

COUNCIL MEETING AGENDA

Monday 21 November 2022
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
14 November 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 21 November 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: 14 November 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.

2022 LOCAL GOVERNMENT ELECTIONS – DECLARATIONS OF OFFICE

The General Manager advises that the Certificate of Election for the 2022 Local Government Elections was issued to the Break O’Day Council on 1 November 2022 (as per attached)

Section 321 of the Local Government Act 1993 (Tas) requires that:

- (1) Any person elected as councillor must make a prescribed declaration in a prescribed manner.
- (2) A person elected as a councillor who has not made a declaration must not-
 - (a) act in the office of councillor, mayor or deputy mayor; or
 - (b) take part in the proceedings of any meeting of the council or a committee.
- (3) A council is to acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of that meeting

The General Manager advises that the Councillors named in the Certificate of Election made their declarations of office as follows:

Clr Kristi Chapple at the Council office on 3 November 2022
Clr Michael Tucker at the Council office on 4 November 2022
Clr Ian Carter at the Council Chambers on 4 November 2022
Clr Liz Johnstone at the Council Chambers on 4 November 2022
Clr Vaughan Oldham at the Council Chambers on 4 November 2022
Clr Gary Barnes at Fingal on 4 November 2022
Clr Barry LeFevre at the Council office on 9 November 2022
Clr Janet Drummond at the Council Chambers on 9 November 2022

The General Manager further advises that Clr Kylie Wright will be making her Declaration of Office on 17 November 2022.

OFFICER’S RECOMMENDATION:

That Council:

1. Notes the Certificate of Election issued to the Break O’Day Council on 1 November 2022.
2. Acknowledges the Declarations of Office by Gary Barnes, Ian Carter, Kristi Chapple, Janet Drummond, Liz Johnstone, Barry LeFevre, Vaughan Oldham, Michael Tucker, and Kylie Wright.

2022 LOCAL GOVERNMENT ELECTIONS

Certificate of Election

Break O'Day Council

In accordance with the Local Government Act 1993 I have declared the following candidates elected to the positions shown below.

9 Councillors

Elected for a period of 4 years

Mick TUCKER
Janet DRUMMOND
Kristi CHAPPLE
Barry LEFEVRE
Gary BARNES
Liz JOHNSTONE
Kylie WRIGHT
Ian CARTER
Vaughan OLDHAM

Mayor

Elected for a period of 4 years

Mick TUCKER

Deputy Mayor

Elected for a period of 4 years

Kristi CHAPPLE



Nick Young RETURNING OFFICER

1 November 2022

11/22.1.0 ATTENDANCE

11/22.1.1 Present

Mayor Mick Tucker
Deputy Mayor Kristi Chapple
Councillor Gary Barnes
Councillor Ian Carter
Councillor Janet Drummond
Councillor Barry LeFevre
Councillor Vaughan Oldham

11/22.1.2 Apologies

11/22.1.3 Leave of Absence

Clr K Wright requested a leave of absence from the 1 November to 19 December 2022.

Clr L Johnstone requested a leave of absence from Council Meetings on 21 November 2022 and 19 December 2022 because of previously arranged caring responsibilities which unfortunately cannot be changed.

11/22.1.4 Staff in Attendance

General Manager, John Brown
Executive Assistant, Rebecca Wood

11/22.2.0 PUBLIC QUESTION TIME

11/22.2.1 St Marys Footpath – Barry Gillies

Would council consider extending the footpath from the Esk Highway up Cameron Street to Grant Street?

We now have three (3) people in motor scooters that have to use them on the road, as the grass verge is too difficult to traverse.

11/22.3.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE

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

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

11/22.4.0 CONFIRMATION OF MINUTES

11/22.4.1 Confirmation of Minutes – Council Meeting 17 October 2022

OFFICER’S RECOMMENDATION:

That the minutes of the Council Meeting held on the 17 October 2022 be confirmed.

11/22.5.0 COUNCIL WORKSHOPS HELD SINCE 17 OCTOBER 2022 COUNCIL MEETING

There was a Workshop held on Wednesday 9 November 2022 and the following items were listed for discussion.

- Local Government Association of Tasmania (LGAT) – Motions Received for December General Meeting
- 2022 – 2023 Annual Plan
- Animal Control Report
- Mannalargenna Day 2022
- Cornwall – Local Township Plan
- Mathinna – Local Township Plan
- Fingal – Local Township Plan
- Request to Reallocate Funding from Triathlon Event to Park Run Event
- Fitness on the Foreshore
- Request for Financial Support – St Helens Online Access Centre
- Pending Development Application Updates
- St Marys Indoor & Evacuation Centre – Community Feedback and Conceptual Design
- Fingal Community Shed
- NRM Committee Meeting Minutes 13 September 2022
- Nomination of Councillors for Council Representatives on Committees and Boards
- Council Meeting Dates and Workshop Dates for 2023
- Office Closure – Christmas to New Year
- Remote Connection to Council Meetings
- Live Streaming of Council Meetings – Clr J Drummond
- Community Chat Concept (Councillors) – Clr K Chapple

