

# COUNCIL MEETING AGENDA

Monday 16 May 2022  
Council Chambers, St Helens

John Brown, General Manager  
Break O'Day Council  
9 May 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 16 May 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: 9 May 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.*

### 05/22.1.0 ATTENDANCE

#### 05/22.1.1 Present

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

#### 05/22.1.2 Apologies

**05/22.1.3                      Leave of Absence**

Nil

**05/22.1.4                      Staff in Attendance**

General Manager, John Brown  
Executive Assistant, Angela Matthews

**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.*

**CONFIRMATION OF MINUTES****Confirmation of Minutes – Council Meeting 20 April 2022****OFFICER'S RECOMMENDATION:**

That the minutes of the Council Meeting held on the 20 April 2022 be confirmed.

**Confirmation of Minutes – Special Council Meeting 26 April 2022****OFFICER'S RECOMMENDATION:**

That the minutes of the Special Council Meeting held on the 26 April 2022 be confirmed.

**05/22.5.0 COUNCIL WORKSHOPS HELD SINCE 20 APRIL 2022 COUNCIL MEETING**

There was a Workshop held on Monday 2 May 2022 and the following items were listed for discussion.

- Break O'Day Climate Change Action
- Local Government Association of Tasmania (LGAT) – AGM/General Meeting 2022 – Submissions of Motions
- 2021 / 2022 Annual Plan – March 2022 Quarterly Review
- Audit Panel – Review of Panel Membership
- Adoption of 2022 – 2023 Budget Estimates
- Rates Estimate 2022 / 2023
- Policy Review – LG28 – Work Health & Safety Policy
- Policy Review – LG24 – Equal Opportunities Policy
- Animal Control Report
- Rock Lobster Review – Mayor M Tucker

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

ACTION	DECISION
PROPONENT	DCM Sheds
OFFICER	Rebecca Green, Planning Consultant
FILE REFERENCE	DA 070-2022
ASSOCIATED REPORTS AND DOCUMENTS	Plans and Elevations (March 2022) Planning Scheme Submission Representation (1)

#### OFFICER'S RECOMMENDATION:

After due consideration of the representation received pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Council Interim Planning Scheme 2013* that the application for **Three (3) x Carports** on land situated at **30 Osprey Drive, Stieglitz** described in Certificate of Title CT 38059/4 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
Carport Plans and Elevations	Job No: SJD22/14, Sheet No's: 01-04	Steve Jordan Drafting	March 2022
Planning Scheme Submission including discretionary aspects	-	David McGuire (DCM Sheds)	-

2. All stormwater runoff from the proposed development must be detained by on-site water storage systems and overflow disposed of by means within the subject site that will not result in soil erosion or other stormwater nuisance. Soakage drains must be of sufficient size to absorb stormwater runoff.
3. Any damage that may occur to any Council infrastructure during the construction of the proposed development must be reinstated to the satisfaction of Council and at the costs of the developer.

#### ADVICE

- All underground infrastructure including all forms of water, storm water, power, gas and telecommunication systems must be located prior to the commencement of any on-site excavation and / or construction works. Any works to be undertaken within two (2) metres of any Council owned infrastructure must be done in consultation with Council's Works Manager.

- The introduction of non-native plant species and plant species not of local provenance should be avoided and environmental weeds regularly monitored and targeted for removal.
- Activities associated with construction works are not to be performed outside the permissible time frames listed:
  - Monday - Friday 7 am to 6 pm
  - Saturday 9 am to 6 pm
  - Sunday and public holidays 10 am to 6 pm

#### PROPOSAL SUMMARY:

Application is made for the construction of three (3) carports at 30 Osprey Drive, Stieglitz. Residential use in the Low Density Residential Zone is a permitted use without qualifications, under Table 12.2 of the *Break O'Day Interim Planning Scheme 2013*.







Subject site from Osprey Drive



Subject site

Image courtesy of [www.realestate.com.au](http://www.realestate.com.au)



## PREVIOUS COUNCIL CONSIDERATION:

DA 215-2007 – Dwelling & Garage.

## OFFICER'S REPORT:

### 1. The Proposal

Break O'Day Council received a valid application on 21 March 2021 from DCM Sheds on behalf of the owners of the subject land, Jake and Melissa Ihnen for the construction of three (3) carports at 30 Osprey Drive, Stieglitz.

The 1.064ha internal development site abuts similarly zoned properties with existing dwellings on the properties to the north, east and west with the St Helens Aerodrome located to the south.

### Proposed Site Plan



The application is for three new carports to be developed. A 6.0m x 6.0m carport and a 3.6m x 7.0m carport are proposed to be adjoined to the existing garage on site, with a separate 3.6m x 9.0m carport also proposed.

Stormwater from the new roofs is proposed to be directed into an existing rainwater tank located to the rear of the existing garage with overflow to an existing 10m x 600mm x 600mm onsite absorption trench.

### 2. Applicable Planning Scheme Provisions

Part 12 Low Density Residential Zone

E6 Car Parking and Sustainable Transport Code

### 3. Referrals

Not applicable.

### 4. Assessment

The advertised application relied upon the following two (2) performance criteria as detailed below;

- 1) 12.4.1.7 Outbuildings and Ancillary Structures P1
- 2) 12.4.4.2 Stormwater Disposal P1

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

## 12 Low Density Residential Zone

### 12.1 Zone Purpose

#### 12.1.1 Zone Purpose Statements

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

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

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

### 12.2 Use Table

The proposed use fits the use class of Residential, being a single dwelling (including outbuildings) and which is a Permitted use within the Low Density Residential Zone.

Residential as defined by the Scheme means:

“use of land for self-contained or shared living accommodation. Examples include an ancillary dwelling, boarding house, communal residence, home-based business, hostel, residential aged care home, residential college, respite centre, retirement village and single or multiple dwellings.”

### 12.3 Use Standards

#### 12.3.1 Amenity

Acceptable Solutions	Proposed Solutions
A1 If for permitted or no permit required uses.	A1 The proposed use is for a single dwelling which is permitted. <b>The proposal complies with the Acceptable Solution.</b>
A2 Commercial vehicles for discretionary uses must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	A2 Not applicable.
A3 If for permitted or no permit required uses.	A3 The proposed use is for a single dwelling which is permitted. <b>The proposal complies with the Acceptable Solution.</b>

### 12.3.2 Low Density Residential Character

Acceptable Solutions	Proposed Solutions
A1 Commercial vehicles for discretionary uses must be parked within the boundary of the property.	A1 Not applicable. The proposed use is a permitted use.
A2 Goods or material storage for discretionary uses must not be stored outside in locations visible from adjacent properties, the road or public land.	A2 Not applicable. The proposed use is a permitted use.
A3 Waste material storage for discretionary uses must: a) Not be visible from the road to which the lot has frontage; and b) Use self-contained receptacles designed to ensure waste does not escape to the environment.	A3 Not applicable. The proposed use is a permitted use.
A4 The gross floor area for General Retail and Hire use does not exceed 100m <sup>2</sup> .	A4 Not applicable.

### 12.4 Development Standards

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

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

#### 12.4.1.2 Site Coverage

Acceptable Solutions	Proposed Solutions
A1 The site coverage must not exceed 20%, unless the existing lot is less than 1000m <sup>2</sup> , in which case maximum site coverage is 30%.	A1 The proposed site coverage is less than 20% of the 1.064ha site, as stated by the proponent. <b>The proposal complies with the Acceptable Solution.</b>

#### 12.4.1.3 Building Height

Acceptable Solutions	Proposed Solutions
A1 Building height must not exceed 8 metres.	A1 The carports are to be less than 8.0m in height, as detailed on the elevations submitted together with the application. <b>The proposal complies with the Acceptable Solution.</b>

#### 12.4.1.4 Frontage Setbacks

Acceptable Solutions	Proposed Solutions
A1.1 Primary frontage setbacks must be a minimum: a) Of 5m; and b) For infill lots, within the range of the frontage setbacks of buildings on adjoining lots, indicated by the hatched section in Figure 12.4.1.3 below; and A1.2 Buildings must be set back a minimum of 3m from any other frontage.	A1 As the site is an internal lot, the carports are at least 5m from the primary frontage. <b>The proposal complies with the Acceptable Solution.</b>

#### 12.4.1.5 Rear and Side Setback

Acceptable Solutions	Proposed Solutions
A1 Buildings must be set back 5m from the rear boundary.	A1 The proposed carports will be located greater than 5m from the rear boundary. <b>The proposal complies with the Acceptable Solution.</b>
A2 Buildings must be set back from side boundaries 3m.	A1 The proposed carports will be located greater than 3m from a site boundary. <b>The proposal complies with the Acceptable Solution.</b>

#### 12.4.1.6 Location of Car Parking

Acceptable Solutions	Proposed Solutions
<p>A1 A garage or carport must be located:</p> <ul style="list-style-type: none"> <li>a) Within 20 metres of the dwelling it serves; and</li> <li>b) With a setback equal to or greater than the setback of the dwelling from the primary road frontage.</li> </ul>	<p>A1 The carports are located within 20m of the dwelling to which they serve. <b>The proposal complies with the Acceptable Solution.</b></p>

#### 12.4.1.7 Outbuildings and Ancillary Structures

Acceptable Solutions/ Performance Criteria	Proposed Solutions
<p>A1 Outbuildings must not have a:</p> <ul style="list-style-type: none"> <li>a) Combined gross floor area of greater than 81m<sup>2</sup>; and</li> <li>b) Maximum wall height of greater than 4m; and</li> <li>c) Maximum height greater than 5m.</li> </ul> <p>P1 Outbuildings must be designed and located having regard to:</p> <ul style="list-style-type: none"> <li>a) Visual impact on the streetscape; and</li> <li>b) Any adverse impacts on native vegetation; and</li> <li>c) Overshadow adjoining properties; and</li> <li>d) Compatibility with the size and location of outbuildings in the neighbourhood.</li> </ul>	<p>P1 The combined gross floor area of outbuilding together with the proposed carports will be 135.6m<sup>2</sup> on the subject site.</p> <ul style="list-style-type: none"> <li>a) The proposed additional three carports (36m<sup>2</sup>, 32.4m<sup>2</sup> and 25.2m<sup>2</sup> are to be open sided, being able to view through the structure, and the retention of vegetation and the internal nature of the lot will ensure that the carports have minimal visual impact upon the existing streetscape.</li> <li>b) The proposal does not include the removal of any existing native vegetation, with the proposed carports to be constructed within an existing cleared area of the site.</li> <li>c) The location of the carports, adjacent to the existing garage and approximately central to the site will see that any overshadow caused by the carport will be to the subject site itself and will not adversely impact the existing solar access to any adjoining property.</li> <li>d) The outbuildings are compatible with the size of a number of outbuildings in the neighbourhood, being a number of smaller structures, with the bulk and form well-articulated. The subject site is a generous lot size with the internal lot shape, the carports will have little to no impact on the neighbourhood.</li> </ul> <p><b>The proposal is compliant with the performance criteria.</b></p>
<p>A2 A swimming pool for private use must be located:</p> <ul style="list-style-type: none"> <li>a) Behind the primary frontage setback; or</li> <li>b) In the rear yard.</li> </ul>	<p>A2 Not applicable.</p>

#### 12.4.1.8 Filling of Sites

Acceptable Solutions	Proposed Solutions
<p>A1 Fill must be:</p> <ul style="list-style-type: none"> <li>a) No more than 50m<sup>3</sup>; and</li> <li>b) Clean fill, uncontaminated by weeds, disease or toxic materials.</li> <li>c) Located more than 2m from any boundary.</li> </ul>	<p>A1 There is no fill proposed. <b>The proposal complies with the Acceptable Solution.</b></p>

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

**12.4.3 Subdivision – Not applicable.**

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

#### **12.4.4.1 Frontage Fences for Single Dwellings**

<b>Acceptable Solutions</b>	<b>Proposed Solutions</b>
<p>A1 The maximum building height of fences on and within 4.5m of a frontage must be:</p> <ul style="list-style-type: none"> <li>a) 1.2m if solid; or</li> <li>b) 1.8m provided that the part of the fence above 1.2m has openings which provide a minimum 50% transparency.</li> </ul>	<p>A1 Not applicable.</p>

#### **12.4.4.2 Stormwater Disposal**

<b>Acceptable Solutions/ Performance Criteria</b>	<b>Proposed Solutions</b>
<p>A1 All run off from buildings must be directed into on-site water storage tanks and the overflow from the tanks disposed of into the Council maintained roadside drain or the reticulated stormwater system.</p> <p>P1 Run off must be managed through integrated stormwater management techniques by means that will not cause soil erosion or flooding nuisance to adjoining lots.</p>	<p>P1 Stormwater from the carports will be directed to an existing water storage tanks located to the rear of the existing garage. Overflow from the tank will be via an existing 10m x 600mm x 600mm onsite absorption trench so that the carports will not cause soil erosion or flooding nuisance to adjoining lots. As the lot size is substantial for the zoning of the property (greater than 1ha), no calculations were required to ensure that the site could managed the stormwater on site, a plumbing application will be required as part of the process further to receipt of a planning approval, which will later consider drainage from the development. There is no evidence that the site could be constrained in that stormwater would not be able to be managed within the property boundaries.</p> <p><b>The proposal is compliant with the performance criteria.</b></p>

### **Part E Codes**

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

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

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

<b>Acceptable Solutions</b>	<b>Proposed Solutions</b>
<p>A1 The number of car parking spaces must not be less than the requirements of:</p> <ul style="list-style-type: none"> <li>a) Table E6.1; or</li> <li>b) A parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone).</li> </ul>	<p>A1 Table E6.1 requires:</p> <p><i>Residential use in any other zone or any other residential use in the General Residential zone – 1 space per bedroom or 2 spaces per 3 bedrooms + 1 visitor space for every 5 dwellings.</i></p> <p>There are no changes to the existing car parking provision on site, no additional bedrooms are proposed as part of this application.</p> <p><b>The proposal complies with the Acceptable Solution.</b></p>

## 6.7 Development Standards

### E6.7.1 Construction of Car Parking Spaces and Access Strips

Acceptable Solutions	Proposed Solutions
<p>A1 All car parking, access strips manoeuvring and circulation spaces must be:</p> <ul style="list-style-type: none"> <li>a) Formed to an adequate level and drained; and</li> <li>b) Except for a single dwelling, provided with an impervious all weather seal; and</li> <li>c) Except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces.</li> </ul>	<p>A1 No changes to existing car parking provisions. Not applicable.</p>

### E6.7.2 Design and Layout of Car Parking

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

### E6.7.3 Parking for Persons with a Disability – not applicable

### E6.7.4 Loading and Unloading of Vehicles, Drop-off and Pickup – not applicable

## E6.8 Provisions for Sustainable Transport

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

### E6.8.5 Pedestrian Walkways

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



## 5. Representations

The application was advertised 26 March 2022 to 8 April 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, it is unclear from this representation whether the author is a nearby neighbour, as details are unknown of the representor's address, only an email address has been provided. The issues raised within the representation are as follows:-

Representation 1	Response
Concerns regarding the requirement of a hydraulic engineering design and that not one was provided as part of this application due to the owner being a staff member of the Council. Concerns of development assessment process and conclusions regarding the application was inappropriately managed.	<p>As one of the property owners is a staff member of the Break O'Day Council, the assessment of this planning application has been undertaken by an external consultant.</p> <p>A review of the planning application at the time of submission did not warrant further details in relation to stormwater management in terms of assessment against the relevant performance criteria. Each application, including proposal and site are considered on their own merit. In this case, the subject site has an area of just over 1ha, it is not located close to a watercourse, has existing development and an existing onsite stormwater management system with no known issues of failure and with the site size there are no reasons to consider that the site cannot adequately manage stormwater from the proposal. There is no doubt that the size of the site could potentially constrain the ability to manage stormwater within the property boundaries and as such, no additional information was required to consider the performance criteria. A condition is recommended to ensure compliance with the performance criteria. It is noted that the application will also be subject to a plumbing application which will also consider stormwater run off.</p> <p>Council's senior staff wrote to the representor, seeking to have further discussions in relation to concerns of procedures including applications involving staff of the Council. The letter also sought particular examples of requests for hydraulic reports to be provided that may be comparable to this particular application, so that consistency where required may be further considered, if need be.</p> <p>No response has been received to the knowledge of the author of this report.</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 two (2) Performance Criterion; the received representation has been considered with recommended conditions proposed in response to concerns. It is recommended for approval with conditions normally set to this type of development.

### LEGISLATION / STRATEGIC PLAN & POLICIES:

*Break O' Day Interim Planning Scheme 2013, Version 17;*  
*Land Use Planning and Approvals Act 1993;*  
*Local Government (Building and Miscellaneous Provisions) Act 1993.*

### BUDGET AND FINANCIAL IMPLICATIONS:

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

### VOTING REQUIREMENTS:

Simple Majority









rev	comments
1	for building application

GUTTERS & DOWNPIPES, NCC VOLUME 2 PART 3.5.3.2  
 colourbond gutters and uPVC down pipes  
 storm water to be directed to existing rain water tank, overflow to  
 existing 10m x 600 x 600 onsite absorption trench, verified by  
 licenced plumber.

NEW DN90 uPVC STORMWATER PIPEWORK,  
 AS SHOWN. ALL WORK TO COMPLY WITH  
 A.S. 3500 & B.O.D.C. INSTRUCTIONS.

DRAWING

PLUMBING SITE PLAN

DRG. No.

SJD 22/14-03

CLIENT

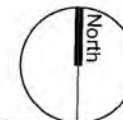
J. & M. IHLEN  
 30 OSPREY DRIVE,  
 STIEGLITZ, 7216

PROJECT

PROPOSED STEEL CARPORTS  
 AT 30 OSPREY DRIVE,  
 STIEGLITZ, 7216

CONCEPT  
 DESIGN  
 CHECKED  
 DATE  
 SCALE  
 SHEET

OWNER  
 D.C.M. SHEDS  
 OWNER  
 MARCH 2022  
 1:250  
 3 of 4



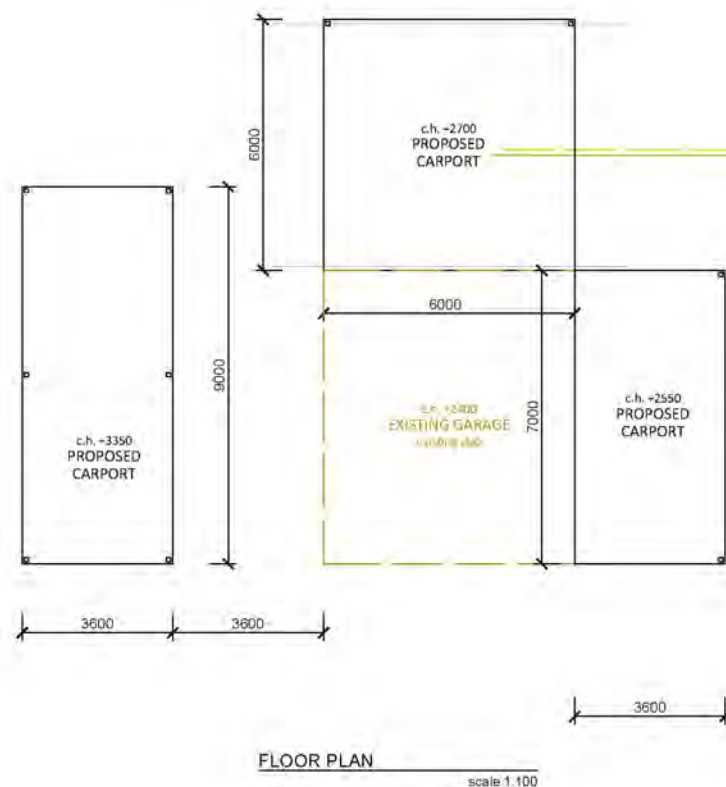
steve jordan  
 drafting

20 Richings Drive  
 YOUNGTOWN  
 TAS 7249

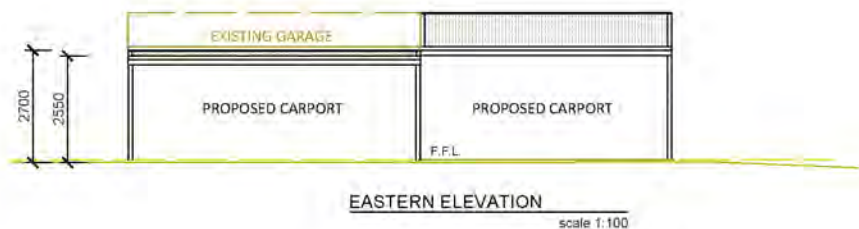
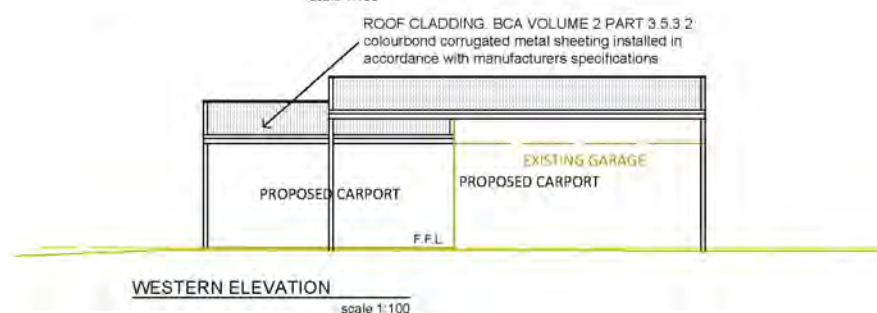
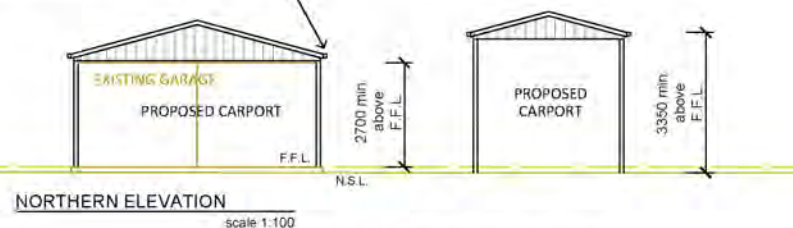
6343 2183  
 0418 137 246

steve@stevejordandrafting.com.au  
 ABN 48 567 070 667  
 Accreditation CC1570 S

rev	comments
-	for building application



GUTTERS & DOWNPIPES: BCA VOLUME 2 PART 3.5.3.2  
colourbond metal gutters and uPVC down pipes.  
down pipes maximum spacing 12m & 1.2m from a valley



DRAWING

CARPORT PLAN & ELEVATIONS

DRG. No.

SJD 22/14-04

CLIENT

J. & M. IHEN  
30 OSPREY DRIVE,  
STIEGLITZ, 7216

PROJECT

PROPOSED STEEL CARPORTS  
AT 30 OSPREY DRIVE,  
STIEGLITZ, 7216

CONCEPT  
DESIGN  
CHECKED  
DATE  
SCALE  
SHEET

OWNER  
D.C.M. SHEDS  
OWNER  
MARCH 2022  
1:100  
4 of 4

Ridgen Knightley - 991537

Supervising Professional Engineer  
No. 144 144 144 144 144 144 144 144  
11/03/2022  
TAMARCA A PROFESSIONAL INC. 0022091

steve jordan  
drafting

20 Richings Drive  
YOUNGTOWN  
TAS 7249

6343 2183  
0418 137 246

steve@stevejordandrafting.com.au  
ABN 48 567 070 667  
Accreditation CC1570 S

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.

05/22.7.0

## COUNCIL MEETING ACTIONS

05/22.7.1

## Outstanding Matters



## COUNCIL RESOLUTIONS - MEETINGS - PUBLIC

05/05/2022

35

GOALS

56%

GOAL COMPLETION

## COUNCIL RESOLUTIONS PLAN

## COUNCIL RESOLUTIONS APRIL 2022

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	20/04/2022	30/04/2022	04/22.6.1.63 - DA327-2021 - Three (3) x Accommodation Units, BBQ/Amenities Building and Storage Facility Incorporating Two (2) Enclosed Shipping Containers - Canhams Road, St Helens	DA327 2021 Three (3) x Accommodation Units, BBQ/Amenities Building and Storage Facility Incorporating Two (2) Enclosed Shipping Containers - Canhams Road, St Helens	Planning Permit issued 26th April 2022	Development Services Coordinator
100%	20/04/2022	30/04/2022	04/22.6.2.64 - DA056-2022 - 13 Lot Subdivision (11 Residential Lots (Including One (1) Balance Lot), One (1) Road Lot and One (1) Public Open Space Lot) - Lawry Heights, St Helens	DA056 2022 13 Lot Subdivision (11 Residential Lots (Including One (1) Balance Lot), One (1) Road Lot and One (1) Public Open Space Lot) - Lawry Heights, St Helens	Planning Permit issued 26th April 2022	Development Services Coordinator
100%	20/04/2022	30/04/2022	04/22.6.3.65 - DA269-2021 - Dwelling and Shed - Lot 19, 38 Annie Street, St Helens	DA269 2021 Dwelling and Shed Lot 19, 38 Annie Street, St Helens	Planning Permit issued 26th April 2022	Development Services Coordinator
0%	20/04/2022	31/05/2022	04/22.13.4.69 - Policy Review - LG41 - Customer Service Charter	That Policy LG41 Customer Service Charter be adopted as amended and Procedure Customer Service Charter be adopted.		Manager Corporate Services
0%	20/04/2022	31/05/2022	04/22.13.5.70 - Adoption of 2022 / 2023 Schedule of Fees & Charges	That Council adopt the Schedule of Fees & Charges 2022/2023 as presented.		Manager Corporate Services
0%	20/04/2022	30/06/2022	04/22.15.2.74 - Draft Community Engagement Strategy - Community Engagement	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

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
75%	20/04/2022	31/05/2022	04/22.15.3.75 - Waiver of Fees for Hire of Bendigo Bank Community Stadium - Bay of Fires Arts Association	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.		Manager Community Services
100%	20/04/2022	31/05/2022	04/22.16.3.78 - Break O'Day Council Cat Management Program - Winter 2022 Actions	That Council endorses plans for two (2) cat management activities in Break O'Day: offering a Council microchipping and de-sexing subsidy for Break O'Day cats, and partnering with the RSPCA and local veterinarian to trial a mobile Cat Management Facility for targeted management of stray and roaming cat populations.	Plans and preparations for implementation of the two cat management activities are underway: a cat microchipping/de-sexing subsidy, and a collaborative trial of a mobile Cat Management Facility for targeted management of stray and roaming cat populations. These actions will be managed and reported through the Annual Plan (Actions 3.3.1.8 Regional Cat Management, and 2022/23 Local-Regional Cat Management.)	NRM Facilitator
75%	20/04/2022	31/05/2022	04/22.17.2.80 - Break O'Day Recreational Trails Strategy	That Councillors receive the Break O'Day Recreational Trails Strategy - Draft for Consultation Report and that community feedback be sought.		Trails Project Manager
100%	26/04/2022	31/05/2022	SCM04/22.4.1 - Report on Representations to the Draft Break O'Day Council Local Provisions Schedule (LPS)	Report on Representations to the Draft Break O'Day Council Local Provisions Schedule (LPS).	Submitted to the Tasmanian Planning Commission 2nd May 2022	Development Services Coordinator



## COUNCIL RESOLUTIONS MARCH 2022

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	21/03/2022	31/03/2022	<b>03/22.13.5.47 - Policy Review - LG29 - Privacy Policy</b>	That Policy LG29 Privacy Policy be adopted as amended.	Policy updated on documents and on website, matter is complete	Manager Corporate Services
100%	21/03/2022	31/03/2022	<b>03/22.13.6.48 - Policy Review - LG48 - Contribution to Boundary Fences Policy</b>	That Policy LG48 Contribution to Boundary Fences be adopted without amendment.	Policy updated on documents and on website, matter is complete	Manager Corporate Services
100%	21/03/2022	30/04/2022	<b>03/22.13.7.49 - Budget Review as 31 January 2022</b>	That Council receive the Budget Estimates 2021- 2022 Review and the following variances be applied to the original 2021- 2022 budget as set by Council Minutes.	Council financial records and documents updated to incorporate revised budget decision of Council, matter is complete	Manager Corporate Services

## COUNCIL RESOLUTIONS FEBRUARY 2022

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
75%	21/02/2022	30/05/2022	<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.	Council Officers have actioned and Councils Solicitor have been engaged to assist with hearing procedures	Development Services Coordinator
75%	21/02/2022	30/04/2022	<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	Development Services Coordinator
30%	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.	Communication to the Tasmanian Government is being prepared, expressing Council's concern for the uncertain outlook for Future Potential Production Forest Land in Break O'Day and asking it to consult with stakeholders on the future management of the forest that recognises their economic, social and natural values, in particular to ensure the best outcomes for the Break O'Day community and northern region.	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
56%	15/11/2021	31/12/2021	11/21.13.6.244 - Council's Operational Banking Activities	That Council authorise management to transfer banking operations from Commonwealth Bank to Community Bank St Helens – St Marys.	Forms and signatures lodged with Community Bank to progress opening of accounts. Face-to-face and phone meetings held to outline the approach to transition to the new banking arrangements. Recent meeting held to confirm transition dates.	Manager Corporate Services
60%	15/11/2021	31/01/2022	11/21.14.5.249 - Terrys Hill Road, Goshen	Council pursue DPIPW 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	10/21.14.3.223 - Maintenance and Improvements to Boat Launching Ramps at Stieglitz Beach	That the Break O'Day Council Marine Strategy include identification and development of an alternative launching facility to the Stieglitz boat ramp	<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
29	20/09/2021	30/09/2022	09/21.16.5.208 - Intention to Make a New By-Law - Keeping of Roosters and Other Animals	In accordance with section 156 of the <i>Local Government Act 1993</i> , Council resolves to make a by-law for the regulation of keeping roosters and other animals.	Initial project scoping and research has commenced.	Development Services Coordinator

## COUNCIL RESOLUTIONS AUGUST 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
65%	16/08/2021	30/09/2021	08/21.13.4.178 - Electric Vehicle Charging Station Proposal for Fingal	That management be authorised to enter into a joint funding agreement for the installation and operation of such a charging station.	Electric Vehicle Tasmania (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
100%	16/08/2021	31/12/2021	08/21.14.4.182 - Scamander Foreshore Playground Fence	That Council provide fencing around the Scamander Playground located at the Scamander Foreshore.	Item closed with part being fitted on 2nd May 2022.	Manager Infrastructure and Development Services

## COUNCIL RESOLUTIONS JUNE 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
90%	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 Eois were received and were assessed by Council officers. Further information is being pursued with one operator. In December a further 2 approaches were received for commercial activity which were outside the Eoi process.	General Manager

## COUNCIL RESOLUTIONS MAY 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
5%	17/05/2021	31/08/2021	05/21.9.2.103 - Notice of Motion - Investigations into a Swimming Pool and Hydra-therapy Pool - Cllr M Tucker	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>Council to start undertaking another look into an indoor swimming pool and hydra-therapy pool at the sports complex whilst updating our St Helens Sports Complex Master Plan.</p> <p>Council Officers/Managers go to Circular Head Council and look at the new swimming pool complex they have built and work with their Council on understanding the costs of running the complex now it has been running for a while.</p>	Future activity when the time and resources are available. Some initial investigations undertaken at a high level in relation to a Hydra-therapy pool and operational requirements as part of considerations for another project. This will feed into the broader review.	General Manager

## COUNCIL RESOLUTIONS APRIL 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
90%	19/04/2021	30/06/2021	04/21.14.3.88 - St Marys Recreation Ground Lighting	That Council consider the logistics and validity of relocating the St Helens lights with particular attention paid to the ongoing cost of maintaining and running the lights.	The old St Marys Rec Ground lighting are unfit for re-use. The electrical supply ring-main also requires replacement.  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.	Manager Infrastructure and Development Services
0%	19/04/2021	30/06/2021	04/21.14.3.88 - St Marys Recreation Ground Lighting	That Council continues to work with Hub4Health in relation to potential upgrades to the gym building and surrounding areas.	No action at this time	Manager Infrastructure and Development Services



## COUNCIL RESOLUTIONS FEBRUARY 2021

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
10%	15/02/2021	31/08/2021	02/21.16.4.50 - Draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy	That Council note the draft Policy LG55 – Use of Conferencing Technology to Attend Council Meetings and Workshops Policy and await the outcome of the Local Government Act review.	On hold until the Local Government Act Review is completed.	Executive Assistant



## COUNCIL RESOLUTIONS APRIL 2020

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	20/04/2020	31/07/2020	04/20.15.3.66 - 'Future Potential Production Forest' Land in Break O'Day	That Council ask the Tasmanian Government to provide it with information including the economic and social implications for Break O'Day community of possible changes to Future Potential Production Forest Land in Break O'Day municipality.	Council completed two requests to the Tasmanian Government, without success, for information to help it understand the socio-economic implications of changes to Future Potential Production Forest (FPPF) Land for Break O'Day. It subsequently recieved a presentation by the Regional Manager for Sustainable Timbers Tasmania and undertook and considered its own research into the implications of changes to FPPF Land. Council will express its concerns to the Tasmanian Government, asking that it consult Council and other stakeholders on options for the future of FPPF Land, to ensure the best outcomes in Break O'Day.	NRM Facilitator

## COUNCIL RESOLUTIONS FEBRUARY 2020

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
70%	17/02/2020	31/05/2020	02/20.8.1.13 - Notice of Motion - St Helens Foreshore Playground Sun Shade - Cllr M Osborne	<p>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</p> <p>That 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
50%	16/09/2019	31/12/2019	09/19.14.3.229 - Kings Park	That Council commence the process to develop some walking trails and interpretative signage that helps to create a narrative that acts to generate a positive user experience within the Kings Park area.	Council currently undertaking a Recreational Trails Strategy where this project may be identified and supported by the community. It was identified through the development of the Township Plan for St Helens.	Manager Community Services

## COUNCIL RESOLUTIONS JULY 2019

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
25%	15/07/2019	31/10/2019	07/19.16.2.182 - Intention to Make New By-Law - Trail Network By-Law	In accordance with section 156 of the Local Government Act 1993, Council resolves to make a by-law for the regulation of the Trail Networks.	Draft By-Law currently being prepared.	Executive Assistant

## COUNCIL RESOLUTIONS MARCH 2019

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
50%	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 to be developed further as part of the Recreational Trails Strategy.	Manager Community Services



Nil.

**MOTION:**

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

That Council re-consider the provision of pedestrian cross over points and/or traffic islands in the Main Street of St Marys.

**SUBMISSION IN SUPPORT OF MOTION:**

In mid 2018 Midson Traffic Pty were engaged by Council to look at the matter of the St. Marys pedestrian cross over points and traffic islands.

This was in response to community concerns being brought to Council concerning community members with mobility issues, those using mobility scooters or wheelchairs and young families with pushchairs experiencing difficulties when crossing the road.

A report was prepared, but was never implemented, due to the potential loss of parking spaces. However, the safety of pedestrians should be reconsidered as this road becomes busier and busier and harder to cross safely.

**MOTION:**

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

That Council 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.

**SUBMISSION IN SUPPORT OF MOTION:**

This matter has been raised previously but no action has resulted.

**MOTION:**

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

That Council 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.

**SUBMISSION IN SUPPORT OF MOTION:**

This will result in a reduction of materials being sent to landfill for Council. If the model is successful it may be possible to extend this facility to other townships in the municipality.

Nil.

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

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

25.04.2022	<b>St Helens</b>	– Anzac Day Memorial Services – Dawn and 11am
26.04.2022	<b>St Helens</b>	– Special Council Meeting
02.05.2022	<b>St Helens</b>	– Council Workshop
02.05.2022	<b>St Helens Via web</b>	– Local Government Association of Tasmania (LGAT) – General Management Committee (GMC) Meeting
03.02.2022	<b>Launceston</b>	– Northern Tasmania Development Corporation (NTDC) – Members Meeting
05.02.2022	<b>Hobart</b>	– Meeting with Minister for Local Government
05.02.2022	<b>Hobart</b>	– Government House - Investiture for Recipients of Australia Day Honours
10.02.2022	<b>Campbell Town</b>	– Local Government Association of Tasmania (LGAT) – General Management Committee (GMC) Meeting
12.02.2022	<b>St Helens</b>	– Break O'Day Municipal Emergency Management Meeting
13.02.2022	<b>St Helens</b>	– Meeting with Representatives from Ochre Health
13.02.2022	<b>St Helens</b>	– St Helens Bowls Club Presentation Evening
16.02.2022	<b>St Helens</b>	– Council Meeting

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

- St Helens and Districts Chamber of Commerce and Tourism –Clr Margaret Osborne OAM
- NRM Special Committee – Clr Janet Drummond
- East Coast Tasmania Tourism (ECTT) – Clr 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

## 05/22.13.0 BUSINESS AND CORPORATE SERVICES

### 05/22.13.1 Corporate Services Department Report

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

#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

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

#### PREVIOUS COUNCIL CONSIDERATION:

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

#### OFFICER'S REPORT:

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

Recruitment has commenced for a reception administration officer in response to changes to duties/work days of two (2) reception administration officers.

##### Meetings Attended:

Corporate Services team meetings and manager-team member meetings are being undertaken.

Additional meetings attended included budget discussions and bank transition implementation discussions.

## Other Issues:

### *Investments – Term Deposits*

Bendigo:

\$1,000,623.29	0.25%	Maturing 09/05/2022
\$2,001,260.27	0.30%	Maturing 18/05/2022
\$1,000,623.29	0.30%	Maturing 23/05/2022
\$1,000,630.14	0.50%	Maturing 14/06/2022

CBA:

\$1,000,000.00	0.32%	Maturing 30/05/2022
\$1,000,000.00	0.60%	Maturing 05/07/2022
\$1,000,000.00	0.61%	Maturing 06/07/2022
\$2,000,000.00	0.65%	Maturing 13/07/2022
\$1,000,000.00	1.03%	Maturing 21/07/2022

## Right to Information (RTI) Requests

Nil requests have been received.

## 132 and 337 Certificates

	<b>132</b>	<b>337</b>
<b>April 2022</b>	52	16
<b>March 2022</b>	75	41
<b>April 2021</b>	90	56

## Debtors/Creditors @ 2 May 2022

### DEBTORS INFORMATION

#### Invoices Raised

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
47	\$ 10,339.83	773	67	610

### CREDITORS INFORMATION

#### Payments Made

Current			Previous Year	
Month	Mth Value	YTD 21/22	Month	YTD 20/21
284	\$ 810,839.11	3626	420	3667



## 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 and providing RAT kits to employees entering isolation or returning from isolation.

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 may experience delays in complying due to their heavy workloads.

The Work Health & Safety Coordinator was not informed of any vandalism during the period of **20 April and 3 May 2022**.

RATES INFORMATION as at 5 May 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	88,017.99	7,703,160.19	50,633.37	25,300.98	64,075.14
Waste	1,312,200.00	1,306,100.00	14,006.37	1,320,106.37			
Wheelie	479,606.00	477,174.00	6,412.59	483,586.59			
Recycling	390,600.00	388,500.00	4,140.39	392,640.39			
Fire	373,174.52	373,012.42	2,265.29	375,277.71			
<b>TOTAL</b>	<b>10,221,446.13</b>	<b>10,159,928.62</b>	<b>114,842.63</b>	<b>10,274,771.25</b>	<b>50,633.37</b>	<b>25,300.98</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	66,592.85	7,455,257.77	37,191.99	19,145.96	157,035.27
Waste	1,228,360.25	1,226,004.00	4,856.08	1,230,860.08			
Wheelie	452,734.75	452,119.20	5,868.38	457,987.58			
Recycling	253,925.20	253,536.00	1,255.77	254,791.77			
Fire	365,145.54	364,983.85	939.27	365,923.12			
<b>TOTAL</b>	<b>9,737,509.26</b>	<b>9,685,307.97</b>	<b>79,512.35</b>	<b>9,764,820.32</b>	<b>37,191.99</b>	<b>19,145.96</b>	<b>157,035.27</b>
Instalments							
2021/2022		Instalment \$	Outstanding \$	Outstanding %			
7 September 2021	Instalment 1	2,547,272.44	46,343.27	1.82%			
9 November 2021	Instalment 2	2,554,692.52	58,918.83	2.31%			
1 February 2022	Instalment 3	2,587,288.35	91,252.59	3.53%			
3 May 2022	Instalment 4	2,605,154.21	305,289.29	11.72%			
	<b>TOTAL:</b>	<b>10,294,407.52</b>	<b>501,803.98</b>	<b>4.87%</b>			
2020/2021							
		Instalment \$	Outstanding \$	Outstanding %			
8 September 2020	Instalment 1	2,537,255.62	34,055.73	1.34%			
10 November 2020	Instalment 2	2,540,891.00	41,590.95	1.64%			
2 February 2021	Instalment 3	2,540,891.00	67,578.76	2.66%			
4 May 2021	Instalment 4	2,540,891.00	274,943.49	10.82%			
	<b>TOTAL:</b>	<b>10,159,928.62</b>	<b>418,168.93</b>	<b>4.12%</b>			
Discount							
	Discount Claimed	No. of	Total Ratable	% of total			
2021/2022	105,001.18	3,320	6,498	51.09%			
2020/2021	158,029.14	3,479	6,476	53.72%			

## **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 30 April 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 30 April 2022.

