**

Acceptable Solutions	Performance Criteria
<p>A3 Buildings must be set back a minimum distance of 10m from a frontage.</p>	<p>P3 Building frontage setbacks must have regard to:</p> <p>a) the prevailing setbacks of existing buildings on nearby lots and pattern of development in the surrounding area; and</p> <p>b) the visual impact of the building when viewed from the road; and</p> <p>c) retention of vegetation within the front setback; and</p> <p>d) consistency with the local area objectives, if any.</p>

### Assessment against the Performance Criteria is required.

#### Performance Criteria Assessment

The existing shed seeking legalisation is setback less than 2m to the frontage boundary. The development site is unique in that the frontage of the site is separated from the Tasman Highway (road frontage) by Crown land (Conservation Reserve). The development site is accessed via a crown licence through the reserve from the Tasman Highway. The crown reserve out front is part of a conservation reserve and is vegetated providing screening from the Tasman Highway. The development site is completely surrounded by Crown land and as such does not have adjoining freehold land. The site presents consistently with the surrounding area with no visual impact of the building when viewed from the road.

The shed is screened from the Highway by vegetation within the crown reserve.



**Crown reserve screening the development site**

The proposed visitor accommodation achieves the required frontage setback to satisfy the acceptable solution. The proposed development is able to satisfy the performance criteria.

Acceptable Solutions	Performance Criteria
A4 Buildings must be set back a minimum of: a) 10m to side and rear boundaries; and b) 200m to the Rural Resource Zone where a sensitive use is proposed.	P4 Buildings must be set back adequately to protect: a) the amenity of adjoining dwellings by providing separation that is consistent with the character of the surrounding area having regard to: i) the impact on the amenity and privacy of habitable room windows and private open space; and ii) the impact on the solar access of habitable room windows and private open space; and iii) the locations of existing buildings and private open space areas; and iv) the size and proportions of the lot; and v) the extent to which the slope, retaining walls, fences or existing vegetation screening reduce or increase the impact of the proposed variation; and vi) local area objectives, if any; and b) agricultural uses on adjoining lots from likely constraint; and c) the impact of the proposal on environmental qualities of the site.

**Assessment against the Performance Criteria is required.****Performance Criteria Assessment**

The proposed development is able to satisfy A4 a) but is unable to satisfy A4b) due to the proximity of lots zoned Rural Resource Zone to the north and west.

The RRZ to the north is separated from the sensitive uses by a watercourse with the Tasman Highway separating lots to the west. The development lot is unlikely to constrain any adjoining agricultural uses as the site is completely surrounded by vegetation that is protected within the Environmental Management Zone and Crown reserve land tenure (Conservation Area). The site is separated from Resource Development land uses by crown reserve.

The proposed development satisfies the performance criteria with respect to proximity to RRZ.

Acceptable Solutions	Performance Criteria
A5 The combined gross floor area of all outbuildings on a lot must not exceed 81m <sup>2</sup> and a maximum height of 5m.	P5 Outbuildings must be designed and sited so that there will not be unacceptable loss of sunlight or privacy to adjoining residential lots or adverse effects on the amenity of the locality.

**Assessment against the Performance Criteria is required.****Performance Criteria Assessment**

The existing outbuilding seeking retrospective approval has a GFA of 105 m<sup>2</sup>. The development site has a land area of over 6 hectares and is fully surrounded by crown land and conservation reserve. Further north, south and west is Rural Resource Zoned land. The development site is of sufficient size and separated extensively from adjoining uses to ensure there is no adverse effects on the amenity of the locality.

The proposed development is able to satisfy the performance criteria.

**E4 Road and Rail Assets Code****E4.6 Use Standards****E4.6.1 Use and road or rail infrastructure**

Acceptable Solutions	Performance Criteria
A3 For roads with a speed limit of more than 60km/h the use must not increase the annual average daily traffic (AADT) movements at the existing access or junction by more than 10%.	P3 For limited access roads and roads with a speed limit of more than 60km/h: a) access to a category 1 road or limited access road must only be via an existing access or junction or the use or development must provide a significant social and economic benefit to the State or region; and b) any increase in use of an existing access or junction or development of a new access or junction to a limited access road or a category 1, 2 or 3 road must be for a use that is dependent on the site for its unique resources, characteristics or locational attributes and an alternate site or access to a category 4 or 5 road is not practicable; and c) an access or junction which is increased in use or is a new access or junction must be designed and located to maintain an adequate level of safety and efficiency for all road users.

**Assessment against the Performance Criteria is required.****Performance Criteria Assessment**

The additional visitor accommodation use will possibly increase the annual average daily traffic movements at the existing access by more than 10%. The existing dwelling has visitor accommodation use approved and so the additional use is likely to increase the traffic movements by more than 10%. The application was referred to the Department of State Growth as the road authority and they have advised in writing that a Traffic Impact Assessment is not required. The DSG has requested the following:

"In respect to the access, there appears to be an informal cut through track between the access and the internal driveway... we request that it is removed and revegetated so that the main driveway is clearly defined."

The informal cut through track is within the Crown Reserve. The development will be conditioned to ensure access is via the access provided with crown approval and advice that discussions should commence regarding the closure of the informal access via revegetation. The revegetation is unable to be conditioned due to the tenure resting with the Crown and land managed as a Conservation Reserve. Any revegetation by the applicant would require the approval and direction of Parks and Wildlife Service.

The proposed development is able to satisfy the performance criteria and has been reviewed by the Department of State Growth.

## 5. Representations

The application was advertised 21 May 2022 to 3 June 2022 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. One (1) representation was received prior to the closing date and time. The issues raised within the representation are as follows:-

Issue	Response
The representor stated: "Why hasn't the illegal development been assessed against the requirements of the Break O'Day Planning Scheme to demonstrate compliance with relevant Zone and Codes.	The application has been assessed against the Break O'Day Interim Planning Scheme 2013 with discretionary matters considered in this report. The applicant and the referral agencies provided sufficient information for the assessment to be completed.

The recommendation for approval has been made following due consideration of the representation 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 Environmental Living Zone and all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and five (5) Performance Criterion. The received representation has 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* Version 17  
*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.

## GENERAL NOTES

1. Use written dimensions, don't scale off drawing
2. All levels & dimensions shall be verified on site before commencing any work
3. Materials & Workmanship shall conform with relevant codes, building regulations, local authorities, by-laws & manufacturers written instruction as well as any council recommendations

Engineer's drawings shall override Architectural drawings. Refer to the Engineer for associated queries & discrepancies.  
Concrete to Footing & Slab to be Grade NZS

All footings and steel members must be verified by the Engineer before any work shall proceed

Referenced Australian Standards to be compliant with most up to date version, including amendments.

## AUSTRALIAN STANDARDS & NCC REFERENCES

All Plumbing installations and alterations as per AS/NZS 3500.0-4:2018

All Electrical installations and alterations as per AS/NZS 3000:2018

## SITE PREPARATION NCC VOL. 2 PART 3.1

Earthworks to comply with Part 3.1.1 and other relevant clauses  
Earth Retaining Structures to comply with Part 3.1.2 and other relevant clauses  
Drainage to comply with Part 3.1.3

## FOOTINGS & SLABS NCC VOL. 2 PART 3.2 AND AS 2870:2011

Refer to soil report for soil & wind classifications

## MASONRY NCC VOL. 2 PART 3.3 AND AS 3700:2018 AND LATER AMENDMENTS

Unreinforced masonry to comply with NCC Vol. 2 Part 3.3.1  
Vertical articulation joints to comply with NCC Vol. 2 Part 3.3.5.13 and Figures 3.3.5.3, 3.3.5.4, & 3.3.5.5  
Reinforced masonry to comply with NCC Vol. 2 Part 3.3.2  
External masonry veneer to comply with NCC Vol. 2 Part 3.3.5 & relevant figures & tables as well as Engineer's requirements  
Wall ties to comply with NCC Vol. 2 Part 3.3.5.10 & AS 3700:2018  
Steel lintel to comply with NCC Vol. 2 Part 3.3.5.12 and Engineer's requirements where provided  
Damp Proof Courses (DPC) and flashings to comply with NCC Vol. 2 Parts 3.3.5.7 and 3.3.5.8  
Isolated masonry piers to comply with NCC Vol. 2 Part 3.3.6

## FRAMING NCC VOL. 2 PART 3.4

Subfloor ventilation to comply with Part 3.4.1  
Subfloor ventilation must be provided at the minimum rate of 6000mm<sup>2</sup>/m of wall with no ground sealing membrane  
Steel framing to comply with NCC Vol. 2 Part 3.4.2 and Engineer's requirements  
Timber framing to comply with NCC Vol. 2 Part 3.4.3 and AS 1684.2:2010  
Structural steel members to comply with NCC Vol. 2 Part 3.4.4 and Engineer's requirements

## ROOF AND WALL CLADDING NCC VOL. 2 PART 3.5

Sheet roof cladding to comply with NCC Vol. 2 Part 3.5.1 and manufacturer's most up to date instructions  
Roof tiling and shingles to comply with NCC Vol. 2 Part 3.5.2  
Gutters & Downpipes to comply with NCC Vol. 2 Part 3.5.3 and AS/NZS 3500.3:2018

Timber and Composite wall cladding to comply with NCC Vol. 2 Part 3.5.4 and manufacturer's most up to date instructions  
Metal wall cladding to comply with NCC Vol. 2 Part 3.5.5 and manufacturer's most up to date instructions

## GLAZING NCC VOL. 2 PART 3.6 AND AS 1288:2006 & AS 2047:2014

## FIRE SAFETY NCC VOL. 2 PART 3.7

Fire separation to comply with NCC Vol. 2 Parts 3.7.2, 3.7.3 & 3.7.4  
Smoke alarms to comply with & be installed in accordance with NCC Vol. 2 Part 3.7.5 and AS 1786:2014

## HEALTH AND AMENITY NCC VOL. 2 PART 3.8

Wet areas to comply with NCC Vol. 2 Part 3.8.1  
Room height to comply with NCC Vol. 2 Part 3.8.2  
Natural lighting to comply with NCC Vol. 2 Part 3.8.4.2  
Artificial lighting to comply with NCC Vol. 2 Part 3.8.4.3  
Ventilation to comply with NCC Vol. 2 Part 3.8.5  
Exhaust systems in kitchen, bathroom, W.C. and Laundry to be externally ducted and comply with NCC Vol. 2 Part 3.8.7

## WET AREA TREATMENT

To be installed in accordance with NCC Vol. 2 Part 3.8.1 and AS 3740:2010

## KITCHENS

Provide splash back to rear of sink wall to length of bench  
Provide impervious floor covering (e.g. linoleum or ceramic tiles)  
Benchtops to be water resistant membrane or material (e.g. Laminex or granite)  
BATHROOMS  
Bath to be installed to manufacturers and AS 3740:2010  
Provide fibre cement sheet to all bathroom walls to comply with AS 2908.2:2000 using min. 6mm thick sheet  
Shower bays to be fibre cement sheet to min 1800mm from floor covered with waterproof membrane such as decorated thermosetting laminated sheet

All wet area fixtures to be installed to manufacturer's most up to date instructions & AS 3740:2010 & NCC Vol. 2 Part 3.8.1  
Shower bases to be of pre-fabricated glass fibre type bases installed to manufacturer's recommendations & AS 3740:2010  
Provide adequate shower screens being glazed pane to control spread of water

Provide water resistant flooring to entire floor of all bathrooms and W.C.'s

## LAUNDRY

Provide water resistant membrane to entire floor area of laundry  
Provide fibre cement sheet to walls adjacent to sink and washing machine

## SAFE MOVEMENT AND ACCESS NCC VOL. 2 PART 3.9

Staircase to be constructed in accordance with NCC Vol. 2 Part 3.9.1  
Balustrade to be constructed in accordance with NCC Vol. 2 Part 3.9.2

## ANCILLARY PROVISIONS AND ADDITIONAL CONSTRUCTION REQUIREMENTS NCC VOL. 2 PART 3.10

If located within a designated Bushfire Prone Area, construction to comply with NCC Vol. 2 Part 3.10.5  
Heating appliances to be constructed & installed in accordance with NCC Vol. 2 Part 3.10.7 and AS/NZS 2918:2018  
Chimneys to comply with NCC Vol. 2 Part 3.10.7.3 stating the chimney to 300mm above the ridge if less than 3600mm from ridge

## ENERGY EFFICIENCY NCC VOL. 2 PART 3.12

Building fabric to comply with NCC Vol. 2 Part 3.12.1  
All insulation R-Values to walls, floors & Roof to comply with NCC Vol. 2 Part 3.12.1  
Building fabric thermal insulation to be installed in accordance with NCC Vol. 2 Part 3.12.1.1  
Roof insulation to be installed in accordance with NCC Vol. 2 Part 3.12.1.2  
Roof lights to comply with NCC Vol. 2 Part 3.12.1.3  
External walls to comply with NCC Vol. 2 Part 3.12.1.4  
Floors to comply with NCC Vol. 2 Part 3.12.1.5  
Attached class 10a buildings to comply with NCC Vol. 2 Part 3.12.1.6  
External glazing to comply with NCC Vol. 2 Part 3.12.2  
Building sealing to comply with NCC Vol. 2 Part 3.12.3  
Air movement to comply with NCC Vol. 2 Part 3.12.4  
Services to be installed in accordance with NCC Vol. 2 Part 3.12.5

## Corrosion environment-Moderate

## PROTECTIVE COATINGS FOR STEELWORK

In accordance with NCC Vol. 2 Table 3.4.4.7

MODERATE	LOCATION	MINIMUM PROTECTIVE COATING
+1km from breaking surf or +100m from salt water not subject to breaking surf or non-heavy industrial areas	INTERNAL	No protection required in a permanently dry location
	EXTERNAL	General structural steel members Option 1 2 coats alkylid primer or Option 2 2 coats of alkylid gloss Option 3 Hot dip galvanise 300g/m <sup>2</sup> min Option 4 Hot dip galvanise 100g/m <sup>2</sup> min plus (a) 1 coat solvent base vinyl primer or (b) 1 coat vinyl gloss or alkylid
SEVERE Within 1km from breaking surf or within 100m of salt water not subject to breaking surf or heavy industrial areas	INTERNAL	Option 1 2 coats alkylid primer Option 2 2 coats alkylid gloss
	EXTERNAL	Option 1 inorganic zinc primer plus 2 coats vinyl gloss finishing coats Option 2 Hot dip galvanise 300g/m <sup>2</sup> Option 3 Hot dip galvanise 100g/m <sup>2</sup> min plus (a) 2 coats solvent base vinyl primer Or (b) 2 coats vinyl gloss or alkylid

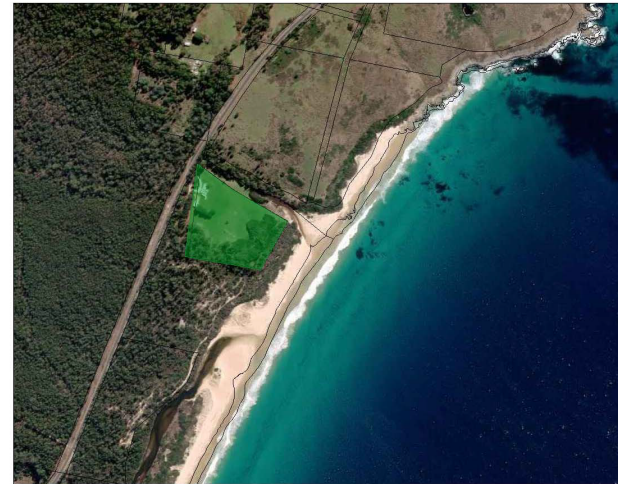
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AND VISITOR ACCOMMODATION FOR  
MRS S MORSE AT  
20742 TASMAN HIGHWAY CHAIN OF LAGOONS

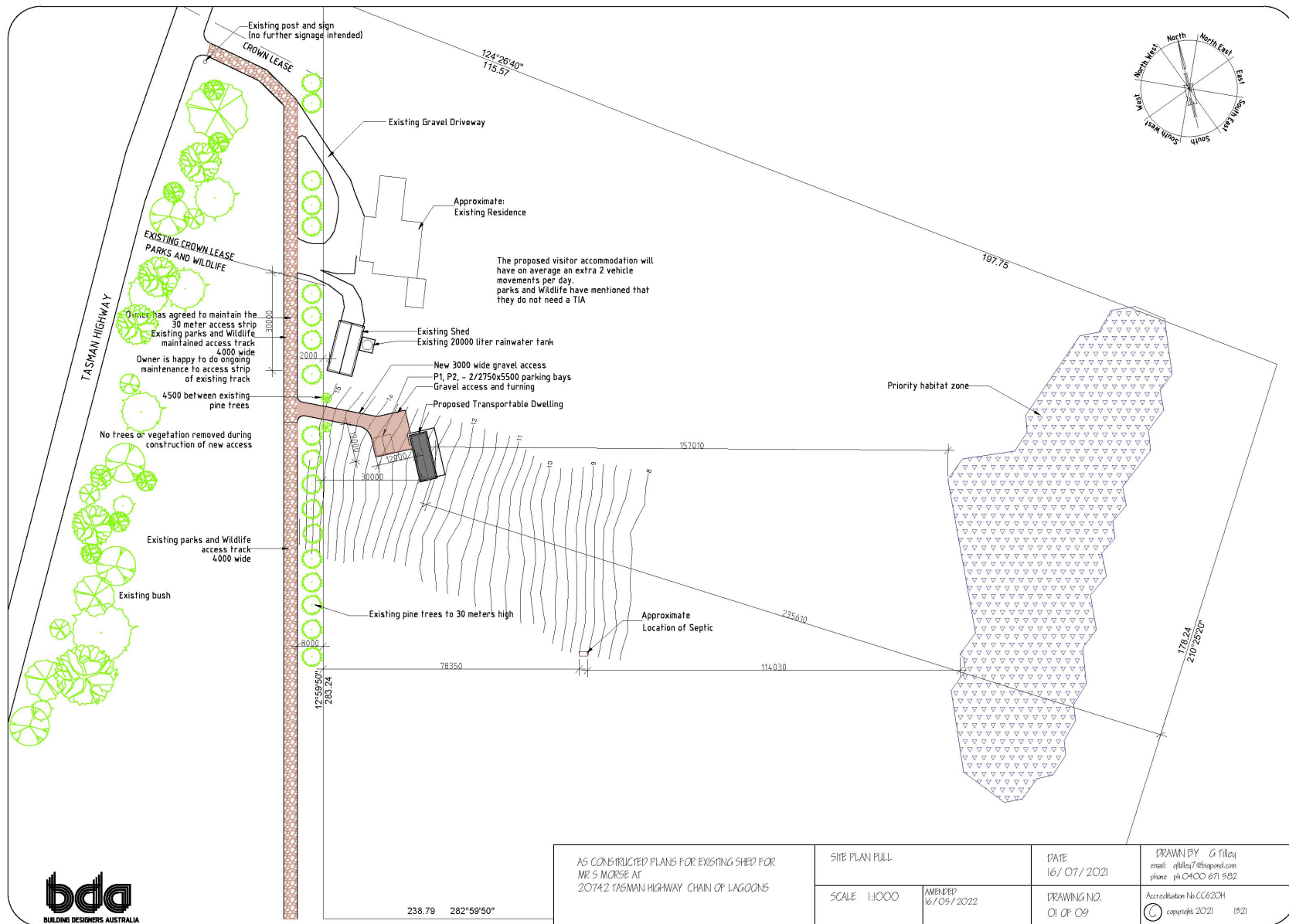
DRAWN BY G Tilley  
email: gtilley@etecgroup.com  
phone ph 0400 671 982

Accreditation No CC620H  
Drawing Number 1521

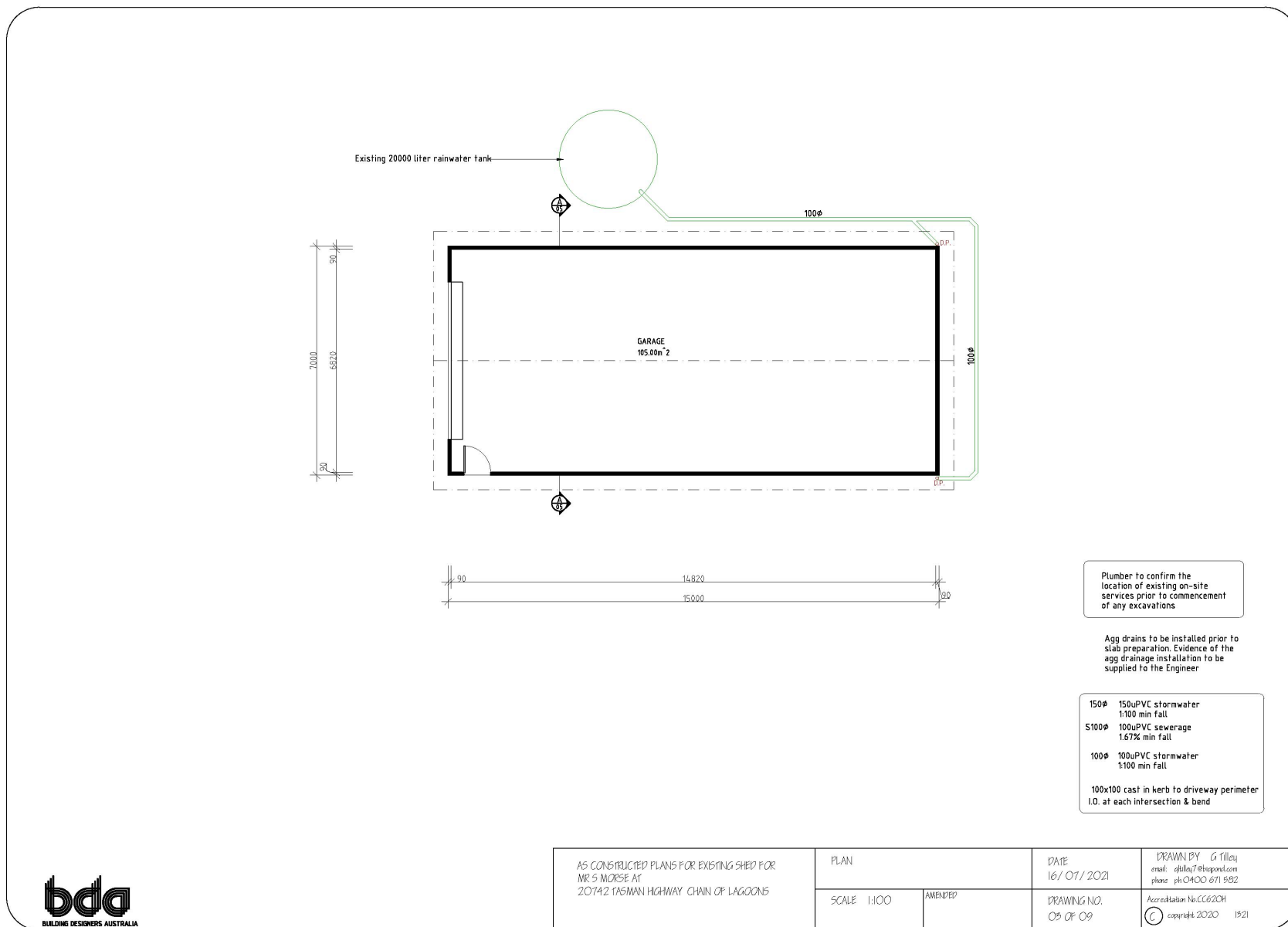
CONTENTS
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8 Visitor Accommodation Elevations
9 WH&S Notes

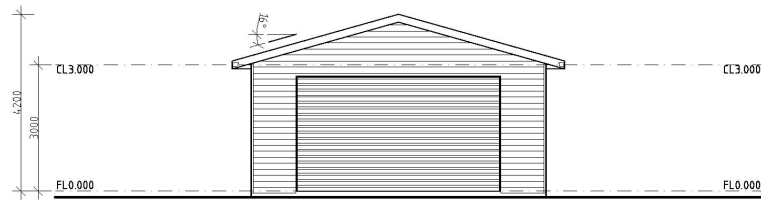
CLIMATE ZONE-7



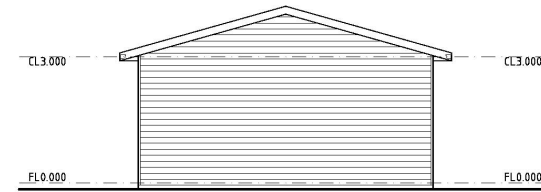








SOUTH ELEVATION



NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION



AS CONSTRUCTED PLANS FOR EXISTING SHED FOR  
MR S MORSE AT  
20742 TASMAN HIGHWAY CHAIN OF LAGOONS

ELEVATIONS

SCALE 1:100

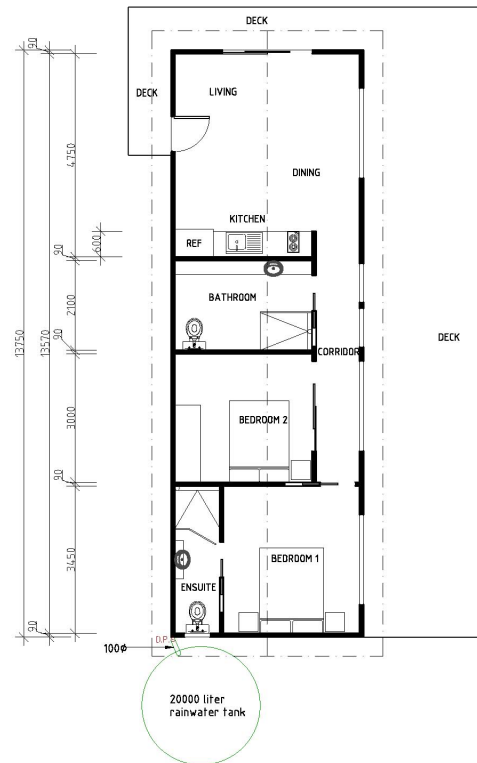
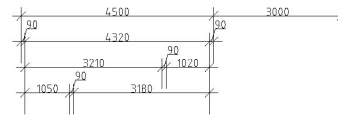
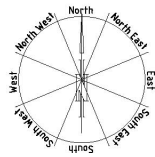
AMENDED

DATE  
16/07/2021

DRAWING NO.  
04 OF 09

DRAWN BY G Tilley  
email: gtilley7@bigpond.com  
phone: ph 0400 671 982

Accreditation No. CC62CH  
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AREAS  
Unit 6187m<sup>2</sup>  
Decks 5221m<sup>2</sup>

Plumber to confirm the location of existing on-site services prior to commencement of any excavations

Agg drains to be installed prior to slab preparation. Evidence of the agg drainage installation to be supplied to the Engineer

- 150Ø 150uPVC stormwater 1:100 min fall
- S100Ø 100uPVC sewerage 1:67% min fall
- 100Ø 100uPVC stormwater 1:100 min fall
- 100x100 cast in kerb to driveway perimeter I.O. at each intersection & bend

Building to be constructed in accordance with Environmental Living Zone Part 14.4.1, part A6, A7, A9, A10 as stated below

A6 The colours of external surfaces must be the same shades and tones of the surrounding landscape and vegetation elements.

A7 Reflective materials, excluding windows, must not be used as visible external elements in buildings.

A9 Rainwater runoff from roofs must be collected by means of roof gutters, downpipes and rainwater tanks.

A10 Exterior building lighting is limited to that necessary to allow safe and secure movement of pedestrians and to allow movement around the building at night. Lighting must not be used as a means of displaying the presence of buildings to be visible from outside the site.



VISITOR ACCOMMODATION FOR  
MR S MORSE AT  
20742 TASMAN HIGHWAY CHAIN OF LAGOONS

PLAN

DATE  
16/ 11/ 2021

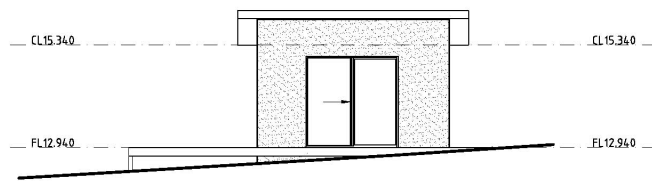
DRAWN BY G Tilley  
email: gtilley7@optusnet.com.au  
phone: ph 0400 671 582

SCALE 1:100

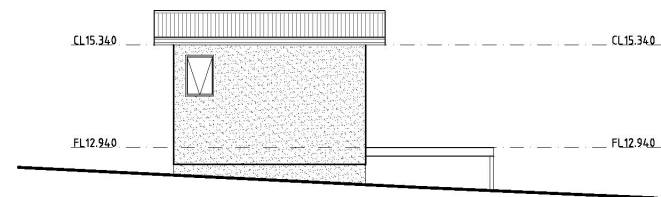
AMENDED  
16/ 05/ 2022

DRAWING NO.  
07 OF 09

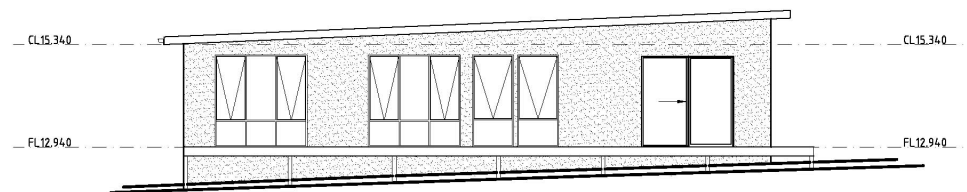
Accreditation No. CC6204  
C copyright 2021 1921



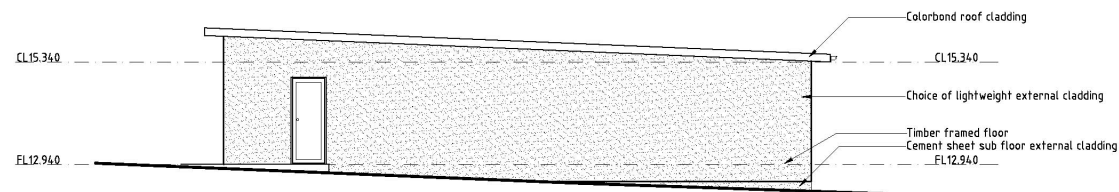
NORTH ELEVATION



SOUTH ELEVATION



EAST ELEVATION



WEST ELEVATION



VISITOR ACCOMMODATION FOR  
MR S MORSE AT  
20742 TASMAN HIGHWAY CHAIN OF LAGOONS

ELEVATIONS

SCALE 1:100

AMENDED

DATE  
16/ 11/ 2021

DRAWING NO.  
08 OF 09

DRAWN BY G Tilley  
email: gtilley7@bigpond.com  
phone: ph 0400 671 582

Accreditation No. CC6204  
copyright 2020 1921

ACTION	DECISION
PROPONENT	Council
OFFICER	Deb Szekely, Senior Town Planner
FILE REFERENCE	031\011\021\
ASSOCIATED REPORTS AND DOCUMENTS	<i>All attachments are circulated under separate cover: Section 35F Report Tables for Attachment 1 -Representations</i>

**OFFICER'S RECOMMENDATION:**

1. That the Planning Authority endorse 'Break O'Day Draft Local Provisions Schedule Section 35F Report' including 'Tables for Attachment 1' as its report pursuant to Section 35F of the *Land Use Planning and Approvals Act 1993* and forward to the Tasmanian Planning Commission **excluding the content of Representation No 7** and the Planning Authority is satisfied that the draft LPS meets the LPS criteria.
2. That the Planning Authority endorse 'Break O'Day Draft Local Provisions Schedule Section 35F Report' including 'Tables for Attachment 1' as its report pursuant to Section 35F of the *Land Use Planning and Approvals Act 1993* and forward to the Tasmanian Planning Commission **relating to the content of Representation No 7** and the Planning Authority is satisfied that the draft LPS meets the LPS criteria..
3. That the Planning Authority, pursuant to section 6 of the *Land Use Planning and Approvals Act 1993*, delegate to the General Manager and Development Services Coordinator (or persons acting in those positions) its powers and functions to:
  - a) modify the reports submitted under sections 35F if a request is received from the Tasmanian Planning Commission for further information; and
  - b) represent the planning authority or appoint a representative for the planning authority at hearings pursuant to Section 35H.

**INTRODUCTION:**

The purpose of this report is to determine the Planning Authorities position on the representations that were lodged to the exhibition of the Local Provisions Schedule (LPS) and provide recommendations to the Tasmanian Planning Commission (Commission) pursuant to section 35F of the *Land Use Planning and Approvals Act 1993* (Act).

**PREVIOUS COUNCIL CONSIDERATION:**

Council Meetings held in August 2021 and March 2020.

## OFFICER'S REPORT:

Council endorsed the draft Local Provision Schedule and submitted to the Commission. The Commission completed their initial assessment and directed that the draft LPS be notified in accordance with the requirements of the Act.

In accordance with the requirements of LUPAA, the draft LPS was made available for public exhibition for a period of 60 days. The statutory period for the exhibition of the draft LPS was 11 October 2021 through to the 10 December 2021 with Council exercising discretion to include in its report any representation received until close of business (5pm) on Friday, 17 December 2021.

The Exhibition Period was formally advertised as 11 October 2021 – 13 December 2021. During this period, there was one (1) public holiday on 1 November 2021 dedicated to 'Recreation Day'.

During this period the community could inspect the content of the draft LPS by accessing the documents:

- via the Tasmanian Planning Commission website;
- via Council's webpage which included interactive mapping, information sheets and relevant background information;
- via Council office to view hard copies and interactive mapping.

In addition to the statutory notification requirements, the following also formed part of Council's communications strategy:

- Information mail out to all rate payers / property owners
- Email to our business database, community group database
- Drop-in sessions at Fingal, St Marys, Scamander and St Helens during the first week of exhibition;
- Council's planning officer available for one-on-one discussion every Tuesday and Thursday from 10.00am – 12 noon in the Library in the main office
- Ability to request further information via Council's planning enquiry forum (verbal and electronic);
- Radio advertising – Star FM to promote the drop-in sessions;
- Print advertising; Full page advert in the Coastal Column and Valley Voice as well as our own newsletter (September 2021) promoting the Drop-in sessions;
- Social Media posts on Facebook.

For the period 11 October to 13 December there were 1803 page views on the designated LPS Webpage and 1136 unique spending an average of 4:31 minutes on the page.

Approximately 40 people attended the drop-in sessions.

## LEGISLATION & POLICIES:

The Act requires that the draft LPS is notified as follows:

- It is on exhibition for a period of 60 days (11 October 2021 – 10 December 2021);
- A notice was placed in the local papers on two (2) separate occasions (9 and 23 October 2021);
- Copies of the draft LPS were available for viewing at the Council office for the notification period; and
- The draft LPS was available from Council's website for this period, with advice on how to make a representation.

Following public exhibition of the Draft LPS, Section 35F of the Act requires the planning authority to prepare a report containing:

- A copy of each representation made under s.35E(1);
- A statement of the planning authority's opinion as to the merit of each representation made, in particular as to:
  - whether the draft LPS should be modified; and
  - if recommended to be modified, the effect on the draft LPS as a whole;
- A statement as to whether the planning authority is satisfied that the draft LPS meets the LPS criteria; and
- The recommendation of the planning authority in relation to the draft LPS.

Following receipt of the planning authority report under Section 35F, the TPC will hold hearings into the representations made. The TPC will then seek the agreement of the Minister for Planning for the final form of the Break O'Day LPS before it is approved and commences operation.

The existing delegations to staff do not deal with this process. Additional delegations will be required for staff to function with the process of hearings and making submissions to the Commission for and on behalf of Council. Delegation is required to enable the General Manager and Development Services Coordinator (or persons acting in those positions), powers and functions to:

- a) modify the reports submitted under sections 35F if a request is received from the Tasmanian Planning Commission for further information; and
- b) represent the planning authority or appoint a representative for the planning authority at hearings pursuant to Section 35H.

## BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Budget implications of the current process form part of Council's operational costs and statutory obligations as a planning authority.

## 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.*

06/22.7.0

## COUNCIL MEETING ACTIONS

06/22.7.1

## Outstanding Matters

COUNCIL RESOLUTIONS - MEETINGS - PUBLIC  
17/06/2022

33

GOALS

67%

GOAL COMPLETION

## COUNCIL RESOLUTIONS PLAN

## COUNCIL RESOLUTIONS MAY 2022

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	16/05/2022	31/05/2022	05/22.6.1.86 - DA070-2022 - Three (3) x Carports - 30 Osprey Drive, Stieglitz	DA070 2022 Three (3) x Carports 30 Osprey Drive, Stieglitz	Council permit issued following approval by Council at May meeting (2022)	Senior Town Planner
0%	16/05/2022	31/07/2022	05/22.9.1.87 - Notice of Motion - Provision of Crossing in Main Street, St Marys - Cllr J Drummond	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council re-consider the provision of pedestrian cross over points and/or traffic islands in the Main Street of St Marys.</p>		Manager Infrastructure and Development Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
0%	16/05/2022	31/07/2022	<b>05/22.9.2.88 - Notice of Motion - Signage for Town Hall Car Park, St Marys - Cllr J Drummond</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council invest in better signage for the Town Hall Car Park in St Marys. This signing to include the entry points to town so that visitors, as well as locals, know of, and are encouraged to use the parking at the Town Hall car park.</p>		Manager Infrastructure and Development Services
0%	16/05/2022	31/07/2022	<b>05/22.9.3.89 - Notice of Motion - Free Use of St Marys Town Hall - Cllr J Drummond</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council work with community groups and provide free use of the St Marys Town Hall, so that a Repair Cafes can be established and run by volunteers on a regular basis.</p>		Manager Infrastructure and Development Services
100%	16/05/2022	30/06/2022	<b>05/22.13.5.94 - Policy Review - LG28 - Work Health &amp; Safety Policy</b>	That Policy LG28 Work Health & Safety be adopted as amended.	The Policy has been updated on the relevant documents and on Council's website, the matter is complete	Manager Corporate Services
100%	16/05/2022	30/06/2022	<b>05/22.13.6.95 - Policy Review - LG24 - Equal Opportunities Policy</b>	That Policy LG24 Equal Opportunities be adopted as amended.	The Policy has been updated on the relevant documents and on Council's website, the matter is complete	Manager Corporate Services

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	16/05/2022	30/06/2022	<b>05/22.16.2.100 - Break O'Day Climate Change Action</b>	Council thank and congratulate the Southern Tasmanian Councils Authority (STCA) for their draft <i>Regional Strategy – Adapting to a changing coastline in Tasmania (2022)</i> ; and suggest the Strategy highlight more clearly the significant role and responsibility of state public land agencies responsible for coastlines and authorising coastal adaptation responses – when changing natural coastal processes there generate coastal hazards and risks.	Council has written to the Southern Tasmanian Councils Authority regarding their draft <i>Regional Strategy - Adapting to a changing coastline in Tasmania (2022)</i> , thanking them for sharing the strategy and commenting on a need to highlight the role of the Parks and Wildlife Service and other state land management agencies in what are shared risks on the coast from Climate Change.	NRM Facilitator
100%	16/05/2022	30/06/2022	<b>05/22.17.2.102 - Tasmanian Rock Lobster Fishery - Managing Stocks for the Future - Proposed Rules and Policy Changes for Public Consultation</b>	That Council endorse the Draft submission to the <i>Tasmanian Rock Lobster Fishery – Managing Stocks for the Future – Proposed Rules and Policy Changes for Public Consultation</i> .		Economic Development Officer

## COUNCIL RESOLUTIONS APRIL 2022

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	20/04/2022	31/05/2022	<b>04/22.13.4.69 - Policy Review - LG41 - Customer Service Charter</b>	That Policy LG41 Customer Service Charter be adopted as amended and Procedure Customer Service Charter be adopted.	Customer Service Charter has been updated on documents and on Council's website  Communications Officer has updated the brochure/outward facing document  Matter is complete	Manager Corporate Services
100%	20/04/2022	31/05/2022	<b>04/22.13.5.70 - Adoption of 2022 / 2023 Schedule of Fees &amp; Charges</b>	That Council adopt the Schedule of Fees & Charges 2022/2023 as presented.	Fees and charges have been updated on documents and on website, appropriate staff have been advised  On the basis of Council's decisions, 2022/2023 charges (eg dog licence fees) have been forwarded  Further amendments to the fees & charges are possible and will be addressed as they arise but this matter is complete	Manager Corporate Services
83%	20/04/2022	30/06/2022	<b>04/22.15.2.74 - Draft Community Engagement Strategy - Community Engagement</b>	That Council endorses the Draft Community Engagement Strategy to go out to the Break O'Day community for feedback as per the Communications Plan.		Communications Coordinator
100%	20/04/2022	31/05/2022	<b>04/22.15.3.75 - Waiver of Fees for Hire of Bendigo Bank Community Stadium - Bay of Fires Arts Association</b>	Council provide additional support for this event in 2022 by waiving the Stadium hire fees for the nine (9) day hire but the Bay of Fires Arts Association will be responsible for the cleaning costs of the facility during the hire period totally \$440.00.	Advised the Bay of Fires Committee of Council's resolution in relation to their request for a fee waiver	Manager Community Services
20%	20/04/2022	30/09/2022	<b>04/22.17.2.80 - Break O'Day Recreational Trails Strategy</b>	That Councillors receive the Break O'Day Recreational Trails Strategy – Draft for Consultation Report and that community feedback be sought.	Community Engagement Plan developed for the draft Recreational Trails Strategy and implementation commenced. Anticipated that finalised Plan will be adopted by Council at the September Council meeting.	Trails Project Manager

## COUNCIL RESOLUTIONS FEBRUARY 2022

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
75%	21/02/2022	30/06/2022	<b>02/22.16.2.33 - DA265-2021 - Petition to Amend Sealed Plan - Ansons Bay</b>	That in accordance with Section 104 (1) (b) of the Local Government (Building and Miscellaneous Provisions) Act 1993, Council advise that the hearing will commence as soon as practicable after Council meeting dated 21 February 2022 and continue on consecutive days for as long as necessary to hear any petitioner and those persons who have asked to be heard.	Hearing proceedings commenced on 14 June 2022 and adjourned to enable representors to make submissions if they wish in relation to part of the process	Senior Town Planner
79%	21/02/2022	06/09/2022	<b>02/22.16.2.33 - DA265-2021 - Petition to Amend Sealed Plan - Ansons Bay</b>	Following any hearing, the Senior Planner is to prepare a report, including recommendations for decision by the appointed hearing panel, including supporting evidence and matters considered, for the consideration of Council at the next scheduled council meeting.	Council Officers have actioned and Councils Solicitor have been engaged to assist with hearing procedures	Senior Town Planner
100%	21/02/2022	31/03/2022	<b>02/22.16.4.37 - Future Potential Productions Forest (FPPF) Land in Break O'Day</b>	Council express its concern to the Tasmanian Government about the uncertain outlook for Future Potential Production Forest Land in Break O'Day and ask it to inform and consult with stakeholders of options for the sustainable management of this land having regard for the economic, social and natural values these forests hold to ensure the best outcomes for the Break O'Day community and northern region are achieved.	A letter has been sent to the Minister of Resources expressing Council's concern for the uncertain outlook for Future Potential Production Forest Land in Break O'Day and asking Council be consulted before decisions are made so the options for future management of the forest. Copies were also sent to the Minister for Crown Lands, forest industry groups and the Local Government Association of Tasmania.	NRM Facilitator
30%	21/02/2022	31/03/2022	<b>02/22.16.5.39 - Management of Freshwater Resources and Water Quality</b>	Council show leadership on freshwater management arrangements and seek input and advice from state water managers and independent experts on freshwater management arrangements and development initiatives in Tasmania, and their adequacy for ensuring the ecologically sustainable use and development of freshwater systems and resources in Break O'Day.	Council's Natural Resource Management Committee has considered possible sources of information to approach. Opportunities to approach and engage experts from freshwater and river management science and government agencies and bodies to assist Council are being investigated.	NRM Facilitator