11/22.6.0 PLANNING AUTHORITY

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

11/22.6.1 DA 014-2022 – 42 Lot Subdivison – 61A Tully Street, St Helens

ACTION	DECISION
PROPONENT	PDA Surveyors
OFFICER	Planning Officer
FILE REFERENCE	DA 014-22
ASSOCIATED REPORTS AND DOCUMENTS	<p><i>Attachment A</i> - Plan of Subdivision (with staging)</p> <p><i>Attachment B</i> - Stormwater/servicing Plan</p> <p><i>Attachment C</i> - Concept Fill Heat Map</p> <p><i>Attachment D</i> - Traffic Impact Statement (TIS)</p> <p><i>Attachment E</i> - Flood Modelling/Stormwater Management Report</p> <p><i>Attachment F</i> - Representations (2)</p> <p><i>Attachment G</i> - Responsible Officer Completed Planning Scheme Assessment</p> <p><i>Attachment H</i> - Folio Text, Folio Plan, Schedule of Easements</p> <p><i>Attachment I</i> - Various consents</p>

OFFICER'S RECOMMENDATION:

After due consideration of the application received and Pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Break O'Day Interim Planning Scheme 2013* that the application for 42 LOT SUBDIVISION on land situated at 61A TULLY STREET, ST HELENS described in Certificate of Title 140172/1 be APPROVED subject to the following conditions:

1. Undertake development in accordance with the approved plans and/or documents. These plans and/or documents will form part of the approval, unless otherwise amended by conditions of this approval.

Approved Plans			
Plan / Document Name	Reference Number	Prepared By	Dated
Plan of Subdivision (Amended)	47661-P07	PDA Surveyors	31/10/2022
Traffic Impact Statement (TIS)	Final June 2022	Traffic and Civil Services	June 2022
Stormwater Management Report		Hydrodynamica	August 2022
Concept Fill Heat Map	47661	PDA Surveyors	24/01/2022

2. Approval is for thirty-eight (38) residential lots and four (4) road lots.
3. Approval is for the subdivision in 4 stages as follows:

- Stage 1: Lots 1-6, Road 101.
- Stage 2: Lots 7-21, Road 102.
- Stage 3: Lots 22-28, Road 103.
- Stage 4: Lots 29-37, Road 104.

4. The applicant must obtain a current (not less than one (1) month old) valuation, by a registered land valuer, of the subject land, less one of the proposed lots. The cash in lieu contribution shall total 5% of that value.
5. All works must be in accordance with the conditions of the Submission to Planning Authority Notice by TasWater, TWDA 2022/00225-BODC as attached to this permit.
6. Submit to Council a Consent to Register a Legal Document for the development from TasWater confirming:
 - a) Reticulated water supply network connection is available to each lot
 - b) Sewerage network connection is available to each lot
 - c) That all the requirements of TasWater have been satisfied.

The Consent to Register a Legal Document is required prior to submitting to the Council any request for approval of a plan of subdivision (i.e. Survey Plan).

7. Detailed engineering drawings showing the upgrade of the Tully Street/Road Lot 101 Junction in accordance with items a) and b) below, must be provided to the Department of State Growth for review and acceptance as part of a works permit application (see NOTE):
 - a) The installation of a Junction warning sign W2-4A(L) on the Eastern approach (West Bound) to the proposed junction with a 100m distance plate W8-5A(100).
 - b) Retrofit of A Simple Left and Right turn junction layout as per DSG Urban Junction Standard SD84.001, showing a 8.8m Rigid Truck as the design vehicle for the left turn entry geometry.

NOTE: A valid works permit is required for all works undertaken in the State road (Tully Street) reservation. Details of the permit process and application forms can be found at: www.transport.tas.gov.au/roads_and_traffic_management/permits_and_bookings/new_or_altered_access_onto_a_road_driveways. Applications must be received by the Department of State Growth a minimum of twenty business days prior to the expected commencement date for works in order to allow sufficient time for the application to be assessed. No works are to be undertaken until a written permit has been issued.

8. The Developer shall enter into an agreement with Break O’Day Council as to the engineering performance and design standards applicable to this land development, including works proposed on Council owned land and adjacent privately owned land, in accordance with Break O’Day Council stated policies and requirements and the Tasmanian Subdivision Guidelines current version. Specifically, the subdivision will not adversely impact any neighbouring property.

The final agreement shall be subject to unconditional certification by a qualified civil engineer of all aspects of design and construction, commensurate with the design life of the development. Adopted design lives of buried infrastructure, and of the development as a whole, shall not be less than 100 years. Design lives of other infrastructure components

which are to be handed over as public assets shall also be nominated. All of these matters shall be set out in a design report which accompanies the certification.