### Trading Account Summary

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

CASH AT BEGINNING OF PERIOD	11,198,570
TOTAL INCOME FOR PERIOD	3,226,472
TOTAL AVAILABLE FUNDS	14,425,042
LESS TOTAL EXPENDITURE	1,577,535
CASH AT END OF PERIOD*	12,847,508
OUTSTANDING SUNDRY DEBTORS 60 DAYS & OVER	7,350

\* confirmed with Navision Cash at End of Period 11,198,119

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	10,360,397	10,185,840	10,216,483	
User Charges	1,313,000	833,027	735,680	910,591	
Grants	3,204,000	3,731,626	2,916,944	2,916,944	
Other Income	278,000	219,968	101,667	122,000	
Investment Income	303,000	307,176	320,167	423,000	
<b>Total Income</b>	<b>14,868,000</b>	<b>15,452,194</b>	<b>14,260,298</b>	<b>14,589,018</b>	
<b>Capital Income</b>					
Capital grants	5,573,000	1,840,423	2,025,281	2,759,708	
Profit or Loss on Sale of Assets	(988,000)	-	-	120,000	
<b>Total Income</b>	<b>19,453,000</b>	<b>17,292,617</b>	<b>16,285,579</b>	<b>17,468,726</b>	
<b>EXPENSES</b>					
Employee Expenses	5,073,000	4,290,049	4,696,506	5,635,807	
Materials and Services	5,136,000	4,900,558	4,157,311	4,891,947	Priv Works, Floods, etc
Depreciation and amortisation	3,802,000	3,277,476	3,144,290	3,773,148	
Other expenses	1,587,000	510,592	485,847	734,466	
<b>Total Expenses</b>	<b>15,598,000</b>	<b>12,978,675</b>	<b>12,483,954</b>	<b>15,035,368</b>	
<b>Net Operating Surplus\ (Deficit)</b>	<b>(730,000)</b>	<b>2,473,519</b>	<b>1,776,344</b>	<b>(446,350)</b>	
<b>Net Surplus\ (Deficit)</b>	<b>3,855,000</b>	<b>4,313,942</b>	<b>3,801,625</b>	<b>2,433,358</b>	

Profit & Loss Statement						
		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	7,703,160	7,603,116	7,603,116	101%	
1612	Waste Charges	1,320,106	1,302,700	1,302,700	101%	
1613	Fire Levy	375,278	372,656	372,656	101%	
1614	Tips & Transfer Stations	190,663	153,213	183,855	104%	
1615	Recycling Charges	392,640	386,232	386,232	102%	
1616	Early Settlement Discounts	(105,038)	(106,667)	(106,667)	98%	
1617	Wheelie Bin Charges	483,587	474,590	474,590	102%	
	<b>Total Rates</b>	<b>10,360,397</b>	<b>10,185,840</b>	<b>10,216,483</b>	101%	
	<b>Environmental Health</b>					
1622	Inspection Fees	135	5,000	6,000	2%	
1623	Health/Food Licence Fees & Fines	2,507	11,667	14,000	18%	
1624	Immunisations	786	833	1,000	79%	
	<b>Total Environmental Health</b>	<b>3,427</b>	<b>17,500</b>	<b>21,000</b>	16%	
	<b>Municipal Inspector</b>					
1631	Kennel Licences	140	-	1,200	12%	
1632	Dog Registrations	10,226	10,438	50,100	20%	
1633	Dog Impoundment Fees & Fines	509	2,083	2,500	20%	
1634	Dog Replacement Tags	135	-	-		
1635	Caravan Fees and Fines	68,978	65,000	65,000	106%	
1636	Fire Abatement Charges	-	-	2,000	0%	
1637	Infringement Notices	4,954	8,333	10,000	50%	
	<b>Total Municipal inspector</b>	<b>84,942</b>	<b>85,854</b>	<b>130,800</b>	65%	
	<b>Building Control Fees</b>					
1641	Building Fees	33,890	12,500	15,000	226%	Variable and difficult to budget for
1642	Plumbing	38,730	41,667	50,000	77%	
1643	Building Search Fees	1,740	1,000	1,200	145%	
1644	Permit Administration	31,690	29,167	35,000	91%	
1645	Building Inspections	41,818	45,833	55,000	76%	
1647	Certificates of Likely Compliance	37,225	37,500	45,000	83%	
1651	Development Application Fees	122,619	58,333	70,000	175%	
1653	Subdivision Fees	8,688	2,917	3,500	248%	
1654	Advertising Fee	68,900	58,333	70,000	98%	
1655	Adhesion Orders	630	417	500	126%	
1656	Engineering Fees	9,737	1,667	2,000	487%	
1657	Public Open Space	22,587	16,667	20,000	113%	
1658	Illegal Building Fees	2,168	-	-		
	<b>Total Planning &amp; Bldg Control Fees</b>	<b>420,421</b>	<b>306,000</b>	<b>367,200</b>	114%	



		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	39,062	25,000	30,000	130%	
1662	Building Permit Levy	19,531	14,167	17,000	115%	
1663	132 & 337 Certificates	113,861	100,000	120,000	95%	
1666	Right to Information	83	-	-		
	<b>Total Government Fees Levies</b>	<b>172,536</b>	<b>139,167</b>	<b>167,000</b>	103%	Volume higher than budgeted for.
	<b>Investment Income</b>					
1671	Interest Income	16,176	29,167	35,000	46%	
1676	Dividends - TasWater	291,000	291,000	388,000	75%	
	<b>Total Investment Income</b>	<b>307,176</b>	<b>320,167</b>	<b>423,000</b>	73%	
	<b>Sales Hire and Commission</b>					
1681	Sales	46,300	79,250	95,100	49%	
1682	Commission	14,492	12,076	14,491	100%	
1683	Equipment Hire	45	-	-		
1684	Facilities and Hall Hire	36,352	33,333	40,000	91%	
1685	Facilities Leases	54,511	62,500	75,000	73%	
1687	History Room Other Income	-	-	-		
	<b>Total Sales Hire and Commission</b>	<b>151,700</b>	<b>187,159</b>	<b>224,591</b>	68%	
	<b>Other Income</b>					
1761	Late Payment Penalties inc Interest	74,302	66,667	80,000	93%	
1765	Private Works	73,483	16,667	20,000	367%	Variable and difficult to budget for
1766	Cemetery	17,609	16,667	20,000	88%	
1767	Contributions	11,845	-	-		
1768	Miscellaneous Income	581	-	-		
	<b>Total Other Income</b>	<b>177,819</b>	<b>100,000</b>	<b>120,000</b>	148%	
	<b>Reimbursements</b>					
1773	Workers Comp. Recoveries	30,374	1,667	2,000	1519%	Offset for an expense item
1775	Roundings	(273)	-	-		
1776	Miscellaneous Reimbursements	6,672	-	-		
1778	GST free reimbursements	5,376	-	-		
	<b>Total Reimbursements</b>	<b>42,149</b>	<b>1,667</b>	<b>2,000</b>	2107%	
	<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>	0%	

		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	3,679,349	2,896,944	2,896,944	127%	Early prepayment
1794	State Grants - Other	30,353	-	-		
1794	Learner Driver Mentor Grant	19,924	20,000	20,000	100%	
1796	NRM Facilitator	2,000	-			
	<b>Total Operating Grants</b>	<b>3,731,626</b>	<b>2,916,944</b>	<b>2,916,944</b>	<b>128%</b>	
	<b>Capital Grants</b>					
1791	Roads to Recovery	1,108,856	1,651,281	2,201,708	50%	
1793	State Grants Other	731,568	204,000	204,000	359%	2021 flood damage etc
1791	Buildings			150,000		
1795	Other Grants	-	170,000	204,000	0%	
	<b>Total Capital Grants</b>	<b>1,840,423</b>	<b>2,025,281</b>	<b>2,759,708</b>	<b>67%</b>	
	<b>Total Revenue</b>	<b>17,292,617</b>	<b>16,285,579</b>	<b>17,468,726</b>	<b>99%</b>	
	<b>Expenses</b>					
	<b>Employee Costs</b>					
1811	Salaries and Wages	2,975,543	3,249,722	3,899,667	76%	
1812	On Costs	1,117,407	1,414,392	1,697,270	66%	
1813	Overtime Payments	41,527	32,393	38,871	107%	
1848	Net Oncosts	155,572	-			
	<b>Total Employee Costs</b>	<b>4,290,049</b>	<b>4,696,506</b>	<b>5,635,807</b>	<b>76%</b>	
	<b>Energy Costs</b>					
1851	Electricity	99,661	128,825	154,590	64%	
	<b>Total Energy Costs</b>	<b>99,661</b>	<b>128,825</b>	<b>154,590</b>	<b>64%</b>	
	<b>Materials and Contracts</b>					
1861	Advertising	44,373	48,750	58,500	76%	
1863	Bank Charges - GST	28,836	20,167	24,200	119%	More EFT transactions than budgeted for
1864	Books Manuals Publications	2,515	3,375	4,050	62%	
1865	Catering	9,941	13,667	16,400	61%	
1866	Bank Charges - FREE	506	833	1,000	51%	
1867	Computer Hardware Purchase	18,709	15,000	15,000	125%	Additional IT items over budget
1869	Computer Internet Charges	-	-	-		
1870	Computer Licence & Maint Fees	177,467	172,500	207,000	86%	
1872	Corporate Membership	121,112	130,000	144,790	84%	
1873	Debt Collection	10,768	13,333	16,000	67%	
1876	Stock Purchases for Resale	20,483	25,000	30,000	68%	
1890	Equipment Hire and Leasing	17,119	32,083	38,500	44%	

		Year to Date Actual	Year to Date Budget	2021-2022 Budget	% of Annual Budget used	Comments
1891	Equip Maintce & Minor Purchases	15,548	12,000	12,550	124%	More small equipment than budgeted for
1893	Internet Billpay Costs	275	5,833	7,000	4%	
1895	Licensing and Licence Costs	53,149	77,858	93,429	57%	
1896	Land & Bldg Rental or Leasing Costs	41,864	41,667	50,000	84%	
1897	Materials	390,838	373,313	373,313	105%	
1898	Phone Calls Rental Fax	32,693	35,133	42,160	78%	
1899	Postage/Freight	33,955	20,823	24,988	136%	Projects such as LPS \$5.5k
1900	Printing/Laminating	-	3,750	4,500	0%	
1901	Property Insurance	130,461	138,500	138,500	94%	
1902	Room Hire	1,149	1,042	1,250	92%	
1904	Royalties and Production Licences	-	4,167	5,000	0%	
1905	Stationery	28,421	12,000	17,300	164%	Printing/laminating and projects included
1906	Water and Property rates Payable	82,455	88,167	105,800	78%	
1907	Loan Charges and Interest	1,980	-	-		
	<b>Total Materials and Contracts</b>	<b>1,264,619</b>	<b>1,288,961</b>	<b>1,431,230</b>	<b>88%</b>	
	<b>Contractor Costs</b>					
1971	Contractors	1,312,456	679,717	815,660	161%	Priv Works \$100k, Floods \$150k
1972	Cleaning Contractors	165,452	202,417	242,900	68%	
1973	Waste Management Contractors	861,627	1,013,818	1,216,582	71%	
	<b>Total Contractor Costs</b>	<b>2,339,535</b>	<b>1,895,952</b>	<b>2,275,142</b>	<b>103%</b>	
	<b>Professional Fees</b>					
1992	Audit Fees	32,241	33,333	40,000	81%	
1993	Legal Fees	69,147	39,583	47,500	146%	Variable and difficult to budget for
1994	Internal Audit Fees	3,982	5,833	7,000	57%	
1995	Revaluation Fees- Municipal only	19,950	23,333	28,000	71%	
1997	Prof Fees - Strategic Projects	-	41,667	50,000	0%	
1998	Other Professional Fees	237,403	153,000	183,600	129%	LPS \$12.5k Rec Trails \$43k
	<b>Total Professional Fees</b>	<b>362,723</b>	<b>296,750</b>	<b>356,100</b>	<b>102%</b>	
	<b>Plant Hire</b>					
2101	Plant Hire - Internal	632,335	437,500	525,000	120%	Investigation required
2102	Plant Hire - External	1,312	4,583	5,500	24%	
2103	Registration and MAIB	43,818	45,958	45,958	95%	
2104	Insurance Premiums	31,521	46,871	46,871	67%	
2105	Plant Repairs and Maintenance	279,859	136,096	163,315	171%	
2140	Plant Hire Recovered	(705,715)	(600,000)	(720,000)	98%	
2141	Fuel	192,139	124,000	148,800	129%	
2142	Fuel Credit	(20,836)	(12,500)	(15,000)	139%	
	<b>Total Plant Hire</b>	<b>454,432</b>	<b>182,508</b>	<b>200,444</b>	<b>227%</b>	

		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	279,470	279,471	372,628	75%	
2257	Building Permit Levy	19,852	12,500	15,000	132%	
2258	Land Tax	43,529	47,344	56,813	77%	
2259	Training Levy	36,738	25,000	30,000	122%	
	<b>Total Government Fees and Levies</b>	<b>379,588</b>	<b>364,315</b>	<b>474,441</b>	80%	
	<b>Depreciation</b>					
2305	Depreciation Buildings	361,418	360,147	432,176	84%	
2306	Depreciation Roads and Streets	1,580,917	1,521,667	1,826,000	87%	
2307	Depreciation Bridges	385,297	380,500	456,600	84%	
2308	Depreciation Plant & Equipment	337,126	349,917	419,901	80%	
2310	Depreciation Stormwater Infrast	313,408	276,580	331,896	94%	
2311	Depreciation Furniture	110,902	91,873	110,248	101%	
2312	Depreciation Land Improvements	170,407	142,773	171,328	99%	
2313	Amortisation of Municipal Valuation	18,000	20,833	25,000	72%	
	<b>Total Depreciation</b>	<b>3,277,476</b>	<b>3,144,290</b>	<b>3,773,148</b>	87%	
	<b>Other Expenses</b>					
2401	Interest Payable	171,791	172,000	290,009	59%	
2403	Bad & Doubtful Debts	7,107	-	-		
2404	Grants & Community Support Given	93,273	99,050	198,100	47%	
2405	Rate Remissions	64,075	57,000	57,000	112%	
2406	Commercial rate relief	-	-	-		
2407	Waiver of Fees and Lease etc	2,596	-	-		
2408	Refunds/Reimbursements	16,045	-	-		
2409	Council Member Expenses	7,941	15,000	18,000	44%	
2410	Council Member Allowances	147,764	142,797	171,357	86%	
	<b>Total Other Expenses</b>	<b>510,592</b>	<b>485,847</b>	<b>734,466</b>	70%	
	<b>Total Expenses</b>	<b>12,978,675</b>	<b>12,483,954</b>	<b>15,035,368</b>	86%	
	<b>Net Surplus\\(Deficit) before Capital amounts</b>	<b>2,473,519</b>	<b>1,776,344</b>	<b>(446,350)</b>		
	Capital Grants	1,840,423	2,025,281	2,759,708	67%	
	Profit or Loss on Sale of Assets	-	-	120,000	0%	
	<b>Net Surplus\\(Deficit)</b>	<b>4,313,942</b>	<b>3,801,625</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	307,381	423,000
Total Reimbursements	2,194	-
Total Capital Grants	208,196	-
Total Revenue	<b>517,853</b>	<b>423,000</b>
Total Employee Costs	459,538	770,743
Total Energy Costs	-	5,800
Total Materials and Contracts	388,493	532,800
Total Contractor Costs	8,214	8,900
Total Professional Fees	87,561	11,000
Total Plant Hire	10,002	14,360
Total Government Fees and Levies	-	180
Total Depreciation	97,772	129,756
Total Expenses	<b>1,051,580</b>	<b>1,473,539</b>
Net Surplus\ (Deficit) before Capital Income	<b>(741,923)</b>	<b>(1,050,539)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(533,727)</b>	<b>(1,050,539)</b>
<b>Development Services</b>		
Total Environmental Health	3,427	21,000
Total Municipal inspector	72,438	67,000
Total Planning And Building Control Fees	410,898	365,200
Total Government Fees Levies	172,454	167,000
Total Sales Hire and Commission	1,280	1,300
Total Reimbursements	656	-
Total Revenue	<b>661,154</b>	<b>621,500</b>
Total Employee Costs	746,425	917,742
Total Energy Costs	-	-
Total Materials and Contracts	51,621	63,120
Total Contractor Costs	13,362	2,500
Total Professional Fees	137,969	94,500
Total Plant Hire	9,125	9,025
Total Government Fees and Levies	56,590	45,000
Total Depreciation	9,733	11,567
Total Other Expenses	1,885	34,500
Total Expenses	<b>1,026,711</b>	<b>1,177,954</b>
Net Surplus\ (Deficit) before Capital Income	<b>(358,182)</b>	<b>(556,454)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(358,182)</b>	<b>(556,454)</b>

	Year to Date Actual	2021-2022 Budget
<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	162,693	288,171
Total Energy Costs	-	-
Total Materials and Contracts	19,462	21,570
Total Contractor Costs	3,473	30,000
Total Professional Fees	37,190	10,000
Total Plant Hire	11,426	12,735
Total Government Fees and Levies	-	-
Total Depreciation	10,881	12,551
Total Other Expenses	92,373	163,600
Total Expenses	<b>337,497</b>	<b>538,627</b>
		-
Net Surplus\ (Deficit) before Capital Income	<b>(290,273)</b>	<b>(518,627)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(290,273)</b>	<b>(518,627)</b>



	Year to Date Actual	2021-2022 Budget
<b>Works and Infrastructure</b>		
Total Rates	2,386,996	2,347,377
Total Environmental Health	-	-
Total Municipal inspector	12,504	63,800
Total Planning And Building Control Fees	9,523	2,000
Total Investment Income	-	-
Total Sales Hire and Commission	88,613	160,000
Total Other Income	152,340	40,000
Total Reimbursements	34,617	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	647,959	1,675,694
Total Capital Grants	1,532,228	2,555,708
Total Revenue	<b>4,864,780</b>	<b>6,966,579</b>
Total Employee Costs	2,029,849	2,758,631
Total Energy Costs	94,501	143,790
Total Materials and Contracts	580,711	634,540
Total Contractor Costs	2,306,323	2,227,392
Total Professional Fees	38,100	42,600
Total Plant Hire	414,694	154,678
Total Government Fees and Levies	40,524	52,354
Total Depreciation	3,143,862	3,587,618
Total Other Expenses	200,079	290,009
Total Expenses	<b>8,848,644</b>	<b>9,891,613</b>
		-
Net Surplus\ (Deficit) before Capital Income	<b>(5,516,092)</b>	<b>(5,480,742)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(3,983,864)</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	45,974	50,000
Total Gain or Loss on Sale of Assets	-	-
Total Capital Grants	-	-
Total Revenue	<b>54,076</b>	<b>50,000</b>
Total Employee Costs	114,226	141,290
Total Energy Costs	5,160	5,000
Total Materials and Contracts	93,523	36,700
Total Contractor Costs	8,163	6,350
Total Professional Fees	-	-
Total Plant Hire	605	-
Total Government Fees and Levies	1,204	1,600
Total Depreciation	2,267	16,136
Total Other Expenses	-	-
Total Expenses	<b>225,148</b>	<b>207,076</b>
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>(171,072)</b>	<b>(157,076)</b>
<b>Net Surplus\ (Deficit)</b>	<b>(171,072)</b>	<b>(157,076)</b>
	-	
<b>Governance and Members Expenses</b>	-	
Total Rates	7,973,401	7,869,106
Total Investment Income	-	-
Total Sales Hire and Commission	11,179	13,291
Total Other Income	74,302	80,000
Total Gain or Loss on Sale of Assets	-	-
Total Operating Grants	525,274	1,221,250
Total Capital Grants	100,000	-
Total Revenue	<b>8,685,618</b>	<b>9,183,647</b>
Total Employee Costs	621,746	759,230
Total Energy Costs	-	-
Total Materials and Contracts	130,704	142,500
Total Contractor Costs	-	-
Total Professional Fees	66,262	198,000
Total Plant Hire	8,580	9,645
Total Government Fees and Levies	281,269	375,307
Total Depreciation	12,960	15,522
Total Other Expenses	216,255	246,357
Total Expenses	<b>1,337,777</b>	<b>1,746,561</b>
		-
<b>Net Surplus\ (Deficit) before Capital Income</b>	<b>7,247,841</b>	<b>7,437,087</b>
<b>Net Surplus\ (Deficit)</b>	<b>7,347,841</b>	<b>7,437,087</b>
	-	

	Year to Date Actual	2021-2022 Budget
<b>Council Total</b>		
Total Rates	10,360,397	10,216,483
Total Environmental Health	3,427	21,000
Total Municipal inspector	84,942	130,800
Total Planning And Building Control Fees	420,421	367,200
Total Government Fees Levies	172,536	167,000
Total Investment Income	307,381	423,000
Total Sales Hire and Commission	151,700	224,591
Total Other Income	226,641	120,000
Total Reimbursements	42,149	2,000
Total Gain or Loss on Sale of Assets	-	120,000
Total Operating Grants	3,731,626	2,916,944
Total Capital Grants	1,840,423	2,555,708
Total Revenue	<b>17,341,644</b>	<b>17,264,726</b>
Total Employee Costs	4,134,477	5,635,807
Total Energy Costs	99,661	154,590
Total Materials and Contracts	1,264,514	1,431,230
Total Contractor Costs	2,339,535	2,275,142
Total Professional Fees	367,082	356,100
Total Plant Hire	454,432	200,444
Total Government Fees and Levies	379,588	474,441
Total Depreciation	3,277,476	3,773,148
Total Other Expenses	510,592	734,466
Total Expenses	<b>12,827,357</b>	<b>15,035,368</b>
<b>FAGS grant funds received in advance</b>		
Net Surplus\ (Deficit) before Capital Income	<b>2,673,864</b>	<b>(446,350)</b>
<b>Strategic Projects</b>		
Capital Income	1,840,423	2,675,708
Net Surplus\ (Deficit)	<b>4,514,287</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	12,847,447	10,584,785	6,054,838
Receivables	691,000	1,523,956	1,660,300	750,000
Inventories	58,000	81,174	120,000	120,000
Other Current Assets	24,000	560,117	45,000	45,000
<b>Total Current Assets</b>	<b>11,320,940</b>	<b>15,012,695</b>	<b>12,410,085</b>	<b>6,969,838</b>
<b>Non Current Assets</b>				
Property Plant and Equipment	162,049,000	162,275,417	158,932,568	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>194,334,745</b>	<b>191,094,097</b>	<b>199,265,187</b>
<b>Total Assets</b>	<b>205,531,940</b>	<b>209,347,440</b>	<b>203,504,181</b>	<b>206,235,025</b>
<b>Current Liabilities</b>				
Payables	1,765,000	1,476,684	996,138	950,000
Interest Bearing Liabilities	1,882,469	1,670,652	1,670,652	1,872,273
Contract Liabilities	249,000	-	-	-
Provisions	867,000	865,382	900,000	900,000
<b>Total Current Liabilities</b>	<b>4,763,469</b>	<b>4,012,718</b>	<b>3,566,791</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>10,787,111</b>	<b>10,352,569</b>	<b>10,478,118</b>
<b>Net Assets</b>	<b>193,965,477</b>	<b>198,560,328</b>	<b>193,151,612</b>	<b>195,756,907</b>
<b>EQUITY</b>				
Accumulated surplus	41,932,843	42,986,733	37,578,017	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>198,560,328</b>	<b>193,151,612</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	1,353,996	1,400,000	1,400,000
Unallocated accumulated surplus	7,730,325	10,932,451	8,623,785	3,192,838
<b>Total cash available</b>	<b>10,547,940</b>	<b>12,847,447</b>	<b>10,584,785</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>	-	(1,213)
<b>Total Other Reserves</b>	<b>465,841</b>	-	(1,213)

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	16,958,120	13,373,267	14,589,018
<b>PAYMENTS</b>				
Operating payments	(12,642,000)	(12,801,664)	(9,385,184)	(11,262,220)
<b>NET CASH FROM OPERATING</b>	<b>3,124,000</b>	<b>4,156,456</b>	<b>3,988,083</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)	(3,485,556)	(5,764,703)	(8,827,335)
Capital Grants	5,819,000	1,840,423	2,025,281	2,759,708
Payments for financial assets	-	-	-	-
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(2,908,000)</b>	<b>(1,645,133)</b>	<b>(3,739,422)</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)	(211,816)	(211,816)	(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>(211,816)</b>	<b>(211,816)</b>	<b>(1,872,273)</b>
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	<b>290,940</b>	<b>2,299,507</b>	<b>36,845</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>12,847,447</b>	<b>10,584,785</b>	<b>6,054,838</b>



<b>Capital Expenditure</b>							
<b>2021-2022</b>							
<b>Project Code</b>	<b>Details</b>	<b>Month Actuals</b>	<b>Year to Date Actual</b>	<b>Budget Review - Revised C/fwd</b>	<b>2021-2022 Estimate</b>	<b>Revised Budget (with updated c/fwd)</b>	<b>Comments</b>
	<b>PLANT &amp; EQUIPMENT</b>						
<b>CJ012</b>	1290 Toro Mower	-	-	-	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
	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
	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		16,201	-	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	38,787	-	40,000	40,000	
<b>CJ020</b>	1375 Triton dual cab - Works Ops Manager	40,314	40,314	-	45,000	45,000	
<b>CI015</b>	1226 Ute 2WD Tipper	-	-	30,000		30,000	
<b>CJ040</b>	1338 - 2017 Toyota Hilux - Trails Project Manager	-	-	-	45,000	45,000	
<b>CI025</b>	1294 Dual Cab Ute 4WD	-	-	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

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>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	3,366	-	3,500	3,500	
	Town Christmas Decorations	-	-	-	5,000	5,000	
<b>CJ065</b>	Office 365 Migration from Exchange		9,450	-	10,000	10,000	
	UPS Battery replacement	-	-	-	4,000	4,000	
	<b>BUILDINGS</b>						
<b>CC730</b>	Old Tasmanian Hotel - New Storage Shed	-	-	72,200	45,000	56,000	Carry Over \$11, 000 + \$10K additional Council Contribution + \$30K State Gov + \$5K Neighbourhood House
<b>CI705</b>	St Helens Works Depot - Cty Serv Storage bldg	55	561	-	-	406	Completed
<b>CI710</b>	St Marys Railway Station Upgrades	-	-	25,000		25,000	
<b>CI720</b>	Marine Rescue Building - Additions		5,918	-	160,000	10,000	To be a contributed asset. Project run by St Helens Marine Rescue
<b>CH730</b>	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
<b>CJ705</b>	St Marys Community Space - Unisex Toilet	25,310	46,255	-	80,000	80,000	Unisex Family Toilet Space - Design & Construct
<b>CE770</b>	Workspace Renovations - History Rooms		4,725	27,270		27,270	
<b>CH705</b>	Small projects - bus shelters & misc improve	-	-	-	30,000	30,000	Bus Shelters/Small projects and improvements that cannot be considered maintenance
<b>CJ710</b>	Council Chambers additions and improvements	1,759	19,780	-	40,000	40,000	New Indoor/Outdoor Kitchen/Lunch Room Extension
<b>CH720</b>	Four Mile Creek Community Hub		1,500	-		-	Expense current spend. Project not proceeding.

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>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
<b>7042</b>	Special Project - Marine Strategy	-	-	-	40,000	40,000	
<b>CI810</b>	St Helens Sports Complex - Athletics building		12	48,601	-	48,601	
<b>CI815</b>	Shade Structures - Scamander Reserve		18,476	18,476	-	18,476	Project Complete
<b>CI820</b>	Playground equipment replacement program	-	-	20,000		20,000	
<b>CI825</b>	Playground equipment replacement program		5,739	50,000	20,000	70,000	
<b>CI830</b>	Resheet airport runway		107,959	100,000		100,000	Grant & Council funded project. \$70k from AG regional airports program & \$30k contribution by Council
<b>CH815</b>	Dog exercise area St Helens Improvements	-	-	-	10,000	10,000	
<b>CH530</b>	Car Parking & MTB Hub - Cecilia St Carpark		56,097	45,043		86,097	
<b>CH830</b>	Binalong Bay Playground site improvements	-	-	-	10,000	10,000	
<b>CD815</b>	Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building		92,354	120,000	30,600	120,000	Transfer \$30,600 from CE110
<b>CF825</b>	Parnella foreshore protection works	-	-	3,753	-	3,753	
<b>CF805</b>	Parnella/Foreshore Walkway	-	-	246,010	-	246,010	Existing grant prior year (State)
<b>CH855</b>	Flood Levee - Groom St, St Marys Flood Mit.		7,444	-		7,444	Completed project
<b>CH860</b>	Flood Warning System - St Marys Flood Mitigation	57	975			-	
<b>CI880</b>	LRCI Phase 1 - Tourism Info Signage - Multiple		753	-	-	-	Completed project. Current year costs to expense
<b>CJ815</b>	Digital Noticeboard & PA System Flagstaff		22,059	-		19,485	Grant Funded \$19485 ex GST
<b>CJ825</b>	Bushfire Recovery Grant - Initial Application		14,193	-		-	breakdown of works and costs TBA. Application costs to be expensed
<b>CJ820</b>	MTB - Bay of Fires EPIC Status	32,315	135,451	-		-	Costs to be expensed

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ835	Aerodrome Fencing - Replacement		92,681	-		92,000	\$90k funding from the AG Regional Airport Prog & \$2k contrib 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 contrib, part of larger grant funded project
	<b>TOTAL PARKS, RESERVES &amp; OTHER</b>	<b>32,372</b>	<b>575,922</b>	<b>651,883</b>	<b>230,600</b>	<b>1,026,866</b>	
CE110	Scamander entrance at Wrinklers	6,121	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	
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	17,053	24,873				
	Lawry Hgts 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	1,293	22,360	24,082	-	24,082	
CF130	Parkside Foreshore Footpath	43,941	49,791	-	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 Esp – Pathway	13,085	35,508	-		110,000	Project Cost \$110,000 and fully funded under the AG LRCI Program - Phase 3.
CJ120	LRCI Phase 3 - Esk Main Road, St Marys – Pathway	67,029	86,637	-		200,000	Project Cost \$200,000 and fully funded under the AG LRCI Program - Phase 3.
	St Helens Lawry Heights 580m	-	-	-	104,000	104,000	
CJ110	St Helens Lawry Heights to Falmouth St		14,314	-	14,000	14,000	
CI855	LRCI Phase 1 - Shared Pathway - Binalong Bay	4,944	84,024	37,952	30,000	73,273	Funded under the AG LRCI Program - Phase 1.

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CI865	LRCI Phase 1 - Shared Pathway - Scamander	24,434	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		92,435	92,174	-	92,435	Project complete and fully funded under the AG LRCI Program - Phase 2.
CI890	LRCI Phase 2 - Shared Pathway - Tasman 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 Road, 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>171,778</b>	<b>781,489</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
	<b>Replacements TBA</b>	-	-	22,000	28,000	50,000	
CJ155	Reedy Road, Beaumaris - Repairs		1,522	-		-	
CG155	Cameron St, St Helens (south of Quail St intersection) (0.16km)	-	-	20,000	20,000	40,000	
CE165	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>	
CJ305	40 - Anchor Rd		34,908	10,100	22,796	32,896	
	39 - Anchor Rd	-	-	10,800	24,570	35,370	
CI305	903 - Ansons Bay Rd (Priory Rd)	-	-	-	101,501	101,501	
CJ310	901 - Ansons Bay Rd (Priory Rd)		26,129	-	36,660	36,660	
	902 - Ansons Bay Rd (Priory Rd)	-	-	-	36,568	36,568	
CI305	904 - Ansons Bay Rd (Priory Rd)	-	-	-	36,436	36,436	
CJ401	Priory Road (Cnr Reid Rd)		3,014				
CJ315	46 - Church Hill Rd		6,370	2,800	3,570	6,370	
CJ320	1081 - Sorell St	-	-	6,700		6,700	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ325	1024 - Franks St Fingal	-	-	3,400		3,400	
CJ330	1187 - Honeymoon Pt Rd		7,276	6,200		6,200	
CJ335	1178 - Jeanerret Beach Rd		1,728	800		800	
CJ340	47 - Johnston Rd		5,860	8,100		8,100	
CJ345	1053 - Louisa St	-	-	2,800		2,800	
CJ345	1051 - Louisa St	-	-	3,700		3,700	
CJ346	704 - U/N 1 Stieglitz	-	-	4,600		4,600	
CJ350	999 - Victoria St Part C	-	-	1,400		1,400	
CJ350	998 - Victoria St Part C	-	-	360		360	
CJ350	997 - Victoria St Part C	-	-	2,100		2,100	
CJ325	2138 - Franks St Fingal	-	-	3,795		3,795	
CJ355	1135 - Irishtown Rd Sect 1		30,065	-	29,757	29,757	
CJ355A	1134 - Irishtown Rd Sect 2		32,865	-	32,487	32,487	
CJ355B	1133 - Irishtown Rd Sect 3		28,382	-	28,028	28,028	
CJ360	138 - St Patricks Head Rd		33,049	-	33,245	33,245	
CJ365	1168 - Nth Ansons Bay Rd	-	-	-	43,225	43,225	
CJ365	1167 - Nth Ansons Bay Rd	-	-	-	60,970	60,970	
CJ370	2258 - McKerchers Rd	-	-	8,190		8,190	
CJ370	2259 - McKerchers Rd	-	-	9,623		9,623	
CJ370	2260 - McKerchers Rd	-	-	2,662		2,662	
CJ375	2380 - Tims Creek Rd	-	-	6,880		6,880	
CJ380	2392 - Tyne Rd	-	-	6,370		6,370	
CJ380	2393 - Tyne Rd	-	-	7,262		7,262	
CJ380	2394 - Tyne Rd	-	-	6,166		6,166	
CJ385	2303 - Old Roses Tier Rd	-	-	6,848		6,848	
	2176 - Honeymoon Point Rd	-	-	1,401		1,401	



Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CF325	Upper Scamander Road, Scamander	-	-	-	15,000	15,000	
	Fingal Streets	-	-	6,500		6,500	
CG345	German Town Road, St Marys	-	-	6,980		6,980	
CG350	Dublin Town Road, St Marys	-	-	15,000		15,000	
	<b>TOTAL RESHEETING</b>	-	<b>209,647</b>	<b>151,537</b>	<b>504,813</b>	<b>656,350</b>	
	<b>RESEALS</b>						
CJ475	913 - Ansons Bay Rd		33,615	-	4,550	4,550	
	922 - Ansons Bay Rd	-	-	-	27,606	27,606	
CJ427	1029 - Bagot St	6,936	12,588	-	8,710	8,710	
CJ415	328 - Cornwall Rd		9,875	-	14,621	14,621	
CJ425	1075 - Flemming St		15,750	-	8,165	8,165	
	1076 - Flemming St	-	-	-	7,974	7,974	
CJ420	1025 - Franks St		413	-	644	644	
CJ430	1069 - Grant St	17,769	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	-	-	-	5,298	5,298	
CJ440	1066 - Horne St	2,123	2,563	-	2,261	2,261	
	1066 - Horne St	-	-	-	8,008	8,008	
CJ445	1094 - Legge St Fingal	26,030	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	-	-	-	10,920	10,920	
CJ495	857 - Main St, St Marys	-	-	-	7,360	7,360	

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
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	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	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 Rd Storey to Groom Street		8,916	50,000		50,000	Subject only to DoSG plan to place new overlay over Story Street.
CI520	Upper Scamander Road		1,275	-	-	-	
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 Esp 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 and extension of sealing works at Bosses Creek. \$50k reallocation per decision of Council 11/21 14.6.250

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
CJ505A	Ansons Bay Road - SHEET		66,581	-		-	
CJ505B	Ansons Bay Road - SEAL		45,733	-		-	
CI540	Skyline Drive Intersection Upgrade		20,515	-		-	
CG505	St Helens Pt Rd - near Cunningham St Jetty	15,843	42,694	-	47,406	47,406	
CI545	216 - Mathinna Plains Road		920	-	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 carried forward. Projects to be fully funded under the AG LRCI Program.
CJ520	LRCI Phase 2 - Rd sealing - Franks St, Falmouth	783	94,432	-	259,896	104,667	Combined Project Budget for Frank/Morrisson St Sealing of \$209,334. Project fully funded by the AG LRCI Program. Budget split 50:50. \$60K under the Black Spot Road Fund Program & \$30K by Council
CJ520A	LRCI Phase 2-Rd sealing-Morrison St, Falmouth	749	116,648	-		104,667	
CJ530	Roundabout - Medea & Quail Sts, St Helens	1,035	1,935	-		90,000	
	<b>TOTAL ROADS OTHER</b>	<b>18,410</b>	<b>732,791</b>	<b>35,204</b>	<b>2,842,114</b>	<b>2,581,552</b>	
	<b>ROADS TOTAL</b>	<b>284,072</b>	<b>2,281,185</b>	<b>1,116,688</b>	<b>5,010,543</b>	<b>6,062,634</b>	
	<b>BRIDGES</b>						
CG210	B760 Bent St, Mathinna		13,874	-	5,500	30,000	Replace deck
	B2177 St Patricks Head Road	-	-	-	30,000	30,000	Replace deck

Project Code	Details	Month Actuals	Year to Date Actual	Budget Review - Revised C/fwd	2021-2022 Estimate	Revised Budget (with updated c/fwd)	Comments
	B7010 Rattrays Road	-	-	-	40,000	40,000	Replace deck
CJ805	Kirrwins Beach Jetty	199	51,693	-	142,000	122,718	Replace Jetty - funded by MAST
CJ810	Beauty Bay Jetty		81,532	-	62,000	81,282	Replace Jetty - funded by MAST
	<b>STORMWATER</b>						
CJ655	Minor stormwater Jobs		17,228	-	50,000	50,000	
CI685	Treloggens Track	- 24,434	- 732	30,000		30,000	
	Osprey Drive	-	-	-	10,000	10,000	Design only
CD655	Implement SWMP priorities	14	136	-		-	
CG665	Freshwater Street / Lade Court (Beaumaris)	-	-	-	-	-	
CG670	Medea St - Opposite Doepel St		11,226	11,226		11,226	Project reviewed - no additional capital expenditure required.
	Peron Stormwater System - design only	-	-	-	30,000	30,000	
CH655	Beaumaris Ave	-	-	18,460	25,000	25,000	CFWD
	<b>TOTAL STORMWATER</b>	- 24,420	27,858	59,686	115,000	156,226	
	<b>WASTE MANAGEMENT</b>						
CI630	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	
CI615	Scamander WTS - Inert Landfill		5,818	4,910	20,000	20,000	Regulatory/consulting
	St Marys WTS - Addition to Existing Building	-	-	-	45,000	45,000	Potential grant funding application - roof only to front side 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>	-	5,818	9,910	132,000	137,000	
	<b>Total Capital expenditure</b>	401,816	3,485,556	2,039,570	6,917,643	8,827,335	

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:**

VIC staff noted:

- Numbers for April were much the same as last year but obviously not up to what they were pre-Covid.
- Visitors are mainly from Victoria and New South Wales and a few from Queensland, however we also did have some overseas tourists as well – Ireland, France and New Zealand.
- Have had a few people comment that they are impressed with the amount of information that we have on hand for this area and also for other areas. They have said a lot of other information centres don't have a huge amount of information and they are preferring to have paper information over internet as coverage is not always reliable.

History Room Curator is currently on leave.

**Statistics:****Door Counts:**

<b>Month/Year</b>	<b>Visitor Numbers</b>	<b>Daily Average</b>	<b>History Room</b>
April 2013	3,297	109.90	115
April 2014	3,344	115.31	152
April 2015	4,030	138.97	149
April 2016	2,847	94.90	100
April 2017	2,849	94.96	87
April 2018	2,958	98.60	114
April 2019	2,850	98.28	123
April 2020	NIL	NIL	NIL
April 2021	2,224	76.69	111
April 2022	2,278	78.55	99

**Revenue 2020/2021:**

<b>Month</b>	<b>VIC Sales</b>	<b>HR Entry</b>	<b>HR Donations</b>
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

**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.

#### 05/22.13.4 Audit Panel - Review of Panel Membership

ACTION	DECISION
PROPONENT	Secretary to the Audit Panel
OFFICER	Manager Corporate Services, Bob Hoogland
FILE REFERENCE	018\005\008\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

#### OFFICER'S RECOMMENDATION:

That Cllr ..... be nominated as the alternate Councillor representative to the Audit Panel.

#### INTRODUCTION:

Cllr McGiveron has resigned as alternate Councillor representative to the Audit Panel and Council therefore needs to consider a replacement representative.

#### PREVIOUS COUNCIL CONSIDERATION:

At the October 2020 Council Meeting, Council appointed Cllrs LeFevre and Whittaker as Council representatives and Cllr McGiveron as alternate, until October 2022.

#### OFFICER'S REPORT:

Cllr McGiveron has resigned as alternate Councillor representative to the Audit Panel and Council therefore needs to consider a replacement representative. In taking up the role as alternate, Cllr McGiveron expected this would be a relatively limited undertaking but has required greater participation than expected. On that basis, Cllr McGiveron is requesting Council reconsider representation on the Audit Panel.

Audit Panel representation is reconsidered by Council following the October 2022 Local Government elections and therefore any appointments would effectively be for the June and October Audit Panel meetings.

#### 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:**

Continues an existing budgeted expenditure commitment.

### **VOTING REQUIREMENTS:**

Simple Majority.

## 05/22.13.5 Policy Review – LG28 – Work Health & Safety Policy

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Manager Corporate Services, Bob Hoogland
<b>FILE REFERENCE</b>	002\024\007\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Draft Policy LG28 Work Health & Safety Policy

### **OFFICER'S RECOMMENDATION:**

That Policy LG28 Work Health & Safety be adopted as amended.

### **INTRODUCTION:**

This Policy is overdue for review and has been considered by relevant officers and managers and is now recommended for Council review.

### **PREVIOUS COUNCIL CONSIDERATION:**

Adopted 19 March 2012 – Minute 03/12.15.4.069

Amended 19 August 2013 – Minute 08/13.15.6.231

Amended 18 May 2015 – Minute No 05/15.11.9.127

Amended 16 July 2018 – Minute No 07/18.12.6.157

This specific matter has been considered by Council at a recent Workshop

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

This Policy is overdue for review and has been considered by relevant officers and management and is now recommended for Council review.

The Policy is considered to be reasonable and appropriate and is recommended for adoption with suggested wording and formatting amendments.

### **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 LG28 WORK HEALTH & SAFETY POLICY

<b>DEPARTMENT:</b>	Governance
<b>RESPONSIBLE OFFICER:</b>	General Manager
<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>	Workplace Health and Safety Act 2012
<b>OBJECTIVE:</b>	Break O' Day Council (Council) is committed to ensuring a safe and healthy work environment and work activities in accordance with the Work Health and Safety Act 2012 (the Act), its amendments, regulations, related Codes of Practice and Australian Standards. It is designed primarily to ensure that all parties understand their responsibilities and duties under the Act.
<b>POLICY INFORMATION:</b>	Adopted 19 March 2012 – Minute 03/12.15.4.069 Amended 19 August 2013 – Minute 08/13.15.6.231 Amended 18 May 2015 – Minute No 05/15.11.9.127 Amended 16 July 2018 – Minute No 07/18.12.6.157

### POLICY

#### 1. INTRODUCTION

Break O'Day Council is committed to ensuring all paid workers, volunteers, councillors, contractors and visitors while visiting or conducting business or any other activities that are under the management, control, influence of or in participation with, Council can do so in a safe and healthy work environment.

#### 2. POLICY STATEMENT

Workers will be consulted and encouraged to assist in the provision of a safe and healthy work environment and to comply with the Work Health and Safety Act 2012. Council aims to develop and maintain a culture that supports the highest standard of health and safety within all Council work areas and activities.

Council is committed to establishing and maintaining a proactive WHS & Risk Management Committee (the Committee). The Committee is responsible for maintaining a permanent forum for communication between workers and management on health and safety issues.



### **3. RESPONSIBILITIES**

In accordance with Sections 19, 28 and 29 of the Act, the duties and responsibilities are outlined as follows:

#### **3.1. COUNCIL**

Council must ensure so far as is reasonably practicable, the health and safety of workers engaged, or caused to be engaged by Council, and workers whose activities in carrying out work are influenced by Council, while the workers are at work.

Council must ensure, so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business.

Furthermore, Council must as far as is reasonably practicable:

- provide and maintain a work environment without risks to health and safety
- provide and maintain safe plant and structures
- provide and maintain safe systems of work
- ensure the safe use, handling and storage of plant, structures and substances
- provide adequate facilities for the welfare at work of workers in carrying out work for the business, including ensuring access to those facilities
- provide any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the Council
- ensure that the health of workers and the conditions of the workplace are monitored for the purpose of preventing illness or injury of workers arising from the conduct of the business

#### **3.2. WORKERS**

While at work, a worker must:

- take reasonable care for his or her own health and safety
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons
- comply, so far as the worker is reasonably able, with any reasonable instruction that is given by Council to allow the person to comply with the Act
- cooperate with any reasonable policy or procedure of Council relating to health and safety at the workplace that has been notified to workers

#### **3.3. OTHER PERSONS AT THE WORKPLACE**

A person (eg contractor, visitor) at the workplace must:

- take reasonable care for his or her own health and safety
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons
- comply, so far as they are reasonably able, with any reasonable instruction that is given by Council to allow Council to comply with the Act.





#### **4. RELATED POLICIES, REGULATIONS AND STANDARD OPERATING PROCEDURES**

Work Health and Safety Act 2012  
Work Health and Safety Regulations 2012  
LG32 - Risk Management Policy  
LG32a – Risk Management Framework  
LG12 – Fit for Work (Alcohol and Drug) Policy  
Fit for Work (Alcohol and Drug) Procedure  
Personal Protective Equipment Procedure  
UV Protection Procedure  
Working away from the Office Procedure  
SOP – Sharps Handling  
SOP – Incident Reporting

#### **5. MONITORING AND REVIEW**

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

## 05/22.13.6 Policy Review – LG24 – Equal Opportunities Policy

<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council Officer
<b>OFFICER</b>	Manager Corporate Services, Bob Hoogland
<b>FILE REFERENCE</b>	002\024\007\
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Draft Policy LG24 Equal Opportunities

### **OFFICER'S RECOMMENDATION:**

That Policy LG24 Equal Opportunities be adopted as amended.

### **INTRODUCTION:**

This Policy is overdue for review as part of Council's schedule for regular review of Policies.

### **PREVIOUS COUNCIL CONSIDERATION:**

Adopted 19 March 2012 – Minute No 03/12.15.4.069

This specific matter has been considered by Council at a recent Workshop

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

This Policy is overdue for review as part of Council's schedule for regular review of Policies.

Following review, it is considered that:

- It is appropriate to retain the Policy and as a Policy, rather than a Procedure
- Minor amendments are required relating to references to legislation, formatting and grammar

On that basis, it is recommended that Council adopt the Policy, as amended.

### **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 LG24 EQUAL OPPORTUNITIES POLICY

<b>DEPARTMENT:</b>	Governance
<b>RESPONSIBLE OFFICER:</b>	Human Resources Manager
<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>	Sex Discrimination Act 1984 (Commonwealth) Anti-Discrimination Act 1998 (State) Disability Discrimination Act 1992
<b>OBJECTIVE:</b>	<p>The Council is an equal opportunity employer. Equal opportunity is about good employment practices and efficient use of our most valuable asset, our employees.</p> <p>The Council will not discriminate on grounds of sex, marital status, ethnic origin, colour, nationality, disability or other grounds of discrimination not prohibited by legislation such as sexual orientation, age and so forth.</p>
<b>POLICY INFORMATION:</b>	Adopted 19 March 2012 – Minute No 03/12.15.4.069

## POLICY

### 1. RESPONSIBILITIES

- The responsibility for ensuring that this policy and associated procedures are adhered to rests with all employees of Break O'Day Council, Break O'Day Council and Break O'Day Council's Management.
- The Human Resources Manager is responsible for these procedures on an operational / administrative basis.
- Each department manager is responsible for adhering to this policy

### 2. INTRODUCTION

It is the Break O'Day Council's aim to ensure that there will be a fair and systematic approach to the treatment of all job applicants and employees, regardless of their sex, sexual orientation, marital status, age, race, ethnic origin or disability.

The policy applies to the advertising of jobs, recruitment and appointment, training, conditions of work, pay and all other aspects of employment. The policy also applies equally to the treatment of our customers/clients. Staff involved in recruitment in particular should request training if they have any doubt about the application of this policy.

Employees should note that the imposition of a condition or requirement (which has an adverse impact on someone, who because of his or her sex, race or marital status is more likely to be affected by it) will also be unlawful unless it can be justified on grounds of business need.

### **3. DISABILITY**

Employees with disabilities or who become disabled in the course of their employment should inform the Break O'Day Council and may also request any "reasonable adjustments" to their employment or working conditions which they consider necessary or would assist them in the performance of their duties. Careful consideration will be given to any proposals of this nature and, where reasonable and practicable, such adjustments will be made. There may however be circumstances where it will not be reasonable or practicable for the Break O'Day Council to accommodate those proposals and where less favourable treatment may be justified in accordance with the statutory provisions.

### **4. GRIEVANCES**

Any member of staff may use the staff grievance policy to complain about discriminatory conduct. If the matter relates to sexual or racial harassment, or harassment on the basis of disability, then the grievance may be raised with the Business and Corporate Services Manager or an appropriate supervisor. The Council is committed to ensuring that staff feel able to raise such grievances and no individual will be penalised for raising such a grievance unless it is untrue and made in bad faith.

### **5. DISCIPLINARY MEASURES**

Any employee who harasses any other employee on the grounds of race, sex or disability will be subject to the organisation's disciplinary policy. In serious cases, such behaviour will be deemed to constitute gross misconduct and, as such, may result in summary dismissal in the absence of mitigating circumstances.