## COUNCIL RESOLUTIONS NOVEMBER 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
80%	15/11/2021	31/12/2021	<b>11/21.13.6.244 - Council's Operational Banking Activities</b>	That Council authorise management to transfer banking operations from Commonwealth Bank to Community Bank St Helens – St Marys.	EFTPOS machines received and agreements are in place for third party service provides for bill payments. Bank accounts opened, signatures are in place. Transactions scheduled to commences from 1 July with an ongoing transition.	Manager Corporate Services
60%	15/11/2021	31/01/2022	<b>11/21.14.5.249 - Terrys Hill Road, Goshen</b>	Council pursue DPIWPE 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

## COUNCIL RESOLUTIONS OCTOBER 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
80%	18/10/2021	31/12/2021	<b>10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach</b>	That the Break O'Day Council Marine Strategy include identification and development of an alternative launching facility to the Stieglitz boat ramp	<p>The existing boat ramp has been assessed with MAST. The ramp is not suitable for the launching or retrieval of all boat sizes and access not always possible at low tide. Council has placed appropriate signage at the ramp.</p> <p>Investigation in progress, and linked to the development of the Marine Strategy. Possible sites provided to Council are being assessed as part of the strategy development.</p>	Manager Infrastructure and Development Services

## COUNCIL RESOLUTIONS SEPTEMBER 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
25%	20/09/2021	30/09/2022	<b>09/21.16.5.208 - Intention to Make a New By-Law - Keeping of Roosters and Other Animals</b>	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.	Development Services Coordinator

## COUNCIL RESOLUTIONS AUGUST 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
65%	16/08/2021	30/09/2021	<b>08/21.13.4.178 - Electric Vehicle Charging Station Proposal for Fingal</b>	That management be authorised to enter into a joint funding agreement for the installation and operation of such a charging station.	Electric Vehicle Tasmania (EVT) advised that funding was successful. Proposed site information circulated for management review. EVT have provided an agreement and layout for Council approval and advised that materials have been ordered but not expected to arrive for installation until early July 2022	Manager Corporate Services

## COUNCIL RESOLUTIONS JUNE 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	28/06/2021	31/08/2021	<b>06/21.17.2.149 - Flagstaff Trail Head - Site Plan for Expansion Opportunities</b>	That Council note the draft site plan and request that Council Officers proceed to an Expression of Interest (EOI) process for future development and business opportunities at the Flagstaff Trail Head.	Following decision of Council, an Expression of Interest process was developed by Council staff. Advertising for expressions of interest has now occurred and 4 Eols were received and were assessed by Council officers. Further information pursued with one operator. In December a further 2 approaches were received for commercial activity which were outside the Eol process. Activity is now focussed on the existing operations and improvements they wish to make.	General Manager

## COUNCIL RESOLUTIONS MAY 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
75%	17/05/2021	31/08/2021	<b>05/21.9.2.103 - Notice of Motion - Investigations into a Swimming Pool and Hydra-therapy Pool - Cllr M Tucker</b>	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>Council to start undertaking another look into an indoor swimming pool and hydra-therapy pool at the sports complex whilst updating our St Helens Sports Complex Master Plan.</p> <p>Council Officers/Managers go to Circular Head Council and look at the new swimming pool complex they have built and work with their Council on understanding the costs of running the complex now it has been running for a while.</p>	Initial report on investigations provided to Council for consideration at the June Council workshop. Consideration now occurring in relation to the approach to conducting a Feasibility Study and engagement with the community.	General Manager

## COUNCIL RESOLUTIONS APRIL 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
90%	19/04/2021	30/06/2021	<b>04/21.14.3.88 - St Marys Recreation Ground Lighting</b>	That Council consider the logistics and validity of relocating the St Helens lights with particular attention paid to the ongoing cost of maintaining and running the lights.	<p>The old St Marys Rec Ground lighting are unfit for re-use. The electrical supply ring-main also requires replacement.</p> <p>The existing recreational ground lights at the St Helens Rec Ground (electrical and structural components) are to be inspected when removed from service, for suitability for use at St Marys. A report to be provided to Council at that time.</p>	Manager Infrastructure and Development Services
0%	19/04/2021	30/06/2021	<b>04/21.14.3.88 - St Marys Recreation Ground Lighting</b>	That Council continues to work with Hub4Health in relation to potential upgrades to the gym building and surrounding areas.	No action at this time	Manager Infrastructure and Development Services

## COUNCIL RESOLUTIONS FEBRUARY 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
10%	15/02/2021	31/08/2021	<b>02/21.16.4.50 - Draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy</b>	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

## COUNCIL RESOLUTIONS FEBRUARY 2020

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
70%	17/02/2020	31/05/2020	<b>02/20.8.1.13 - Notice of Motion - St Helens Foreshore Playground Sun Shade - Cllr M Osborne</b>	<p>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</p> <p>That a Sun-shade for this playground be costed and the installation of it be included in our 2020-2021 Budget deliberations.</p>	<p>This Council resolution refers to the St Helens foreshore playground. The cost to erect a suitable shade cover over the existing playground is in the order of \$40,000.</p> <p>The playground and other foreshore infrastructure will be considered as part of the Marine Facilities Strategy (Georges Bay). The strategy is currently under development.</p>	Manager Infrastructure and Development Services

## COUNCIL RESOLUTIONS NOVEMBER 2019

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
50%	18/11/2019	29/02/2020	<b>11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Cllr G McGuinness</b>	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:  That Council investigates the best route for a dual access, (bike/pedestrian), dual direction track between Swimcart Beach and the "yet to be built" dual access Binalong Bay Rd. track.	Investigations undertaken and a potential route has been identified following consideration of environmental constraints with a view to avoiding sensitive areas such as Penguin nesting grounds. Route has been discussed with Parks & Wildlife Service and work is ongoing with a private land owner.	Manager Infrastructure and Development Services
20%	18/11/2019	31/12/2021	<b>11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Cllr G McGuinness</b>	That Council seeks funding to enable this track to be built as soon as practical.	Discussions and investigations have occurred with PWS and private landowner in relation to the potential alignment. Information presented to Council workshop in relation to the alignment	Manager Infrastructure and Development Services

## COUNCIL RESOLUTIONS SEPTEMBER 2019

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	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.	This project was identified through the St Helens Township plan first session but not supported through the Recreational Trails Strategy. More work will need to be done with the community to see whether it is still supported by the community	Manager Community Services

## COUNCIL RESOLUTIONS JULY 2019

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	15/07/2019	31/10/2019	<b>07/19.16.2.182 - Intention to Make New By-Law - Trail Network By-Law</b>	In accordance with section 156 of the Local Government Act 1993, Council resolves to make a by-law for the regulation of the Trail Networks.	On hold now. It was originally thought this may be required for additional control measures however over the last few years of operation we have not found it necessary to progress as we have sufficient control at the moment.	Executive Assistant

## COUNCIL RESOLUTIONS MARCH 2019

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	18/03/2019	30/06/2019	<b>03/19.8.2.47 - Notice of Motion - Mountain Bike Track in the Fingal Valley - Cllr J Tucker</b>	<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 Council look at building a mountain bike and walking tracks in the Fingal Valley, and have it shovel ready for funding at the next State election.</p>	This has formed part of the draft Recreational Trails Strategy document. Once the document is no longer a draft, we will start looking at how it can be achieved and external funding will be required	Manager Community Services

ACTION	DECISION
PROPONENT	Residents/Ratepayers
OFFICER	John Brown, General Manager
FILE REFERENCE	017\007\002\
ASSOCIATED REPORTS AND DOCUMENTS	Petition

**OFFICER'S RECOMMENDATION:**

That Council receive the petition and note that the Manager Infrastructure and Development Services will provide a full report on this matter.

**INTRODUCTION:**

The petition which was received on the 19 May 2022 and the following was proposed on the petition:

We as electors of the Break O'Day Municipality, local residents and/or visitors to the area petition the Council as the owner of the roads in Falmouth to apply to the Commissioner for Roads for a reduction of the speed limit to 40km/hr throughout the village and to erect warning advisory signs as shown on the attached map.

**PREVIOUS COUNCIL CONSIDERATION:**

No previous Council consideration.

**OFFICER'S REPORT:**

The petition was proposed by Mr Godfrey-Smith, Mr Cannon and Mr Schier and does not meet the requirements of Section 57 of the *Local Government Act 1993*.

As per Section 57(2)(e)(i) the petition does not meet the legislative requirements as there are a total of 144 signatures which form this part of the petition and following a cross check with the Electoral Roll dated 13 September 2018 there was the following breakdown:

On Electoral Roll	52
Not on Electoral Roll	91
Signed More than Once	1

The total number of signatories required under Section 57 of the *Local Government Act 1993* is "5% of the electors of the Municipal area or 1,000 of those electors whichever is the lesser". The current number on the Electoral Roll as at the 13 September 2018 is 5,330 which calculates to a minimum of 266 eligible signatories for the 5%.

## STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

## LEGISLATION & POLICIES:

Section 57, *Local Government Act 1993*.

### 57. **Petitions**

- (1) *A person may lodge a petition with a council by presenting it to a councillor or the general manager.*
- (2) *A person lodging a petition is to ensure that the petition contains –*
  - (a) *a clear and concise statement identifying the subject matter and the action requested; and*
  - (b) *in the case of a paper petition, a heading on each page indicating the subject matter; and*
  - (c) *in the case of a paper petition, a brief statement on each page of the subject matter and the action requested; and*
  - (d) *a statement specifying the number of signatories; and*
  - (e) *at the end of the petition –*
    - (i) *in the case of a paper petition, the full name, address and signature of the person lodging the petition; and*
    - (ii) *in the case of an electronic petition, the full name and address of the person lodging the petition and a statement by that person certifying that the statement of the subject matter and the action requested, as set out at the beginning of the petition, has not been changed.*
- (3) *In this section –*

**electronic petition** *means a petition where the petition is created and circulated electronically and the signatories have added their details by electronic means;*

**paper petition** *means a petition where the petition is created on paper which is then circulated and to which the signatories have added their details directly onto the paper;*

**petition** *means a paper petition or electronic petition;*

**signatory** *means –*

  - (a) *in the case of a paper petition, a person who has added his or her details to the paper petition and signed the petition; and*
  - (b) *in the case of an electronic petition, a person who has added his or her details to the electronic petition.*

## BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

No financial implications to Council in receiving this petition.

## VOTING REQUIREMENTS:

Simple Majority.

## Speed Limit Reduction for Falmouth

To the Councillors of the Break O'Day Council; We as electors of the Break O'Day Municipality, local residents and/or visitors to the area petition the Council as the owner of the roads in Falmouth TO apply to the Commissioner for Roads for a reduction of the speed limit to 40km/hr throughout the village AND TO erect warning advisory signs as shown on the attached map.



Name	Address	Signature
David GODFREY-SMITH	6 Hammond Street, Falmouth TASMANIA	
David CANNON	25 Legge Street, Falmouth TASMANIA	
Murray SCHIER	70 Grant Street, Falmouth TASMANIA	

(... continued)

### Declaration

We, the proposers of the petition, being electors of the Break O'Day Municipal area, declare:

- There are ~~135~~<sup>143</sup> Signatories to the petition, ~~84~~<sup>87</sup> on paper (as attached) and 56 electronically using petitions.net (as listed below);
- To the knowledge of the proposers, the signatories are electors, residents and/or visitors to the municipal area;
- The petition was signed between 13 March 2022 and 3 May 2022.

The petition is proposed by<sup>1</sup>:

**David GODFREY-SMITH**

Signature

of 6 Hammond Street, Falmouth TASMANIA

- and -

**David CANNON**

Signature

of 25 James Street, Falmouth TASMANIA

- and -

**Murray SCHIER**

Signature

of 70 Grant Street, Falmouth TASMANIA

Notices concerning the Petition should be addressed to:

David GODFREY-SMITH  
P.O. Box 121  
St Helens TASMANIA 7216  
Email: david\_gs@mac.com

<sup>1</sup> A petition must be signed by at least three (3) proposers

## Appendix 1: Requested Actions



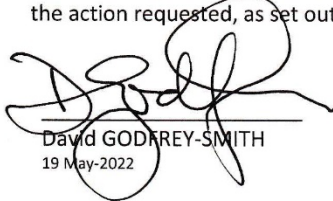
(Signs shown are indicative only; actual format and wording per regulations or Council's discretion)

## Speed Limit Reduction for Falmouth

To the Councillors of the Break O'Day Council; We as electors of the Break O'Day Municipality, local residents and/or visitors to the area petition the Council as the owner of the roads in Falmouth TO apply to the Commissioner for Roads for a reduction of the speed limit to 40km/hr throughout the village AND TO erect warning advisory signs as shown on the attached map.



The following persons have signed this petition electronically and we certify the subject matter and the action requested, as set out above, was identical on the electronic version:



David GODFREY-SMITH  
19 May-2022

David Godfrey-Smith	6 Hammond Street, Falmouth, Australia	13-March-2022
Helen Bridgman	6 Hammond Street, Falmouth, Australia	13-March-2022
Ben Bridgman	6 Hammond St, New Town, Australia	18-March-2022
Jennifer Binns	Legge Street, Falmouth, Australia	18-March-2022
Nigel Donachie	105 Normanstone Rd, Launceston, Australia	18-March-2022
Alexander Boyes	20 Heather Pl, St Helens, Australia	20-March-2022
Tim Fondum	27 Hammond Street, 3052, Australia	20-March-2022
Lisa Ancher	15 James Street, Falmouth, Australia	21-March-2022
Ian Taylor	32 Hammond Street, Queenscliff, Australia	21-March-2022
Mike Walsh	9 Charlotte court, Four mile creek, Australia	21-March-2022
Peter Robinson	10 Steiglitz Street, Falmouth, Australia	21-March-2022
Andrew Lohrey	33 Legge Street, Falmouth, Australia	21-March-2022
Nerilie Gilson	36 Legge Street., Falmouth, Australia	21-March-2022
Bob Edge	8 Stieglitz Street, Falmouth, Australia	21-March-2022
John Caples	110 Grant St, Falmouth, Australia	21-March-2022
Roz Richardson	40 Stieglitz Street, Falmouth, Australia	21-March-2022
Peter Richardson	40 Stieglitz Street, Falmouth, Australia	21-March-2022

## Speed Limit Reduction for Falmouth

To the Councillors of the Break O'Day Council; We as electors of the Break O'Day Municipality, local residents and/or visitors to the area petition the Council as the owner of the roads in Falmouth TO apply to the Commissioner for Roads for a reduction of the speed limit to 40km/hr throughout the village AND TO erect warning advisory signs as shown on the attached map.



Name	Address	Signed electronically on
Charles Morris	120 Grant Street, Falmouth, Australia	21-March-2022
JENNI GATES	8 Franks Street , Falmouth, Australia	21-March-2022
Robert Schier	2 Hammond Street, Falmouth, Australia	21-March-2022
Kevin Gates	8 Franks St, Falmouth, Australia	21-March-2022
Sam Child	55 Legge Street, Falmouth, Australia	21-March-2022
Helen Child	55 Legge St, Falmouth, Australia	21-March-2022
Gillian Waldie	26 Morrison Street, Falmouth, Australia	21-March-2022
Carole Gunson	40 James Street, Falmouth, Australia	21-March-2022
Kate Williams	25 Hammond St, Falmouth, Australia	21-March-2022
Greg Phillips	53 Franks St, Falmouth, Australia	21-March-2022
Susan Kemp	18 Hammond St, Falmouth, Australia	21-March-2022
Mark Cameron	19 Hammond St, Falmouth, Australia	21-March-2022
Sheena Murphy	86 Grant Street, Falmouth, Australia	21-March-2022
Michael Di Giovanni	86 Grant Street, Falmouth, Australia	21-March-2022
Kayla Newton	Cornwall, Australia	21-March-2022
Martin Kuzniarski	49 Bald Hill Road, Launceston, Australia	21-March-2022
Louise Keady	42 Stieglitz Street, Falmouth, Australia	21-March-2022
Samantha Child	54 Morrison Street, Falmouth, Australia	21-March-2022
Tony Hughes	2 Legge St, Falmouth, Australia	21-March-2022
Melissa HUGHES	2 Legge Street, Falmouth, Australia	22-March-2022
Michael Seymour	17 Morrison Street, FALMOUTH, Australia	22-March-2022

## Speed Limit Reduction for Falmouth

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Name	Address	Signed electronically on
Janet Seymour	17 Morrison St, Falmouth, Australia	22-March-2022
Adam Scurrah	30 Newlands St, Trevallyn, Australia	22-March-2022
Annie Morris	120 Grant Street, Falmouth, Australia	22-March-2022
Bruce Campbell	25 Franks Street, Falmouth, Australia	22-March-2022
Terese Tanner	13 Charles Street, Beaumaris, Australia	22-March-2022
Natalie Magnay	23 Franks St, Tasmania, Australia	22-March-2022
John Thorold-Smith	6 Howitt Street, Falmouth, Australia	22-March-2022
Margaretta Pos	19 Hammond St, Falmouth, Australia	23-March-2022
Larry Newman	4 Steiglitz Street, Falmouth Tas, Australia	24-March-2022
Virginia Thorold-Smith	6 Howitt Street, Falmouth, Australia	24-March-2022
Ros Lawrence	Tasmania, Australia	25-March-2022
James Faulkner	28 Franks Street, Falmouth, Australia	30-March-2022
Lauren Faulkner	28 Franks Street, Falmouth, Australia	30-March-2022
Annabel Dean	9 Stieglitz St, Falmouth, Australia	30-March-2022
Sebastian Dean	9 Stieglitz St, Falmouth, Australia	30-March-2022
Kerryn Smith	9 Cooper Street, Seymour, Tasmania, Australia	04-April-2022
Angela McGrath	27 Franks Street, Falmouth, Australia	14-April-2022
Campbell Davies	108 Grant St, Falmouth, Australia	26-April-2022

**Speed Limit Reduction for Falmouth**

To the Councillors of the Break O'Day Council; We as electors of the Break O'Day Municipality, local residents and/or visitors to the area petition the Council as the owner of the roads in Falmouth TO apply to the Commissioner for Roads for a reduction of the speed limit to 40km/hr throughout the village AND TO erect warning advisory signs as shown on the attached map.



Full Name	Address	Signature
JEAN RIVETT	35 FRANKS ST FALMOUTH	<i>J Rivett</i>
MURRAY SCHIER	70 GRANT ST FALMOUTH	<i>M. Schier</i>
GERRIE SCHIER	70 GRANT ST FALMOUTH	<i>G Schier</i>
MAXIE KREMMER	67 Grant Street Falmouth	<i>M. Kremer</i>
JIM BALDWIN	45 GRANT ST, FALMOUTH	
TIM McMANUS	35 HAMMOND ST	<i>Tim McManus</i>
EILEEN McMANUS	35. HAMMOND ST	<i>E McManus</i>
SHANE VOORHAM	25 b MORRISON ST	<i>Shane Voorham</i>
Fiona Voorham	25b Morrison St	<i>Fiona Voorham</i>
Nick Child	54 Morrison St	<i>Nick Child</i>
Rita Tobler	86 Franks St	<i>Rita Tobler</i>
Bruce Hosarth	36 FRANK ST.	<i>Bruce Hosarth</i>
PETER SANDERS	12 FRANK ST	<i>Peter Sanders</i>
ALAN JEGGS	41 FRANKS ST	<i>Alan Jeggs</i>

### Speed Limit Reduction for Falmouth

To the Councillors of the Break O'Day Council; We as electors of the Break O'Day Municipality, local residents and/or visitors to the area petition the Council as the owner of the roads in Falmouth TO apply to the Commissioner for Roads for a reduction of the speed limit to 40km/hr throughout the village AND TO erect warning advisory signs as shown on the attached map.



Full Name	Address	Signature
Rob Wall	7 HOWITT ST	<i>Rob Wall</i>
LORRAINE BIGGS	"	<i>L. Biggs</i>
Gregory Freson	24 HAMMOND ST.	<i>G. Freson</i>
Jackie Hottle.	84 Grant	<i>J. Hottle</i>
J. BUCKTON	38 MORRISON	<i>J. Buckton</i>
Y. BUCKTON	38 Morrison St	<i>Y. Buckton</i>
C Jones	16 Stieglitz St	<i>C. Jones</i>
BLITZ GREY	71 GRANT ST FALMOUTH	<i>Blitz Grey</i>
Pip LEAKE	19 LEGGE ST.	<i>P. Leake</i>
David Leek	19 LEGGE ST	<i>D. Leek</i>
ROBERT HARRISON	23 LEGGE ST	<i>R. Harrison</i>
JANE HARRISON	23 LEGGE ST	<i>J. Harrison</i>
Anne Cannon	25 LEGGE ST.	<i>A. Cannon</i>
SHAWN CANNON	37 LEGGE ST.	<i>S. Cannon</i>

**Speed Limit Reduction for Falmouth**

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Full Name	Address	Signature
LINDA BURNS	23 MORRISON ST. FALMOUTH	
Jason Hoyle	42 Stiegitz St. Falmouth.	
Jeremy Darholo	26 Morrison Street	
RONNIE McILLOCH	92 GRANT ST	
LOU-AMITAY	100 GRANT ST	
FRANK MICHEL	34 MORRISON ST	
DEAN BANKS-SMITH	94 GRANT ST	
Neil Goose	136 B <del>EXETER</del> GRANT	
NIGEL BAKER	25C MORRISON ST	
Courtney Baker	25C Morrison St	
Kate Shatto	27 Morrison St	
Cayne Layton	28 Morrison St	
Cassandra Layton	28 Morrison St	
Anthony	32 Morrison St	

### Speed Limit Reduction for Falmouth

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Full Name	Address	Signature
Shane Hodge	36 Stieglitz St	<i>[Signature]</i>
Angus Hodge	36 Stieglitz St	<i>[Signature]</i>
INORIO DANIEL	50 NEW ST FALMOUTH	<i>[Signature]</i>
Fiona Wetters	50 New St Falmouth	<i>[Signature]</i>
CLIFTON DANIEL	50 NEW ST FALMOUTH	<i>[Signature]</i>
Anne Bennet	44 New St FALMOUTH	<i>A. Bennet</i>
MARK BENNET	117 L	<i>[Signature]</i>
NATALIE MAGNAY	23 FRANKS ST FALMOUTH	<i>[Signature]</i>
Elizabeth Oliver	87 Grant Street	<i>E. Oliver</i>
Sophie Mackinnon	112 Grant St	<i>[Signature]</i>
Ruth Rawlins	32 Legge St	<i>[Signature]</i>
Naomi Dean	480 Moleworth Rd	<i>[Signature]</i>
Matt Dean	480 Moleworth Rd	<i>[Signature]</i>
WAYNE MATTHEWS	36 Legge St	<i>[Signature]</i>

**Speed Limit Reduction for Falmouth**

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Full Name	Address	Signature
DANIEL SZCZERBA	45 FRANKS ST	<i>[Signature]</i>
Trudie Bone	35 Morrison St	<i>[Signature]</i>
Rob Casey	55 Frank st	<i>[Signature]</i>
J Rumbold	20 Frank st	<i>[Signature]</i>
C. Rumbold	20 Frank St	<i>[Signature]</i>
M. ENGLMAYR	82 Grant st	<i>[Signature]</i>
I. BAXTER	7 New St	<i>[Signature]</i>
A. Bushing	13 New St.	<i>[Signature]</i>
R Barratt	17 new st	<i>[Signature]</i>
Karen Forster	12 Stieglitz st	<i>[Signature]</i>
SILVANA TALEAN	3 Stieglitz st	<i>[Signature]</i>
SUE CAMPBELL	4 STIEGLITZ ST	<i>[Signature]</i>
NIGEL CUMMING	89 GRANT ST	<i>[Signature]</i>
Janette Cumming	89 Grant St	<i>[Signature]</i>

### Speed Limit Reduction for Falmouth

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Full Name	Address	Signature
CHRIS BOWLING	9 NEW ST. 7 TALAMARK STREET, DOVER FERRY	
TRISHA BOWLING	9 NEW ST. FALMOUTH DOVER FERRY	
PHIL PEARSON	50 MORRISON ST	
ANDREW & EBONY BRIDLE	38 MORRISON ST	
EBONY BRIDLE	38 MORRISON ST.	
RODNEY BUSHIER	13 NEW ST	
Ben McGrath	27 Frankes st	
Sue Beg.	46 Morrison	
Angela Barratt	17 New st.	

PETITION

### Speed Limit Reduction for Falmouth

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Full Name	Address	Signature
DAVID CANNON	25 Legge ST	
KRIS MCQUADE	19 STIEGLITZ ST	
Steve Jones	16 Stieglitz St	

PETITION

# Speed Limit Reduction for Falmouth

To the Councillors of the Break O'Day Council; We as electors of the Break O'Day Municipality, local residents and/or visitors to the area petition the Council as the owner of the roads in Falmouth TO apply to the Commissioner for Roads for a reduction of the speed limit to 40km/hr throughout the village AND TO erect warning advisory signs as shown on the attached map.



Full Name	Address	Signature
WILLIAM GREY	8 HAMMOND ST FALMOUTH	W Grey
SUSAN WEBB	10 FALMOUTH HAMMOND	Susan Webb
Marrie Brennan	22 Hammond ST	Marrie Brennan
Jim Davby	22 Hammond ST	Jim Davby
Liz Johnstone	43 New St	Liz Johnstone

06/22.9.0

## NOTICES OF MOTION

Nil.

06/22.10.0

## COUNCILLOR'S QUESTIONS ON NOTICE

Nil.

06/22.11.0

## COUNCILLOR'S QUESTIONS WITHOUT NOTICE

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

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

06/22.12.0

## MAYOR'S & COUNCILLOR'S COMMUNICATIONS

06/22.12.1

### Mayor's Communications for Period Ending 27 June 2022

19.05.2022	St Helens	– Volunteer Thank You Morning Tea
20.05.2022	St Helens Via Web	– Australian Local Government Association (ALGA) Federal Election Sub-Committee Meeting
25.05.2022	Launceston	– Local Government Association of Tasmania (LGAT) – Climate Change Conference
27.05.2022	St Helens Via Web	– Australian Local Government Association (ALGA) Federal Election Sub-Committee Meeting
30.05.2022	St Helens	– Georges Bay Activation Strategy Meeting
06.06.2022	St Helens	– Council Workshop
07.06.2022	St Helens Via Web	– Northern Tasmania Development Corporation (NTDC) – Quarterly Mayors Meeting
10.06.2022	St Helens Via Web	– Local Government Association of Tasmania (LGAT) – General Management Committee (GMC) Meeting
10.06.2022	St Helens	– Bay of Fires Winter Arts Festival – Official Opening
11.06.2022	St Helens	– Bay of Fires Winter Arts Festival – Opening of the Youth Art Prize
23.06.2022	St Helens	– St Helens MTB Network – BOD Trails Collective Inc – Trail Ambassador Meet and Greet
27.06.2022	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

## 06/22.13.0 BUSINESS AND CORPORATE SERVICES

### 06/22.13.1 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:

##### Outstanding Reports:

##### *Registrations*

Dog registrations are progressing well with approximately three (3) weeks remaining until the 30 June due/discount date, 537 dogs have been registered from the 2020/2021 total of 1,489 – 35%. Licence renewal notices have now also been forwarded for kennels, food premises, water carters and public health services.

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

Recruitment is progressing for a reception administration officer.

##### Meetings Attended:

Face to face Corporate Services team meetings and manager-team member meetings are being undertaken in the context of minimising covid risk which generally means face-to-face with masks and appropriate distancing/ventilation.

Additional meetings attended included financial operating system discussions including an inspection of the system at Glamorgan-Spring Bay Council with finance staff and bank transition implementation discussions.

## Other Issues:

### *Investments – Term Deposits*

Bendigo:

\$1,000,630.14	0.50%	Maturing 14/06/2022
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CBA:

\$1,000,000.00	0.60%	Maturing 05/07/2022
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\$1,000,000.00	0.61%	Maturing 06/07/2022
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\$2,000,000.00	0.65%	Maturing 13/07/2022
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\$1,000,000.00	1.03%	Maturing 21/07/2022
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\$1,000,000.00	1.53%	Maturing 08/08/2022
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\$2,000,000.00	1.62%	Maturing 18/08/2022
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\$1,000,000.00	1.59%	Maturing 22/08/2022
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## Right to Information (RTI) Requests

One (1) request was received.

## 132 and 337 Certificates

	132	337
May 2022	61	45
April 2022	52	16
May 2021	69	46

## Debtors/Creditors @ 15 June 2022

Creditors – End of Financial Year chasing up outstanding accounts – will increase as we pay earlier with changeover to Xero for July 2022.

### CREDITORS INFORMATION

#### Payments Made

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
452	\$ 1,263,407.58	4078	505	4172

## DEBTORS INFORMATION

### Invoices Raised

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
92	\$ 182,974.51	865	115	725

Debtors – Increased due to Grants/Contributions as below:

<b>Dep of Treasury &amp; Finance</b>	Tascorp Interest	57,875
<b>Department of State Growth</b>	Small Cell at Mangana	8,800
	Secrete Sculpture Walk Inst 1	18,810
<b>NBN</b>	Poles at MTB St Helens	4,900
<b>Service Tas</b>	Lease Fee	9,005
<b>Parks &amp; Wildlife Services</b>	Bay of Fires Masterplan Instal 1	55,000
<b>TOTAL</b>		<b>\$154,390</b>

### Work Health & Safety Coordinator

Discussions with the management team and regularly aiding enquiries concerning community groups hiring council facilities concerning COVID updates from the Tasmanian Government.

Assisting managers with the latest updates from Public Health concerning employees that are either a close contact with someone diagnosed with COVID-19 or have been diagnosed with COVID-19. Liaised with employees who were required to undertake either a PCR or RAT test and requested their testing results and provide advice to allow them to return to work if the isolation period has been completed.

Attended various staff meetings as well as fortnightly meetings with the Manager of Corporate Services.

Undertook WHS inductions with new outdoor and indoor employees as well as a new volunteer for the History Room.

Aided fortnightly restoring mobility and movement sessions with St Marys and St Helens Depots workers, as well as with indoor workers at the Council Chambers.

Monitored the monthly risk register review by managers who were on time with their reviews. The Executive Assistant has aided the transfer of all the data on the Risk Register to the online Cascade system which is scheduled to go online in July 2022.

The Work Health & Safety Coordinator was informed of the following vandalism during the period of **5 May to 16 June 2022**:

### **21 May 2022**

Scamander Toilet Block – graffiti on walls of the male toilet cubicles.

The clean-up cost amounts to approximately \$390.00.

### **15 June 2022**

Portland Hall Toilet Block – graffiti on walls of male toilet cubicles.

The clean-up cost amounts to approximately \$290.00.

## **RISK REGISTER QUARTERLY REPORT – JUNE 2022**

### **EXECUTIVE SUMMARY**

- **103 risks are now listed on the risk register as of 31 March 2022.**
- Two (2) risks were reviewed by General Manager on 08 March 2022
- One (1) risk reviewed by Works Operations Manager on 28 March 2022
- 14 risks were reviewed by Development Services Coordinator on 11 April 2022
- 12 risks reviewed by Manager Corporate Services on 12 April 2022
- Three (3) risks were reviewed by Manager Community Services on 04 May 2022
- 23 risks reviewed by Manager Infrastructure and Development Services on 05 May 2022
- One (1) risk reviewed by Trails Project Manager / Manager Infrastructure and Development Services on 5 May 2022
- Two (2) risks were reviewed by Manager Infrastructure and Development Services on 11 May 2022
- Seven (7) risks were reviewed by Works Operations Manager on 16 June 2022
- **103 risks remain listed on the risk register as of 16 June 2022**

RATES INFORMATION as at 16 June 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	91,720.04	7,706,862.24	63,716.23	28,418.36	64,075.14
Waste	1,312,200.00	1,306,100.00	14,056.23	1,320,156.23			
Wheelie	479,606.00	477,174.00	6,690.96	483,864.96			
Recycling	390,600.00	388,500.00	4,359.95	392,859.95			
Fire	373,174.52	373,012.42	2,380.68	375,393.10			
<b>TOTAL</b>	<b>10,221,446.13</b>	<b>10,159,928.62</b>	<b>119,207.86</b>	<b>10,279,136.48</b>	<b>63,716.23</b>	<b>28,418.36</b>	<b>64,075.14</b>
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	70,067.56	7,458,732.48	48,188.35	21,288.76	167,126.07
Waste	1,228,360.25	1,226,004.00	5,555.85	1,231,559.85			
Wheelie	452,734.75	452,119.20	6,370.80	458,490.00			
Recycling	253,925.20	253,536.00	1,619.79	255,155.79			
Fire	365,145.54	364,983.85	994.46	365,978.31			
<b>TOTAL</b>	<b>9,737,509.26</b>	<b>9,685,307.97</b>	<b>84,608.46</b>	<b>9,769,916.43</b>	<b>48,188.35</b>	<b>21,288.76</b>	<b>167,126.07</b>
Instalments							
2021/2022		Instalment \$	Outstanding \$	Outstanding %			
7 September 2021	Instalment 1	2,547,272.44	38,581.56	1.51%			
9 November 2021	Instalment 2	2,554,692.52	50,617.65	1.98%			
1 February 2022	Instalment 3	2,587,288.35	75,263.83	2.91%			
3 May 2022	Instalment 4	2,605,154.21	171,292.94	6.58%			
	<b>TOTAL:</b>	<b>10,294,407.52</b>	<b>335,755.98</b>	<b>3.26%</b>			
2020/2021		Instalment \$	Outstanding \$	Outstanding %			
8 September 2020	Instalment 1	2,537,255.62	28,656.95	1.13%			
10 November 2020	Instalment 2	2,540,891.00	34,185.02	1.35%			
2 February 2021	Instalment 3	2,540,891.00	55,695.14	2.19%			
4 May 2021	Instalment 4	2,540,891.00	151,079.20	5.95%			
	<b>TOTAL:</b>	<b>10,159,928.62</b>	<b>269,616.31</b>	<b>2.65%</b>			
Discount							
	Discount Claimed	No. of	Total Ratable	% of total			
2021/2022	105,333.83	3,331	6,498	51.26%			
2020/2021	157,844.65	3,478	6,476	53.71%			

## 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 May 2022 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 May 2022.

### Trading Account Summary

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

CASH AT BEGINNING OF PERIOD	12,848,734
TOTAL INCOME FOR PERIOD	2,083,189
TOTAL AVAILABLE FUNDS	14,931,923
LESS TOTAL EXPENDITURE	1,515,933
CASH AT END OF PERIOD*	13,415,991
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	5,197

\* confirmed with Navision Cash at End of Period 13,415,991

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
<b>INCOME</b>					
Rates and Charges	9,770,000	10,399,202	10,201,162	10,216,483	
User Charges	1,313,000	937,083	809,167	910,591	
Grants	3,204,000	4,243,055	2,916,944	2,916,944	FAG early prepayment
Other Income	278,000	253,157	111,833	122,000	
Investment Income	303,000	311,651	323,083	423,000	
<b>Total Income</b>	<b>14,868,000</b>	<b>16,144,148</b>	<b>14,362,189</b>	<b>14,589,018</b>	
<b>Capital Income</b>					
Capital grants	5,573,000	2,588,798	2,042,281	2,759,708	
Profit or Loss on Sale of Assets	(988,000)	-	-	120,000	
<b>Total Income</b>	<b>19,453,000</b>	<b>18,732,946</b>	<b>16,404,470</b>	<b>17,468,726</b>	
<b>EXPENSES</b>					
Employee Expenses	5,073,000	4,905,277	5,166,157	5,635,807	
Materials and Services	5,136,000	5,336,775	4,565,622	4,891,947	Priv Works, Floods, etc
Depreciation and amortisation	3,802,000	3,604,370	3,458,719	3,773,148	
Other expenses	1,587,000	539,398	501,627	734,466	
<b>Total Expenses</b>	<b>15,598,000</b>	<b>14,385,819</b>	<b>13,692,125</b>	<b>15,035,368</b>	
<b>Net Operating Surplus\ (Deficit)</b>	<b>(730,000)</b>	<b>1,758,329</b>	<b>670,065</b>	<b>(446,350)</b>	
<b>Net Surplus\ (Deficit)</b>	<b>3,855,000</b>	<b>4,347,126</b>	<b>2,712,346</b>	<b>2,433,358</b>	

Profit & Loss Statement						
2021 - 2022						
		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
<b>1600</b>	<b>Revenues</b>					
1611	General Rate	7,706,862	7,603,116	7,603,116	101%	
1612	Waste Charges	1,320,156	1,302,700	1,302,700	101%	
1613	Fire Levy	375,393	372,656	372,656	101%	
1614	Tips & Transfer Stations	225,354	168,534	183,855	123%	
1615	Recycling Charges	392,860	386,232	386,232	102%	
1616	Early Settlement Discounts	(105,288)	(106,667)	(106,667)	99%	
1617	Wheelie Bin Charges	483,865	474,590	474,590	102%	
	<b>Total Rates</b>	<b>10,399,202</b>	<b>10,201,162</b>	<b>10,216,483</b>	102%	
	<b>Environmental Health</b>					
1622	Inspection Fees	135	5,500	6,000	2%	
1623	Health/Food Licence Fees & Fines	2,930	12,833	14,000	21%	
1624	Immunisations	1,187	917	1,000	119%	
	<b>Total Environmental Health</b>	<b>4,251</b>	<b>19,250</b>	<b>21,000</b>	20%	
	<b>Municipal Inspector</b>					
1631	Kennel Licences	1,500	1,200	1,200	125%	
1632	Dog Registrations	16,352	16,700	50,100	33%	
1633	Dog Impoundment Fees & Fines	655	2,292	2,500	26%	
1634	Dog Replacement Tags	145	-	-		
1635	Caravan Fees and Fines	68,978	65,000	65,000	106%	
1636	Fire Abatement Charges	-	-	2,000	0%	
1637	Infringement Notices	4,954	9,167	10,000	50%	
	<b>Total Municipal inspector</b>	<b>92,583</b>	<b>94,358</b>	<b>130,800</b>	71%	
	<b>Building Control Fees</b>					
1641	Building Fees	38,640	13,750	15,000	258%	Variable & difficult to budget for
1642	Plumbing	41,855	45,833	50,000	84%	
1643	Building Search Fees	1,920	1,100	1,200	160%	
1644	Permit Administration	36,290	32,083	35,000	104%	
1645	Building Inspections	47,827	50,417	55,000	87%	
1647	Certificates of Likely Compliance	41,943	41,250	45,000	93%	
1651	Development Application Fees	138,523	64,167	70,000	198%	
1653	Subdivision Fees	15,348	3,208	3,500	439%	
1654	Advertising Fee	75,725	64,167	70,000	108%	
1655	Adhesion Orders	880	458	500	176%	
1656	Engineering Fees	10,486	1,833	2,000	524%	
1657	Public Open Space	24,987	18,333	20,000	125%	
1658	Illegal Building Fees	2,168	-	-		
	<b>Total Planning &amp; Bldg Control Fees</b>	<b>476,591</b>	<b>336,600</b>	<b>367,200</b>	130%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	<b>Government Fees Levies</b>					
1661	B.C.I Training Levy	43,028	27,500	30,000	143%	
1662	Building Permit Levy	21,514	15,583	17,000	127%	
1663	132 & 337 Certificates	127,002	110,000	120,000	106%	
1666	Right to Information	83	-	-		
	<b>Total Government Fees Levies</b>	<b>191,626</b>	<b>153,083</b>	<b>167,000</b>	<b>115%</b>	Volume higher than budgeted for
	<b>Investment Income</b>					
1671	Interest Income	20,651	32,083	35,000	59%	
1676	Dividends - TasWater	291,000	291,000	388,000	75%	
	<b>Total Investment Income</b>	<b>311,651</b>	<b>323,083</b>	<b>423,000</b>	<b>74%</b>	
	<b>Sales Hire and Commission</b>					
1681	Sales	52,413	87,175	95,100	55%	
1682	Commission	18,785	13,284	14,491	130%	
1683	Equipment Hire	91	-	-		
1684	Facilities and Hall Hire	42,749	36,667	40,000	107%	
1685	Facilities Leases	57,992	68,750	75,000	77%	
1687	History Room Other Income	-	-	-		
	<b>Total Sales Hire and Commission</b>	<b>172,031</b>	<b>205,875</b>	<b>224,591</b>	<b>77%</b>	
	<b>Other Income</b>					
1761	Late Payment Penalties inc Interest	89,453	73,333	80,000	112%	
1765	Private Works	73,665	18,333	20,000	368%	Variable & difficult to budget for
1766	Cemetery	19,273	18,333	20,000	96%	
1767	Contributions	16,299	-	-		MTB Collective and others
1768	Miscellaneous Income	581	-	-		
	<b>Total Other Income</b>	<b>199,271</b>	<b>110,000</b>	<b>120,000</b>	<b>166%</b>	
	<b>Reimbursements</b>					
1773	Workers Comp. Recoveries	41,176	1,833	2,000	2059%	Offset for an expense item
1775	Roundings	(273)	-	-		
1776	Miscellaneous Reimbursements	7,133	-	-		
1778	GST free reimbursements	5,850	-	-		
	<b>Total Reimbursements</b>	<b>53,886</b>	<b>1,833</b>	<b>2,000</b>	<b>2694%</b>	
	<b>Gain or Loss on Sale of Assets</b>					
1781	Profit or Loss on Sale of Assets	-		120,000	0%	
	<b>Total Gain or Loss on Sale of Assets</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	<b>0%</b>	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	<b>Grant Income</b>					
	<b>Operating Grants</b>					
1792	Financial Assistance Grant	4,064,278	2,896,944	2,896,944	140%	Early prepayment
1794	State Grants - Other	156,853	-	-		Well being grant
1794	Learner Driver Mentor Grant	19,924	20,000	20,000	100%	
1796	NRM Facilitator	2,000	-			
	<b>Total Operating Grants</b>	<b>4,243,055</b>	<b>2,916,944</b>	<b>2,916,944</b>	145%	
	<b>Capital Grants</b>					
1791	Roads to Recovery	1,838,182	1,651,281	2,201,708	83%	
1793	State Grants Other	750,616	204,000	204,000	368%	2021 flood damage etc
1791	Buildings			150,000		
1795	Other Grants	-	187,000	204,000	0%	
	<b>Total Capital Grants</b>	<b>2,588,798</b>	<b>2,042,281</b>	<b>2,759,708</b>	94%	
	<b>Total Revenue</b>	<b>18,732,946</b>	<b>16,404,470</b>	<b>17,468,726</b>	107%	
	<b>Expenses</b>					
	<b>Employee Costs</b>					
1811	Salaries and Wages	3,404,845	3,574,694	3,899,667	87%	
1812	On Costs	1,263,753	1,555,831	1,697,270	74%	
1813	Overtime Payments	48,245	35,632	38,871	124%	
1848	Net Oncosts	188,433	-			
	<b>Total Employee Costs</b>	<b>4,905,277</b>	<b>5,166,157</b>	<b>5,635,807</b>	87%	
	<b>Energy Costs</b>					
1851	Electricity	113,138	141,708	154,590	73%	
	<b>Total Energy Costs</b>	<b>113,138</b>	<b>141,708</b>	<b>154,590</b>	73%	
	<b>Materials and Contracts</b>					
1861	Advertising	47,396	53,625	58,500	81%	
1863	Bank Charges - GST	30,752	22,183	24,200	127%	More EFT transactions than budgeted for
1864	Books Manuals Publications	2,680	3,713	4,050	66%	
1865	Catering	10,465	15,033	16,400	64%	
1866	Bank Charges - FREE	648	917	1,000	65%	
1867	Computer Hardware Purchase	19,176	15,000	15,000	128%	Additional IT items over budget
1869	Computer Internet Charges	-	-	-		
1870	Computer Licence & Maint Fees	187,255	189,750	207,000	90%	
1872	Corporate Membership	121,112	130,000	144,790	84%	
1873	Debt Collection	11,896	14,667	16,000	74%	
1876	Stock Purchases for Resale	22,861	27,500	30,000	76%	
1890	Equipment Hire and Leasing	19,985	35,292	38,500	52%	
1891	Equip Maint & Minor Purchases	15,652	12,000	12,550	125%	More small equip than budgeted for