No physical work shall commence prior to the signing of this agreement.

a) Stormwater

- i) Provision shall be made to allow stormwater flow up to a 100-Year ARI storm, to flow overland without undue inundation of any properties. Flow paths are to be shown on the submitted engineering drawings.
- ii) Stormwater drainage networks shall not include open drains in private properties, open detention basins, or soakage pits for injection of stormwater into groundwater.
- iii) A stormwater connection point shall be provided at the lowest surface level on each Lot, capable of receiving the 1:5 (20%) AEP flows generated via each Lot.
- iv) As-built drawings, together with operations and maintenance manuals for any devices requiring servicing / checking (pump stations, pollutant traps etc.) shall be provided before the certified infrastructure is handed over.

b) Roads

- i) Provision of a fully constructed road for the full length of all the property frontages, complete with kerb and channel.
- ii) Provision of a footpath located on one side of the road.
- iii) Construct Road lots 101 and 102 to minimum road width of 8.9m consistent with LGAT Urban Roads Standard Drawing TSD-R06-v1.
- iv) Construct Cul-De-Sacs Road lots 103 and 104 to minimum road width of 6.9m consistent with LGAT Urban Roads Standard Drawing TSD-R06-v1. Cul-de-sac turning heads in accordance with Urban Roads Cul-de-sac Turning Heads TSD R07-v2.
- v) Provision of a singular vehicle crossing for each lot within the subdivision. All accesses need to be constructed in accordance with LGAT Urban Road Driveways Standard Drawing TSD-R09-v1.
- vi) All necessary line marking and signage.
- vii) Prior to sealing a Plan of Survey for Stages 2-4, the developer must provide a turning space (temporary and gravel) for each stage in accordance with the minimum standard required (Min. 12.5m radius).
- viii) Any new nature strips, or areas of nature strip that are disturbed during construction, must be topped with 100mm of good quality topsoil and sown with grass. Grass must be established and free of weeds and rocks prior to Council accepting the development.

c) Electricity/telecommunications

- i) An underground reticulated electricity system and public street lighting scheme must be provided to service all lots and installed in accordance with TasNetworks Service and Installation Rules current version. Submit to Council a Certificate of Completion for the development provided by TasNetworks, confirming all approved lots are provided with underground power connection to each lot. The Certificate of Completion is required to be provided prior to submitting to Council any request for approval of a plan of subdivision (i.e. survey plan).

- ii) An underground telecommunications system including broadband internet must be provided to service all lots and installed to the approval of the Responsible Authority.
9. Prior to the commencement of the works, a site management plan must be submitted detailing how soil and water is to be managed on the site and adjoining Council owned public open space, during the construction process to prevent the escape of soil and sediments beyond the site boundaries. The management plan should be compatible with *“Waterways and Wetlands Works Manual – Environmental Best Practice Guidelines when undertaking Works on Waterways and Wetlands in Tasmania”* and is to include but not be limited to, the following:
 - a) Allotment boundaries, contours, approximate grades of slope and directions of flow;
 - b) Location of adjoining roads, impervious surfaces, underground services and existing drainage;
 - c) Location and types of all existing natural vegetation, the proposed location of topsoil stockpiles and the limit of clearing, grading and filling;
 - d) Clearly identify vegetation for removal by tagging or other suitable identification method to clearly identify vegetation for removal and retention. Alternatively, delineate areas where vegetation is proposed to be retained with exclusion fencing to prevent accidental felling.
 - e) Critical natural areas such as drainage lines/mapped watercourse, wetlands and unstable grounds;
 - f) Erosion or siltation prevention;
 - g) The estimated dates for the start and finish of the works;
 - h) The erosion control practices to be used on the site such as cut off drains, fenced areas to be undisturbed, revegetation program, stabilisation methods etc.;
 - i) The sediment control practices to be used on site such as silt fencing, stabilised site access, filter screens for inlets to the drainage system, sediment traps etc.;
 - j) Timing of the site rehabilitation or landscaping program;
 - k) Outline of the maintenance program for the erosion and sediment controls.

Works must not commence prior to the approval of the Soil and Water Management Plan by Council. The Plan must be implemented and maintained during construction to ensure that soil erosion is appropriately managed.

10. Any restrictive covenants created by this subdivision are not to preclude the use/development of this land for State, Commonwealth or Local Government purposes.
11. A copy of the final plan of survey and schedule of easements is to be submitted to Council for assessment of sealing. The plan will not be sealed until such time as all conditions on this permit have been complied with. Council may, at the developer’s request, accept a bond or bank guarantee, for particular works or maintenance, to enable early seal and release of the final plan of survey.

ADVICE

- *All new road reservation and/or drainage reserve areas and public open space areas shall be transferred to Council prior to takeover of the subdivision works as council assets at no cost to Council. Prior to Council’s acceptance of these assets, there will be a 12-month defect*

liability period post practical completion after which the Council will undertake a final completion inspection. Any identified defects will be addressed by the developer before Council's acceptance of these assets.