### **6. PROCESSES**

The composition of the workforce and of job applicants will be monitored on a regular basis. Should inequalities become apparent, positive action will be taken to redress the imbalance, including such measures, as:

- Introducing assertiveness training.
- Introducing English language training.
- Encouraging under-represented groups to apply for suitable training posts.

### **7. MONITORING AND REVIEW**

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

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

**OFFICER'S RECOMMENDATION:**

That the report be received by Council.

**INTRODUCTION:**

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

**PREVIOUS COUNCIL CONSIDERATION:**

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

**OFFICER'S REPORT:**

Asset Maintenance	
Facilities	<ul style="list-style-type: none"> <li>Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds.</li> <li>Maintenance identified during inspection and managed via TRIM record.</li> </ul>
Town & Parks	<ul style="list-style-type: none"> <li>Mowing/ground maintenance – all areas.</li> <li>Garden/tree maintenance and weeding where required.</li> <li>Footpath maintenance and repairs where required.</li> <li>Boat Ramp – monthly inspections and cleaning undertaken.</li> </ul>
Roads	<ul style="list-style-type: none"> <li>Sealed road patching – all areas.</li> <li>Tree maintenance pruning.</li> <li>Stormwater system pit cleaning and pipe unblocking.</li> <li>Maintenance grading of Upper Scamander and Mathinna Plains roads is/has been undertaken.</li> <li>Roads in the Lottah area are scheduled for maintenance grading in the coming weeks followed by culvert and drain clearing.</li> <li>Road side slashing to continue in all areas throughout 2022.</li> <li>Guide post replacement undertaken on several roads.</li> </ul>
MTB	<ul style="list-style-type: none"> <li>Routine track maintenance.</li> </ul>



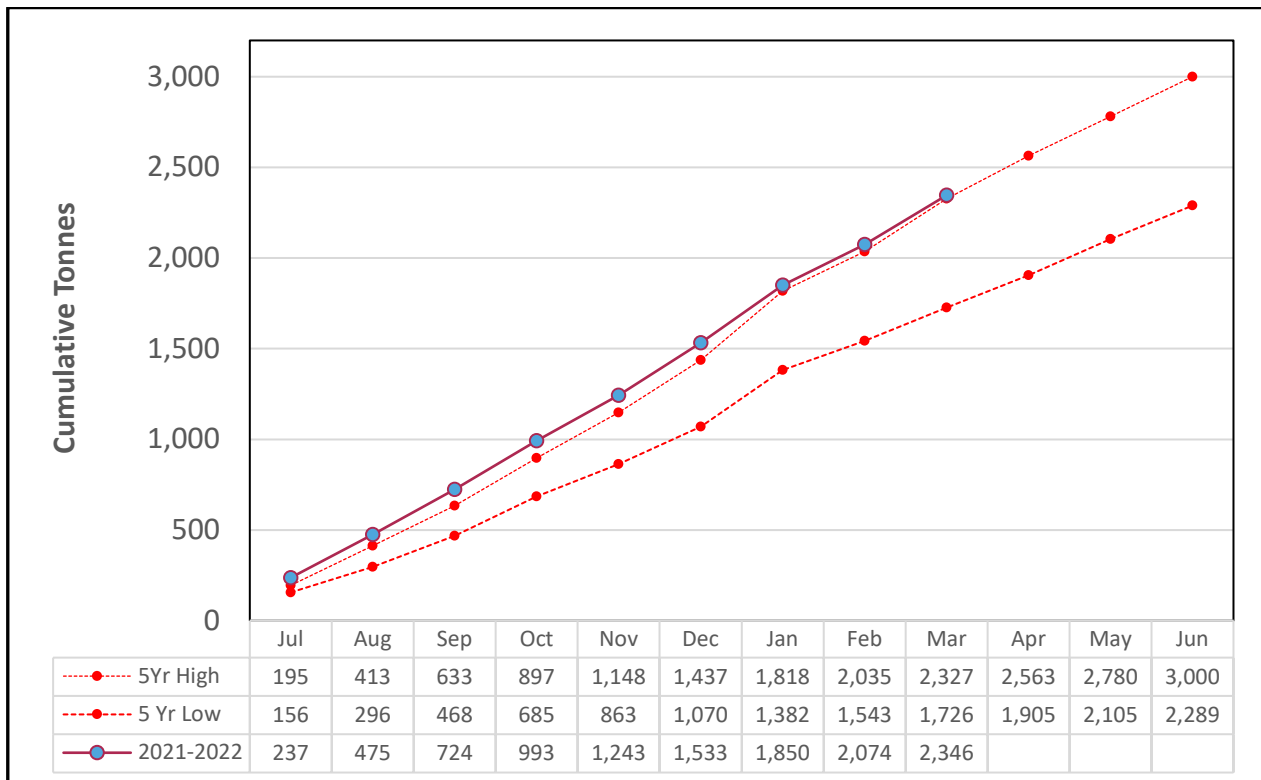
Other Items	
St Helens Airport	Aerodrome Manual – mandatory update completed and submitted to CASA.
Assessments – Roads General	<p>Traffic Civil Services engaged to undertake assessments of the following roads in response to written concern/complaint/ observation:</p> <ul style="list-style-type: none"> <li>• <b>Groom Street – St Helens:</b> Informal Crossing at northern end of Groom Street.</li> <li>• <b>Treloggens Track – Stieglitz:</b> Revised speed limit, vehicle speeds and intersection sight distances.</li> <li>• <b>Ansons Bay Road – Tasman Highway to Reservoir Road:</b> Advisory signage and line marking.</li> <li>• <b>Davis Gully Road</b> – Resident request for pedestrian facilities and a review by Council of vehicle speed and advisory signage.</li> </ul> <p>Site inspections and assessment in progress.</p>
Bridge Load Limits	<p>Consultant bridge engineer advised a reduced load limit to 10 tonne for the bridges on Bent St Mathinna and Lower German Town Road.</p> <p>Bent Street bridge to be replaced in current financial year. Superstructure beams on order. Bridge will be replaced on receipt of components.</p> <p>Lower German Town Road bridge replacement to be scheduled.</p>

Weed Management for April 2022	
Fingal Main St, Grant St, Gray St, Victoria St, Albert St, Seymour St	<ul style="list-style-type: none"> <li>• Broadleaf weeds</li> </ul>
Stieglitz	<ul style="list-style-type: none"> <li>• Thistles, mullein, caper spurge, mirror bush, African daisy</li> </ul>
St Helens Macmichael Terrace	<ul style="list-style-type: none"> <li>• Blackberry, African boxthorn, mirror bush, thistles</li> </ul>
	<p><b>Mirror bush</b> (<i>Coprosmma repens</i>) is considered a significant environmental weed in Tasmania. It spreads by seed which is dispersed by birds, animals and garden waste dumping. This species also reproduces vegetatively by self-layering, where lower branches take root. It can form dense colonies in native bushland, displacing native flora and fauna and the canopy will smother all other vegetation. It is very hardy, tolerating drought, salt, frost and most soil types, common in coastal environments.</p>

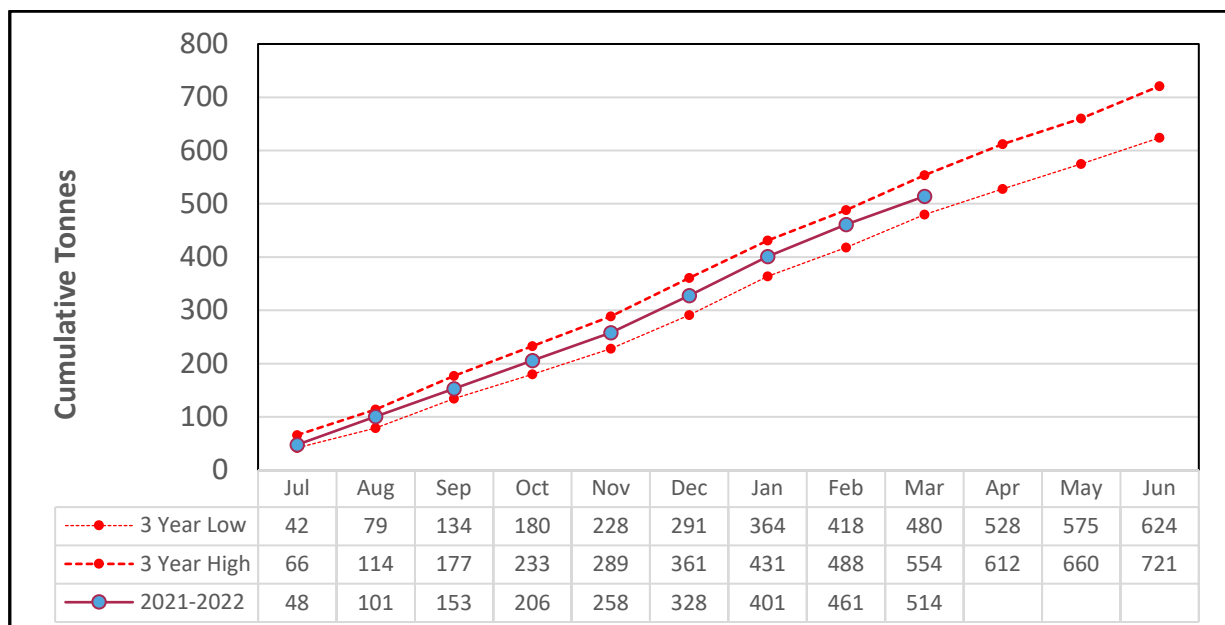


## Waste Management

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



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



Note: April waste quantities unavailable at time of report preparation.

## CAPITAL WORKS

Activity	Update
Ansons Bay Road – Segment reconstruction	Roads to Recovery Project Pavement works in progress.
<b>Ansons Bay Road – Pavement remediation</b>	<b>Roads to Recovery Project - Completed</b>
Falmouth Street – footpath link to Lawry Heights	Base gravel works completed. Sealing contractor delayed. path yet to be sealed
Treloggen Drive (Binalong Bay) Kerb & Channel Works	In-progress: road sealing Contractor delayed.
Foreshore Shared Way – Possum Tom (Parkside)	In-progress: Construction
Jetty replacement – Kirwans Beach	Delayed by two (2) weeks due to piling contractor delay. Construction start at mid-May.
<b>Local Roads &amp; Community Infrastructure Projects – Phase 3</b>	
<ul style="list-style-type: none"> <li>Medeas Cove Esplanade footpath (Heather Place to Young Street).</li> </ul>	Under construction.
<ul style="list-style-type: none"> <li>St Marys footpath (IGA to Newman Street)</li> </ul>	Under construction.
Road resealing program 2021/2022	In-progress. Line marking to commence May.
Road pavement reconstruction - St Helens Point Road	Pavement remediation works complete between Cunningham Street and Cunningham jetty. Line marking – contractor delayed.

### 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 2 April – 28 April 2022.

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye/	St Helens	St Marys	TOTALS
Dogs Impounded															0
Dogs in Prohibited Area															0
Dogs Rehomed or sent to Dogs Home															0
Livestock Complaints															0
Barking Dog				1							1		1		3
Bark Monitor															0
Bark Abatement Notice															0

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye/	St Helens	St Marys	TOTALS
Wandering Dog or Off Lead		2		1							1		2		6
Verbal Warnings		2		1							2		3		8
Letter/Email warnings and reminders plus pending registrations															0
Patrol		2		1	2	2			4		3		5	4	23
Dog Attack - on another animal (Serious)															0
Dog Attack/Harassment - on another animal (Minor)											1				1
Dog Attack - on a person (Serious)															0
Dog Attack/Harassment - on a person (Minor)															0
Dog - chasing a person													1		1
Declared Dangerous dogs															0
Dangerous Dogs Euthanised															0
Unregistered Dog - Notice to Register											3		1		4
Dogs Registered 2021/22 to date															1516
Pending Dog Registration 2021/22															0
Infringement Notice Issued															0

Area	Ansons Bay	Binalong	Cornwall	Fingal	Falmouth	Four Mile Ck	Mathinna	Beaumaris	Scamander	Seymour/Denison	Stieglitz	Goshen/Pye/	St Helens	St Marys	TOTALS
Pending Dog Registration Checks															0
Caution Notice Issued															0
Verbal Warnings /Education Sheets Maps															0
Infringement Notice - Disputes in Progress													2		2
Infringement - Time Extension request															0
Infringement Notice - Revoked															0
Kennel Licence - No Licence															0
Kennel Licence - Issued															0
Rooster Complaints															0
Other / Welfare concerns /RSPCA														1	1
Cat Complaints															0
Lost Dogs															0
Illegal Camping															0
Beach Patrols (not additional days)		1			2	2		4	4		3				16
Additional Beach Patrols		2			3	2		3	5		1		3		19
TOTALS	0	9	0	4	7	6	0	7	13	0	15	0	18	5	1600

## **LEGISLATION / STRATEGIC PLAN & POLICIES:**

Strategic Plan 2017-2027

### *Goal*

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

### *Strategy*

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

## **BUDGET AND FINANCIAL IMPLICATIONS:**

Not applicable.

## **VOTING REQUIREMENTS:**

Simple Majority.

## 05/22.15.0 COMMUNITY DEVELOPMENT

### 05/22.15.1 Community Services Report

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

#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

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

#### PREVIOUS COUNCIL CONSIDERATION:

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

#### OFFICER'S REPORT:

##### 2021 - 2022 Programs and Initiatives

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



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

Updates on current projects being managed by Community Services:

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

Trail user numbers have been consistent over the period and slightly up overall from the similar period last year. The maintenance team have been undertaking refurbishment work on the Send Helens trail which is the most popular trail on the network as well as other trail improvements across the network.

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

The Bay of Fires Trail continues to be one of our highest visited trails of the network in the period. With recent and projected rain falls it is likely we will be looking close the top section of trail before winter conditions set in.

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

Construction works has just completed with likely opening by the end of May. A launch date will be provide once it is confirmed.

## **Recreation Trail Strategy**

The draft strategy has been endorsed by council. Feedback has been received from Tasmania Parks and Wildlife Service and still being sought from Sustainable Timbers Tasmania. The next phase of this project is to provide the community opportunity to review and provide comment on the Strategy which will be occurring in coming months.

## **Community Events**

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

The Australia Day awards Ceremony was held in the Portland Hall, numbers were down only due to Covid requirement/restrictions but was still a successful event.

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

### **May**

- 2-8 – Pre Polling – Tasmanian Electoral Commission - Portland Hall
- 7 – Polling Day – Tasmanian Electoral Commission – Portland Hall
- 7 – Polling Day – Tasmanian Electoral Commission – St Marys Hall
- 15 - Virtuosi Concert – Portland Hall
- 21 – Polling Day – Australian Electoral Commission – Portland Hall
- 21 – Polling Day – Australian Electoral Commission – St Marys Hall

### **June**

- 2 – Building Blocks – St Marys Hall
- 10-13 – Bay of Fires Winter Arts Festival – Youth Prize – Portland Hall
- 10-13 Bay of Fires Winter Arts Festival – Bendigo Bank Community Stadium

## **Bay of Fires Master Plan**

A meeting to finalise the brief will take place in May 2022. The steering committee will then seek expressions of interest from interested consultants to undertake the project.

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

Council is currently seeking feedback on this draft conceptual plan. Feedback to date has been in support of a toilet block for the croquet club and a pool and gym facility. All feedback received will form of further consideration of the St Helens Sports Complex. Feedback for this project closes on the 13 May 2022.

## Volunteer Strategy

The Volunteer Strategy working group have undertaken a survey with community members – with several themes being identified. Council staff will provide an update of the project at the June workshop.

## Township Plan sessions

Council at the time of compiling this report had attended five (5) township community meetings. Information from these sessions will form new Township Plan documents which Council staff will work with the community to undertake projects. Meetings that have been held are:

- St Helens
- Ansons Bay
- Cornwall
- Fingal
- Mathinna
- Scamander

## Learner Driver Mentor Program

The Coordinator of the program has managed to induct another mentor this past month making a total of three (3) active mentors. Council has received quite a number of new applications from learners this month, maybe a reflection on the fuel increase.

On Road Hours:	50
Learners in the car:	6
Learners on waiting list:	6
Mentors:	3

## Community Wellbeing Project

This year's training has been refined a Training Package has been designed. Expressions of Interest are now open for the Certificate in Creating Wellbeing training. All the details are on the council website <https://www.bodc.tas.gov.au/community/health-and-wellbeing/>. Expression of Interest due by 29 May. Places are limited.

Training runs from 9 July to 22 October with access to online content granted in June for those that can't wait to explore the wonderful world of the science of wellbeing!

Wellbeing conversations are underway. Dedicated sessions and co-hosted with Township Plan Sessions. We are already receiving keen interest in this year's training.

## LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

### *Goal*

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

### *Strategy*

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

## BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

## VOTING REQUIREMENTS:

Simple Majority.

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

**OFFICER'S RECOMMENDATION:**

That the report be received.

**INTRODUCTION:**

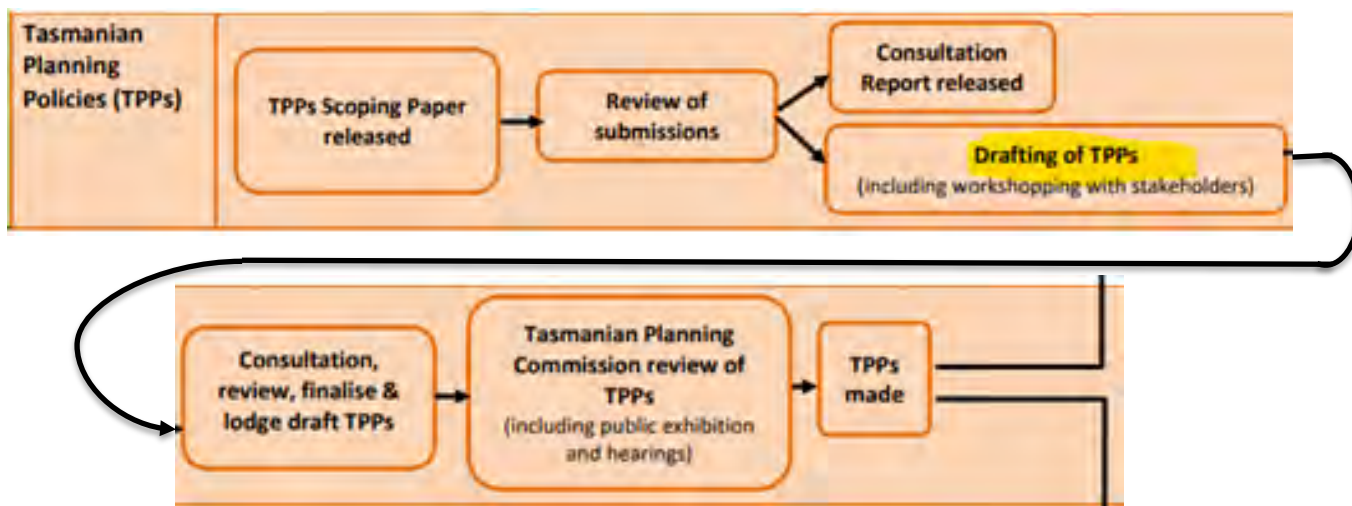
The purpose of this report is to provide Councillors with an update of various issues which have been dealt with by the Development Services Department since the previous Council meeting.

**PREVIOUS COUNCIL CONSIDERATION:**

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

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

1. Commenced Drafting of new Strata Policy;
2. Consultation held at St Marys Sports Complex regarding St Marys Indoor Recreation Centre;
3. Local Provision Schedule – Tasmanian Planning Scheme – Response to representations and decision by Council complete. Next stage to be considered by Tasmanian Planning commission;
4. Tasmanian Planning Policies;
5. Since then the State Planning Office has prepared a report on draft Tasmanian Planning Policies (TPP) Scoping Consultation. You can view the report at [www.planningreform.tas.gov.au/planning-reforms-and-reviews/tasmanian-planning-policies](http://www.planningreform.tas.gov.au/planning-reforms-and-reviews/tasmanian-planning-policies) . The State Planning office will now draft the Tasmanian Planning Policies and then enter further consultation.



The State Planning Office expects to lodge the Tasmanian Planning Policies with the Commission by the end of the year.

## 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			37	
<b>Permitted</b>	5	4	2	1	4	4	3	1	4	1			29	
<b>Discretionary</b>	27	24	16	14	20	15	13	11	7	16			163	
<b>Amendment</b>	3	3	1	1	2	2	2	1	3	2			20	
<b>Strata</b>		1		1	1		1		1				5	
<b>Final Plan</b>	2		1		3	2							8	
<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			269	307

<b>Ave Days to Approve Nett *</b>	<b>31.13</b>	<b>30.13</b>	<b>28.92</b>	<b>33.35</b>	<b>34.84</b>	<b>26.2</b>	<b>37.71</b>	<b>36.73</b>	<b>23.61</b>	30.75			<b>31.33</b>
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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
029-2022	Binalong Bay	Change of Use to Visitor Accommodation	S57	31	30
078-2022	St Helens	Garage/Workshop	NPR	1	1
086-2022	St Helens	Carport	NPR	8	5
077-2022	Stieglitz	Shed	NPR	15	10
046-2022	St Helens	Dwelling Additions, Carport & Shed	S57	47	42
368-2021	Four Mile Creek	Dwelling & Shed	S57	89	42
355-2021	St Helens	Dwelling Additions & Alterations & New Veranda	S57	113	42
335-2021	Fingal	Dwelling & Carport/Garage	S57	138	39
069-2022	St Helens	2 x Sheds	S57	26	26
060-2022	St Helens	Carport	S58	35	23
153-2021 AMEND	St Helens	Change of Location of Access to Proposed Lot 2, Second Minor Change	S56	15	15
061-2022	Falmouth	Upgrade to Telecommunications Facility	S57	37	37
095-2022	St Helens	Dwelling Additions (Bedroom)	NPR	3	3
096-2022	St Marys	Dwelling Addition (Ensuite and Walk-in-robe)	NPR	2	2
041-2022	Fingal	2 Lot Subdivision	S57	51	43
061-2022 AMEND	Falmouth	Amendment to Date of Approved Planning Report & Plans	S56	1	1
033-2021	Seymour	Telecommunications Tower	S57	434	47
051-2022	St Helens	Additions & Alterations to Post Office	S57	47	46
327-2021	St Helens	3 x Accommodation Units, BBQ/Amenities Building & Storage Facility Incorporating 2 Enclosed Shipping Containers	S57	70	69
056-2022	St Helens	13 Lot Subdivision (11 Residential Lots (Including 1 Balance Lot), 1 Road Lot and 1 Public Open Space Lot	S57	48	48
269-2021	St Helens	Dwelling & Shed	S57	70	64
075-2022	Stieglitz	Dwelling Demolition, New Dwelling & Shed Extension	S57	31	30
063-2022	St Marys	Shed, Retaining Wall & Crossover	S57	39	38
009-2022	Binalong Bay	Dwelling Alteration & Additions, Demolition of a Deck & New Deck	S57	96	35

**TOTAL 24**

## 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 June 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> </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 to be confirmed and consultation to be scheduled.</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	2020 / 00175	Stieglitz	New Second Dwelling	\$150,000.00
2	2022 / 00021	Scamander	New Ancillary Dwelling & Outbuilding	\$150,000.00
3	2021 / 00352	St Helens	New Dwelling inc. Garage, roof top solar panels & alfresco	\$429,000.00
4	2021 / 00291 - STAGE 2	Scamander	New Dwelling two inc. veranda/decks	\$265,000.00
5	2021 / 00289	Akaroa	New Shed	\$35,000.00
6	2021 / 00331	Akaroa	New Shed with Amenities	\$35,000.00
7	2022 / 00044	St Helens	New Deck	\$10,000.00
8	2021 / 00009	Beaumaris	New Dwelling inc. Alfresco & Shed	\$310,000.00
9	2022 / 00039	St Helens	New Deck	\$30,000.00
10	2022 / 00028	Stieglitz	New Shed with Amenities	\$28,000.00
11	2021 / 00219	Pyengana	New Telecommunications Tower	\$250,000.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2020/2021	2021/2022
	\$17,305,843.00	\$22,046,640

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2021	2022
	April	\$2,056,028.00	\$1,692,000

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2020/2021	2021/2022
	April	129	154

## ENVIRONMENTAL REPORT

Description	Updates
Climate Change Action	Council has been active in supporting development of a Northern Regional Councils Climate Change Action partnership. It received a briefing on progress and the program of actions for 2022-2023 at its Workshop this month. It will mean local priorities are implemented with the benefit of regional cooperation, capacity and economies of scale.
Cat Management	Plans and preparations for cat management activities over May and June are underway. These include a subsidy to encourage microchipping and de-sexing of cats and a pilot to manage stray and roaming cat colonies with support from the RSPCA with their Animal Welfare Response vehicles and the local veterinary clinic.

### 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.

The 2021/2022 sampling season has now ended.

Recreational water	7 Dec 2021		5, 18 Jan 2022		31 Jan, 7 Feb 2022		7 & 21 March 2022	
	Ente*	Rec. WQ#	Ente*	Rec. WQ#	Ente*	Rec. WQ#	Ente*	Rec. WQ#
Grants Lagoon mouth A	N/A		40	Good	10	Good	135	Good
Grants Lagoon mouth B	<10	Good	20	Good	N/A		N/A	
Grants Lagoon footbridge	<10	Good	<10	Good	<10	Good	52	Good
Grants Lagoon (camp ground)	<10	Good	<10	Good	<10	Good	98	Good
Beauty Bay	<10	Good	<10	Good	20	Good	41	Good
Yarmouth Creek	<10	Good	50	Good	<10	Good	20	Good
Wrinklers Lagoon	10	Good	<10	Good	60	Good	20	Good
Scamander River mouth	20	Good	<10	Good	<10	Good	<10	Good
Henderson Lagoon	100	Good	90	Good	<10	Good	<10	Good
Denison Rivulet	60	Good	20	Good	20	Good	132	Good

\* Enterococci /100ml # Recreational Water Quality class (from Tasmanian Guidelines)

The results for water samples indicate conditions for all these waters have been safe for swimming during the season 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. There has been regular rain over the summer and in a few cases follow-up sampling was required, and confirmed good recreational water quality is the norm in the waters monitored.

## PUBLIC HEALTH REPORT

### Immunisations

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

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

### Sharps Container Exchange Program as at 2 May 2022

Current Year	Previous Year
YTD 2021/2022	YTD 2020/2021
30	16

## 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	DECISION
PROPONENT	Council Officer
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	017\023\001\
ASSOCIATED REPORTS AND DOCUMENTS	Break O'Day Climate Change Information for Decision Making (2020) Southern Tasmanian Councils Authority (STCA) Draft Regional Strategy - Adapting to a changing coastline in Tasmania 2022-v3 SNAPSHOT Southern Tasmanian Councils Authority (STCA)-Regional Strategy-Adapting to a changing coastline in Tasmania 2022 -v5 RCCI – <i>Circulated under separate cover</i>

**OFFICER'S RECOMMENDATION:**

1. Council receive the *Break O'Day Climate Change Information for Decision Making (2020)* profile of municipal climate indices to support strategic, operational, service, adaptation and emergency management in Break O'Day.
2. Council thank and congratulate the Southern Tasmanian Councils Authority (STCA) for their draft *Regional Strategy - Adapting to a changing coastline in Tasmania (2022)*; 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.

**INTRODUCTION:**

Council is taking a steady and collaborative steps to identify and prioritise Climate Change Action for Break O'Day. This report provides an update on recent activity.

**PREVIOUS COUNCIL CONSIDERATION:**

12/19.15.7.308 Moved: Clr K Chapple / Seconded: Clr G McGuinness

- (1) That Council receive the report reviewing the Climate Change MMP and updating priorities for action with a Climate Change Action Plan 2020.
- (2) As Council considers Climate Change to be a serious concern for Break O'Day, that all Councillors participate in the implementation of the Climate Change Action Plan 2020 and development of future priorities for a Climate Change action.

**CARRIED UNANIMOUSLY**

Council received at its May Workshop Council a briefing on progress establishing the *Northern Regional Councils Climate Change Action Program* and partnership and discussed an update on recent activity and plans for Climate Change Action in 2022/2023.

## OFFICER'S REPORT:

### Regional cooperation and action on Climate Change

At Council's May workshop the development and proposals for a northern council partnership on Climate Change Action were presented to Council and discussed.

The regional partnership is taking early action on foundational priorities, one of which is providing local support to councils to develop their priorities for action, benefiting from the regional cooperation and leverage. For Break O'Day that will focus on priorities identified with staff across Council's operations and functions, and Council's risk-based *Climate Change Action Plan 2020*.

### Decision making to adapt

In 2021 Council participated in a northern council's project producing new Climate Change profiles of projected rainfall and temperature benchmarks and indices for each council from ensemble climate model data. A copy of the *Break O'Day Climate Change Information for Decision Making* is included in the Agenda. The profiles provide up to date information to support council responsibilities and decisions that anticipate and adapt to future climate risks and conditions.

### Addressing coastal risks and adaptation

The Southern Tasmanian Councils Authority (STCA) has shared its draft *Regional Strategy - Adapting to a changing coastline in Tasmania* with Council and invited comments. A summary information sheet is attached to the Agenda.

*"The Strategy's focus is on supporting local government in responding to and managing increased coastal hazards across southern Tasmania. It uses a risk management approach informed by a suite of local government specific coastal hazard management principles. The Strategy's emphasis is on local government's coastal roles and responsibilities; their management of coastal assets, infrastructure, and areas under their jurisdiction; and development and strategic planning purposes. "*

The Strategy will be helpful for Council in future, as an example, when considering how Break O'Day should approach coastal change issues, risks, liabilities and response pathways.

One possible concern in the Strategy stems from the coast being largely state public land, much managed by the Parks and Wildlife Service (PWS).

Coastal reserves and shorelines are where natural coastal processes are active and changing, generating coastal hazards and risks and future challenges. And many adaptation responses and actions would require approvals from agencies like the PWS. The Strategy does not highlight this. There are significant challenges in reconciling, cooperatively, the precedence that management objectives for coastal Reserves give to the natural processes driving coastal changes, with their contribution to the risks property and lives face, and sharing roles and responsibilities, to find adaption responses.



## Local Government Climate Change Conference

The Local Government Association of Tasmania has organised a conference for council elected representatives and staff and a number will attend from Break O'Day Council. The conference marks growing interest and concern from Councils and forthcoming outcomes of the review of the Tasmanian Climate Change Act and Action Plan, which are expected to support mobilisation of Councils on Climate Change action.

### Discussion

Councillors should consider receiving the *Break O'Day Climate Change Information for Decision Making* report and commenting on the STCA's draft *Regional Strategy for Adapting the Changing Coastline in Tasmania*.

## 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

Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment. (For example flood and fire.)

### Key Focus Area

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

## LEGISLATION & POLICIES:

Nil

## BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The *Northern Regional Councils Climate Change Action Program* partnership is being planned to start in 2022-2023. The provisional share in the \$180,000 proposal for Break O'Day Council would be \$20,000.

A key priority for the partnership is a proposal for state-wide Local Government cooperation on climate change, including investment by the Tasmanian Government.

## VOTING REQUIREMENTS:

Simple Majority.



## Climate Change Information for Decision Making

T.A. Remenyi, N. Earl, P.T. Love, D.A. Rollins, R.M.B. Harris  
*Climate Futures Programme, Discipline of Geography & Spatial Sciences,  
University of Tasmania*



## THE PURPOSE OF THIS DOCUMENT

This document summarises key climate indices useful to operational council staff. The climate indices were selected in direct consultation with council personnel and reflect the operational, tactical and strategic climate information needs for decision makers within all of the local councils of northern Tasmania.

This document expands upon previously produced *local profiles* and has been developed to support decision making across Break O'Day's strategic, operational, service, adaptation and emergency management planning functions.

## BACKGROUND

The Climate Change Information for Decision Making - Break O'Day has been developed using outputs from the *Climate Futures for Tasmania Project* and the *Climate Futures Australasian Projections 2019 data archive*, developed by the University of Tasmania's Climate Futures Programme.

All values are based on the projections generated by the Climate Futures Programme, using previously published results. Descriptive documentation and supporting reports can be found here: <http://climatefutures.org.au>. This document is to be reviewed and updated when more up-to-date information becomes available, or at 5-yearly intervals. It should be considered in conjunction with Break O'Day's policies and strategies, alongside technical and industry standards.

Values given are the multi-model mean from an ensemble of six downscaled global climate models based on the *business as usual* high emissions scenario RCP8.5 (the scenario human society is currently most closely following). Averaging across the ensemble smooths out the inter-annual variability, revealing the forced climate response.

For most variables, the range between climate models is not large relative to the percent change projected into the future.

In order to capture the regional variability, the data were separated into *cool* (< 25<sup>th</sup> percentile), *average* (between the 25<sup>th</sup> and 75<sup>th</sup> percentile) or *warm* (> 75<sup>th</sup> percentile) grid cells, based on average temperature during the baseline period, 1961–1990. These three groups of values were then analysed and presented separately. This provides councils with greater utility when managing a diverse landscape (NB: municipalities with small spatial extents have limited differences captured across the municipality at 10km<sup>2</sup> resolution). It is the responsibility of the user to determine which values may be most appropriate for a given application. For example, if building a new road up to Ben Lomond, it would be more useful to apply values from the cooler table, whereas for estimating future high intensity rainfall within St Helens, values from the warmer table would be more appropriate.

## CURRENT CLIMATE AND RECENT TRENDS

All Tasmanian municipalities have a temperate, maritime climate with relatively mild winters at low elevations, transitioning towards warm alpine winters at higher elevations. Long-term average temperatures have risen in the decades since the 1950s at a rate of up to 0.1 °C per decade, with this rate expected to increase from 2020 onwards.

Despite covering small geographic areas all municipalities experience marked rainfall gradients, with average annual rainfall from about 600 mm per year at lower elevations and about 1500 mm per year at higher elevations. There has been a decline in average annual rainfall since the mid 1970s, and this decline has been strongest in autumn and enhanced over higher elevation regions.

## EXTREME EVENTS

The changes in climate that are most likely to impact upon the each municipality's infrastructure, roads, the local community and the environment are an increase in intensity of extreme events. Potential impacts by 2100 are as follows (following the *business as usual* high emissions scenario RCP8.5):

- Increased evaporation and longer dry periods coupled with more extreme temperatures are likely to enhance the occurrence and intensity of bushfires.
- The frequency of extremely hot days (> 40°C) is projected to increase. Heat wave frequency is projected to remain stable, but will increase in intensity (warmer days and nights).
- The Annual Exceedance Probability (AEP) is a measure of the rarity of an event. Rainfall AEPs are expressed as the probability that a given rainfall total accumulated over a given duration will be exceeded in any one year. Heavier rainfall events are expected within a warmer climate. High daily runoff events are likely to increase, including those that may lead to erosion or flooding.
- Inundation along all coastal frontage will increase due to sea level rise. This means the coastal inundation AEP values for all probability events will increase in intensity. The current 100-year coastal inundation event may become a 50-year event by 2030, and a 5-year event by 2090.



Table 1: Break O'Day local government area: *Cool subregions*

Projected changes in selected climate variables for each 20-year time period from 2001 to 2100 relative to the baseline period 1961–1990. All values are reported following the RCP8.5 emissions scenario. Changes reported relative to the 1961–1990 baseline period.

Climate Variable	1961–1990	2001–2020			2021–2040			2041–2060			2061–2080			2081–2100		
	value	value	change	% change	value	change	% change	value	change	% change	value	change	% change	value	change	% change
Average annual daily mean (°C)	9.4	9.9	0.5	5.3	10.5	1	11.1	11.1	1.7	18.2	11.9	2.5	26.4	12.6	3.2	33.6
Average daily maximum temperature (°C)	14	14.5	0.5	3.6	15.1	1.1	7.8	15.8	1.8	12.9	16.6	2.6	18.9	17.4	3.4	24.2
Average daily minimum temperature (°C)	4.8	5.3	0.5	10.4	5.8	1	20.4	6.5	1.6	33.6	7.2	2.3	48.1	7.8	2.9	60.8
Hottest daily temperature of the year (°C)	31.0	32.4	0.8	2.5	33.6	2	6.3	34.7	3.1	10	35.3	3.7	11.7	36.6	5.1	16
Temperature of warmest days [99 <sup>th</sup> percentile] (°C)	26.7	27.4	0.7	2.5	28.1	1.4	5.3	29.1	2.4	9	30.1	3.4	12.8	31	4.3	16.1
Temperature of warmest nights [99 <sup>th</sup> percentile] (°C)	14.1	14.6	0.6	3.9	15.1	1.1	7.6	15.8	1.7	12.1	16.5	2.4	17.3	16.9	2.8	20.2
Temperature of coldest nights [1 <sup>st</sup> percentile] (°C)	-3.3	-2.9	0.4	11.7	-2.6	0.7	22.6	-2	1.3	39.6	-1.3	2	61	-0.6	2.7	82.3
Average annual frost risk days (<2°C)	93	79	-14	-14.9	68	-25	-26.4	54	-39	-41.8	40	-53	-57.2	29	-64	-68.6
Average annual freeze risk days (<0°C)	43	35	-8	-19.7	28	-15	-35.2	20	-24	-54.6	12	-31	-71.5	7	-36	-82.9
Average annual summer days (>25°C)	7	8	1	14.6	11	4	52.2	14	7	95.7	18	11	157	24	17	232.5
Average annual hot days (>30°C)	1	1	0	32.6	2	1	99.3	3	2	224.3	4	3	394.9	6	5	608.4
Average annual extreme heat days (>40°C)	<1	<1	<1	NA	<1	<1	NA	<1	<1	NA	<1	<1	NA	<1	<1	NA
Mean Minimum Asphalt Critical Viscosity	54400	66300	11900	21.9	80300	25900	47.6	102300	47900	88.1	134900	80500	148	169800	115400	212.1
Average annual evaporation (mm)	836	844	8	1	877	41	4.9	921	85	10.2	969	133	15.8	1050	214	25.6
Average annual rainfall (mm)	1190	1127	-62	-5.2	1079	-111	-9.3	1057	-133	-11.1	1024	-165	-13.9	1012	-177	-14.9
Seasonal rainfall - Winter (mm)	444	403	-41	-9.2	379	-65	-14.7	372	-72	-16.3	360	-84	-19	349	-95	-21.4
Seasonal rainfall - Spring (mm)	280	266	-13	-4.8	234	-46	-16.3	229	-51	-18.2	228	-52	-18.7	194	-86	-30.6
Seasonal rainfall - Summer (mm)	219	218	-1	-0.3	245	27	12.3	237	19	8.6	231	13	5.9	247	28	12.9
Seasonal rainfall - Autumn (mm)	265	264	0	-0.2	243	-21	-8.1	241	-24	-8.9	227	-37	-14.2	235	-30	-11.3
Annual maximum daily rainfall (mm)	132	140	8	6.5	145	13	10.1	147	15	11.5	151	20	14.8	151	19	14.4
Rainfall Extreme - 24hr 10% AEP (mm) <sup>a</sup>	236	242	6	2.6	249	13	5.3	257	21	8.8	266	30	12.7	274	38	16.3
Rainfall Extreme - 24hr 5% AEP (mm) <sup>a</sup>	270	277	7	2.6	284	14	5.3	294	24	8.8	304	34	12.7	314	44	16.3
Rainfall Extreme - 24hr 1% AEP (mm) <sup>a</sup>	351	360	9	2.6	370	19	5.3	382	31	8.8	396	45	12.7	408	57	16.3
Rainfall Extreme - 24hr 0.5% AEP (mm) <sup>a</sup>	390	400	10	2.6	411	21	5.3	424	34	8.8	440	50	12.7	453	63	16.3
Rainfall Extreme - 48hr 10% AEP (mm) <sup>a</sup>	313	321	8	2.6	329	17	5.3	340	28	8.8	353	40	12.7	364	51	16.3
Rainfall Extreme - 48hr 5% AEP (mm) <sup>a</sup>	360	369	9	2.6	379	19	5.3	392	32	8.8	406	46	12.7	418	58	16.3
Rainfall Extreme - 48hr 1% AEP (mm) <sup>a</sup>	475	487	12	2.6	501	25	5.3	517	42	8.8	536	61	12.7	552	77	16.3
Rainfall Extreme - 48hr 0.5% AEP (mm) <sup>a</sup>	531	545	14	2.6	559	28	5.3	578	47	8.8	599	68	12.7	617	86	16.3
Average annual cumulative Forest Fire Danger Index	700	705	5	0.7	761	62	8.8	803	104	14.9	913	214	30.6	1064	365	52.1
Sea level - 1% AEP with Freeboard (m) <sup>b</sup>	1.56	1.64	0.08	5.1	1.72	0.16	10.3	1.8	0.24	15.4	2.08	0.52	33.3	2.5	0.94	60.3

<sup>a</sup> Based on recommendations from Australian Rainfall and Runoff, Book 1 Scope And Philosophy, Chapter 6 Climate Change Considerations, version last updated 14<sup>th</sup> May 2019.

<sup>b</sup> Based on recommendations from Tasmanian Government Department of Premier and Cabinet, Coast Hazards Report, December 2015.  
For exact details reference (from theList): Sea Level Rise Planning Allowances; or Coastal Risk Hazard Bands.

Table 2: Break O'Day local government area: *Average subregions*

Projected changes in selected climate variables for each 20-year time period from 2001 to 2100 relative to the baseline period 1961–1990. All values are reported following the RCP8.5 emissions scenario. Changes reported relative to the 1961–1990 baseline period.

Climate Variable	1961–1990	2001–2020			2021–2040			2041–2060			2061–2080			2081–2100		
	value	value	change	% change	value	change	% change	value	change	% change	value	change	% change	value	change	% change
Average annual daily mean (°C)	11.4	11.9	0.5	4.1	12.4	1	8.5	13	1.6	14.1	13.7	2.3	20.4	14.4	3	26.1
Average daily maximum temperature (°C)	16.2	16.6	0.4	2.7	17.1	1	5.9	17.8	1.6	9.8	18.5	2.3	14.3	19.2	3	18.4
Average daily minimum temperature (°C)	6.7	7.2	0.5	7.6	7.7	1	14.8	8.3	1.6	24.5	9	2.3	35.1	9.6	3	44.5
Hottest daily temperature of the year (°C)	33.9	34.8	0.9	2.7	36	2.1	6.3	37.3	3.4	10.1	37.8	3.9	11.6	38.9	5	14.7
Temperature of warmest days [99 <sup>th</sup> percentile] (°C)	28.2	28.8	0.6	2.1	29.5	1.3	4.6	30.5	2.3	8.3	31.4	3.2	11.4	32.1	3.9	13.9
Temperature of warmest nights [99 <sup>th</sup> percentile] (°C)	15.8	16.3	0.5	3.4	16.8	1	6.1	17.4	1.6	9.9	18	2.2	13.8	18.3	2.5	15.9
Temperature of coldest nights [1 <sup>st</sup> percentile] (°C)	-2.3	-1.9	0.4	15.8	-1.5	0.8	33.6	-0.9	1.4	60.6	-0.2	2.1	92.6	0.6	2.9	124.6
Average annual frost risk days (<0°C)	51	42	-9	-18.3	35	-16	-31.8	26	-26	-50.1	17	-34	-66.4	12	-40	-77.6
Average annual freeze risk days (<0°C)	20	15	-5	-23.3	12	-8	-40.9	8	-12	-61.5	4	-15	-77.4	3	-17	-87
Average annual summer days (>25°C)	11	12	1	7.8	14	3	30	17	6	55.8	21	10	93	25	15	134.1
Average annual hot days (>30°C)	2	2	0	26.8	3	1	75.8	5	3	149.5	6	4	236.9	8	6	336.4
Average annual extreme heat days (>40°C)	<1	<1	<1	NA	<1	<1	NA	<1	<1	NA	<1	<1	NA	<1	<1	NA
Mean Minimum Asphalt Critical Viscosity	108600	132400	23800	21.9	160000	51400	47.3	205000	96400	88.8	270100	161500	148.7	343100	234500	215.9
Average annual evaporation (mm)	970	975	5	0.5	1006	36	3.7	1053	83	8.6	1103	133	13.7	1193	223	23
Average annual rainfall (mm)	840	817	-23	-2.7	789	-51	-6	790	-49	-5.9	769	-71	-8.5	761	-79	-9.4
Seasonal rainfall - Winter (mm)	238	217	-22	-9	201	-38	-15.8	203	-35	-14.6	198	-41	-17.1	195	-44	-18.3
Seasonal rainfall - Spring (mm)	208	202	-6	-2.8	183	-25	-11.9	181	-27	-13.1	178	-30	-14.2	153	-55	-26.6
Seasonal rainfall - Summer (mm)	201	205	3	1.7	230	29	14.2	224	23	11.3	220	18	9.1	229	28	13.8
Seasonal rainfall - Autumn (mm)	206	212	7	3.3	193	-12	-6.1	200	-5	-2.6	190	-15	-7.4	194	-11	-5.4
Annual maximum daily rainfall (mm)	132	140	8	6.5	145	13	10.1	147	15	11.5	151	20	14.8	151	19	14.4
Rainfall Extreme - 24hr 10% AEP (mm) <sup>a</sup>	236	242	6	2.4	248	12	5	256	20	8.3	264	28	11.9	272	36	15.2
Rainfall Extreme - 24hr 5% AEP (mm) <sup>a</sup>	270	277	6	2.4	284	13	5	293	22	8.3	302	32	11.9	311	41	15.2
Rainfall Extreme - 24hr 1% AEP (mm) <sup>a</sup>	352	360	8	2.4	369	17	5	381	29	8.3	394	42	11.9	405	54	15.2
Rainfall Extreme - 24hr 0.5% AEP (mm) <sup>a</sup>	391	400	9	2.4	410	19	5	423	32	8.3	437	47	11.9	450	60	15.2
Rainfall Extreme - 48hr 10% AEP (mm) <sup>a</sup>	313	321	8	2.4	329	16	5	339	26	8.3	351	37	11.9	361	48	15.2
Rainfall Extreme - 48hr 5% AEP (mm) <sup>a</sup>	360	369	9	2.4	378	18	5	390	30	8.3	403	43	11.9	415	55	15.2
Rainfall Extreme - 48hr 1% AEP (mm) <sup>a</sup>	476	487	11	2.4	500	24	5	515	39	8.3	533	57	11.9	549	73	15.2
Rainfall Extreme - 48hr 0.5% AEP (mm) <sup>a</sup>	532	545	13	2.4	558	26	5	576	44	8.3	595	63	11.9	613	81	15.2
Average annual cumulative Forest Fire Danger Index	1205	1202	-2	-0.2	1295	90	7.5	1352	147	12.2	1493	288	23.9	1718	514	42.7
Sea level - 1% AEP with Freeboard (m) <sup>b</sup>	1.56	1.64	0.08	5.1	1.72	0.16	10.3	1.8	0.24	15.4	2.08	0.52	33.3	2.5	0.94	60.3

<sup>a</sup> Based on recommendations from Australian Rainfall and Runoff, Book 1 Scope And Philosophy, Chapter 6 Climate Change Considerations, version last updated 14<sup>th</sup> May 2019.