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
1893	Internet Billpay Costs	347	6,417	7,000	5%	
1895	Licensing and Licence Costs	54,245	85,643	93,429	58%	
1896	Land & Bldg Rental or Leasing Costs	45,661	45,833	50,000	91%	
1897	Materials	411,974	373,313	373,313	110%	
1898	Phone Calls Rental Fax	35,311	38,647	42,160	84%	
1899	Postage/Freight	35,237	22,906	24,988	141%	Projects such as LPS \$5.5k
1900	Printing/Laminating	-	4,125	4,500	0%	
1901	Property Insurance	130,461	138,500	138,500	94%	
1902	Room Hire	1,176	1,146	1,250	94%	
1904	Royalties and Production Licences	-	4,583	5,000	0%	
1905	Stationery	29,578	12,000	17,300	171%	Printing/laminating & projects included
1906	Water and Property rates Payable	82,455	96,983	105,800	78%	
1907	Loan Charges and Interest	1,980	-	-		
	<b>Total Materials and Contracts</b>	<b>1,318,303</b>	<b>1,349,775</b>	<b>1,431,230</b>	92%	
	<b>Contractor Costs</b>					
1971	Contractors	1,388,497	747,688	815,660	170%	Priv Works \$100k, Floods \$150k
1972	Cleaning Contractors	182,356	222,658	242,900	75%	
1973	Waste Management Contractors	946,816	1,115,200	1,216,582	78%	
	<b>Total Contractor Costs</b>	<b>2,517,669</b>	<b>2,085,547</b>	<b>2,275,142</b>	111%	
	<b>Professional Fees</b>					
1992	Audit Fees	32,241	36,667	40,000	81%	
1993	Legal Fees	72,587	43,542	47,500	153%	Variable & difficult to budget for
1994	Internal Audit Fees	3,982	6,417	7,000	57%	
1995	Revaluation Fees- Municipal only	21,500	25,667	28,000	77%	
1997	Prof Fees - Strategic Projects	-	45,833	50,000	0%	
1998	Other Professional Fees	282,389	168,300	183,600	154%	LPS \$12.5k Rec Trails \$43k
	<b>Total Professional Fees</b>	<b>412,698</b>	<b>326,425</b>	<b>356,100</b>	116%	
	<b>Plant Hire</b>					
2101	Plant Hire - Internal	687,595	481,250	525,000	131%	Investigation required
2102	Plant Hire - External	1,472	5,042	5,500	27%	
2103	Registration and MAIB	43,818	45,958	45,958	95%	
2104	Insurance Premiums	32,430	46,871	46,871	69%	
2105	Plant Repairs and Maintenance	299,577	149,705	163,315	183%	
2140	Plant Hire Recovered	(771,612)	(660,000)	(720,000)	107%	
2141	Fuel	209,778	136,400	148,800	141%	
2142	Fuel Credit	(22,137)	(13,750)	(15,000)	148%	
	<b>Total Plant Hire</b>	<b>480,920</b>	<b>191,476</b>	<b>200,444</b>	240%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
	<b>Government Fees and Levies</b>					
2255	Fire Levy	372,626	372,628	372,628	100%	
2257	Building Permit Levy	21,534	13,750	15,000	144%	
2258	Land Tax	60,823	56,813	56,813	107%	
2259	Training Levy	39,062	27,500	30,000	130%	
	<b>Total Government Fees and Levies</b>	<b>494,046</b>	<b>470,691</b>	<b>474,441</b>	<b>104%</b>	
	<b>Depreciation</b>					
2305	Depreciation Buildings	397,575	396,161	432,176	92%	
2306	Depreciation Roads and Streets	1,739,667	1,673,833	1,826,000	95%	
2307	Depreciation Bridges	423,880	418,550	456,600	93%	
2308	Depreciation Plant & Equipment	371,515	384,909	419,901	88%	
2310	Depreciation Stormwater Infrs	345,158	304,238	331,896	104%	
2311	Depreciation Furniture	119,641	101,061	110,248	109%	
2312	Depreciation Land Improvements	187,133	157,050	171,328	109%	
2313	Amortisation of Municipal Valu	19,800	22,917	25,000	79%	
	<b>Total Depreciation</b>	<b>3,604,370</b>	<b>3,458,719</b>	<b>3,773,148</b>	<b>96%</b>	
	<b>Other Expenses</b>					
2401	Interest Payable	171,791	172,000	290,009	59%	
2403	Bad & Doubtful Debts	7,107	-	-		
2404	Grants & Cty Support Given	96,744	99,050	198,100	49%	
2405	Rate Remissions	72,518	57,000	57,000	127%	
2406	Commercial rate relief	-	-	-		
2407	Waiver of Fees and Lease etc	2,696	-	-		
2408	Refunds/Reimbursements	17,029	-	-		
2409	Council Member Expenses	8,851	16,500	18,000	49%	
2410	Council Member Allowances	162,662	157,077	171,357	95%	
	<b>Total Other Expenses</b>	<b>539,398</b>	<b>501,627</b>	<b>734,466</b>	<b>73%</b>	
	<b>Total Expenses</b>	<b>14,385,819</b>	<b>13,692,125</b>	<b>15,035,368</b>	<b>96%</b>	
	<b>Net Surplus\ (Deficit) before Capital amounts</b>	<b>1,758,329</b>	<b>670,065</b>	<b>(446,350)</b>		
	Capital Grants	2,588,798	2,042,281	2,759,708	94%	
	Profit or Loss on Sale of Assets	-	-	120,000	0%	
	<b>Net Surplus\ (Deficit)</b>	<b>4,347,126</b>	<b>2,712,346</b>	<b>2,433,358</b>		

<b>Profit And Loss Statement</b>		
<b>2021-2022</b>		
	<b>Year to Date Actual</b>	<b>2021-2022 Budget</b>
<b>Business and Corporate Services</b>		
Total Government Fees Levies	83	-
Total Investment Income	311,651	423,000
Total Reimbursements	2,194	-
Total Capital Grants	208,196	-
Total Revenue	<b>522,123</b>	<b>423,000</b>
Total Employee Costs	706,996	770,743
Total Energy Costs	-	5,800
Total Materials and Contracts	402,506	532,800
Total Contractor Costs	8,969	8,900
Total Professional Fees	90,515	11,000
Total Plant Hire	10,502	14,360
Total Government Fees and Levies	-	180
Total Depreciation	104,695	129,756
Total Expenses	<b>1,324,183</b>	<b>1,473,539</b>
Net Surplus\ (Deficit) before Capital Income	<b>(1,010,255)</b>	<b>(1,050,539)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(802,060)</b>	<b>(1,050,539)</b>

	Year to Date Actual	2021-2022 Budget
<b>Development Services</b>		
Total Environmental Health	4,251	21,000
Total Municipal inspector	72,438	67,000
Total Planning And Building Control Fees	466,319	365,200
Total Government Fees Levies	191,544	167,000
Total Sales Hire and Commission	1,383	1,300
Total Reimbursements	656	-
Total Revenue	<b>736,591</b>	<b>621,500</b>
Total Employee Costs	856,661	917,742
Total Energy Costs	-	-
Total Materials and Contracts	56,442	63,120
Total Contractor Costs	20,447	2,500
Total Professional Fees	152,382	94,500
Total Plant Hire	9,521	9,025
Total Government Fees and Levies	60,596	45,000
Total Depreciation	10,576	11,567
Total Other Expenses	5,456	34,500
Total Expenses	<b>1,172,081</b>	<b>1,177,954</b>
Net Surplus\ (Deficit) before Capital Income	<b>(428,115)</b>	<b>(556,454)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(428,115)</b>	<b>(556,454)</b>
<b>Community Services</b>		
Total Other Income	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	39,406	20,000
Total Capital Grants	-	-
Total Revenue	<b>39,406</b>	<b>20,000</b>
Total Employee Costs	190,740	288,171
Total Energy Costs	-	-
Total Materials and Contracts	20,451	21,570
Total Contractor Costs	3,473	30,000
Total Professional Fees	58,595	10,000
Total Plant Hire	12,009	12,735
Total Government Fees and Levies	-	-
Total Depreciation	11,869	12,551
Total Other Expenses	92,373	163,600
Total Expenses	<b>389,510</b>	<b>538,627</b>
		-
Net Surplus\ (Deficit) before Capital Income	<b>(340,343)</b>	<b>(518,627)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(340,343)</b>	<b>(518,627)</b>

	Year to Date Actual	2021-2022 Budget
<b>Works and Infrastructure</b>		
Total Rates	2,422,235	2,347,377
Total Environmental Health	-	-
Total Municipal inspector	20,145	63,800
Total Planning And Building Control Fees	10,272	2,000
Total Investment Income	-	-
Total Sales Hire and Commission	98,367	160,000
Total Other Income	158,640	40,000
Total Reimbursements	55,284	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	647,959	1,675,694
Total Capital Grants	2,280,602	2,555,708
Total Revenue	<b>5,693,504</b>	<b>6,966,579</b>
Total Employee Costs	2,315,352	2,758,631
Total Energy Costs	106,682	143,790
Total Materials and Contracts	608,671	634,540
Total Contractor Costs	2,475,551	2,227,392
Total Professional Fees	42,100	42,600
Total Plant Hire	438,613	154,678
Total Government Fees and Levies	56,317	52,354
Total Depreciation	3,460,509	3,587,618
Total Other Expenses	201,063	290,009
Total Expenses	<b>9,704,858</b>	<b>9,891,613</b>
		-
Net Surplus\ (Deficit) before Capital Income	<b>(6,291,956)</b>	<b>(5,480,742)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(4,011,354)</b>	<b>(2,925,034)</b>

	Year to Date Actual	2021-2022 Budget
<b>Visitor Information Centre</b>		
Total Investment Income	-	-
Total Sales Hire and Commission	51,012	50,000
Total Gain or Loss on Sale of Assets	-	-
Total Capital Grants	-	-
Total Revenue	<b>59,114</b>	<b>50,000</b>
Total Employee Costs	133,358	141,290
Total Energy Costs	6,456	5,000
Total Materials and Contracts	97,256	36,700
Total Contractor Costs	9,230	6,350
Total Professional Fees	-	-
Total Plant Hire	805	-
Total Government Fees and Levies	1,806	1,600
Total Depreciation	2,464	16,136
Total Other Expenses	-	-
Total Expenses	<b>251,375</b>	<b>207,076</b>
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(192,260)</b>	<b>(157,076)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(192,260)</b>	<b>(157,076)</b>
	-	
<b>Governance and Members Expenses</b>	-	
Total Rates	7,976,968	7,869,106
Total Investment Income	-	-
Total Sales Hire and Commission	14,905	13,291
Total Other Income	89,453	80,000
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	651,774	1,221,250
Total Capital Grants	100,000	-
Total Revenue	<b>8,834,941</b>	<b>9,183,647</b>
Total Employee Costs	702,169	759,230
Total Energy Costs	-	-
Total Materials and Contracts	132,978	142,500
Total Contractor Costs	-	-
Total Professional Fees	73,466	198,000
Total Plant Hire	9,471	9,645
Total Government Fees and Levies	375,326	375,307
Total Depreciation	14,256	15,522
Total Other Expenses	240,506	246,357
Total Expenses	<b>1,548,172</b>	<b>1,746,561</b>
		-
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>7,186,770</b>	<b>7,437,087</b>
<b>Net Surplus\ (Deficit)</b>	<b>7,286,770</b>	<b>7,437,087</b>

	Year to Date Actual	2021-2022 Budget
<b>Council Total</b>		
Total Rates	10,399,202	10,216,483
Total Environmental Health	4,251	21,000
Total Municipal inspector	92,583	130,800
Total Planning And Building Control Fees	476,591	367,200
Total Government Fees Levies	191,626	167,000
Total Investment Income	311,651	423,000
Total Sales Hire and Commission	172,031	224,591
Total Other Income	248,093	120,000
Total Reimbursements	63,428	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	4,243,055	2,916,944
Total Capital Grants	2,588,798	2,555,708
Total Revenue	<b>18,791,309</b>	<b>17,264,726</b>
Total Employee Costs	4,905,277	5,635,807
Total Energy Costs	113,138	154,590
Total Materials and Contracts	1,318,303	1,431,230
Total Contractor Costs	2,517,669	2,275,142
Total Professional Fees	417,057	356,100
Total Plant Hire	480,920	200,444
Total Government Fees and Levies	494,046	474,441
Total Depreciation	3,604,370	3,773,148
Total Other Expenses	539,398	734,466
Total Expenses	<b>14,390,178</b>	<b>15,035,368</b>
<b>FAGS grant funds received in advance</b>		
Net Surplus\ (Deficit) before Capital Income	<b>1,812,333</b>	<b>(446,350)</b>
<b>Strategic Projects</b>		
Capital Income	2,588,798	2,675,708
Net Surplus\ (Deficit)	<b>4,401,131</b>	<b>2,229,358</b>

<b>Financial Position</b>				
<b>2021-2022</b>				
	<b>2020-2021 Actual</b>	<b>Year to Date Actual</b>	<b>Year to Date Budget</b>	<b>2021-2022 Revised Budget</b>
<b>Current Assets</b>				
Cash	10,547,940	13,415,930	9,924,123	6,054,838
Receivables	691,000	903,238	1,660,300	750,000
Inventories	58,000	81,235	120,000	120,000
Other Current Assets	24,000	57,956	45,000	45,000
<b>Total Current Assets</b>	<b>11,320,940</b>	<b>14,458,359</b>	<b>11,749,423</b>	<b>6,969,838</b>
<b>Non Current Assets</b>				
Property Plant and Equipment	162,049,000	162,595,300	158,618,153	167,103,187
Investment in TasWater	31,996,000	31,995,528	31,995,528	31,996,000
Other Non Current Assets	166,000	63,800	166,000	166,000
<b>Total Non -Current Assets</b>	<b>194,211,000</b>	<b>194,654,629</b>	<b>190,779,681</b>	<b>199,265,187</b>
<b>Total Assets</b>	<b>205,531,940</b>	<b>209,112,988</b>	<b>202,529,104</b>	<b>206,235,025</b>
<b>Current Liabilities</b>				
Payables	1,765,000	1,228,658	996,138	950,000
Interest Bearing Liabilities	1,882,469	1,170,652	1,170,652	1,872,273
Contract Liabilities	249,000	-	-	-
Provisions	867,000	836,540	900,000	900,000
<b>Total Current Liabilities</b>	<b>4,763,469</b>	<b>3,235,850</b>	<b>3,066,791</b>	<b>3,722,273</b>
<b>Non Current Liabilities</b>				
Interest Bearing Liabilities	6,314,379	6,285,778	6,285,778	6,255,845
Provisions	488,615	488,615	500,000	500,000
<b>Total Non Current Liabilities</b>	<b>6,802,994</b>	<b>6,774,393</b>	<b>6,785,778</b>	<b>6,755,845</b>
<b>Total Liabilities</b>	<b>11,566,463</b>	<b>10,010,243</b>	<b>9,852,569</b>	<b>10,478,118</b>
<b>Net Assets</b>	<b>193,965,477</b>	<b>199,102,745</b>	<b>192,676,535</b>	<b>195,756,907</b>
<b>EQUITY</b>				
Accumulated surplus	41,932,843	43,529,149	37,102,939	43,724,273
Asset revaluation reserve	151,471,634	155,012,595	155,012,595	151,471,634
Other reserves	561,000	561,000	561,000	561,000
<b>TOTAL EQUITY</b>	<b>193,965,477</b>	<b>199,102,745</b>	<b>192,676,535</b>	<b>195,756,907</b>
Other Reserves - detailed separately	561,000	561,000	561,000	561,000
Trust funds	652,000	-	-	652,000
Unspent grant funds	249,000	-	-	249,000
Employee Provisions	1,355,615	1,325,155	1,400,000	1,400,000
Unallocated accumulated surplus	7,730,325	11,529,776	7,963,123	3,192,838
<b>Total cash available</b>	<b>10,547,940</b>	<b>13,415,930</b>	<b>9,924,123</b>	<b>6,054,838</b>
Note: This reflects the cash position and does not include Payables and Receivables				

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

Estimated Cash Flow				
2021-2022				
	2020-2021 Actual	Year to Date Actual	Year to Date Budget	2021-2022 Revised Budget
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>RECEIPTS</b>				
Operating Receipts	15,766,000	18,294,162	14,710,593	14,589,018
<b>PAYMENTS</b>				
Operating payments	(12,642,000)	(13,172,928)	(10,323,702)	(11,262,220)
<b>NET CASH FROM OPERATING</b>	<b>3,124,000</b>	<b>5,121,234</b>	<b>4,386,891</b>	<b>3,326,798</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
<b>RECEIPTS</b>				
Proceeds from sale of Plant & Equipment	40,000	-	-	120,000
<b>PAYMENTS</b>				
Payment for property, plant and equipment	(8,767,000)	(4,130,224)	(6,341,173)	(8,827,335)
Capital Grants	5,819,000	2,588,798	2,042,281	2,759,708
Payments for financial assets	-	-	-	-
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(2,908,000)</b>	<b>(1,541,427)</b>	<b>(4,298,892)</b>	<b>(5,947,627)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
<b>RECEIPTS</b>				
Proceeds from borrowings	-	-	-	-
<b>PAYMENTS</b>				
Repayment of borrowings	(346,060)	(711,816)	(711,816)	(1,872,273)
Repayment of Lease Liabilities	-	-	-	-
Proceeds from trust funds and deposits	421,000	-	-	-
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>74,940</b>	<b>(711,816)</b>	<b>(711,816)</b>	<b>(1,872,273)</b>
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	<b>290,940</b>	<b>2,867,990</b>	<b>(623,817)</b>	<b>(4,493,102)</b>
<b>CASH AT BEGINNING OF YEAR</b>	<b>10,257,000</b>	<b>10,547,940</b>	<b>10,547,940</b>	<b>10,547,940</b>
<b>CASH AT END OF PERIOD</b>	<b>10,547,940</b>	<b>13,415,930</b>	<b>9,924,123</b>	<b>6,054,838</b>

Capital Expenditure							
2021-2022							
Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
	<b>PLANT &amp; EQUIPMENT</b>						
<b>CJ012</b>	1290 Toro Mower	45,364	45,364	-	30,000	45,364	Budget reallocation per decision of Council 10/21 14.5.225
<b>CJ015</b>	Toro G3 Z-Master 60" 4000 Series		17,292	-	27,000	17,292	Budget reallocation to Toro Mower per decision of Council 10/21 14.5.225
<b>CJ017</b>	1075 Isuzu Truck FVR1000	-	-	-	130,000	130,000	
<b>CJ025</b>	8T Excavator (second hand)		110,000	-	90,000	112,000	For St Helens WTS extra 22K from #1318 Hilux, per decision of Council 11/21 14.8.252
<b>CJ035</b>	Toro Mower (NEW)	-	-	-	-	18,000	18K from Asset 1318 Hilux, decision of Council 11/21 14.8.252
<b>CJ017</b>	Mobile water tank 10KL	-	-	-	40,000	40,000	
<b>CJ010</b>	1310 Nissan Navara - Asset Officer		45,040	-	45,000	45,000	
<b>CJ030</b>	1311 Nissan Navara - Valley TL	39,405	55,606	-	45,000	45,000	
	1318 Toyota Hilux 2 Door Flat Tray	-	-	-	40,000	-	Defer to 22/23 capital works program
<b>CI035</b>	1040 Mitsubishi Triton Ute 2009 WD Pool car		38,787	-	40,000	40,000	
<b>CJ020</b>	1375 Triton dual cab - Works Op Manager		40,314	-	45,000	45,000	
<b>CI015</b>	1226 Ute 2WD Tipper	32,633	32,633	30,000		30,000	
<b>CJ040</b>	1338 - 2017 Toyota Hilux - Trails Project Man	-	-	-	45,000	45,000	
<b>CI025</b>	1294 Dual Cab Ute 4WD	39,405	39,405	40,000	5,000	45,000	
	Mobile traffic control	-	-	-	50,000	50,000	To address changing compliance requirements
<b>CJ005</b>	Small Plant - VARIOUS		32,752	-	42,000	36,344	Budget reallocation to Toro Mower per decision of Council 10/21 14.5.225
	<b>FURNITURE &amp; IT</b>						
<b>CI070</b>	Additional sit down/stand up desks		2,440	-	2,500	2,500	
<b>CJ070</b>	IT - Server Upgrades 2021/22		33,880	-	34,000	34,000	
<b>CJ060</b>	Desktop/Laptops/Monitors 2020/21		18,768	-	12,000	12,000	
<b>CJ055</b>	RICOH Printers/Copiers - VIC		3,366	-	3,500	3,500	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ080	Town Christmas Decorations	4,343	4,343	-	5,000	5,000	
CJ065	Office 365 Migration from Exchange		9,450	-	10,000	10,000	
	UPS Battery replacement	-	-	-	4,000	4,000	
	<b>BUILDINGS</b>						
CC730	Old Tasmanian Hotel - New Storage Shed	-	-	72,200	45,000	56,000	Carry Over \$11k + \$10K additional Council Contrib + \$30K State Gov + \$5K Neighbourhood House
CI705	St Helens Works Depot - Cty Services Storage bldg		561	-	-	406	Completed
CI710	St Marys Railway Station Upgrades	-	-	25,000		25,000	
CI720	Marine Rescue Building - Additions		5,918	-	160,000	10,000	To be a contributed asset. Project run by ST Helens Marine Rescue
CH730	Portland Hall Upgrades		645	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
CJ705	St Marys Community Space - Unisex Toilet	17,272	63,527	-	80,000	80,000	Unisex Family Toilet Space - Design & Construct
CE770	Workspace Renovations - History Rooms		4,725	27,270		27,270	
CH705	Small projects - bus shelters and misc improvements	-	-	-	30,000	30,000	Bus Shelters/Small projects and improvements that cannot be considered maintenance
CJ710	Council Chambers additions and improvements	2,286	22,066	-	40,000	40,000	New Indoor/Outdoor Kitchen/Lunch Room Extension
CH720	Four Mile Creek Community Hub		1,500	-		-	Expense current spend. Project not proceeding.
	<b>PARKS, RESERVES &amp; OTHER</b>						
	Special Project - LPS & Strategic Planning Document Review	-	-	-	70,000	70,000	
	Special Project - Bay of Fires Master Plan, Recreational Trails Strategy	-	-	-	50,000	50,000	Part funded from PWS
7042	Special Project - Marine Strategy	-	-	-	40,000	40,000	
CI810	St Helens Sports Complex - Athletics building		12	48,601	-	48,601	
CI815	Shade Structures - Scamander Reserve		18,476	18,476	-	18,476	Project Complete
CI820	Playground equipment replacement program	-	-	20,000		20,000	
CI825	Playground equipment replacement program		5,739	50,000	20,000	70,000	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CI830	Resheet airport runway		107,959	100,000		100,000	Grant & Council funded project. \$70k from AG regional airports program and \$30k contrib by Council
CH815	Dog exercise area St Helens Improvements	9,692	9,692	-	10,000	10,000	
CH530	Car Parking & MTB Hub - Cecilia St Carpark		56,097	45,043		86,097	
CH830	Binalong Bay Playground site improvements	-	-	-	10,000	10,000	
CD815	Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building		92,354	120,000	30,600	120,000	Transfer \$30,600 from CE110
CF825	Parnella foreshore protection works	-	-	3,753	-	3,753	
CF805	Parnella/Foreshore Walkway	-	-	246,010	-	246,010	Existing grant prior year (State)
CH855	Flood Levee - Groom Street, St Marys Flood Mit.		7,444	-		7,444	Completed project
CH860	Flood Warning System - St Marys Flood Mitigation		975			-	
CI880	LRCI Phase 1 - Tourism Info Signage - Multiple		753	-	-	-	Completed project. Current year costs to expense
CJ815	Digital Noticeboard & PA System Flagstaff	4,482	26,541	-		19,485	Grant Funded \$19485 ex GST
CJ825	Bushfire Recovery Grant - Initial Application		14,193	-		-	breakdown of works and costs TBA. Application costs to be expensed
CJ825A	Mangana Telecommunications Cell	-	-			-	Bushfire Recovery Grant
CJ825B	Fingal Town Park Youth Playground	81	81			-	Bushfire Recovery Grant
CJ825C	St Marys Indoor Recreation Facility	1,196	1,196			-	Bushfire Recovery Grant
CJ825D	Fingal Community Shed	-	-			-	Bushfire Recovery Grant
CJ820	MTB - Bay of Fires EPIC Status	28,156	163,607	-		-	Costs to be expensed
CJ835	Aerodrome Fencing - Replacement		92,681	-		92,000	\$90,000 funding from the AG Regional Airport Program and \$2,000 contribution from Council.
CJ840	Georges Bay Walking Trail/St Helens Foreshore Path		21,118	-		-	Project Complete, spending this FY retention funds paid to contractor to be moved from Capex.
CJ855	St Helens Sports Complex New Lighting Towers		610	-		15,000	09/21.16.3 Contributed Asset - Council contribution, part of larger grant funded project.
	<b>TOTAL PARKS, RESERVES &amp; OTHER</b>	<b>43,606</b>	<b>619,528</b>	<b>651,883</b>	<b>230,600</b>	<b>1,026,866</b>	
CE110	Scamander entrance at Wrinklers		136,550	182,398		182,398	Transfer \$30,600 to CD815
CE105	LCRI Phase 3 - Cecilia St (Northern end)	-	-	-	80,000	-	To be considered for 22/23 budget
CJ105	Annual replacement of damaged footpaths		16,086	-	25,000	25,000	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CI110	Akaroa - Akaroa Ave		5,769	7,200		7,200	
CI115	Akaroa - Carnnell Place		6,318	6,300		6,300	
CI120	Binalong Bay - Coffey Drive		10,985	13,000	-	13,000	
CI105	Scamander - Scamander Ave		58	-	-	-	Project Completed
CJ160	Scamander - Scamander Ave		24,873				
	Lawry Heights Rd - St Helens - Existing Sub-division	-	-	55,000		55,000	Allocated to Lawry Heights Road in 21/22
CI140	Cobrooga (Mimosa/Jason) Drive - Footpath		49,085	40,000	30,000	70,000	Continue in 21/22
CH105	Binalong Bay Footpath - Main Road		22,360	24,082	-	24,082	
CF130	Parkside Foreshore Footpath	112,492	162,313	-	763,811	763,811	
CF125	Medea Cove Footpath/Road options	-	-	63,421	120,000	100,000	Requires grant funding in 22/23, \$100k of Council funds to be carried forward and matched with Grants funds in 22/23
CJ115	LRCI Phase 3 - Medeas Cove Esplanade – Pathway	12,462	47,971	-		110,000	Project Cost \$110k and fully funded under the AG LRCI Program - Phase 3.
CJ120	LRCI Phase 3 - Esk Main Road, St Marys – Pathway	38,193	136,873	-		200,000	Project Cost \$200,000 and fully funded under the AG LRCI Program - Phase 3.
CJ125	St Helens Lawry Heights 580m	3,277	3,277	-	104,000	104,000	
CJ110	St Helens Lawry Heights to Falmouth St	42	14,356	-	14,000	14,000	
CI855	LRCI Phase 1 - Shared Pathway - Binalong Bay		84,024	37,952	30,000	73,273	Funded under the AG LRCI Program - Phase 1.
CI865	LRCI Phase 1 - Shared Pathway - Scamander		154,698	103,966	-	130,966	Project complete and fully funded under the AG LRCI Program - Phase 1.
CI870	LRCI Phase 1 - Shared Pathway - Foreshore to Circassian		24,072	22,369	-	24,072	Project complete and fully funded under the AG LRCI Program - Phase 1.
CI885	LRCI Phase 2 - Shared Pathway - O'Connors Beach		92,226	92,174	-	92,435	Project complete and fully funded under the AG LRCI Program - Phase 2.
CI890	LRCI Phase 2 - Shared Pathway - Tasmn H'Way, Beaumaris		54,475	54,085		85,390	Fully funded under the AG LRCI Program - Phase 2.
CI895	LRCI Phase 2-Shared Pathway-Esk Main Rd, St Marys		50,000	50,000		50,000	Project complete and fully funded under the AG LRCI Program - Phase 2.
	<b>TOTAL FOOTPATHS</b>	<b>166,466</b>	<b>959,820</b>	<b>569,549</b>	<b>1,086,811</b>	<b>1,948,529</b>	
CI155	Atlas Drive - Landslip Control	-	-	40,000		40,000	Kerb and Channel replacement on western side
CH155	Byatt Court, Scamander	-	-	46,000		20,000	SW system assessment and new design

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
	<b>Replacements TBA</b>	-	-	22,000	28,000	50,000	
<b>CJ155</b>	Reedy Road, Beaumaris - Repairs		1,522	-		-	
<b>CG155</b>	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	20,000	20,000	40,000	
<b>CE165</b>	Treloggen Drive, Binalong Bay		27,662	-		45,000	
	<b>TOTAL KERB &amp; CHANNEL</b>	-	<b>29,184</b>	<b>128,000</b>	<b>48,000</b>	<b>195,000</b>	
<b>CJ305</b>	40 - Anchor Rd		34,908	10,100	22,796	32,896	
	39 - Anchor Rd	-	-	10,800	24,570	35,370	
<b>CI305</b>	903 - Ansons Bay Rd (Priory Rd)	-	-	-	101,501	101,501	
<b>CJ310</b>	901 - Ansons Bay Rd (Priory Rd)		26,129	-	36,660	36,660	
	902 - Ansons Bay Rd (Priory Rd)	-	-	-	36,568	36,568	
<b>CI305</b>	904 - Ansons Bay Rd (Priory Rd)	-	-	-	36,436	36,436	
<b>CJ401</b>	Priory Road (Cnr Reid Rd)		3,014				
<b>CJ315</b>	46 - Church Hill Rd		6,370	2,800	3,570	6,370	
<b>CJ320</b>	1081 - Sorell St	-	-	6,700		6,700	
<b>CJ325</b>	1024 - Franks St Fingal	-	-	3,400		3,400	
<b>CJ330</b>	1187 - Honeymoon Pt Rd		7,276	6,200		6,200	
<b>CJ335</b>	1178 - Jeanerret Beach Rd		1,728	800		800	
<b>CJ340</b>	47 - Johnston Rd		5,860	8,100		8,100	
<b>CJ345</b>	1053 - Louisa St	-	-	2,800		2,800	
<b>CJ345</b>	1051 - Louisa St	-	-	3,700		3,700	
<b>CJ346</b>	704 - U/N 1 Stieglitz	-	-	4,600		4,600	
<b>CJ350</b>	999 - Victoria St Part C	-	-	1,400		1,400	
<b>CJ350</b>	998 - Victoria St Part C	-	-	360		360	
<b>CJ350</b>	997 - Victoria St Part C	-	-	2,100		2,100	
<b>CJ325</b>	2138 - Franks St Fingal	-	-	3,795		3,795	
<b>CJ355</b>	1135 - Irishtown Rd Sect 1		30,065	-	29,757	29,757	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
<b>CJ355A</b>	1134 - Irishtown Rd Sect 2		32,865	-	32,487	32,487	
<b>CJ355B</b>	1133 - Irishtown Rd Sect 3		28,382	-	28,028	28,028	
<b>CJ360</b>	138 - St Patricks Head Rd		33,049	-	33,245	33,245	
<b>CJ365</b>	1168 - Nth Ansons Bay Rd	-	-	-	43,225	43,225	
<b>CJ365</b>	1167 - Nth Ansons Bay Rd	-	-	-	60,970	60,970	
<b>CJ370</b>	2258 - McKerchers Rd	-	-	8,190		8,190	
<b>CJ370</b>	2259 - McKerchers Rd	-	-	9,623		9,623	
<b>CJ370</b>	2260 - McKerchers Rd	-	-	2,662		2,662	
<b>CJ375</b>	2380 - Tims Creek Rd	-	-	6,880		6,880	
<b>CJ380</b>	2392 - Tyne Rd	-	-	6,370		6,370	
<b>CJ380</b>	2393 - Tyne Rd	-	-	7,262		7,262	
<b>CJ380</b>	2394 - Tyne Rd	-	-	6,166		6,166	
<b>CJ385</b>	2303 - Old Roses Tier Rd	-	-	6,848		6,848	
	2176 - Honeymoon Point Rd	-	-	1,401		1,401	
<b>CF325</b>	Upper Scamander Road, Scamander	-	-	-	15,000	15,000	
	Fingal Streets	-	-	6,500		6,500	
<b>CG345</b>	German Town Road, St Marys	-	-	6,980		6,980	
<b>CG350</b>	Dublin Town Road, St Marys	-	-	15,000		15,000	
	<b>TOTAL RESHEETING</b>	-	<b>209,647</b>	<b>151,537</b>	<b>504,813</b>	<b>656,350</b>	
	<b>RESEALS</b>						
<b>CJ475</b>	913 - Ansons Bay Rd		33,615	-	4,550	4,550	
	922 - Ansons Bay Rd	-	-	-	27,606	27,606	
<b>CJ427</b>	1029 - Bagot St		12,588	-	8,710	8,710	
<b>CJ415</b>	328 - Cornwall Rd		9,875	-	14,621	14,621	
<b>CJ425</b>	1075 - Flemming St		15,750	-	8,165	8,165	
	1076 - Flemming St	-	-	-	7,974	7,974	
<b>CJ420</b>	1025 - Franks St		413	-	644	644	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ430	1069 - Grant St		17,769	-	7,314	7,314	
	1070 - Grant St	-	-	-	12,876	12,876	
CJ435	1019 - Gray St		8,758	-	13,843	13,843	
CJ405	759 - Hilltop Dve	4,531	4,531	-	5,298	5,298	
CJ440	1066 - Horne St		2,563	-	2,261	2,261	
	1066 - Horne St	-	-	-	8,008	8,008	
CJ445	1094 - Legge St Fingal		26,030	-	8,886	8,886	
	1095 - Legge St Fingal	-	-	-	9,612	9,612	
	1096 - Legge St Fingal	-	-	-	8,100	8,100	
CJ450	657 - Lomond Pl		2,867	-	3,493	3,493	
CJ410	764 - Main Rd, Binalong Bay	8,583	8,583	-	10,920	10,920	
CJ495	857 - Main St, St Marys	-	-	-	7,360	7,360	
CJ465	637 - Mangana St, Mathinna	-	-	-	2,044	2,044	
CJ480	172 - Mathinna Rd		23,040	-	25,119	25,119	
CJ490	391 - Medeas Cove Esp		9,187	-	10,661	10,661	
CJ455	1102 - Peddar St		10,692	-	2,711	2,711	
	1103 - Peddar St	-	-	-	11,404	11,404	
CJ485	273 - Rossarden Rd		50,096	-	53,983	53,983	
CJ470	71 - St Columba Falls Rd		67,691	-	7,500	7,500	
	72 - St Columba Falls Rd	-	-	-	38,584	38,584	
CJ460	1005 - Victoria St Part B		24,213	-	15,987	15,987	
	1006 - Victoria St Part B	-	-	-	2,958	2,958	
	1007 - Victoria St Part B	-	-	-	7,613	7,613	
CI460	Giblin Street, Mathinna		4,239	-		-	
CJ498	764 - Main Road Binalong Bay		63,221	-	50,000	50,000	
	765 - Main Road Binalong Bay	-	-	-	50,000	50,000	
CH495	St Marys - Esk Main Road Storey to Groom Street		8,916	50,000		50,000	Subject only to DSG plan to place new overlay over Story St
CI520	Upper Scamander Road		1,275	-	-	-	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CI525	Gardens Road - Digouts		36,814	-	250,000	250,000	Multiple digouts
CI525A	Gardens Road - Widening		39,766	-		-	
CI525B	Gardens Road - Digouts Sect 2		16,520	-		-	
CI525C	Gardens Road - Digouts Sect 3		24,166	-		-	
CI525D	Gardens Road - Digouts Sect 4		24,166	-		-	
CI530	Medeas Cove Esplanade Reconstruction - part b		41,057	-	100,000	70,000	Part B Reconstruct
CJ525	Mathinna Road	-	-	-	200,000	150,000	Address multiple defects, \$50k reallocation per decision of Council 11/21 14.6.250
CJ505	Ansons Bay Road		146,227	-	350,000	400,000	Multiple digouts & extension of sealing works at Bosses Crk. \$50k reallocation per Council decision 11/21.14.6.250
CJ505A	Ansons Bay Road - SHEET	21,955	88,536	-		-	
CJ505B	Ansons Bay Road - SEAL		45,733	-		-	
CI540	Skyline Drive Intersection Upgrade		20,515	-		-	
CG505	St Helens Pt Rd - near Cunningham St Jetty		42,694	-	47,406	47,406	
CI545	216 - Mathinna Plains Road	102,109	140,352	-	185,000	185,000	
	<b>Road Intersection Upgrade Works</b>	-	-	-	50,000	50,000	
CI495	Pavement Investigations Ansons Bay Rd		284	-		-	
CI591	Asphalt Johns St, Cornwall		6,006	-		-	
	Ansons Bay Rd seal 800m	-	-	-	50,000	50,000	
CH510	Atlas Drive - Retaining Wall Anchor		180	35,204	30,000	70,000	Additional funding required due to complexity of works at the site.
CI535	Gardens Road - Sight Distance Works		6,871	-		-	\$200K Black Spot Funding
CH560	Road Network - Sign Replacement	-	-	-	25,000	25,000	
	LRCI Phase 3 Projects allocated to 22/23	-	-	-	1,294,812	984,812	Projects determined for 22/23 amount to be c/forward. Projects to be fully funded under the AG LRCI Program.
CJ520	LRCI Phase 2 - Road sealing - Franks St, Falmouth		94,432	-	259,896	104,667	Combined Project Budget for Frank/Morission St Sealing of \$209,334. Project fully funded by the AG LRCI Program. Budget split 50:50.
CJ520A	LRCI Phase 2- Road sealing - Morrison St, Falmouth		116,648	-		104,667	
CJ530	Roundabout - Medea & Quail Sts, St Helens	7,435	9,370	-		90,000	\$60K under the Black Spot Road Fund Program & \$30K by Council
	<b>TOTAL ROADS OTHER</b>	<b>131,499</b>	<b>901,613</b>	<b>35,204</b>	<b>2,842,114</b>	<b>2,581,552</b>	
	<b>ROADS TOTAL</b>	<b>311,080</b>	<b>2,641,452</b>	<b>1,116,688</b>	<b>5,010,543</b>	<b>6,062,634</b>	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
	<b>BRIDGES</b>						
<b>CG210</b>	B760 Bent St, Mathinna		13,874	-	5,500	30,000	Replace deck
	B2177 St Patricks Head Road	-	-	-	30,000	30,000	Replace deck
	B7010 Rattrays Road	-	-	-	40,000	40,000	Replace deck
<b>CJ805</b>	Kirrwins Beach Jetty	60,074	111,768	-	142,000	122,718	Replace Jetty - funded by MAST
<b>CJ810</b>	Beauty Bay Jetty		81,532	-	62,000	81,282	Replace Jetty - funded by MAST
	<b>STORMWATER</b>						
<b>CJ655</b>	Minor stormwater Jobs		17,228	-	50,000	50,000	
<b>CI685</b>	Treloggens Track		- 732	30,000		30,000	
	Osprey Drive	-	-	-	10,000	10,000	Design only
<b>CD655</b>	Implement SWMP priorities	14	150	-		-	
<b>CG665</b>	Freshwater Street / Lade Court (Beaumaris)	-	-	-	-	-	
<b>CG670</b>	Medea St - Opposite Doepel St		11,226	11,226		11,226	Project reviewed - no additional capital exp required.
	Peron Stormwater System - design only	-	-	-	30,000	30,000	
<b>CH655</b>	Beaumaris Ave	-	-	18,460	25,000	25,000	CFWD
	<b>TOTAL STORMWATER</b>	<b>14</b>	<b>27,872</b>	<b>59,686</b>	<b>115,000</b>	<b>156,226</b>	
	<b>WASTE MANAGEMENT</b>						
<b>CI630</b>	Rehabilitation of former Binalong Bay Tip	-	-	5,000		5,000	Contingency sum only - no immediate requirement to undertake works
	Scamander - waste paint container station	-	-	-	15,000	15,000	
<b>CI615</b>	Scamander WTS - Inert Landfill		5,818	4,910	20,000	20,000	Regulatory/consulting
<b>CJ605</b>	St Marys WTS - Addition to Existing Building	-	-	-	45,000	45,000	Potential grant funding application - roof only to front side and over existing container
	Scamander WTS retaining wall replacement	-	-	-	52,000	52,000	Contingency for potential replacement - condition monitoring in place for existing asset
	<b>WASTE MANAGEMENT TOTAL</b>	-	<b>5,818</b>	<b>9,910</b>	<b>132,000</b>	<b>137,000</b>	
	<b>Total Capital expenditure</b>	<b>595,482</b>	<b>4,130,224</b>	<b>2,039,570</b>	<b>6,917,643</b>	<b>8,827,335</b>	

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

**OFFICER'S RECOMMENDATION:**

That the report be received.