- *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 Manager Infrastructure and Development Services.*
- *If any Aboriginal relics are uncovered during works:*
 - a) *All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction.*
 - b) *The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: 1300 487 045, Email: aboriginal@heritage.tas.gov.au and*
 - c) *The relevant approval processes will apply with state and federal government agencies.*
- *Activities associated with construction works are not to be performed outside the permissible time frames listed:*

Mon-Friday 7 am to 6 pm

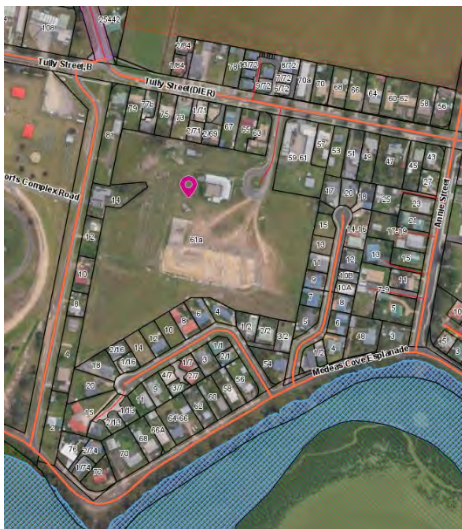
Saturday 9 am to 6 pm

Sunday and public holidays 10 am to 6 pm

INTRODUCTION:

The Applicant is seeking approval for the subdivision of a 4.57ha lot located at 61A Tully Street, St Helens into 38 residential lots and 4 road lots. The site formerly operated as the Seabrook Christian School which closed in 2012. Since this time several proposals for the site, including outdoor education, Holiday Park and a museum have reached various stages of approval, however none were commenced. The school buildings remain but the 'existing use right' for the educational use has lapsed due the introduction of a new Planning Scheme in 2013, after the use was vacated in 2012. The land was subject to a further Planning Scheme Amendment in 2017, which rezoned the land from Community Purpose to General Residential. Under the current Planning Scheme, 'Educational and Occasional Care' uses are prohibited, except for a childcare centre.

Through this subdivision application, the 'residential' use class is to be assigned to the whole of the site. Should current or future land owners wish to demolish, re-use or redevelop the existing school building for any use, including residential use, a separate development application would be required and would be subject to the full range of relevant planning considerations, including on-site car parking, traffic and stormwater management, and impacts on adjoining residential land uses.



Locality Plan



Proposed Subdivision Plan

PREVIOUS COUNCIL CONSIDERATION:

Nil

OFFICER’S REPORT:

1. The Proposal

Council received an application from PDA Surveyors on behalf of Streetwise Developments Pty Ltd (owner) on 24 January 2022, for a 42 lot subdivision proposal, including 38 residential lots and 4 road lots. The proposed lots range in size from 705m² - 3627m² and include 4 internal lots (being lots lying predominantly behind another lot).

A copy of the proposed subdivision plan is contained in **Attachment A**.

The proposal retains the existing school building which is fully contained within subdivision Lot 2 (3627m²). Staff understand that further residential development may be proposed for this site at a later date. Any further development/land use options for this lot would be subject to a separate development application process and the full range of relevant planning considerations.

The existing access to the subdivision site is located on the southern side of Tully Street, between a residential property (63 Tully Street) and the Anchor Wheel Motel (59-61 Tully Street). This access is required to be upgraded to LGAT and DSG standards.

As the subject land and surrounds are flood prone, a key aspect of this subdivision proposal includes flood mitigation works to ensure that flood risk is managed to an acceptable level for the future housing development and the existing surrounding residential development. These works are likely to involve the following:

- the introduction of fill to raise the ground level of the low-lying areas of the site;
- upgrades to Council-owned infrastructure, including the Young Street stormwater network and other stormwater infrastructure to the west of Young Street;
- the creation of easements through the subject site and neighbouring private land to facilitate stormwater linkages.

While much of the detail regarding the extent and nature of the civil works is yet to be resolved, the Council’s Manager of Infrastructure and Development Services has provided ‘in principle’

support for the development to proceed to the next stage, subject to a range of conditions which are included in the draft planning permit.

A copy of the proposed stormwater/servicing arrangements is contained in **Attachment B**.

A copy of the concept fill heat map showing the approximate location and height of the proposed fill is contained in **Attachment C**.

Council will receive cash in lieu of public open space for this proposal. Assessment of the proposal against the Council’s Public Open Space Contributions Policy (Policy No AM02 amended 21/02/2022) indicates that a land contribution is not required due to the proximity of the site to the public recreation facilities located at the St Helens Sports Complex. The Council’s General Manager has provided consent to the cash in lieu request.

2. Applicable Planning Scheme Provisions

- 10 General Residential Zone;
- E4 Road and Railway Assets Code;
- E5 Flood-prone Areas Code;
- E6 Car Parking and Sustainable Transport Code;
- E9 Water Quality Code
- E10 Open Space & Recreation Code.