<sup>b</sup> Based on recommendations from Tasmanian Government Department of Premier and Cabinet, Coast Hazards Report, December 2015.

For exact details reference (from theList): Sea Level Rise Planning Allowances; or Coastal Risk Hazard Bands.



Table 3: Break O'Day local government area: *Warm subregions*

Projected changes in selected climate variables for each 20-year time period from 2001 to 2100 relative to the baseline period 1961–1990. All values are reported following the RCP8.5 emissions scenario. Changes reported relative to the 1961–1990 baseline period.

Climate Variable	1961–1990 value	2001–2020 value change % change	2021–2040 value change % change	2041–2060 value change % change	2061–2080 value change % change	2081–2100 value change % change
Average annual daily mean (°C)	13	13.6 0.6 4.5	14.1 1.2 8.9	15 2 15.5	15.9 2.9 22.3	16.7 3.7 28.8
Average daily maximum temperature (°C)	17.4	17.9 0.6 3.2	18.5 1.1 6.6	19.4 2 11.7	20.3 2.9 17	21.2 3.9 22.3
Average daily minimum temperature (°C)	8.6	9.2 0.6 7.1	9.8 1.2 13.4	10.6 2 23.3	11.5 2.9 33.1	12.2 3.6 42.1
Hottest daily temperature of the year (°C)	34.7	35.8 1.1 3.1	36.7 2 5.6	38.5 3.8 10.9	39.7 5 14.4	41 6.2 17.9
Temperature of warmest days [99 <sup>th</sup> percentile] (°C)	28.4	29.1 0.7 2.5	29.9 1.6 5.5	31.6 3.3 11.5	33.1 4.7 16.6	34.3 6 21.1
Temperature of warmest nights [99 <sup>th</sup> percentile] (°C)	16.8	17.5 0.7 3.9	18 1.2 6.9	18.8 2 11.9	19.7 2.9 17	20.3 3.5 21.1
Temperature of coldest nights [1 <sup>st</sup> percentile] (°C)	0.3	0.9 0.6 187.1	1.4 1.1 344.1	2.2 1.9 609.4	3 2.7 869.3	3.8 3.5 1128.3
Average annual frost risk days (<2°C)	16	10 -5 -34.3	7 -9 -54.3	3 -12 -78.2	2 -14 -90.3	1 -15 -95.9
Average annual freeze risk days (<0°C)	3	1 -1 -50.2	1 -2 -67.7	0 -3 -88.2	0 -3 -95.7	0 -3 -98.4
Average annual summer days (>25°C)	10	12 2 17	14 4 40.1	19 9 90.3	26 16 161.4	35 25 248.8
Average annual hot days (>30°C)	2	3 1 32	4 2 86.3	6 4 208.3	10 8 381.6	16 14 660.5
Average annual extreme heat days (>40°C)	<1	<1 <1 NA	<1 <1 NA	<1 <1 NA	<1 <1 NA	<1 <1 NA
Mean Minimum Asphalt Critical Viscosity	228400	290900 62500 27.4	362100 133700 58.5	500200 271800 119	699500 471100 206.3	937700 709300 310.6
Average annual evaporation (mm)	1051	1084 33 3.1	1115 64 6	1226 175 16.7	1315 264 25.1	1464 413 39.3
Average annual rainfall (mm)	753	742 -11 -1.5	713 -40 -5.4	715 -38 -5.1	706 -48 -6.4	692 -61 -8.1
Seasonal rainfall - Winter (mm)	206	190 -16 -8	176 -31 -14.9	178 -28 -13.7	177 -29 -14.1	175 -31 -15
Seasonal rainfall - Spring (mm)	188	183 -5 -2.9	164 -25 -13.1	163 -26 -13.7	165 -24 -12.6	138 -50 -26.5
Seasonal rainfall - Summer (mm)	180	186 6 3.5	206 26 14.3	200 20 10.8	198 18 9.9	204 23 13
Seasonal rainfall - Autumn (mm)	191	201 10 5.2	184 -6 -3.4	191 1 0.4	182 -9 -4.5	185 -6 -3.2
Annual maximum daily rainfall (mm)	132	140 8 6.5	145 13 10.1	147 15 11.5	151 20 14.8	161 19 14.4
Rainfall Extreme - 24hr 10% AEP (mm) <sup>a</sup>	235	242 7 3	249 14 5.9	259 24 10.4	270 35 14.9	280 45 19.3
Rainfall Extreme - 24hr 5% AEP (mm) <sup>a</sup>	269	277 8 3	285 16 5.9	297 28 10.4	309 40 14.9	320 52 19.3
Rainfall Extreme - 24hr 1% AEP (mm) <sup>a</sup>	350	360 11 3	370 21 5.9	386 36 10.4	402 52 14.9	417 67 19.3
Rainfall Extreme - 24hr 0.5% AEP (mm) <sup>a</sup>	388	400 12 3	411 23 5.9	429 40 10.4	446 58 14.9	463 75 19.3
Rainfall Extreme - 48hr 10% AEP (mm) <sup>a</sup>	311	321 9 3	330 18 5.9	344 32 10.4	358 47 14.9	372 60 19.3
Rainfall Extreme - 48hr 5% AEP (mm) <sup>a</sup>	358	369 11 3	380 21 5.9	395 37 10.4	412 54 14.9	427 69 19.3
Rainfall Extreme - 48hr 1% AEP (mm) <sup>a</sup>	473	487 14 3	501 28 5.9	522 49 10.4	544 71 14.9	564 91 19.3
Rainfall Extreme - 48hr 0.5% AEP (mm) <sup>a</sup>	529	545 16 3	560 31 5.9	584 55 10.4	608 79 14.9	631 102 19.3
Average annual cumulative Forest Fire Danger Index	1182	1179 -3 -0.3	1265 83 7	1332 150 12.7	1434 252 21.3	1692 510 43.1
Sea level - 1% AEP with Freeboard (m) <sup>b</sup>	1.56	1.64 0.08 5.1	1.72 0.16 10.3	1.8 0.24 15.4	2.08 0.52 33.3	2.5 0.94 60.3

<sup>a</sup> Based on recommendations from Australian Rainfall and Runoff, Book 1 Scope And Philosophy, Chapter 6 Climate Change Considerations, version last updated 14<sup>th</sup> May 2019.

<sup>b</sup> Based on recommendations from Tasmanian Government Department of Premier and Cabinet, Coast Hazards Report, December 2015.  
For exact details reference (from theList): Sea Level Rise Planning Allowances; or Coastal Risk Hazard Bands.

## Climate Change Information for Decision Making - Break O'Day

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## REGIONAL STRATEGY FOR ADAPTING TO A CHANGING COASTLINE IN TASMANIA **SNAPSHOT**



Coastal hazards are the result of natural processes that can cause considerable damage to communities, industries and infrastructure. These hazards are magnified by sea level rise resulting from a warming climate and may present a significant risk to Tasmanian communities and local economies if they are not appropriately managed.

The Regional Coastal Hazards Strategy aims to increase the capability of Southern Tasmanian Councils to prepare for and respond to coastal hazards including erosion and flooding from the sea. The Strategy's objectives are to:

- apply a risk management approach that incorporates evidence-based, best practice management principles, systems and processes informed by up-to-date climate science and technology
- encourage consistency and co-ordination across southern Tasmanian councils through a regional approach
- The Principles are consistent with relevant Tasmanian Government policies and regulations and should be applied through the Strategy's risk management framework to coastal hazards on public and private land.

### Public Safety

1. Human safety is paramount. Areas of unacceptable risk should be identified and exposure to risk minimised or if risk is unavoidable identify retreat pathways.
2. The community will be provided with up-to-date climate change and coastal hazards information to inform decision making and opportunities to participate in response planning.

### Private property

3. Private property owners occupy coastal areas at their own risk.
4. Property owners are responsible for managing risks to their property from coastal hazards in accordance with relevant policies and regulations and based on expert coastal advice.
5. Where private coastal protection works are undertaken by property owners, beneficiaries should pay.

### Local Government

6. Councils should actively monitor coastal hazard areas within their municipal areas.
7. Councils are responsible for the management of coastal hazard impacts on their assets and services.
8. Councils are not responsible for the cost of coastal hazard impacts on private property, or on private assets located on public land.
9. Access to public coastal land will not be available to private property owners for coastal protection works, except where significant public benefit is demonstrated.

### Legal Risk and Adaptation

10. Coastal legal risks can be identified managed and reduced but can't be avoided

11. Well-developed policy and action now will minimise the risk of legal challenges and liability in the future

### Coastal Management and Planning

12. Managing coastal hazard planning is enhanced where there is consultation between relevant levels of government, the private sector, community and other key stakeholders.
13. Planning provisions (such as Local Provisions Schedule; Specific Area Plans) can be used so coastal hazard management plans are prepared in areas identified as risky or hazardous.
14. A pathway of adaptive responses to coastal hazards, informed by up-to date climate science should be adopted and intervention by humans in natural processes should be minimised.
15. Public access and community services should be maintained wherever possible where consistent with the Principles of public safety, risk and financial considerations.
16. When Councils make decisions based on the projected asset life of infrastructure, they must factor the risks of coastal sea level rise hazards in the calculation of asset life.
17. Intensification of use or development should be avoided within coastal hazard areas on public land managed by Councils unless significant public benefit is demonstrated.

### Coastal Values

18. Aboriginal and cultural heritage and ecological values will be preserved to the greatest extent practicable when responding to coastal hazards.

The Strategy is an initiative of the Southern Tasmanian Councils Authority's Regional Climate Change Initiative. It has been developed collaboratively between the ten coastal Councils in southern Tasmania and is consistent with the policy position of the Tasmanian Government's: DPAC Mitigating Natural Hazards through Land Use Planning and Building Control Coastal Hazards Technical Report 2016 and NREIT Managing Coastal Hazards <https://nre.tas.gov.au/about-the-department/managing-coastal-hazards>

Contact:

**Southern Tasmanian Councils  
Authority**  
C/- Secretariat Brighton Council  
1 Tivoli Road  
Gagebrook TAS 7003  
[stca.tas.gov.au](mailto:stca.tas.gov.au)



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:**

*The General Manager was on leave commencing on the 28 April and returned on the 9 May 2022.*

**Meeting and Events attended:**

22.04.2022	Longford	– Northern Regional General Managers Meeting
26.04.2022	St Helens	– Special Council Meeting to consider the Local Provisions Schedule
03.05.2022	Via Zoom	– Northern Tasmania Development Corporation (NTDC) Members meeting, presentation of Board and organisation Review to members.
09.05.2022	St Helens	– East Coast Tasmania Tourism (ECTT) Quarterly Meeting with the CEO, Rhonda Taylor, discussed a range of current matters including Federal election priorities including upgrading of the Great Eastern Drive; Bay of Fires Master Plan; ECTT activities in the BODC area; reporting against the ECTT Annual Plan to Council, and a range of current ECTT projects.

### Meetings & Events Not Yet Attended:

11.05.2022	<b>St Marys</b>	– St Marys Township Plan Session
12.05.2022	<b>Hobart</b>	– Meeting with Representatives from the Department of Health and the Department of Police, Fire and Emergency Management – St Helens Helipad
15.05.2022	<b>St Helens</b>	– State Government Regional Cabinet community event
16.05.2022	<b>St Helens</b>	– Council Meeting
16.05.2022	<b>St Helens</b>	– State Government Regional Cabinet meeting with Break O’Day Council
		–

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, including Joe Holloway, Scott Gardner.

### Brief Updates:

#### Local Government Reform

The General Manager notes that the initial community engagement activities are drawing to a close as the process moves towards Stage 2 which will bring a refined focus on key matters relating to the roles and functions of Local Government. As discussed with Councillors previously, the description of the themes identified by the Board were quite deficient in relation to the Economic Development and Community Wellbeing themes, and also required some further discussion in relation to Environment and Land Use Planning. Council’s submission to the Board have focussed on providing a better understanding of what we currently do and what the future might look like.

#### Break O’Day Population Analysis

Information from the 2021 Census is starting to be released with initial information due in June 2022. More detailed information will be progressively released over the next 12 months. The presentation by Dr Lisa Denny late last year was well received and the recent Strategic Plan review recognised the importance of understanding our population and addressing the challenges we face. Contact has been made with Dr Denny to arrange for the Break O’Day information to be progressively updated and at some point in time potentially a follow up presentation to discuss the Break O’Day Council approach to our population situation.

## Communications Report – May 2022

TOPIC	ACTIVITY	PROGRESS
<b>GENERAL COMMS</b>	BODC Newsletter	Sent out last week. Included stories on: <ul style="list-style-type: none"> <li>• Story of the Scamander Bridges</li> <li>• Current Works</li> <li>• Range of Community Engagement Projects</li> </ul>
	Development Services Info Sessions	Promoted three sessions on planning and building information specifically for; Builders, designers, Real Estate Agents etc.
	St Helens MTB Data collection	A report has been prepared and in final approval stages. Once approved it will be shared with our Ambassadors, Businesses and Tourism bodies.
	LG Review	Working on a Review document with a Council Team – Environment.
<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	The Council will take possession of the sculptures later this month ready for installation and launch as part of the Bay of Fires Winter Arts Festival.
	Bay of Fires Re-alignment	Arranging an official launch of the new section of trail with politicians and Tourism organisations.
<b>EMAIL DATABASES</b>	Continuing to develop	Continuing to collect email addresses for the newsletter and township databases.
<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> </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>• Draft Community Engagement Strategy</li> <li>• Volunteering Survey</li> <li>• Township Plans</li> <li>• Business Biennial Survey</li> </ul> We have also been reviewing the business survey which we will re-launch this month once we have finished testing the survey

**Actions Approved under Delegation:**

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
Electric Highway Tasmania Pty Ltd – Electric Charging Station at Fingal Park	Affixing Common Seal	Agreement	Number 21 – Miscellaneous Powers and Functions to the General Manager
Two (2) Lot Subdivision - 7 Perseus Street, St Helens	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
04.04.2022	337 Certificate	23 Annie Street, St Helens	6793101
04.04.2022	337 Certificate	28 Franks Street, Falmouth	2751342
04.04.2022	337 Certificate	13-15 Albert Street, Fingal	6410326
04.04.2022	337 Certificate	Lottah Road (CT206743/4), Lottah	2633039
08.04.2022	337 Certificate	4 Cockatoo Court, Beaumaris	2046862
08.04.2022	337 Certificate	37 Main Street, St Marys	6404612
08.04.2022	337 Certificate	19 Thomas Street, Scamander	3230514
08.04.2022	337 Certificate	Tasman Highway (CT 182593- 47), Scamander	9550312
08.04.2022	337 Certificate	176 Cornwall Road, Cornwall	6406749
11.04.2022	337 Certificate	3 Brooks Road, St Helens	7320293
11.04.2022	337 Certificate	Elephant Pass Road (CT 209844/1) St Marys	6408496
14.04.2022	337 Certificate	Unit 11, 72 Tully Street, St Helens	9415389
14.04.2022	337 Certificate	1771 Tasman Highway, Beaumaris	7689859
20.04.2022	337 Certificate	3A Tully Street, St Helens	1709417
27.04.2022	337 Certificate	62A Quail Street, St Helens	1623007
27.04.2022	337 Certificate	23320 Tasman Hwy, Scamander	6409077
29.04.2022	337 Certificate	229 St Helens Point Road, St Helens	2036429

**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.



<b>ACTION</b>	<b>DECISION</b>
<b>PROPONENT</b>	Council
<b>OFFICER</b>	Anna Williams, Economic Development Officer
<b>FILE REFERENCE</b>	22/6990
<b>ASSOCIATED REPORTS AND DOCUMENTS</b>	Draft Break O’Day Council Submission Tasmanian Rock Lobster Fishery – Managing Stocks for the Future – Proposed Rules and Policy Changes for Public Consultation

#### **OFFICER’S RECOMMENDATION:**

That Council endorse the Draft submission to the *‘Tasmanian Rock Lobster Fishery – Managing Stocks for the Future - Proposed Rules and Policy Changes for Public Consultation’*.

#### **INTRODUCTION:**

Following receipt of correspondence from local fisherman Council’s Economic Development Officer proceeded to review the abovementioned discussion paper and the potential impacts it may have on our local community.

Presented to Council is the proposed submission to the *‘Tasmanian Rock Lobster Fishery – Managing Stocks for the Future - Proposed Rules and Policy Changes for Public Consultation’*.

#### **PREVIOUS COUNCIL CONSIDERATION:**

No previous Council consideration.

#### **OFFICER’S REPORT:**

That the attached submission to the *‘Tasmanian Rock Lobster Fishery – Managing Stocks for the Future - Proposed Rules and Policy Changes for Public Consultation’* to be reviewed and received by Council.

The submission proposes the following:

1. Support of size limit alignment with growth rates. This alignment supports rebuilding stock and stock resilience efforts alongside improving long-term catch rates. However, recommendation that there should not be a distinction between North and East Coast Zones. This recommendations maintains the 50-pot area, aligns the North and East Coast sizing limits and allows fishing across zones, safe anchorage during severe weather patterns and supports stock levels and spawning opportunities.

2. Opposition to the expansion of a 60-pot area in the North/North East Coast of Tasmania. The 'economic efficiency' reasoning is an inadequate justification that has clear inequitable outcomes for commercial operators.
3. Request of an economic analysis of the 60-pot area proposal in order to provide just reasoning for its implementation.
4. Support of future translocation efforts to the East Coast in order to improve stock levels.
5. Recommend the following inclusions to East Coast Rock Lobster Management aspirations and objectives:

**Community objective:** Create more opportunities for and protection of the economic viability of commercial operators based on the East Coast.

**Commercial aspiration:** To be provided with equitable opportunity to compete in the market.

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

Strategic Plan 2017 – 2027

##### *Goal*

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

##### *Strategy*

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

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

N/A

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

There are no financial implications to Council in endorsing this submission.

#### **VOTING REQUIREMENTS:**

Simple Majority.

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St Helens Tasmania 7216  
T: 03 6376 7900 | ABN 96 017 131 248



5 May 2022

Wild Fisheries Management Branch  
NRE Tas  
GPO Box 44  
HOBART TAS 7001  
Email: [rocklobster.review@nre.tas.gov.au](mailto:rocklobster.review@nre.tas.gov.au)

**Review of the Proposed Rules and Policy Changes for Public Consultation – Tasmanian Rock Lobster Fishery: Managing Stocks for the Future**

Break O'Day Council would like to express their appreciation for the opportunity to provide a submission to the current review process. The review process is of particular interest to Council as it has significant economic, social and environmental implications to Tasmania in general and eastern Tasmania in particular.

Prior to addressing proposed rule and policy changes, we believe that it is important to highlight the potential impact that this can have on eastern Tasmania. It is of our opinion that certain policy changes are reactive to the current market and do not consider long-term implications. The orthodox economic efficiency argument is at the expense of smaller operators. This inequitable approach benefits larger commercial fishing operators and is feared to have long-term impacts on the continued consolidation of these operators in the Tasmanian Rock Lobster Fishery.

It is of Break O'Day Council's belief that, in the absence of an economic and social analysis of proposed rule and policy changes, a precautionary principle approach must be applied. As the Discussion Paper outlines on Page 30, there are significant economic and social contributions local vessels offer to Eastern Tasmania. It is easy to quantify some contributions, however, contributions such as sense of community and indirect economic impact are not considered. It is of our belief that the risks presented to the Eastern Tasmania economy has not been adequately considered. As such, we ask that the Committee apply a precautionary principle approach to the proposed rules and policy changes when considering the economic and social risks to Eastern Tasmania.

from the **mountains to the sea** | [admin@bodc.tas.gov.au](mailto:admin@bodc.tas.gov.au) | [www.bodc.tas.gov.au](http://www.bodc.tas.gov.au)

The Break O'Day Council's approach is underpinned by the belief that long-term impacts must be considered over short term gain.

### Proposed Rule Changes

#### *Aligning regional size limits with growth rates*

Break O'Day Council is in support of size limits reflecting growth rates in order to improve stock levels and spawning opportunities. We view this proposed rule change as a positive step in rebuilding stock and long-term stock resilience as well as improving catch rates in the long-term.

However, consideration should be given as to whether there must be a distinction between the North Coast Zone (NCZ) and East Coast Stock Rebuilding Zone (ECSRZ) size limits. As the ECSRZ experiences low biomass and egg productivity, it should be considered that the sizing limits align with the NCZ. The additional benefit of this would also be the ability for commercial operators to fish across zones. This benefit is subject to the NCSRZ remaining a 50-pot area and if and when more than one zone is open at the same time. This also provides vessels and crew safe anchorage due to changing weather patterns and is considered 'economically efficient' as it does not force them to return.

#### *Expanding the 60-pot area*

Break O'Day Council strongly opposes the proposed rule change of expanding the 60-pot area and request an in-depth economic analysis of the proposal to be delivered before implementation. This proposal is a reactive and ill-advised response to the current market and does not consider long-term implications. This includes detrimental impact on the viability of smaller operators as well as impact on local businesses, such as slip ways and boilermakers, who depend upon these operators.

The 'economic efficiency' reasoning is not adequate to justify its implementation and is of clear inequitable benefit to the larger operators at the expense of smaller operators. We expect this proposal will further consolidate quota and pots, forcing out smaller operators who cannot afford to increase their quota based on the size of their boat. The impact of such an occurrence would be detrimental to Break O'Day region's economy.



Therefore, we ask the Committee to provide an in-depth economic analysis of the proposal. In particular, an assessment of the proposal's economic and social risks alongside a comprehensive review of how an economic efficiency justification outweighs these risks. Such findings must be presented to the public. Without such an assessment, the Break O'Day Council can not endorse and importantly, does not believe such a proposal can be implemented.

The proposed rule of expanding the 60-pot area does not take into consideration the current stressors facing smaller East Coast commercial vessels. Specifically, the ECSRZ has poor stock level and dependency on small operators who obtain 75% of their catch from this zone. Additional stressors on these operators are the following:

- Inability, due to vessel and quota size, to fish on the South or West Coast.
- Potential short-term reduction in catch rates in the Eastern and Northern Zones as newly protected lobsters continue to grow.
- Despite efforts made via the ECSRZ Strategy, continued 'poor' East Coast stock status level with low biomass and poor egg production
- Continued reduction of the ECSRZ catch cap and potential for further reductions made via the new Rock Lobster Harvest Strategy.
- Any commercial rock lobster licence holder can choose to fish on the East Coast, creating a 'race to fish' due to the catch cap. In 2021, the zone remained closed from September for the entire summer period.

These stressors occur regardless of the proposed 60-pot area expansion. Irrespective of the current market there are multiple stressors on small operators' viability. There are no proposed rule changes that seek to offer similar protection as is seen by this proposal and its protection of larger operators to the current market. Therefore, it is considered that this is an inequitable proposed rule change.

#### Proposed Policy Changes

##### *Future translocation*

Break O'Day Council appreciates the current and future East Coast translocation efforts. Consideration as to how Government funding may be supported via commercial and recreational fishers should be explored.

*Do the aspirations and community objectives capture your values? Do you have extra objectives or aspirations to add to these lists?*

Break O'Day Council propose the following inclusions:

**Community objective:** Create more opportunities for and protection of the economic viability of commercial operators based on the East Coast.

**Commercial aspiration:** To be provided with equitable opportunity to compete in the market.

Yours sincerely,

Mick Tucker  
MAYOR

John Brown  
GENERAL MANAGER

# Tasmanian Rock Lobster Fishery

*Managing Stocks for the Future*

**Proposed Rules and Policy Changes  
for Public Consultation**

March 2022

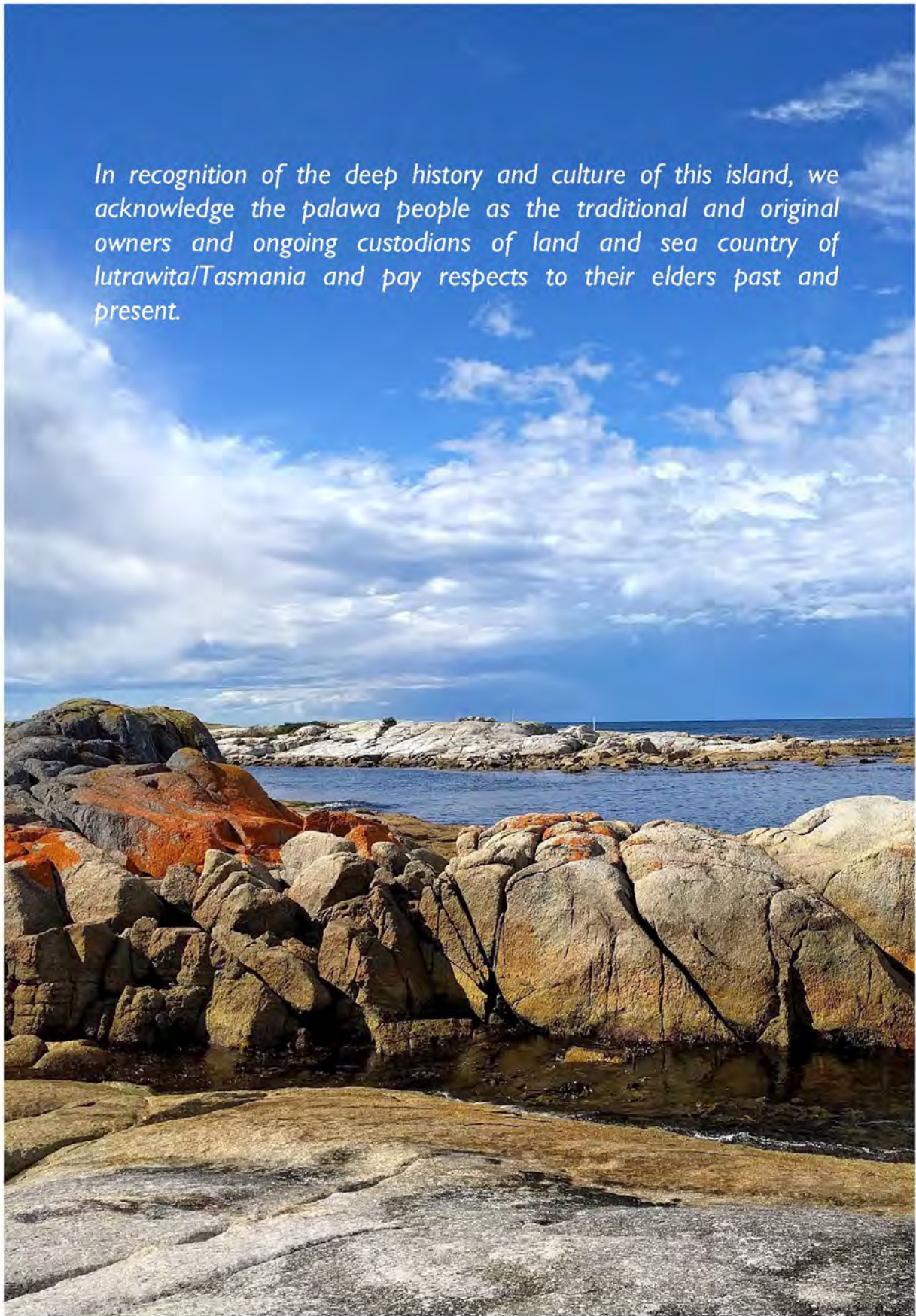


Wild Fisheries Management Branch  
Department of Natural Resources and Environment Tasmania





*In recognition of the deep history and culture of this island, we acknowledge the palawa people as the traditional and original owners and ongoing custodians of land and sea country of lutrawita/Tasmania and pay respects to their elders past and present.*





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## Summary

This document outlines proposed rule changes for the Tasmanian rock lobster fishery and preliminary policy proposals for the East Coast.

The rule changes and policy proposals are intended to improve long-term stock health and fishery management, ensuring the fishery is sustainable and resilient.

### Proposed rule changes

The Rock Lobster Fishery Management Plan (the *Fisheries (Rock Lobster) Rules 2011*) expires on 31 October 2022. It must be remade by a statutory process prescribed in the *Living Marine Resources Management Act 1995* including a 60-day public consultation.

The main proposal for **all fishers** is introducing regional size limit zones that align with rock lobster growth rates and maturity sizes.

Proposals for the **recreational fishery** include:

- Group sharing of catch from pots;
- Future reporting of recreational catch;
- Zone transiting provisions;
- Phone and electronic reporting of lost or irretrievable pots; and
- Allowing recreational lobsters to be held on unattended vessels;

Proposals for the **commercial fishery** include:

- Mandatory vessel monitoring systems;
- Expanding the 60-pot area;
- Changes to transiting and reporting provisions;
- Changes to personal possession provisions; and
- Changes to some quota monitoring arrangements.

Any rule changes will take effect after 1 November 2022.



Proposed regional size limit zones

### East Coast policy proposals

Serious rock lobster stock challenges on the East Coast remain and the current rebuilding plan is due to end in 2023. Your views are sought on the following as part of a two-stage consultation process:

- Stock rebuilding and biomass targets;
- Monitoring catch;
- Future management and catch sharing scenarios;
- Translocating lobsters and stock enhancement options; and
- Recreational only areas.

Feedback on these proposals will guide the development of a Rock Lobster Harvest Strategy including a new East Coast stock rebuilding plan. This will occur from November 2022 to mid-2023, including further opportunities for public comment.

## How to have your say

This Information Paper outlines proposed rules and policy changes for the Tasmanian rock lobster fishery. The draft legislation (the *Fisheries (Rock Lobster) Rules 2022*) is available to view at: [www.fishing.tas.gov.au/rocklobster-review](http://www.fishing.tas.gov.au/rocklobster-review)

You are invited to provide feedback on these changes from late March to 30 May 2022.

How to provide your feedback:

- Online:** Use the response form at: [www.fishing.tas.gov.au/rocklobster-review](http://www.fishing.tas.gov.au/rocklobster-review)
- Email:** Send your written submission to [rocklobster.review@nre.tas.gov.au](mailto:rocklobster.review@nre.tas.gov.au)
- Post:** Wild Fisheries Management Branch, NRE Tas, GPO Box 44, Hobart, Tas, 7001

Responses must be received by midnight, 30 May 2022.

### Public information sessions

Consultative meetings will be held around the state during April and May to discuss the proposals - see details at: [www.fishing.tas.gov.au/rocklobster-review](http://www.fishing.tas.gov.au/rocklobster-review)

### Timeline

24 March 2022	Opening of public consultation.
April 2022	Commercial fishery information meetings.
April/May 2022	Recreational and community information meetings.
30 May 2022	Consultation ends.
June 2022	Submissions considered by NRE Tas, the Crustacean Fishery Advisory Committee and the Recreational Fishery Advisory Committee.
August 2022	Report to the Minister on submissions, including FAC and NRE Tas recommendations.
1 November 2022	New management plan takes effect.
November 2022-mid 2023	Further consultation and development of a Rock Lobster Harvest Strategy including a new East Coast stock rebuilding plan.

### Information about submissions

All submissions will be treated as public information and made available on the NRE Tas website. If you wish your submission to be treated as confidential, either whole or in part, please note this in writing at the time of making your submission. No personal information other than the name of individual submitters will be disclosed.

### The Right to Information Act 2009 and confidentiality

By law, information provided to the Government may be provided to an applicant under the provisions of the *Right to Information Act 2009* (RTI). If you have indicated that you wish all or part of your submission to be confidential, the statement that details your reasons will be taken into account in determining whether or not to release the information in the event of an RTI application for assessed disclosure.



## Part I: Background

### Fishery overview

The Tasmanian rock lobster fishery relates to fishing primarily for southern rock lobster and includes eastern rock lobster.

The fishery has three sectors: commercial, recreational and Aboriginal. In this paper, the terms *recreational fishing* or *fishery* are used to encapsulate the non-commercial fishery which includes recreational fishers and Aboriginal Tasmanians.

The commercial fishery consists of 312 licence entitlements (around 165 active vessels) and 10,506 individually transferable quota units. There are around 18,500 recreational licence holders each year. Rock lobster are culturally important to the Aboriginal Tasmanians, having been a food source for thousands of years prior to European settlement. They continue to be caught by Aboriginal fishers, estimated to be over 1000 participants, including as part of cultural activities.

The East Coast is an important part of the fishery for recreational, commercial and Aboriginal fishers. Approximately 11,000 licensed recreational fishers take around 65% of the statewide recreational catch from this area. Although the East Coast commercial catch is only around 12% of the statewide commercial catch, the area's relatively sheltered waters make it important to small vessels.

### Statewide stock status

The Institute for Marine and Antarctic Studies (IMAS) undertake an assessment of the fishery each year, using a comprehensive model to provide stock status information and future estimates.

#### Current stock status

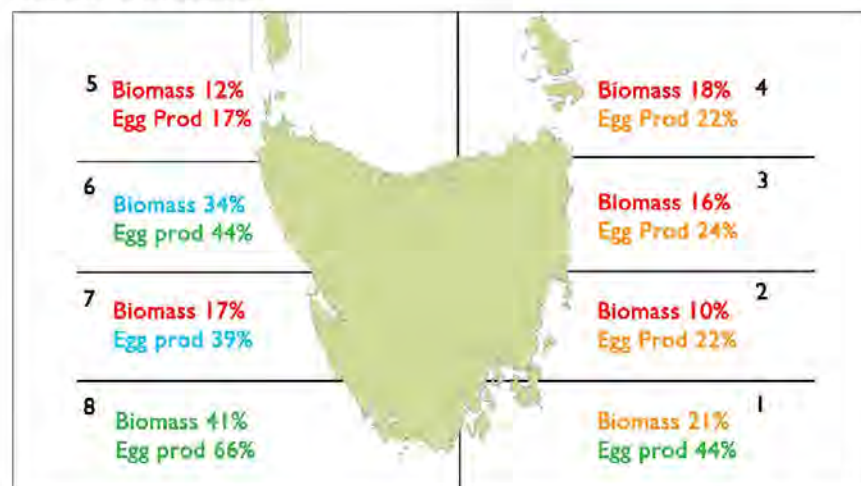
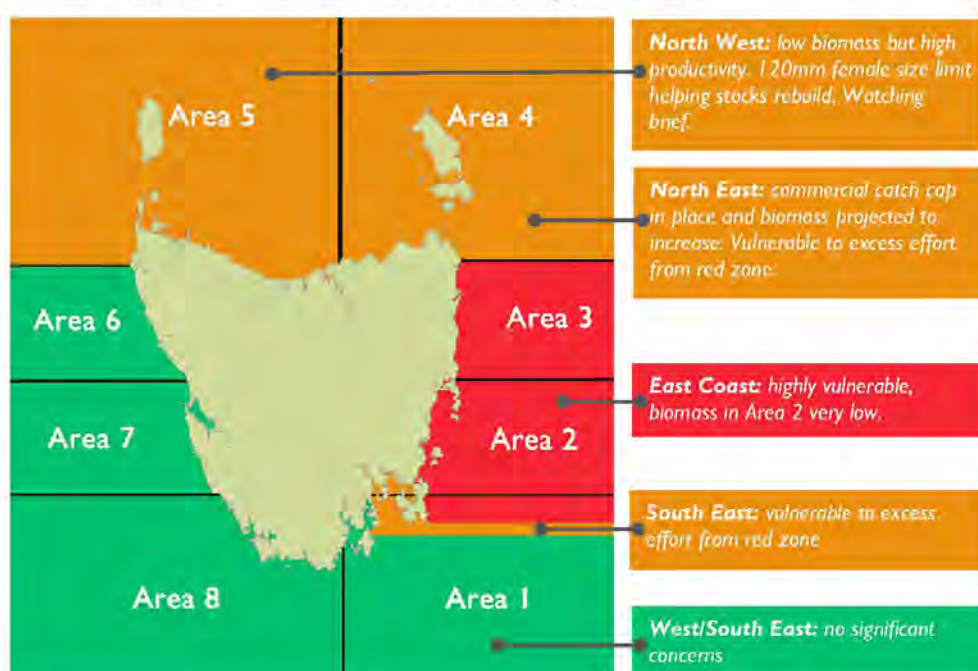


Figure 1: Statewide rock lobster fishery stock status by fishing assessment area as of 2020.

Figure 1 illustrates the stock status as biomass percentage of the unfished fishery, and egg production values. Most fisheries aim for biomass and egg production targets above 30% to 40%. Targeted and urgent management actions are usually implemented when these values fall below 20%.

### Vulnerability to excess fishing effort

Stocks in the North West, North East and on the East Coast are considered vulnerable due to low biomass and egg production. The East Coast has been subject to a rebuilding plan since 2013 to increase stocks from record lows. Statewide, legal-sized stocks are trending upwards except for the East and South-East, however undersized lobster stocks are trending downwards.



**Figure 2:** Vulnerability of rock lobster stocks to excess fishing effort

A pathway to improve stock biomass in vulnerable areas is to better align size limits with rock lobster biology in different regions. A fishery that has higher levels of stock biomass:

- is more resilient to prolonged periods of poor recruitment or environmental change;
- has better catch rates; and
- contributes to a healthier ecosystem.

### Challenges to the fishery

The fishery is facing a range of challenges.

Further stock rebuilding measures are needed to increase stock levels in most parts of the State except the South West. Past management action has helped rebuild stocks by reducing the total allowable



commercial catch (TACC) (from 1523 tonnes in 2008 to 1050 tonnes in 2021), capping the commercial catch from the North East and the East Coast, introducing a larger size limit for female rock lobster in the North West and reducing recreational bag limits and seasons.

These management changes have seen a steady improvement in statewide, legal-sized stock levels, however East Coast stocks, particularly the mid-East Coast, remain relatively depleted. This is despite significant commercial and recreational catch controls and reductions under the 10-year *East Coast Stock Rebuilding Strategy (2013-2023)*.

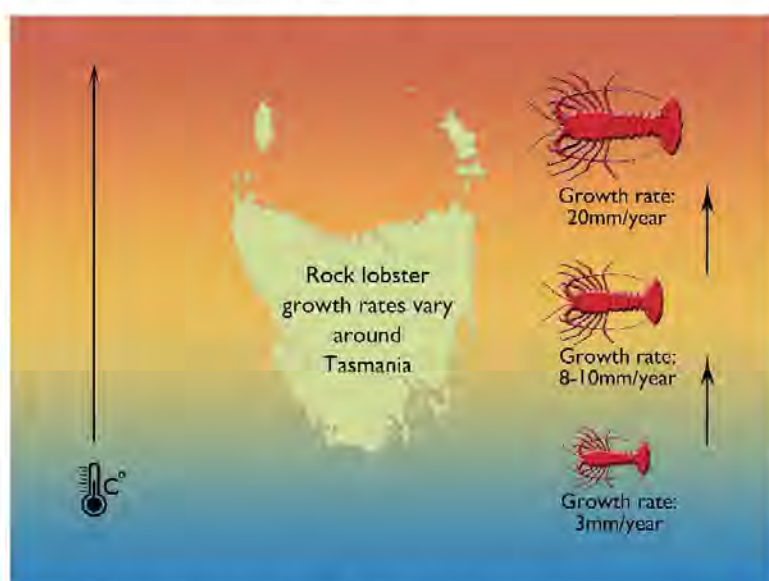
Undersize lobster abundance is influenced by a range of environmental factors including warming waters. Tasmania's East Coast is a recognised global warming hotspot and fish species native to Victoria and New South Wales are now well established in our waters. This includes the long-spined sea urchin which creates large barrens where productive lobster habitat once existed. There has also been a significant loss of kelp forests and related ecosystems along the east coast.

Trade and market access issues caused by the Covid-19 pandemic continue to significantly impact the commercial sector.

### Biology, growth rates and maturity

Southern rock lobster have a complicated life cycle. It takes up to 24 months after eggs are released before the larvae settle on the sea floor and around 6-12 years to reach the minimum legal size.

Around Tasmania, growth rates and size at maturity vary considerably depending on a broad range of local environmental and ecosystem factors. There is a general trend of increasing growth rates in more northern waters as illustrated in Figure 3.



**Figure 3:** Statewide variations in rock lobster growth rates

Lobsters can grow as much as 20 mm per year in northern waters and less than 3 mm per year in southern waters. Sampling programs around the state have collected data on lobster size and maturity and growth for several decades.

Current size limits have a 'one size fits all' approach, except for the higher female size limit in the North-West introduced in 2019.

The statewide approach has resulted in many lobsters being under-protected because the size limit is not aligned with growth rates in that region. In some areas, the faster growth rate of lobsters allows them to be caught at a young age, many before they have a chance to spawn.

Increasing the size limits has two key advantages:

- A greater yield, because lobsters (male and female) are larger when they can legally be caught, and
- An increase in egg production and stock productivity from allowing female lobsters more spawning opportunities before being caught.

In southern waters where lobsters grow more slowly, the current size limit is more precautionary and effective at maintaining healthy stocks because male and female lobsters reach sexual maturity years before reaching the minimum size. This has resulted in very good biomass and egg production levels, particularly in the South West.

## Part 2: Proposed rule changes

### Changes for all fishers

#### Aligning regional size limits with growth rates

Introducing minimum size limits that better align with rock lobster growth rates and size at maturity will improve stock levels and spawning opportunities in a major step forward for the future sustainability of the fishery. It will help protect against unpredictable larval recruitment and the impacts of climate change.

This rule change proposes to have three separate size limit zones which generally align with rock lobster growth rates in those regions.

Aligning size limits with regional lobster growth rates and size at maturity will:

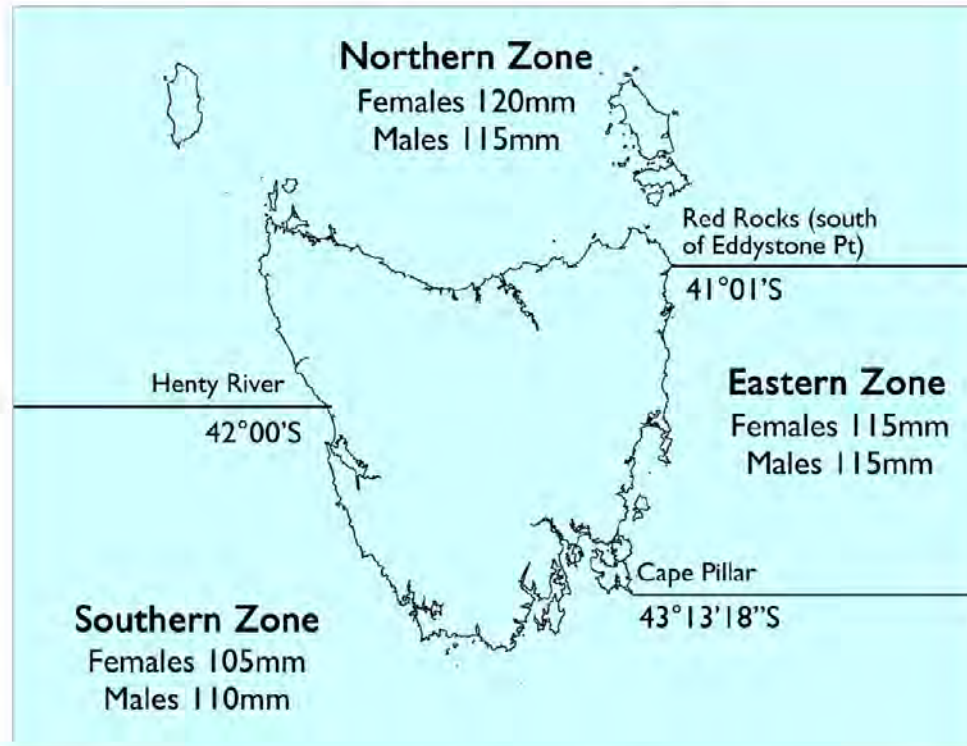
- Underpin stock rebuilding and long-term stock resilience for the entire fishery by protecting lobsters until they reach sexual maturity;
- Increase the yield per lobster and the overall productivity of the fishery, both statewide and regionally;
- Reduce the risk of the biomass falling to low levels in all regions and increase spawning opportunities; and
- Increase catch rates in the longer term by leaving more size limit-protected lobsters in the water to boost overall numbers from each age group.

IMAS modelling shows the new regional size limits will increase statewide biomass over the longer term. Initially, fishers may experience a short-term reduction in catch rates in the Eastern and Northern zones, as it will take time for newly protected lobsters (those between the current and new regional minimum legal-size limits) to grow through.