**INTRODUCTION:**

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

**PREVIOUS COUNCIL CONSIDERATION:**

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

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

Staff roster is operating normally.

**Meetings Attended/Other information:**

Visitor numbers are continuing to drop off, averaging under 50 per day for May with the highest day less than 100 and the lowest down to 24.

VIC staff noted:

- One staff member attended the Tasmanian Visitor Information Network (TVIN) meeting in Launceston and met with representatives from Information Centres from the north of the State.
- Had a comment from a tourist that it was nice to see an Information Centre that was open seven (7) days a week (as they have found a lot are closed over the weekend) while travelling around Tasmania and also the amount of material that we have on hand promoting our area.
- Even though our visitor numbers through the centre were down this month compared to May last year, our overall visitors for this financial year are above last year.
- Familiarisation visits (famils) have been arranged during June, assisting staff members with promotion and building relationships with businesses/operators.
- Visitors in May were mainly from Victoria, New South Wales and Queensland with a few couples/small groups from New Zealand.

History Room Curator provided additional information:

- Remarkable Australians and their boats: This exhibition from the Australian National Maritime Museum is now on display in the museum through to October 2022.
- Reconciliation Week: A themed display was in the foyer cabinet for this week.
- New Foyer Display: 'Finer Things In Life' is now available for viewing.
- New Volunteer: A St Helens school student is now volunteering with the St Helens History Room, at this stage one day a week after school.
- Weldborough Cemetery: Friends of St Helens History Room have contracted a Heritage Builder to repair the Chinese Memorial and Burner at the cemetery in Weldborough. Photos will be made available shortly. Work is almost completed.
- 'The Chinese Experience': Although the video is still not working, progress has been made with identifying the fault and obtaining the source video files if not recoverable.
- Bay of Fires Winter Arts Prize: The 2016 prize winning artworks are being made available for display as part of this year's Festival.
- Statistics for May 2022 is comparable to previous years going back 10 years. Income remains on a par which is heartening.
- CHART Funding: Successful grant funds have been allocated to upgrading software (MOSAIC v.12) and an air purifier unit has been purchased and installed.
- 'Safe Passage' Book launch: Is scheduled for Sunday 10 July 2022, reverting to the St Helens History Room from 1pm now that numbers are no longer restricted. This is Garry Richardson's 7<sup>th</sup> book with lighthouses around Tasmania the topic. Invitations have been distributed.

#### Statistics:

#### Door Counts:

Month/Year	Visitor Numbers	Daily Average	History Room
May 2013	1,449	46.74	129
May 2014	1,605	53.50	139
May 2015	1,889	60.93	105
May 2016	1,818	58.64	95
May 2017	1,856	59.87	77
May 2018	1,460	47.09	77
May 2019	1,267	40.87	92
May 2020	NIL	NIL	NIL
May 2021	1,773	57.19	99
May 2022	1,458	47.03	74

**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
January	4,909.95	426.00	86.65
February	6,123.46	427.00	151.66
March	8,054.27	502.00	170.40
April	4,690.85	407.20	126.05
May	4,377.35	290.00	165.80

**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.

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Bob Hoogland, Manager Corporate Services
<b>FILE REFERENCE</b>	014\002\001\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Budget Estimates 2022-2023

**OFFICER'S RECOMMENDATION:**

That Council adopt the 2022/2023 Budget Estimates document inclusive of:

1. Budget Income Statement
2. Budgeted Statement of Financial Position
3. Budgeted Cash Flow Statement

and,

That in accordance with the provisions of the *Local Government Act 1993*, Council adopts the rates and charges for the period 1 July 2022 to 30 June 2023 in accordance with the resolutions which follow.

**1. General Rate:**

- 1.1 Pursuant to Section 90 of the *Local Government Act 1993*, Council makes the following general rate on all rateable land (excluding land which is exempt pursuant to the provisions of Section 87) within the Municipal area of Break O'Day for the period commencing 1 July 2022 and ending 30 June 2023, namely a rate of 6.35200 cents in the dollar on the assessed annual value (as adjusted) of the land.
- 1.2 Pursuant to Section 90(4) of the *Local Government Act 1993*, Council sets a minimum amount payable in respect of the general rate of \$589.30.
- 1.3 Pursuant to Section 107(1)(a) of the *Local Government Act 1993*, Council declares by absolute majority, that the general rate is varied as follows:
  - (a) for land which has the defined use, of primary production forestry, in accordance with the list provided by the Valuer General, a varied general rate of 10.77017 cents in the dollar of the assessed annual value (as adjusted) of the land
  - (b) for land which has the defined use, of commercial, in accordance with the list provided by the Valuer General, a varied general rate of 7.831 cents in the dollar of the assessed annual value (as adjusted) of the land
  - (c) for land which has the defined use, of primary production, in accordance with the list provided by the Valuer General, a varied general rate of 5.41940 cents in the dollar of the assessed annual value (as adjusted) of the land

## **2. Service Charges:**

Pursuant to Sections 93, 93A, 94, and 95 of the *Local Government Act 1993*, Council makes the following service rates and service charges on all rateable land within the municipal area of Break O'Day (including land which is otherwise exempt from rates pursuant to Section 87 but excluding Crown Land to which Council does not supply any of the following services) for the period commencing 1 July 2022 and ending on the 30 June 2023, namely:

### **2.1 Waste Management:**

Service charges for different waste management services as follows;

#### 2.1.1 Waste Infrastructure

For the making available of waste management services to all land within the municipal area comprising waste disposal areas, waste transfer stations and related waste management facilities, \$226.00.

#### 2.1.2 Waste Collection Services

- (a) for making available the service of a 140 litre mobile waste bin collection within each collection area, \$100.00 per bin; and
- (b) for each additional 140 litre mobile waste bin collection within each collection area, \$100.00 per bin.
- (c) for making available the service of a 240 litre mobile waste bin collection within each collection area, \$164.00 per bin; and
- (d) for each additional 240 litre mobile waste bin collection within each collection area, \$164.00 per bin
- (e) for making available the service of a 240 litre mobile recycling collection within each collection area, \$103.00 per bin; and
- (f) for each additional 240 litre mobile recycling collection within each collection area, \$103.00 per bin.

#### 2.1.3 Waste Collection Services – Exceptions

Pursuant to Section 94(3) Council declares, by absolute majority, that the service charges for waste management are each varied within the municipal area according to each of the following factors;

- (a) where land is within a collection area pursuant to sub-paragraph 2.1.2(a), (c) or (e) but is vacant and is not used for any purpose, vary the collection service charge to nil;
- (b) where improved land is within a collection area pursuant to sub-paragraph 2.1.2(a), (c) or (e) but either of the following two conditions apply:
  - (i) the capital value is \$3,000 or less above the land value; or
  - (ii) is considered to not be habitable;vary the collection service charge to nil;
- (c) where land to which sub-paragraphs 2.1.2 (a), (c) or (e) apply is used as a sporting or recreational facility and is a jetty, boat shed, boat ramp or slipway, vary the service charges to nil.

## 2.2 Fire Protection (fire service contribution):

Pursuant to Section 93A of the *Local Government Act 1993* Council makes the following service rates in respect of the fire service contributions it must collect under the Fire Service Act 1979 for the rateable parcels of land within the Municipal area as follows:

<i>District</i>	<i>Cents in the Dollar of AAV</i>
Volunteer brigade rating district	.3692080
General land	.2264350

Pursuant to Section 93(3) of the *Local Government Act 1993* Council sets a minimum amount payable in respect of this service rate of \$44.00.

## 3. Separate Land:

For the purposes of these resolutions the rates and charges shall apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the Valuation of Land Act 2001.

## 4. Adjusted Values:

For the purposes of each of these resolutions any reference to assessed annual value includes a reference to that value as adjusted pursuant to Section 89 of the *Local Government Act 1993*.

## 5. Instalment Payment:

Pursuant to Section 124 of the *Local Government Act 1993*, Council:

- (a) decides that all rates are payable by all rate payers by four (4) instalments which must be of approximately equal amounts.
- (b) determines that the dates by which instalments are to be paid shall be as follows:
  - (i) The first instalment on or before 6 September 2022;
  - (ii) The second instalment on or before 8 November 2022;
  - (iii) The third instalment on or before 7 February 2023; and
  - (iv) The fourth instalment on or before 2 May 2023.
- (c) where a ratepayer fails to pay any instalment within 21 days of the date on which the rates are due, the full amount owing becomes due and payable in accordance with Section 124 (5) of the *Local Government Act 1993*.

## 6 Discount:

Pursuant to Section 130 of the *Local Government Act 1993* Council offers to all of the ratepayers who are liable to pay rates and charges, a discount of 2% of the rates and charges if they are paid, and received by Council, by one payment on or before 6 September 2022.

## **7. Penalty and Interest:**

Pursuant to Section 128 of the *Local Government Act 1993*, if any rate or instalment is not paid, and received by Council, on or before the date it falls due then:

- (a) there is payable a penalty of 6% of the unpaid rate or instalment; and
- (b) there is payable a daily interest charge of 0.0222740% (8.13% per annum) in respect of the unpaid rate or instalment for the period during which it is unpaid.

## **8. Words and Expressions:**

Words and expressions used both in these resolutions and in the *Local Government Act 1993* or the *Fire Service Act 1979* have in these resolutions the same respective meanings as they have in those Acts.

## **INTRODUCTION:**

The Budget Estimates and Rates Resolution are considered annually in accordance with Section 82 of the *Local Government Act 1993* and are prepared in accordance with Council's Long Term Financial Plan.

## **PREVIOUS COUNCIL CONSIDERATION:**

Council adopts its budget every financial year. The Budget Estimates and Rates Resolution 2022-2023 has been considered by individual managers and the management team and preliminary rating, Fees & Charges and operating and capital budget estimates were considered at previous Council Workshops.

## **OFFICER'S REPORT:**

Council adopted, in principle, its Long Term Financial Plan, with the intent of:

- Ideally aiming to generate a small operational accounting surplus each year;
- Ensuring the maintenance and renewal of existing assets and services;
- Funding new assets and services as identified as priorities by Council;
- Having a long term plan for levels of rates and charges.

The Estimates were prepared in accordance with the Long Term Financial Plan (LTFP) and with the intent of moving to a budgeted operational surplus, building on the progress in 2021-2022. As per the most recent adopted LTFP, we would be moving to an operating result of \$(279,000).

Since the LTFP was last updated, the CPI increases for Hobart and Australia became available, with the Reserve Bank indicating that CPIs of over 5% are likely for at least the next twelve months. The Local Government or Council Cost Index is usually higher than CPI and the most recent rate available for 2021 – 2022 is 4.06% and indicating significant cost impacts in the year ahead.

As identified in 2021-2022 and foreshadowed for 2022-2023, we have an ongoing concern with waste disposal costs, generally and specifically with respect to the state government disposal levy.

As our Long Term Financial Plan was based on rate increases above CPI, this budget has incorporated a rate increase of 3.75%. This endeavours to balance the cost impacts of inflationary pressures on Council with the same impacts affecting our ratepayers and community. Although this is a significant increase, it is less than the guidance increases from the LTFP of above CPI increases.

An item of significance affecting the operational result is the pre-payment of Council's Financial Assistance Grant for 2022/2023. Although this has improved Council's operating result for 2021/2022, it does take away from the budgeted operating result for 2022/2023 and therefore the operating deficit is greater than expected.

With respect to rating increases, the Valuer General's Department has provided interim valuation changes which Council must implement in the 2022/2023 rating process. As interim valuations are based on "desktop assessments" and can rely in limited property transactions, the general rate increase has been applied to each differential rating category separately and the cents in the \$ reduced accordingly. Waste and collection charges have been increased significantly to endeavour to keep pace with increasing costs, particularly the state government's waste levy.

#### **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:**

In accordance with Sections 71 and 82 of the *Local Government Act 1993*.

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

The financial implications to Council for the 2022-2023 financial year are outlined in the Budget Estimates document.

#### **VOTING REQUIREMENTS:**

Absolute Majority.

# DRAFT Budget Estimates

## 2022-2023



Version 1 – May 2022  
Version 2 – June 2022

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## Introduction – Budget 2022 - 2023

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Provided below is an overview of the changes to the rates resolution for the 2022/2023 financial year. In general, although it is Council intention to operate at a small surplus, this has not been possible due to the significant impacts of the 2020/2021 pandemic support measures and the flow on from these to Council operations and the very significant inflationary pressures on costs such as fuel. Although many of the operating impacts are across Council operations, many are specific to waste operations and therefore funding the true cost of these operations is addressed in this budget:

### General Rate

Due to strong inflationary pressures, it is necessary to implement a 3.75% increase on the general rate for residential, commercial, primary production and forestry properties for the 2022/2023 financial year.

The state government has implemented interim re-valuations for the municipality which would have changed the relative proportions of contribution to the overall general rate. On that basis, Council has amended the cents in the dollar for each differential rate category to recover the 3.75% general rate increase from each property (except where an individual property has had changes to its capital value).

Vacant residential valuations increased more than other residential properties and therefore may have had a significantly greater general rate increase than 3.75% but most of these incur the minimum rate and therefore are not affected.

Residential, Commercial and Primary Production were 8.10 cents in the \$ in 2021/2022 and are reduced to 6.352, 7.831 and 5.41940 respectively. Forestry general rate reduces to 10.77017 cents in the \$ down from 16.60368 cents in the \$ in 2021/2022. The minimum General rate has increased by 3.75% to \$589.30.

### Waste Management

Increased costs to dispose of waste and recycling, as well as a state waste levy being implemented, Council has had to increase the waste Infrastructure charge by 13% to \$226.00 per tenement (\$200.00 2021/2022).

### Kerbside Collection Charges

General waste collection charges are unchanged and have been set at;

140 litre service	\$100.00
240 litre service	\$164.00

Recycling collection charge has been increased by 22.6% due to increased cost of disposal and has been set at;

240 litre service	\$103.00
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#### Fire Levy

Contributions required of Council to the State Fire Commission are set by the state government. Due to the valuation changes, the cents in the dollar have been decreased similar to the general rate to 0.226435 for the urban areas and .3692080 for the rural areas. The minimum rate for the fire levy is set at \$44.00 (\$42.00 - 2021/2022).

#### Penalty & Interest

The interest percentage maximums are set by legislation, under S.128 of the *Local Government Act 1993*. The maximum percentage that can be charged for 2022/2023 is 8.13%, which is an increase on the 2021/2022 financial year (7.87%).

Council has not made any changes to the current penalty rate, which is an immediate charge of 6% of the unpaid instalment amount.

#### Discount

The discount percentage provided to ratepayers for paying rates in full is unchanged from 2021/2022 at to 2%.

## 1. Rates Resolution

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That in accordance with the provisions of the *Local Government Act 1993*, Council adopts the rates and charges for the period 1 July 2022 to 30 June 2023 in accordance with the resolutions which follow.

### 1. General Rate:

- 1.1 Pursuant to Section 90 of the *Local Government Act 1993*, Council makes the following general rate on all rateable land (excluding land which is exempt pursuant to the provisions of Section 87) within the Municipal area of Break O'Day for the period commencing 1 July 2022 and ending 30 June 2023, namely a rate of 6.35200 cents in the dollar on the assessed annual value (as adjusted) of the land.
- 1.2 Pursuant to Section 90(4) of the *Local Government Act 1993*, Council sets a minimum amount payable in respect of the general rate of \$589.30.
- 1.3 Pursuant to Section 107(1)(a) of the *Local Government Act 1993*, Council declares by absolute majority, that the general rate is varied as follows:
  - (a) for land which has the defined use, of primary production forestry, in accordance with the list provided by the Valuer General, a varied general rate of 10.77017 cents in the dollar of the assessed annual value (as adjusted) of the land
  - (b) for land which has the defined use, of commercial, in accordance with the list provided by the Valuer General, a varied general rate of 7.831 cents in the dollar of the assessed annual value (as adjusted) of the land
  - (c) for land which has the defined use, of primary production, in accordance with the list provided by the Valuer General, a varied general rate of 5.41940 cents in the dollar of the assessed annual value (as adjusted) of the land

### 2. Service Charges:

Pursuant to Sections 93, 93A, 94, and 95 of the *Local Government Act 1993*, Council makes the following service rates and service charges on all rateable land within the municipal area of Break O'Day (including land which is otherwise exempt from rates pursuant to Section 87 but excluding Crown Land to which Council does not supply any of the following services) for the period commencing 1 July 2022 and ending on the 30 June 2023, namely:

#### 2.1 Waste Management:

Service charges for different waste management services as follows;

##### 2.1.1 Waste Infrastructure

For the making available of waste management services to all land within the municipal area comprising waste disposal areas, waste transfer stations and related waste management facilities, \$226.00.

### 2.1.2 Waste Collection Services

- (a) for making available the service of a 140 litre mobile waste bin collection within each collection area, \$100.00 per bin; and
- (b) for each additional 140 litre mobile waste bin collection within each collection area, \$100.00 per bin.
- (c) for making available the service of a 240 litre mobile waste bin collection within each collection area, \$164.00 per bin; and
- (d) for each additional 240 litre mobile waste bin collection within each collection area, \$164.00 per bin
- (e) for making available the service of a 240 litre mobile recycling collection within each collection area, \$103.00 per bin; and
- (f) for each additional 240 litre mobile recycling collection within each collection area, \$103.00 per bin.

### 2.1.3 Waste Collection Services – Exceptions

Pursuant to Section 94(3) Council declares, by absolute majority, that the service charges for waste management are each varied within the municipal area according to each of the following factors;

- (a) where land is within a collection area pursuant to sub-paragraph 2.1.2(a), (c) or (e) but is vacant and is not used for any purpose, vary the collection service charge to nil;
- (b) where improved land is within a collection area pursuant to sub-paragraph 2.1.2(a), (c) or (e) but either of the following two conditions apply:
  - (i) the capital value is \$3,000 or less above the land value; or
  - (ii) is considered to not be habitable;vary the collection service charge to nil;
- (c) where land to which sub-paragraphs 2.1.2 (a), (c) or (e) apply is used as a sporting or recreational facility and is a jetty, boat shed, boat ramp or slipway, vary the service charges to nil.

### **2.2 Fire Protection (fire service contribution):**

Pursuant to Section 93A of the *Local Government Act 1993* Council makes the following service rates in respect of the fire service contributions it must collect under the Fire Service Act 1979 for the rateable parcels of land within the Municipal area as follows:

<i>District</i>	<i>Cents in the Dollar of AAV</i>
Volunteer brigade rating district	.3692080
General land	.2264350

Pursuant to Section 93(3) of the *Local Government Act 1993* Council sets a minimum amount payable in respect of this service rate of \$44.00.

**3. Separate Land:**

For the purposes of these resolutions the rates and charges shall apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the Valuation of Land Act 2001.

**4. Adjusted Values:**

For the purposes of each of these resolutions any reference to assessed annual value includes a reference to that value as adjusted pursuant to Section 89 of the *Local Government Act 1993*.

**5. Instalment Payment:**

Pursuant to Section 124 of the *Local Government Act 1993*, Council:

- (a) decides that all rates are payable by all rate payers by four (4) instalments which must be of approximately equal amounts.
- (b) determines that the dates by which instalments are to be paid shall be as follows:
  - (i) The first instalment on or before 6 September 2022;
  - (ii) The second instalment on or before 8 November 2022;
  - (iii) The third instalment on or before 7 February 2023; and
  - (iv) The fourth instalment on or before 2 May 2023.
- (c) where a ratepayer fails to pay any instalment within 21 days of the date on which the rates are due, the full amount owing becomes due and payable in accordance with Section 124 (5) of the *Local Government Act 1993*.

**6. Discount:**

Pursuant to Section 130 of the *Local Government Act 1993* Council offers to all of the ratepayers who are liable to pay rates and charges, a discount of 2% of the rates and charges if they are paid, and received by Council, by one payment on or before 6 September 2022.

**7. Penalty and Interest:**

Pursuant to Section 128 of the *Local Government Act 1993*, if any rate or instalment is not paid, and received by Council, on or before the date it falls due then:

- (a) there is payable a penalty of 6% of the unpaid rate or instalment; and
- (b) there is payable a daily interest charge of 0.0222740% (8.13% per annum) in respect of the unpaid rate or instalment for the period during which it is unpaid.

**8. Words and Expressions:**

Words and expressions used both in these resolutions and in the *Local Government Act 1993* or the *Fire Service Act 1979* have in these resolutions the same respective meanings as they have in those Acts.

**John Brown**  
**General Manager**

## 2. Budget Income Statement

	2020-2021	2021-2022 Expected 30 June 22	2022-2023 Estimate	Comments
<b>INCOME</b>				
Rates and Charges	9,770,000	10,343,691	10,952,767	
User Charges	1,313,000	1,032,109	1,048,696	
Grants	1,683,063	1,583,193	840,445	75% 2022/2023 FAGS received in advance
Other Income	278,000	218,436	232,402	
Investment Income	303,000	483,000	483,369	
<b>Total Income</b>	<b>13,347,063</b>	<b>13,660,430</b>	<b>13,557,679</b>	
<b>Capital Income</b>				
Capital grants	5,573,000	2,713,373	4,141,381	
Profit or Loss on Sale of Assets	(988,000)	-	120,000	
<b>Total Income</b>	<b>17,932,063</b>	<b>16,373,802</b>	<b>17,819,060</b>	
<b>EXPENSES</b>				
Employee Expenses	5,073,000	5,385,121	5,852,332	
Materials and Services	5,136,000	5,555,021	5,738,731	
Depreciation and amortisation	3,802,000	3,928,046	3,943,626	
Other expenses	1,587,000	747,089	731,217	
<b>Total Expenses</b>	<b>15,598,000</b>	<b>15,615,279</b>	<b>16,265,905</b>	
FAGs in advance	1,520,937	2,373,968	1,582,645	\$800k additional FAGs in advance in 2021/2022, and less in 2022/2023
<b>Net Operating Surplus\ (Deficit)</b>	<b>(730,000)</b>	<b>419,119</b>	<b>(1,125,581)</b>	
<b>Net Surplus\ (Deficit)</b>	<b>2,334,063</b>	<b>3,132,492</b>	<b>3,135,800</b>	

### 3. Budgeted Cash Flow Statement

	2020-2021 Actual	2021-2022 Expected 30June22	2022-2023 Budget
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>RECEIPTS</b>			
Operating Receipts	15,766,000	16,034,398	15,140,324
<b>PAYMENTS</b>			
Operating payments	(12,642,000)	(11,675,232)	(12,310,279)
<b>NET CASH FROM OPERATING</b>	<b>3,124,000</b>	<b>4,359,165</b>	<b>2,830,045</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>RECEIPTS</b>			
Proceeds from sale of Plant & Equipment	40,000	-	120,000
<b>PAYMENTS</b>			
Payment for property, plant and equipment	(8,767,000)	(7,697,325)	(9,173,791)
Capital Grants	5,819,000	2,713,373	4,141,381
Payments for financial assets	-	-	-
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(2,908,000)</b>	<b>(4,983,953)</b>	<b>(4,912,410)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>RECEIPTS</b>			
Proceeds from borrowings	-	-	-
<b>PAYMENTS</b>			
Repayment of borrowings	(346,060)	(1,872,273)	(389,023)
Repayment of Lease Liabilities	-	(12,000)	(12,000)
Proceeds from trust funds and deposits	421,000	-	-
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>74,940</b>	<b>(1,884,273)</b>	<b>(401,023)</b>
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	<b>290,940</b>	<b>(2,509,060)</b>	<b>(2,483,388)</b>
<b>CASH AT BEGINNING OF YEAR</b>	<b>10,257,000</b>	<b>10,547,940</b>	<b>8,038,880</b>
<b>CASH AT END OF PERIOD</b>	<b>10,547,940</b>	<b>8,038,880</b>	<b>5,555,492</b>

## 4. Budget Balance Sheet and Equity

	2020-2021 Actual	2021-2022 Expected 30 June 22	2021-2022 Budget	2022-2023 Budget
<b>Current Assets</b>				
Cash	10,547,940	8,038,880	6,054,838	5,555,492
Receivables	691,000	600,000	750,000	650,000
Inventories	58,000	120,000	120,000	100,000
Other Current Assets	24,000	30,000	45,000	30,000
<b>Total Current Assets</b>	<b>11,320,940</b>	<b>8,788,880</b>	<b>6,969,838</b>	<b>6,335,492</b>
<b>Non Current Assets</b>				
Property Plant and Equipment	162,049,000	160,049,455	167,103,187	165,279,620
Investment in TasWater	31,996,000	31,996,000	31,996,000	31,996,000
Other Non Current Assets	166,000	166,000	166,000	166,000
<b>Total Non -Current Assets</b>	<b>194,211,000</b>	<b>192,211,455</b>	<b>199,265,187</b>	<b>197,441,620</b>
<b>Total Assets</b>	<b>205,531,940</b>	<b>201,000,335</b>	<b>206,235,025</b>	<b>203,777,112</b>
<b>Current Liabilities</b>				
Payables	1,765,000	950,000	950,000	950,000
Interest Bearing Liabilities	1,882,469	389,024	1,872,273	406,545
Contract Liabilities	249,000	-	-	-
Provisions	867,000	900,000	900,000	900,000
<b>Total Current Liabilities</b>	<b>4,763,469</b>	<b>2,239,024</b>	<b>3,722,273</b>	<b>2,256,545</b>
<b>Non Current Liabilities</b>				
Interest Bearing Liabilities	6,314,379	5,866,821	6,255,845	5,460,278
Provisions	488,615	500,000	500,000	500,000
<b>Total Non Current Liabilities</b>	<b>6,802,994</b>	<b>6,366,821</b>	<b>6,755,845</b>	<b>5,960,278</b>
<b>Total Liabilities</b>	<b>11,566,463</b>	<b>8,605,845</b>	<b>10,478,118</b>	<b>8,216,823</b>
<b>Net Assets</b>	<b>193,965,477</b>	<b>192,394,490</b>	<b>195,756,907</b>	<b>195,560,289</b>
<b>EQUITY</b>				
Accumulated surplus	41,932,843	36,820,894	43,724,273	43,527,655
Asset revaluation reserve	151,471,634	155,012,595	151,471,634	151,471,634
Other reserves	561,000	561,000	561,000	561,000
<b>TOTAL EQUITY</b>	<b>193,965,477</b>	<b>192,394,490</b>	<b>195,756,907</b>	<b>195,560,289</b>
Other Reserves - detailed separately	561,000	561,000	464,628	561,000
Trust funds	652,000	652,000	-	652,000
Unspent grant funds	249,000	-	-	-
Employee Provisions	1,355,615	1,400,000	1,379,015	1,400,000
Unallocated accumulated surplus	7,730,325	5,425,880	3,887,495	2,942,492
<b>Total cash available</b>	<b>10,547,940</b>	<b>8,038,880</b>	<b>5,731,138</b>	<b>5,555,492</b>

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

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

## 5. Budget 2022 – 2023 Revenue

		2021-2022 Expected 30June22	2022-2023 Budget	% of Annual Budget used	Comments
<b>1600</b>	<b>Revenues</b>				
1611	General Rate	7,696,442	8,010,311	96%	
1612	Waste Charges	1,318,210	1,487,984	89%	
1613	Fire Levy	374,853	374,853	100%	
1614	Tips & Transfer Stations	183,855	220,626	60%	
1615	Recycling Charges	392,339	482,332	81%	
1616	Early Settlement Discounts	(104,954)	(108,103)	97%	
1617	Wheelie Bin Charges	482,946	484,764	100%	
	<b>Total Rates</b>	<b>10,343,691</b>	<b>10,952,767</b>	<b>94%</b>	
	<b>Environmental Health</b>				
1621	Waste Disposal Fees	-	-		
1622	Inspection Fees	6,000	6,000	0%	
1623	Health/Food Licence Fees and Fines	14,000	14,000	15%	
1624	Immunisations	1,000	1,000	79%	
1625	Sampling	-	-		
1626	Place of Assembly Licence	-	-		
	<b>Total Environmental Health</b>	<b>21,000</b>	<b>21,000</b>	<b>14%</b>	
	<b>Municipal Inspector</b>				
1631	Kennel Licences	1,200	1,200	12%	
1632	Dog Registrations	50,100	50,100	19%	
1633	Dog Impoundment Fees & Fines	2,500	2,500	15%	
1634	Dog Replacement Tags	-	-		
1635	Caravan Fees and Fines	68,309	70,000	98%	
1636	Fire Abatement Charges	2,000	2,000	0%	
1637	Infringement Notices	10,000	10,000	-4%	
	<b>Total Municipal inspector</b>	<b>134,109</b>	<b>135,800</b>	<b>57%</b>	
	<b>Building Control Fees</b>				
1641	Building Fees	41,000	42,359	57%	
1642	Plumbing	49,000	40,000	72%	
1643	Building Search Fees	2,000	2,000	75%	
1644	Permit Administration	40,000	42,165	57%	
1645	Building Inspections	53,000	54,810	57%	
1647	Certificates of Likely Compliance	48,000	49,504	57%	
1651	Development Application Fees	115,000	118,660	57%	
1653	Subdivision Fees	8,000	8,617	57%	
1654	Advertising Fee	82,000	84,843	57%	
1655	Adhesion Orders	1,000	1,112	57%	
1656	Engineering Fees	11,000	11,903	57%	

		2021-2022 Expected 30June22	2022-2023 Budget	% of Annual Budget used	Comments
1657	Public Open Space	22,000	20,000	65%	
1658	Illegal Building Fees	3,000	-		
	<b>Total Planning &amp; Building Control Fees</b>	<b>475,000</b>	<b>475,972</b>	59%	
	<b>Government Fees Levies</b>				
1661	B.C.I Training Levy	45,000	45,593	58%	
1662	Building Permit Levy	22,000	22,797	58%	
1663	132 & 337 Certificates	143,000	143,966	58%	
	<b>Total Government Fees Levies</b>	<b>210,000</b>	<b>212,355</b>	58%	
	<b>Investment Income</b>				
1671	Interest Income	18,000	18,369	58%	
1676	Dividends - TasWater	465,000	465,000	42%	
	<b>Total Investment Income</b>	<b>483,000</b>	<b>483,369</b>	42%	
	<b>Sales Hire and Commission</b>				
1681	Sales	60,000	67,633	38%	
1682	Commission	17,000	19,683	52%	
1684	Facilities and Hall Hire	40,000	41,253	56%	
1685	Facilities Leases	75,000	75,000	55%	
	<b>Total Sales Hire and Commission</b>	<b>192,000</b>	<b>203,568</b>	49%	
	<b>Other Income</b>				
1761	Late Payment Penalties inc Interest	80,000	80,000	65%	
1765	Private Works	80,000	65,000	97%	
1766	Cemetery	20,000	25,402	58%	
1767	Contributions	-	60,000	4%	
	<b>Total Other Income</b>	<b>180,000</b>	<b>230,402</b>	57%	
	<b>Reimbursements</b>				
1773	Workers Comp. Recoveries	30,374	2,000	1519%	
1776	Miscellaneous Reimbursements	5,286	-		
1778	GST free reimbursements	2,776	-		
	<b>Total Reimbursements</b>	<b>38,436</b>	<b>2,000</b>	1908%	
	<b>Gain or Loss on Sale of Assets</b>				
1781	Profit or Loss on Sale of Assets	-	120,000	0%	
	<b>Total Gain or Loss on Sale of Assets</b>	<b>-</b>	<b>120,000</b>	0%	
	<b>Grant Income</b>				
	<b>Operating Grants</b>				
1792	Financial Assistance Grant	1,539,716	790,445	100%	75% 2022/2023 FAGS received in advance
1794	State Grants - Other	21,477	-		

		2021-2022 Expected 30June22	2022-2023 Budget	% of Annual Budget used	Comments
1794	Learner Driver Mentor Grant	20,000	50,000	40%	
1796	NRM Facilitator	2,000			
	<b>Total Operating Grants</b>	<b>1,583,193</b>	<b>840,445</b>	99%	
	<b>Capital Grants</b>				
1791	Federal Capital Grants	2,201,708	3,641,381	13%	
1793	State Grants Other	511,665	500,000	102%	
	<b>Total Capital Grants</b>	<b>2,713,373</b>	<b>4,141,381</b>	24%	
	<b>Total Revenue</b>	<b>16,373,802</b>	<b>17,819,060</b>	73%	

## 6. Budget 2022 – 2023 Expenses

		2021-2022 Expected 30June22	2022-2023 Budget	% of Annual Budget used	Comments
	<b>Employee Costs</b>				
1811	Salaries and Wages	3,564,167	3,917,062	53%	
1812	On Costs	1,782,083	1,931,485	41%	
1813	Overtime Payments	38,871	40,897	70%	
1848	Net Oncosts	-	(37,113)		
	<b>Total Employee Costs</b>	<b>5,385,121</b>	<b>5,852,332</b>	52%	
	<b>Energy Costs</b>				
1851	Electricity	154,590	154,890	45%	
	<b>Total Energy Costs</b>	<b>154,590</b>	<b>154,890</b>	45%	
	<b>Materials and Contracts</b>				
1861	Advertising	58,500	54,000	52%	
1862	Accom Receipts & Park Passes-Hist Rm	-	-		
1863	Bank Charges - GST	38,268	31,200	72%	
1864	Books Manuals Publications	4,050	3,933	54%	
1865	Catering	16,400	15,400	56%	
1866	Bank Charges - FREE	1,000	1,000	27%	
1867	Computer Hardware Purchase	30,042	15,000	200%	
1868	Computer Software Purchase	-	-		
1869	Computer Internet Charges	-	-		
1870	Computer Licence & Maintenance Fees	207,000	208,200	63%	
1871	Commission Paid	-	-		
1872	Corporate Membership	144,790	144,790	84%	
1873	Debt Collection	16,000	16,000	26%	
1875	Public Liability Insurance	-	-		
1876	Stock Purchases for Resale	30,000	30,000	41%	
1890	Equipment Hire and Leasing	38,500	38,500	35%	
1891	Equipment Maint & Minor Purchases	12,550	10,550	144%	
1893	Internet Billpay Costs	7,000	7,000	3%	
1894	IVR Charges	-	-		
1895	Licensing and Licence Costs	93,429	139,278	25%	
1896	Land & Building Rental or Leasing Costs	50,000	50,000	61%	
1897	Materials	373,313	407,275	64%	
1898	Phone Calls Rental Fax	42,160	41,160	55%	
1899	Postage/Freight	24,988	17,208	145%	
1900	Printing/Laminating	4,500	6,000	0%	
1901	Property Insurance	138,500	128,500	93%	
1902	Room Hire	1,250	1,250	85%	
1904	Royalties and Production Licences	5,000	5,000	0%	
1905	Stationery	17,300	19,057	128%	

		2021-2022 Expected 30June22	2022-2023 Budget	% of Annual Budget used	Comments
1906	Water and Property rates Payable	105,800	106,880	56%	
1907	Loan Charges and Interest	-	2,000	99%	
	<b>Total Materials and Contracts</b>	<b>1,460,341</b>	<b>1,499,182</b>	65%	
	<b>Contractor Costs</b>				
1971	Contractors	1,100,000	860,107	110%	
1972	Cleaning Contractors	210,000	251,039	45%	
1973	Waste Management Contractors	1,216,582	1,315,487	44%	
	<b>Total Contractor Costs</b>	<b>2,526,582</b>	<b>2,426,633</b>	68%	
	<b>Professional Fees</b>				
1992	Audit Fees	40,000	45,000	45%	
1993	Legal Fees	70,000	65,000	87%	
1994	Internal Audit Fees	7,000	7,000	37%	
1995	Revaluation Fees- Municipal only	28,000	28,000	51%	
1996	Professional Fees - Grant funded	-	60,000	0%	
1997	Professional Fees - Strategic Projects	50,000	50,000	0%	
1998	Other Professional Fees	260,000	394,618	43%	
	<b>Total Professional Fees</b>	<b>455,000</b>	<b>649,618</b>	41%	
	<b>Plant Hire</b>				
2101	Plant Hire - Internal	525,000	562,842	85%	
2102	Plant Hire - External	5,500	5,500	16%	
2103	Registration and MAIB	45,958	47,554	92%	
2104	Insurance Premiums	30,612	46,222	66%	
2105	Plant Repairs and Maintenance	210,000	229,797	79%	
2140	Plant Hire Recovered	(720,000)	(745,200)	72%	
2141	Fuel	390,000	393,862	36%	
2142	Fuel Credit	(25,000)	(30,000)	47%	
	<b>Total Plant Hire</b>	<b>462,070</b>	<b>510,577</b>	64%	
	<b>Government Fees and Levies</b>				
2255	Fire Levy	372,626	372,628	50%	
2257	Building Permit Levy	22,000	22,797	65%	
2258	Land Tax	56,813	56,813	44%	
2259	Training Levy	45,000	45,593	54%	
	<b>Total Government Fees and Levies</b>	<b>496,439</b>	<b>497,831</b>	50%	
	<b>Depreciation</b>				
2305	Depreciation Buildings	433,620	432,176	59%	
2306	Depreciation Roads and Streets	1,893,715	1,893,715	58%	
2307	Depreciation Bridges	462,082	462,082	58%	
2308	Depreciation Plant & Equipment	398,790	412,411	56%	
2310	Depreciation Stormwater Infra	373,985	373,985	58%	

		2021-2022 Expected 30June22	2022-2023 Budget	% of Annual Budget used	Comments
2311	Depreciation Furniture	138,086	138,087	58%	
2312	Depreciation Land Improvements	206,168	206,169	58%	
2313	Amortisation of Municipal Valuation	21,600	25,000	50%	
	<b>Total Depreciation</b>	<b>3,928,046</b>	<b>3,943,626</b>	58%	
	<b>Other Expenses</b>				
2401	Interest Payable	290,009	271,341	55%	
2404	Grants and Community Support Given	198,100	182,600	30%	
2405	Rate Remissions	62,385	74,234	84%	
2407	Waiver of Fees and Lease etc	1,646	1,457	113%	
2408	Refunds/Reimbursements	261	-		
2409	Council Member Expenses	18,000	28,000	20%	
2410	Council Member Allowances	176,688	173,584	59%	
	<b>Total Other Expenses</b>	<b>747,089</b>	<b>731,217</b>	52%	
	<b>Total Expenses</b>	<b>15,615,279</b>	<b>16,265,905</b>	57%	
	FAG's received prior year in advance	2,373,968	1,582,645	0%	
	<b>Net Surplus\ (Deficit) before Capital amounts</b>	<b>419,119</b>	<b>(1,125,581)</b>		
	Capital Grants	2,713,373	4,141,381	24%	
	Profit or Loss on Sale of Assets	-	120,000	0%	
	<b>Net Surplus\ (Deficit)</b>	<b>3,132,492</b>	<b>3,135,800</b>		

## 7. Budget 2022 – 2023 Department

### Business & Corporate Services

	2021-2022 Budget	2022-2023 Budget
Total Environmental Health	-	-
Total Municipal inspector	-	-
Total Planning And Building Control Fees	-	-
Total Government Fees Levies	-	-
Total Investment Income	423,000	483,369
Total Sales Hire and Commission	-	-
Total Other Income	-	-
Total Reimbursements	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	-	-
Total Capital Grants	-	-
Total Revenue	423,000	483,369
Total Employee Costs	770,743	725,734
Total Energy Costs	5,800	5,800
Total Materials and Contracts	532,800	523,611
Total Contractor Costs	8,900	14,900
Total Professional Fees	11,000	108,500
Total Plant Hire	14,360	17,858
Total Government Fees and Levies	180	180
Total Depreciation	129,756	154,130
Total Other Expenses	-	-
Total Expenses	1,473,539	1,550,713
Net Surplus\ (Deficit) before Capital Income	(1,050,539)	(1,067,345)
<b>Net Surplus\ (Deficit)</b>	<b>(1,050,539)</b>	<b>(1,067,345)</b>

### Development Services

	2021-2022 Budget	2022-2023 Budget
Total Environmental Health	21,000	21,000
Total Municipal inspector	67,000	72,000
Total Planning And Building Control Fees	365,200	464,447
Total Government Fees Levies	167,000	212,355
Total Investment Income	-	-
Total Sales Hire and Commission	1,300	1,706
Total Other Income		
Total Reimbursements	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	-	-
Total Capital Grants	-	-
<b>Total Revenue</b>	<b>621,500</b>	<b>771,509</b>
Total Employee Costs	917,742	928,118
Total Energy Costs	-	-
Total Materials and Contracts	63,120	57,870
Total Contractor Costs	2,500	10,000
Total Professional Fees	94,500	293,018
Total Plant Hire	9,025	13,153
Total Government Fees and Levies	45,000	68,390
Total Depreciation	11,567	12,350
Total Other Expenses	34,500	19,000
<b>Total Expenses</b>	<b>1,177,954</b>	<b>1,401,898</b>
Net Surplus\ (Deficit) before Capital Income	<b>(556,454)</b>	<b>(630,389)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(556,454)</b>	<b>(630,389)</b>

### Community Services

	2021-2022 Budget	2022-2023 Budget
Total Environmental Health	-	-
Total Municipal inspector	-	-
Total Planning And Building Control Fees	-	-
Total Government Fees Levies	-	-
Total Investment Income	-	-
Total Sales Hire and Commission	-	15,000
Total Other Income	-	-
Total Reimbursements	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	20,000	50,000
Total Capital Grants	-	-
Total Revenue	<b>20,000</b>	<b>65,000</b>
Total Employee Costs	288,171	303,455
Total Energy Costs	-	300
Total Materials and Contracts	21,570	24,650
Total Contractor Costs	30,000	31,500
Total Professional Fees	10,000	10,000
Total Plant Hire	12,735	14,045
Total Government Fees and Levies	-	-
Total Depreciation	12,551	15,600
Total Other Expenses	163,600	163,600
Total Expenses	<b>538,627</b>	<b>563,150</b>
	-	-
Net Surplus\ (Deficit) before Capital Income	<b>(518,627)</b>	<b>(498,150)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(518,627)</b>	<b>(498,150)</b>