Zone Map

3. Referrals

a) The application was referred to Council’s Works Department for comment. The Manager of Infrastructure and Development Services has provided ‘in principle’ support to allow the proposal to proceed to the next stage, subject to the conditions included in the draft permit. These conditions are considered necessary to ensure that the, as yet, unresolved matters relating to the stormwater design and operation, which could adversely impact on surrounding properties, are addressed.

b) The application was referred to TasWater for assessment. TasWater provided a SPAN (Submission to Planning Authority Notice), dated 11/07/2022 providing conditions of approval for the subdivision.

c) The application was referred to TasNetworks for assessment. TasNetworks provided comments on 02/03/2022:

“Based on the information provided, the development is not likely to adversely affect TasNetworks’ operations.

As with any subdivision of this magnitude, consideration should be given to the electrical infrastructure works that will be required to ensure a supply of electricity can be provided to each lot. To understand what these requirements may entail, it is recommended you advise the proponent to contact TasNetworks Early Engagement team at early.engagement@tasnetworks.com.au at their earliest convenience.”

4. Assessment

The advertised application relied upon the following 10 performance criteria as detailed below:

- 1) 10.4.15.4 Interaction, Safety and Security P1;
- 2) 10.4.15.5 Integrated Urban Landscape P1;
- 3) 10.4.15.6 Walking and Cycling Network P1;
- 4) 10.4.15.7 Neighbourhood Road Network P1;
- 5) E4.6.1 Use and road or rail infrastructure P2;
- 6) E4.7.4 Sight Distance at Accesses, Junctions and Level Crossings P1;
- 7) E5.5.1 Use and flooding P1;
- 8) E5.5.1 Use and flooding P2;
- 9) E5.6.1 Flooding and Coastal Inundation P1.1;
- 10) E5.6.1 Flooding and Coastal Inundation P1.3

Detailed assessment against the provisions of the *Break O’Day Interim Planning Scheme 2013* version 18 was conducted and the application met the acceptable solutions for all issues except for reliance upon the performance criteria detailed below. **The proposal is deemed to comply with the performance criteria applicable.**

10 General Residential Zone

10.4 Development Standards

10.4.15 Subdivision

10.4.15.4 Interaction, Safety and Security

Acceptable Solutions	Performance Criteria
<p>A1 Subdivisions must not create any internal lots.</p>	<p>P1 Subdivisions that create internal lots must provide for adequate levels of visibility and surveillance.</p>
<p>Performance Criteria Assessment: <i>The proposed subdivision layout includes 3 internal lots, which will have adequate levels of visibility and surveillance from surrounding properties and the street.</i></p> <p><i>The proposed development is able to satisfy the performance criteria.</i></p>	

10.4.15.5 Integrated Urban Landscape

Acceptable Solutions	Performance Criteria
<p>A1 The subdivision must not create any new road, public open space or other reserves.</p>	<p>P1 For subdivision that creates roads, public open space or other reserves, the design must demonstrate that:</p> <ul style="list-style-type: none"> a) it has regard to existing, significant features; and b) accessibility and mobility through public spaces and roads are protected or enhanced; and c) connectivity through the urban environment is protected or enhanced; and d) the visual amenity and attractiveness of the urban environment is enhanced; and e) it furthers the local area objectives, if any.
<p>Performance Criteria Assessment: <i>The subdivision includes the creation of 3 new road reserve lots. The following assessment against P1 is provided:</i></p> <ul style="list-style-type: none"> <i>a) The site is vacant and cleared except for the existing vacant school buildings. The proposed subdivision layout is based on an extension of the existing access and roadway into the school site from Tully Street</i> <i>b) The site does not currently provide any linkages for roads and public spaces outside of the site, therefore the proposed new roads would have no impact on accessibility and mobility through existing roads and public spaces.</i> <i>c) The subject site is essentially an internal lot with an access through to Tully Street. As it is surrounded by privately-owned land, the site itself, does not provide opportunities for enhancing connectivity through the urban environment, as it would require establishing links through neighbouring private land. That said, it does not impact on existing connectivity for the surrounding land.</i> <i>d) The site is currently vacant except for vacant school buildings and contains no vegetated areas of note. The subdivision will allow for the development of range of housing types and designs and vegetated gardens on the individual residential lots. Overall, it is considered that the development of this land should contribute to the visual amenity and attractiveness of the urban environment.</i> <i>e) There are no local area objectives to respond to.</i> <p><i>Although the subdivision is unable to provide linkages through the site, it has been designed to be integrated into the broader urban landscape and therefore it is considered that the performance criteria is reasonably satisfied.</i></p>	