In the North West, where the female size limit increased from 105mm to 120mm in November 2019, fishers are already reporting improved catch rates.

For more information outlining the scientific rationale, stock benefits and likely impacts for the fishery, please go to [www.fishing.tas.gov.au/rocklobster-review](http://www.fishing.tas.gov.au/rocklobster-review).

## Proposed regional size limit zones and minimum size limits



**Figure 4:** Proposed regional size limit zones for the Tasmanian rock lobster fishery

Northern Zone	The North West female size limit of 120mm is extended to the North East. Male size limit increases from 110mm to 115mm for the entire northern zone.
Eastern Zone	Minimum size increases to 115mm for males and females, from 110mm and 105mm respectively.
Southern Zone	No changes to size limits. Existing size limits of 105mm for females and 110mm for males is maintained.

The proposed minimum size limits will apply to commercial and recreational fishers. There are no changes to Eastern and Western Region recreational bag and possession limits.

### Boundaries

The locations of the proposed size limit zone boundaries are based on:

- Aligning zones with regional growth rates and size of maturity;
- Having the same size limits for recreational and commercial fishers;
- Avoiding setting boundaries through reef areas and using geographical features where feasible;
- Minimising the number of fishing trips that cross boundaries; and
- Allowing Marine Police to enforce boundaries effectively.

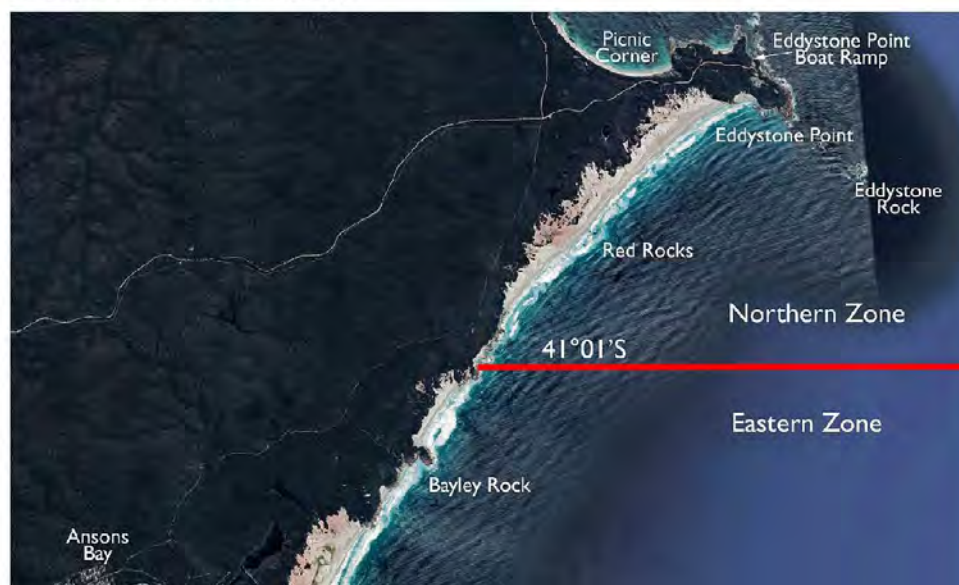


## Part 2: Proposed Rule Changes

Regional size limits apply in the respective zone and within 100 metres of the high-water mark. Provisions allow for possessing lobsters in permanent dwellings (including shacks), and for commercial fishers who have made transit reports to unload lobsters.

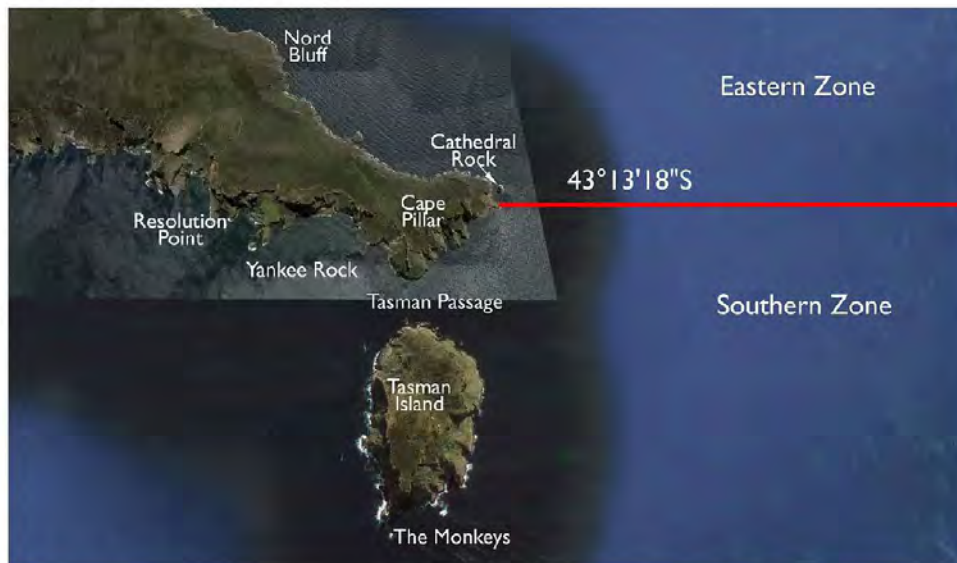
**Relevant rules: Rules 3, 14, 15, 16**

### Northern/Eastern boundary



*Boundary proposed as Red Rocks, just south of Eddystone Point (moved from the East Coast Stock Rebuilding Zone boundary at Eddystone Point lighthouse).*

### Southern/Eastern boundary



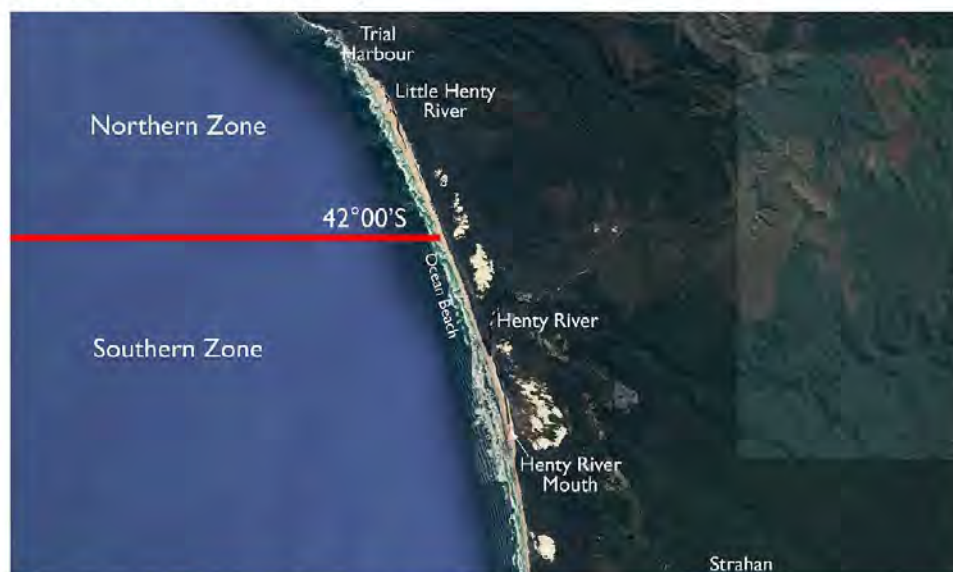
*Boundary proposed as Cape Pillar, a major geographical feature that has relatively low numbers of recreational fishers transiting through it.*



*The Southern/Eastern boundary includes a line at Denison Canal through the centre of the Dunalley Bridge.*



### Northern/Southern boundary



Boundary proposed as just north of the Henty River at 42°00' S on the West Coast. This is the current North West female size limit boundary line.

### What do the proposed changes mean for recreational fishers?

Fishers will be required to:

- Only take and possess lobsters above the minimum size limit for the zone they are in.
- Mark their catch by tail fan clipping or hole punching the respective tail fan segment to show the zone where it was caught.

Fishers will be allowed to transit between zones and possess lobsters from other size limit zones providing the lobsters are 1) above the minimum size limit for all zones the vessel intends to transit and; 2) they make a transit report before crossing boundaries with lobsters. Fishers can possess lobsters that are marked as caught in another zone if they have completed a transiting report. See Recreational Fishery Changes in the following pages.

**Relevant rules: Rules 14, 16, 33, 35**

### What do the proposed changes mean for commercial fishers?

#### Reporting and compliance

There are no changes to the requirement for commercial fishers to make a pre-fishing telephone report. They must continue to nominate the size limit zone they intend to fish in.

Single zone fishing trips will continue. All lobster taken from one size limit zone still needs to be unloaded before commencing a new fishing trip in a different size limit zone.

Currently, commercial fishers can transit through different size limit zones, catch cap areas and closed areas without real time reporting or other operational restrictions. An analysis of fishing records and targeted interventions by Fisheries Officers reveals that current monitoring tools (the pre-fishing telephone report and catch and effort logbook) are not adequate to enforce this management framework and will be insufficient under the new size limit strategy.

A primary compliance concern is managing the risk of undersize lobsters illegally taken from one zone being declared as being from a different zone where that size is legal. Managing this risk is critical to the sustainability and stock rebuilding objectives underpinning the new size limit strategy.

The current rules have the capacity to require a fisher to unload at a port inside the zone fished. Activating this rule would address regional size limit compliance issues, however during consultation, commercial fishers identified that this could be costly and may create a barrier to efficient fishing operations, particularly given COVID-19 market impacts.

### **Vessel monitoring systems**

In response to the concerns raised by the seafood sector balanced with obligations to protect the resource from overfishing, the Government will fund the rollout of vessel monitoring systems (VMS) on commercial rock lobster vessels. Funding will cover the bulk purchase of 'high end' VMS units and installation on all licensed operating rock lobster vessels.

As of 1 November 2022, it will be mandatory for the supervisor of a commercial rock lobster vessel to use an approved VMS as provided for under current legislation in the *Fisheries Rules 2011*.

The 'high end' VMS units are intended to integrate with future electronic logbooks or reporting apps developed by NRE Tas to improve operational efficiency and reduce reporting costs.

Introducing VMS units to the commercial fishery will allow restrictions, reporting and quota monitoring to be reviewed in the future to increase operational efficiency. VMS will increase administrative efficiency and improve enforcement once automated analytical tools are developed.

The rollout of VMS is a major project supported by NRE Tas resources, and State and Federal funding. An extensive industry engagement program will be implemented in consultation with the Tasmanian Rock Lobster Fishermens Association (TRLFA). Further details about how and when VMS will be rolled out will be provided to fishers in coming months.

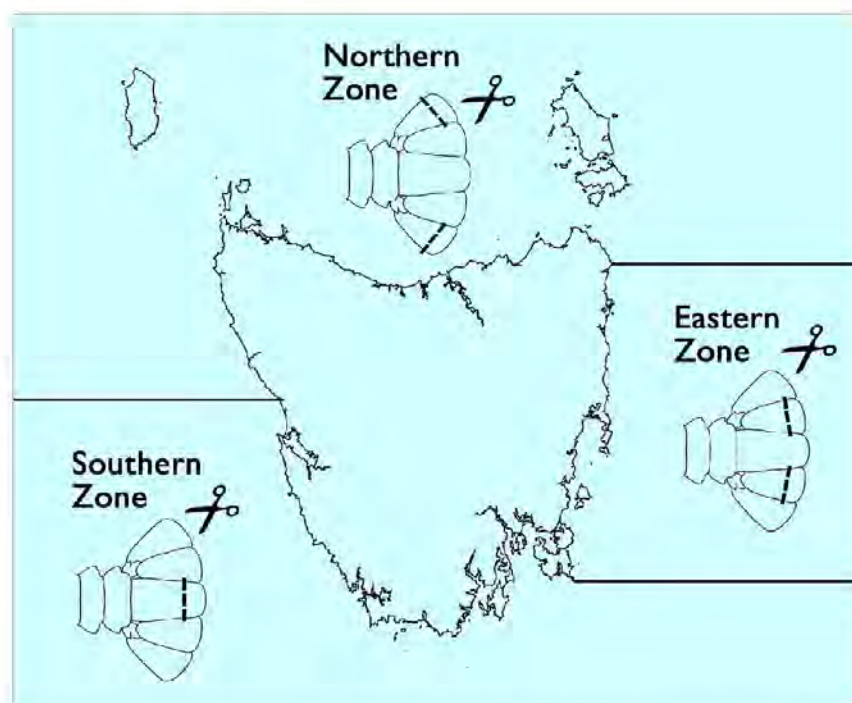
## Recreational fishery changes

### Tail marking recreational rock lobster

Recreational rock lobster fishers will need to mark their catch by tail fan clipping or hole punching the respective tail fan segment to show the zone where it was caught. The timing and process is similar to current requirements except for the position of the marking. The modified marking requirements will support regional size limits zones and accommodate proposed group rock lobster pot fishing.

Markings will be made by cutting a quarter of the tail fan off or punching a 10 mm hole in it within five minutes of landing or being brought onto a vessel. This must be done before a vessel moves 250 metres or is under power.

**Relevant rule: Rules 33, 35**



**Figure 5:** Proposed tail fan marking for each size limit zone for the recreational fishery

### Recreational transiting reports

Telephone and electronic reporting services allow Marine Police to be notified of fishing activities so they can target compliance checks. It also provides flexibility for fishers, such as allowing transiting through fishing zones and regions. Without reports, recreational fishers would be restricted to fishing and returning within a single zone.



Allowing recreational transiting has not been allowed in Tasmania in the past due to the compliance risks associated with the large number of fishing trips each year. This has changed due to the decreasing cost of reporting technologies.

### Zone transiting report

These reports allow fishers to transit zones with lobsters that were caught and marked in other zones. They are required at least one hour before transiting zone boundaries with rock lobster aboard. Fishers must comply with the size and catch limits of the zone they enter. Cancellation reports and emergency provisions allow for changes of circumstances.

**Relevant rules:** Rules 36, 103, 105

### Gear transiting report

This report allows recreational fishers to transit closed waters with rock lobster pots on board. It means fishers can directly transit through the closed East Coast Stock Rebuilding Zone to open season waters outside that closed zone. Fishers will still not be allowed to possess rock lobster on closed waters.

The published notice for the closed season will specify any conditions associated with transiting. This may include only having pots on board that are not readily able to be set, such as baited pots and temporarily covered entrances.

**Relevant rules:** Rules 103, 106

## Sharing rock lobster when fishing in a group

This rule will allow a rock lobster pot fisher who catches more than their individual bag limit to immediately gift their excess lobster to another active rock lobster pot fisher who is on the same boat.

Reviewing the rules is an action identified in the *Tasmanian Recreational Sea Fishing Strategy*. To enact this change, the following is proposed:

- The lobster pot fisher's excess catch can only be given to another rock lobster pot fisher who is on the same boat and has a pot set, or who has retrieved a pot within 250 metres.
- Any retained lobster must immediately be tail marked before retrieving any other pots in the group.
- In accordance with tail marking rules, lobsters that are marked cannot be released, therefore fishers cannot retain lobsters and then 'high grade' them (return them in exchange for larger lobsters) in another pot haul.
- After the lobsters are marked, each pot fisher must not possess more than the bag limit, and the boat operator must ensure the total number of lobsters are within the boat limit.

**Relevant rules:** Rules 29, 30, 31, 32

## Holding rock lobsters on an unattended vessel

Attributing possession is a fundamental compliance principle and usually lobsters remain in the immediate vicinity of a person. During fishing trips, recreational fishers don't always stay close to their catch.

sometimes leaving their boat for leisure activities such as camping or beach sports. Rules allowing lobster caufs provide the capacity to hold live lobsters, however some fishers prefer to temporarily keep them on the vessel, including live in a wet well.

The proposed rule will clarify when fishers can hold lobsters on a vessel. A fisher who has rock lobster on a vessel and remains within 100 metres of the vessel will not be required to do anything further. This allows diving or swimming from the vessel, or shore activities.

Fishers who wish to leave the area to enjoy other activities will be allowed to hold lobster on an unattended vessel, provided that:

- The lobster are not left unattended for more than 24 hours.
- The lobster are held in a separate compartment or container (such as a bag) which is marked with the fisher's licence number or unique identifying code.
- The fisher is not using a cauf at the same time.

**Relevant rules: Rule 42**

## Lost or irretrievable gear reporting service

The current rules require fishers to receive approval from a Fisheries Officer if they are unable to retrieve a rock lobster pot within 48 hours of setting it. These reports are often phoned through to Fishwatch.

The rule change will allow conditional approval to be automated through a dedicated reporting service. Fishers will receive initial approval from the service, then may receive additional instructions and follow up (e.g. for lost and found pots) from a Fisheries Officer.

**Relevant rules: Rules 24, 103, 104**

## Recreational catch reporting

A new rule will enable the future reporting of recreational catch.

NRE Tas are currently conducting a trial capturing catch information using a phone app. When this reporting system is fully developed, as well as an alternative system for those not using these technologies, the intention is to activate the rule and implement mandatory catch reporting. Robust, real time catch data is critical to effective management of rock lobster stocks and will have significant benefits for recreational fisheries management and for more accurately tracking the overall catch (commercial fishers report all catches in detail, whereas recreational catch is based on survey data).

**Relevant rules: Rule 107**

## Discontinuing the special rock lobster licence

A special rock lobster licence allows a person with a recreational rock lobster licence to have a possession limit of 15 lobsters for a nominated fourteen-day period in the Western Region. While holding this licence they cannot fish for rock lobster in the Eastern Region.

The special licence was introduced in the 1990s and is only issued to 60 fishers each year. It is proposed to remove it to address compliance and administrative issues. Discontinuing the licence means the statewide possession limit of 10 will apply uniformly to all recreational fishers.

**Relevant rules:** *29 now does not mention special possession*

### Presumption of take and possession

To assist Marine Police, this rule will apply when no person claims to have taken or to possess lobster.

It will allow rock lobster to be presumed to be taken or in the possession of a person in the general vicinity of the lobster, who has the means to have taken or possessed it.

**Relevant rules:** *Rule 120*



## Commercial fishery changes

### Rules supporting regional size limits

#### Vessel monitoring

The current VMS provisions in the *Fisheries Rules 2019* including directing a supervisor to fit a VMS and VMS operational rules, will be applied to implement this new policy.

To support these provisions, a new rock lobster rule is proposed prohibiting the taking of lobster commercially unless the vessel is fitted with a VMS, or the rock lobster licence has been endorsed to operate in the rock lobster fishery without a VMS. The capacity to issue an endorsement is intended to provide flexibility for NRE Tas and fishers to cover unforeseen or exceptional operational situations.

**Relevant rules:** *Rules 44*

#### Commercial transit report

As a provisional measure while waiting for automated VMS analytical tools to be operational, fishers will be required to make a commercial transit report at least 30 minutes before leaving the fishing zone reported in the pre-fishing report, or changing part of the fishery report, in respect of the fishing trip. This report will support the management of compliance risks associated with transiting.

The options for making this report will include a mobile or satellite phone, VMS unit or app-based technology currently under development.

**Relevant rules:** *Rule 110*

#### Definition of commercial transiting

To address compliance risks associated with transiting size limit zones, the definition of commercial transiting will be revised.

Commercial fishers are required to nominate the area of the fishery they will be fishing in their pre-fishing report. This includes:

- the regional size limit zone; and
- inside or outside a catch cap area if relevant.

Fishers can only take fish from the area they have nominated in their pre-fishing report. They cannot take fish from another area until the trip is completed, and a new pre-fishing report nominating another area has been made.

Fishers can transit directly through other size limit zones, catch cap areas or closed areas on the way to or from port on a fishing trip, subject to the following requirements:

- travel to or from the nominated fishing zone in the pre-fishing report is by the most practical and direct route;
- when not at anchor, the vessel is travelling at a speed of at least 3 knots; and

- no rock lobster pots are to contain bait on the vessel while it is in transit to the nominated fishing zone.

These constraints will increase the detection of potentially non-compliant fishing behaviour by using VMS data analysis and at sea compliance operations. They are a critical component along with VMS and the new transit telephone report for enforcing regional size limits and closed areas.

The draft rule includes provisions relating to the safety of the crew and vessel or aiding another vessel. The most 'practicable direct route' will allow fishers to travel to the nominated fishing zone or area in an operationally sensible manner, for example, to shelter from poor weather.

**Relevant rules: Rules 3, 110**

### Changing a previously nominated fishing area while at sea

Commercial fishers are required to make a pre-fishing telephone report before they leave port to commence a fishing trip and nominate the size limit zone or catch cap area that they intend to fish. If conditions change, such as the weather, there are provisions allowing this report to be cancelled. Under the current rules, fishers must return to port to make a new pre-fishing report, which can have time and cost implications.

To allow more flexibility, fishers will be able to make a changing part of fishery report whilst at sea. This will allow fishers to change the area they have nominated in their pre-fishing report without having to return to port. Fishers can only do this provided that:

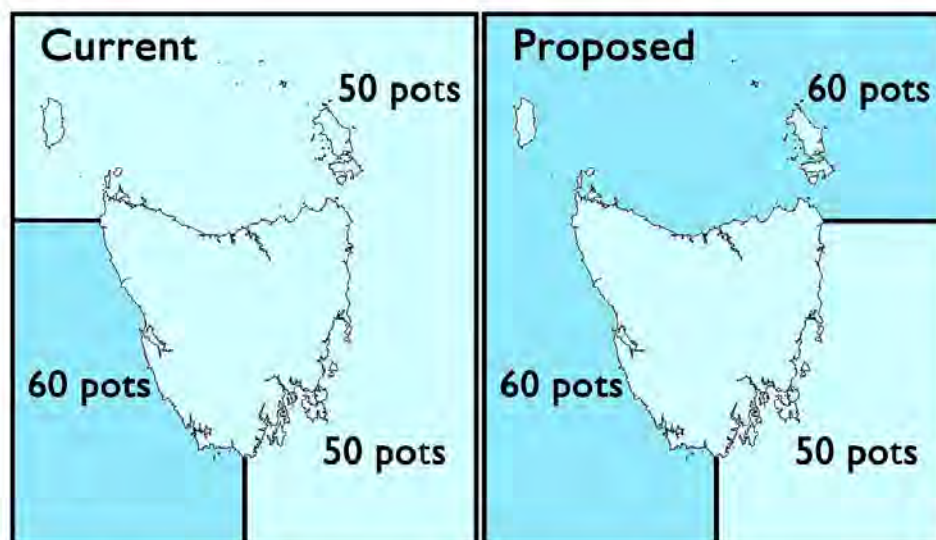
- the changing part of fishery report is made within 48 hours of making their pre-fishing report;
- they have not commenced fishing, i.e. not set or hauled a pot; and
- there is no rock lobster on the vessel.

**Relevant rules: Rule 109**

### Expanding the 60-pot area

This rule proposes to increase the area where the maximum number of 60 pots can be used and carried by a commercial vessel to include the North East and North West. Using 60 pots can increase how quickly fishers catch their quota and make their fishing operation more economically efficient.

It will not, however increase the total number of rock lobster caught because it is limited under the quota system. It will also not increase the total number of pots used in the fishery which is fixed at 10,506. If a commercial fisher wants to use more pots than they currently hold, they must lease or purchase extra pots.



**Figure 6:** Current and proposed 60-pot areas for the commercial fishery

Market challenges including Covid-19 impacts and China trade barriers are having significant impacts on fishers and processors and these are unlikely to change in the short to medium term. To remain viable, processors need to be competitive in supplying lobster at the right price to gain access to alternative markets. An expanded 60-pot area will provide a greater opportunity for fishers to reduce fishing costs.

The proposal to retain a 50-pot limit on the East Coast has multiple objectives;

- To be a disincentive to fish for vessels that can use 60 pots and to slow down the race to fish in the East Coast catch cap;
- To not exacerbate the decline in the fleet size in the absence of clear social policy objectives for the commercial sector; and
- To manage spatial overlap concerns with the recreational fishery.

### Compliance

Compliance requirements for fishing in the expanded 60-pot area are unchanged and VMS will provide additional data to aid enforcement. Current transiting provisions include:

- Prohibition from possessing or using more than 50 pots unless the vessel is undertaking a fishing trip within the 60-pot area.
- Requirement for additional pots (in excess of 50) to be removed from the vessel before commencing a fishing trip in the 50-pot area.
- The pre-fishing telephone report will ask whether the fisher intends to commence a fishing trip with more than 50 pots.

There are no restrictions in relation to unloading fish between fishing trips in different pot limit areas.



### **Economic and social impacts including recreational fishery interactions**

Increasing the area where fishers can use the maximum number of pots has potentially conflicting economic and social impacts.

The 60-pot zone is already across the most productive regions of the commercial fishery on the West Coast but expanding this zone will allow fishers to operate more efficiently and help them survive the current market challenges.

Conversely, because the number of commercial pots in the fishery is capped and fishers can own more pots than they are allowed to use, the supply of pots available to lease fishers with smaller holdings may be reduced and this could impact on the viability of some smaller fishers. However, it is very difficult to quantify this impact.

From a recreational fisher perspective, there are potential benefits if commercial fishers can use 60 pots in a larger spatial area, as they will catch their fixed quota more quickly than with 50 pots so will be off the water sooner, causing fewer interactions with recreational fishers.

Conversely, popular inshore recreational fishing areas may be more impacted if commercial vessels are using 60 pots rather than 50 pots in these areas. Many recreational fishers have limited capacity to fish beyond sheltered inshore waters, so the risk of increased commercial impacts on accessible areas is acknowledged as a concern.

**Relevant rules: Rule 85**

## **Rule changes to improve quota monitoring**

### **Loading holding tank report**

Currently, commercial fishers can apply to have a holding tank endorsed on their licence, enabling them to store lobsters in an approved location prior to sale. Under the proposed rule, in addition to the usual unloading report and to address a compliance gap, fishers using a holding tank will be required to make a loading holding tank telephone report prior to moving lobsters from their vessel to the tank. This change aligns with compliance requirements in other direct sale scenarios.

**Relevant rules: Rule 96**

### **Processors to separate catches and mark with size limit region during transport**

This new rule will support the compliance and monitoring of regional size limits. It will require that, during transport from the wharf to a fish processing facility, each fisher's lobster is kept separate from other fishers catch in containers or bins, each clearly labelled with the name of the fishing zone where it was taken.

**Relevant rules: Rule 75**

### **Direct sale lobster weight and coloured tags for size limit zones**

This new rule requires the weight of lobster to be recorded to two decimal places in direct sale quota dockets and receipts where the weight is recorded in kilograms, prior to any cooking or processing of the lobster.

## Part 2: Proposed Rule Changes

Currently, the rules do not require that the weight of lobster is recorded prior to processing i.e., cooking, freezing, cutting in half, leaving a gap where the 'processed weight' can be substantially less than the 'live weight'. There is also a general rounding down provision which allows a fisher to record a 670-gram lobster as 0.6kg. Over many direct sale transactions, this rounding down provision can lead to significant differences between the actual weight and the weight taken from quota.

The requirement to tag all lobsters sold in Tasmania remains. Fishers will now be required to tag their lobster with the coloured tag that corresponds with the size limit region of the fishery where it was caught.

**Relevant rules: Rules 71, 75, 101 and 116**

### Setting pots at night

Currently, there are different time restrictions for setting pots at night depending on whether a fisher is inside or outside a catch cap area. The proposed rule change recommends that one set of time restrictions applies regardless of whether fishers are inside or outside a catch cap area.

The proposed rule states that a pot cannot be set:

- between 11 pm of one day and 4 am of the following day during the summer period; or
- between 10 pm of one day and 5 am of the following day during the winter period.

Summer period is specified as 1 November in any year, ending at midnight on 30 April in the following year. Winter period is specified as 1 May in any year, ending at midnight on 31 October in the same year.

These time restrictions do not apply to the first pot set of a fishing trip and there are no time restrictions for hauling a pot.

**Relevant rules: Rule 88**

### Fish cauf buoys to be marked

This proposed change is addressing a gap in the current rules in relation to marking buoys for fish caufs. Under the new rule, the commercial fish cauf buoy must be marked clearly with the distinguishing mark of the fishing vessel that is using the cauf.

**Relevant rules: Rule 94**

### Ports of landing and possession of rock lobster

Fishers are required to unload their lobster at a port of landing listed in Schedule 3 of the rules unless they have a licence endorsement with alternative unloading conditions or there is an emergency situation (safety of vessel or crew at risk). The proposed rule creates a new offence for a licence holder to possess lobster that have not been unloaded at a 'port of landing'. This change will support better management of compliance risks associated with undeclared lobster landings.

**Relevant rules: Rule 67**

## Other commercial management changes

### Retaining rock lobster for personal use

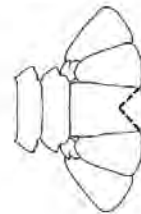
Current personal use provisions allow commercial fishers to retain a limited number of lobsters for personal use that are not of sufficient quality or have limb loss or damage. On average over the last 3 years, 1,222 lobsters per year have been retained under this provision by 107 commercial fishers, an average of 11.4 lobsters per fisher. The proposed amendments to the current provisions are:

- A maximum of 5 lobsters can be retained per unloading event.
- The annual limit to be reduced from 30 to 20 (to take effect for the 2023/24 quota year onwards).
- Lobsters must be marked with a V notch in the tail fan and tagged with personal possession tag (new). Personal possession tags will be issued prior to the start of each quota year.
- Lobsters must be recorded in the catch, effort and quota docket book within 5 minutes of being retained for personal use and prior to being unloading from the vessel.
- If unloading to a processor, any lobsters retained for personal possession must be recorded in the catch/effort section of the docket book, within 5 minutes of completing Part A of the docket book.

The proposed V notching of the tail fan will distinguish personal possession lobster from lobsters taken under a recreational licence.

The personal possession tag will help enforce the annual limit. Provision to issue personal possession tags exists in the current rock lobster rules but has not previously been implemented.

If the commercial fisher also holds a recreational rock lobster licence, there is an aggregated possession limit of 10 rock lobster for personal possession, recreationally caught and lobster gifted from another person.



**Relevant rules: Rule 82**

### Exclusion of supervisors from 200 quota unit threshold in certain circumstances

Where there is a reference to 'the holder of the fishing licence rock lobster' in a rule, it is deemed to apply to all supervisors on a licence as if they were the licence holder.

There are several rules where deeming is not appropriate. These rules are specifically referenced in Rule 3, 'definition of a holder of licence'.

It is proposed that Rule 59 2b - 'receive any payment, financial advantage or benefit in kind from more than 200 quota units' - is to the list of rules that do not apply to the supervisor of a licence who is not the licence holder of that licence.

The intent of this change is to allow skippers who are employed by a licence holder, i.e. who do not own a licence or their own quota, to switch employers (different entitlements or vessels) during the quota year, without being restricted from doing so by the 200 unit rule.

The intent behind the 200 unit rule is to limit the capacity for one licence holder or a small group of licence holders to create a monopoly quota holding that could distort the free market operation of quota trading in the fishery, negatively impacting on the social and economic benefits of having a larger and more diverse fishing fleet, particularly in regional areas.

**Relevant rules: Rule 3**



### **Capacity to authorise an alternative pot design**

The current pot specifications have been in place for many decades. Recent research conducted in South Australia found that different pot designs have a significant impact on pot efficiency for catching and retaining lobsters. From a commercial perspective, as total catch is limited to a fixed quota tonnage, pot efficiency has a significant impact on the costs of fishing operations.

The intent of this new rule is to provide future flexibility by allowing a different pot design to be authorised for an individual as part of a research trial or a 'class of persons' e.g. commercial or non-commercial licence holders.

It is anticipated that this authorisation would only be applied as part of, or after an appropriate research project by IMAS, not ad hoc trials by fishers, as changes to pot design have significant implications for the interpretation of catch and effort data and the stock assessment process.

**Relevant rules:** Rule 91

### **Capacity to carry over if TACC is under caught in exceptional circumstances**

The current exceptional circumstances carry over rules provide a mechanism for a licence holder who has been unable to catch all their quota due to an unforeseen event (for example, vessel breakdown or illness), to apply to carry over uncaught quota to the following quota year.

The new proposal aims to address a different scenario, where the TACC is under caught due to a significant market disruption or biosecurity emergency that impacts the majority of fishers. An example of this is the COVID-19 market access issues affecting the industry at the end of the 2019/20 quota year.

The new rule provides a mechanism for the Minister, on a case by case basis, to allow some or all the under catch to be carried forward to the following quota year, subject to the exceptional circumstances and scientific advice on future stock impacts. It is anticipated that the carry over could be applied as a fixed percentage of any individual fisher's uncaught quota balance.

**Relevant rules:** Rule 64

### **Increased flexibility to return lobsters to sea**

The current rules require fishers to land all lobsters retained on the vessel. There is limited capacity for NRE Tas to deem that lobsters are 'not caught', i.e. not taken off an individual fisher's quota balance and returned to the sea.

The new proposal clarifies the administrative process to oversee this for an individual fisher and provides for a notice to be issued allowing multiple fishers to return lobsters to sea according to specific criteria.

This provision would only be used in exceptional circumstances (such as when the China export market shut down 'overnight' in January 2020 due to COVID 19) and vessels with live catch onboard had nowhere to sell their catch. Under this provision and subject to scientific advice, fishers could be directed to return the live lobsters back to sea.

**Relevant rules:** Rule 3

### **Removal of giant crab bycatch provisions**

The giant crab bycatch provisions were suspended in 2018 for three years in response to very poor giant crab stock status at the time. In the 2021 Status of Australian Fish Stocks report, giant crab stock status remains classed as depleted and stock rebuilding is likely to be very slow, given the biology of this species. Allowing giant crab removals outside of the amount authorised in the giant crab total allowable catch continues not to be appropriate so it is proposed to formally remove the bycatch provisions from these rules. This policy will be reviewed when the giant crab stock status is classed as sustainable.

**Relevant rules:** *Rule removed*

## Part 3: East Coast policy

### The need for a specific East Coast rock lobster policy

The *East Coast Stock Rebuilding Strategy 2013-2023* is coming to an end. The aim of the Strategy was to rebuild rock lobster biomass to above 20% of an unfished fishery by 2023 for scientific assessment Areas 1, 2 and 3. This is on track for Areas 1 and 3 but not for Area 2 around the mid-East Coast.

Fishers have experienced improved catch rates in some areas because of these higher biomass levels.



**Figure 7:** Scientific assessment areas 1-8 and the East Coast Stock Rebuilding Zone

A new East Coast plan is needed to guide decision making and stock rebuilding consistent within modern fishery management standards. These include minimum biomass levels of 20%, and aspirational targets above 40% (see Figure 8). This plan will be a key part of the new Rock Lobster Harvest Strategy\* to be developed with stakeholder and community input over the next 12-18 months.

Fisher and community feedback on aspects of the preliminary East Coast policy outlined in this paper will guide the harvest strategy development. There will be further consultation as part of this process.

Poor	Fair	Good	Very good
Less than 20%	20-30%	30-40%	40% plus

**Figure 8:** Stock status indicators and percentage of unfished biomass

\*A harvest strategy is a framework of rules that specify predetermined management actions for a defined species in a fishery necessary to achieve the agreed ecological, economic and/or social management objectives.



### East Coast Stock Rebuilding Zone Strategy 2013 to 2023

This strategy targeted regional management in the East Coast Stock Rebuilding Zone (ECSRZ) between Eddystone Point and Tasman Head on Bruny Island.

In 2015, a resource sharing framework of 79% commercial and 21% recreational was introduced to guide East Coast catch controls. The aim was to limit the total catch to the level modelled by IMAS to allow stock rebuilding to reach target levels. The commercial fishery was allocated a specific amount each year, and fishing in the ECSRZ stopped when the catch cap was reached.

Recreational bag limits and the seasons have been used as the primary tool to constrain recreational catch.

### Current stock status

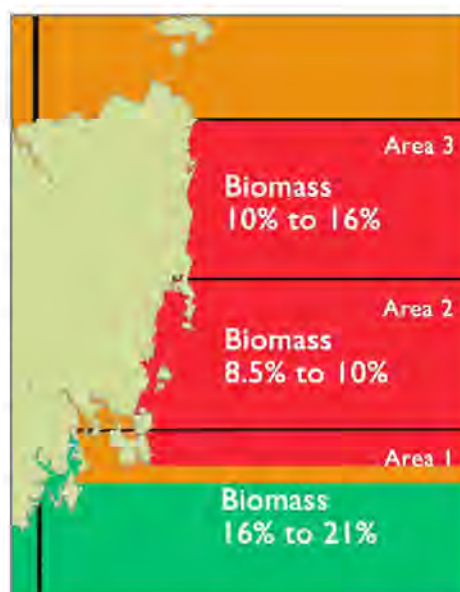
The East Coast Stock status remains 'poor'. Minimum rebuilding targets have been reached for assessments Area 1 and are expected to be reached in Area 3 by 2023. Undersize lobster stocks remain low, particularly in Area 2.

Without further actions to limit the total catch, the minimum 20% level will not be reached in the mid-East Coast (Area 2) by 2025 (it may take several more years).

Figure 9 shows stock rebuilding progress for 2013 to 2020. The colour coding indicates the relative level of stock depletion and vulnerability of an area to additional fishing effort.

Several factors continue to contribute to the depleted stock status in Area 2:

- Increasing recreational and commercial fishing effort in this part of the East Coast;
- Degraded rocky reef habitat from urchin barren expansion; and
- Warming East Coast waters and associated ecosystem changes.

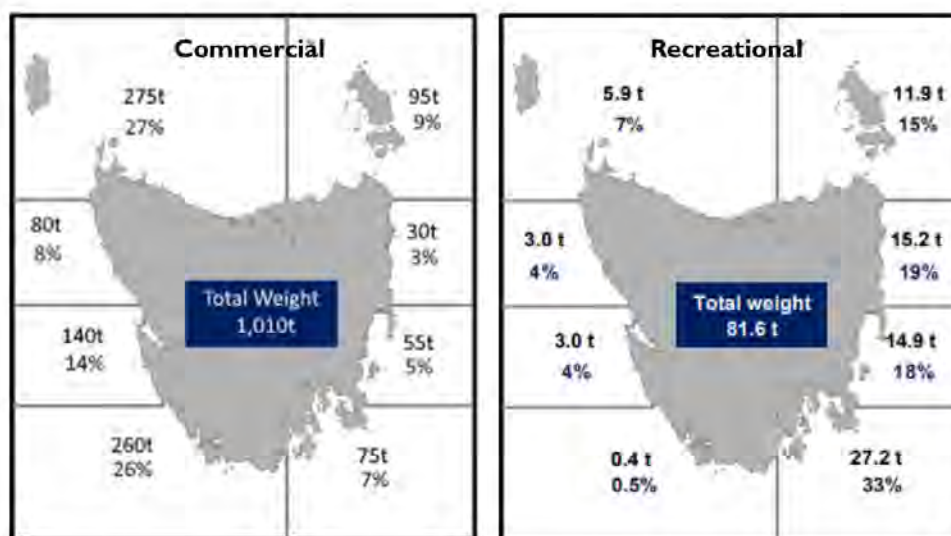


**Figure 9:** ECSRZ stock rebuilding progress from 2013 to 2020.

### Catch composition on the East Coast

The East Coast fishery is important to the recreational sector, with around 11,000 fishers fishing in its relatively sheltered waters each year. Typically, they take around 60-70% of the total recreational catch from this area. The social aspects of catching and consuming lobsters are a highly valued part of the East Coast lifestyle. Fishers from the state's major population centres (greater Hobart and Launceston) regularly travel to fish there and make a significant economic contribution to East Coast communities.

While only 12% of the total commercial catch comes from the ECSRZ, the East Coast is especially important for the 25-30 smaller commercial vessels which take more than 75% of their catch there. Many of these vessels lack the ability to fish on the South or West Coasts for safety reasons.



**Figure 10:** The rock lobster fishery commercial and recreational catch distribution.

In the ECSRZ in 2020-21, commercial fishers caught 120 tonnes (12% of the total allowable commercial catch) and recreational fishers caught 51 tonnes (62% of the total recreational catch).

### Economic and social contributions

The economic and social contributions of the commercial and recreational rock lobster fisheries are very important to East Coast regional communities.

IMAS has modelled the economic contributions from commercial vessels based at East Coast ports based on 2019 data. This modelling indicates that the regional economic contribution from a fleet of 30 local vessels for example, equates to around \$10 million per year and approximately 55 full time equivalent jobs.

Unlike commercial fishing, the economic contributions of recreational fishing are less directly linked with the volume of lobsters caught. East Coast expenditure on fuel, accommodation and supplies used during recreational fishing provides local economic benefits to East Coast communities. IMAS anticipates further modelling of recreational economic contribution will be available mid-2022.

Any future changes in access to lobsters will affect the economic contribution each sector makes in different ways.

## The way forward

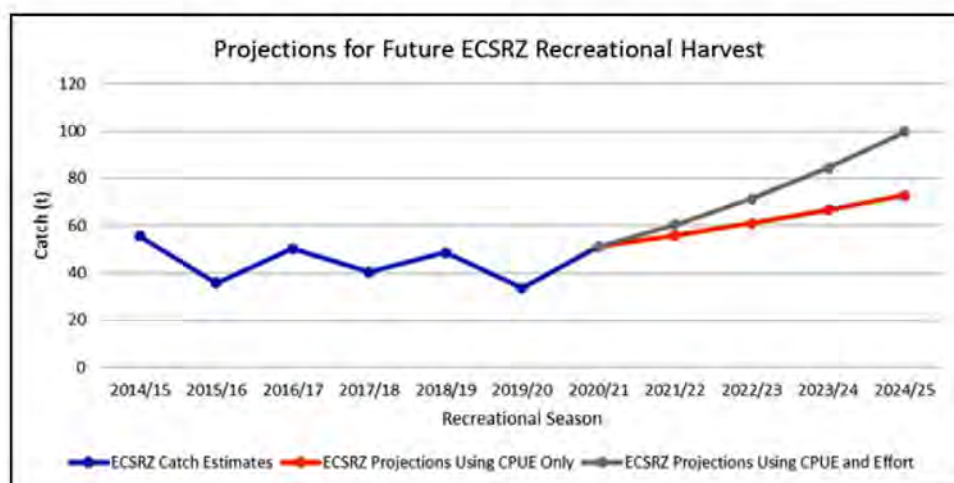
### Recreational catch management

Managing the East Coast recreational catch has been challenging. The notional allocated catch share has been exceeded in most seasons except when additional closures have occurred because of biotoxin or Covid events.



Recreational participation and effort are strongly linked to fishing success. As stocks rebuild in the ECSRZ, it is highly likely that the recreational catch will increase in response to improved catch rates. Individual daily catches may increase, or fishers will fish more often, or new fishers will enter the fishery.

Based on information from a recent IMAS report<sup>31</sup>, NRE Tas estimates that, if not otherwise constrained, recreational harvest from the ECSRZ could be in the range of 75-100 tonnes by 2024/25.



**Figure 11:** Projected recreational ECSRZ catches. Values prior to 2021/22 are based on recreational survey data, values from 2021/22 onwards are estimates using the average yearly increase in catch for the entire East Coast fishery provided in Rebuilding East Coast Rock Lobster Stocks: Developing an Effective Management Framework for Recovery<sup>31</sup>. This is roughly a 9% annual increase for the lower estimate (in orange, based on catch rate changes only) and roughly an 18% annual increase for the upper estimate (in grey, based on catch rate changes and increased participation).

### Commercial catch and participation

Most of the commercial East Coast catch is directly controlled by a catch cap. The catch cap is a regional commercial catch limit set annually, within the statewide TACC of 1050.7 tonnes. Catch from a defined area within the ECSRZ is monitored in real time through the quota year. Once the cap is reached during a season, the entire ECSRZ is closed to commercial fishing for the remainder of the quota period.

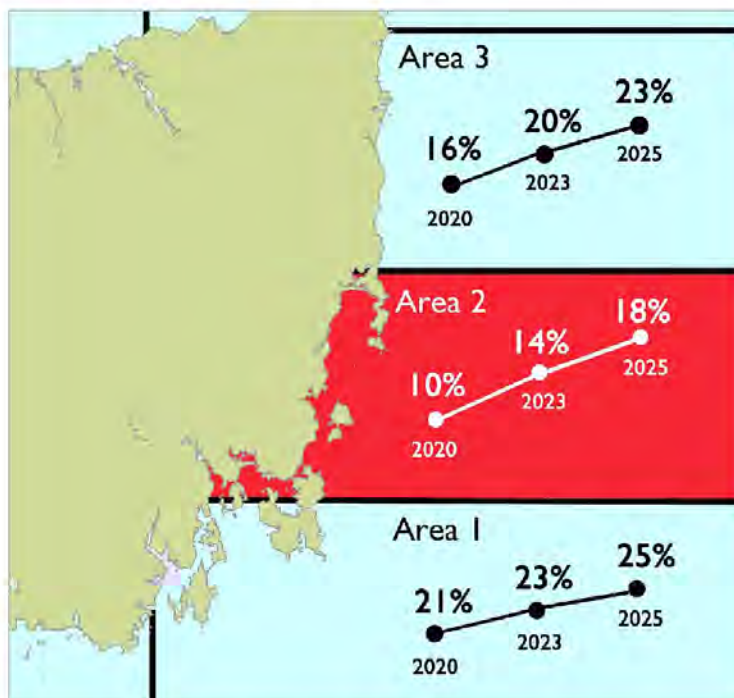
<sup>31</sup>Lyle, J.M., Hartmann, K., Mackay, M., Yamazaki, S., Ogier, E., Reville, H., Pearn, R., Rizzari, J., Tracey, S., Gardner, C. 2020, *Rebuilding East Coast Rock Lobster Stocks: Developing an Effective Management Framework for Recovery*, Fisheries Research and Development Corporation Project No. 2017/013. Institute for Marine and Antarctic Studies, University of Tasmania, Hobart, May. CC BY 3.0

The catch cap was initially set at 119 tonnes in 2014, reduced to 104 tonnes in 2020, then 94 tonnes in 2022. Total commercial catch from the ECSRZ includes approximately 15 tonnes per year from two small areas within the ECSRZ but outside the catch cap.