### Works and Infrastructure

	2021-2022 Budget	2022-2023 Budget
Total Rates	2,347,377	2,675,706
Total Environmental Health	-	-
Total Municipal inspector	63,800	63,800
Total Planning And Building Control Fees	2,000	11,525
Total Government Fees Levies	-	-
Total Investment Income	-	-
Total Sales Hire and Commission	160,000	126,253
Total Other Income	40,000	150,402
Total Reimbursements	2,000	2,000
Total Gain or Loss on Sale of Assets	120,000	120,000
Total Operating Grants	1,675,694	1,302,991
Total Capital Grants	2,555,708	4,141,381
Total Revenue	<b>6,966,579</b>	<b>8,594,058</b>
Total Employee Costs	2,758,631	3,193,329
Total Energy Costs	143,790	143,790
Total Materials and Contracts	634,540	714,351
Total Contractor Costs	2,227,392	2,363,883
Total Professional Fees	42,600	42,600
Total Plant Hire	154,678	449,853
Total Government Fees and Levies	52,354	52,354
Total Depreciation	3,587,618	3,729,542
Total Other Expenses	290,009	290,032
Total Expenses	<b>9,891,613</b>	<b>10,979,734</b>
	-	-
Net Surplus\{(Deficit) before Capital Income	<b>(5,480,742)</b>	<b>(6,527,057)</b>
<b>Net Surplus\{(Deficit)</b>	<b>(2,925,034)</b>	<b>(2,385,676)</b>

**Visitor Information Centre**

	<b>2021-2022 Budget</b>	<b>2022-2023 Budget</b>
Total Environmental Health	-	-
Total Municipal inspector	-	-
Total Planning And Building Control Fees	-	-
Total Government Fees Levies	-	-
Total Investment Income	-	-
Total Sales Hire and Commission	50,000	45,615
Total Other Income	-	-
Total Reimbursements	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	-	-
Total Capital Grants	-	-
<b>Total Revenue</b>	<b>50,000</b>	<b>45,615</b>
Total Employee Costs	141,290	115,250
Total Energy Costs	5,000	5,000
Total Materials and Contracts	36,700	36,700
Total Contractor Costs	6,350	6,350
Total Professional Fees	-	-
Total Plant Hire	-	-
Total Government Fees and Levies	1,600	1,600
Total Depreciation	16,136	16,356
Total Other Expenses	-	-
<b>Total Expenses</b>	<b>207,076</b>	<b>181,256</b>
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(157,076)</b>	<b>(135,641)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(157,076)</b>	<b>(135,641)</b>

### Governance and Members Expenses

	2021-2022 Budget	2022-2023 Budget
Total Rates	7,869,106	8,277,061
Total Environmental Health	-	-
Total Municipal inspector	-	-
Total Planning And Building Control Fees	-	-
Total Government Fees Levies	-	-
Total Investment Income	-	-
Total Sales Hire and Commission	13,291	14,994
Total Other Income	80,000	80,000
Total Reimbursements	-	-
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	1,221,250	1,070,099
Total Capital Grants	-	-
Total Revenue	<b>9,183,647</b>	<b>9,442,155</b>
Total Employee Costs	759,230	586,446
Total Energy Costs	-	-
Total Materials and Contracts	142,500	142,000
Total Contractor Costs	-	-
Total Professional Fees	198,000	195,500
Total Plant Hire	9,645	15,668
Total Government Fees and Levies	375,307	375,307
Total Depreciation	15,522	15,648
Total Other Expenses	246,357	258,584
Total Expenses	<b>1,746,561</b>	<b>1,589,153</b>
	-	-
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>7,437,087</b>	<b>7,853,001</b>
<b>Net Surplus\ (Deficit)</b>	<b>7,437,087</b>	<b>7,853,001</b>

**Council Total**

	<b>2021-2022 Budget</b>	<b>2022-2023 Budget</b>
Total Rates	10,216,483	10,952,767
Total Environmental Health	21,000	21,000
Total Municipal inspector	130,800	135,800
Total Planning And Building Control Fees	367,200	475,972
Total Government Fees Levies	167,000	212,355
Total Investment Income	423,000	483,369
Total Sales Hire and Commission	224,591	203,568
Total Other Income	120,000	230,402
Total Reimbursements	2,000	2,000
Total Gain or Loss on Sale of Assets	120,000	120,000
Total Operating Grants	2,916,944	2,423,090
Total Capital Grants	2,555,708	4,141,381
<b>Total Revenue</b>	<b>17,264,726</b>	<b>19,401,705</b>
Total Employee Costs	5,635,807	5,852,332
Total Energy Costs	154,590	154,890
Total Materials and Contracts	1,431,230	1,499,182
Total Contractor Costs	2,275,142	2,426,633
Total Professional Fees	356,100	649,618
Total Plant Hire	200,444	510,577
Total Government Fees and Levies	474,441	497,831
Total Depreciation	3,773,148	3,943,626
Total Other Expenses	734,466	731,217
<b>Total Expenses</b>	<b>15,035,368</b>	<b>16,265,905</b>
Net Surplus\ (Deficit) before Capital Income	<b>(446,350)</b>	<b>(1,125,581)</b>
<b>Strategic Projects</b>		
Capital Income	2,675,708	4,261,381
<b>Net Surplus\ (Deficit)</b>	<b>2,229,358</b>	<b>3,135,800</b>

## 8. Capital Budget

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<b>Funding Sources</b>	
<b>External</b>	
Grants - Capital	4,141,381
Loan Funds	-
Plant & Vehicle Sales	120,000
<b>Internal</b>	
Unrestricted cash & investments	4,912,410
<b>Total Funding Sources</b>	<b>9,173,791</b>

## 9. Capital Budget - Expenses

Project Code	Details	Estimated Carry Forward @ 30/06/2022	2022-2023 Estimate	2022-2023 Budget + c/fwd	Comments
	<b>PLANT &amp; EQUIPMENT</b>				
	<b>Replacement of the following vehicles</b>				
	Vehicle Management Tracking System		30,000	30,000	
	Airport Self Starting Generator		16,000	16,000	Subject to regional airport grant funding of \$12k
	1336 Building Services Coordinator		45,000	45,000	
	H66ZW - DS Pool Car		40,000	40,000	
	1339 General Manager		55,000	55,000	
	1369 Manager Community Services		36,000	36,000	
	Manager Infra & Development Services		36,000	36,000	
	Turf Mower Replacement		80,000	80,000	2nd hand Mower - Contingent of co-funding from St Helens Football Club 50:50
	1321 Fuso Fighter		130,000	130,000	Truck with HYAB (on-board crane)
	1219 Street Sweeper		150,000	150,000	
	Mower Trailer		20,000	20,000	
	1084 - Box Trailer		3,000	3,000	
	1252 Box Trailer		3,000	3,000	
	1080 Box Trailer		3,000	3,000	
	1097 - Pavement Roller (self propelled)		30,000	30,000	
	Mobile Porta-loo		4,000	4,000	Additional unit
CJ005	Small Plant - VARIOUS		40,000	40,000	
	<b>TOTAL PLANT &amp; EQUIPMENT</b>	-	<b>721,000</b>	<b>721,000</b>	
	<b>FURNITURE &amp; IT</b>				
CI070	Additional sit down/stand up desks		1,500	1,500	
	IT - Exchange Upgrade 2022/23		20,000	20,000	
	Spatial Upgrade		10,000	10,000	
	IT - SANS		30,000	30,000	
	Desktop replacements 2022/23		15,000	15,000	
	Tablet/Laptop Replacement - Councillors		20,000	20,000	
	Planning & Reporting Software		15,000	15,000	
	Street furniture & signage		20,000	20,000	
	<b>TOTAL FURNITURE &amp; IT</b>	-	<b>131,500</b>	<b>131,500</b>	
	<b>BUILDINGS</b>				
CI720	Marine Rescue Building - Additions	4,000	20,000	24,000	To be a contributed asset. Project run by St Helens Marine Rescue. Additions plus gantry.
	Fingal Community Shed (Old Tas Hotel)		378,497	378,497	BSBR Grant
	Managana Communications Cell		115,119	115,119	BSBR Grant
	St Marys Indoor Recreation Facility		1,146,727	1,146,727	BSBR Grant
CH730	Portland Hall Upgrades	6,000		6,000	Audio visual equipment to be purchased and installed.

Project Code	Details	Estimated Carry Forward @ 30/06/2022	2022-2023 Estimate	2022-2023 Budget + c/fwd	Comments
	Scamander Sports Complex		50,000	50,000	Solar Panel & Kitchen upgrade - Contrib from Scamander Sports Complex \$20k
	St Marys Hall Upgrades	50,000		50,000	Solar Panel = \$35K + \$15K for Heating - Refer Council Motion
	St Helens Croquet proposal		20,000	20,000	
CH705	Small projects - bus shelters and misc improvements	30,000		30,000	Bus Shelters/Small projects and improvements that cannot be considered maintenance
CJ710	Council Chambers additions and improvements	10,000	30,000	40,000	New Indoor/Outdoor Kitchen/Lunch Room Extension, Painting outside.
	<b>TOTAL BUILDINGS</b>	<b>100,000</b>	<b>1,760,343</b>	<b>1,860,343</b>	
	<b>PARKS, RESERVES &amp; OTHER</b>				
7042	Special Project - Marine Strategy	30,000		30,000	
	Special Project - St Helens Wharf Foreshore Master Plan		50,000	50,000	
	Special Project - Feasibility Study Aquatic Centre & Hydrotherapy Pool		40,000	40,000	
	Fingal Youth Playground/recreation hub		345,767	345,767	BSBR Grant
	Pump Track/s		500,000	500,000	State Gov't Grant
CI810	St Helens Sports Comp - Athletics building	48,000		48,000	
	St Helens Cricket Facilities - upgrade		10,000	10,000	\$80k community led project, \$10k Council contribution - subject to successful grant application.
CI820	Playground equip replace prog - Cornwall	20,000	40,000	60,000	
CI825	Playground equip replacement program	50,000		50,000	
CH815	Dog exercise area St Helens Improvements		10,000	10,000	
CD815	Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building	30,000		30,000	Transfer \$30,600 from CE110
CF805	Parnella/Foreshore Walkway	246,010		246,010	Existing grant prior year (State). Erosion barrier repair.
	St Marys Dog Park		10,000	10,000	
	Cornwall Soldiers Park - Track upgrade and SW works		60,000	60,000	
	St Marys Cemetery Master Plan - Columbarium Wall & garden		55,000	55,000	
	St Helens Cemetery Master Plan improvements		50,000	50,000	
	St Helens Football Grounds Fencing		50,000	50,000	
CJ855	St Helens Sports Complex New Lighting Towers	15,000		15,000	09/21.16.3 Contributed Asset - Council contribution, part of larger grant funded project (total value \$235k)
	<b>TOTAL PARKS, RESERVES &amp; OTHER</b>	<b>439,010</b>	<b>1,220,767</b>	<b>1,659,777</b>	
	<b>ROADS</b>				
	<b>STREETSCAPES</b>				
	LRCI Round 3 - Cecilia St St Helens		320,000	320,000	Bayside section - Circassian St down, and intersection with Esplanade
	Quail St Parking Bay		50,000	50,000	
	<b>TOTAL STREETSCAPES</b>	-	<b>370,000</b>	<b>370,000</b>	

Project Code	Details	Estimated Carry Forward @ 30/06/2022	2022-2023 Estimate	2022-2023 Budget + c/fwd	Comments
	<b>FOOTPATHS</b>				
CJ105	Annual replace of damaged footpaths		25,000	25,000	
CI110	Akaroa - Akaroa Ave		25,000	25,000	Replace 100m of path
	Maori Place		10,000	10,000	Replace 40m of path
	Penguin St		5,000	5,000	Replace 95m of path
	Irishtown Rd		15,000	15,000	Relace 285m of path
CI115	Akaroa - Carnnell Place		23,000	23,000	
	Main St Mathinna (Wilson St to Community Hall)		85,000	85,000	
	Young St - St Helens		110,000	110,000	
	Jason St St Helens		25,000	25,000	
CF130	Parkside Foreshore Footpath	400,000		400,000	
	St Helens Lawry Heights 580m	104,000		104,000	
	<b>TOTAL FOOTPATHS</b>	<b>504,000</b>	<b>323,000</b>	<b>827,000</b>	
	<b>KERB &amp; CHANNEL</b>				
CH155	Byatt Court, Scamander	20,000		20,000	SW system assessment and new design
	Falmouth St St Helens		140,000	140,000	Penelope to Halcyon
	Penelope St St Helens		40,000	40,000	100 lm on new K&C required to address local flooding issue and includes bus pull over area pavement treatment
	<b>Replacements TBA</b>		50,000	50,000	
	<b>TOTAL KERB &amp; CHANNEL</b>	<b>20,000</b>	<b>230,000</b>	<b>250,000</b>	
	<b>RESHEETING</b>				
	1214 - Roses Tier Rd		60,000	60,000	
	1215 - Roses Tier Rd		60,000	60,000	
	Eddystone Rd		50,000	50,000	
	Policemans Point Road		30,000	30,000	
	St Marys Area		100,000	100,000	
CF325	Upper Scamander Road, Scamander		70,000	70,000	
	41 - Anchor Rd		37,000	37,000	
	85 - Forest Lodge Rd		50,000	50,000	
	<b>TOTAL RESHEETING</b>	<b>-</b>	<b>457,000</b>	<b>457,000</b>	
	<b>RESEALS</b>				
	St Marys-Story St, Esk Main Rd to Groom St		55,000	55,000	Subject to DSG resealing Story St
	70 - St Columba Falls Rd		42,874	42,874	
	166 - Mathinna Rd		25,901	25,901	
	251 - Upper Esk Rd		16,096	16,096	
	252 - Upper Esk Rd		57,245	57,245	
	274 - Rossarden Rd		18,852	18,852	
	275 - Rossarden Rd		27,882	27,882	
	324 - Cornwall Rd		21,268	21,268	
	341 - Posiedon St		15,638	15,638	
	342 - Posiedon St		801	801	
	343 - Perseus St		11,308	11,308	

Project Code	Details	Estimated Carry Forward @ 30/06/2022	2022-2023 Estimate	2022-2023 Budget + c/fwd	Comments
	352 - Lawry Heights		1,776	1,776	
	378 - Kings Park		2,971	2,971	
	383 - Cobrooga Dve		4,784	4,784	
	436 - Circassian St		8,234	8,234	
	491 - Beaulieu St		13,280	13,280	
	492 - History Room C/P		6,735	6,735	
	529 - Targett St		12,995	12,995	
	530 - George St		18,144	18,144	
	694 - St Helens Point Rd		10,420	10,420	
	759 - Hilltop Dr		6,092	6,092	
	768 - Highcrest Ave		8,806	8,806	
	789 - Coffey Ct		9,867	9,867	
	891 - Nicks Cl		4,186	4,186	
	913 - Ansons Bay Rd (Priory Rd)		5,233	5,233	
	1001 - Champ St Fingal		8,244	8,244	
	1089 - Seymour St		4,196	4,196	
	1090 - Seymour St		17,657	17,657	
	1155 - North Ansons Bay Rd		79,115	79,115	
	<b>TOTAL RESEALS</b>	-	<b>515,600</b>	<b>515,600</b>	
	<b>ROAD RECONSTRUCTION / DIGOUTS</b>				
<b>CJ525</b>	Mathinna Road		150,000	150,000	
	St Helens Pt Rd - Parkside		200,000	200,000	
	Digouts to be allocated		50,000	50,000	
	<b>Road Intersection Upgrade Works</b>		50,000	50,000	
	Sealed Roads - Condition Assessments		33,000	33,000	
	Road Network - Sign Replacement		25,000	25,000	
	218 - Mathina Plains Road		185,000	185,000	Sealing - Stage 3 works
	LRCI Phase 3 Projects allocated to 22/23		76,000	76,000	Projects determined for 22/23 amount to be carried forward. Projects to be fully funded under the AG LRCI.
	LRCI Phase 3 North Ansons Bay Sealing		539,000	539,000	
	LRCI Phase 3 Mount Paris Dam Sealing		50,000	50,000	
	Medeas St/Circassian St intersection upgrade		200,000	200,000	Subject only to successful Black Spot Funding to Council 50:50 funding
	<b>TOTAL ROADS OTHER</b>	-	<b>1,558,000</b>	<b>1,558,000</b>	
	<b>ROADS TOTAL</b>	<b>524,000</b>	<b>3,453,600</b>	<b>3,977,600</b>	
	<b>BRIDGES</b>				
	B1605 - St Columba Falls Rd		215,571	215,571	Replace timber bridge with concrete structure to SM1600
	B2293 - Cecilia St		224,000	224,000	Replace bridge with concrete structure to SM1600
	B63 Gardiners Creek Road		47,000	47,000	renew timber deck and runners
	B7027 - Mathinna Plains Road		30,000	30,000	Extend Culvert Length
	B160 - Newman Street Footbridge		10,000	10,000	Replace timber deck with FRP
	<b>TOTAL BRIDGES</b>	-	<b>526,571</b>	<b>526,571</b>	

Project Code	Details	Estimated Carry Forward @ 30/06/2022	2022-2023 Estimate	2022-2023 Budget + c/fwd	Comments
	<b>STORMWATER</b>				
<b>CJ655</b>	Minor stormwater Jobs		50,000	50,000	
	Osprey Drive	10,000	-	10,000	Design only
	Penelope Dr		120,000	120,000	Stormwater Main - frontage of caravan park 275 lm
	Falmouth St, St Helens		10,000	10,000	Design only
	<b>TOTAL STORMWATER</b>	<b>10,000</b>	<b>180,000</b>	<b>190,000</b>	
	<b>WASTE MANAGEMENT</b>				
<b>CI630</b>	Rehabilitation of former Binalong Bay Tip	5,000		5,000	Contingency sum only - no immediate requirement to undertake works
<b>CI615</b>	Scamander WTS - Inert Landfill		50,000	50,000	Design
	Scamander WTS retaining wall replacement	52,000		52,000	Contingency for potential replacement - condition monitoring in place for existing asset
	<b>WASTE MANAGEMENT TOTAL</b>	<b>57,000</b>	<b>50,000</b>	<b>107,000</b>	
	<b>Total Capital expenditure</b>	<b>1,130,010</b>	<b>8,043,781</b>	<b>9,173,791</b>	

## 10. Community Services

### Core Activities

Community Development Department consists of a Manager, Community Services who is responsible for the leadership and management of the following programs:

- Community Activities
- Employment Programs
- Area Promotion
- SES Operations
- Community Development
- Community Lifestyle
- Youth Health

### 2022 - 2023 Programs and Initiatives

<b>Community Services</b>	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000

<b>Community Event Funding</b>	
Seniors Day	3,000
Australia Day Event	5,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
Mountains to the Sea Trail Fest (including Woodchopping)	15,000
Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride -	500
St Helens Game Fishing Comp	2,000
St Marys Memorial Service funding	500
Marketing Valley Tourism	2,500
Volunteer Week	2,500
Bay of Fires Winter Arts Festival & market	14,000
St Marys Community Car & Bike Show	2,000
East Coast Masters Golf Tournament	2,500
World Supermodel	1,000
Mental Health Week	500
Break O'Day Community Triathlon	3,000
Suicide Prevention	1,000
Pyengana Easter Carnival	1,000

<b>Council Sponsorship</b>	
Funding for BEC Directory	2,000
St Helens Marine Rescue	3,000
Business Enterprise Centre	28,000

<b>Emergency Services Operational Costs</b>	
SES Operations	17,000
Emergency Planning/Management	6,000

Learner Driver Program – grant funding/Council	
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## 11. Ratios

### **Indicator 1 – Operating Surplus**

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

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

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

### **Indicator 2 – Underlying Surplus or Deficit Ratio**

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

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

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

	2017/18	2018/19	2019/20	2020/21	Actual to Date	2021/22 Estimate	2022/23 Budget
<b>Underlying Surplus or Deficit</b>							
Recurrent income* less	13,633,033	14,111,105	14,714,608	13,347,063	12,083,660	13,660,430	13,557,679
Recurrent expenditure	12,943,048	13,114,338	14,570,854	15,598,000	9,248,667	15,615,279	16,265,905
<b>Underlying Surplus/Deficit</b>	<b>689,985</b>	<b>996,767</b>	<b>143,754</b>	<b>143,754</b>	<b>2,834,993</b>	<b>(1,954,849)</b>	<b>(2,708,226)</b>
*Recurrent income excludes income received specifically for new or upgraded assets, physical resources received free of charge or other income of a capital nature.							
<b>Underlying Surplus Ratio</b>							
Operating Surplus or Deficit	689,985	996,767	143,754	143,754	2,834,993	(1,954,849)	(2,708,226)
Recurrent Income*	13,633,033	14,111,105	14,714,608	13,347,063	12,083,660	13,660,430	13,557,679
<b>Underlying Surplus Ratio</b>	<b>5.1%</b>	<b>7.1%</b>	<b>1.0%</b>	<b>1.1%</b>	<b>23.5%</b>	<b>(14.3%)</b>	<b>(20.0%)</b>

**Indicator 3 – Net Financial Liabilities**

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

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

***Council's Target is 50% of total annual revenue***

	2017/18	2018/19	2019/20	2020/21	Actual to Date	2021/22 Estimate	2022/23 Budget
Liquid assets less	10,217,110	9,582,252	11,350,204	11,238,940	14,341,576	6,804,838	6,205,492
Total Liabilities	11,335,055	11,506,362	11,969,505	11,566,463	10,774,558	10,478,118	8,216,823
<b>Net Financial Liabilities</b>	<b>(1,117,945)</b>	<b>(1,924,110)</b>	<b>(619,301)</b>	<b>(327,523)</b>	<b>3,567,018</b>	<b>(3,673,280)</b>	<b>(2,011,331)</b>

**Indicator 4 – Net Financial Liabilities Ratio**

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

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

***Council's Target is 50%***

	2017/18	2018/19	2019/20	2020/21	Actual to Date	2021/22 Estimate	2022/23 Budget
Net Financial Liabilities	(1,117,945)	(1,924,110)	(619,301)	(327,523)	3,567,018	(3,673,280)	(2,011,331)
Operating Revenue	13,633,033	14,111,105	14,714,608	13,347,063	12,083,660	13,660,430	13,557,679
<b>Net Financial Liabilities Ratio</b>	<b>(8%)</b>	<b>(14%)</b>	<b>(4%)</b>	<b>(2%)</b>	<b>30%</b>	<b>(27%)</b>	<b>(15%)</b>

**Indicator 5 – Asset Sustainability Ratio**

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

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

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

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

	2017/18	2018/19	2019/20	2020/21	Actual to Date	2021/22 Estimate	2022/23 Budget
Capex on Replacement/ Renewal of Existing Assets	3,917,923	3,918,377	4,061,966		811,247	5,804,313	-
Annual Depreciation Expense	3,546,098	3,420,377	3,732,684	3,802,000	2,291,360	3,928,046	3,943,626
<b>Asset Sustainability Ratio</b>	110%	115%	109%	0%	35%	148%	0%

**Indicator 6 – Asset Consumption Ratio**

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

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

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

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

	2017/18	2018/19	2019/20	2020/21	Actual to Date	2021/22 Estimate	2022/23 Budget
Depreciated Replacement Cost	141,085,812	144,849,527	154,921,761	162,049,000	161,673,873	160,049,455	165,279,620
Current Replacement Cost	205,110,349	210,707,939	220,871,417	218,462,059	221,046,154	224,603,220	227,661,731
<b>Asset Consumption Ratio</b>	68.79%	68.74%	70.14%	74.18%	73.14%	71.26%	72.60%

## 12. Rates and Charges Policy



### POLICY NO LG40 RATES AND CHARGES POLICY

DEPARTMENT:	Corporate Services
RESPONSIBLE OFFICER:	Manager Corporate Services
LINK TO STRATEGIC PLAN:	Maintain financial viability and accountability in budgeting and administration.
STATUTORY AUTHORITY:	Local Government Act 1993
OBJECTIVE:	<p>This policy defines Council's commitment to levying rates and charges in an equitable manner and provides clear principles and direction at a strategic level to guide Council's decision making process in making rates and charges. It informs the annual decision making process of Council but does not represent the making of specific decisions on rates and charges levied each year under Part 9 of the <i>Local Government Act 1993</i>.</p> <p>This policy provides the community and ratepayers with the underlying principles Council uses in determining rates and charges, taking into account the varying nature of properties, the relative capacity to pay within the community, and Council's obligations under section 86B of the <i>Local Government Act 1993</i>.</p>
POLICY INFORMATION:	Adopted 25 June 2012 – Minute No 06/12.11.7.147 Amended 19 January 2015 – Minute No 01/15.11.7.011 Amended 15 April 2019 – Minute No 04/19.12.6.76

#### POLICY

##### 1. STRATEGIC REQUIREMENTS

Council will consider the following when setting the rates and charges for a particular financial year:

- Council's Strategic Plan
- Council's Long Term Financial Plan
- The Annual Plan & Budget for that year
- Current economic climate and external influences such as legislative reform, grant funding programs, inflation factors and interest rates, as well as local economic issues affecting the municipality as a whole or individual industries or sectors.

##### 2. LEGISLATIVE REQUIREMENTS

When setting the rates and charges for each year, Council also takes into account the principles outlined in section 86A of the *Local Government Act 1993* that:

- (a) Rates constitute taxation for the purposes of local government, rather than a fee for a service; and
- (b) The value of ratable land is an indicator of the capacity of the ratepayer, in respect of that land, to pay rates



### 3. COUNCIL'S REVENUE RAISING POWERS

As an overriding principle, general rates will be levied on all land within the municipality regardless of service provided in accordance with the legislated principle that rates constitute taxation for the purposes of the Act. However section 87 of the *Local Government Act 1993* provides for exemptions to this principle and Council's "Rating Exemptions and Remissions Policy" outlines the criteria set by Council in accordance with this section.

### 4. VALUES TO BE USED A BASIS OF RATES

The *Local Government Act 1993* outlines that Council can use any one (1) of the three (3) valuations provided under the Valuation of *Land Act 2001*, as the basis of its rates. These are:

- Land Value
- Capital Value
- Assessed Annual Value (AAV) or any portion of the AAV as determined by the Valuer-General under section 11(3) (c) of the *Valuation of Land Act 2001*.

Council will use the AAV (including the adjusted AAV) as the primary basis for levying rates. Council believes this is the fairest method of distributing the rate burden across all ratepayers and it is consistent with the value of land being an indicator of capacity to pay (as provided by S86A(1) of the *Local Government Act 1993*).

Rates are adjusted throughout each financial year under section 89 of the *Local Government Act 1993*, using supplementary valuations issued by the Valuer General (eg for new dwelling, subdivisions, etc) and these change the total valuation of the municipality.

### 5. GENERAL RATE

Council will levy a general rate on all ratable property. This rate will be determined in accordance with the requirements of the Annual Plan and Budget each year and will recover the cost of services for which specific users cannot readily be identified, or for which a regime of full cost recovery through user charges is not appropriate or has not been established by Council.

### 6. MINIMUM GENERAL RATE

A minimum general rate provides a mechanism by which lower valued properties pay not less than a minimum amount, and it can only apply if there has been no fixed charge applied. The minimum rate must not apply to more than 35% of properties.

Council will apply a minimum general rate in accordance with section 90 of the Act at an appropriate level to recognise that each ratable property should bear a reasonable portion of the total rates burden each year to enable Council to deliver appropriate services and infrastructure as determined in the Annual Plan and Budget.

### 7. SERVICE RATES AND CHARGES

Council will levy service rates and charges as required for the purposes of fire protection and waste management in accordance with the Act. These rates and/or charges will apply to all ratable properties at an appropriate level to recognise that each ratable property should bear a reasonable portion of the cost of the service provided.

The service rate and associated minimums for fire protection will be levied in accordance with notifications provided by the State Fire Commission under relevant legislation.



Service charges for waste management will be levied on a fixed amount for each property recognising that waste management services, comprising waste disposal areas, waste transfer stations and related waste management facilities, are available to all land within the municipal area and therefore all ratepayers should contribute to the cost of this service. These charges will also recognise where mobile garbage bin services are provided and the level of that service. Council may consider varying the level of these charges where land is vacant or where Council determines a level of community benefit.

#### **8. SEPARATE RATES AND CHARGES**

Where Council has identified, for the purpose of planning, carrying out, making available, maintaining or improving anything that in Council's opinion is, or is intended to be, of particular benefit to specific land or a class of land, or the owners of that land, Council may make a separate rate or charge in respect of that land, as per Section 100 of the Act.

#### **9. DISCOUNTS AND REBATES**

Council may provide a discount on rates and charges where these are paid in full by the date determined for the payment of the first quarterly rates installment.

Council may apply rebates to general rates payable in respect to specific properties and/or classes of ratepayers where Council determines there is social, economic, or equity benefit to the community in providing such rebates. While Council may provide rate rebates to various classes of ratepayers from time to time, Council is committed to the principle that social welfare responsibilities lie with State and Federal Governments.

#### **10. PENALTY AND INTEREST**

Council will apply penalty and interest charges in accordance with S128 of the Act where any rates and charges are not paid on or before the date on which the rates or installments fall due.

#### **11. MONITORING AND REVIEW**

Council will review and amend this Policy in compliance with Section 86B of the Act, including by the end of each successive 4 year period after 31 August 2012, or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager.

## 13. Plain English Guide to Council's Financial Report

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

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

### ***What is contained in the Financial Report?***

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

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

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

### ***Comprehensive Income Statement***

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

### ***Balance Sheet***

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

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

The items included in the Balance Sheet are:

#### ***Current Assets***

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

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

#### *Non-Current Assets*

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

#### *Current and Non-Current Liabilities*

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

#### *Net Assets and Total Equity*

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

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

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

#### ***Statement of Changes in Equity***

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

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

**Cash Flow Statement**

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

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

***Cash Flows from Operating Activities:*****Receipts**

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

**Payments**

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

***Cash Flows from Investing Activities:***

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

***Cash Flows from Financing Activities:***

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

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

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Manager Corporate Services – Bob Hoogland
<b>FILE REFERENCE</b>	014\002\001\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Draft Policy LG47 Personal Information Protection

**OFFICER’S RECOMMENDATION:**

That Policy LG47 Personal Information Protection be adopted as amended.

**INTRODUCTION:**

This Policy is overdue for review as part of the regular scheduled review of Policies.

**PREVIOUS COUNCIL CONSIDERATION:**

Adopted 17 November 2014 – Minute No. 11/14.11.6.320

Amended 19 February 2018 – Minute No 02/18.12.8.33

This specific matter has not previously been considered by Council but has been reviewed and recommended for adoption by the Audit Panel.

**OFFICER’S REPORT:**

This Policy is overdue for review as part of the regular scheduled review of Policies.

It is considered that this is a Policy that was relevant for review by Council’s Audit Panel.

Following review, it is considered that it is appropriate that Council retain this Policy and that it be retained as a Policy, rather than a Procedure. Further, the content of the Policy is appropriate and relevant with some minor amendments with respect to format and grammar.

It was reviewed by the Audit Panel at its June 2022 meeting and the Audit Panel recommended the amended Policy for adoption by Council.

**STRATEGIC PLAN & ANNUAL PLAN:**

Strategic Plan 2017 – 2027

*Goal*

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

*Strategy*

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

**LEGISLATION & POLICIES:**

As identified in the Policy.

**BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:**

Nil.

**VOTING REQUIREMENTS:**

Simple Majority.

## POLICY NO LG47 PERSONAL INFORMATION PROTECTION POLICY

<b>DEPARTMENT:</b>	Corporate Services
<b>RESPONSIBLE OFFICER:</b>	Manager Corporate Services
<b>LINK TO STRATEGIC PLAN:</b>	Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs
<b>STATUTORY AUTHORITY:</b>	Personal Information Protection Act 2004
<b>OBJECTIVE:</b>	To provide guidance to Council staff, elected members and contractors in relation to the management of personal information
<b>POLICY INFORMATION:</b>	Adopted 17 November 2014 – Minute No. 11/14.11.6.320 Amended 19 February 2018 – Minute No 02/18.12.8.33

### POLICY

#### 1. INTRODUCTION

It is the intention of Break O'Day Council to comply with the Principles of the *Personal Information Protection Act 2004* (the Act), as detailed in the Schedule to that legislation.

Please also refer to LG29 – Privacy Policy.

#### 2. THE POLICY

Principle 5 of the Act requires that a personal information custodian must set out in a document its policies on the management of personal information, and that the document is to be made available to any person who requests it.

The functions of the Break O'Day Council (the Council) are many and varied as provided under the *Local Government Act 1993* and other legislation and regulations made thereunder as well as By-laws made by the Council from time to time.

The Council collects, retains, stores and uses personal information where it is necessary for one or more of the Council's functions and activities.

Council is the custodian of that information and the collection, use and disclosure of information which is to be used by the Council is governed by the Act.

The type of personal information collected by the Council about a person is required for the purpose of discharging our functions across the organisation and to be used for those purpose only



The Council is committed to upholding the right to privacy of all individuals who have dealings with the Council and endeavours to ensure that the personal information we hold is accurate, complete and up to date. Where practicable, we will check on the accuracy of your personal information before we use it.

## **2.1 Sensitive Information**

Generally, the Council will only collect sensitive information with consent of the person if it is necessary, or if the collection of that information is required or permitted by law.

## **2.2 Anonymity**

If a person is making a general enquiry, it may not be necessary to identify themselves however identification may be required if a person is making a specific enquiry, wishing to use a Council service or making an application to the Council.

## **2.3 Access to and Correction of Information Collected**

The Act provides that a person can access personal information about them that is held by the Council.

A person who considers the personal information to be incorrect, incomplete, out of date or misleading, can request that the information be amended which will be processed in accordance with the provisions of the *Right to Information Act 2009*.

Depending upon the nature of the request a fee may be charged for this service.

A person who is not satisfied with the handling or outcome of a request for access to or correction of personal information, can lodge a complaint with the Ombudsman.

## **2.4 Use and Disclosure of Personal Information**

The Council will only use personal information for the purposes for which it was collected unless with the consent of the person or if required or authorised by law.

The Council will not reveal personal information to third parties outside the Council for their independent use unless authorised to do so, or the disclosure is required by a Court or Tribunal or allowed by law.

The Council does not sell, trade or make available personal information to others.

The Act permits the disclosure of "basic personal information" to other public sector bodies where necessary for the efficient storage and use of information.

Some personal information Council has collected may be used in research, statistical analysis, state or national reporting, awareness programs, public statements or training, but not in a way which would identify the person to whom it relates.

Personal information in written submissions on policy matters or matters of public consultation may be disclosed in reports that are made public, unless the submission was submitted and/or accepted on a confidential basis.

## **2.5 Security of Personal Information**



The Council uses a number of procedural, physical, and technical safeguards, including access controls, secure methods of communication and back-up and recovery systems to protect information from misuse and loss, unauthorised access, modification or disclosure.

Council Officers are only provided with access to the information that is necessary for them to carry out their functions within the Council and Council Officers are made aware of the importance of confidentiality and customer privacy.

Generally, information is destroyed or permanently de-identified when it is no longer required. However, under the *Archives Act 1983*, some information is required to be kept for specified periods or permanently.

### **3. 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.

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Secretary to the Audit Panel
<b>OFFICER</b>	Manager Corporate Services – Bob Hoogland
<b>FILE REFERENCE</b>	014\002\001\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Minutes of Audit Panel Meeting 6 June 2022; Audit Panel Annual Work Plan; Audit Panel Annual Report

**OFFICER’S RECOMMENDATION:**

1. That Council receive the minutes of the Audit Panel meeting of 6 June 2022, and
2. That Council receive and endorse the Work Plan for 2022/2023, and
3. That Council receive the Audit Panel Annual Report for 2021/2022 and note the comments and recommendations.

**INTRODUCTION:**

Council’s Audit Panel meets every three months and the minutes of each meeting are required to be provided to Council. The Audit Panel also annually reviews its performance and provides a report to Council and prepares an annual Work Plan for approval by Council.

**PREVIOUS COUNCIL CONSIDERATION:**

Minutes of Audit Panel meetings are provided to and considered by Council following those meetings, four times per year. This specific report has not previously been considered by Council.

**OFFICER’S REPORT:**

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

The Audit Panel also received the Chair’s report for 2020/2021 and recommended that Council receive this report. The Audit Panel also reviewed the Work Plan for 2022/2023, noting the current format is fit for purpose and therefore recommending a similar approach for the coming financial year.

Significant matters from the minutes:

- Audit Panel Charter reviewed and accepted as unchanged
- Policy LG47 Personal Information Protection reviewed and recommended for Council acceptance (subject of a separate report)
- Recommending management attention to resourcing of internal audit

On that basis, it is recommended that Council accept the Audit Panel meeting minutes, Annual Report and Work Plan.

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

Strategic Plan 2017 – 2027

##### *Goal*

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

##### *Strategies*

Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.

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

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

Local Government (Audit Panels) Order 2014  
Division 4 – Audit Panels of Local Government Act 1993

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

Nil.

#### **VOTING REQUIREMENTS:**

Simple Majority.

### Minutes of the Meeting of the Audit Panel

**Meeting Time and Date:** Monday 6 June 2022 8.30 am

**Meeting Venue:** Break O'Day Council Library

**Present:** A Gray (Chair); Cllr B LeFevre; Cllr Kylie Wright

**In attendance:** General Manager – J Brown (GM); Manager Corporate Services  
– B Hoogland (MCS)

**Apology:** Cllr L Whittaker

#### **Order of Business:**

##### 06/22.2.0 – Declaration of Pecuniary Interests/Conflict of Interests

Nil

##### 06/22.3.0 – Adoption of Previous Minutes

Minutes of the Meeting 07 March 2022 were accepted as circulated, having been received by Council at the March 2022 Meeting

##### 06/22.4.0 – Business Arising

Nil

##### 06/22.5.0 - Outstanding from Previous Meetings – Action Sheet

Check total to correlate Finance Report with Finance system – MCS advised that this does not seem possible with the Navision system but may be possible with Xero and will be revisited after the change-over

Circulate MTB Asset Management Plan – this is still in a rough draft format and will be provided when finalised

##### 06/22.6.0 – Review Audit Panel Work Plan

The meeting considered the circulated Work Plan for 2022/2023, noting the approach is still considered appropriate. The Audit Panel recommended the Work Plan for Council adoption.

#### **Order of Business – Governance and Strategy:**

##### 06/22.7.1 – Review of Strategic Plan

The Audit Panel considered the circulated updated Strategic Plan as adopted by Council at the March 2022 Meeting. The GM verbally updated the Audit Panel with respect to process for the four year review of the Strategic Plan, noting the minor changes, particularly to Key Focus Areas. The Chair queried community consultation, the GM advised that this was not required. The Audit Panel received the verbal update.

#### 06/23.7.2 & 3 Budget/Rates Review

The meeting considered the draft budget and rates estimates reports, noting that this was to be considered at the Council Workshop later on the same day. The Audit Panel Chair noted the context of the increased CPI and queried the allowance for wage increases. GM noted that the proposed increase was based on an understated expected expenditure for 2021/2022 and therefore the budgeted amount for 2022/2023 is expected to cope with the expected wage case decision. The Audit Panel received the reports.

#### 06/22.7.4 Review Annual Plan

The Audit Panel considered the report on progress on achieving the outcomes for the 2021/2022 Annual Plan as at 31 March 2022, noting this has been reviewed and adopted by Council. The Chair noted the level of completion is relatively high for local government. The Audit Panel received the report.

#### 06/22.7.5 Review Draft Annual Plan 2022/2023

The meeting considered the draft Annual Plan 2022/2023, noting that this was to be considered at the Council Workshop later on the same day. GM noted that this was based on the revised Strategic Plan. The Chair noted the Climate Change activities proposed and the regional approach and queried the Councils participating. GM confirmed that all 8 norther region Councils were involved. The Audit Panel received the report.

#### 06/22.7.6 – Review Policies and Procedures

The meeting considered the report detailing policies due and outstanding for review as well as policies review subsequent to the March 2022 Audit Panel Meeting. The Chair noted the Privacy Policy was amended and adopted by Council and that this was listed for review by the Audit Panel. MCS noted that this had been overlooked, it wasn't urgent and could have been considered by the Audit Panel. The Chair requested that the Privacy Policy be circulated to the Audit Panel between meetings.

#### 06/22.7.7 – Review LG47 Personal Information Protection Policy

The Audit Panel considered the circulated draft amended Policy and the associated report. The Chair noted the minimal changes and the simplification of the Policy by removing specific examples. The Audit Panel recommended that Council adopt the amended Policy as circulated.

#### **Order of Business – Financial Reporting**

#### 06/22.7.1 - Financial Reports

The Panel considered the circulated end of month financial report as at 30 April 2022 received by Council at the May 2022 Council Meeting. The Audit Panel received the report.

#### 06/22.7.2 - Special Reports

Nil

#### 06/22.7.3 – Impact of Changes to Australian Accounting Standards

The Audit Panel received the verbal report from MCS identifying no activity.

### **Order of Business – Internal Audit**

#### 06/22.8.1 & 2 – Internal Audit Reports/Schedule

MCS noted the Audit Panel's request from the previous meeting, that effort should be made to endeavour to undertake at least some of the internal audits scheduled for 2021/2022. Unfortunately, this was not able to be achieved. The Audit Panel reviewed the Internal Audit Schedule, MCS identified options for contracted external resources to supplement staff or reciprocal Council undertaking of Internal Audits.

The Audit Panel also considered the Risk Management Review proposal tabled. The Chair noted the benefit of the proposal and the identified options with respect to both reviewing of Risk Management activities and as a de facto Internal Audit of Risk Management processes. MCS and GM confirmed their positive consideration of the proposal as a cost effective approach to a review.

The Audit Panel received the reports and recommended management supplement resources for internal audit with skilled contractors to catch up the backlog of audits and maintain the program.

### **Order of Business – External Audit**

#### 06/22.9.0 External Audit Reports

Nil

### **Order of Business – Risk Management and Compliance**

#### 06/22.10.1 Monitor Ethical Standards

The Chair noted the requirement of management to monitor ethical standards and any related party transactions to determine the systems of control are adequate and review how ethical and lawful behaviour and culture is promoted within the Council.

MCS noted the process of requiring signed Replated Party statements annually from Key Managers (as defined by legislation) thereby identifying Replated Party transactions for inclusion in Council's Annual Report. GM noted training and actions undertaken to raise awareness of Conflicts of Interest and actively manage actual, potential and perceived Conflicts of Interest, both with staff and elected members. MCS noted actions underway with Integrity Commission to continue to implement training/awareness with respect to local government specific integrity issues and gave example of regular actions to continually promote positive culture and behaviours.

The Audit Panel received the verbal report.

#### 06/22.10.2 – Monitor/Oversee claims/lawsuits/instances of fraud

The Chair queried if there were any reportable instances to be brought to the attention of the Panel. GM/MCS confirmed that there had been no such instances. The Audit Panel received the verbal report.