10.4.15.6 Walking and Cycling Network

Acceptable Solutions	Performance Criteria
A1	P1

<p>The subdivision must not create any new road, footpath or public open space.</p>	<p>Subdivision that creates new roads, footpaths, or public open spaces must demonstrate that the walking and cycling network is designed to:</p> <ul style="list-style-type: none"> a) link to any existing pedestrian and cycling networks; and b) provide the most practicable direct access for cycling and walking to activity centres, community facilities, public transport stops and public open spaces; and c) provide an interconnected and continuous network of safe, efficient and convenient footpaths, shared paths, cycle paths and cycle lanes based primarily on the network of arterial roads, neighbourhood roads and regional public open spaces; and d) promote surveillance along roads and from abutting dwellings.
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Performance Criteria Assessment:

The subdivision includes the creation of 3 new road reserve lots which include footpaths. The following assessment against P1 is provided:

- a) The subdivision utilises the existing road access through to Tully Street, which forms part of the broader walking and cycling network in St Helens*
- b) Given the existing layout of the land which is essentially an internal lot (surrounded by private landholdings), the proposed road network within the subdivision provides the most practicable direct access for cycling and walking to the main street of St Helens and the Georges Bay foreshore.*
- c) Due to the nature of the site being an internal lot, there is no opportunity to provide linkages through the site. The establishment of linkages through the site would require the purchase of private land which is beyond the scope of this development application.*
- d) The layout of the subdivision and roads will promote surveillance along roads (dwellings will front the roads).*

Although the subdivision is unable to provide linkages through the site, it is connected to the broader walking and cycling network and therefore it is considered that the performance criteria is reasonably satisfied.

10.4.15.7 Neighbourhood Road Network

Acceptable Solutions	Performance Criteria
<p>A1 The subdivision must not create any new road.</p>	<p>P1 The neighbourhood road network must:</p> <ul style="list-style-type: none"> a) take account of the existing mobility network of arterial roads, neighbourhood roads, cycle paths,

	<p>shared paths, footpaths and public transport routes; and</p> <p>b) provide clear hierarchy of roads and physical distinctions between arterial roads and neighbourhood road types; and</p> <p>c) provide an appropriate speed environment and movement priority for the safe and easy movement of pedestrians and cyclists and for accessing public transport; and</p> <p>d) provide safe and efficient access to activity centres for commercial and freight vehicles; and</p> <p>e) ensure connector roads align between neighbourhoods for safe, direct and efficient movement of pedestrians, cyclists, public transport and other motor vehicles; and</p> <p>f) provide an interconnected and continuous network of roads within and between neighbourhoods for use by pedestrians, cyclists, public transport and other vehicles and minimise the provision of cul-de-sacs; and</p> <p>g) provide for service and emergency vehicles to safely turn at the end of a dead-end road; and</p> <p>h) take into account of any identified significant features.</p>
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Performance Criteria Assessment:

The subdivision includes the creation of 3 new road reserve lots. The following assessment against P1 is provided:

- a) The proposal upgrades the existing road/footpath connection into Tully Street and therefor provides connectivity to the broader mobility network*
- b) The hierachy of the road network is maintained with the upgraded link into Tully Street being subservient to the arterial connection. The applicant has provided a Traffic Impact Assessment which has assessed the design of the upgraded road access into Tully Street as being safe and convenient.*
- c) The subdivision roads include footpaths and will provide a low speed (50km and no through roads) environment for the safe and easy movement of pedestrians and cyclists.*
- d) Not Applicable – the subdivision is a residential subdivision which is not appropriate for heavy vehicle traffic*
- e) The subdivision road network links directly into the broader mobility network.*

- f) *The subdivision road network does terminate at cul-de-sacs because the site is essentially an internal lot which is bound by privately owned land and only has one access point. Linkages through the site could only be provided by purchasing adjoining private land which is beyond the scope of this development application.*
- g) *The subdivision roads and cul-de-sacs will be conditioned to comply with LGAT standards which takes into account the provision for service and emergency service vehicles to safely turn at the cul-de-sacs.*
- h) *There are no identified significant features (other than the site being an internal lot) which has impacted on the road design.*

It is considered that the performance criteria is satisfied.

E4 Road and Railway Assets Code

E4.6 Use Standards

E4.6.1 Use and road or rail infrastructure

Acceptable Solutions	Performance Criteria
<p>A2 For roads with a speed limit of 60km/h or less the use must not generate more than a total of 40 vehicle entry and exit movements per day</p>	<p>P2 For roads with a speed limit of 60km/h or less, the level of use, number, location, layout and design of accesses and junctions must maintain an acceptable level of safety for all road users, including pedestrians and cyclists.</p>

Performance Criteria Assessment:

The proposed development is for a 38 residential lot subdivision, which accesses Tully Street, being a Category 3 Regional Access Road with an arterial function and a posted speed limit of 60km/hr. The proposed use will generate more than 40 vehicle entry and exit movements per day with an anticipated 9 vehicle movements per day for each proposed lot.

*The applicant has provided a Traffic Impact Assessment (**Attachment D**), which was referred to the Department of State Growth. The Department determined the report to be adequate.*

The TIA concludes that in terms of vehicle movements, Tully Street currently operates at 12% of its capacity and that the development will generate an estimated 333 vehicle movements per day, which would increase the operational capacity of Tully Street to 14%. The junction is estimated to operate at Level of Service A which is the highest level of service. In this regard, the proposal presents no issues in terms of traffic safety, pedestrian and cyclists.