Any commercial rock lobster licence holder can choose to fish on the East Coast. As the catch is capped, this has created a 'race to fish' within the fleet. In 2019 and 2020, most of the cap was caught by September, with only a 4-day summer fishery in December before the ECSRZ closed until 1 March the following year. In 2021, the zone remained closed from September for the entire summer period. This situation is particularly challenging for smaller East Coast vessels that may not be able to fish on the South or West Coast. It may also add additional fishing pressure in the areas adjacent to the ECSRZ.

### ECSRZ future biomass projections

The map below illustrates the current estimated biomass in East Coast assessment areas together with future biomass projections for 2023 and 2025. Information is drawn from the 2020/21 IMAS analysis of stock assessment data and model projections.



**Figure 12:** Future biomass projections for 2023 and 2025.

The modelling assumes that future total catch will be similar to 2020/21 levels of ~170 tonnes and that the new size limit proposals for Areas 2 and 3 will be implemented. If total catch is higher and/or new size limits are not introduced the projected biomass increases will be lower than forecast.

The proposed new East Coast size limits are critical, with cumulative biomass impacts increasing over time. However, this modelling highlights that in the short term, they can't do the job on their own.

IMAS advise that:

1. The current total ECSRZ catch of 171 tonnes needs to be reduced to ~100 tonnes; and
2. Stocks in Area 2 particularly need to be at 20% or above by 2026.

At current catch levels, there are not enough lobsters to rebuild stocks within a reasonable time frame.

### The stock rebuilding challenge

- Both the recreational and commercial sectors must accept stewardship responsibility for this shared stock but many in these sectors do not want any reduction in their current level of access and have differing views on an appropriate East Coast catch allocation.
- In the next 3-5 years, total ECSRZ catch (both sectors) must be significantly reduced, and/or offset by complementary means such as expanded translocation effort or redistributing catch to other locations, to reduce the risk of further stock declines.
- Ongoing, effective catch management will be critical to facilitate stock rebuilding on the East Coast to 30-40% of virgin biomass.
- Higher minimum size limits will play a key role in stock rebuilding but need time to take effect.
- East Coast undersize rock lobster abundance and oceanographic climate changes impacts are factors largely outside our control although egg production levels are directly linked to minimum female size limits and catch management.
- Community and industry expectations need to be supported by management actions that achieve and sustain 'good' biomass levels.
- A range of complementary initiatives related to improving ecosystem resilience in the face of accelerated climate change and promoting habitat and species recovery are ultimately needed to secure healthy rock lobster stocks in the long term.
- There is a Government election commitment to 'work towards increasing take arrangement' for the recreational fishery.

## A new five-year plan

### Setting new stock rebuilding or biomass targets

The 2013-2023 East Coast rebuilding targets of 20% biomass are on track to be achieved by 2023 except for Area 2. New biomass targets are needed so that the new East Coast stock rebuilding plan has a clearly defined goal. IMAS can model prospective biomass targets and indicate what the total East Coast catch must be restricted to, to achieve a specific target biomass.



Proposed targets for the ECSRZ (all stock assessment areas)		
20%+ by 2025	25%+ by 2030	30-40% longer term

**Figure 13:** Proposed biomass targets for the ECSRZ

**Online feedback topic:**

*How fast and to what extent would you like to see East Coast stocks rebuild?*

### Monitoring catch

Effective systems for monitoring catch and effort and spatial data are critical to inform and improve management.

Two major factors influence East Coast stock:

- Fishing of legal-size lobsters by the commercial and recreational fishery, which is controlled by relevant management measures; and
- The abundance of pre-recruit or undersize lobsters that will grow to legal size each year.

Management measures cannot directly influence annual recruitment levels, noting that minimum size limits do have a very important role. Controlling the total East Coast catch is the primary mechanism available to improve stock status and reduce the risk of further stock decline.

Proposed changes to improve catch monitoring: (see Part 2: Rule Changes)

- Mandatory recreational catch reporting (when systems are fully developed).
- Mandatory vessel monitoring systems on all commercial rock lobster vessels.
- Improved data on sub-legal biomass and undersize lobster data collection.
- Expanding the commercial voluntary two research pot undersize data collection program; and
- Maintaining scientific monitoring programs (e.g. on board observer program and fixed site surveys).

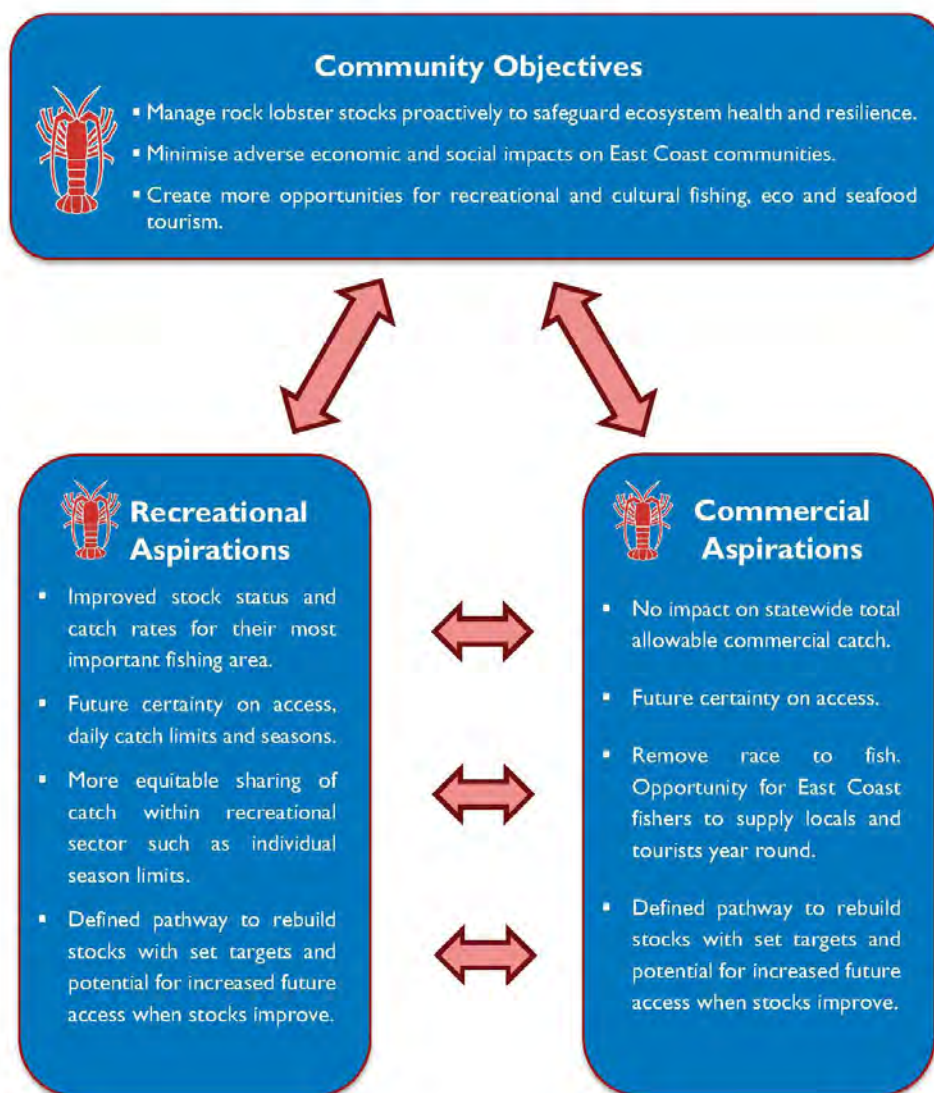
**Online feedback topic:**

*What are your views on whether additional/new systems for monitoring lobster catch and fishing area information are needed for managing the East Coast fishery?*

*Are there particular monitoring systems that you believe should be used or not used?*

## East Coast Rock Lobster Management

What are we striving to achieve?



### Online feedback topic:

*Do these aspirations and community objectives capture your values?*

*Do you have extra objectives or aspirations to add to these lists?*



## Future management scenarios

There is a need to accelerate rebuilding of rock lobster biomass on the East Coast. In particular, the slow stock rebuilding in Area 2 impacts both ecosystem health and fishery productivity and leaves the area vulnerable to further degradation.

IMAS modelling indicates that the total catch in the ECSRZ would need to be limited to 100 tonnes to achieve the target of 20% biomass level of an unfished fishery by 2026. Twenty percent is a waypoint towards rebuilding stocks to a more robust level (>30%) in the medium term (2030) and to an ultimate target of >40% in the long term (2040). Total catch limits may need to be adjusted depending on annual stock status reported by IMAS and the targets and timelines in the final management framework.

It may be possible to support a higher total catch in the ECSRZ with additional approaches including translocation (discussed in more detail below) and rebuild stocks at the required rate.

Below are three possible management scenarios that could be adopted as part of an initial five-year plan from 2023 to achieve stock rebuilding targets faster. Each scenario should achieve the 20% target by 2026, but each has different short-term benefits and costs to the aspirations of each sector as well as to East Coast communities generally.

It may be feasible to combine some components of each scenario to accelerate stock rebuilding or reduce the potential impacts on a sector. Also, in the following section are four additional approaches that may further contribute to each of the three primary scenarios described here.

### 1. A proportional East Coast catch sharing arrangement

Under this scenario, to meet rebuild targets, the East Coast total catch would be divided between the commercial and recreational sectors under a formal and proportional sharing arrangement within the overall total catch amount – currently modelled at 100 tonnes. As noted above, fundamental to this scenario is a method for counting recreational catch comparable in accuracy and timeliness to commercial catch monitoring. Management controls would be applied to constrain each sector's catch to within their share. Potential sharing arrangement options and impacts are:

**50% recreational, 50% commercial:** If there was a 50/50 catch share arrangement, total recreational catch would need to be constrained to its current level of ~50 tonnes for five years unless the biomass target is met faster. As participation and catch is forecast to increase well above this level by 2025, significant reductions in individual access such as daily bag limits, seasons or a very low individual season limit would likely be needed.

For the commercial fishery, under current modelling, no change would be required to the statewide TACC. However, a 50 tonne East Coast commercial catch cap could be caught in 4-8 weeks depending on when the area opened to fishing. Under this scenario, a mechanism to limit East Coast access to a smaller subset of the fleet (e.g. an East Coast licence endorsement) may also need to be considered.

**75% recreational, 25% commercial:** This would allow 75 tonnes for the recreational sector under current biomass targets and accommodate growth in the recreational catch for several years. Individual fisher access (daily bag limits and seasons) could be fixed for five years to provide greater certainty. Individual season limits or further size limit increases could be introduced to constrain catch within the share.

This would significantly impact some East Coast commercial fishers, but it is not likely to impact the statewide TACC. A 25 tonne East Coast limit would exacerbate the commercial race to fish and the total amount could be caught within two weeks. Developing a mechanism to restrict access to a limited number of vessels would be critical. The design of this mechanism and operational restrictions (pot numbers and summer fishing opportunities for example) will depend on the longer-term vision for a 'boutique' East Coast fishery. A structural adjustment package (if industry, community and/or Government funding was available) could help fishers through a transitional period.

**79% commercial, 21% recreational:** This historic catch share arrangement underpinned the now expiring ECSRZ Strategy. The notional catch allocation in that strategy has already been made redundant by increased recreational catch under existing management controls in recent years. If reinstated, this would reduce the total commercial catch to 79 tonnes and recreational catch to 21 tonnes. Given the recreational catch is now over 50 tonnes, substantial constraints would be required on the recreational sector. There would also be an impact on small East Coast commercial vessels and regional communities caused by the race to fish. The RecFAC and TARFish have indicated that a 79/21 arrangement is insufficient for the recreational fishery given it is the most important area for this sector.

## 2. Recreational first access preference

Under this scenario, there would be no explicit (proportional) East Coast resource sharing arrangement. The recreational fishery would have preferential (first) access to the East Coast resource to a level that is fair and reasonable based on the importance of this area to recreational fishers.

Daily bag limits and season length would be fixed at current levels for five years.

If over time, the total recreational catch looked likely to exceed that fair and reasonable level, catch management tools such as individual season limits or size limit increases could be introduced in addition to the proposals in this paper.

A commercial East Coast catch cap would be retained and set annually at a level to keep stock rebuilding on track (below the 100 tonne target). The commercial catch level will be determined by the actual recreational catch taken in the previous year. Under this scenario, the commercial catch cap may fluctuate up or down on a yearly basis but is likely to be significantly lower than current levels and would also likely decline further over time as a proportion of total catch. Race to fish issues could be addressed by developing a mechanism to restrict East Coast access to a limited number of vessels, as discussed above.

In the medium term, when the East Coast biomass again exceeds 20%, progressively increased commercial access could again be considered.

## 3. Temporary closure of the East Coast to accelerate stock rebuilding

The current East Coast stock status is classified as 'poor' due to IMAS estimates that the total biomass is less than 20% of an unfished fishery for Areas 2 and 3. Under some global fishery harvest strategies, this depleted stock status would result in a temporary closure of all or part of the fishery. Such actions typically result in rapid improvements to recruitment and stock levels for species such as rock lobster. Preliminary IMAS calculations indicate a 2-year closure would be required to accelerate Area 2 biomass from its current biomass of 10% to 20%.

Under this scenario, the closure would remain in place until the target biomass level is reached and that would then trigger the reopening. Upon reopening, careful management of total East Coast catch would be required to continue stock rebuilding and achieve a 'good' stock status in excess of 30% biomass.



A total closure would provide the greatest immediate benefit to stock rebuilding by reducing the catch in the ECSRZ to zero. This option imposes the same access restrictions for both commercial and recreational sectors concurrently.

Such a closure would, however, result in substantial short term economic and social impacts for recreational and Aboriginal fishers, for East Coast based commercial fishers and for dependent regional communities.

There would be a disproportionately high impact on the recreational sector, as the East Coast is the most important part of the recreational fishery and many fishers have limited capacity to fish elsewhere. There would also be a very high impact on small East Coast commercial vessels who are limited in their capacity to fish in other regions.

It is likely that significant Government funded structural adjustment assistance would be called for by the commercial sector, together with broad scale economic assistance for East Coast communities.

**Online feedback topic:**

*What are your views on these possible management scenarios?*

*Do you have suggestions for alternative scenarios or other supportive actions?*

*Is there a single option within a scenario, or combination of options that you would like to see explored in more detail in Stage 2 of this consultation process?*

## Additional approaches to support and sustain rebuilding

### Translocation

Translocation is a stock enhancement method that takes advantage of the different regional growth rates in rock lobster around Tasmania.

The current industry funded program translocates undersize rock lobster from the slow growth waters in the South West to faster growth areas on the West and North West Coasts, aiming to increase the productivity of the commercial fishery. Currently this mechanism provides ~5% + impact on the total allowable commercial catch and a net economic gain for quota owners.

On average 100,000 lobsters have been translocated annually since 2014. This equates to ~35 tonnes at time of translocation increasing to 49 tonnes at the current minimum legal-size limits. In recent years, the program has included North East and East Coast release sites.

This program has been paused by the TRLFA pending an IMAS review of the program.

The Government funded East Coast program aims to translocate undersize rock lobster from the slow growth waters in the South West to faster growth areas on the East Coast to improve the rate of stock rebuilding in the East Coast waters. Funding is committed until 2024.

On average 30,000 lobsters have been translocated annually since 2015. This equates to ~10.5 tonnes at time of translocation increasing to 15 tonnes at the current minimum legal-size limits.

### Future translocation options to assist rebuilding and offset catch reductions

- Additional East Coast translocation could be funded by commercial fishers, subject to the IMAS translocation review in later 2022 and licence holder support. Redirecting part of the West Coast program to the East Coast could be considered as an offset to any commercial catch reduction. For example, if 50% (50,000 lobsters) of the current program was redirected to the East Coast, this could provide a catch reduction offset equivalent to ~25 tonnes per year.
- Additional East Coast translocation could be funded by recreational fishers.
- Subject to budget constraints and the future East Coast Stock Rebuilding Strategy priorities, there could be an extension or expansion of the current Government East Coast program beyond 2024.

#### Online feedback topic:

*What are your views about future translocation to support stock rebuilding?*

### Stock enhancement

There is significant interest from Government and industry in research projects to evaluate the feasibility of stock enhancement possibilities. One such concept is based around collecting newly settled baby lobsters (puerulus) from marine farms and other infrastructure, on-growing them and releasing juvenile lobsters in areas that require stock rebuilding. This method is used in other lobster fisheries around the world but has not yet been tested for southern rock lobster.

IMAS is actively seeking suitable shore-based infrastructure to conduct a feasibility study, collecting puerulus from East Coast marine farms to on-grow at a scale equivalent to about 10 tonnes of juvenile lobsters per year. The key research questions will be the collection, on-growing and release costs as well as the lobster survival rates at each stage of the process.

This has significant potential as a future stock enhancement tool, but it may be 3-5 years before the outcomes of new research can be used to support stock rebuilding.

#### Online feedback topic:

*What are your views about stock enhancement?*

*What other supporting actions could be considered?*

### Habitat restoration and long spined sea urchin control

As noted earlier, the East Coast of Tasmania is one of the fastest warming marine areas in the world. As a consequence of warming, there has been significant loss of habitat, notably kelp forests and the range expansion of the long spined sea urchin (*Centrostephanus*) which has, in turn, created extensive barrens on rocky reefs. Together, those changes have significantly reduced the area and health of reef systems that support rock lobster populations.

Through the Abalone Industry Reinvestment Fund there has been a comprehensive program of urchin research and control - around 1500 tonnes of urchin have been harvested in the past four years. However, further control efforts are needed at both local and interstate scales (urchin larvae are transported to Tasmanian waters in the East Australian current from NSW and urchin barrens have also significantly impacted reef systems in NSW and Victoria).

Government, research, industry and community organisations are actively testing habitat restoration and invasive species control methods in a range of East Coast locations, but further initiatives are needed at larger scales to ensure greater resilience and sustain recovery efforts.

### Recreational only fishing areas

The vision of the 10-year *Tasmanian Recreational Sea Fishing Strategy* launched in 2021 is “the diverse recreational fishing aspirations of Tasmanians are met by promoting shared stewardship and making sure our fish stocks and habitats are sustainable and healthy”.

The Strategy contains a range of actions relevant to rebuilding East Coast lobster stocks. This includes the development of resource sharing arrangements that include recreational only fishing areas and allocation arrangements for priority shared species including rock lobster.

Recreational only fishing areas would reduce conflict between sectors, particularly during holiday periods, and may improve fishing opportunities in easily accessed areas. They also offer opportunities for recreational stewardship of local stocks in specific locations.

It may, however, be difficult to manage and enforce fishing in these smaller areas. Significant work would be needed on how to set appropriate management and enforcement controls for such areas within the larger rebuilding zone.

#### **Online feedback topic:**

*What are your views about recreational only rock lobster fishing areas?*

*Are there specific locations where such areas would be most effective?*



## Have your say on future East Coast management

Your feedback on East Coast policy will guide the development of a Rock Lobster Harvest Strategy including a new East Coast stock rebuilding plan in a two-stage consultation process.

**Stage 1: Preliminary feedback is sought on the topics raised in this section via the online response form for this Information Paper. The consultation period is 60 days.**

Your feedback will be used to guide the development of a more detailed East Coast rebuilding and management proposal.

**Stage 2: Stakeholder consultation is anticipated from November 2022 to mid-2023 as part of the development of a new statewide and regional Rock Lobster Harvest Strategy including a new East Coast stock rebuilding plan.**



*Wild Fisheries Management Branch  
Natural Resources and Environment Tasmania*

*134 Macquarie Street  
HOBART TAS 7000*

*Email: [rocklobster.review@nre.tas.gov.au](mailto:rocklobster.review@nre.tas.gov.au)  
Web: [www.fishing.tas.gov.au/rocklobster-review](http://www.fishing.tas.gov.au/rocklobster-review)*

ACTION	<b>DECISION</b>
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	039\002\008\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

**OFFICER'S RECOMMENDATION:**

For discussion and consideration.

**INTRODUCTION:**

The Call for Motions has been advertised for the Annual General Meeting and General Meeting. The Annual General Meeting will be held via Zoom on the 1 July 2022 with the General Meeting of the Association to be held on Friday 16 September 2022.

**PREVIOUS COUNCIL CONSIDERATION:**

Council Workshop held on the 2 May 2022.

**OFFICER'S REPORT:**

This call for motions is an opportunity for Council to discuss and consider any aspects of Local Government which could be listed for debate/discussion at the General Meeting of LGAT in September 2022.

Closing date for submissions to LGAT is Friday 3 June 2022.

**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 improve health, education and employment outcomes.

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.

**LEGISLATION & POLICIES:**

Nil.

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

There would be no financial implications for Council.

#### **VOTING REQUIREMENTS:**

Simple Majority.

Our Ref: DJL:CA

31 March 2022

Dear John

### **Notice of Meetings**

In accordance with the Rules of the Association, I give formal notice of the

- Annual General Meeting to be held 1 July 2022 via Zoom; and
- General Meeting of the Association to be held on Friday 16 September 2022.

Councils are invited to submit motions on matters connected with the objectives of the Association or of common concern to members for inclusion in the General Meeting Agenda.

It is planned to distribute the agenda on 19 August 2022 and motions will need to be received at the Association's offices by no later than close of business, Friday 3 June 2022. This lead time will ensure relevant matters can be forwarded to the State Government for comment in accordance with past practice. The responses from State Government will then be included with the agenda to provide councils with a full briefing of the issues to be considered.

Councils are reminded that opportunities are available at every General Meeting of the Association to submit motions for deliberation but note that State Government comment is not sought in advance for other meetings. Additionally, for any meeting, Members may submit items for Topical Discussion.

A standard submission of motion template is available on the LGAT General Meeting page on the website [here](#) or will be forwarded by email upon request. Please note that detailed background comments are important in terms of ensuring there is an understanding by the reader of what is being sought. If possible, the motion should make clear either the action being asked of the Association or the policy position that the mover would like the sector to take. There should be consideration of how the motion aligns with the Association's strategic plan.



Please note, the Rules of the Association do not provide for the preparation of a Supplementary Agenda.

Should you require any assistance or advice on the background to issues of concern to your Council, the procedures to bring them forward or the wording of motions, Association staff would be only too pleased to assist.

Yours sincerely



Dion Lester  
**CHIEF EXECUTIVE OFFICER**



**Call for Submission of Motions**  
*Councils are invited to submit motions for debate  
to be Included at General Meetings*

Name of Council : .....

Contact person (name, title) .....

Phone: ..... Email: .....

Date of General Meeting for Motion to be Included .....

**Motion Requirements:**

In order for a Motion to be considered please indicate if the proposed Motion:

- ☐ Addresses the objectives of the Association<sup>1</sup>.
- ☐ Concerns a local government matter.
- ☐ Is a matter of common concern to councils and not a specific local issue.
- ☐ Is linked to LGAT's current Annual Plan, available [here](#)
- ☐ It not an existing resolution of the sector (please refer to the Follow up of Resolutions Report in the preceding General Meeting for a list of current resolutions).
- ☐ Has not been considered at a General Meeting in the 12 months prior.
- ☐ Relates to existing, or sought activities/policy of the Tasmanian Government and would benefit from members understanding the Tasmanian Government position prior to considering<sup>2</sup>.

*LGAT staff are happy to assist you in developing your motion. Please phone 03 6146 3740 in the first instance.*

**Please attach –**

The proposed Motion, which should clearly articulate the action required of LGAT or the policy position being sought from the sector.

The attachment should also include additional background comments to ensure members have a complete understanding of what is being sought and how the Motion addresses the requirements listed above.

Email to [admin@lgat.tas.gov.au](mailto:admin@lgat.tas.gov.au)

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<sup>1</sup> The objectives of LGAT are

- (a) Protect and represent the interests and rights of Councils in Tasmania;
- (b) Promote an efficient and effective system of local government in Tasmania; and
- (c) Provide services to Members, councillors and employees of Councils.

**Motions to be provided to the LGAT office by no later than 5pm, Friday 3 June**



## Details of Motion

**Motion Title** .....

**Decision Sought**

**Background Comment**

Motions to be provided to the LGAT office by no later than 5pm, Friday 3 June

# STRATEGIC PLAN

2021-24

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## About us

The Local Government Association of Tasmania (LGAT) has been the peak body for local government in Tasmania for over 100 years. Our role is to support, promote, advocate for, and represent the local government sector so our members are in the best possible position to serve their communities.

All 29 of Tasmania's councils are members.

**We work collaboratively with our members to support councils and the communities they serve and represent.**

The LGAT Strategic Plan outlines how we will prioritise our resources to meet the needs of our member councils. The plan identifies the strategic outcomes that LGAT will focus on over the next three years and does not detail everything that we involved in. The Strategic Plan is a plan for the Association and not a plan for councils. It contains strategies that will advance the interests of local government in Tasmania and progress the objectives outlined in the LGAT Rules.

Key priorities and measures to monitor and report on LGAT's performance against the priorities will be set each year in our Annual and Operational Plans.



## LGAT's Planning Framework



LGAT Strategic Map November 2021

### Our vision

To build stronger councils.

### Our mission

Provide leadership, support, representation and advocacy on behalf of Tasmanian councils.

### Our values

Strategic, effective, respected, acting with integrity, supportive, collaborative and dynamic.

LGAT Strategic Plan 2021-24

3

The functions of the Association are to:

- protect and represent the interests and rights of councils in Tasmania.
- promote an efficient and effective system of local government in Tasmania.
- provide services to member councils, councillors and employees of councils.

Our role is to support, promote, advocate for, and represent Tasmanian councils so they are best able to serve their communities.

We will do this by delivering across the functional areas of advocate, sector services, and governance and operations.

## Advocate

### To protect and represent the interests and rights of councils.

Working closely with our members, we provide advocacy and support on important issues affecting councils and the communities they serve. These work areas are drawn from sector strategic priorities and resolutions and from working with the State Government to provide a local government perspective on policy proposals and legislation. To find out more go to the [LGAT Website \(Advocacy & Policy\)](#).

LGAT is highly respected by the sector, the State Government and other stakeholders for its advocacy, representation, and policy expertise.

### Outcomes

- We achieve influence for local government through strategic and evidence-based policy and advocacy.
- We collaborate with our members and represent local government on their important issues.
- Governments rely on our proactive, local government focused, contribution to policy and legislation, leading to better outcomes for communities.
- Communities understand and value the services provided by local government.

## Sector Services

**To provide services to member councils that promote an efficient and effective system of local government in Tasmania.**

We exist to serve our member councils. We provide resources, services and advice that assist councils, so they are able to achieve better outcomes for their communities.

Our training and events support thought leadership and continuous improvement for the sector through the sharing of knowledge and experience.

LGAT Procurement supports councils to purchase goods and services as efficiently and cost effectively as possible. Each year we save our members millions of dollars in the procurement of goods and services through negotiated pricing and leveraging the combined purchasing power of the sector. This not only delivers the best possible value for money for sector-specific solutions, but it also streamlines councils' access to reputable suppliers and minimises their procurement risk.

### Outcomes

- We continue to provide resources, services and advice that assist councils.
- We collaborate with our members to understand and develop their capacity and capability.
- Councils rely on our sector services to save time and money and supports their continuous improvement.
- We expand identified areas of benefit.

## Governance and Operations

**We will embed agile and efficient governance and operations to enable the Association to provide value to members.**

LGAT is funded mostly from member subscriptions, supplemented by LGAT procurement, events and project-specific funding. Our small, but highly skilled team is well respected and sought out for their perspectives and insights.

### Outcomes

- We increase our agility and strong organisational culture.
- The Association's financial sustainability is supported by a growth in revenue from value-adding member services and LGAT Procurement.
- We provide a safe, healthy and rewarding work environment.
- Systems and technology improve our operations and allow us to better serve our members.

## Monitoring and Review

Implementation of this Strategic Plan will occur through the LGAT Annual Plan and other operational plans. The Annual Plan is monitored through Key Performance Indicators, which are reported upon quarterly to the LGAT General Management Committee, and annually via the Annual Report.





# ANNUAL PLAN **2022-23**

## About us

The Local Government Association of Tasmania (LGAT) has been the peak body for local government in Tasmania for over 100 years. Our role is to support, promote, advocate for, and represent the local government sector so our members are in the best possible position to serve their communities.

All 29 of Tasmania's councils are members.

**We work collaboratively with our members to support councils and the communities they serve and represent.**

The LGAT Strategic Plan outlines how we will prioritise our resources to meet the needs of our member councils. The plan identifies the strategic outcomes that LGAT will focus on over the next three years and does not detail everything that we involved in.

This document is the LGAT Annual Plan for 2022 - 23. It outlines the key activities that LGAT will undertake over the next 12 months to progress our Strategic Plan.

Our role is to support, promote, advocate for, and represent Tasmanian councils so they are best able to serve their communities. We will do this by delivering on the following focus areas.

## Advocate

To protect and represent the interests and rights of councils.

Area	Focus	Process KPI	Outcome KPI
Local government reform	<p>Direct and concerted effort to ensure a local government review that considers with an open mind the needs and opportunities that councils need to meet, understanding functions and services, as distinct from democratic representation.</p> <p>The objective of the review should be to create a more robust and capable system of local government to support and service communities.</p>	LGAT is directly involved in designing the process so that the review is broad, inclusive and considers democratic representation and function.	The review provides a comprehensive picture of the value and status of councils and a snapshot of communities' current and future needs and challenges.
Waste and resource recovery	Ensure that waste levy, Container Refund Scheme (CRS) support local government to deliver improved resource recovery across the state.	LGAT maintains its role as a leading voice and trusted advisor in the waste and resource recovery policy arena.	Implementation of the statewide waste levy and CRS as proposed by local government.
Planning	<p>Continued advocacy for support for councils to apply Tasmanian Planning Systems, including ensuring a comprehensive engagement process as part of the next stages of reform.</p> <p>Ensure the Government maintains its attention on the strategic components of our planning system, including the Tasmanian Planning Policies and Regional Land Use Strategies (RLUS).</p>	Strong collaboration with local government on the development of the TPPs and the RLUS.	A comprehensive suite of fit-for-purpose policies that respond to the community's future desires for their local areas via the planning system.

Area	Focus	Process KPI	Outcome KPI
Climate change	Advocacy for the State Government to: <ul style="list-style-type: none"> <li>- Support for local government for increased understanding of their climate risks and options and support for dealing with them.</li> <li>- Collaborate with councils to access the opportunities through reducing emissions, such as shifting energy sources for transport.</li> </ul>	Strong collaboration with local government on addressing climate risk and opportunities through emissions reduction.	Improved council understanding of climate risk and availability of programs for councils to reduce their emissions and promote to their communities.
Emergency management	Advocacy for acknowledgement and support for the role of local government in emergency management.  Ensure that local government's position is reflected in the updated <i>Fire Services Act 1979</i> .	Strong collaboration and engagement with local government in supporting capability and capacity in emergency management and the associated legislative reform.	Increased State Government support to strengthen local government's capability and capacity in emergency management.  <i>New Fire Services Act 1979</i> provides for greater equity on the Fire Services levy and supports the sector's position on SES.
Health and wellbeing	Advocacy for funded health and wellbeing capacity within local government, including structured professional development for council officers.	Strong collaboration between government agencies and local government in place-based approaches to community health and wellbeing. Written collaborative agreement between the Public Health Service and LGAT.	Increased State Government recognition of local government's role in improving community health and wellbeing outcomes. Increased financial and resource support for local government to improve community health and wellbeing outcomes.

## Sector Services

To provide services to member councils that promote an efficient and effective system of local government in Tasmania.

Area	Focus	Process KPI	Outcome KPI
LGAT procurement	A strategic review of LGAT Procurements' opportunities and challenges to ultimately enable growth in the resources, services and advice that assist councils.	Commit additional resources to provide greater support for the delivery of the plan.	Development of a multi-year plan to deliver procurement best practice that provides value for councils.
Sector development	<p>Support the professional development of officers and elected representatives for good governance, good workplaces and for better community outcomes.</p> <p>To support the 2022 local government elections, collaborate with the State Government to attract candidates that want to make a difference in their communities.</p>	<p>Strong collaboration with our members to understand and then deliver relevant training and events.</p> <p>Strong collaboration with the State Government and councils on the development and delivery of material to attract and inform candidates.</p>	<p>Undertake events that inform and build the capability and capacity of local government, with the income supporting other member services.</p> <p>Significant interest in standing for local government.</p>



## Governance and Operations

We will embed agile and efficient governance and operations to enable the Association to provide value to members.

To achieve this, we will focus on:

- Continuing to modernise internal systems to support timely and high-quality member services.
- Ensuring that risk is appropriately managed to provide for a sustainable organisation.
- Continuing to foster a work environment that is rewarding and fosters LGAT's values.

ACTION	DISCUSSION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	018\033\007\
ASSOCIATED REPORTS AND DOCUMENTS	Report on Outcomes of Annual Plan 2021/2022 as at 31 March 2022

**OFFICER'S RECOMMENDATION:**

That Council receive the Review as at the 31 March 2022 of the Break O'Day Council Annual Plan 2021/2022.

**INTRODUCTION:**

The Annual Plan is a requirement of Section 71 of the *Local Government Act 1993* as follows:

*An Annual Plan is to –*

- (a) be consistent with the strategic plan; and*
- (b) include a statement of the manner in which the Council is to meet the goals and objectives of the strategic plan; and*
- (c) include a summary of the estimates adopted under section 82; and*
- (d) include a summary of the major strategies to be used in relation to the Council's public health goals and objectives.*

**PREVIOUS COUNCIL CONSIDERATION:**

Annual Plans are adopted as part of the budget process in each financial year and reports are prepared quarterly on achieving the identified annual planning outcomes.

The 2021/2022 Annual Plan was adopted at the August 2021 Council Meeting.

**OFFICER'S REPORT:**

This Report provides an update on progress with the activities detailed in the 2021-22 Annual Plan for the first nine months of the year. As to be expected there is variability in progress with some items but overall progress for the year remains solid. From an overall perspective we are at 69% completion vs a target of 75%. This is impacted by some activities beyond our control. Looking at individual Key Focus Areas, progress sits at:

GOAL- Community

Communication	94%
Events & Activities	75%
Community & Council Collaboration	44% (impacted by Community Engagement Framework Integrations and Arts & Cultural Strategy)

### GOAL – Economy

Opportunities	73%
Tourism	45% (Impacted by Visitor Information Review & Fingal Valley Tourism)
Employment	63%
Support	75%

### GOAL - Environment

Appropriate Development	80%
Enjoying our Environment	83%
Land Management	75%
Water	68%

### GOAL - Infrastructure

Community Facilities	67%
Telecommunications	75%
Towns	20% (relating to Car Parking Strategies)
Roads & Streets	75%
Waste Management	71%
Recreational Facilities	59% (St Marys projects dependent on Recreational Trails Strategy completion)

### GOAL - Services

Youth	75%
Health	75%
Transport	75%
Service Delivery	83%

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

Strategic Plan 2017 – 2027

### *Goal*

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

### *Strategies*

Create an informed and involved community by developing channels of communication.

### *Goal*

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

### *Strategies*

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

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

*Local Government Act 1993* - Section 71 specifies that Council is to prepare an “Annual Plan” for the municipal area each financial year.

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

The financial implications of the 2021 - 2022 Annual Plan are detailed in Council adopted budget but are summarised in the Plan.

#### **VOTING REQUIREMENTS:**

Simple Majority.

200

GOALS

66%

GOAL COMPLETION

● Draft ● Not started ● Behind ● On Track ● Overdue ● Complete → Direct Alignment → Indirect Alignment

## BREAK O'DAY COUNCIL PLAN

### COMMUNITY

Current ...	Start D...	Due Da...	Goal	Update
94%	01/07/2020	01/07/2021	<b>Strategy 1.1 Create an informed and involved community by developing channels of communication.: 30 to 100</b>	
94%	01/07/2021	30/06/2022	→ <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>	Substantial progress has been made with activities in this area with a number of activities completed. Actions occurring in relation to specific purpose pages on the Website being established as well as the use of Surveys for projects such as the Recreational Trails Strategy. Further refinement in communications methods will evolve during the year
100%	01/10/2021	31/12/2022	→ <b>Actions 1.1.1.1 Newsletter - Review Council newsletter in terms of format (digital and print) as well as frequency.: 100%</b>	<p>The Communications Coordinator continues to promote the Electronic Direct Mail (EDM) database for distribution of the Council's monthly newsletter, Social Media and at Community Engagement sessions.</p> <p>Promotion includes directing people to register for the digital newsletter every month via Facebook when each newsletter is released as well as including a promotion where space allows in the print newsletter itself.</p> <p>When new residents move to the area they receive our "Welcome" letter which includes a survey which asks residents whether they would like to register for our newsletter via email. This has been highly successful and has resulted in a large increase of residents now receiving the newsletter via email.</p> <p>We have also been developing EDMS for specific townships and when residents sign up to this their email is followed up by asking if they would also like to register to receive the newsletter via email.</p> <p>Once the email list for the newsletter reaches 500 we will shift to a primarily digital delivery of the newsletter. This number has been determined by the fact that around 600 newsletters are currently printed and distributed</p> <p>To date the digital newsletter database has 360 recipients.</p>



Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	<p>→ Actions 1.1.1.2 Online Surveys - Use surveys as a key process for community engagement regarding Council activities and projects.: 100%</p>	<p>The Communications Coordinator continues to work across departments to ensure that online surveys are used when relevant for community consultation. Now that the Wellbeing Officer and Human Resources Coordinator are also using surveys we have increased our subscription to a team.</p> <p>The implementation of the Community Engagement Strategy will provide more guidance on how and when to use surveys for community consultation. However, there have been a number of consultation projects underway at Council and surveys have been utilised to capture this data. To date surveys used for community consultation for this financial year include:</p> <ul style="list-style-type: none"> <li>• New Resident Survey</li> <li>• Draft Community Engagement Strategy</li> <li>• Volunteering in Break O'Day</li> <li>• Township Plan Review</li> <li>• Business Visitation Survey</li> <li>• MTB Rider survey</li> <li>• EOI Wellbeing Certificate</li> </ul> <p>The aim of using online surveys is to ensure that community consultation is as broad and easy to access as possible. Online surveys are always used in conjunction with another method (as outlined in the community engagement strategy). Hardcopies are always available at the office and depending on the topic, we also host a community drop-in session of similar to allow face-to-face consultation as well.</p> <p>One regular survey used by Council is the Business Visitation survey which is bi-annual survey sent out at the end of summer and the end of winter. It compares year on year visitation and employment outcomes for local businesses. The last Business survey did not have a good response (Dec 2020 - Feb 2021) so we decided to give the survey a break over the winter period this year. With a new Economic Officer now at Council, the Business Survey has been reviewed and redeveloped. The Economic Officer and the Communications Coordinator will relaunch the survey after Easter to the business community. This will include a promotion where responding businesses will go in the draw for a 50 voucher to Raida. The aim of this is to try and get a large response rate.</p> <p>The Wellbeing Officer is using surveys through the Wellbeing program in order to understand where students are at through the process as well as measure outcomes of the project.</p> <p>The Communications Officer assisted TRC Tourism with the development of their survey for Community Consultation of the Recreational Strategy.</p> <p>A Mountain Bike Survey was developed which was promoted via social media, the MTB newsletter database as well as through a QR code on posters placed at the Flagstaff Trailhead. These posters remained in place through the summer holidays before results are collated. The survey was closed in March with a total of 365 responses. This survey will be collated to gauge the impact of the MTB trails on our economy as well as understand who our market are, their needs and concerns. We will release this information to our Trail Ambassadors and business community so they too can better understand the market and its impact. We will also send the collated report to Tourism Tasmania and East Coast Tourism for their information.</p> <p>The New resident survey continues to be a source of valuable information for Council. Sent out to all new residents the survey has a good return rate. It collates information on who these new residents are, why they purchased in the area and what their plans are for their property.</p>

Current ...	Start D...	Due Da...	Goal	Update
95%	01/07/2021	31/12/2021	<p>→ Actions 1.1.1.3 Break O'Day Council (BODC) Website - Improve the relevance and usability of information on the website relating to Planning and Building information to assist in reducing basic enquiries.: 100%</p>	<p>Council's website hosts a wide range of information which needs to be continually reviewed and updated. A key activity in this space is to always link back to the website when discussing information in print or online. The idea of this is to continually educate the community about where they can find information on our website. In line with this we have also updated our automatic response when an email is sent to admin@bodc.tas.gov.au. Now the auto-response says:</p> <p><i>"Thank you for contacting us.</i></p> <p><i>Someone from our office will be in touch with you within 10 working days.</i></p> <p><i>In the meantime, have you checked out <a href="#">our website</a>? you may find some useful information related to your inquiry or even discover something new about the amazing place we live.</i></p> <p><i>You can also keep up to date with what is happening in our area by following us on <a href="#">Facebook</a></i></p> <p><i>Please note: This email is automatically generated. Please do not reply to this email."</i></p> <p>The Council website is annually audited with a focus on finding any broken links or major issues with the site. This year we ran out of upload space so we removed some of the agendas from the website. (They are still available in office).</p> <p>Department staff responsible for the website are also asked to check and update their information at the end of the Financial year.</p> <p>Current activity in this space includes:</p> <ul style="list-style-type: none"> <li>• Reviewing and updating of Environmental Health information - A new page has been created based on community feedback regarding Wood heater etiquette. This page includes tips, FAQs and videos on how to use your wood heater efficiently.</li> <li>• Working with the Planning Department to update information on the Local Provisions Schedule (LPS). It is planned that a new page will be created to host all relevant information on the LPS.</li> <li>• Working with the Works Department to ensure that the Current Works page is regularly updated</li> <li>• Ensuring quarterly updates on the Annual Plan are available for the Community to ensure transparency of process.</li> </ul> <p>Aside from the annual review, the Communications Coordinator continually changes and updates information on the website to ensure the community are informed of Council projects and activities. Some of the work in this space includes:</p> <ul style="list-style-type: none"> <li>• Development of a Customer Feedback Page - This is linked via a QR code on a Post Card that Council staff and workers can hand out to the community if they have any questions/concerns the officers is unable to address at the time.</li> <li>• Development of a Future of Local Government Review Page that includes relevant links</li> <li>• Development of a Local Provisions Schedule page containing all relevant information including links and FAQ sheets</li> <li>• Development of the Community Wellbeing page to better reflect the activity happening in this area</li> <li>• A new Current Works webpage that is easier to read and access - this is regularly updated</li> </ul> <p>The Communications Coordinator and new Economic Development Officer have also begun discussions around highlighting economic development on the site.</p>

Current ...	Start D...	Due Da...	Goal	Update
100%	01/07/2021	30/09/2021	<p>→ Actions 1.1.1.4 Direct Mail Database - Create an Electronic Direct Mail Database (EDM) that Council can use to disseminate information on a wide range of topics.: 100%</p>	<p>In June 2020 Council undertook Community Engagement activities as part of the COVID 10 Recovery and Resilience project.</p> <p>When asked what their preferred method of communication was with Council, more than 50% of respondents said direct email.</p> <p>In line with these findings Council has been focusing on the development of Electronic Direct Mail databases.</p> <ul style="list-style-type: none"> <li>• Activity in this space includes:</li> <li>• Promoting the email list for Council's newsletter</li> <li>• Using the Welcome letter to new residents as a prompt to join our newsletter list</li> <li>• Using surveys to gather email addresses - eg: the Business survey</li> <li>• Gathering email addresses during other forms of community consultation for example township meetings.</li> </ul> <p>To date we have been working on the newsletter database as well as Township databases.</p> <p>So far we have developed contact databases for:</p> <p>Townships:</p> <ul style="list-style-type: none"> <li>• Ansons Bay</li> <li>• Binalong Bay</li> <li>• Falmouth</li> </ul> <p>As well as:</p> <ul style="list-style-type: none"> <li>• Shuttle operators</li> <li>• Businesses</li> <li>• Newsletter</li> <li>• Community Groups</li> </ul> <p>The Communications Coordinator will continue looking for opportunities to grow existing databases and developing one for each township.</p> <p>The contact databases have are stored on the shared server and can be accessed by all staff members for use.</p>