### **Order of Business – Audit Panel performance**

#### 06/22.11.1 Receive Audit Panel Annual Report and Performance Assessment

The Audit Panel considered the Audit Panel Chair's draft annual report as circulated outlining the activities and outcomes of the Audit Panel for 2021/2022 and the associated performance assessment report. The Audit Panel recommended that:

- Council receive the report, as updated with the Internal Audit recommendations and attendances arising from this meeting.
- Audit Panel Chair coordinate brief separate private sessions each year with internal auditors and independent external auditors

#### 06/22.11.2 Review Audit Panel Charter

The Audit Panel considered the current Charter, as circulated. MCS noted that this Charter and the template Charter used by the Audit Panel group (including Meander Valley, West Tamar and George Town Councils) were reviewed by managers from those Councils. The Charter was considered fit for purpose, unchanged, particularly on the basis of no changes to legislation. The Audit Panel received the report and recommended that the Audit Charter remain unchanged.

### **Order of Business – Other Business**

Nil

#### 06/21.13.0 - Meeting Close/Next Meeting Date

The meeting closed at 9.35am, the next meeting has been scheduled for 03 October 2022.

	Audit Panel Annual Work Plan			
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Proposed Meeting Dates 2022-2023	Oct	Dec	Mar	Jun
	03	05	06	05

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

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

## Break O'Day Council

### Annual report of the Audit Panel to the Council for 2021-22

This report explains how the Audit Panel discharged their responsibilities during 2021-22. The report also outlines the Panel's plan for 2022-23.

The key purpose of this report is to:

- achieve greater awareness of the purpose, role and objectives of the Audit Panel;
- outline the outcomes achieved by the Panel; and
- provide council with information on the future objectives of the Panel.

### Membership

The Audit Panel currently comprises three members, the independent Chairperson plus two Councillors.

During 2021-22, the independent Chairperson was Andy Gray.

The Councillors during 2021-22 were Clr Barry LeFevre and Clr Lese Whittaker. Clr John McGiveron was the alternate Councillor member of the Audit Panel between July 2021 and May 2022. Clr Kylie Wright was appointed alternate Councillor member of the Audit Panel from May 2022.

### Meetings and attendance

The Audit Panel had meetings on 25 October 2021, 6 December 2021, 7 March 2022 and 6 June 2022. The four meetings held meets the minimum required number of meetings under the Audit Panel's Charter.

The audit panel meeting and attendance record was:

	25 Oct 2021	6 Dec 2021	7 Mar 2022	6 Jun 2022	Total
Andy Gray	Yes	Yes	Yes	Yes	4/4
Clr Lese Whittaker	Apology	Apology	Apology	Apology	0/4
Clr Barry LeFevre	Yes	Yes	Yes	Yes	4/4
Clr John McGiveron (alternate)	Yes	Yes	Yes	n/a	3/3
Clr Kylie Wright (alternate)	n/a	n/a	n/a	Yes	1/1

### Functions of the Audit Panel

The function of the Audit Panel is to review Council's performance across a range of areas. The specifics of this function are sourced from:

- Section 85A of the Local Government Act 1993, which includes review of Council's performance in relation to:

- Financial systems, financial governance arrangements and financial management
- Strategic Plan, Long-term Financial Masterplan, and Asset Management Strategies and Policies
- Policies, systems and controls to safeguard long-term financial position
- Local Government (Audit Panels) Order 2014, which includes consideration of:
  - Annual financial statements of Council
  - Strategic Plan, Long-term Financial Masterplan, and Asset Management Strategies and Policies
  - Accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls
  - Compliance with the Local Government Act
  - Whether Council has taken any action in relation to recommendations provided by the Audit Panel
- Council's Audit Panel Charter (dated October 2018), which include considering:
  - The matters noted above
  - Human resource management, including policies, procedures and enterprise agreements
  - Information and communications technology governance
  - Management and governance of the use of data, information and knowledge
  - Other activities with the Panel's remit, as determined by the Panel

#### **Liaison with Tasmanian Audit Office**

Council's external auditor, the Tasmanian Audit Office (TAO), attended meetings with the Panel during the year.

The Audit Panel considered all reports from TAO on their activities undertaken in reviewing and auditing the internal control environment. The independent audit of the annual financial statements of the Council for 2020 was reviewed by the Audit Panel.

#### **Key activities in 2021-22**

The key activities of the Audit Panel during 2021-22 included:

- Reviewed the accounting policies and draft financial report for the year ended 30 June 2021
- Monitored the effectiveness of Council's risk management processes and controls, including a review of the insurance portfolio
- Received regulatory updates to maintain current knowledge of contemporary governance practice and legislative requirements
- Received the TAO General Manager recruitment and performance management audit reporting
- Reviewed the external audit strategy for financial year 2021-22
- Completed an Audit Panel performance self-assessment
- Developed and approved the Panel's annual work plan for 2022-23

### **Internal audit function**

There has been no internal audit activity completed and reported during that year to due to staff availability.

The Audit Panel recommends that the internal audit function be reinvigorated for 2022-2023, with a blend of Council resourced audits and outsourced internal audit activities.

This internal audit function serves two purposes:

- enables Management and the Council to have greater assurance that there is compliance with policy, procedure and internal control; and
- enables the Audit Panel to discharge its responsibilities.

### **Program for 2022-23**

In accordance with Council's Audit Panel Charter, the Audit Panel is required to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting.

The review of the annual work plan has consisted of:

- Consideration of the requirements of the Local Government Act 1993, Local Government (Audit Panels) Order 2014, and Council's Audit Panel Charter (as noted above)
- Consideration of matters discussed by the Audit Panel during the last year that may warrant a separate agenda item
- Requests from Council to the Audit Panel, if any

Based on this review, there are no changes proposed for the 2022-22 Audit Panel work plan.

Attached to this report is the proposed work plan of the Audit Panel for the next twelve months. The Audit Panel's meeting in June 2022 recommended this work plan to Council for approval.

In concluding, I thank all Panel members for their contributions this year. I also thank the Management Team who provided support to the Audit Panel.

Andy Gray

Chairperson Audit Panel

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

**OFFICER'S RECOMMENDATION:**

That the report be received by Council.

**INTRODUCTION:**


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

**PREVIOUS COUNCIL CONSIDERATION:**

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

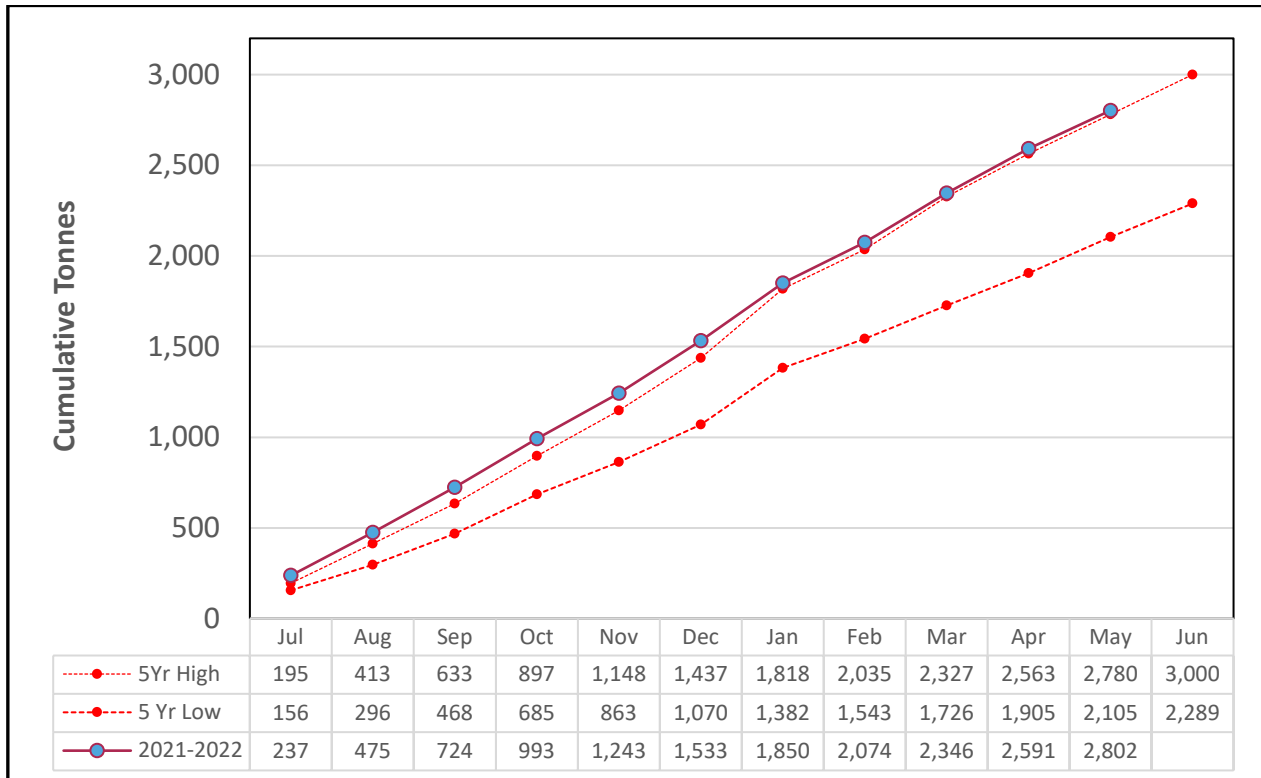
**OFFICER'S REPORT:**

Asset Maintenance	
Facilities	<ul style="list-style-type: none"> <li>Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds.</li> <li>Scheduled and new maintenance identified during inspection addressed.</li> </ul>
Town & Parks	<ul style="list-style-type: none"> <li>Mowing/ground maintenance – all areas.</li> <li>Garden/tree trimming and weeding.</li> <li>Footpath maintenance and repair.</li> <li>Boat Ramp – monthly inspection and cleaning.</li> </ul>
Roads	<ul style="list-style-type: none"> <li>Sealed road repairs – potholes and edge breaks.</li> <li>Tree maintenance pruning.</li> <li>Stormwater system pit cleaning and pipe unblocking.</li> <li>Maintenance grading completed for: <ul style="list-style-type: none"> <li>Upper Scamander Road</li> <li>Mathinna Plains Roads</li> <li>Ansons Bay Road and North Ansons Bay Road,</li> <li>Policemans Point and Eddystone Road.</li> </ul> </li> <li>Upcoming scheduled road grading include Roses Tier Road, Upper Esk and Tyne roads and unsealed roads at St Helens.</li> <li>Roads in the Lottah area are undergoing maintenance and will be followed by culvert and drain clearing.</li> </ul>
MTB	<ul style="list-style-type: none"> <li>Routine track maintenance.</li> </ul>

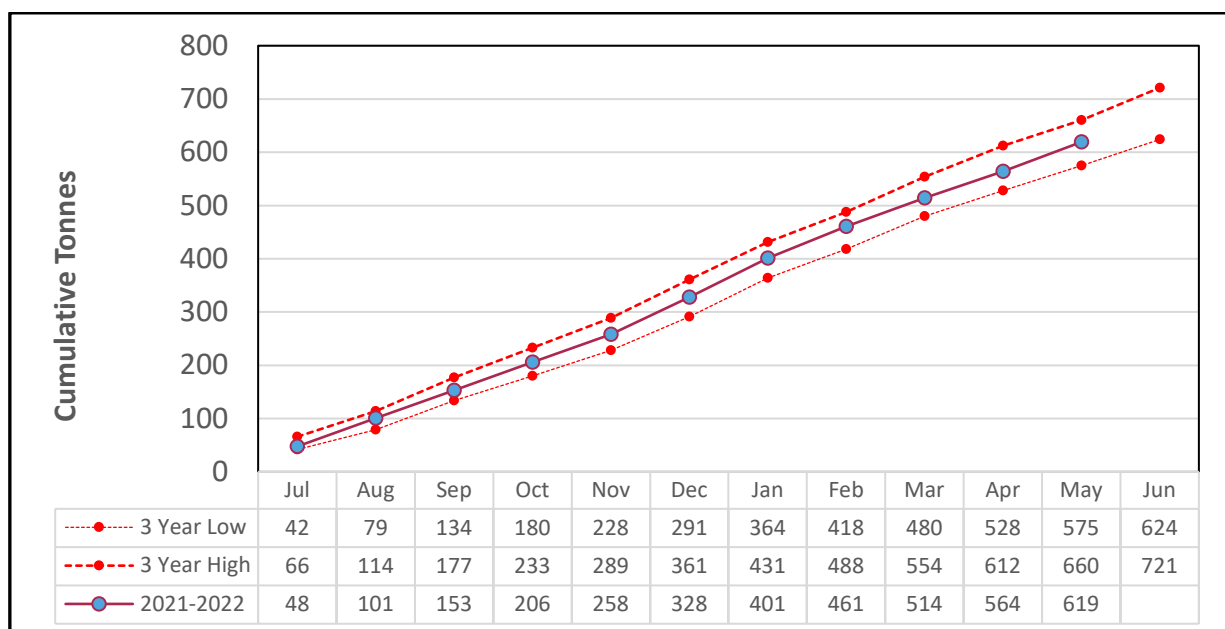
Weed Management	
Binalong Bay	<ul style="list-style-type: none"> <li>Hemlock, thistles, mullein, caper spurge, African daisy, Torch Lilies (Kniphofia)</li> </ul>
Stieglitz	<ul style="list-style-type: none"> <li>Hemlock, thistles, mullein, caper spurge, mirror bush, African daisy, mirror bush, butterfly bush</li> </ul>
Kings Park, St Helens	<ul style="list-style-type: none"> <li>Broadleaf weeds, African boxthorn, thistles</li> </ul>
St Mary WTS and trotting track	<ul style="list-style-type: none"> <li>Various weeds</li> </ul>
<b>Feature weed - Hemlock</b> 	<p><b>Hemlock</b> (<i>Conium maculatum</i>) is considered an environmental weed in Tasmania. This plant can be found on disturbed ground or in damp areas. It is also common on roadsides. <b>All parts of the plant are poisonous</b> to both humans and livestock if ingested and can cause neuro-muscular block, low blood pressure, heart contraction and unconsciousness. Control Methods: Grubbing (all year), isolated plants may be manually removed with a fork or similar tool. Wear gloves as this plant has poisonous properties. Herbicide (in spring and summer) may be used. <b>Always check the herbicide label before use.</b></p>

## Waste Management

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



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



**Note: June waste quantities unavailable at time of report preparation.**

## Tasmanian Landfill Levy

The Landfill Levy is a fee to be paid by landfill operators to the State Government, commencing from 1 July 2022.

The Levy works as a disincentive to sending waste to landfill that could otherwise be recycled, recovered, repaired or re-used.

The money collected by the State Government through the Landfill Levy will be reinvested in improving local recycling, composting and resource recovery services facilities and infrastructure. How the money will be invested will be guided by a new Tasmanian Waste and Resource Recovery Board with the function of developing a state-wide strategy to reduce waste to landfill, encourage resource recovery and improve waste management practices.

The Landfill Levy will start at \$20 per tonne, before increasing to \$40 per tonne after two (2) years (2024), and \$60 per tonne after a further two years (2026). By that time, Tasmania will be consistent with the \$60/tonne average regional waste levy already charged across Australia.

The gradual increase provides time for Tasmanian businesses and communities to adjust how they sort and manage their waste, and allows time for government and private enterprise to ramp up the recycling, composting and other resource recovery options available in Tasmania.

Council's waste charges for all materials directed to landfill will increase to allow for a \$20/tonne landfill levy. The following Council waste streams will attract the levy:

- Kerbside collected General Waste.
- Kerbside collected co-mingled recyclables – contamination component.
- Town litter bin waste.
- Waste Transfer Station – bulk waste bins.
- Inert waste placed in the St Helens Inert Landfill and includes builders waste and fill materials.

Householders and businesses can reduce the cost of disposing waste at waste transfer stations by using a range of recycling, resource recovery, repair and re-use service available, for example:

- Increased use of provided recycling services and avoiding contaminants that require separation and landfilling.
- Green waste mulching instead of placing green waste in general waste and recycling bins.
- Increased use of product stewardship schemes for electronic waste, batteries and soft plastics, oils, paint etc.
- Choosing different products or packaging that avoids the creation of landfill waste.
- Home composting.
- Support the Tasmanian Container Refund Scheme and its rollout in 2022 to reduce community litter and the quantum of containers going to landfill.
- The State Government are running radio ads and advertising on social media and have produced electronic posters explaining the levy.

There is an extensive list of Frequently Asked Questions also available from the Tasmanian Government website. The State Government's levy communications focus on explaining the concept of a Landfill Levy and how/why the levy funds will be used.

On the Landfill Levy: <https://nre.tas.gov.au/environmental-management/waste-and-resource-recovery-act/landfill-levy-fags>

On ways to avoid, reduce, re-use, and recycle in Tasmania: <https://rethinkwaste.com.au>

Councils in partnership with the Tasmanian Government via Rethink Waste Tasmania are also raising community and business awareness of the Landfill Levy via radio ads, social media advertising, posters, on-line advertising and industry newsletters. The focus of these communications is helping people to reduce landfill waste by raising awareness of the variety of recycling, re-use, and repair services available across Tasmania plus ways to avoid and reduce waste.

Council officers are currently writing a mandatory waste management plan governing the operation of the St Helens Inert Landfill.

### Green Waste Mulch

A new batch of green waste mulch has been produced at the St Helens Waste Transfer Station and will become available for sale in July 2022.

## CAPITAL WORKS

Activity	Update
<b>Ansons Bay Road – Pavement remediation</b>	<b>Completed</b>
Falmouth Street – footpath link to Lawry Heights	Base gravel works completed. Sealing contractor delayed.
Lawry Heights – footpath Tasman Hwy to Homer Street	Under construction.
Treloggen Drive (Binalong Bay) Kerb & Channel Works	In-progress: road sealing Contractor delayed.
Foreshore Shared Way – Possum Tom (Parkside)	Under construction.
Jetty replacement – Kirwans Beach	Under construction.
Medeas Cove Esplanade footpath (Heather Place to Young Street).	Under construction.
<b>St Marys footpath (IGA to Newman Street)</b>	<b>Completed</b>
Road resealing program 2021/2022	Line marking in progress.
Road pavement reconstruction - St Helens Point Road	Pavement remediation works complete near Cunningham St jetty. Line marking to be completed by new contractor.

## 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.

<b>ACTION</b>	<b>INFORMATION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Municipal Inspector
<b>FILE REFERENCE</b>	003\003\018\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	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 14 April 2022 – 3 June 2022.

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											2				2
Dogs in Prohibited Area															
Dogs Rehomed or sent to Dogs Home															
Livestock Complaints															
Barking Dog				3			1				2		1		7
Bark Monitor				2											
Bark Abatement Notice															
Wandering Dog or Off Lead		3				1					2		2	1	9

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		3		2		1					4		3	1	14
Letter/Email warnings and reminders		2		1							1		4		8
Patrol		3		2	3	3		2	6		5		9	4	37
Dog Attack - on another animal (Serious)															
Dog Attack/ Harassment - on another animal (Minor)															
Dog Attack - on a person (Serious)															
Dog Attack/ Harassment - on a person (Minor)															
Dog - chasing a person															
Declared Dangerous dogs															
Dangerous Dogs Euthanised															
Unregistered Dog - Notice to Register				9							4				13
Dogs Registered 2021/22 to date															1511
Pending Dog Registration 2021/22															
Infringement Notice Issued															
Pending Dog Registration Checks															
Caution Notice Issued		1		1									1		3
Verbal Warnings /Education Sheets Maps		1													1
Infringement Notice - Disputes in Progress													3		3
Infringement - Time Extension request															
Infringement Notice - Revoked								1					2		3

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/ Denison	Stieglitz	Goshen/Pye/ Weldborough	St Helens	St Marys	TOTALS
Kennel Licence - No Licence				2											2
Kennel Licence - Issued															
Rooster /Poultry Complaints														1	1
Other / Welfare concerns /RSPCA		2		1										2	5
Cat Complaints														1	1
Lost Dogs															
Illegal Camping														1	1
Beach Patrols (not additional days)		3			3	3		2	6		5				22
Additional Beach Patrols		2			2	2		3	4		2				15
<b>TOTALS</b>		<b>20</b>		<b>23</b>	<b>8</b>	<b>10</b>	<b>1</b>	<b>8</b>	<b>16</b>		<b>27</b>		<b>25</b>	<b>11</b>	

#### 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.

### 06/22.14.3 Legge Street, Falmouth

ACTION	INFORMATION
PROPONENT	Mr Gregory Green – Falmouth landowner.
OFFICER	David Jolly – Manager Infrastructure and Development Services
FILE REFERENCE	032\005\003\
ASSOCIATED REPORTS AND DOCUMENTS	Legge Street classification.docx, attached.

#### OFFICER'S RECOMMENDATION:

That Council assume ownership of and include Legge Street – Falmouth Transport Segment ID 6071347 in the Council road register and provide written advice to Property Services at the Department of Natural Resources and Environment Tasmania.

That Transport Segment ID 6071347 be managed as a Class 5 road.

#### INTRODUCTION:

Council has received a request to reclassify a section of Legge Street from the authority of DPIPWE to Council (Transport Segment ID 6071347), attached. The request relates to a short transport segment of 101.4m in length shown on the map below.



Matters relating to the road segment are summarised in the Officers Report section of this report.

#### PREVIOUS COUNCIL CONSIDERATION:

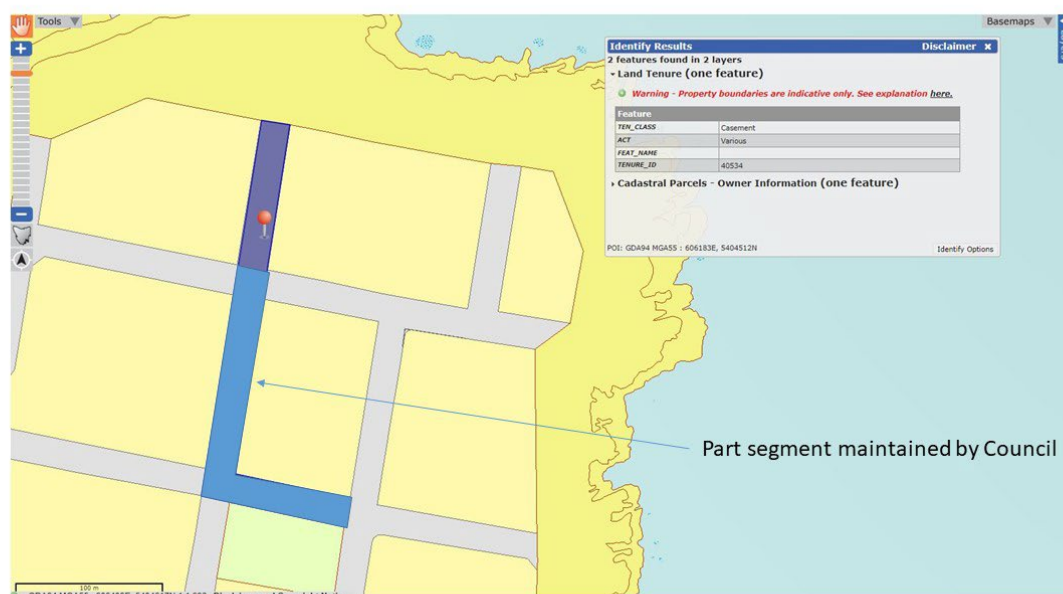
No previous Council consideration.

## OFFICER'S REPORT:

The road segment being considered is part of a single cadastral parcel.

Council is not the road authority for (Transport Segment ID 6071347). The segment is not included in Councils Road Register and Council does not maintain the segment. The segment provides access to two properties (1 & 2 Legge Street) via this segment.

The single cadastral parcel and part segment of Legge Street and James Street that are on Councils Road Register and maintained by Council is shown on the map below.



Transport Segment ID 6071347 is included in the Land Tenure Casement 40534 that includes all other roads at Falmouth that are maintained by Council.

The historical context and reason for segment 6071347 not being transferred to the Council remains unclear with current information available on The List Map.

Property Services (Department of Natural Resources and Environment Tasmania) have advised that inclusion of Segment 6071347 on Council's road register requires endorsement by the Council with a follow-up letter to the department advising that decision. The department would then arrange for the change to be gazetted.

Under Councils road classification, Segment 6071347 is physically equivalent to that of a Class 5 road, which is basically unformed, has minimal drainage, no substantial pavement and is a track in a road reservation.

Should Council endorse a recommendation to assume ownership of the road segment, the segment needs to be managed as a Class 5 road where the segment is maintained every 3 to 5 years or after major events such as flood, fire or storm and with no obligation affected landowners to upgrade the segment to a higher class standard. Policy no AM11 Roads Infrastructure Policy would apply to the road should Council accept ownership of the transport segment.

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

Strategic Plan 2017-2027 – Revised March 2022

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

*Key Focus Area – Roads and Streets:* Develop a well maintained road network that recognises the changing demands and requirements of residents and visitors.

## **LEGISLATION & POLICIES:**

Local Government Act 1993.

AM11 – Roads Infrastructure Policy

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

The cost to maintain Segment 6071347 as a Class 5 road are minimal (estimate at \$500/annum) based on a three year maintenance cycle. The segment can be maintained within current budget.

## **VOTING REQUIREMENTS:**

Simple Majority.

## 06/22.15.0 COMMUNITY DEVELOPMENT

### 06/22.15.1 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

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

<b>Council Community Grants/Sponsorship</b>	<b>2021-2022</b>
<b>Community Services</b>	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000
<b>Community Event Funding</b>	
Seniors Day	3,000
Australia Day Event	5,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
January event including Wood chopping	15,000
Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride -	500
Game Fishing	2,000
Marketing Greater Esk Tourism	2,500
Volunteer Week	2,500
Bay of Fires Winter Arts Festival	14,000
St Marys Community Car & Bike show	2,000
East Coast Masters Golf Tournament	2,000
Triathlon	2,000
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

#### **International Mountain Bike Association (IMBA) EPIC Status – Bay of Fires Trail**

No report

#### **Recreation Trail Strategy**

Council has received a draft copy of the Recreational Trails Strategy in readiness for community feedback. Council staff are currently developing a communications plan in line with the Community Engagement Strategy.

## **Community Events**

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

Council staff have also been working with community groups to assist them in a covid friendly manner to return to their food fundraising stalls.

### **June**

- 2 – Building Blocks – St Marys Hall
- 11 – Tas Vax Clinic – Bendigo Bank Community stadium
- 10-13 – Bay of Fires Winter Arts Festival – Youth Prize – Portland Hall
- 12 - St Marys Car, Bike and Pedal car show – Main Street, St Marys
- 19 – With One Voice Break O’Day Choir – Reconnect & Sing – Portland Hall
- 29 – Van Diemen’s Band – Portland Hall

## **Bay of Fires Master Plan**

A number of Expressions of Interest have been received for this project. The assessment committee which is made up of members of the Bay of Fires Master Plan Steering Committee have until the 25 July to assess the applications.

## **St Helens Spots Complex – Conceptual Plan**

Council staff are collating all feedback that was received during the engagement period. A report will be prepared and presented at a future Council workshop for Councillors information.

## **Volunteer Strategy**

The Volunteer Strategy working group have been working hard seeking feedback from community as to why they volunteer and what they see as the barriers for volunteering. The members of the working group have now reviewed all feedback and are at the testing stage. The testing stage is where they take the top 5 points provided by the community and just double check that they are the issues that the community would like built into a strategic document. A report to Council will be provided at an upcoming Council workshop.

## **Township Plan sessions**

Township Plan sessions have now completed with nine (9) townships visited. Council staff not only met with community members and discussed projects and ideas but the community was also offered the chance to do an online survey. 288 members of our community completed the survey. Council staff are currently reviewing all the information collected through the online survey and imputing into the community feedback document for each township.

## **Learner Driver Mentor Program**

Two learners that have been within this program have successfully obtained their provisional license this month. Well done to the learners and mentors involved. A great achievement

On Road Hours:	47.5
Learners in the car:	6
Learners on waiting list:	6
Mentors:	3

## **Community Wellbeing Project**

We have 10 fabulous applicants for this year's wellbeing certificate training. A new contract has been signed with Michelle McQuaid and the Wellbeing Lab to licence the training for 2022. Our training team are finalising their preparations for training to commence on the 9 July at Falmouth Community Centre. The Project Coordinator is currently exploring new ways to spread the good things from the training deeper into our community and to create more ways for those in the training to connect with local activities and context. There will be stronger links with the Festival of Wellbeing this year.

## **Break O'Day Council – Recovery Exercise Program Pilot 2022**

The Royal Commission into National Natural Disaster Arrangements 2020 identified that the extent and nature of recovery exercising varies across jurisdictions, with many irregularly or inconsistently exercising in an integrated fashion, or not having the capacity to develop specialised recovery exercising.

The National Recovery and Resilience Agency has established a Regional Recovery Exercise Program in 2022 to complement and support jurisdictional exercise programs by providing guidance and resources to develop specialised recovery exercises at the regional and local level.

The Program consists of two components:

- Recovery Exercises Toolkit, as a companion document to the Managing Exercises and Community Recovery Handbooks in the Australian Disaster Resilience Handbook Collection
- Program of supported regional recovery exercises, conducted in partnership with jurisdictions

Break O'Day Council was asked to undertake the pilot exercise in Tasmania which was held on the 1 June 2022. A number of local government officers attended the session along with State Government agencies who are involved in long term recovery. A total of 46 people were in attendance with many great learnings being shared at this session. The information gained from the session will help to inform the ongoing development of the Recovery Exercising Program and Toolkit.

#### **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.

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Chris Hughes, Community Services
<b>FILE REFERENCE</b>	004\010\006\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Nil

**OFFICER'S RECOMMENDATION:**

That Council adopt the new fee schedule set out below for the Bendigo Bank Community Stadium.

**Multipurpose stadium**

HOURLY RATE HIRE FEES						
			Day Rate		Night Rate	
			1 Court	2 Court	1 Court	2 Court
Sports (Team)						
	Casual Hire		\$29.70	\$49.50	\$37.10	\$61.80
	Regular User		\$26.70	\$44.50	\$33.40	\$55.70
	Key User Hire		\$23.75	\$39.60	\$29.70	\$49.50
Sports (Individual/Doubles)						
	Casual Hire		\$14.85	\$24.75	\$18.55	\$31.00
	Regular User		\$13.35	\$22.30	\$16.70	\$27.85
	Key User Hire		\$11.90	\$19.80	\$14.90	\$24.80
Community Activities						
	Casual Hire		\$23.75	\$39.60	\$29.70	\$49.50
	Regular User		\$21.40	\$35.60	\$26.70	\$44.50
	Key User Hire		\$19.00	\$31.65	\$23.75	\$39.60
Events						
	Casual Hire		\$59.35	\$99.00	\$74.20	\$123.60
Day Rate (8 Hours)					\$20.00	
Equipment	Tennant Walk Behind Scrubber Machine				\$120.00 per hour	
FACILITY HIRE FEES						
Change Room	Per Booking and Room				\$10.50	

**INTRODUCTION:**

This is the first review of the Bendigo Bank Community Stadium fees since the stadium was opened back in 2016. The Special Committee of Council proposes a 3 percent increase.

**PREVIOUS COUNCIL CONSIDERATION:**

No previous Council consideration.

## OFFICER'S REPORT:

The Special Committee of Council, Bendigo Bank Community Stadium Committee ("Committee") met last month to review the fees and charges structure for the Bendigo Bank Community Stadium. It was agreed by the committee that a price increase was practical considering the fees had not been increased since the opening of the stadium in February 2016 and operating costs have increased.

The Committee agreed that any fee rise should be in line with the current CPI increase. It was agreed that a 3% increase be applied to all fees relating to Bendigo Bank Community Stadium hire.

The table below shows the current fee in blue and the new fee after 3% has been applied in red.

Committee members were asked to speak to the organisations that they represented and to let Council officers know of the outcome of those discussions. The Netball Association was the only organisation not in support of the fee increase.

### Multipurpose stadium

HOURLY RATE HIRE FEES					
		Day Rate		Night Rate	
		1 Court	2 Court	1 Court	2 Court
Sports (Team)					
	Casual Hire	\$28.80 29.70	\$48.00 49.50	\$36.00 37.10	\$60.00 61.80
	Regular User	\$25.92 26.70	\$43.20 44.50	\$32.40 33.40	\$54.00 55.70
	Key User Hire	\$23.04 23.75	\$38.40 39.60	\$28.80 29.70	\$48.00 49.50
Sports (Individual/Doubles)					
	Casual Hire	\$14.40 14.85	\$24.00 24.75	\$18.00 18.55	\$30.00 31.00
	Regular User	\$12.96 13.35	\$21.60 22.30	\$16.20 16.70	\$27.00 27.85
	Key User Hire	\$11.52 11.90	\$19.20 19.80	\$14.40 14.90	\$24.00 24.80
Community Activities					
	Casual Hire	\$23.04 23.75	\$38.40 39.60	\$28.80 29.70	\$48.00 49.50
	Regular User	\$20.74 21.40	\$34.56 35.60	\$25.92 26.70	\$43.20 44.50
	Key User Hire	\$18.43 19.00	\$30.72 31.65	\$23.04 23.75	\$38.40 39.60
Events					
	Casual Hire	\$57.60 59.35	\$96.00 99.00	\$72.00 74.20	\$120.00 123.60
Day Rate (8 Hours)					\$500.00 520.00
Equipment	Tennant Walk Behind Scrubber Machine			\$120.00 per hour	
FACILITY HIRE FEES					
Change Room	Per Booking and Room			\$10.00 10.50	

## **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:**

Proposed 3% price increase for hire charges for the Bendigo Bank Community Stadium to be implemented if adopted by Council.

## **VOTING REQUIREMENTS:**

Absolute Majority.

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Chris Hughes, Community Services
<b>FILE REFERENCE</b>	004\008\017\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Nil

**OFFICER'S RECOMMENDATION:**

1. That Council work with the Scamander Community to decide on the following:
  - location of outdoor gym equipment to be placed; and
  - what pieces of equipment they would like to use in this space.
2. That Council seek external funding to cover the cost of this project.

**INTRODUCTION:**

Council has received a letter from a Scamander resident seeking Council's support to install outdoor gym equipment in the Scamander Park near the Scamander River.

**PREVIOUS COUNCIL CONSIDERATION:**

No previous Council consideration.

**OFFICER'S REPORT:**

Outdoor exercise equipment is playing an important role in getting people to increase their exercise and combat today's inactive lifestyle. With data showing high levels of obesity present amongst children especially, the introduction of outdoor exercise equipment presents a fun way to get families active.

Outdoor exercise equipment areas as they become more common in our recreation spaces are becoming intergenerational meeting points for people, therefore a great social benefit to the community. This is in part because they are so accessible, with areas often available at all hours and allowing users access to a free workout whenever it's convenient.

Scientific research shows exercise increases cognition, especially at a young age. So, for children and teens using this equipment every day, their ability to concentrate and learn can increase significantly.

If approved by Council, staff would work with the community as to what type of exercise equipment would work in the community along with placement of same.

External grant funding will be required to support the purchase of this equipment as an average piece of commercial equipment ranges between \$4,000 and \$7,000 plus installation costs.



#### **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 funding allocated in the current budget or the draft budget 2022 – 2023.

#### **VOTING REQUIREMENTS:**

Simple Majority.

## 06/22.16.0 DEVELOPMENT SERVICES

### 06/22.16.1 Development Services Report

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

#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

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

#### PREVIOUS COUNCIL CONSIDERATION:

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

#### OFFICER'S REPORT:

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

1. Continued review and Drafting of new Strata Policy;
2. Information Sessions completed with key stakeholders and trades persons. Approximately 25 persons attended over the three (3) sessions and were very well received;
3. Development Services staff participated in Local Government Review held by the Local Government Association of Tasmania (LGAT);
4. Further training and info sessions presented by Plan Build concentrating on integration and implementation upon commencement of Statewide Planning Scheme.

## PLANNING REPORT

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

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	EOFY 2020 / 2021
<b>NPR</b>	4	6	5	3	3		2	5	4	5	7		44	
<b>Permitted</b>	5	4	2	1	4	4	3	1	4	1	4		33	
<b>Discretionary</b>	27	24	16	14	20	15	13	11	7	16	9		172	
<b>Amendment</b>	3	3	1	1	2	2	2	1	3	2	1		21	
<b>Strata</b>		1		1	1		1		1		2		7	
<b>Final Plan</b>	2		1		3	2					2		10	
<b>Adhesion</b>						1			1				2	
<b>Petition to Amend Sealed Plan</b>	2												2	
<b>Boundary Rectification</b>						1							1	
<b>Exemption</b>								1	1				2	
<b>Total applications</b>	43	38	25	20	33	25	21	19	21	24	25		294	307

<b>Ave Days to Approve Nett *</b>	31.13	30.13	28.92	33.35	34.84	26.2	37.71	36.73	23.61	30.75	24.16		27.85	
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\* Calculated as Monthly Combined Nett Days to Approve/Total Applications

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

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
058-2022	Beaumaris	Additional Use Visitor Accommodation	S57	40	39
024-2020 AMEND 2	Stieglitz	Increase in Dwelling Height from Approved Height 5885mm Above Natural Ground Level to 6310mm (+425mm) on Eastern Side	S56	8	8
031-2022	Falmouth	Dwelling & Shed	S57	43	42
118-2022	Akaroa	Shed	NPR	6	6
022-2022	Pyengana	Farm Shed	NPR	6	6
346-2021	Beaumaris	Dwelling & Shipping Container	S57	102	42
025-2022	Stieglitz	Multiple Dwellings (1 Existing, 1 New), Demolition and Second Access	S57	91	44
030-2022	St Marys	Dwelling & Shed	S57	45	44
117-2022	St Helens	Extension to Shed with Amenities	NPR	6	6
013-2022	Mathinna	Dwelling	S58	10	2
088-2022	St Marys	Shed	S57	40	40
043-2019 STRATA 2	Falmouth	Staged Strata Development (Re-Lodged)	STRATA	147	42
432-2003 FINAL 6	Scamander	Final Plan of Survey – Lot 29, 30, 31, 50, 51 & 52	FINAL PLAN	78	19
070-2022	Stieglitz	3 x Carports	S57	58	57
114-2022	Gray	Shed & Shed/Carport & 2 x Awnings	S58	13	13
090-2020 STRATA 2	St Helens	Strata Stage 2	STRATA	42	42
111-2022	Stieglitz	Additional Visitor Accommodation	S58	19	17
017-2022	St Helens	Legalisation of Veranda, Utility Room and New Carport	S58	27	26
089-2022	Binalong Bay	Internal Alterations and Deck Extension	S57	42	42
125-2022	St Helens	Retrospective Approval Ancillary Dwelling	NPR	11	3
120-2022	St Helens	Extension to Carport	NPR	1	0
129-2022	Stieglitz	Enclose Existing Porch and New Carport	NPR	1	0
057-2022	Binalong Bay	Additional Use for Visitor Accommodation	S57	41	40
138-2022	Stieglitz	Dwelling & Carport	NPR	4	4
241-2021 FINAL	St Helens	Boundary Adjustment & Strata Amendment	FINAL PLAN	20	20

**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
Relocation of Community Garden Site Office & Infrastructure	St Helens Sports Complex – Community Garden Site	Completed January 2021
New Amenities building	Wrinklers Lagoon carpark	Completed March 2022.

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

Description	Location	Updates
Marine Rescue Additions	St Helens Foreshore	<ul style="list-style-type: none"> <li>Nearing Completion.</li> </ul>
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> <li>Works Commenced;</li> <li>Next phase of works pending outcomes of St Helens Sports Complex Masterplan consultation.</li> </ul>
New Accessible/Family Toileting Facility	St Marys Community Space	<ul style="list-style-type: none"> <li>Works Commenced;</li> <li>Due for Completion July 2022.</li> </ul>
Building Improvements	St Helens Council Chambers	<ul style="list-style-type: none"> <li>Works substantially completed;</li> <li>Minor fit out works to be completed.</li> </ul>

### 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"> <li>Works scoping and scheduling of works to be confirmed.</li> </ul>
Old Tasmanian Hotel Site – New Community Shed	20 Talbot Street, Fingal	<ul style="list-style-type: none"> <li>Successful funding application through Black Summer Bushfire Recovery Grants Program – works program delayed in line with grant funding guidelines.</li> <li>Conceptual Plans Developed &amp; Initial Consultation Completed.</li> </ul>
St Marys Indoor Recreation Facility	St Marys Sports Complex	<ul style="list-style-type: none"> <li>Successful funding application through Black Summer Bushfire Recovery Grants Program;</li> <li>Consultation and Conceptual Design phase commenced.</li> </ul>
New Solar Panels & Heating Improvements	St Marys Community Hall	<ul style="list-style-type: none"> <li>New project - Approved in 2021/2022 Capital Works Program</li> <li>Scoping and works and quotations currently being sourced.</li> </ul>
St Marys Waste Transfer Station Additions	St Marys Waste Transfer Station	<ul style="list-style-type: none"> <li>New project - Approved in 2021/2022 Capital Works Program</li> <li>Work scope now confirmed;</li> <li>Planning Submission currently being prepared.</li> </ul>
New Lighting Towers	St Helens Sports Complex – Football Oval	<ul style="list-style-type: none"> <li>Planning Application Approved;</li> <li>Building Application submitted early Feb 2022;</li> <li>Works scheduled delayed due to availability of materials – pending further advice.</li> </ul>

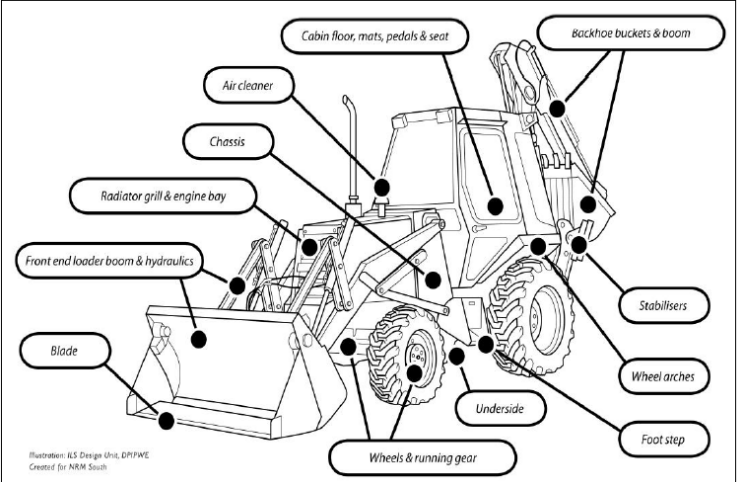
The below table provides a summary of the building approval issued for the month including comparisons to the previous financial year.