The TIA includes recommendations for the upgrade of the existing junction as per the Department of State Growth Urban Junction Standard SD84.001 with an 8.8m Rigid Truck as the design vehicle for left turn entry geometry. Recommendations are also included for the construction standards of the new subdivision roads in accordance with the LGAT standards.

With the inclusion of recommendations in the TIA, it is considered that the performance criteria is able to be met.

These conditions are included in the draft permit conditions should the Council support the application.

E4.7.4 Sight Distances at Accesses, Junctions and Level Crossings

Acceptable Solutions	Performance Criteria
<p>A1 Sight distances at</p> <ul style="list-style-type: none"> a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and b) rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia; or c) If the access is a temporary access, the written consent of the relevant authority has been obtained. 	<p>P1 The design, layout and location of an access, junction or rail level crossing must provide adequate sight distances to ensure the safe movement of vehicles.</p>
<p>Performance Criteria Assessment: <i>The TIA originally recommended that a street tree adjacent to the east of the Tully Street access be removed to improve sight lines at this junction. The street tree is one of the avenue of English Elms located along Tully Street which is included in the Significant Tree Register. As such, the applicant was asked to consider alternative options to address the issue.</i></p> <p><i>An amended TIA (Attachment D) was received which re-assessed the safety of the junction with the retention of the tree and concluded that mitigation rather than removal is considered appropriate subject to the installation of a junction warning sign on the eastern approach to the junction. A condition of approval has been included to reflect this recommendation should the Council support the application.</i></p> <p><i>The TIA states that the proposed lots 1-37 will not meet the acceptable solution for sight distances (Figure E4.7.4) however will be complaint with Australian Standard AS/NZS 2890.1.</i></p> <p><i>Subject to the inclusion of the condition regarding the junction warning sign, it is considered that the performance criteria is satisfied.</i></p>	

E5 Flood Prone Areas Code

E5.5 Use Standards

E5.5.1 Use and flooding

Acceptable Solutions	Performance Criteria
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<p>A1 The use must not include habitable rooms.</p>	<p>P1 Use including habitable rooms subject to flooding must demonstrate that the risk to life and property is mitigated to a low risk level in accordance with the risk assessment in E5.7.</p>
<p>Performance Criteria Assessment:</p> <p><i>The use class assigned to the subdivision land is residential therefore habitable rooms are expected but finished floor levels are not known.</i></p> <p><i>The Applicant has provided flood modelling prepared by Hydrodynamica which assesses the flood risk for the site under the current conditions and with proposed flood mitigation works both within the site and external to the site.</i></p> <p><i>A copy of this report is contained in Attachment D.</i></p> <p><i>The report concludes that flood risk for the entire site and surrounding properties can be reduced to 'low risk' in accordance with E5.7 Risk Assessment through the combination of the following:</i></p> <ul style="list-style-type: none"> - <i>Re-contouring of the site to raise the low-lying areas of the land to the levels indicated in the Concept Heat Fill map (Attachment C).</i> - <i>The provision of appropriately sized stormwater infrastructure on site to direct stormwater flows through to Young Street and to Medeas Cove (Crown Land Reserve).</i> - <i>Design of subdivision streets to ensure safety thresholds within the subdivision in terms of water storage in the roadways.</i> - <i>Off-site - stormwater upgrades in Young Street to increase its receiving capacity and includes the crossing of Medeas Cove Esplanade and/or Eagle Street and discharge into Medeas Cove (Crown Land Reserve).</i> - <i>Off-site – reshaping/formalisation of the existing open drain on the western side of Young Street to cater for overland flow from the north-west, which would divert flood waters away from Young Street and the properties to the east of Young Street (including the subdivision site) and includes any upgrade to Council's sediment trap Eagle Street, stormwater piping and outflow to Medeas Cove.</i> <p><i>The Council's Works Department has accepted the concepts of the flood modelling, notwithstanding that the nature and extent of mitigation works are not yet fully resolved.</i></p> <p><i>Given that the modelling indicates that the flood risk for the entire site can be reduced to 'low risk', it is considered that the performance criteria is able to be satisfied.</i></p>	
<p>A2 Use must not be located in an area subject to a medium or high risk in accordance with the risk assessment in E5.7.</p>	<p>P2 Use must demonstrate that the risk to life, property and the environment will be mitigated to a low risk level in accordance with the risk assessment in E5.7.</p>
<p>Performance Criteria Assessment:</p>	

Parts of the site would currently be subject to medium risk.

The flood modelling demonstrates that the entire site can be mitigated to 'low risk' through the previously mentioned works.

Given that the modelling indicates that the flood risk for the entire site can be reduced to 'low risk', it is considered that the performance criteria is able to be satisfied.