Current ...	Start D...	Due Da...	Goal	Update
100%	01/07/2021	31/12/2021	<p>→ Actions 1.1.1.5 Plain English Communication - Develop the capacity of Council Officers and Departments to communicate in a 'Plain English' approach to communications in line with the Communications Guide: 100%</p>	<p>Ensuring that information is easy to understand and easy to access is a focus for Council and the Communications Coordinator.</p> <p>The most significant progress in this space to date has been getting key staff to undertake a Communicating Clearly Workshop which was delivered in November 2021 by Philip Blake from the Tasmanian Training Consortium. The sessions included written correspondence and how to ensure your writing was clear to the average person. It also included some easily accessible tools that we can all use to check what the readability of our document is. The sessions were well attended with many staff commenting that they had gotten something out of the session.</p> <p>Council aims to produce written correspondence that is suitable for the average 14 year old - a well known standard for literacy used by Government and the News industry.</p> <p>Activity in this space to date includes:</p> <ul style="list-style-type: none"> <li>• Working with the Planning Department to produce easy to understand FAQ sheets</li> <li>• Reviewing department managers and officers correspondence</li> <li>• Arranging Plain English training for relevant staff</li> </ul>
75%	01/07/2021	01/07/2022	<p>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</p>	
75%	01/07/2021	30/06/2022	<p>→ Key Focus Area 1.2.1 Events and Activities: Creates a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups: 100%: 100%</p>	<p>Activity in this area is steadily building after the impact over the last few years as community confidence returns and successful events are run. Challenges remain in relation to major events which have happened in the past which may not reappear. Work in relation to volunteering is progressing which is important for the future.</p>
75%	01/07/2021	30/06/2022	<p>→ Actions 1.2.1.1 Increasing Volunteers - Work with Community Groups and Volunteering Tasmania on local strategies to increase Volunteer connection and engagement with Community.: 100%</p>	<p>Progress is occurring with the development of a Volunteering Strategy for our community. The first meeting of the Volunteer Working group has been held with members of the community with the group finalising an online and hard copy survey and members of the working group have started to receive responses to the survey. The survey findings will assist in the development of the strategy.</p> <p>This follows the Council entering into a Memorandum of Understanding from Volunteering Tasmania, for the Community Co-Designed Volunteer Strategy, commencing in January 2022.</p> <p>Within the Volunteering profile for Break O'Day Municipality it states that In 2019 the estimated number of volunteers in Break O'Day was 2,106 people. If the decline in volunteering remains consistent with current trends the estimated number of volunteers in Break O'Day LGA in 2029 will be 1,692 people. In 2029 it is estimated there will be demand for 2,943 volunteers in the Break O'Day.</p> <p>There is a identified need to work with Community on how we can co-design a local solution to the declining trend of connected Volunteers.</p>

Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	<p>→ Actions 1.2.1.2 Community Event Support - Assist community groups with event delivery by providing support and assistance with planning, approvals processes, COVID-19 compliance and arrangements for Council assistance and resources.: 100%</p>	<p>Community Services Department has been assisting the following Event Organisers and Community Groups for the planning and delivery of their events:</p> <p><b>December</b></p> <ul style="list-style-type: none"> <li>• 24 - St Helens Volunteer Fire Brigade – Christmas Lolly run – St Helens Foreshore</li> <li>• 24 - St Marys Christmas Children's Party – St Marys Community Space</li> <li>• 27-28 – Blueberries Dance Party – Bendigo Bank Community Stadium (Cancelled due to COVID requirements)</li> </ul> <p><b>January</b></p> <ul style="list-style-type: none"> <li>• 1 – St Marys races – St Marys Recreation Ground</li> <li>• 3-11 – Scripture Union Beach Mission – Portland Hall</li> <li>• 26 - Australia Day Awards – Portland Hall</li> <li>• 29-30 Tas Bream Classic – St Helens Foreshore</li> </ul> <p><b>March</b></p> <ul style="list-style-type: none"> <li>• 17-19 Dragon Trail MTB - St Helens MTB Trail Network and Bendigo Bank Community Stadium</li> <li>• 29 - Break O'Day Council Woodchopping – St Helens Foreshore</li> </ul>
75%	01/07/2021	30/06/2022	<p>→ 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.: 100%</p>	<p>Community Services Project Officer has just finished working collaboratively with the organisers of Dragon Trail MTB event which was March 17-19 2022.</p> <p>Dragon Trail was a huge success. Whilst the numbers were down (200 entrants), it was an opportune time to revisit some logistics of the event including keeping a few unused trails of the St Helens Network open for atmosphere and family's use. Also opening up Flagstaff Trailhead car park was a test for coordination of vehicles, bikes and people.</p> <p>Next year's Dragon Trail is set to be bigger and better yet with the International Borders being reopened.</p> <p>Community Services Project Officer is also now working with the organisers of World Top 50 Supermodel production that is now rescheduled for 24 September 2022. The event will bring 50+ people from all over the world and the production will be televised on over 60 different countries. The exposure for Break O'Day is estimated to be quite substantial in the modelling industry.</p>
75%	01/07/2021	30/06/2022	<p>→ Actions 1.2.1.4 Trails Event - Work with local community and interested organisations to develop a signature Mountain Bike event/festival and a trail running event for the St Helens Network.: 100%</p>	<p>Dragon Trail MTB event was successfully held March 17-19 2022 with 198 entrants ranging from teenagers to 65yrs+. There were many volunteers engaged with the event, along with local employment of 5 people. A local Community Group St Helens Marine Rescue supplied food on day three up at the Flagstaff Trailhead and sold out of many items. This event has supported St Helens Marine rescue with some much needed income and will do so every year.</p> <p>There were a few local entries, with a St Helens local MTBer ranking 7th overall.</p> <p>2023 is shaping up to be a much larger event with the International Borders opening up and the media team will be targeting those countries that have targeted mountain bike trails and attractions.</p>
44%	01/07/2020	01/07/2021	<p>Strategy 1.3 Foster and support leadership within the community to share the responsibility for securing the future we desire.: 30 to 100</p>	<p>The major item in this area is development of the Community Engagement Framework. This has previously been on hold pending understanding of requirements in the new Local Government Act. The ongoing delay with this has no end in sight and given the information already available the decision was made to progress and hopefully we will meet requirements.</p>



Current ...	Start D...	Due Da...	Goal	Update
44%	01/07/2021	30/06/2022	→ 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%: 100%	An increased focus in this area has seen the Community Engagement Framework about to commence a feedback process and the Wellbeing Project is on track to start Year 2 in June. The Township Plan review process has commenced and sessions will occur over the next few months.
85%	01/08/2021	31/12/2022	→ Actions 1.3.1.1 Community Engagement Framework - Finalise and adopt a Community Engagement Framework to support Council activities which reflects the new Local Government Act requirements.: 100%	The feedback process for the draft document will formally commence after the April Council meeting. A number of methods to obtain community feedback on the draft document are being utilised. For example community members can complete an online survey or visit the township plan sessions which are currently happening and make comment on the document at these sessions.
75%	01/07/2021	30/06/2022	→ Actions 1.3.1.5 Wellbeing Pilot Project - Support the implementation of the Break O'Day Community Wellbeing Pilot Project and related project activities.: 100%	Year 1 of Wellbeing Training complete and under review as part of planning for year 2 training. Planning also underway for year 2 community conversations. Year 1 progress report submitted to TCF.
0%	01/01/2022	30/06/2022	→ Actions 1.3.1.2 Framework Integration - Embed the Community Engagement Framework within Council activities: 100%	Activity will commence once Engagement Framework adopted
40%	01/11/2021	30/06/2022	→ Actions 1.3.1.3 Local Township Plans - Undertake a review of all Township Plans (10) and develop new Local Township Plans in consultation with community members.: 100%	Planning for the 9 Township Plan community meetings has been completed and the St Helens Township Plan session has taken place with a number of members of community attending and putting ideas forward for Council consideration.
20%	01/11/2021	28/02/2022	→ Actions 1.3.1.4 Arts & Cultural Strategy - Work with Art Groups to review the Strategy and reflect changes in an update of the document.: 100%	A conversation has occurred with a community member wishing to be part of any discussion in relation to the reinvigoration of arts in our community. No action at this stage on the reviewing of the existing document.
0%	01/07/2021	01/07/2022	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	

## ECONOMY

Current ...	Start D...	Due Da...	Goal	Update
80%	01/07/2020	01/07/2021	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	
73%	01/07/2021	30/06/2022	→ Key Focus Area 2.1.1 Opportunities: Prepare and maintain an economic prospectus which details opportunities; infrastructure and land availability; and local resources.: 100%: 100%	This is a very substantial area of activity for the year with some actions completed. The focus over the last 3 months has been in relation to a number of housing related actions and important work in understanding the Population situation in Break O'Day has been presented to Council and made available more widely. The areas of Housing and Population are becoming a Key Focus Area of Council following the Strategic Plan review
100%	01/07/2021	30/09/2022	→ Actions 2.1.1.1 Prospectus - Provide information on the Break O'Day area to the Office of the Coordinator General for inclusion in a Northern Tasmania Region Prospectus.: 100%	Relevant case studies and information on the area was provided to the Office of Coordinator General for the development of a Northern Region Prospectus. Information included: <ul style="list-style-type: none"> <li>• A case study on Lease 65</li> <li>• A digital copy of the Break O'Day prospectus</li> </ul> The Northern Prospectus is now in development
75%	01/07/2021	30/06/2022	→ Actions 2.1.1.2 Irrigation Projects - Support the investigations by Tas Irrigation for construction of infrastructure servicing the eastern end of the Fingal Valley.: 100%	Continuing to monitor progress with the project. It appears that the project has been placed on hold following completion of the expressions of interest from farmers through the Water Sales process. This could be due to low water sales occurring.
51%	01/07/2021	30/06/2022	→ Actions 2.1.1.3 Agriculture Opportunities - Research and examine potential opportunities to develop agriculture and horticulture within the Break O'Day Council area with particular focus on the Fingal Valley.: 100%	No substantial progress has been made in this area due to other activities taking precedence.
75%	01/07/2021	30/06/2022	→ Actions 2.1.1.4 Circular Economy - Participate in projects focused on developing the Circular Economy at the regional and local level.: 100%	Participating in discussions which are occurring at the regional level through NTDC. Examining how the Break O'Day area will be an effective part of the Container Refund Scheme which will commence within the State. Investigation and report provided to Council in relation to textile recycling.
75%	01/07/2021	30/06/2022	→ Actions 2.1.1.5 Population Strategy - Support and participate in the regional approach being delivered by Northern Tasmania Development Corporation (NTDC): 100%	Council officers continue to participate in this project from what is effectively a watching brief basis whilst also feeding in to the regional approach the work and understanding we are developing in this space. Review to be undertaken by NTDC in relation to the achievements of this project which will form the basis for discussion as to whether it continues beyond the current funding commitment.



Current ...	Start D...	Due Da...	Goal	Update
100%	01/07/2021	31/08/2021	→ Actions 2.1.1.6 Growing the Population - Develop a clear understanding of the Break O'Day (BOD) situation and potential strategies Council can focus on to meet the challenges of population change.: 100%	An analysis of the Break O'Day population situation has been prepared by Dr Lisa Denny and was presented to Councillors at a special Workshop on 17/9/21. The analysis confirms the rapidly ageing population of Break O'Day, we will be the oldest LGA by 2024 and by 2034 47% of the population will be 65+ years. Our population numbers will also be in Absolute Decline. A number of actions have been identified in the analysis for Council to consider. Council organised a presentation from Dr Denny for a wider group of stakeholders and interested community members which occurred on 7/12/21.
50%	01/07/2021	30/06/2021	→ Actions 2.1.1.7 Aged Housing - Pursue investment in construction of Independent Living Units in the area.: 100%	Substantial research has now occurred in relation to management and funding models by Council's Economic Development Officer, a report is currently being prepared for Council consideration.
75%	01/07/2021	30/06/2021	→ Actions 2.1.1.8 Public Housing - Lobby and work with the State Government and housing providers to build new affordable housing.: 100%	Discussions with Department of Communities Tasmania are ongoing in relation to potential small scale Affordable Housing sites in the area.
100%	01/09/2021	31/12/2021	→ Actions 2.1.1.9 Housing - Advocate for the Tasmanian Government to complete a housing needs assessment for the East Coast.: 100%	The Tasmanian Government have recently commenced work on developing a new statewide Housing Strategy. Information in relation to the Break O'Day population trend has been provided to the Department of Communities Tasmania. Request to develop a Break O'Day Housing Strategy has been made as part of Council's submission to the 2022 Tasmanian State Budget community consultation process.
75%	01/07/2021	31/12/2021	→ Actions 2.1.1.10 Housing Provision - Examine opportunities for greater Council involvement in the provision of housing.: 100%	This is linked to the investigation into Independent Living Units. An initial report prepared and discussed with Council at its workshop on 6/9/21 which had a focus on Council being actively involved in the provision of housing where opportunities were logical. Subsequent to this discussions have commenced with Department of Communities Tasmania and other State Agencies regarding potential opportunities for Council to pursue through supply of housing for affordable housing or the broader rental market.
40%	01/07/2021	30/06/2021	→ Key Focus Area 2.1.2 Tourism: Broadening, lengthening and improving the visitor experience through development of attract activities; promotion and signage; and great customer service.: 100%: 100%	Steady progress in this area with the exception of the Visitor Information servicing review which is an ongoing frustration. Some delays have been experienced in progressing the Bay of Fires Master Plan towards the end of the year which has been disappointing.
0%	01/07/2021	31/12/2021	→ Actions 2.1.2.1 Visitor Information Provision - Strategically review the provision of visitor information services in Break O'Day.: 100%	Need for this work to occur discussed with Chairperson and CEO of East Coast Tasmania Tourism during a meeting on 13/9/21 and again with CEO on 7/2/22. Tourism Tasmania have engaged a Consultant to review Visitor Information Service touch points. (GM observation - Tourism Tas reviews seem to be ongoing with little progress made)

Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	→ Actions 2.1.2.2 Marketing - Work with Tourism Agencies and the Break O'Day Chamber of Commerce & Tourism to ensure that Break O'Day is represented in interstate and international marketing campaigns.: 100%	<p>The Communications Coordinator continues to work with relevant state, regional and local agencies to find ways to promote our region.</p> <ul style="list-style-type: none"> <li>• This includes involvement in the Destination Action Plan committee.</li> <li>• Working with East Coast Tourism on the development of a Destination Management Plan for the East Coast region</li> <li>• Working with East Coast Tourism on promotions for our area - providing input and sharing information</li> <li>• Working with Tourism Tasmania on destination and MTB marketing opportunities - this includes working with the MTB Reference group to ensure our area receives famils and other promotion opportunities</li> <li>• Working with the local chamber when local marketing opportunities arise.</li> <li>• Promoting marketing opportunities to our business community.</li> </ul> <p>Activity in this space to date includes:</p> <ul style="list-style-type: none"> <li>• Working with FLOW on content on the Bay of Fires Trail</li> <li>• Working with IMBA on the promotion of the Bay of Fires Trail</li> <li>• Working with Country Life Magazine on a six page spread on the St Helens region</li> <li>• Updating Visitor Information sites across the municipality</li> <li>• Working with the DAP group on a grant funding submission for a sculpture trail in St Helens - this was successful</li> <li>• Pursuing relevant funding opportunities for tourism development and infrastructure</li> <li>• Ensuring media/content outlets have the information and imagery that will show our area in a positive light.</li> <li>• Ensuring positive stories about our region are promoted to relevant media outlets</li> <li>• Working with Tourism Tasmania and East Coast Tourism to facilitate famils</li> </ul>
75%	01/07/2021	30/06/2022	→ Actions 2.1.2.3 Mountain Bike (MTB) Data - Create and implement a MTB survey aimed at riders that will measure usage as well as inform future developments.: 100%	<p>A hardcopy survey was developed however due to COVID lock downs the survey was delayed on being implemented. Finally the survey was opened in September 2021 - just in time for the school holidays.</p> <p>The survey remained open until March 30 2022. When it was closed the survey had received 365 responses.</p> <p>The survey was promoted via social media, the MTB newsletter database as well as through a QR code on posters placed at the Flagstaff Trailhead.</p> <p>Once we have finalised the collation of the data we will share this information with;</p> <ul style="list-style-type: none"> <li>• Tourism bodies</li> <li>• Our Local Businesses</li> <li>• Our Trail Ambassadors.</li> </ul>
75%	01/07/2021	30/06/2022	→ Actions 2.1.2.4 Bay of Fires Master Plan - Support and participate in the process to develop a Master Plan for the Bay of Fires area.: 100%	<p>Draft Bay of Fires Master Plan signed off by PWS in readiness for going out to the market seeking Expressions of Interest. Draft Communications Plan is still awaiting final sign off by the Chair of the Bay of Fires Steering Committee. Funding arrangements have been agreed upon between Council and PWS with PWS providing \$50,000 to Council to assist with the funding of the project.</p>

Current ...	Start D...	Due Da...	Goal	Update
0%	01/07/2021	30/06/2022	→ Actions 2.1.2.5 Fingal Valley Tourism - Support Fingal Valley Community groups to undertake tourism activities and projects and review the current Destination Action Plan.: 100%	No action on the project at this stage.
50%	01/07/2020	01/07/2022	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.: 30 to 100	
65%	01/07/2021	30/06/2022	→ Key Focus Area 2.2.1 Employment: Create a variety of jobs that will reduce the seasonality of the local economy and provide ample opportunities for youth to remain in the area.: 100%: 100%	Activity in this area is tracking well. The major focus is centered on the operations of the Break O'Day Employment Connect Project which is delivering important outcomes.
75%	01/07/2021	30/06/2022	→ Actions 2.2.1.1 Economic Development Assistance - Provide direct support for new and existing businesses wishing to establish or expand activities.: 100%	Assistance provided to businesses when Council is approached. Following the recent appointment of the Economic Development Officer, the depth of activity is increasing in this area including regular connections through the Business Enterprise Centre.
75%	01/07/2021	30/06/2022	→ Actions 2.2.1.2 Business Enterprise Centre (BEC) - Support the activities of the BEC in accordance with the agreed Service Agreement.: 100%	Support provided to the Break O'Day BEC through Council's budgetary processes, engagement with the BEC Manager occurs on an as needed basis. Council's Economic Development Officer has established a working relationship with the BEC Manager and is meeting with him on a weekly basis generally.



Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2021	→ Actions 2.2.1.3 Jobs Action Package - Participate in the Break O'Day Employment Connect (BODEC) project and steering committee which focuses on addressing barriers to employment.: 100%	<p>BODEC Steering Committee have commenced expansion into the Bicheno / Coles Bay area, as well as Dorset. A 3 Year Strategic Plan and 2022 Operational Plan has been drafted and is currently with Jobs Tasmania for a review.</p> <p>Jobseekers who are not engaged with a Job Service Provider or linked to the Centrelink system, are averaging 80-84%.</p> <p>There is a developing trend of Jobseekers recently moving to the local area seeking employment, averaging 50% of all walk-ins.</p> <p>Hospitality, Cleaning and retail are the three industry sectors who are struggling to find staff.</p> <p>The BODEC (Break O'Day Employment Connect) Committee have identified the two largest barriers to local employment, being access to Childcare and available Transport.</p> <p>Access to Childcare at the times needed is becoming minimal in Break O'Day, with one Child Care centre in St Helens, a family Day Care in Stieglitz area and one Day Care Centre in St Marys. All are almost completely full.</p> <p>Jobseekers who are parents and looking for employment are not usually able to access the days and times when employers are requiring them for work. Especially in the Hospitality/Tourism and Accommodation industries.</p> <p>Lack of access to Before/After School Care is also a part of the issue, whereby a child reaches a certain age, they no longer qualify for Before/After School Care and then the parent is unable to take up any employment in peak periods of trade the local Businesses within the industries mentioned.</p> <p>The need for transport solution(s) in Break O'Day is becoming more urgent, with public transport being minimal. The conversations that the BODEC Steering Committee has engaged with about the barrier has resulted in a Transport Sub Committee being formed from BODEC Committee and the aim is to analyse and map out local accessible transport, which is one of the biggest barriers to employment. The survey is due to be finished by the end of March and will be presented to BODEC Regional Jobs Hub Board meeting in April.</p>
20%	01/07/2021	30/06/2021	→ Actions 2.2.1.4 Business Opportunities - Research and examine opportunities that could create jobs in Break O'Day (BOD): 100%	There has been limited specific action in this space except for a Feasibility investigation into establishing a Biochar Plant at the St Helens Waste Transfer Station. Work supporting a business intender with an agriculture focus is progressing.
75%	01/07/2021	01/07/2021	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.: 30 to 100	
75%	01/07/2021	30/06/2021	→ Key Focus Area 2.3.1 Brand Development: Undertake and identify opportunities to develop a positive brand for Break O'Day Council and the area.: 100%: 100%	
75%	01/07/2021	01/07/2021	Strategy 2.4 Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focused service delivery.: 30 to 100	
75%	01/07/2021	30/06/2021	→ Key Focus Area 2.4.1 Support: Integrate and simplify processes and services to facilitate the development and growth of businesses.: 100%: 100%	Minor area of activity within the Plan which we support where we can.

Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	<p>→ Actions 2.4.1.1 Business Community Leadership - Support the development of strong leadership in the community to facilitate overall development and growth.: 100%</p>	Council officers continue to support the activities of the Break O'Day Chamber of Commerce and Tourism as well as the St Helens Destination Action Plan committee. Leadership and participation is also being fostered through the Break O'Day Employment Connect project.

## ENVIRONMENT

Current ...	Start D...	Due Da...	Goal	Update
80%	01/07/2021	01/07/2021	Strategy 3.1 Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.: 30 to 100	
80%	01/07/2021	30/06/2021	→ Key Focus Area 3.1.1 Appropriate Development: Encourage sensible and sustainable development through sound land use planning, building and design.: 100%: 100%	Good solid progress has been made in this area with a focus on strategic land use activities and the Tasmanian Planning Scheme which have been key operational activities.
100%	01/07/2021	30/06/2021	→ Actions 3.1.1.1 Communication Improvements - Continue to communicate with local industry and within Council to build an understanding of the critical changes in land use planning and other Development Services activities and issues.: 100%	Significant progress has been made here which has included a revision of external and internal communications. Improvements to streamline Development Application lodgments and significant community consultation in relation to the Local Provisions Schedule (Statewide Planning Scheme). Information Session on other regulatory changes and FAQ's have been developed and sessions are to be scheduled upon fulfilling of current vacancies. All outstanding actions such as updating of Key Information & Fact Sheets are considered to be 'operational day to day' tasks.
75%	01/07/2021	30/06/2021	→ Actions 3.1.1.2 Regional Land Use Strategy - Actively participate in and support the review of the Northern Tasmania Regional Land Use Strategy.: 100%	Continued attendance at Regional Land Use Planning Group Meetings including recently providing significant data collection exercise which has fed into upcoming Northern Tasmania Residential Demand and Supply Study
80%	01/07/2021	30/06/2021	→ 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: 100%	Analysis of 82 representations now completed and report draft to present Section 35F Report to April Council Meeting and subsequent submission to Tasmanian Planning Commission late April 2022.
50%	01/07/2021	30/06/2021	→ 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.: 5 unit	Kinetica (Consultant) have commenced work and project was delayed due to requirement for significant data collection effort. Data collection now completed and submitted which has also informed consultants scope for RLUS study. Timelines for completion of project to be re-negotiated.
75%	01/07/2021	30/06/2021	→ Actions 3.1.1.5 Climate Change Action - Pursue priorities in the Break O'Day Climate Change Action Plan 2020 and opportunities for climate change mitigation and adaptation action in the municipality.: 100%	A northern regional councils partnership on Climate Change Action has developed further and Council will join in initial mitigation and adaptation actions later this year. It is also supporting on going collaboration, including considering a Tasmanian councils and Government partnership proposal for on Climate Change Action. Priorities in Break O'Day's Climate Change Action Plan, such as reassessment of our risks, will benefit from the regional initiative. A new electric vehicle recharging station at Fingal is being facilitated and advice and support has been provided to land owners and buyers on flood risks affecting properties, including projected increased risks with climate change.



Current ...	Start D...	Due Da...	Goal	Update
100%	01/07/2021	01/12/2021	<p>→ Actions 3.1.1.6 Future Potential Production Forest (FPPF) - Examine the impact on values and interests from potential changes to Future Potential Production Forest Land in the municipality.: 100%</p>	<p>Council has undertaken its own research and considered a report on the socio-economic implications of changes to Future Potential Production Forest (FPPF) Land, with a number of concerns arising. This followed in 2021 an presentation by the Regional Manager for Sustainable Timbers Tasmania to Council and fruitless requests to the Tasmanian Government for information on the implications for Break O'Day. Council will express its concerns to the Tasmanian Government, asking that it consult Council and other stakeholders on options for the future of FPPF Land, to ensure the best outcomes in Break O'Day.</p>
83%	01/07/2021	01/07/2021	<p>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</p>	<p>Activity in this area is progressing well. Waste Education within the community is particularly challenging and requires a continual focus</p>
83%	01/07/2021	30/06/2021	<p>→ Key Focus Area 3.2.1 Enjoying our Environment: Provide opportunities to access and learn more about our environment and the ways it can be enjoyed in a sustainable manner.: 100%: 100%</p>	<p>Activities in this space continue and are ongoing in relation to education and information distribution which are being well received by the community</p>
75%	01/07/2021	30/06/2021	<p>→ Actions 3.2.1.1 Community Activation - Undertake activities which increase awareness and participation in Natural Resource Management and recognition of achievements.: 100%</p>	<p>Council has worked with community and partners such as the Parks and Wildlife Service on the a shorebird and dogs-on-beaches campaign, the <i>Biota in the Bush</i> research project awarded the Velvet Worm Action Award grant, and the <i>Irapuna Community Weekend</i> of beach clean-ups. Public communications, such as social media posts, our Newsletter's 'Weed of the Month' series, and servicing of customer enquiries, has given the community and landholders information and advice to increase their appreciation and practical knowledge of natural values and management on shorebirds, flood risk, weeds, river erosion, cats and dogs.</p>
75%	01/07/2021	30/06/2021	<p>→ Actions 3.2.1.2 Waste Reduction - Undertake community education and activities focused on waste reduction and minimisation.: 100%</p>	<p>Waste Education is an ongoing activity and the Communications Coordinator continues to look for opportunities to deliver messaging around waste to the community.</p> <p>Due to the large contamination rates in our municipal recycling and the challenges Local Government face in waste reduction including fee increases, education in this space remains a priority for BODC.</p> <p>Education activity in this space includes:</p> <ul style="list-style-type: none"> <li>• Development of a Waste Education Communication Plan that is now being reviewed with budgetary requirements in mind. The campaign will utilise various platforms and focus on educating the community to be a "Good Sort" and will provide: <ul style="list-style-type: none"> <li>• Tips on how to sort waste</li> <li>• Highlight areas of concern for our area raised through bin audits</li> <li>• Provide a platform for residents to share their own ideas and efforts to reduce, reuse, and recycle.</li> </ul> </li> <li>• Inclusion of a large Waste education article in the Council Rates Newsletter - this included information on how to be a "Good Sort" and promotion of the Recycle Coach app as well as a visual prompt o what can and be recycled</li> <li>• An article in the Annual Report on waste</li> </ul> <p>The focus of the education campaign must be around educating the community about recycling as well as encouraging conversations around what individuals can do to reduce waste.</p> <p>Facebook is being used to share waste education posts including re-sharing relevant posts from rethink waste.</p>

Current ...	Start D...	Due Da...	Goal	Update
100%	01/07/2021	30/06/2022	→ Actions 3.2.1.3 Air BnB - Develop information pack for Air BnB properties supporting sustainability of the area.: 100%	<p>The Communications Coordinator has worked with relevant officers and state agencies around what information should be included in these information packs. The list includes:</p> <ul style="list-style-type: none"> <li>• Dog Management Zone info</li> <li>• Shore birds</li> <li>• Waste and Recycling Information</li> <li>• Wood heater etiquette</li> <li>• Leave no trace - enjoying the environment</li> <li>• Links to relevant tourism information</li> <li>• Septic and waste water</li> </ul> <p>Parks and Wildlife have given permission for their leave no trace flyer and the shore bird advocate group has been very supportive in the inclusion of information on dog management zones as well as shorebirds.</p> <p>The packs have now been developed and are updated and controlled by the Corporate Services Team. A letter has also been developed which is sent to new short term accommodation property owners.</p> <p>The letter is triggered by a 'Change of Use' Development Application. The letter alerts the property owners of the packs as well as asks them whether they have considered the impacts of the change of use ie, septic and potable water.</p>
75%	01/07/2021	01/07/2022	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	
75%	01/07/2021	30/06/2022	→ Key Focus Area 3.3.1 Land Management: Develop the financial and human resources to undertake projects and activities which address environmental issues such as weeds and land degradation.: 100%: 100%	<p>Weed action plan is on track and Council are delivering the requirements of the plan. Soil &amp; Water management planning has commenced with on-the ground assessment to be completed in the next quarter. Council have been proactive in training and education in relation to weed and disease monitoring, including monthly newsletter updates. Cooperation with Dog Management and Parks and Wild Life Services is continuing.</p>
75%	01/07/2021	30/06/2022	→ Actions 3.3.1.1 Land Management Activities - Secure financial and human resources for projects to rehabilitate degraded land and sustain soil productivity.: 100%	<p>Opportunities for farmers other landholders and Council continue to be investigated, promoted and tried for. These include Federal Smart Farms, Future Drought Fund and Agricultural Stewardship program offers and Tasmanian Farmers and Graziers Landcare grants. Funding from the Tasmanian Weed Action Fund has supported farmers to improve productivity with the Drought Weeds project and a serrated tussock eradication project starting this year, providing funding to landholders and for field days and weed management support. A Platinum Jubilee Trees proposal by Council has been endorsed by the Federal Planting Trees for The Queen's Jubilee program to apply.</p>
75%	01/07/2021	30/06/2022	→ Actions 3.3.1.2 Activity and Condition Review - Investigate soil and water management performance by works and land development projects to identify planning and management improvements.: 100%	<p>A process to select representative works and development cases (de-identified) for baseline assessment of soil and water management activity and conditions has been planned. Selection and initial assessment remains to be done.</p>



Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	→ Actions 3.3.1.3 Weed Action Plan - Implement Weed Action Plan priorities to control weeds on Council land and roadsides; coordinate weed management with other land managers; and provide biosecurity advice, compliance and support services.: 100%	Weeds have be controlled on Council's roads, waste transfer stations, quarries and other properties, such as Binalong Bay foreshore reserve and the MTB Trails. They include Spanish heath, blackberry, gorse, burban, caper spurge, watsonia, sweet pittosporum, brooms, periwinkle, mullein, mignonette and others. Landholders and community volunteers have also been controlling these weeds and others such as boneseed on farms, private blocks and public land. Council has supported landholders with weed information (such as Weed of the Month in its Newsletter), advice on declared weed obligations and facilitating coordination of weed control efforts across property boundaries and with public land managers and Council.
97%	01/07/2021	01/12/2021	→ Actions 3.3.1.4 Drought Weeds Project - Conduct Weed ID and control workshop and complete final project 'Farm Weed Plan' report.: 100%	A final project management meeting has endorsed a draft <i>Farm Sector Drought Weeds Plan</i> as the final output for the Drought Weeds Project. It is with the contractor NRM North for final production and submission. Grant funded farm weed control activities are either completed or underway. Three field days, on weedy Nassella grasses and Patersons curse, were undertaken and farmers were supported with their weed farm weed programs.
30%	01/12/2021	30/06/2022	→ Actions 3.3.1.5 Weed Action Plan 2022 - Updated with review of weed priorities and strategies for Break O'Day and the community.: 100%	Compilation of weed mapping is yet to be completed and will underpin draft weed priorities maps for the community and Council to consider, to update shared weed action strategies and priorities in Break O'Day. Revision of the Weed Action Plan is delayed. The weed status of coast teatree has been investigated as it is both a Tasmanian native and environmental weed, and potential climate change migrant.
75%	01/07/2021	30/06/2022	→ Actions 3.3.1.6 Best Practice Activities - Facilitate weed, pest and disease hygiene protocols and best practice in Council operations and promote benefits in industry.: 100%	Training in soil and water hygiene best practice for property and development industry sector are expected as part of Development Services information forums later in the year. Development of a weed and disease monitoring program for the St Helens Mountain Bike Trails Network has been completed, initial site inspections done and a first assessment report prepared.
75%	01/07/2021	30/06/2022	→ Actions 3.3.1.7 Dog Management Policy - Secure and implement a formal cooperative dog management arrangement with Parks & Wildlife Service.: 100%	Cooperation on dog management continues to develop and grow. A joint dog (and shorebird) management campaign on Break O'Day's beaches, with the Parks and Wildlife Service, community volunteers, Birdlife Tasmania and NRM North continues to find success, with indications of improving levels of responsible dog ownership. Dog management signage has been reviewed with the Parks and Wildlife Service and a complete set of new and replacement sign artwork is being printed. Seasonal education and enforcement activities are continuing through to after Easter. Further local/state government collaboration is being planned for better coordination of dog management and issues at state level, following a successful workshop convened by the Local Government Association of Tasmania in 2021.
75%	01/07/2021	30/06/2022	→ Actions 3.3.1.8 Regional Cat Management - Work with NRM North and regional Councils to implement the outcomes of the Northern Tasmania Regional Cat Management Strategy.: 100%	Cat management activities are being organised for this autumn and winter with the Royal Society for the Prevention of Cruelty to Animals and the local veterinary clinic. They include subsidizing of microchipping and desexing of cats and a mobile Cat Management Facility pilot (using a Animal Welfare Response vehicle) for targeted and safe cat trapping activities, and a responsible cat management information campaign.
100%	01/07/2021	30/06/2022	→ Actions 3.3.1.9 NRM North Regional Strategy - Participate in the process to update the Regional Strategy for the next five (5) years.: 100%	Consultation on the Northern Regional Natural Resource Management Strategy review and draft Strategy has been completed. NRM North provided an opportunity for early input on local priorities and opportunities, and comments were made on the public draft. The draft regional Strategy recognized a number of Land, Water and Biodiversity priorities in Break O'Day and the final Strategy should facilitate funded opportunities to address them over the next five years.
30%	01/07/2021	01/07/2022	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	

Current ...	Start D...	Due Da...	Goal	Update
60%	01/07/2021	30/06/2022	Key Focus Area 3.4.1 Water: Develop and implement strategies and activities to reduce the risk of flooding, inundation and erosion within our rivers, estuaries and coastal areas.: 100%: 100%	Progress in this area is generally as planned with St Marys Flood Risk Management activities well progressed though lagging in relation to the Lower George River activities.
75%	01/07/2021	30/06/2022	Actions 3.4.1.1 George River Catchment and Bay - Support development of a land and water produces action group to investigate land and water productivity opportunities; water quality and riparian issues; identify management priorities and projects to action.: 100%	Mobilisation of a land and water producers action group will continue to be encouraged however interest in funding opportunities has been limited. For example a Smart Farms Small Grant opportunity for a farm soil productivity innovation project, partnering with NRM North. A water quality research project led by aquaculture producers is currently underway.
75%	01/07/2021	30/06/2022	Actions 3.4.1.2 South Esk River and Coastal Catchments - Identify catchment, water quality and riparian issues and management priorities and facilitate projects to stabilise and protect priority stream reaches, address pollution issues and catchment water quality priorities.: 100%	Council will seek information from government agencies and experts to consider the adequacy of the state's water management arrangements for Break O'Day's catchments, water quality and riparian zones. This followed its Natural Resource Management Committee referring concerns regarding challenges at a state level to water quality and river management arrangements in Tasmania. Landholders with river management issues are being supported to ensure catchment, water quality and stream health are protected. Broad review of catchment priorities is planned for later in the year.
75%	01/07/2021	30/06/2022	Actions 3.4.1.3 St Marys Flood Risk Management Plan - Implementation channel management and flood preparedness projects with the community and landholders.: 100%	Flood mitigation works have performed well during minor to moderate floods this year. The Flash Flood Warning System is active for Council and SES recipients of flood alerts and its monitoring of moderate and major flood level thresholds is being rechecked before inviting community registrations. Council is working with the SES incorporate flood management progress with in a Community Protection Flood Guide and Response Plan for St Marys. Vegetation, debris and erosion on going issues for the stream channel and continue to be a concern for management with landholders.
50%	01/07/2021	01/03/2022	Actions 3.4.1.4 Lower George Floodplain Impact Assessment Project - Socioeconomic assessment with community of impact of likely changes in river course over floodplain and management options.: 100%	The investigation and report on likely river-breakout scenarios across the floodplain, their likelihood and management implications has been completed. It identifies the Binalong Bay Road causeway as most likely and sets the context for the final stage of the project. This remaining work involves assessing possible consequences of likely scenarios with those affected, engaging the community and considering risk management options. The project has experienced delays though 2021. A revised project plan to complete the second and last stage in 2022 has been supported by the funder.



## INFRASTRUCTURE

Current ...	Start D...	Due Da...	Goal	Update
67%	01/07/2020	01/07/2021	<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>	
67%	01/07/2021	30/06/2021	→ <b>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%: 100%</b>	Progress in this area has increased over the last 3 months with a focus on the Marine Facilities Strategy underway and the Sports Complex Master Plan now in the broader community engagement stage.
75%	01/07/2021	31/12/2021	→ <b>Actions 4.1.1.1 St Helens Sports Complex Master Plan - Complete user consultation and review of Master Plan prior to adoption by Council.: 100%</b>	Following review of a draft Concept plan based on feedback from users of the Sports Complex a wider community engagement process is currently underway with feedback being sought from the broader community on the draft conceptual plan. We are using the township plan community sessions to also seek feedback on the draft plan as well as an online survey and hard copy of the survey.
50%	01/07/2021	30/06/2021	→ <b>Actions 4.1.1.2 Marine Facilities Strategy - Develop a Strategy for the management and development of marine infrastructure around Georges Bay including land based facilities integral to the infrastructure.: 100%</b>	A draft Marine Facilities Strategy is currently being worked on. The project is being undertaken in house with a team of Council staff working alongside the project officer. Scope area has been identified and will encompass the area known as Georges Bay
75%	01/09/2021	30/06/2021	→ <b>Actions 4.1.1.3 St Helens Foreshore Master Plan - Develop and commence a process to undertake a review of the St Helens Foreshore Master Plan.: 100%</b>	Council officers have commenced identifying potential options to resource the required actions. A proposed budget has been put forward in the 2022/2023 financial years budget to progress.
48%	01/07/2020	01/07/2021	<b>Strategy 4.2 Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.: 30 to 100</b>	
75%	01/07/2021	30/06/2021	→ <b>Key Focus Area 4.2.2 Telecommunications: Ensure residents and visitors can access telecommunication services such as NBN and mobile phone coverage where they are living and visiting.: 100%: 100%</b>	Great progress has occurred in relation to the Mangana situation. Increased attention is happening in relation to the Ansons Bay issue
75%	01/07/2021	30/06/2021	→ <b>Actions 4.2.2.1 Telecommunications - Monitor the roll-out of the Mobile Black Spot Program and advocate for the installation of small cell technology to service black spot areas across the municipality.: 100%</b>	Round 6 of the Australian Government Black Spot Mobile program is to be opened during this financial year. Council will be nominating improved coverage at Ansons Bay.

Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	→ Actions 4.2.2.2 Mangana Blackspot - Pursue the installation of a small cell or some other service to provide communications especially in times of an emergency.: 100%	A Black Summer Bushfire Recovery grant agreement has been signed with the Australian Government for the installation of a satellite telecommunications small cell at Mangana. The solution will be designed and installed by Telstra and seamlessly integrated into Telstra's national network.  The grant application was made as Telecommunications were unreliable, and in some areas, unavailable during the 2019-20 bushfires which placed this township in significant danger resulting in the complete evacuation of the township and surrounding area. Improved telecommunication capacity will improve community safety every day and in an emergency. Improved mobile and internet coverage will help build community connection and resilience and support the social and economic recovery of this community.
10%	01/07/2021	30/06/2022	→ 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%: 100%	Progress is occurring in relation to the next stage of the St Helens streetscape. Parking related actions have been prioritised as resources have become available for this activity.
50%	01/07/2021	30/06/2022	→ 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.: 100%	The project endorsed by Council in November 2021 and nominated for \$320,000 funding under the Local Roads & Community Infrastructure Programme - Phase 3 has been approved by the Australian Government.  The next stage of the St Helens streetscape upgrade will see streetscape development for Improved Accessibility of Community Facilities and Areas, Streetscape beautification on the eastern side of Cecilia Street between Circassian Street and Georges Bay Esplanade and the upgrading of the Cecilia Street/ Georges Bay Esplanade road junction.  Works are scheduled to occur in Spring 2022
5%	01/07/2021	30/06/2022	→ Actions 4.2.1.2 St Marys Parking Strategy - Develop a car parking strategy for St Marys providing a long term plan for off-street parking.: 100%	Some progress is occurring to develop the parking strategy. Progress less than expected due to resource constraints and conflicting priorities.
5%	01/07/2021	30/06/2022	→ Actions 4.2.1.3 St Helens Parking Strategy - Develop a car parking strategy for St Helens providing a long term plan for off-street parking.: 100%	Some progress is occurring to develop the parking strategy. Progress less than expected due to resource constraints and conflicting priorities.
68%	01/07/2020	01/07/2021	Strategy 4.3 Develop and maintain infrastructure assets in line with affordable long-term strategies.: 30 to 100	
75%	01/07/2021	30/06/2022	→ Key Focus Area 4.3.2 Roads and Streets: Develop a well-maintained road network that recognises the changing demands and requirements of residents and visitors.: 100%: 100%	Solid progress is being made in all areas of activity except the Strategic Road Plan.



Current ...	Start D...	Due Da...	Goal	Update
95%	01/07/2021	30/06/2022	→ Actions 4.3.2.1 State Road Network - Pursue upgrades to State Government road infrastructure assets (Tasman Highway) to improve safety and reliability: Result, network quality: 100%	<p>Further upgrading of The Tasman Highway was a key part of the Council's submission to the 2022-23 State budget consultation process along with investigation of options in relation to the St Marys Pass.</p> <p>State Growth has been active in upgrading and undertaking repairs on the state road network within the Break O'Day Municipality.</p> <p><b>Current Works</b></p> <p>Tasman Highway upgrade works between Diana's Basin and St Helens Point Road are approaching completion with activity to be concluded by end May 2022.</p> <p><b>Completed Works</b></p> <p>March 2022 - Esk Main Road (Fingal) - pavement remediation and resealing</p> <p>Feb 2022 - St Marys Pass, Stage 2 pavement remediation and resealing</p> <p>Nov 2021 - St Marys Pass, Stage 1 pavement remediation and resealing</p> <p>Dec 2021 - Binalong Bay Road shoulder widening and resealing</p> <p>Nov 2021 - Upper Scamander Road/Tasman Highway junction upgrade.</p>
100%	01/07/2021	31/12/2021	→ Actions 4.3.2.2 Municipal Road Network - Complete transfer of the responsibility of Binalong Bay Road to the State Government: 100%	<p>Binalong Bay Road from its junction with the Tasman Highway in St Helens to a point 108m south of the centre of the junction of Cray Court, a distance of 8.82 km was by proclamation of the Governor (State of Tasmania) under section 7 of the Roads and Jetties Act 1935 declared to be a subsidiary road, classified as a tourist road that became effective on 20 October 2021. The road is now under the jurisdiction of the State Government and known as Binalong Bay Tourist Road.</p>
5%	01/07/2021	31/03/2022	→ Actions 4.3.2.3 Strategic Road Plan - Update Council's plan to identify routes of strategic importance and urgency for the purpose of securing future road upgrade funding.: 100%	<p>A review of the BREAK O'DAY COUNCIL TRANSPORT MASTER PLAN 2013-2018 commenced during the quarter and has been somewhat delayed due to resource constraints and priority workload. The review is unlikely to be completed before end of June, given the breadth and depth of the master plan.</p> <p>Break O' Day Council's Transport Strategy aims to provide safe and efficient transport routes throughout the Municipality, in conjunction with the State Roads network. As well as provision for road freight and essential services, the BODC roads network is subject to intense tourist traffic from transient residents, tour companies, self-drive tours etc to visit natural environments and special recreation opportunities (Mountain-bike trails, aquatic sports, bushwalking.)</p> <p>Over the last two years, both Council and State Growth have invested in transport system upgrades in our municipality in alignment with not only this strategy but a range of State Government transport related strategies.</p> <p>A coinciding opportunity has been taken advantage of during the last quarter, the announcement of the Australian Government's Remote Roads Pilot Upgrade Program. Restricted to unsealed rural roads of at least 20km in length the strategic alignment has enabled the Council to make a funding submission for substantial upgrade works on North Ansons Bay Road.</p>
100%	01/07/2021	31/12/2021	→ Actions 4.3.2.4 Scamander Wrinklers Entrance - Finalise approvals and undertake construction works to enhance the northern entrance of Scamander at Wrinklers Lagoon Bridge.: 100%	<p>The Wrinklers carpark upgrade has been completed (storm water, sealing and placement of vehicle stops and line marking). Minor landscaping works to be undertaken in May-June 2022.</p>



Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	→ Actions 4.3.2.5 Airport Master Planning - Identify and assess user needs including commercial and tourism operators, RFDS, Air Ambulance, State Emergency Services, TasPol and determine infrastructure cost estimates.: 100%	The status of the St Helens Airport (YSTH), a previously registered aerodrome has been deemed certified from 13 August 2020 by the Civil Aviation Safety Authority (CASA) under changes made to the Civil Aviation Safety Regulations, CASR Part 139. The change requires that the Council update its aerodrome manual in accordance with new requirements by 13 May 2022.  Council officers are currently in the process of updating the airport manual and which is consuming significant resource time due to the level of detail required by the regulators. The manual will also be used as a guide for subsequent aerodrome infrastructure planning.
71%	01/07/2021	30/06/2022	→ Key Focus Area 4.3.1 Waste Management: Provide access to services and facilities which support a sustainable lifestyle.: 100%: 100%	Activities are progressing as planned with the exception of the Container Refund Scheme which is dependent on progress at the State Government level and behind where anticipated.
50%	01/07/2021	30/06/2022	→ Actions 4.3.1.1 Green Waste Recycling - Develop operations to produce green mulch for sale (single and double shredded material) on a cost recovery basis at the Scamander, St Helens and St Marys Waste Transfer Stations.: 100%	The green waste shredding campaign scheduled to occur in 2021 has been delayed to late April due to a major mechanical break down of the northern regional contractors shredder in September and October of last year and the contractors subsequent and repeated failure to meet commitments to the Council since that time.  Green waste at the St Helens WTS will be doubled shredded and composted with material available for purchase in July 2022. Green waste at Scamander and St Marys WTS's will only be single shredded and used as a cover material at those sites.
50%	01/07/2021	30/06/2022	→ Actions 4.3.1.2 Inert Landfill Resource Recovery - Investigate re-use/recovery/commercial salvage options and opportunities for concrete, soil, untreated timber and other non-asbestos containing builders waste currently placed at the St Helens Waste Transfer Station.: 100%	It is Councils current understanding that the State Government Waste levy will apply to materials placed in the St Helens inert landfill. Material recovery is preferred.  At the St Helens Waste Transfer Station, waste timber has been made available to the community for the last 2 years by donation (\$2/trailer load )to the "Tip Shop" run by the St Helens Hospital Auxiliary. Recycling/reuse rate remains low.  There are currently no cost neutral avenues available to repurpose, clean fill, concrete, bricks, cement sheeting and other ceramics and under current regulation.  Following the passing of the waste levy legislation in March, The State Government has released the <a href="#">draft Waste and Resource Recovery Regulations 2022</a> for targeted consultation. and which provide options for materials of value currently being placed at the inert landfill site.

Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2021	<p>→ Actions 4.3.1.3 Waste Management - Participate in the Northern Tasmania Waste Management Group (NTWMG) activities to achieve improvements in waste reduction and resource recovery.; 100%</p>	<p>Break O' Day Council is a member council of the Northern Tasmania Waste Management Group (NTWMG). Other member councils are Launceston City, West Tamar, Meander Valley, Dorset, George Town and Northern Midlands.</p> <p>The 2017-22 Regional Waste Management Strategy enables the NTWMG to undertake research on waste management best practice to inform its activities. The 2017-22 strategy also includes a range of projects that have evolved and grown into well-established projects that reduce waste to landfill using a mix of education, recycling services and infrastructure. Through the NTWMG and funded by the existing regional waste levy collected for waste diverted to landfill, the NTWMG funds.</p> <p>Break O' Day Council has participated in the groups 2021/2022 major actions and projects, more specifically and relevant to our municipality are the following:</p> <ul style="list-style-type: none"> <li>· Engaged with the Tasmanian Government and LGAT and provided input on Draft Waste Action Plan targets, proposed statewide landfill levy and governance of the levy.</li> <li>· Community education through presentations and kerbside auditing.</li> <li>· Monitor recycling bin contamination and provide regular feedback to residents.</li> <li>· Continued support of data collection at waste transfer stations.</li> <li>· Facilitate sustainable management of recyclables that are difficult to process locally, specifically the provision of e-waste collection.</li> <li>· Facilitate Paint back - paint collection and processing.</li> <li>· Provision of polystyrene collection and recycling.</li> <li>· Supporting education and awareness and recognise and reward individuals, school groups and organisations via the Waste Not Awards.</li> <li>· Report and publish Northern Tasmania kerbside general waste, landfill and waste transfer station composition audits.</li> </ul> <p>The Regional Waste Strategy, Annual Report 2020/2021 and Action Plan 2021/2022 is attached for information and progress made by the group. The document can also be located at:  <a href="https://rethinkwaste.com.au/download/ntwmg-annual-report-2020-21-and-annual-plan-2021-22/">https://rethinkwaste.com.au/download/ntwmg-annual-report-2020-21-and-annual-plan-2021-22/</a></p>

Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	31/03/2022	→ Actions 4.3.1.4 Inert Waste Landfill - Develop Scamander Waste Transfer as an Inert Landfill Site - secure environmental regulatory approvals to enable progression to the design and costing of Inert Landfill.: 100%	Break O' Day Council (Council) owns and maintains the Scamander waste transfer station site, which includes the closed putrescible landfill, located on Coach Road, Scamander.  Council is proposing to develop an inert landfill on top of the closed putrescible landfill. The proposed development has been assessed as a Level 2 activity under the Environmental Management and Pollution Control Act 1994 (EMPCA) and as such requires EPA Tasmania (EPA) approval.  Extensive investigative work and assessment has been undertaken by council officers with the assistance from GHD (consulting firm) year to date to progress this project with the objective of referring a permit application to the EPA prior to a subsequent public consultation process.  Investigative work included the further consideration of issues related to <ul style="list-style-type: none"> <li>- Future inert landfill leachate management</li> <li>- Ground and surface water monitoring</li> <li>- Landfill gas generation</li> <li>- Potential subsidence of underlying putrescible landfill cells.</li> </ul> The Board of the Environment Protection Authority (the Board) have recently advised that the reports provided by the Council contain sufficient information to satisfy the requirements of section 74(3) of the EMPCA Act for the purposes of public and agency consultation.  Council will advertise permit application number DA 2018/174 and to call for public submissions shortly.
75%	01/01/2022	31/03/2022	→ Actions 4.3.1.5 Container Deposit Scheme - Review waste transfer station layouts and capability to accommodate container deposit infrastructure and associated costs for scheme rollout.: 100%	The Container Refund Scheme Bill 2021 has passed through Parliament, supporting the Government's vision of reducing litter and increasing recycling. The Bill passed the House of Assembly on 10 November 2021, and passed the Legislative Council unamended on 10 March 2022.  As part of a multi-stage procurement process, The State Government is inviting Expressions of Interest from entities interested in providing state-wide Scheme Coordinator and Network Operator services.  Details for both roles, including the requirements to register an interest and the qualification criteria, are available on the <a href="#">Tasmanian Government tenders website</a> (tender IDs: NRET EP 2125-1 and NRET EP 2125-2).  Implementation of the scheme at a local level is likely to necessitate the use of Council resources, and the use of Council's St Helens Waste Transfer Station.
100%	01/07/2021	31/12/2021	→ Actions 4.3.1.6 Single Use Plastics - Single-use Plastics Policy approval and implementation.: 100%	Policy adopted by Council - Feb 2022
50%	01/07/2021	30/06/2022	→ 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%	Activity is well underway in relation to many actions in this area with some actions complete or approaching completion. A couple of actions are dependent on completion of the Recreational Trails Strategy



Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	→ Actions 4.3.3.1 St Helens to Binalong Bay Link - Complete the project to a shovel ready stage and pursue funding.: 100%	<p>The objective of this project is to provide a shared pathway the links St Helens (end of existing path on Binalong Bay Road) to Binalong Bay that is wide enough to allow pedestrians, bicycles or other mobility aid users to access the pathways safely and without obstruction.</p> <p>In the early part of 2021/22, initial effort was focused on detailing a preferred pathway route between St Helens and Binalong Bay and parallel to the road containment.</p> <p>Taking into account identified constraints an updated broad project estimate of \$2.14million was derived during the quarter ending December 2021. The estimate included the undertaking of required flora &amp; fauna and heritage studies, surveying, detailed design and pathway construction.</p> <p>Additional work required to determine a final route around bottleneck points was undertaken during the March quarter. Project costs are currently being updated. A report is to be prepared for Council next quarter.</p>
100%	01/07/2021	30/06/2022	→ Actions 4.3.3.2 St Helens MTB Network - Examine opportunities to evolve the network to enhance its attractiveness.: 100%	<p>Consultants World Trail have been engaged to develop a suit of trail options that will be used to engage with the community to seek input to develop a priorities list of options that could then be used for future development of the St Helens MTB Network.</p> <p>Trail option locations established July 2021</p> <p>Feedback has been received from key individuals, businesses and organisations closely involved locally in the Mountain Bike industry and is being collated to provide a prioritisation list of trails for future development of the network.</p> <p>This information will presented as part of the Recreation Trails Strategy.</p>
95%	01/07/2021	31/12/2022	→ Actions 4.3.3.3 Bay of Fires Trail - Complete Trail enhancement to enable achievement of IMBA Epic Status.: 100%	<p>Following Development Approval being received and a public tender process, works commenced on the project in January 2022.</p> <p>Application for International Mountain Bicycling Association (IMBA) EPIC Status for the Bay of Fires Trail will commence later in 2022 once trail construction is complete</p> <p>21 March 2022 - Works on ground will be completed by end of March 2022. Opening of this section will decided once trail has bedded in but before June 2022.</p>
30%	01/07/2021	30/06/2022	→ Actions 4.3.3.4 Skills Track / Pump Track - Examine options to establish a skills/pump track in the St Helens area.: 100%	<p>The establishment of a Pump Track in St Helens has been prioritised highly as infrastructure that would enhance the experience of users and provide activation of the location with the financial gain to businesses.</p> <p>This piece of infrastructure is likely to feature within the Recreational Trails Strategy when it is completed.</p> <p>The Collective has been requested to provide some ideas of suitable locations</p> <p>21 March 2022 - Grant Deed being prepared for \$500k from Tasmanian Government. The location and scope of the project will be developed in conjunction with The Collective to provide input in the process. Several locations could be considered namely one at the Flagstaff Trailhead to help in activation of the site as well as a facility in St Helens but with location unsure at this time.</p>
75%	01/07/2021	30/06/2022	→ Actions 4.3.3.5 St Helens MTB Network - Increase the engagement of the businesses and the community in the development and operation of the trails through The BOD Trails Collective.: 100%	<p>The Collective committee has been established with and has held several meetings (monthly) creating a purpose document and priority items which will provide focus and direction of the committee.</p> <p>A broad cross section of the community is represented on the committee and will focus on activation and future development of the St Helens MTB Network.</p> <p>The Collective at it's meeting of 13 October will be developing a vision statement which will provide clarity and direction for the group.</p> <p>The vision statement document is in draft and will be finalised in Jan 2022 which will clearly define the purpose and goals for The Collective.</p>

Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	→ Actions 4.3.3.6 MTB Events - Identify ongoing opportunities for activation of the MTB Network by identifying Local/State/National/International events.: 100%	<p>Working with The Collective to identify existing State and National events as well as the potential to create a unique and new event for St Helens MTB Network is a high priority.</p> <p>Auscycling has provided their draft 2022 calendar for consideration to host their Cross Country / Downhill / Gravity Enduro / E-MTB events which are being considered.</p> <p>Pedal Heads, the local MTB Club has initiated a Winter Race Series of a 4 race series between August and September 2021 which will be a great way for the local community to engage in the MTB sport and for the Local Club to develop processes, skills and capacity in running events.</p> <p>The Pedal Heads Race Series has been a great success with up to 70 riders participating in the first 3 races. The fourth and last race was postponed due to extreme windy weather and will be run on the first week of the school holidays 26 September 2021.</p> <p>Through the school holidays there are several learn to ride sessions being offered by qualified instructors which will provide opportunities for people new to the sport to attain key skills to ride safely and established riders to improve and develop new skills.</p> <p>There was one extra race run in December 2021 with another good turn out of racers.</p> <p>A focus for The Collective and Pedal Heads MTB Club will be to continue grow the race series and are investing in more timing devices to enable a greater number of participants.</p> <p>The Pedal Heads are also seeking grant funding to provide a subsidy for Wilderness First Aid training to be undertaken for their members to increase the first aid response skills in the local community.</p> <p>The Dragon Trail MTB event was held over 17 - 19 March 2022 and was attended by about 180 competitors. It is intended to run the event again in 2023 with a target participation number of 500 competitors.</p>
0%	01/03/2022	30/06/2022	→ Actions 4.3.3.7 Fingal to St Marys Trail - Review the project following completion of the Recreational Trails Strategy and determine direction of the project.: 100%	<p>The Recreation Trails Strategy has identified a section of the old Railway corridor from St Marys to Cornwell as a viable trail development but the trail between Fingal and St Marys has many challenges that make it unviable in the short - medium term.</p> <p>Once the Strategy is endorsed the development of trails will be assessed along with other projects in the normal budget cycle process.</p>
0%	01/03/2022	30/06/2022	→ Actions 4.3.3.8 St Marys Trail - Review the project following completion of the Recreational Trails Strategy and determine direction of the project.: 100%	Recreational Trails Strategy currently being prepared
100%	01/07/2021	30/09/2022	→ Actions 4.3.3.9 MTB Network Operation - Develop and implement operational/maintenance plan for the MTB trail networks.: 100%	<p>Operational Plan to incorporate the maintenance requirements including managing the trail surfaces and drainage devices, environmental aspects like vegetation management, weed and hygiene control, raptor habitat protection and infrastructure supporting the St Helens MTB Network.</p> <p>Safety Management component to include trail closure procedures and incident management.</p> <p>Development of Service Levels and Service Standards that are sustainable and suitably resourced</p> <p>Operation plan including the Weed and Disease Monitoring is completed.</p>



Current ...	Start D...	Due Da...	Goal	Update
90%	01/07/2021	28/02/2022	→ Actions 4.3.3.10 Recreational Trails Strategy – Manage the delivery of the consultancy leading to consideration and adoption by Council.: 100%	<p>TRC Tourism visited the municipality in July 2021 gathering information; interviewing key individuals across the region and undertaking site visits at key locations as part of the initial data collection and fact finding process.</p> <p>A second visit is planned for September 2021 to engage more broadly across the community based on the initial feedback attained from the key individual sessions and locations visited.</p> <p>Insights plan developed outlining key points identified from initial site visit and reviewed by Council staff.</p> <p>Workshops / Drop-in sessions have been arranged for Fingal, St Marys, Scamander and St Helens in October 2021 to enable locals and visitors to meet with consultants and Council staff to reflect their opinions into the development of the strategy.</p> <p>An on-line Survey is also available via Councils web page to provide opportunity for input for those not able to attend any of the sessions in person.</p> <p>In March the final Draft strategy has been reviewed by Council staff and is now with Parks and Forestry for their preview, as major stakeholders, before going to the April Council Workshop for their input prior to going back to the community.</p>
15%	01/09/2021	31/03/2022	→ Actions 4.3.3.11 Swimming and Hydra Therapy Pool – Investigate the opportunity to establish a centre incorporating a swimming pool and hydra therapy pool.: 100%	<p>Initial high level investigation undertaken in relation to the characteristics of building and operating a Hydra-therapy Pool. Information gathering from other Councils, Southern Midlands, Georgetown and Circular Head has occurred.</p>

## SERVICES

Current...	Start D...	Due Da...	Goal	Update
60%	01/07/2021	01/07/2022	Strategy 5.1 Improve accessibility to a range of quality services and programs by advocating and pursuing for local delivery.: 30 to 100	
75%	01/07/2021	30/06/2022	→ Key Focus Area 5.1.2 Youth: 100%: 100%	Activity is progressing as planned with the focus being on Council supporting activities by other organisations.
75%	01/07/2021	30/06/2022	→ Actions 5.1.2.1 Local Government - Participate as the Council Representative as an active Committee Member for YCNECT, providing support encouraging the participation & engagement of young people learning the functions of Local Government & how to influence Council decisions.: 100%	<p>Community Services Project Officer is an active member of the YCNECT (Youth Collective North East Coast Tasmania) where the issues affecting Local Government and the young people of Break O'Day can be voiced and listened to.</p> <p>The Outreach Program has been funded up until the end of April 2022 has been a huge success in terms of reaching those young people who are isolated and taking them to events and programs with a door to door service. The 2022 summer holiday programs were a great success with up to 40+ young people attending the St Marys Pool sessions.</p> <p>YCNECT are actively seeking funding from various sources to try and keep the vital service of the Outreach Program continuing on a sustainable basis.</p> <p>For Youth Week Tasmania Council is collaborating with YCNECT, the Outreach Program participants, Scooter Stop, YNOT and Department of Communities to put together 'Scooter Jam' at St Marys Skate park where there will be a survey for all participants and spectators under 25 to complete. The questions are typically rating the Scooter Jam event, what we could do better, any random suggestions for other events or support they are wanting and needing.</p> <p>The survey will be an opportunity for young people to have their opinions and suggestions heard in writing.</p> <p>Once surveys are complete, Community Services Project Officer will compile the results and present to the YCNECT Committee for discussion on our young people can be better supported with their ideas, hopefully acting on some of them.</p>
75%	01/07/2021	30/06/2022	→ Actions 5.1.2.2 Work Experience - Participate in the Break O'Day Employment Connect (BODEC) project to develop Work Experience opportunities for young people.: 100%	<p>Break O'Day Employment Connect (BODEC) - St Helens Jobs Hub Board and the BODEC Project Team have just completed a strategic planning exercise where the development of an Operational Plan formed a part of the process.</p> <p>The Operational Plan sets out actions that are to be completed within certain timeframes and by responsible leads. Whilst this exact action no longer exists as it is detailed in the 2021/2022 Annual Plan, there is now an action under 'Pathways' for the BODEC Project Team Manager is responsible to partner with the local schools on the development career pathways for young people.</p>
75%	01/07/2021	30/06/2022	→ Actions 5.1.2.3 THRIVE - Maintain working relationship with THRIVE and participate in the activities which benefit the community.: 100%	THRIVE has been going through a rebuilding stage with a change in the structure of the group. LINC no longer have a member on the group and due to Covid and the unavailability of some staff members, no meeting of the THRIVE group has been held. The Community Garden continues to be accessible to the volunteers who work in it but the School Mentoring program is currently looking for a new Co-ordinator to assist the Schools in running the project.
55%	01/07/2021	30/06/2022	→ Key Focus Area 5.1.1 Health: Retain and expand local provision of disability, preventative, chronic and acute health care services including pursuing innovative healthcare delivery options.: 100%: 100%	<p>Activity in this area is connected to the activities of other organisations and is progressing as planned.</p> <p>Council staff are working with LGAT to develop a project plan in consultation with the community as to how the HUB4Health building can be utilised in the future. The project that the staff are currently working on a model where the facility becomes a home for preventative activities, whether it be for people to access workers or programs can be run from. This project is in the very stages of its development.</p>



Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	→ Actions 5.1.1.1 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.: 100%	Council staff have met with representatives from the Royal Flying Doctor service (RFDS) and they are happy that Council staff are engaged in the upcoming funding process to provide services in the Break O'Day region.
75%	01/07/2021	30/06/2022	→ Actions 5.1.1.2 Old St Helens Hospital - Secure a decision from the Department of Communities Tasmania on the future use of the site following the community engagement process.: 100%	No further action at this stage as the facility is still being used for Covid purposes and leased to Ochre Health.
75%	01/10/2021	30/06/2022	→ Actions 5.1.1.3 Local Service Delivery - Work with the NGOs on the Mental Health Directory to complete a community wide survey to understand the needs of health service delivery within Break O'Day (BOD) and identify gaps.: 100%	Council staff are continuing to work on mapping health services being delivered in the Break O'Day municipality. Response from agencies has been successful and relationships built with the providers.
75%	01/07/2021	30/06/2022	→ Actions 5.1.1.4 Doctors - Provide support to OCHRE Health with the recruitment of GPs to ensure consistency of Medical Practitioners and service delivery.: 100%	No further action at this stage of reporting.
75%	01/07/2021	01/07/2022	Strategy 5.2 Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community.: 30 to 100	
75%	01/07/2021	30/06/2022	→ Key Focus Area 5.2.3 Transport: Facilitate a range of transport options that support movement within and outside the Break O'Day area.: 100%: 100%	Significant barrier affecting local communities, work has commenced involving key stakeholders in addressing this barrier which is resulting in the establishment of a new program.
75%	01/07/2021	30/06/2022	→ Actions 5.2.3.1 Local Transport Network - Work with YCONNECT and BODEC to help advocate and bridge the barrier to transport for the Break O'Day community.: 100%	Through the Jobs Tasmania programs, Area Connect which is a transport program focussed on job seekers will be commencing in the Break O'Day area in the next month. This will greatly assist this section of the community. Transport Sub Committee of Break O'Day Employment Connect (BODEC) developed a community wide transport survey and is finishing up 31 March 2022. Response rate has been quite high for a survey and results will be presented at the April BODEC meeting. <a href="#">attachment Transport survey 2022 final docx.pdf</a>
75%	01/07/2021	30/06/2022	→ Actions 5.2.3.2 Learner Driver Mentor Program - Recruit and train additional mentors to support the program.: 100%	Activity in this area continues within the restrictions which currently operate.

Current ...	Start D...	Due Da...	Goal	Update
75%	01/07/2021	30/06/2022	→ Key Focus Area 5.2.2 Education & Skills Training: Improve education and skills training opportunities and encourage greater personal development through delivery of programs locally which meet the needs of industry and the community. Implement outcomes of the BDO Report.: 100%: 100%	Through Council officer participation in BODEC this area of activity is receiving attention and progress is being made with the Trade Training Centre and local Schools which is a positive change.
75%	01/07/2021	30/06/2022	→ Actions 5.2.2.1 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.: 100%	BODEC Project team are collaborating with the Neighbourhood Houses, local schools, Break O'Day Trade Training Centre and RTO's who deliver training locally and published a local training calendar on the BODEC website for all to easily access: <a href="#">Upcoming Events - Break O'Day Employment Connect (bodec.org.au)</a>
75%	01/07/2021	31/12/2022	→ Actions 5.2.2.2 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.: 100%	The situation with the operation of the Trade Training Centre and the lack of VET Courses has been discussed with the Principal of the St Helens District High School. There will be some VET courses offered in the 2022 School year but not to the extent which should be occurring which seems to be as a result of what has happened within this school in recent years. Both Schools have now engaged with Break O'Day Employment Connect in a positive way which could assist in resolving the situation. Concerns regarding the operation of the TTC and control by the Education Department is ongoing and have been raised with the Minister for Education. Subsequently they have been raised with Jobs Tasmania in October and December 2021. The TTC Manager is now attending BODEC meetings.
75%	01/07/2021	30/06/2022	→ Key Focus Area 5.2.1 Mental Health: Improve the mental health of our community through stability in service delivery and a holistic approach to the provision of services locally.: 100%: 100%	No specific summary comment.
75%	01/07/2021	30/06/2022	→ Actions 5.2.1.1 Suicide Prevention - Maintain involvement in the Suicide Prevention Trial and continue to work with the agencies involved to ensure sustainability of some of the programs developed once funding is no longer available through Primary Health Tasmania (PHT):. 100%	Work has commenced on updating the Community Suicide Plan. This work is being done with the St Helens Neighbourhood House and Rural Alive and Well (RAW) who have provided funding to undertake this process. Actions are currently being worked through that will deliver support to our community in the time of need.
83%	01/07/2021	01/07/2022	Strategy 5.3 Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.: 30 to 100	
83%	01/07/2021	30/06/2022	→ Key Focus Area 5.3.1 Service Delivery: Improvement: 100%: 100%	The activity in this area had been tracking as planned until the SES changed the template for the Emergency Management Plan
75%	01/06/2021	01/03/2022	→ Actions 5.3.1.1 - Development: Information - Review and simplify information relating to undertaking development including fact sheets and website information for re-occurring enquiries.: 100%	Agenda items drafted for information sessions. Dates to be identified and advertised in consultation with Communications Coordinator

Current ...	Start D...	Due Da...	Goal	Update
95%	01/10/2021	31/12/2021	→ Actions 5.3.1.2 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.: 100%	No further action in the first 3 months of 2022. Council staff worked with Red Cross to train a number of community members in how to manage Evacuation Centres. Sessions were held in Fingal and St Helens in conjunction with the Neighbourhood Houses.
79%	01/01/2022	30/04/2022	→ Actions 5.3.1.3 Municipal Emergency Management Plan - Review and adopt the Plan in line with the Tasmanian Emergency Management Plan.: 100%	The Emergency Management Plan is currently being rewritten in line with the new Tasmanian Government template.

## CORPORATE PLANNING ACTIVITIES PLAN



## FINANCIAL ACCOUNTABILITY

Current ...	Start D...	Due Da...	Goal	Update																												
50%	01/07/2021	30/06/2022	Financial Sustainability: 100%																													
60%	01/07/2021	30/06/2022	→ 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%	<p>Reviewing operations for opportunities for savings in costs or staff time is a standing item on the fortnightly management team agenda. Service improvements unrelated to savings are also considered.</p> <p>Savings to date include:</p> <ul style="list-style-type: none"><li>• A review of options for the maintenance and servicing of plant and vehicles is generating savings expected to be between \$1,500 and \$2,500 annually.</li><li>• Printing the waste collection fridge magnet double sided has saved \$1,500 with some additional postage savings to be identified.</li><li>• revising the format of advertising of development application is generating savings expected to be approximately \$20,000 in 2021/2022 and \$30,000 annually</li></ul>																												
100%	01/07/2021	30/06/2022	→ 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%	<p>Council has far exceeded the \$250,000 grant funds raised target, firstly through funding for relocating an important section of the Bay of Fires Descent MBT and subsequently funding through the Black Summer Bushfire Recovery Program.</p> <table><tr><td>Well being Festival</td><td>2,000</td></tr><tr><td>Bay of Fires Trail relocation</td><td>185,000</td></tr><tr><td>Destination Action Plan (DAP) Group - Sculpture Walk</td><td>19,000</td></tr><tr><td>Out of this World Touring exhibit</td><td>6,500</td></tr><tr><td>Noticeboard and PA at Flagstaff</td><td>19,485</td></tr><tr><td>Learner driver mentor program</td><td>21,000</td></tr><tr><td>Black Spot - Quail/Medea Street</td><td>32,500</td></tr><tr><td>Tussock Grass Weed Control</td><td>21,530</td></tr><tr><td>Youth Week Tasmania</td><td>1,500</td></tr><tr><td>BSBRGP St Marys multipurpose hub</td><td>1,106,487</td></tr><tr><td>BSBRGP Fingal Youth Hub</td><td>323,940</td></tr><tr><td>BSBRGP Mangana communication cell</td><td>100,000</td></tr><tr><td>BSBRGP Fingal Community Shed</td><td>331,142</td></tr><tr><td></td><td>\$2,170,084</td></tr></table>	Well being Festival	2,000	Bay of Fires Trail relocation	185,000	Destination Action Plan (DAP) Group - Sculpture Walk	19,000	Out of this World Touring exhibit	6,500	Noticeboard and PA at Flagstaff	19,485	Learner driver mentor program	21,000	Black Spot - Quail/Medea Street	32,500	Tussock Grass Weed Control	21,530	Youth Week Tasmania	1,500	BSBRGP St Marys multipurpose hub	1,106,487	BSBRGP Fingal Youth Hub	323,940	BSBRGP Mangana communication cell	100,000	BSBRGP Fingal Community Shed	331,142		\$2,170,084
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10%	01/07/2021	30/06/2022	→ Revenue Generation - Identify opportunities to generate alternative revenue sources and secure a better return on the Cash holdings of Council.: 100%	<p>Opportunities for private works, particularly road works, continue to be explored. Using funds that are presently earning minimal interest for property/housing development is being explored, initial opportunities/options have been considered with Council. Various private works and hire of approximately \$25,000 have been undertaken.</p>																												
41%	01/07/2021	30/06/2022	Financial Management: 100%																													
75%	01/07/2021	30/06/2022	→ Audit Panel - Meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel.: 100%	<p>October, December and March Meetings were held, minutes of the meetings reported and received by Council</p>																												

Current ...	Start D...	Due Da...	Goal	Update
40%	30/09/2021	31/12/2021	<ul style="list-style-type: none"> <li>Long Term Financial Plan (LTFP) - Review of the Plan completed to reflect updated Four (4) Year Capital Works &amp; Projects Budget and Asset Management Plan and updated Plan adopted by Council.: 100%</li> </ul>	Review of Long Term Financial Plan occurs following completion of the external audit, this is now complete and review will be undertaken in the next month or two, initial preview provided as part of budget workshop
33%	01/08/2021	30/09/2021	<ul style="list-style-type: none"> <li>Plant Efficiency - Undertake a review of plant and vehicle utilisation and internal charging rates to ensure that cost recovery and future replacement is being adequately provided for as a basis to update the Plant Replacement Program.: 100%</li> </ul>	Separate reports generated for revenue and expenditure for each item of plant. Reports now being compiled to facilitate review.
14%	01/07/2021	30/06/2021	<ul style="list-style-type: none"> <li>Internal Audit - System audits scheduled are completed, recorded and reported for the following: contract management from awarding tender to payment of invoices; Customer Service Charter; Fraud Management Policy &amp; Procedure; and, appropriate management of risk.: 100%</li> </ul>	The scheduled internal audit tasks have been identified and allocated for action, audits have yet been undertaken

## HUMAN RESOURCES / TRAINING/ WORK HEALTH & SAFETY

Current ...	Start D...	Due Da...	Goal	Update
45%	01/07/2021	31/12/2021	Workforce Plan - Complete and commence implementation of the Plan to prepare for and manage succession requirements and an ageing workforce.: 100%	Spreadsheet for whole of workforce completed. 10 Staff Surveys complete and entered into the excel database, with one on one conversations to follow
33%	01/07/2021	30/06/2022	Elected Members: 100%	
33%	01/07/2021	30/06/2022	Professional Development - Facilitate participation of Councillors in Professional Development through development of a training plan for individual Councillors.: 100%	Initial review work has been undertaken to see what is used within other northern region Councils or what LGAT might be aware of. No formal Plan in place with other Councils. Local Government Capability Framework in NSW identified as having merit. This is being explored further
100%	01/07/2021	30/06/2022	Council Advocacy: 100%	
100%	01/07/2021	31/10/2021	Council Priority Projects - Finalise project briefs and pursue identified priority projects through Federal election process.: 100%	Project Briefs finalised for the Stieglitz section of the Georges Bay Foreshore Multi-user Track, Binalong Bay to St Helens Multi-user pathway and Binalong Bay to Swimcart Multi-user track. Information being used for lobbying activities in relation to the Federal election with a focus on the Georges Bay multi-user track project as the priority project.
100%	01/11/2021	31/01/2022	State Budget - Provide submission to the 2022 - 2023 State Budget community consultation process advocating for local priorities.: 100%	Submission prepared and lodged covering the following projects: <ul style="list-style-type: none"> <li>• Tasman Highway - Great Eastern Drive</li> <li>• Bay of Fires Master Plan</li> <li>• Relocation of St Helens District High School</li> <li>• Climate Change</li> <li>• Housing Needs assessment</li> <li>• State Highway Maintenance</li> <li>• St Helens Wharf - Ownership and assessment</li> <li>• Alternative Route to St Marys Pass</li> </ul>
75%	01/07/2021	30/06/2022	Wellbeing Program: 100%	
75%	01/07/2021	31/12/2021	Wellbeing Program - Finalise and implement a Mental Health and Wellbeing Plan with a focus on capacity building across the organisation.: 100%	A draft plan is being finalised with key staff. The draft will then be circulated to the management team and then to all staff for their input
75%	01/07/2021	30/06/2022	Employee Wellbeing Program - Undertake actions to improve the well-being of workers including appropriate training and awareness sessions.: 100%	Wellbeing Officer will create regular communication with staff to promote and prompt a healthy approach to mental health and wellbeing



## CORPORATE RISK

Current ...	Start D...	Due Da...	Goal	Update
60%	01/07/2021	30/06/2022	<b>Risk Management/Work Health &amp; Safety: 100%</b>	
75%	01/07/2021	30/06/2022	→ Risk Reporting - Risk updates and activities are regularly reported to management, Council and Audit Panel.: 100%	Standard risk reports are provided monthly to Council. Risk reporting is an agenda item for Council's Audit Panel as part of the Annual Work Plan and reports are provided to the Panel for that purpose. Risk Reports and minutes of the Work Place Health & Safety and Risk Management Committee are considered by management. The Management Team specifically addresses risk management as a standing agenda item. Risk reports are also considered by the Audit Panel.
75%	01/07/2021	30/06/2022	→ Risk Register Review - Review risk register twice a year for high risks, annually for all others.: 100%	<b>9 MONTHLY REPORT - March 2022</b> The Risk Register reviews for the last 9 months were completed in accordance with the requirements. 34 risks were reviewed and 2 risks were removed including 1 high-risk category following an assessment by the responsible managers. 103 risks are listed on the risk register as of 31 March 2022.
75%	01/07/2021	30/06/2022	→ Workplace Safety - Ensure that the necessary systems are in place to reduce the likelihood of incidents of injury and illness in the workplace.: 100%	<b>9 MONTHLY REPORT - MARCH 2022</b> <b>Summary of incidents/accidents involving workers</b> A total of 17 incident notifications were received in the past 9 months from July 2021 to March 2022. <b>Summary of vehicle accidents involving workers</b> A total of 17 accidents occurred in the past 9 months from July 2021 to March 2022. <b>WHS induction process</b> During the past 9 months: <ul style="list-style-type: none"><li>• 8 contractors completed the WHS induction process</li><li>• 9 contractors did not complete the induction process and consequently were placed on hold,</li><li>• 12 new workers completed the WHS induction process including 2 trainees, and</li><li>• 3 volunteers completed the WHS induction process.</li></ul> <b>Training Opportunities included</b> <ul style="list-style-type: none"><li>• Vehicle Safety sessions</li><li>• Transport &amp; Store Chemicals and Prepare and Apply Chemicals to control weeds, pests and diseases</li><li>• Elevated Working Platform</li><li>• Provide First Aid in Remote Locations</li><li>• Forklift Training/Assessment</li><li>• Medium Rigid Driving Assessments</li></ul>

Current ...	Start D...	Due Da...	Goal	Update
80%	01/07/2021	30/06/2022	→ COVID-19 Response - Ensure that Council's COVID-19 Response Plan is regularly reviewed and maintained in a state of readiness.: 100%	Management has an adopted Covid Plan which is reviewed in response to significant changed advice from appropriate government/health authorities. Ongoing implementation of the Plan included implementing and updating check in QR codes on Council buildings and facilities and ensuring appropriate notices and levels of hygiene supplies. Specifically, the state government introduced a Lock Down Plan for Tasmania, responding to the impact of the Delta strain. Management prepared a Break O'Day Council Lock Down Plan based on the content of the state government plan in order to facilitate a prompt response should the state Plan be activated. The State subsequently "opened the borders" and Council has prepared Outbreak Management Plans and implemented Work From Home and other measures to mitigate against impacts to staff and Council operations. As the Health guidelines have changed, the covid plan has been amended and actions such as QR code check-in requirements removed. A flowchart has been developed, updated and distributed to outline current actions with respect to staff with symptoms or identified as close contacts.
50%	01/09/2021	31/12/2022	→ Cyber Security - Develop and implement a Cyber Security Response Plan to address Council's exposure to this risk.: 100%	Council implements cyber security through the contracted IT support through: hardware and software safeguards, promptly implementing updates, strong back up systems and responding to the regular advice from the Department of Premier & Cabinet's cyber security team. Initial discussions have been held with Council's contracted IT support with respect to preparing a specific Plan/Report and emails exchanged outlining the content of the Plan.
33%	01/01/2022	31/03/2022	→ Risk Management Framework - Undertake an external review of Council's Risk Management Framework to identify opportunities for improvement.: 100%	Initial consideration has been made for options to a review of Council's Risk Framework/Register, including undertaking this in conjunction with Internal Audit processes or use of a contracted service provider. The Framework has also been considered by Council's Audit Panel. An external review has been determined as appropriate and a proposal sought from an organisation with the necessary skill set.



## ORGANISATIONAL EFFICIENCY

Current ...	Start D...	Due Da...	Goal	Update
87%	01/07/2021	30/06/2022	<b>Local Government Reform: 100%</b>	
75%	01/07/2021	30/06/2022	→ Northern Region Shared Services - Pursue joint procurement opportunities involving Northern Region Councils.: 100%	Northern region Councils have been pursuing a common IT Platform for quite a few months and were well progressed with an approach to this. Recent changes by a major IT provider to Local Government has put the brakes on this. Legal services procurement is ongoing and is generating very substantial savings for the region.  Further work in this area is a low priority given the Review of the Future of Local Government which has commenced.
80%	01/07/2021	30/06/2022	→ Northern Shared Services Common IT Platform - Participate in the investigations and report to the Management Team and Council on the opportunity this provides with recommendations.: 100%	The Northern Region group, including Break O'Day Council, initially identified a strong commitment to progressing a shared IT platform based on the Launceston City Council integrated IT system with individually time frames for joining. This was at the point of requesting specific commitments from member Councils. The system provider to Launceston City Council changed the parameters of support for the IT platform which made the approach being considered unviable. At this stage, there is still general support for a shared IT platform but different Councils have different levels of urgency for changing their systems and the project has reverted to general communication rather than any specific action, at the moment, and Council is monitoring options from the group and individual Councils in the group.
75%	01/07/2021	30/06/2022	→ Local Government Reform - Participate actively in the process arising from the PESRAC Report with a focus on achieving the best outcome for the Break O'Day area.: 100%	The Local Government reform process shifted from the PESRAC Report late in 2021 when the Liberal government could not get the broad support of all parties to the proposed Terms of Reference.  This has now evolved to become the Review into the Future of Local Government announced by the State Government with Terms of reference and Local Government Board membership announced in mid-December. The Board has released a Themes document and commenced the initial community engagement process in late March. Preparation of a submission by Council is underway.
75%	01/07/2021	30/06/2022	<b>Break O'Day Organisation: 100%</b>	
75%	01/07/2021	30/06/2022	→ Organisational Development - Focus on the development of the organisation to reflect the agreed values including updating the Employee Code of Conduct.: 100%	Internal survey work undertaken with recent new hires and recent departed employees to determine their observations in relation to the values in action in the BODC team. Whole of organisation survey developed alongside an initial survey in relation to workforce planning. This has been trialed with 2 select groups within the organisation and is now in the process of being rolled out.
100%	01/07/2021	30/06/2022	<b>Strategic Plan: 100%</b>	
100%	01/07/2021	30/09/2022	→ 2017 - 2027 Break O'Day Strategic Plan - Complete review of the relevance of the Key Focus Areas within the Plan.: 100%	Completion of the population analysis work was a critical precursor to the review process which has now been completed. Review process discussed with Council at the December meeting with a special workshop scheduled for February 2022. Council officers undertook a progress review and provided information for discussion at the Workshop. Reviewed Strategic Plan adopted by Council at the March Workshop.
57%	01/07/2021	30/06/2022	<b>Management Systems: 100%</b>	
100%	01/07/2021	31/12/2022	→ Cascade - Progress with integration of Cascade as the key platform for managing day-to-day activities with a focus on project management.: 100%	Integration of Cascade into everyday activities is progressing well. Council Resolutions, Grants, Contracts, Leases and Policy processes are now managed this way. Project Management work process has been developed and tested for commencement. Risk Management being considered.
0%	01/07/2021	30/09/2022	→ Cascade Community Dashboard - ensure the community dashboard is operating on Council's website.: 100%	This system is still not available. We are still waiting for it to be developed and implemented.



Current ...	Start D...	Due Da...	Goal	Update
60%	01/07/2021	31/10/2021	Accounting Software - Complete examination of transition from Navision to Xero and implement if decided to progress.: 100%	Management have commenced implementation of a detailed review of the option of transitioning Council's financial software from Microsoft Navision to Xero. Implementation is progressing with payroll and costing reports being implemented and tested, a draft general ledger circulated and reviewed. Logistic considerations have determined the implementation date be set for 1 July. A revised, detailed implementation plan is being updated.
24%	01/07/2021	30/06/2022	Customer Service: 100%	
15%	01/07/2021	30/06/2022	Service Improvements - Encourage ongoing improvement to the customer service approach of the organisation through identified professional development and other activities.: 100%	Council HR staff are implementing projects to identify professional development and training needs through the organisation, in conjunction with other perspectives and ideas of staff. It is expected that this project will inform potential service improvements. Team members meet regularly as teams and individually with managers and ongoing identification of potential improvements is encouraged.
10%	01/07/2021	30/06/2022	Business Customer Experience - Develop and implement a program focused on service process mapping.: 100%	Initial investigations into service process mapping of the customer experience in the organisation has commenced. Information has been circulated to the Corporate Services team to progress this.
15%	01/01/2022	31/03/2022	Customer Satisfaction - Research and develop a report in relation to options to monitor customer satisfaction.: 100%	Discussions undertaken with relevant staff to identify options for identifying customer satisfaction and clarifying further information requirements to progress a report. Waiting for further information on cost effective approaches, initial option were discarded as too expensive.
75%	01/08/2021	30/06/2022	Flood Application Procedure - Develop a procedure that informs assessment officer within Council that controls Developments within Councils 1:100 Year Mapped Flood Prone Areas.: 100%	Some internal referral procedures have commenced however formalising of Council procedure has been deferred due to impending state government direction (SES).
100%	01/07/2021	30/06/2022	Asset Management: 100%	
100%	01/07/2021	31/10/2021	Building Asset Management Plan - Prepare Building Asset Management Plan and include in Municipal Asset Management Plan.: 100%	Councils Building Asset Management Plan written in February 2021 has been linked to the draft update of the Strategic Asset Management Plan 2020. The building asset management plan was reviewed during the quarter ending September 2021 and no changes have been made to the plan.
100%	01/07/2021	31/12/2021	Asset Management Plan - Complete review of the Municipal Asset Management Plan and present to Council for adoption.: 100%	Council adopted in principle the the Strategic Asset Management Plan 2020-2029 at the December 2021 Council Meeting - Agenda item 12/21.14.6 The plan includes the financial impact of the transfer of Binalong Bay Road, road, bridge and culvert assets to the Tasmanian State Government in October 2021.
51%	01/07/2021	30/06/2022	Public & Environmental Health: 100%	Good progress has been made considering the impact on losing Councils permanent Environmental Health Officer. Resources are still being identified to complete outstanding actions as a result.
30%	01/09/2021	16/05/2022	Temporary Food Premises - Develop a mobile and temporary food business policy and operator guide, to facilitate the service of food outside the traditional fixed premises model.: 100%	This process has begun with the review of what other Councils are doing in this space - benchmarking. The unfortunate resignation of Councils Environmental Health Officer and shift to 2-days per week has resulted in this action being deferred until resources have been allocated.
50%	01/07/2021	30/06/2022	Caravan By-Law - Review Councils Caravan By-Law and identify any improvements to process.: 100%	This action has dovetailed into the making of a by law for the keeping of roosters and other animals. If updates are needed, there is potential to do it at the same time. Other Tasmanian Councils have rolled up a number of by-laws into an environmental health omnibus by-law. The resignation of Council's Environmental Health Officer and impacted on this action being completed by the due date and suspected to role over into next financial year.

Current ...	Start D...	Due Da...	Goal	Update
50%	01/07/2021	30/06/2022	→ Food Premises - Deliver a regular program of Food Premises inspections.: 100%	Inspection program developed based on risk categories. All highest risk level premises inspected.
75%	01/12/2021	30/06/2022	→ Water Quality Monitoring - Undertake monitoring and reporting in recreational waters.: 100%	Water Quality Monitoring is being undertaken and reported as required by legislation.
75%	01/07/2021	30/06/2022	Stakeholder Management: 100%	
75%	01/07/2021	30/06/2022	→ Northern Tasmania Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy.: 100%	Mayor and General Manager have ongoing participation in NTDC activities directly through meetings and via northern region General Manager meetings. This has also included lobbying activities relating to the forthcoming Federal election with both major parties and participation in an NTDC Board Governance review.
75%	01/07/2021	30/06/2022	→ 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%	Mayor and General Manager have been participating actively in Local Government matters through: <ul style="list-style-type: none"> <li>Attendance at LGAT meetings and Annual Conference 6-7/8/21</li> <li>Membership of LGAT General Management Committee and Vice President of LGAT by Mayor</li> <li>Australian Local Government Association Board member by Mayor</li> <li>Premier's Local Government Council membership by Mayor</li> <li>LGAT Special Meeting re Local Government Reform 4/11/21</li> <li>LGAT General Meeting 3/12/21</li> <li>LGAT General Meeting 18/3/22</li> </ul>
75%	01/07/2021	30/06/2022	→ Legislative Reviews - Participate in reviews of legislation affecting Local Government.: 100%	Legislative review participation for the year to date has included: <ul style="list-style-type: none"> <li>Planning &amp; Building Portal project by the State Government through participation on Working Group</li> <li>Targetted review of the Local Government Act (Feb 2022)</li> <li>Targetted review of the Strat Titles Act (Mar 2022)</li> </ul>
37%	01/07/2021	30/06/2022	Organisational Efficiency: 100%	
14%	01/07/2021	30/06/2022	→ System and Process Improvements - Undertake an ongoing review of Council's systems and processes with a focus on simplification, time and resource reduction including intra-departmental and inter-departmental processes.: 100%	Council HR staff are implementing projects to identify professional development and training needs through the organisation, in conjunction with other perspectives and ideas of staff. It is expected that this project will inform potential system and service improvements. Team members meet regularly as teams and individually with managers and ongoing identification of potential improvements is encouraged, including improvements affecting other departments or between departments.
60%	01/09/2021	30/11/2022	→ Customer Request System - Review Council's existing system and examine other systems which provide improved performance reporting.: 100%	Discussions have been undertaken with current users of the system to clarify potential improvements although the limitations of the system minimise opportunities for improvement. There was potential, although not in the short term, to access improvements through the Northern Region Local Government Shared Services project but this is no longer a viable option in even the medium term. A potentially suitable option was demonstrated but is still being developed. A well developed solution was demonstrated but was far too expensive to be considered, being a module of a larger IT platform.  The use of the current records system has been improved to include better recording and reporting of customer requests which has resulted in more awareness of the status of requests as well as generally better management of requests. Follow up of "complaints", differentiating these from "requests", has further improved request management.

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



# IN CONFIDENCE

**05/22.18.0**      **CLOSED COUNCIL**

**05/22.18.1**      **Confirmation of Closed Council Minutes – Council Meeting 20 April 2022**

**05/22.18.2**      **Outstanding Actions List for Closed Council**

**05/22.18.3**      **Purchase of Water Cart Truck – Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015**

**05/22.18.4**      **2 Annie Street, St Helens - Closed Council Item Pursuant to Section 15(2)F of the Local Government (Meeting Procedures) Regulations 2015**

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