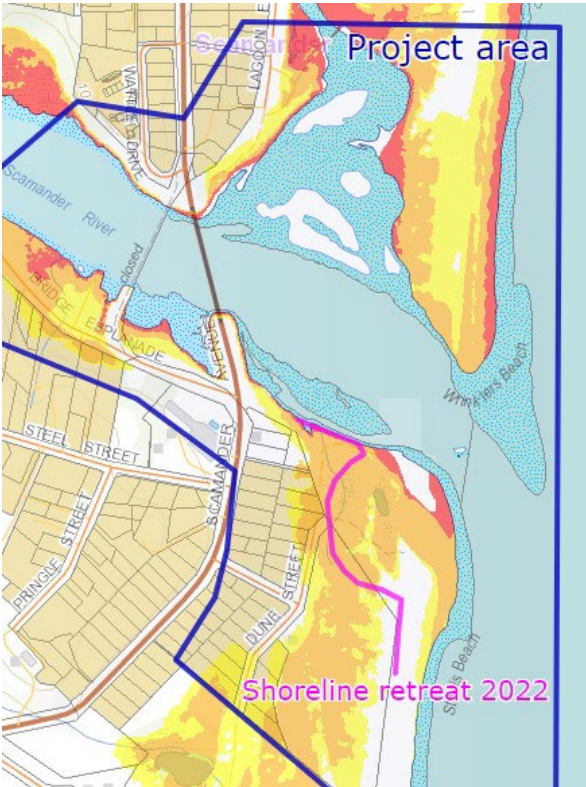
No.	BA No.	Town	Development	Value
1	2022 / 00009	Binalong Bay	Alterations & Additions - Dwelling & Decks	\$40,000.00
2	2021 / 00168	Scamander	New Dwelling incorporation Veranda & Carport	\$269,000.00
3	2020 / 00024 - AMEND	Stieglitz	New Dwelling inc Deck & Garage (Amend: roof, height & internal)	\$154,000.00
4	2022 / 00060	St Helens	New Carport	\$10,000.00
5	2021 / 00026	Binalong Bay	Alterations & Additions - Dwelling & Deck	\$75,000.00
6	2021 / 00172	Akaroa	New Dwelling incorp Garage, Deck, Carport & Retaining Wall	\$800,000.00
7	2022 / 00081	Beaumaris	New Solar Panels (10.8KW)	\$9,000.00
8	2022 / 00132	St Marys	New Solar installation	\$22,900.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2020/2021	2021/2022
	\$19,372,643.00	\$23,426,540.00

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2021	2022
	May	\$2,066,800.00	\$1,379,900.00

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2020/2021	2021/2022
	May	145	163

Description	Updates
Climate Change Action	<p>Council attended the LGAT Climate Change Conference in May with other council's from around the state. Presentations focused on the exposure of local government to climate change risks across its functions and opportunities for action on mitigation and adaptation, including helping community and industry respond to the risks they face.</p> <p>The Northern Regional Councils Climate Change Action Program is supporting Council with actions for 2022-2023 on its mitigation, adaptation, communication and accountability priorities.</p>
Weed Management	<p>A focus on prevention and early action in weed management was one of the topics presented at three Development Services forums for local property industry businesses. The forums were attended by the real estate agencies, development designers and builders, who were encouraged to meet their General Biosecurity Duty under the new Biosecurity Act by recognizing priority weeds and apply risk-based weed hygiene measures on projects.</p> 
Flood Management	<p>The St Marys flood management project, including flood modelling and mitigation works that followed, was the subject of a brief presentation included at the Floodplain Management Australia's National Conference at Toowoomba on integrated floodplain management. The conference also included a presentation on the Scamander River by resident postgraduate researcher Mrs L Fearman.</p>

Description	Updates
Resources for NRM Projects	<p>A proposal for a <i>Scamander River Coastal Hazards Risk Mitigation and Pathways Planning Project</i> proposal has been submitted to the State Emergency Service to include a Tasmanian bid for Australian Government funding.</p>  <p>The map shows the Scamander River flowing through a residential area. A blue line outlines the 'Project area' along the riverbank. A pink line indicates the 'Shoreline retreat 2022'. Labels on the map include 'Scamander River', 'WATERLOO DRIVE', 'LACDON E', 'BRIDGE', 'ESPLANADE', 'STEEL STREET', 'PRINGLE STREET', 'SCAMANDER', 'DUNE STREET', 'Winkles Beach', and 'Sile Beach'.</p> <p>The project would look at the compounding risks from river flood and coastal hazards with the community, initial mitigation actions and the longer term and shared risks.</p> <p>A grant application for a Break O'Day Council Queen's Jubilee Trees was also made and has been successful. The Jubilee Trees funding is for a small number of street trees and plaques in seven townships, including replanting some of the 1897 Silver Jubilee trees at Fingal Recreation Ground.</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. Monitoring is conducted monthly during the warmer months to test faecal contamination.

The 2021-2022 sampling season has now ended. Results for water samples last season indicated conditions at the ten waters monitored were 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	155	156	90	90
<b>TOTAL</b>	<b>198</b>	<b>201</b>	<b>140</b>	<b>148</b>

*Note: Increase is due to MEN ACWY now on the NIP for Grade 10 Students, and it is recommended to have another dose if had in 2017/2018 (by Department of Health Immunisation Section).*

### Sharps Container Exchange Program as at 15 June 2022

Current Year	Previous Year
YTD 2021/2022	YTD 2020/2021
40	16

*Sharps – appears to be more popular – word out there or community needs increased?*

## STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

### Goal

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

### Strategy

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

## LEGISLATION & POLICIES:

Not applicable.

## BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Not applicable.

## VOTING REQUIREMENTS:

Simple Majority.

ACTION	INFORMATION/DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	draft Meeting Minutes - NRM Special Committee - 12 April 2022

**OFFICER'S RECOMMENDATION:**

That Council receive the Minutes of the NRM Committee Meeting held on 12 April 2022 and consider any items from the Committee for further Council attention.

**INTRODUCTION:**

The Break O'Day NRM Special Committee met on 12 April 2022 in the Break O'Day Council Chambers.

**PREVIOUS COUNCIL CONSIDERATION:**

Council discussed the NRM Committee's Meeting Minutes of 12 April 2022 at its June Workshop.

04/22.16.2.77      Moved: Clr K Chapple / Seconded: Clr K Wright

That Council receive the Minutes of the NRM Committee Meeting held on 15 March 2022 and consider any items from the Committee for further Council attention.

CARRIED UNANIMOUSLY

12/21.16.2.276      Moved: Clr L Whittaker / Seconded: Clr J Drummond

That Council receive the Minutes of the NRM Committee Meeting held on 16 November 2021, acknowledging advice and considering recommendations from the Committee for further Council attention.

CARRIED UNANIMOUSLY

**OFFICER'S REPORT:**

Minutes from the NRM Committee's meeting in April are attached for Councils attention and to be formally received.

Council's attention is drawn to the following NRM Committee items in particular.

### 3.3 Committee Membership Appointments

Recommendations for Committee appointments are the subject of a separate item at the Meeting.

### 3.4 NRM Action Plan priorities for 2022-2023

The Committee has provided advice on priorities for Council to consider in its Annual Plan and resourcing of activities for Environment Goals and Key Focus Areas in 2022-2023. Those priorities, listed in the Minutes, are:

#### *Land and Water Management*

- Continue seeking funding opportunities and partnerships for management priorities and actions.
- Strategic weed management actions across land tenures – and developing the Weed Action Plan.
- Improving soil and water management and weed and disease hygiene in land use practices and development.
- Serrated Tussock Eradication (WAF grant funded) project.
- Local Responsible Cat Ownership actions (Northern Regional Cat Management Strategy).
- Dog Management Policy implementation and cooperation, including support for shorebirds.
- Catchment, stream and water quality management - take stock of priorities, trends and future priorities in the main river basins – and implement *rivercare* actions.
- Support community action on water issues for the George catchment and bay.

#### *Appropriate Development*

- Implement Land, Water and Climate Change priorities by supporting policy, processes and education activities for sound land use planning, building and design.

#### *Climate Change*

- Support Northern councils Climate Change Action Planning initiative and integrate regional Mitigation and Adaptation framework with local Climate Change Action Plan and priorities.
- Take action in Break O'Day, implementing early mitigation and adaptation action priorities, and seeking funding opportunities and partnerships.

These priorities have been considered and are reflected in the draft Annual Plan actions of Council for 2022-2023.

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

	Item	Status
4 August 2020		
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee.	To Action
12 April 2022		
3.3.1	Council appoint to its NRM Special Committee Jeanymaree Wilson for the Aboriginal community of Break O'Day and Palawa people.	To Action

	Item	Status
3.3.2	Existing NRM Committee members Howard Jones, Todd Dudley and Tim Rhodes reaffirm their respective representation and wishes to continue and be reappointed to Council's NRM Committee.	To Action
3.4.1	Council consider for its 2022-2023 Annual Plan the Committee's outlook on priorities for action and activities from the Break O'Day NRM and Environment Strategy and Action Plan. And in particular that Council ensure resources for weed management and animal control (dog and cat management) are increased for 2022-2023.	Advice to Council
3.4.2	That Council convene its Climate Change Action Working Group as a matter of urgency.	Advice to Council

Council should discuss any matters for further action.

### STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027 (Revised March 2022)

#### Goal

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

#### Strategies

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

### LEGISLATION & POLICIES:

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

### BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The NRM Committee has provided advice to Council on priorities for its Annual Plan and budget for 2022-2023. It has in this advice raised, again, its view that resources for weed management and animal control should be increased.

### VOTING REQUIREMENTS:

Simple Majority.



## Minutes

### NRM SPECIAL COMMITTEE MEETING

**Tuesday 12 April 2022  
12:30 – 3 pm**

**BREAK O'DAY COUNCIL CHAMBERS  
(COURT ROOM)**

**32-34 Georges Bay Esp. St Helens,**

#### **COVID-19 Pandemic Protocols Apply**

- Do not come if experiencing any cold/flu/COVID-19 like symptoms or if you have been in close contact with a confirmed case for >4hr / overnight
- Practice necessary hygiene and distancing restrictions
- Masks are a good idea but not required
- BYO lunch

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## 1 Attendance

### Present:

Councillor Janet Drummond (Break O'Day Council - Chair); Clr Kristi Chapple (Break O'Day Council); Clr Lesa Whittaker (Break O'Day Council); Howard Jones (Community Representative); Todd Dudley (NE Bioregional Network); Tim Rhodes (Agriculture Industry)

### Apologies:

Dom Neyland (Parks and Wildlife Service); Craig Lockwood (Marine Aquaculture)

### 1.1 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.*

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## 2 Confirmation Minutes of Meeting

### 2.1 Minutes of Meeting

A quorum was not present at the previous Committee meeting on 15 March.

- 2.1.1 Motion: That the decisions made at the Meeting held on Tuesday 15 March 2022 at Break O'Day Child and Family Centre, with less than a quorum present, be ratified and that the Minutes of that Meeting are confirmed.

Moved: Janet Drummond

Seconded: Howard Jones

Carried

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

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

Nil

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### 3 Business arising from the previous meeting

#### 3.1 Water

Howard Jones reported he had been looking back at submissions made to the Rural Water Use Strategy last year. He noted the EDO had pointed out then the State Water Quality Policy had stalled, with no Objectives set, as it requires. Other submissions highlighted poor compliance and best practice mechanisms for dam permits. State of the Environment reporting was not being done. He noted Jo Palmer was the new Tasmanian Minister responsible for water.

#### 3.2 Future Potential Production Forest land

Todd Dudley sought an update on Council's action on FPPF Land issues.

The NRM Facilitator reported Council was still to write to the Tasmanian Government, expressing its concerns for the future of FPPF Land in Break O'Day.

#### 3.3 Committee Membership Appointments

The Committee discussed NRM Committee membership and vacancies for representatives, including a public call for interest which is an outstanding Committee action item.

The Committee welcomed news a local resident and member of the Aboriginal community was interested in joining the NRM Committee - Aunty Jeanie-Marie Jenkinsen. Janet Drummond suggested Jeanie-Marie's surname be checked as she understood it may have changed recently.

- 3.3.1 Motion: Council appoint to its NRM Special Committee Aunty Jeanie-Marie Jenkinsen for the Aboriginal community of Break O'Day and Palawa people.

Moved: Lesa Whittaker

Seconded: Kristi Chapple

Carried

- 3.3.2 Motion: Existing NRM Committee members Howard Jones, Todd Dudley and Tim Rhodes reaffirm their respective representation and wishes to continue and be reappointed to Council's NRM Committee.

Moved: Lesa Whittaker

Seconded: Kristi Chapple

Carried

### 3.4 NRM Action Plan priorities for 2022-2023

The Committee received a report on 2021/22 *Environment and NRM Action Plan* priorities, progress to date and outlook for 2022/23. With this, it discussed priorities from the *Environment and NRM Action Plan and Strategy for 2022/23* that Council should include in its plans for next financial year's operations – Annual Plan and budget.

The NRM Facilitator noted a review (underway at the time) of 'Key Focus Areas' in the *Break O'Day Council Strategic Plan 2017-2027* would modify the context for aligning Environment and NRM Strategy priorities with Council's annual actions. The Environment Goal of the Break O'Day Council Strategic Plan was anticipated to now focus on actions for:

#### *Land and Water Management*

Develop and implement strategies and activities that prevent land degradation and improve water quality within our rivers, estuaries and coastal areas.

#### *Appropriate Development*

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

#### *Climate Change*

Understand, address and evaluate the challenges of climate change in Break O'Day and develop and implement mitigation strategies.

Lesa Whittaker suggested changing the key focus area for 'Climate Change' to 'Climate Action'.

The NRM Facilitator pointed out community communication and engagement activities were previously a specific focus area. This was not however being lost, rather information, education and community activation would occur as part of Land, Water and Climate Action activities. Similarly, the consolidated Land and Water focus area would better integrate priorities (for example on catchment management and land and soil) that overlap and interact. And still provided space for all the aims and priorities for Land, Water and Access in the *Environment and NRM Strategy and Action Plan*.

The NRM Facilitator reported good progress had been made with 2021/22 Action Plan priorities with new initiatives from the Committee, grants and regional collaboration, however it continued to be slower than hoped for on a number of activities with new opportunities on top of an ambitious agenda. The Committee noted the *NRM and Environment Action Plan 2018-2023* will need revision and extension next year.

Regional strategies for cat management, climate change cooperation and a draft Farm Weed Plan have been developed. Land management projects and works have been undertaken, on weeds in particular and across property tenures, and funding grants explored and acquired. Levels of community awareness and knowledge have been raised and land management and behaviours influenced during activities across Land, Water and Using and enjoying the environment. Progress was lower for Water priorities and community events and activities.

Current priorities for 2021/22 were discussed in a review table for progress and the outlook for 2022/23.

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Key concerns for members were with weed management, animal control and climate change action. Janet Drummond raised as an example community interest in forming a Valley weeds group to better coordinate and fund increased weed control by landholders, which needed support. Members reiterated their historic concern Council was not resourcing sufficiently both weed management and animal control to achieve its priorities.

There was also general concern for action on climate change in Break O'Day. The NRM Facilitator outlined recent progress with regional cooperation and plans for activity in 2022/23, however there was consensus the need locally in Break O'Day for action was now urgent.

### **Outlook for 2022/23**

Applying the anticipated framework of 'Key Focus Areas' for Council's Annual Plan, the Committee considered priorities for 2022/23:

#### *Land and Water Management*

- Continue seeking funding opportunities and partnerships for management priorities and actions
- Strategic weed management actions across land tenures – and developing the Weed Action Plan
- Improving soil and water management and weed and disease hygiene in land use practices and development
- Serrated Tussock Eradication (WAF grant funded) project
- Local Responsible Cat Ownership actions (Northern Regional Cat Management Strategy)
- Dog Management Policy implementation and cooperation, including support for shorebirds
- Catchment, stream and water quality management - take stock of priorities, trends and future priorities in the main river basins – and implement *rivercare* actions.
- Support community action on water issues for the George catchment and bay.

#### *Appropriate Development*

- Implement Land, Water and Climate Change priorities by supporting policy, processes and education activities for sound land use planning, building and design.

#### *Climate Change*

- Support Northern councils Climate Change Action Planning initiative and integrate regional Mitigation and Adaptation framework with local Climate Change Action Plan and priorities
- Take action in Break O'Day, implementing early mitigation and adaptation action priorities, and seeking funding opportunities and partnerships.

- 3.4.1 Advice: Council consider for its 2022-23 Annual Plan the Committee's outlook on priorities for action and activities from the *Break O'Day NRM and Environment Strategy and Action Plan*. And in particular that Council ensure resources for weed management

and animal control (dog and cat management) are increased for 2022-2023.

Moved: Janet Drummond

Seconded: Lesa Whittaker

Carried

3.4.2 Advice: That Council convene its Climate Change Action Working Group as a matter of urgency.

Moved: Todd Dudley

Seconded: Howard Jones

Carried

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#### 4 Outstanding Committee items

The NRM Committee reviewed items and decisions outstanding from past meetings, with one remaining to be completed.

	Item	Status
4 August 2020		
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	To Action

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

Moved: Todd Dudley

Seconded: Janet Drummond

Carried

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#### 5 Issues

##### 5.1 Local Government Reform and Future Roles in Environment

Council's Communications Coordinator, Jayne Richardson, joined the NRM Committee to discuss the Tasmanian Government's public consultation on the future role, function, and design of local government in Tasmania in relation to how 'Environment' and natural resource management is addressed and done by local government. The Communications Coordinator would use the discussion to help prepare a Council submission on Local Government Reform.

The context for discussion was reviewed, including the Local Government Reform (LGR) project's categorisation of roles and services of local governments into 'themes' and suggested questions drawing on that interpretation. The LGR themes are

THEME	INCLUDES	
<b>Community wellbeing</b>	<ul style="list-style-type: none"> <li>• Museums and galleries</li> <li>• Public art</li> <li>• Community events, markets and festivals</li> <li>• Community support services for vulnerable people</li> <li>• Social welfare</li> </ul>	<ul style="list-style-type: none"> <li>• Support for community volunteer, sport and cultural groups</li> <li>• Emergency and disaster management and recovery</li> <li>• Public health/medical services</li> <li>• Transport accessibility</li> </ul>
<b>Economic development and local promotion</b>	<ul style="list-style-type: none"> <li>• Local economic development</li> <li>• Tourism</li> </ul>	<ul style="list-style-type: none"> <li>• Advocacy on behalf of the community</li> </ul>
<b>Environment</b>	<ul style="list-style-type: none"> <li>• Tips and transfer stations</li> <li>• Garbage collection</li> <li>• Recycling</li> <li>• Cleaning public areas</li> <li>• Animal control</li> </ul>	<ul style="list-style-type: none"> <li>• Catchment/natural resource management</li> <li>• Weed control</li> <li>• Land reserves</li> </ul>
<b>Finance and administration</b>	<ul style="list-style-type: none"> <li>• Group purchasing schemes</li> <li>• Shared service arrangements</li> <li>• Rates and charges</li> </ul>	<ul style="list-style-type: none"> <li>• Financial management</li> <li>• Council workforce</li> </ul>
<b>Governance, accountability and representation</b>	<ul style="list-style-type: none"> <li>• Provision of information from council</li> <li>• Community engagement in decision-making</li> </ul>	<ul style="list-style-type: none"> <li>• Contact with councillors about local issues</li> </ul>
<b>Infrastructure provision and management</b>	<ul style="list-style-type: none"> <li>• Roads and bridges</li> <li>• Community halls</li> <li>• Parks, gardens and playgrounds</li> <li>• Recreation and aquatic centres, sports facilities, and campgrounds</li> <li>• Street lighting</li> <li>• Cycle paths, footpaths, pedestrian areas</li> </ul>	<ul style="list-style-type: none"> <li>• Drains and stormwater maintenance and repairs</li> <li>• Public toilets</li> <li>• Local traffic</li> <li>• Parking</li> <li>• Airports, sea ports, jetties, wharves</li> </ul>
<b>Land use planning and other regulatory services</b>	<ul style="list-style-type: none"> <li>• Land use planning</li> <li>• Planning and building permits</li> <li>• Local heritage</li> </ul>	<ul style="list-style-type: none"> <li>• Environmental protection/pollution control</li> <li>• Food and other public health standards</li> </ul>

The Committee's workshop discussion raised a number of points.

- Some scepticism of the local government reform process and intent, noting many people hold negative views of local government and that interest at the state level is for amalgamation
- The viability of many roles and functions placed in the Environment theme depends on infrastructure, industry and markets and higher government. Small councils are particularly vulnerable.

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- Water issues was an example, where water quality, river health, water supply, and catchment management were let down by a lack of agency at the state level to facilitate effective local roles. Roles in biodiversity issues were similarly undermined.
- Local government has role in community education and communication, on environmental issues and others, with significant influence for land and water management and community awareness.
- This includes 'shared responsibility' for environmental values and management and local government has a leadership role in that
- Remote rural local government's have few resources/revenue but large and extensive natural areas and resources to deal with
- Some Queensland councils directly fund environmental programs and actions by landholders and groups
- Council's need to lead on things like weeds, pests and climate change, and help facilitate sustainable care and use of the environment and resources by landholders and the community
- The land use and development planning system plays a critical role in management of the environment and natural resources - local government should continue delivering the planning authority function to implement the community's local land use aims and strategy.

The Committee's input would be documented and shared for its information.

## **5.2 Cat Management program**

The Committee received an update on plans for cat management activities. These include a microchipping/de-sexing subsidy, pilot project for a mobile Cat Management Facility and targeted cat trapping to manage stray/roaming populations, and education/communications campaign to encourage Responsible cat Management. Activities are being planned for the winter months when desexing and trapping are most effective.

## **5.4 Dog Management**

The Committee received an update on the joint campaign by community volunteers with council, PWS, NRM North and BirdLife Tasmania to increase breeding success for shorebirds, led by a focus on dog management on beaches.

Todd Dudley pointed out North East Bioregional Network volunteers had made a significant contribution to the effort.

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## **6 NRM staff update**

The NRM Facilitator provided a report at the meeting on recent activity.

This included a Farm Sector Drought Weeds Plan to wrap-up the Drought Weeds Officer support activity delivered for Council by NRM North. A few farm grants remain to be claimed by farmers, before the Break O'Day Drought Weeds project can be concluded.

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## **7 Committee Members update and other business**

### **7.1 Priory riparian protection projects**

Kirsti Chapple reported Landcare grant funding through the TFGA had been helped protect riparian areas and old tin mining sediment along the George River. Three floods had knocked down a lot of the fencing, which had to be reinstated. This was anticipated and a simple plain wire design used to make regular loss and rebuilding tolerable.

### **7.2 North East Bioregional Network**

Recent activity includes

- Shorebird Working group and activities
- Skyline Restoration project continues, with a non-government funding grant, but less fund overall
- Detailed submission on the Break O'Day Local Provisions Schedule to sit aside the Tasmanian Planning Scheme when it is adopted locally. This included addressing the biodiversity overlay and a scenic values study and protection report. Around \$30,000 was invested in the submission.

### **7.3 Scamander Tip Hours**

Todd Dudley reported forest plantation manager Timberlands offered to Council to help fund keeping the Scamander Waste Transfer Station open for longer hours to reduce the incidence of illegal waste dumping in forests nearby.

Todd asked why Council had declined this offer by Timberlands?

The problem remains and Todd would like to see opening hours reviewed and extended or just changed to reduce illegal rubbish dumping at Scamander.

### **7.4 Vegetation Loss - Steiglitz Foreshore**

Todd Dudley raised problem of illegal vegetation clearing with a recent case at Steiglitz. He was in favour of Council and PWS writing to landholders.

Janet Drummond reported there had also been a case of large old pines being cut down illegally at Mangana.

### 7.5 'Farming Forecaster'

Tim Rhodes thanked NRM South and NRM North for their project to make Farming Forecaster available to graziers.

The project has established a network of soil monitoring stations and a live online tool, *Farming Forecaster*, enabling graziers to plan pasture management months ahead, for optimum herd productivity and to maintain pasture health and ground cover, reducing soil loss.

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## 4 Next meeting dates

- The next NRM Committee Meeting is on Tuesday 12 July 2022.

Janet Drummond would not be able to attend and apologised in advance. Kristi Chapple offered to chair the meeting if she remains available.

The meeting to follow is on Tuesday 11 October.

Meetings have normally been on Tuesdays at the Child and Family Centre at St Helens, starting at 12:30pm for BYO light lunch, with business starting 1pm, or sooner with agreement of those attending.

ACTION	INFORMATION/DISCUSSION
PROPONENT	NRM Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Charter for the Break O'Day Council Natural Resource Management Committee - September 2021.

**OFFICER'S RECOMMENDATION:**

That Council appoint to its Natural Resource Management Committee, Aunty Jeanymaree Wilson, as a new member representing the Aboriginal community, Mr Adam Smith, representing the public land manager, Tasmania Parks and Wildlife Service.

That Council that reappoint as members of the NRM Committee continuing representatives: Mr Howard Jones (Community); Mr Todd Dudley (Community conservation), Mr Tim Rhodes (Agricultural sector) and Mr Craig Lockwood (Marine and aquaculture).

**INTRODUCTION:**

The Charter for Council's NRM Committee requires renewal of memberships and representation periodically.

**PREVIOUS COUNCIL CONSIDERATION:**

Council discussed new and renewed appointments of representatives on its NRM Committee at its June Workshop.

06/19.15.6.148

Moved: Clr J Drummond / Seconded: Clr K Chapple

That Council reappoint continuing representatives: Mr Howard Jones and Mr Peter Nichols (Community); Mr Todd Dudley (Community conservation); Mr Gerald Nicklason and Mr Tim Rhodes (Agricultural sector); Ms Linda Overend (Public land management - Parks and Wildlife Service); and Mr Craig Lockwood (Marine and aquaculture).

That Council appoint to its Natural Resource Management Committee, as a new member representing the forest industry (Public land management), Mr Hayden Ihnen, of Timberlands Pacific Pty. Ltd.

CARRIED UNANIMOUSLY

That Council nominate Councillor Kristi Chapple to the NRM Special Committee of Council to fill the vacancy left by John Tucker.

CARRIED UNANIMOUSLY

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

The Charter for the Break O'Day Council Natural Resource Management (NRM) Committee provides for the Council to appoint representatives from across the community, industry and government sectors and Councillors, as members of the Committee. It also requires review and renewal of representatives and appointments.

Filling vacancies, for example for the Aboriginal community, has been an on-going task for the Committee. Existing non-Councillor members are also due for review and renewal of appointments.

The Break O'Day Council NRM Committee resolved at its April Meeting to recommend Council:

- appoint to its NRM Special Committee Aunty Jeanymaree Wilson for the Aboriginal community of Break O'Day and Palawa people. (3.3.1).
- Reappoint existing NRM Committee members Howard Jones, Todd Dudley and Tim Rhodes (who have reaffirmed their respective representation and wishes to continue and be reappointed to Council's NRM Committee - 3.3.2).

Other members due for review were asked to reaffirm their interest to be reappointed as members of the NRM Committee. Mr Craig Lockwood confirmed he wishes to continue representing the Marine and aquaculture sector. Since Council's June Workshop the Parks and Wildlife Service has also nominated their current Parks and Reserves Manager, Mr Adam Smith, replacing Ms Linda Overend.

Council should appoint the nominated representatives to its NRM Committee.

A public invitation is being made for representatives interested in joining the NRM Committee for the remaining vacancies.

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

Strategic Plan 2017 – 2027

Achieving the Vision

*Working together*

- Council will... build and maintain strong relationships and partnerships through consultation, engagement and collaboration.
- The community will... be an active and engaged community participant through contribution and collaboration.

### *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.

### *Key Focus Areas*

Community and Council Collaboration - Work within a community engagement framework which defines the relationship between the community and Council in decision making and project delivery.

### *Goal*

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

### *Strategies*

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

## **LEGISLATION & POLICIES:**

Local Government Act 1993 – Section 24 Special Committees.

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

Nil.

## **VOTING REQUIREMENTS:**

Simple Majority.



# CHARTER

FOR THE

## BREAK O'DAY COUNCIL NATURAL RESOURCE MANAGEMENT COMMITTEE

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

### NRM Committee

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

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

### Skill base required

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

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

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

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

All appointments are at the discretion of Council.

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

## Terms of Reference

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

## Natural Resource Management Committee Responsibilities

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

## Council responsibilities

1. Provide a meeting venue for the Committee as required to fulfil its functions;
2. Provide support to the Committee;
3. To give appropriate and timely consideration to Committee recommendations;
4. Allow the formation of Subcommittees under Committee guidance where special circumstances warrant it; and
5. Consult prior to and provide reasonable notice of any changes it intends to make with respect to the NRM Committee and Charter.

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:**

18.05.2022	St Helens	– Hon Mark Shelton MP, general catch up meeting which discussed a range of issues and projects within Break O'Day including the housing situation and request for a Housing Needs Analysis to be undertaken; replacement of the St Helens Police Station; road upgrades and the quality of maintenance works being undertaken; St Helens Jobs Hub and employment challenges being experienced; and current Council projects.
18.05.2022	Falmouth	– Falmouth Township Plan, participated in the engagement session with the community.
19.05.22	St Helens	– Trade Training Centre, meeting with Alice Flockhart, Vocational Learning Network Leader from Department of Education which provided an opportunity to discuss our observations of the delivery of Vocational Education and Training and the operation of the Trade Training Centre in the Break O'Day area. It was a positive meeting and it is apparent that they want to rebuild the local operation, part of the focus is re-establishing some form of Advisory Board.
23.05.2022	Via MS Teams	– TasWater Projects, meeting with Samuel Paske to discuss progressing of some pilot projects which TasWater started just pre Covid.
25.05.2022	Launceston	– Local Government Association of Tasmania (LGAT) – Climate Change Conference

28.05.2022	<b>Binalong Bay</b>	– Binalong Bay Township Plan, participated in the engagement session with the community.
01.06.2022	<b>St Helens</b>	– Break O’Day Bushfire and Flood Recovery Exercise, attended the start of the Exercise which was hosted by the National Recovery and Resilience Agency and provided a welcome to the Break O’Day area.
02.06.2022	<b>via MS Teams</b>	– Tasmanian Housing Strategy, consultation meeting with Brad Kelly, Project Manager, who is leading this project
02.06.2022	<b>Chain of Lagoons</b>	– Grand Design Reveal, attended the event hosted by Lynne Wilton and Paul Bunn. Certainly a very impressive house with a lot of thought placed into design as you would expect. They should be congratulated for the success of their project.
06.06.2022	<b>St Helens</b>	– Audit Panel Meeting
06.06.2022	<b>St Helens</b>	– Council Workshop
08.06.2022	<b>St Helens</b>	– Walkability Workshop
10.06.2022	<b>Launceston</b>	– RDA Tasmania Meeting
10.06.2022	<b>Launceston</b>	– General Managers Meeting
14.06.2022	<b>St Helens</b>	– Ansons Bay Sealed Plan Amendment Hearing
14.06.2022	<b>St Helens</b>	– Tasman Highway Upgrade, meeting with Pitt & Sherry to discuss the next stage of upgrading works to the Tasman Highway which is focussed on shoulder widening between St Marys Pass and Dianas Basin
14.06.2022	<b>St Helens Via web</b>	– Local Government Learning and Development Framework Working Group Meeting
15.06.2022	<b>St Helens</b>	– Break O’Day Employment Connect Board meeting
19.06.2022 – 22.06.2022	<b>Canberra</b>	– Australian Local Government Association (ALGA) – National General Assembly (NGA) 2022 and Regional Forum

#### Meetings & Events Not Yet Attended:

27.06.2022	<b>St Helens</b>	– Council Meeting
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General – The General Manager held regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with community members and organisations, included; Mark & Kali Statton, Gary Barnes (Fingal Valley Neighbourhood House), Fiona Onslow-Agnew (May-Shaw Nursing Home), Andrew Kurtukoff, and Jess Hilliard.

## Brief Updates:

### Tasmanian Housing Strategy

The Tasmanian Government has commenced the development of the Tasmanian Housing Strategy and the project team is currently engaging with key stakeholders and the Tasmanian community. The project is leading on from a PESRAC recommendation with a focus on developing a comprehensive Tasmanian Housing Strategy and practical actions to deliver a more sustainable housing market. A key focus of the discussion enabled Council officers to provide an overview of the housing situation we are seeing within the Break O'Day area, a particular focus was on affordable, disability, emergency and aged housing. We also provided an insight into the issues experienced by workers moving to the area; impact of AirBNB; and what is being seen in relation to homelessness. The impact of population trends is recognised as a critical factor in determining future housing needs and the information that Council received from Dr Lisa Denny was shared with the project team along with our observations of activity on the ground. Updated information will be shared when received. We also discussed Council's request for a Housing Needs Analysis to be undertaken for the Break O'Day area or the East Coast and how this might form part of the current project recognising that some areas of Tasmania are experiencing different pressures. The Project Manager advised that a discussion paper will be released shortly

### TasWater Pilot Projects

Just prior to Covid, Taswater had commenced a number of pilot projects which were being spread around the State. They are now in the process of restarting these projects and in the Break O'Day area there is funding support to install water fountains. Having regard to recent and previous discussions Council officers are working with TasWater in relation to the type of installation required and the location. Typically, the equipment costs \$5-7k plus installation which really depends on how accessible is a potable water supply.

### State Budget 2022-2023

The recent State Budget had a few items of interest for Council, though as per normal a number are not new projects:

1. There is \$1.64 million over two years to 2023-2024 to continue the Future of Local Government review. This funding will be taken up with support for the review process and given there is only \$646,000 in 2023-2024 there has been no provision for implementation of outcomes at this stage.
2. \$131 million for the continuation of the upgrades to the Great Eastern Drive. This is spread over the following years and includes a further allocation to previously announced for 2025-2026:

2022-2023	\$980k
2023-2024	\$10 million
2024-2025	\$40 million
2025-2026	\$33.7 million
3. \$2.2 million to complete improved boat and trailer parking for Recreational Fishers, including at Burns Bay near St Helens (Previous)
4. \$7.5 million for a new St Helens Police Station (Previous)
5. \$1.5 million to complete upgrades to Binalong Bay Road (Previous)
6. \$500,000 for the construction of the new St Helens Pump Track (Recent)

7. \$300,000 for the St Helens Hospital helipad (Previous but will not be enough)
8. Complete the \$150,000 Rock Lobster East Coast Translocation program.

### Federal Election Commitments

During the Federal Election process, lobbying activities focussed on the identified priorities with a particular focus on completing the missing section of the Georges Bay Foreshore Multi-user Track through to the Stieglitz area. A commitment was received from the Liberal party during the campaign period, the Labor party took on board the importance of this project to the local community and it was fed into the mix for consideration. Unfortunately no commitment was received. Council will now need to keep advocating for this community focussed project.

At a broader level there were commitments made which will be of benefit to the Council most notably:

- Indexation of the Financial Assistance Grants (Hopefully they link to CPI)
- Extension of \$750 million to the Local Roads and Community Infrastructure program (there has been \$2.5 billion so far so effectively we are talking about 1 more round of funding)

### Aquatic Centre

Initial information gathering in relation to new and proposed aquatic facilities at a number of locations around the State has been completed and a draft report developed for consideration by Council. The sites examined include Smithton, Oatlands, George Town, and Scottsdale with all of them with the exception of Scottsdale being indoor facilities comprising all or most of the elements that have been identified, 25 metre pool, Hydrotherapy and Gymnasium. The initial information gathering exercise has confirmed what we had anticipated in relation to capital and operational costs as well as reinforcing the need to engage consultants to examine the feasibility of such a project in the Break O'Day area including developing an understanding of the levels of demand which exist for each element. Engagement with the community will need to focus on the level of demand as well as the operational financial model. Provision has been made within the 2022-2023 Budget to engage a Consultant to undertake this work.

### Communications Report – JUNE 2022

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS	BODC Newsletter	Sent out two (2) weeks ago. Included stories on: <ul style="list-style-type: none"> <li>• Bay of Fires Trail improvements</li> <li>• Reducing Waste</li> <li>• With One Voice Choir</li> </ul>
	Rates Newsletter	Preparing the rates newsletter to go out with rates notices. This newsletter explains rating changes, will focus on waste reduction and name up main areas of spending for 2022-2023 FY.
	Walkability Meeting (UTAS project)	Attended meeting with the Walkability Group to identify alignments with their projects and our Recreational Trail Strategy.

TOPIC	ACTIVITY	PROGRESS
<b>GENERAL COMMS CONT ...</b>	Customer Service Charter	Redesigned the Customer Service Charter into a user friendly tri-fold brochure. This is now on the website and will be promoted via newsletter and FB.
	Mayor's Op-ed Examiner	Focused on visiting BOD in winter.
	Five minutes with the Mayor	Developed for Valley Voice – focused on thanking FVNHH for all their hard work getting the grocery store up and running.
	Winter Marketing	Looking for opportunities to promote our area as a winter destination. Working with Economic Development Officer, Tourism Tasmania and East Coast Tourism Tasmania.
<b>GRANTS</b>	Digital Notice Board and PA System for the Flagstaff Trailhead	This grant is now being acquitted.
	Destination Action Plan Sculpture Walk Project	Finalised installation of sculptures and promoted via media release and posters put up over the long weekend at Panorama.
	Bay of Fires Re-alignment	Trail was 'soft' launched with a media release and new imagery. The story was picked up by the Examiner and Mercury. Now working with IMBA to push out to international networks. Grant acquittal/reporting underway.
<b>EMAIL DATABASES</b>	Continuing to develop	Continuing to collect email addresses for the newsletter and township databases. This has been going well with all the consultation underway which is used as an opportunity to promote our EDMs.
<b>COMMUNITY ENGAGEMENT</b>	Developing Plans and Promoting Community Engagement Projects	The communications coordinator has been working on the following Community Engagement Plans: <ul style="list-style-type: none"> <li>• Township Plans engagement</li> <li>• St Helens Recreation Ground Strategy</li> <li>• St Marys Multi-Purpose Centre</li> <li>• Fingal Youth Park</li> <li>• Volunteer Strategy</li> <li>• Community Engagement Strategy</li> <li>• Georges Bay Activation Strategy</li> </ul>
<b>SURVEYS</b>	Several surveys have been developed and promoted	We currently have the following live surveys: <ul style="list-style-type: none"> <li>• Volunteering Survey – Part 2</li> <li>• Business Biennial Survey</li> <li>• Georges Bay Activation Survey</li> </ul> The following surveys have now closed and are being collated ready to report back to the community. <ul style="list-style-type: none"> <li>• Township Plan Review</li> <li>• Draft Community Engagement Strategy</li> </ul>

### Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
Scamander Sanctuary, Tasman Highway, Scamander	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager
Installation of Small Cell at Mangana, Department of State Growth	Affixing Common Seal	Grant Agreement	Number 21 – Miscellaneous Powers and Functions to the General Manager
Consultancy Services Towards the Development of the Bay of Fires Master Plan, Parks and Wildlife Services	Affixing Common Seal	Grant Agreement	Number 21 – Miscellaneous Powers and Functions to the General Manager
32 Cameron Street, St Helens	Affixing Common Seal	Boundary Adjustment and Strata Amendment	Number 21 – Miscellaneous Powers and Functions to the General Manager
40-42 Falmouth Street, St Helens – Two (2) Lot Subdivision	Affixing Common Seal	Final Plan of Survey	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
02.05.2022	337 Certificate	57 Falmouth Street, St Helens	3546244
02.05.2022	337 Certificate	10 Pringle Street, Scamander	6406263
02.05.2022	337 Certificate	455 Gardiners Creek Road, St Marys	2618234
02.05.2022	337 Certificate	42 Treloggen Drive, Binalong Bay	6798383
03.05.2022	337 Certificate	55 Talbot Street, Fingal	1959117
03.05.2022	337 Certificate	71 North Ansons Road, Ansons Bay	7221789
03.05.2022	337 Certificate	113 Moulting Bay Beach Road, St Helens	6804181
04.05.2022	337 Certificate	25 Sunshine Court, St Helens	7559835
05.05.2022	337 Certificate	Fingal Masonic Hall, 3 Brown Street, Fingal	6410457
05.05.2022	337 Certificate	160 Ansons Bay Road, St Helens	7632078
05.05.2022	337 Certificate	Unit 1, 4 Tully Street, St Helens	7632107
05.05.2022	337 Certificate	7 Perseus Street, St Helens	2624634
05.05.2022	337 Certificate	9 Sunrise Court, Scamander	3091075
05.05.2022	337 Certificate	56 Gray Road, St Marys	7349619
09.05.2022	337 Certificate	115 St Helens Point Road, Stieglitz	6790218
10.05.2022	337 Certificate	4 Franks Street, St Marys	3046370
10.05.2022	337 Certificate	317 Lottah Road, Goulds Country (CT31195/1)	9510289
10.05.2022	337 Certificate	40 Kiama Parade, Akaroa	2242070
10.05.2022	337 Certificate	11 Tully Street, St Helens	6795764

Date	Document	Address	PID or DA
10.05.2022	337 Certificate	109 Acacia Drive, Ansons Bay	7278451
10.05.2022	337 Certificate	3 Main Street, St Marys	6404815
13.05.2022	337 Certificate	19 Main Road, Weldborough	3362496
13.05.2022	337 Certificate	36 Osprey Drive, Stieglitz	7688813
16.05.2022	337 Certificate	72 Lyall Road, Binalong Bay	6809230
16.05.2022	337 Certificate	30 Cameron Street, St Helens	6793275
16.05.2022	337 Certificate	9 Susan Court, St Helens	2282590
20.05.2022	337 Certificate	30 MacQuarie Street, Seymour	6406685
20.05.2022	337 Certificate	38 Kiama Parade, Akaroa	2242062
20.05.2022	337 Certificate	4 Lagoon Esplanade, Scamander	6782736
20.05.2022	337 Certificate	3 Cockatoo Court, Beaumaris	9870314
20.05.2022	337 Certificate	29 Quail Street, St Helens	6795027
23.05.2022	337 Certificate	8 Lade Court, Beaumaris	6787959
23.05.2022	337 Certificate	4 Osprey Drive, Stieglitz	7319997
24.05.2022	337 Certificate	535 New England Road, Goulds Country	6804325
24.05.2022	337 Certificate	25 Gardiners Creek Road, St Marys	6402609
25.05.2022	337 Certificate	4 St Helens Point Road, Stieglitz	9999465
25.05.2022	337 Certificate	17 Targett Street, Scamander	6784424
27.05.2022	337 Certificate	34 Cleland Drive, St Helens	1454020
30.05.2022	337 Certificate	P1489+ Tasman Highway, St Helens (CT156580/1)	6792707
30.05.2022	337 Certificate	79 High Street, Mathinna	6415426
30.05.2022	337 Certificate	19 Targett Street, Scamander	6784432
31.05.2022	337 Certificate	204 Richardson Road, St Marys	9733568
31.05.2022	337 Certificate	Tasman Highway, Scamander (CT182593/32)	9550312
31.05.2022	337 Certificate	19 Aerodrome Road, Stieglitz	2099446

### 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.

Cr Mick Tucker  
Break O'Day Council  
ST HELENS TAS 7216  
admin@bodc.tas.gov.au

17 May 2022

Dear Cr Tucker

**Federal Election commitments - Please distribute to Councillors and your CEO**

Working together we have secured billions of dollars for councils and our communities in the lead up to this weekend's Federal Election.

This includes commitments from both major parties to extend the highly successful Local Roads and Community Infrastructure Program, as well as guaranteed increases to Financial Assistance Grants, and hundreds of millions of dollars to improve mobile coverage and internet access in regional and rural Australia.

We've also received commitments from Labor to reinstate local government to National Cabinet and invest \$200 million per year in disaster mitigation.

This has been a team effort and it has been wonderful to see councils from right across Australia endorsing our priorities and advocating to their local members and candidates.

ALGA will continue to advocate on your behalf to whomever forms the next Government, to ensure that local government is sustainably funded and that no community is left behind.

**Financial Assistance Grants**

Increasing the untied Financial Assistance Grants all councils receive - and that many communities rely on - remains ALGA's number one priority.

Assistant Minister for Local Government, the Hon Kevin Hogan MP, has confirmed to us in writing that a Coalition Government would continue to apply indexation to Financial Assistance Grants, and that there would be *"no cuts to this important program by a Coalition Government."*

The Shadow Minister, the Hon Jason Clare MP, has also reaffirmed to us that a Labor Government would *"focus on the long-term financial sustainability of local government through increases to grant allocations, including fair increases to Financial Assistance Grants."*

ALGA is committed to advocating for a phased increase in the total value of these grants to at least one percent of Commonwealth taxation revenue; and I have also written to independent candidates that could hold the balance of power in the next Parliament and urged them to push for an increase in FA Grants as part of their negotiations.

### **National Cabinet**

Reinstating local government to Australia's primary intergovernmental forum – National Cabinet – would support stronger partnerships between all three tiers of government, and deliver better outcomes for our communities.

Shadow Minister Clare has confirmed that a Labor Government would “*restore full local government representation, including voting rights, to the peak Ministerial Council of the nation, currently National Cabinet.*”

He also committed a Labor Government to re-establishing the “*Australian Council of Local Government, an annual meeting with the Prime Minister, Cabinet Ministers, Mayors, Shire Presidents, Councillors and local government stakeholders, engaging directly on matters of significance to local and federal governments.*”

The Coalition maintains its current position that local government no longer has a seat on the National Cabinet although we remain participants and observers in some ministerial councils.

### **Transport and community infrastructure**

We have also secured commitments from both the Coalition and Labor to extend the highly successful Local Roads and Community Infrastructure Program.

The Coalition announced a two-year \$500 million extension in the 2022-23 Federal Budget, which would take the total size of this program to \$3 billion.

Labor has committed to matching this extension if elected, as well as investing a further \$250 million.

Both parties have responded to our calls for increased investment in regional telecommunications, with the Coalition allocating \$812 million over five years to expand regional mobile coverage and \$480 million to support NBN Co to improve its fixed wireless network.

Labor has pledged to invest \$400 million in improving mobile coverage on roads and in our regional communities, and an additional \$200 million in place-based, regional telecommunication projects.

ALGA will continue to advocate to ensure that councils can access this funding so that their local communities are not left behind when it comes to blackspots and telecommunications.

### **Building resilience**

The flooding we have experienced along our eastern seaboard this year has reinforced that our nation is failing to adequately prepare for natural disasters.

ALGA has lobbied both major parties for a \$200 million per year disaster mitigation fund and we are pleased that Labor has responded with their proposed \$200 million Disaster Ready Fund.

The Coalition is allocating funding from the Emergency Response Fund for flooding and coastal resilience measures, but we will continue to push for a commitment to a dedicated mitigation fund that will help protect all Australian communities.

While neither party has committed to supporting our request for a \$100 million Local Government Climate Response Partnership Fund, the Shadow Minister for Climate Change and Energy, the Hon Chris Bowen MP, has pledged to hold a mayoral roundtable on climate change at our NGA if elected, and include ALGA in a meeting of federal/state/territory Climate Change and Energy Ministers to develop a strategy for dealing with pressing climate change issues.

#### **Circular economy**

With sustainable funding programs, local governments can play a bigger role reducing the rubbish we send to landfill and turning this rubbish into new products.

While we have been unable to secure commitments for a new dedicated funding stream for councils, we welcomed the \$60 million expansion of the Recycling Modernisation Fund announced by the Coalition Government in this year's Federal Budget, which would help fund more local government recycling projects.

#### **Thank you**

Thank you for working with us to secure these commitments that will support the ongoing sustainability and wellbeing of our communities.

I look forward to seeing you at our [2022 National General Assembly of Local Government](#) in Canberra from 19-22 June.

This will be our first chance to meet post-election to consider how we can best work with whomever forms the next Federal Government.

Early bird registrations close this Friday 20 May and can be submitted online at [www.nga22.com.au](http://www.nga22.com.au).

Yours sincerely



Cr Linda Scott  
President, ALGA

PS There is still time to [pass a motion supporting our election priorities at your next council meeting](#), even if it is after this weekend. A united sector will assist ALGA in working with the next federal government to implement election commitments in the best way to assist councils and our communities.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	002\036\002\
ASSOCIATED REPORTS AND DOCUMENTS	2022 - 2023 Annual Plan

**OFFICER'S RECOMMENDATION:**

That Council adopt the 2022 - 2023 Annual Plan.

**INTRODUCTION:**

Council's management team have prepared a draft 2022 - 2023 Annual Plan based on discussions which have occurred through Council workshops and the normal budget/planning process. The Annual Plan has been prepared to take into account the matters identified during the recent Strategic Plan review process; broader factors which are impacting Council; and reflecting continuity of existing projects and activities where this exists.

**PREVIOUS COUNCIL CONSIDERATION:**

Annual Plans are adopted annually by Council.

**OFFICER'S REPORT:**

This plan is generally based on the 10 Year Strategic Plan 2017 – 2027 which we reviewed in March 2022 where some new Key Focus Areas were identified.

The finalised 2022 - 2023 Annual Plan has been included in Cascade.

A key component of developing the Plan has been the work that was undertaken leading to the Strategic Plan Review workshop with Councillors in late February 2022, and the discussions which occurred at that workshop. Some of the strategies identified in 2021 - 2022 are carried on, or built on, in the new financial year.

The key factors and themes for 2022 - 2023 include:

- Review of Local Government process.
- Focus on waste minimisation and circular economy.
- Understanding and addressing Climate Change.
- Employment and business support including the St Helens Jobs Hub project.
- Strategic land use planning at the regional and local level.
- Understanding our Population and addressing the challenges.
- Housing challenges within Break O'Day and pursuing solutions in a number of directions.

Other significant areas of attention in 2022 - 2023 include:

- Delivery of additional projects arising from Government Funding commitments, Local Roads & Community Infrastructure Program and Black Summer Bushfire Program.
- Finalisation of a number of Master Plans and Strategies including Recreational Trails, Volunteering, Bay of Fires, Marine Facilities, Recreational Trails, St Helens Foreshore and St Helens Sports Complex.
- Financial sustainability.
- Community Engagement Framework.

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

Strategic Plan 2017 – 2027

## **LEGISLATION & POLICIES:**

Councils are required each financial year, under Section 71 of the *Local Government Act 1993*, to prepare an Annual Plan.

The Act provides general guidelines for the production of the Annual Plan in that it should:

- Be consistent with the Strategic Plan;
- Include a statement of the manner in which the Council is to meet the goals and objectives of the Strategic Plan;
- Include a summary of the estimates adopted under Section 82; and
- Include a summary of the major strategies to be used in relation to the Council's public health goals and objectives.

A copy of the Annual Plan is provided to the Director of Local Government and the Director of Public Health. A copy is also available at the Council Office for inspection by the public and on Council's website.

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

The financial implications of the 2022 - 2023 Annual Plan are detailed in Council's adopted budget.

## **VOTING REQUIREMENTS:**

Simple Majority.

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GOALS

● Draft 
 ● Not started 
 ● Behind 
 ● On Track 
 ● Overdue 
 ● Complete 
 → Direct Alignment 
 → Indirect Alignment

## BREAK O'DAY COUNCIL PLAN

### COMMUNITY

Start Date	Due Date	Goal
01/07/2020	01/07/2028	<b>Strategy 1.1 Create an informed and involved community by developing channels of communication.: 30 to 100</b>
01/07/2022	30/06/2023	→ <b>Key Focus Area 1.1.1 Communication: Improve and develop communication processes that lead to the community feeling more informed and involved.: 100%</b>
01/07/2022	30/06/2023	→ <b>Actions 1.1.1.1 Community Engagement Strategy - Report back to the community on the finalisation of the Community Engagement Strategy.</b>
01/07/2022	30/06/2023	→ <b>Actions 1.1.1.2 Communications - Ensure communication methods are diverse so to reach a broad range of community members.</b>
01/07/2022	30/06/2023	→ <b>Actions 1.1.1.3 Email Databases - Continue to grow and develop email databases to be used for direct communication with our community.</b>
01/07/2022	30/06/2023	→ <b>Actions 1.1.1.4 Website - Review website content to ensure it is accessible and easy to understand with a focus on Planning, Building and Economy sections.</b>
01/07/2020	01/07/2028	<b>Strategy 1.2 Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.: 30 to 100</b>
01/07/2022	30/06/2023	→ <b>Key Focus Area 1.2.1 Events and Activities: Create a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups.: 100%</b>
01/07/2022	30/06/2023	→ <b>Actions 1.2.1.1 Environmental Awareness - Encourage and improve the sustainable enjoyment, use and care of the natural environment with communications and support for activities.</b>
01/07/2022	30/06/2023	→ <b>Actions 1.2.1.2 Community Event Support - Assist the community with event delivery by providing support and assistance with planning, approvals processes, COVID-19 compliance and arrangements for Council assistance and resources.</b>
01/07/2022	30/06/2023	→ <b>Actions 1.2.1.3 Event Attraction - Actively promote the Break O'Day Municipality as an event destination and work with event organisers and organisations to develop and attract new events to the area.</b>
01/07/2022	31/10/2022	→ <b>Actions 1.2.1.4 Sustainable Events - Promote and support best practice sustainable events and implementation of the Soft Plastics policy on Council land.</b>
01/07/2022	30/06/2023	→ <b>Actions 1.2.1.5 Festival of Wellbeing - Support the development and delivery of the Festival of Wellbeing, designed with our community to meet shared aims.</b>

Start Date	Due Date	Goal
01/07/2022	30/06/2023	→Actions 1.2.1.6 Mountain Bike Events - Work with local community and interested organisations to develop a sustainable Mountain Bike event for the St Helens Network.
01/07/2022	30/06/2023	→Key Focus Area 1.2.2 Volunteering - Build community sustainability and inclusion through a culture of volunteering and support within our community.: 100%
01/07/2022	30/06/2023	→Actions 1.2.2.1 Volunteer Strategy - Develop and adopt a Volunteer Strategy developed through a co-design process with the community.
01/07/2022	30/06/2023	→Actions 1.2.2.2 Strategy Implementation - Implement and promote the Volunteer Strategy for Break O'Day.
01/07/2022	30/06/2023	→Actions 1.2.2.3 Opportunity Promotion - Promote volunteering opportunities and the stories of volunteers.
01/07/2022	30/06/2023	→Actions 1.2.2.4 Emergency Management Volunteers - Work with agencies to undertake training with people who have responded to Council's call out for volunteers with regard to emergency situations.
01/07/2020	01/07/2028	<b>Strategy 1.3 Foster and support leadership within the community to share the responsibility for securing the future we desire.: 30 to 100</b>
01/07/2022	30/06/2023	→Key Focus Area 1.3.1 Community and Council Collaboration: Work within a community engagement framework which defines the relationship between the community and Council in decision making and project delivery.: 100%
01/07/2022	30/06/2023	→Actions 1.3.1.1 Implement Community Engagement Strategy - Ensure the Community Engagement Strategy is accessible to the public and processes understood.
01/07/2022	30/06/2023	→Actions 1.3.1.2 Customer Feedback - Develop and promote methods for easy customer feedback and contact with Council.
01/07/2022	30/06/2023	→Actions 1.3.1.3 Local Township Plans - Complete the development of new Local Township Plans in consultation with the communities.
01/07/2022	30/04/2023	→Actions 1.3.1.4 Arts & Cultural Strategy - Work with the community to review the Strategy and reflect changes in an update of the document.
01/07/2022	30/04/2023	→Actions 1.3.1.5 Hub 4 Health Building - Develop the use of The Hub 4 Health building through a co-design process with the community.
01/07/2020	01/07/2028	<b>Strategy 1.4 Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community.: 30 to 100</b>
01/07/2022	30/06/2023	→Key Focus Area 1.4.1 Wellbeing - Support and enhance community wellbeing through shared understandings, and opportunities for people to get involved, connect, build on strengths, and feel a sense of belonging in Break O'Day.
01/07/2022	30/06/2023	→Actions 1.4.1.1 Wellbeing Pilot Project - Support the implementation of the Break O'Day Community Wellbeing Pilot Project and related project activities.
01/07/2022	30/06/2023	→Actions 1.4.1.2 Wellbeing Actions - Partner with the community to identify, design and deliver wellbeing actions and activities.

## ECONOMY

Start Date	Due Date	Goal
01/07/2020	01/07/2028	<b>Strategy 2.1 Develop and highlight opportunities which exist and can be realised in a manner that respects the natural environment and lifestyle of the Break O'Day area.: 30 to 100</b>
01/07/2022	30/06/2023	↳ <b>Key Focus Area 2.1.1 Opportunities - Identify and realise opportunities that develop and support the Break O'Day economy in a sustainable manner.: 100%</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.1.1.1 Prospectus - Update the Prospectus with latest Census data and promote.</b>
01/07/2022	30/04/2023	↳ <b>Actions 2.1.1.2 Economic and Tourism Strategies - Undertake a review of the existing Break O'Day Economic Development Strategy and Tourism Strategy for Council consideration.</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.1.1.3 Business Opportunities - Research and examine opportunities that could create jobs in Break O'Day (BOD).</b>
01/07/2022	01/10/2022	↳ <b>Actions 2.1.1.4 Review website information on the Break O'Day Council website and establish a 'Business Development' page.</b>
01/07/2022	01/09/2022	↳ <b>Actions 2.1.1.5 Understanding Local Business - promote a regular business survey that allows Council to understand the needs of businesses and local economic trends.</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.1.1.6 Economic Development Assistance - Provide support for new and existing businesses wishing to establish or expand activities.</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.1.1.7 Circular Economy - Examine opportunities to participate in projects focused on developing the Circular Economy at the regional and local level.</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.1.1.8 Employment Barriers - Support the activities of Break O'Day Employment Connect (BODEC) Regional Jobs Hub Board which focusses on facilitating employment outcomes and addressing the barriers to employment.</b>
01/07/2022	31/03/2023	↳ <b>Actions 2.1.1.9 Industrial Land Use Study -Complete Industrial Land Use Strategy which identifies Demand, Needs, Limitations and Opportunities for Industrial Expansion for Break O'Day Council.</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.1.1.10 Marketing - Work with Tourism Agencies and the Break O'Day Chamber of Commerce &amp; Tourism to ensure that Break O'Day is represented in interstate and international marketing campaigns.</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.1.1.11 Visitor Information Provision - Work with East Coast Tasmania Tourism (ECTT) to Strategically review the provision of visitor information services in Break O'Day.</b>
01/07/2022	28/02/2023	↳ <b>Actions 2.1.1.12 Bay of Fires Master Plan - Support and participate in the process to develop a Master Plan for the Bay of Fires area.</b>
01/07/2020	01/07/2028	<b>Strategy 2.2 Provision of relevant training and skills development programs to create a workforce for the future that meets the changing needs of business. (Copy): 30 to 100</b>
01/07/2020	01/07/2028	<b>Strategy 2.3 Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses to live and work in Break O'Day. (Copy): 30 to 100</b>
01/07/2022	30/06/2023	↳ <b>Key Focus Area 2.3.1 Brand - Understand and communicate the unique characteristics and differences of our communities and the Break O'Day area to foster a sense of pride and authenticity. (Copy): 100%</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.3.1.1 Township Brand - Engage with Township communities in order to understand the uniqueness of their communities and develop a brand identity.</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.3.1.2 Communications - Communicate individual township identities to Tourism bodies and other stakeholders.</b>
01/07/2020	01/07/2028	<b>Strategy 2.4 Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focused service delivery. (Copy): 30 to 100</b>
01/07/2022	30/06/2023	↳ <b>Key Focus Area 2.4.1 Population - Monitor changes in an ageing population in order to understand and address challenges and opportunities this creates. (Copy): 100%</b>
01/07/2022	30/06/2023	↳ <b>Actions 2.4.1.1 Population Analysis - Undertake a review of the Break O'Day Population Analysis to reflect the outcomes from the 2021 Census.</b>
01/07/2022	31/12/2022	↳ <b>Actions 2.4.1.2 Population Strategy - Develop Strategy to address BODC's Ageing Population.</b>
01/07/2022	30/06/2023	↳ <b>Key Focus Area 2.4.2 Housing - Develop an understanding of housing needs; advocate for and facilitate the construction of a range of housing solutions. (Copy): 100%</b>

Start Date	Due Date	Goal
01/07/2022	30/06/2023	→Actions 2.4.2.1 Housing Strategy - Develop a strategy that examines what the housing opportunities and challenges are in Break O'Day.
01/07/2022	31/12/2022	→Actions 2.4.2.2 Housing Needs Assessment - advocate for the Tasmanian Government to complete a housing needs assessment for the East Coast.
01/07/2022	30/06/2023	→Actions 2.4.2.3 State Housing Strategy - Participate in the development of the Tasmanian Government's Housing Strategy.
01/07/2022	30/06/2023	→Actions 2.4.2.4 Aged Housing - Pursue investment in construction of Independent Living Units in the area.
01/07/2022	30/06/2023	→Actions 2.4.2.5 Council Investment - Examine opportunities for greater Council involvement in the provision of housing.
01/07/2022	31/12/2022	→Actions 2.4.2.6 Public and Emergency Housing - Lobby and work with the State Government and housing providers to build new affordable housing and emergency housing.

## ENVIRONMENT

Start Date	Due Date	Goal
01/07/2020	01/07/2028	<b>Strategy 3.1 Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.: 30 to 100</b>
01/07/2022	30/06/2023	↳ <b>Key Focus Area 3.1.1 Appropriate Development: Encourage sensible and sustainable development through sound land use planning, building and design.: 100%</b>
01/07/2022	30/06/2023	↳ <b>Actions 3.1.1.1 Flood Prone Area Procedures - Incorporate flood risk mapping in land use development strategy, controls and associated procedures to ensure flood-prone hazard areas are developed and used appropriately.</b>
01/07/2022	30/06/2023	↳ <b>Actions 3.1.1.2 Regional Land Use Strategy - Actively participate in and support the review of the Northern Tasmania Regional Land Use Strategy.</b>
01/07/2022	31/12/2022	↳ <b>Actions 3.1.1.3 Tasmanian Planning Scheme - Progress the Approval of the Local Provisions Schedule in accordance with requirements of the Tasmanian Planning Commission.</b>
01/07/2022	15/08/2022	↳ <b>Actions 3.1.1.4 Strategic Land Use Review - Undertake a review of strategic land use documents with a focus on population, township expansion, rural living and industrial land availability.</b>
01/07/2022	30/06/2023	↳ <b>Actions 3.1.1.5 State Planning Policy - Participate in review of State Planning Policy by providing comments associated with the review of Regional Land Use Strategy (RLUS), State Planning Provisions and State Planning Policies.</b>
01/07/2020	01/07/2028	<b>Strategy 3.2 Increase the community's awareness of the natural environment, the pressures it faces and actions we can take to sustain it and what it provides.: 30 to 100</b>
01/07/2020	01/07/2028	<b>Strategy 3.3 Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.: 30 to 100</b>
01/07/2022	30/06/2023	↳ <b>Key Focus Area 3.3.1 Land and Water Management - Develop and implement strategies and activities that prevent land degradation and improve water quality within our rivers, estuaries and coastal areas.: 100%</b>
01/07/2022	30/06/2023	↳ <b>Actions 3.3.1.1 Land and Water Management Activities - Secure financial and human resources for projects to repair land, water and coastal resources and safeguard their health and productivity.</b>
01/07/2022	30/06/2023	↳ <b>Actions 3.3.1.2 Weed Management - Implement Weed Action Plan priorities to control weeds on Council land and roadsides; coordinating with other land managers; providing biosecurity advice, education, communication and compliance services and support.</b>
01/01/2023	30/06/2023	↳ <b>Actions 3.3.1.3 Weed Action Plan - Implement the serrated tussock control project and update and review weed priorities and strategies for Break O'Day and the community.</b>
01/07/2022	31/12/2022	↳ <b>Actions 3.3.1.4 Cat Management - Implement local priorities with community and regional partners to achieve Responsible Cat Ownership outcomes using the Northern Tasmania Regional Cat Management Strategy.</b>
01/07/2022	30/06/2023	↳ <b>Actions 3.3.1.5 Dog Management - Apply Dog Management Policy collaboratively with the community and Parks &amp; Wildlife Service and prepare for policy review in 2023/2024.</b>
01/07/2022	30/06/2023	↳ <b>Actions 3.3.1.6 Catchment and River Management - Identify catchment, water quality &amp; riparian issues &amp; management problems including for Georges Bay &amp; facilitate projects to improve water management, rivercare, landholder involvement &amp; protect priority waterways &amp; resources.</b>
01/07/2022	31/12/2022	↳ <b>Actions 3.3.1.7 Lower George Flood Risks - Complete Impact Assessment Project with community to identify consequences and management options for likely changes in river course over the floodplain.</b>
01/07/2022	31/12/2022	↳ <b>Actions 3.3.1.8 St Marys Flood Risk Management Plan - Work with SES on a Community Protection Flood Guide and Response Plan to implement Response and Preparedness priorities.</b>
01/07/2022	30/06/2023	↳ <b>Actions 3.3.1.9 Natural Resource Management Committee - Objectives and priorities of the Environment and NRM Strategy achieved through oversight of the Break O'Day Council NRM Committee and five year Action Plan.</b>
01/07/2020	01/07/2028	<b>Strategy 3.4 Recognise and alleviate the issues and risks to the environment from our use and the risk to us from a changing environment (for example flood and fire): 30 to 100</b>

Start Date	Due Date	Goal
01/07/2022	30/06/2023	→Key Focus Area 3.4.1 Climate Change - Understand, address and evaluate the challenges of climate change in Break O'Day and develop and implement mitigation strategies.: 100%
01/07/2022	30/06/2023	→Actions 3.4.1.1 Climate Change Action Plan - Collaborate in the Northern Councils Climate Change Action partnership to develop & implement local priorities & opportunities for climate change mitigation & adaptation action to implement within Council & to support in the community.
01/07/2022	30/06/2023	→Actions 3.4.1.2 Council Emissions - Develop a simple Green House Gas (GHG) emissions accounting tool with Northern Councils Climate Change Action Program support and begin monitoring Council's emissions to identify opportunities for Climate Change mitigation.
01/07/2022	30/06/2023	→Actions 3.4.1.3 Activating Break O'Day - Communicate with the community, industry and governments and within Council to raise awareness of Climate Change challenges facing everyone and the strategies, cooperation needed and shared risks.
01/07/2022	30/06/2023	→Actions 3.4.1.4 Responding to Climate Change - Secure financial and human resources for mitigation and adaptation projects locally and regionally to support the Northern Councils Climate Change Action partnership.

## INFRASTRUCTURE

Start Date	Due Date	Goal
01/07/2020	01/07/2028	<b>Strategy 4.1 Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.: 30 to 100</b>
01/07/2022	30/06/2023	→Key Focus Area 4.1.1 Community Facilities: Provide community facilities that encourage participation and supports the lifestyle of residents and growing visitor numbers.: 100%
01/07/2022	30/06/2023	→Actions 4.1.1.1 St Helens Sports Complex Master Plan - Complete user consultation and review of Master Plan prior to adoption by Council. Scope and prepare capital estimates for use in forward planning.
01/07/2022	31/12/2022	→Actions 4.1.1.2 Marine Facilities Strategy-Complete the development of a Strategy for the management & development of marine infrastructure around Georges Bay including land based facilities integral to the infrastructure-Include the provision of identified project cost estimates
01/07/2022	31/03/2023	→Actions 4.1.1.3 St Helens Foreshore Activation Plan - Complete a review of existing St Helens Foreshore Master Plans and consolidate taking into account the outcome of the Marine facilities Strategy.
01/07/2022	30/06/2023	→Actions 4.1.1.4 Black Summer Bushfire Recovery Program: New Community Shed, Fingal - Complete consultation, conceptual drawings, obtain planning and building approval shovel ready for next financial year.
01/07/2020	01/07/2028	<b>Strategy 4.2 Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.: 30 to 100</b>
01/07/2022	30/06/2023	→Key Focus Area 4.2.1 Towns: Create townships that are vibrant and welcoming through improvements to infrastructure such as streetscapes, parking, safety and signage.: 100%
01/07/2022	30/11/2022	→Actions 4.2.1.1 St Helens Streetscape - Undertake construction of the next stage of the St Helens Streetscape Project including the upgrade of The Esplanade / Cecilia Street intersection - an Local Roads & Community Infrastructure (LRCl) Program - Phase 3 project.
01/07/2022	31/03/2023	→Actions 4.2.1.2 Streetscape Design - Develop a streetscape design and costing for the northern end of Cecilia Street, St Helens.
01/07/2022	31/03/2023	→Actions 4.2.1.3 St Marys Parking Strategy - Develop a car parking strategy for St Marys providing a long term plan for off-street parking.
01/07/2022	31/03/2023	→Actions 4.2.1.4 St Helens Parking Strategy - Develop a car parking strategy for St Helens providing a long term plan for off-street parking.
01/07/2020	01/07/2028	<b>Strategy 4.3 Develop and maintain infrastructure assets in line with affordable long-term strategies.: 30 to 100</b>
01/07/2022	30/06/2023	→Key Focus Area 4.3.3 Recreational Facilities: Support an outdoor, active and healthy lifestyle for residents and visitors through a range of recreational facilities including walking trails, bike trails and other identified infrastructure.: 100%
01/07/2022	31/12/2022	→Actions 4.3.3.1 St Helens to Binalong Bay Link - Complete the project to a shovel ready stage and pursue funding opportunities to enable construction.
01/07/2022	30/06/2023	→Actions 4.3.3.2 St Helens MTB Network - Examine opportunities to evolve the network to enhance its attractiveness.
01/07/2022	31/12/2022	→Actions 4.3.3.3 St Helens Pump Track - Examine the options for the construction of a Pump Track and progress construction.
01/07/2022	30/06/2023	→Actions 4.3.3.4 Black Summer Bushfire Recovery Program: St Marys Indoor Recreation Complex - Complete community consultation, concept drawings and commence building application drawing set.
01/07/2022	16/12/2022	→Actions 4.3.3.5 Recreational Trails Strategy - Complete the development of the Strategy including adoption by Council.
01/07/2022	30/06/2023	→Key Focus Area 4.3.1 Roads and Streets:Develop a well-maintained road network that recognises the changing demands and requirements of residents and visitors.: 100%
01/07/2022	30/06/2023	→Actions 4.3.1.1 State Road Network - Pursue upgrades to State Government road infrastructure assets (Tasman Highway, Esk Main Road & Binalong Bay Road) to improve safety and reliability: Result, network quality.
01/07/2022	31/12/2022	→Actions 4.3.1.2 Blackspot Projects - Review reported accidents and incident statistics held by the Department of State Growth for Councils road network to identify candidate Black Spot Funding projects. Prepare submissions where program criterion for funding is met.
01/07/2022	30/06/2023	→Actions 4.3.1.3 Transport Master Plan - Update the Transport Master Plan 2013-2018.
01/07/2022	30/06/2023	→Key Focus Area 4.3.2 Waste Management - Provide access to affordable services and facilities that foster a circular economy approach to Waste Management.: 100%
01/07/2022	30/06/2023	→Actions 4.3.2.1 Waste Education - Develop communications that fosters the Reduce, Reuse and Recycle principals.

Start Date	Due Date	Goal
01/07/2022	30/06/2023	→Actions 4.3.2.2 Re-Use and Recycling Options – Investigate inert material re-use and recycling options, avoiding landfilling and to reduce operational cost.
01/07/2022	31/03/2023	→Actions 4.3.2.3 Inert Landfill Resource Recovery - Investigate the feasibility and cost effectiveness to separate recyclable plastics placed at Councils Waste Transfer Stations for bulk shredding and transport to Tasmania recyclers.
01/07/2022	30/06/2023	→Actions 4.3.2.4 State Waste Action Plan – participate at a regional level to progress resource recovery initiatives that support and drive a Circular Economy.
01/07/2022	30/06/2023	→Actions 4.3.2.5 Scamander Inert Waste Landfill - Develop Scamander Waste Transfer as an Inert Landfill Site - secure environmental regulatory approvals to enable progression to the landfill design and costing.
01/07/2022	30/06/2023	→Actions 4.3.2.6 Container Deposit Scheme - Partner with State Government endorsed CSR Network operators for the possible utilisation of Councils St Helens, Scamander and St Marys Waste Transfer Stations as container deposit and refund sites.
01/07/2022	01/01/2023	→Actions 4.3.2.7 Single Use Plastics Policy – Oversee policy implementation within Council operations and for sponsored and non-sponsored events in Council operated buildings or land.

## SERVICES

Start Date	Due Date	Goal
01/07/2020	01/07/2028	<b>Strategy 5.1 Improve accessibility to a range of quality services and programs by advocating and pursuing for local delivery.: 30 to 100</b>
01/07/2022	30/06/2023	→Key Focus Area 5.1.1 Youth: 100%
01/07/2022	30/06/2023	→Actions 5.1.1.1 YCNECT & Council - Participate as the Council Representative on the YCNECT Working Group, providing support, facilitation & encouraging the participation/engagement of young people. Learning the functions of Local Government & how to influence Council decisions.
01/07/2022	30/06/2023	→Actions 5.1.1.2 Youth Strategy - Co-Design a Youth Strategy with community for Break O'Day.
01/07/2022	30/06/2023	→Actions 5.1.1.3 THRIVE - Maintain working relationship with THRIVE and participate in the activities which benefit the community.
01/07/2022	30/06/2023	→Key Focus Area 5.1.2 Health and Mental Health - Improve health and mental health outcomes by ensuring programs reflect community needs and are accessible and inclusive.: 100%
01/07/2022	30/06/2023	→Actions 5.1.2.1 Local Services - Strengthen relations with Royal Flying Doctor Service (RFDS) to ensure the number of services to be delivered within our community continues to grow.
01/07/2022	30/06/2023	→Actions 5.1.2.2 Mental Health - Participate in networks and activities to advocate for, and support delivery of, mental health initiatives and outcomes for our community.
01/07/2022	30/06/2023	→Actions 5.1.2.3 Leadership and Advocacy - Provide local leadership, advocacy and connection for service providers and community on health, mental health and wellbeing to ensure provision of services reflects community needs.
01/07/2020	01/07/2028	<b>Strategy 5.2 Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community. (Copy): 30 to 100</b>
01/07/2022	30/06/2023	→Key Focus Area 5.2.1 Education Skills and Training - Improve employment pathways and outcomes and greater personal development through delivery of programs locally which meet the needs of Industry and the community.: 100%
01/07/2022	30/06/2023	→Actions 5.2.1.1 Skills Delivery - Work with Break O'Day Employment Connect (BODEC) in relation to the delivery of skills training needed to support job seekers and industry.
01/07/2022	30/06/2023	→Actions 5.2.1.2 Trade Training Centre - Work with stakeholders and local High Schools to establish a range of Vocational Education & Training (VET) programs and other training delivery in line with the intended purposes of this Centre.
01/07/2022	30/06/2023	→Key Focus Area 5.2.2 Access and Inclusion - Foster a culture of inclusion within our community by facilitating equitable access to opportunities, information and services.: 100%
01/07/2022	30/06/2023	→Actions 5.2.2.1 Foster Opportunities - Provide leadership and work in partnership with community and service providers to create inclusive and equitable opportunities for everyone to feel valued and contribute meaningfully to their community.
01/07/2022	30/06/2023	→Actions 5.2.2.2 Equitable Access - Advocate for, support, and facilitate actions to improve access to services, information and opportunities.
01/07/2020	01/07/2028	<b>Strategy 5.3 Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.: 30 to 100</b>

## CORPORATE PLANNING ACTIVITIES PLAN

## FINANCIAL ACCOUNTABILITY

Start Date	Due Date	Goal
01/07/2022	30/06/2023	<b>Financial Sustainability: 100%</b>
01/07/2022	30/06/2023	→Grant Funding- Secure grant funding through competitive processes totalling \$250,000 which assists Council to achieve its identified priorities with an over success rate of 75%.: 100%
01/07/2022	30/06/2023	→Revenue Generation - Identify opportunities to generate alternative revenue sources and secure a better return on the Cash holdings of Council.: 100%
01/07/2022	30/06/2023	→Value for Money Reviews - Undertake reviews of operational activities to identify revenue opportunities, cost savings of \$40,000 and process improvements resulting in savings of 500 hours.: 100%
01/07/2022	30/06/2023	<b>Financial Management: 100%</b>
01/07/2022	30/06/2023	→Audit Panel - Meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel.: 100%
01/07/2022	30/09/2022	→Long Term Financial Plan (LTFP) - Review of the Plan completed to reflect updated Four (4) Year Capital Works & Projects Budget and Asset Management Plan and updated Plan adopted by Council.: 100%
01/10/2022	31/03/2023	→Internal Audit - System audits scheduled are completed, recorded and reported for the following: Annual maintenance statement; Community grants; Wages & HR; Planning advice.: 100%

## HUMAN RESOURCES / TRAINING / WORK HEALTH & SAFETY

Start Date	Due Date	Goal
01/07/2022	30/06/2023	<b>Workforce Plan - Following completion of the Works Department service delivery review, complete and commence implementation of the Plan to address succession requirements and an ageing workforce.: 100%</b>
01/07/2022	30/06/2023	<b>Elected Members: 100%</b>
01/07/2022	01/06/2023	→ <b>Professional Development - Facilitate participation of Councillors in Professional Development through the program being developed by the Local Government Division and the development of a training plan for individual Councillors.: 100%</b>
01/10/2022	31/12/2022	→ <b>Councillor Induction - develop and deliver an induction program for Councillors following the Council elections.: 100%</b>
01/07/2022	30/06/2023	<b>Council Advocacy: 100%</b>
01/10/2022	31/12/2022	→ <b>State Budget - Provide a submission to the 2023 - 2024 State Budget community consultation process advocating for local priorities.: 100%</b>
01/07/2022	30/06/2023	<b>Wellbeing Program: 100%</b>
01/07/2022	30/06/2023	→ <b>Workplace Wellbeing - Finalise and implement a Mental Health and Wellbeing Plan for Council staff that creates a mentally safe workplace.: 100%</b>
01/07/2022	30/06/2023	→ <b>Employee Wellbeing - Consult with workers to identify and implement actions to support wellbeing and a mentally safe workplace in accordance with the Mental Health and Wellbeing Plan.: 100%</b>

## CORPORATE RISK

Start Date	Due Date	Goal
01/07/2022	30/06/2023	<b>Risk Management/Work Health &amp; Safety: 100%</b>
01/07/2022	30/06/2023	→Risk Register Review - Review risk register twice a year for high risks, annually for all others.: 100%
01/07/2022	30/06/2023	→Workplace Safety - Ensure that Risk Management processes identify and manage psychological risk.: 100%
01/08/2022	31/10/2022	→Risk Management Framework - undertake an external review of Risk Management and report on implementation of recommendations.: 100%
01/07/2022	30/06/2023	→Risk Reporting - Risk updates and activities are regularly reported to management, Council and Audit Panel.: 100%
01/07/2022	30/06/2023	→Workplace Safety - Ensure that the necessary systems are in place to reduce the likelihood of incidents of injury and illness in the workplace.: 100%

## ORGANISATIONAL EFFICIENCY

Start Date	Due Date	Goal
01/07/2022	30/06/2023	<b>Local Government Reform: 100%</b>
01/07/2022	30/06/2023	→Local Government Reform - Participate actively in the Future of Local Government Review process with a focus on achieving the best outcome for the Break O'Day area.: 100%
01/07/2022	30/06/2023	→Northern Region Shared Services - Pursue joint procurement opportunities involving Northern Region Councils.: 100%
01/07/2022	30/06/2023	<b>Break O'Day Organisation: 100%</b>
01/11/2022	28/02/2023	→Service Delivery Review Development Services - examine the opportunity to undertake a service delivery review focussed on development related activities.: 100%
01/07/2022	30/09/2022	→Service Delivery Review Works Department - complete a review of Works Department activities and implement the outcomes.: 100%
01/07/2022	30/06/2023	→Community Engagement Strategy - Ensure Community Engagement Strategy is embedded in Council's engagement activities.: 100%
01/07/2022	30/06/2023	→Plain English Communication - Ensure all staff are aware of plain english guides and tools and are using the Style and Communication Guides.: 100%
01/07/2022	30/06/2023	<b>Management Systems: 100%</b>
01/07/2022	30/06/2023	→Cascade - Progress with integration of Cascade as the key platform for managing day-to-day activities with a focus on project management.: 100%
01/07/2022	30/06/2023	→Cascade Community Dashboard - ensure the community dashboard is operating on Council's website.: 100%
01/07/2022	30/06/2023	→Welcome Pack - Review and redevelop the welcome pack for new residents.: 100%
01/07/2022	30/06/2023	<b>Customer Service: 100%</b>
01/07/2022	30/06/2023	→Access to Information - Ensure staff understand where they and customers can access Council information.: 100%
01/03/2023	31/03/2023	→Customer Service - Investigate and report on options for improving customer service telephone enquiries, particularly with staff Working From Home.: 100%
01/04/2023	30/04/2023	→Customer Satisfaction - Research and develop a report in relation to options to monitor customer satisfaction.: 100%
01/07/2022	30/06/2023	<b>Asset Management: 100%</b>
01/07/2022	30/06/2023	→System Refinement - Develop and Refine Asset Management System including integration of all Council assets.: 100%
01/09/2022	31/12/2022	→MTB Asset Management Plan - develop 10 year asset management plan.: 100%
01/07/2022	30/06/2023	<b>Public &amp; Environmental Health: 100%</b>
01/07/2022	31/03/2023	→New Municipal By-Law - Progress Development of Municipal By-Law which controls Keeping of Life Stock, Waste Disposal Site Controls & Caravans within the Municipality.: 100%
01/07/2022	30/06/2023	→Food Premises - Deliver a regular program of Food Premises inspections.: 100%
01/07/2022	30/06/2023	→Water Quality Monitoring - Undertake monitoring and reporting in recreational waters.: 100%
01/07/2022	30/06/2023	<b>Stakeholder Management: 100%</b>
01/07/2022	30/06/2023	→Local Government Association of Tasmania (LGAT) and Australian Local Government Association (ALGA) - Participate actively at the State and National level in Local Government matters including policy development.: 100%
01/07/2022	30/06/2023	→Northern Tasmania Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy.: 100%
01/07/2022	30/06/2023	→Legislative Reviews - Participate in reviews of legislation affecting Local Government.: 100%
01/07/2022	30/11/2022	→Planning Authority Delegation Review - Review of Delegations for Planning Authority Decisions with a aim to reduce unnecessary decision making processes and reporting for Planning items.: 100%
01/07/2022	30/06/2023	<b>Organisational Efficiency: 100%</b>
01/07/2022	30/06/2023	→Organisational Efficiency - Include consideration of access and inclusion best practices into reviews of Council's systems and processes.: 100%
01/07/2022	30/06/2023	<b>Emergency Management: 100%</b>
01/07/2022	30/06/2023	→Municipal Emergency Management Plan - Review and adopt the Plan in line with the Tasmanian Emergency Management Plan: 100%

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council
<b>OFFICER</b>	John Brown, General Manager
<b>FILE REFERENCE</b>	011\016\002\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Nil

**OFFICER'S RECOMMENDATION:**

That Council write to the relevant State Government Ministers and the Department of Communities Tasmania requesting that as a matter of urgency they investigate the potential of turning the old St Helens Hospital in Circassian Street into Emergency Accommodation as a temporary measure.

**INTRODUCTION:**

Council at its recent workshop discussed the current housing/accommodation crisis and requested that discussions take place with the relevant Ministers and Government agencies with regard to possible relocation of the Covid Clinic operated by Ochre Health and use the Old St Helens Hospital as emergency accommodation.

**PREVIOUS COUNCIL CONSIDERATION:**

Council Workshop held on the 6 June 2022.

**OFFICER'S REPORT:**

Council have been investigating the housing challenges within Break O'Day and it has been identified that a priority is the immediate provision of emergency accommodation.

A proposed solution for this year which Council are requesting consideration be given to is the relocation of the Covid Clinic from the Old St Helens Hospital to another location. Council have indicated that they are prepared to assist in finding a suitable alternative for the Covid Clinic to enable the Old Hospital to be turned into some immediate emergency accommodation to assist with homelessness in the area during this upcoming forecast cold winter.

Council are aware that the old hospital is not necessarily fit for purpose however we believe that the feasibility of this occurring should be investigated as a matter of urgency to cater for homeless people in Break O'Day. There is already suitable accommodation available within the complex along with kitchen and lounge areas.

Council is aware of a number of people who are currently living in vehicles, tents, caravans, etc in the Break O'Day Municipality and with the impending cold winter forecast would provide a warm, safe alternative for some of these people in desperate need.

**STRATEGIC PLAN & ANNUAL PLAN:**

## Strategic Plan 2017 – 2027 (Revised March 2022)

### *Goal*

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

### *Strategy*

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

### *Key Focus Area*

Housing – Develop an understanding of housing needs; advocate for and facilitate the construction of a range of housing solutions.

### *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.

## 2021-22 Annual Plan

### *Goal – ECONOMY*

#### *Key Focus Area – OPPORTUNITIES*

Actions 2.1.1.8 Public Housing – Lobby and work with the State Government and housing providers to build new affordable housing

## **LEGISLATION & POLICIES:**

Nil.

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

The financial implications for this request are unknown at this stage.

## **VOTING REQUIREMENTS:**

Simple Majority.

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

# IN CONFIDENCE

**06/22.18.0**      **CLOSED COUNCIL**

**06/22.18.1**      **Confirmation of Closed Council Minutes – Council Meeting 16 May 2022**

**06/22.18.2**      **Outstanding Actions List for Closed Council**

**06/22.18.3**      **General Manager's Performance Review – Closed Council Item Pursuant to Section 15(2)A 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.*