E5.6 Development Standards

E5.6.1 Flooding and Coastal Inundation

Acceptable Solutions	Performance Criteria
<p>A1 No acceptable solution.</p>	<p>P1.1 It must be demonstrated that development:</p> <ul style="list-style-type: none"> a) where direct access to the water is not necessary to the function of the use, is located where it is subject to a low risk, in accordance with the risk assessment in E5.7 a); or b) where direct access to the water is necessary to the function of the use, that the risk to life, property and the environment is mitigated to a medium risk level in accordance with the risk assessment in E5.7. <p>P1.2 development subject to medium risk in accordance with the risk assessment in E5.7 must demonstrate that the risk to life, property and the environment is mitigated through structural methods or site works to a low risk level in accordance with the risk assessment in E5.7.</p> <p>P1.3 Where mitigation of flood impacts is proposed or required, the application must demonstrate that:</p> <ul style="list-style-type: none"> a) the works will not unduly interfere with natural coastal or water course processes through restriction or changes to flow; and b) the works will not result in an increase in the extent of flooding on other land or increase the risk to other structures;

	<p>c) inundation will not result in pollution of the watercourse or coast through appropriate location of effluent disposal or the storage of materials; and</p> <p>d) where mitigation works are proposed to be carried out outside the boundaries of the site, such works are part of an approved hazard reduction plan covering the area in which the works are proposed.</p>
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Performance Criteria Assessment:

No Acceptable solution. The following assessment against the performance criteria is provided:

P1.1 a)

*The flood modelling (**Attachment E**) demonstrates that the entire site can be mitigated to 'low risk' through the previously mentioned works.*

P1.1 b)

N/A

P1.2

*The flood modelling (**Attachment E**) demonstrates that the entire site can be mitigated to 'low risk' through the previously mentioned works.*

P1.3

- a) The flood modelling report (**Attachment E**) indicates that the mitigation works would not unduly interfere with natural coastal or water course processes through restriction or changes to flow*
- b) The report indicates that the proposed mitigation measures would significantly reduce flooding on neighbouring land and structures, although some additional 'low risk' flooding might occur on properties on Heather Place. The report recommends that some additional drainage measures should be incorporated at the detailed design stage to address minor flooding.*
- c) N/A to this residential subdivision, which is to have reticulated sewerage connection.*
- d) The report indicates that some of the recommended mitigation works would occur outside of the boundaries of the site. These works would be subject to Council agreement and approval as part of a broader hazard reduction plan.*

Subject to the imposition of conditions confirming developer requirements/responsibilities, it is considered that the performance criteria is able to be satisfied.

5. Representations

The application was advertised 17th September 2022 to close of business 3rd October, 2022 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining land owners. Two (2) representations (**Attachment F**) were received prior to the closing date and time.

The representations are as follows:

Issue	Response
<p><u>Provision of public open space</u> Lack of open space/small lot parks in new developments – would do a great deal to increase the quality of life for residents</p>	<p>Council has not required additional public open space as part of this subdivision and instead will require cash in lieu of public open space. The nearby St Helens Sports Complex is within close walking distance of the subdivision and is currently undergoing a master planning process which is reviewing existing and proposed recreational uses for the Complex in consultation with the community.</p>
<p><u>Flood Risk remediation/mitigation</u> Concern that properties in Heather Place that share a common boundary with the proposed development will experience additional flood risk. Concern that the proposed spoon drain will not be sufficient to mitigate this risk Concern that the staging of the development will result in the road construction and fill for early stages occurring before drainage adjacent to Heather Place properties is installed, which would further increase potential flood risk to the Heather Place properties.</p> <p><u>Fill</u> Concern that prospective purchasers would not be aware of construction costs associated with building on reclaimed land.</p> <p><u>Public open space/streetscape landscaping</u> Proposal provides an opportunity for the Council to engage with the developer to provide planned street landscaping. The dead-end street could become an enclave without public open space and/or meaningful planned street landscaping</p>	<p><u>Flood Risk remediation/mitigation</u> Consideration has been given to the potential additional flood risk to the Heather Place properties, as well as other adjoining residential land. Conditions of approval have been included which will require the developer to enter into an agreement with the Council on the extent and nature of stormwater and flood mitigation for the proposed subdivision. This takes into account the flood risk to neighbouring land.</p> <p><u>Fill</u> The filling of the site would be undertaken in accordance with engineering standards. Prospective purchasers should be responsible for undertaking due diligence in purchasing the land and considering construction costs. Copies of the various planning and building permits are included in legal searches when purchasing a property.</p> <p><u>Public open space/streetscape landscaping</u> As per the previous response, the Council has not required additional public open space as part of this subdivision and instead will require cash in lieu of public open space. The Council’s subdivision policy does not require the developer to provide street landscaping. Council is responsible for street tree planting and maintenance.</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 General Residential Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and identified Performance Criterion; the received representation has been considered. **It is recommended for approval with conditions normally set to this type of development.**

LEGISLATION & POLICIES:

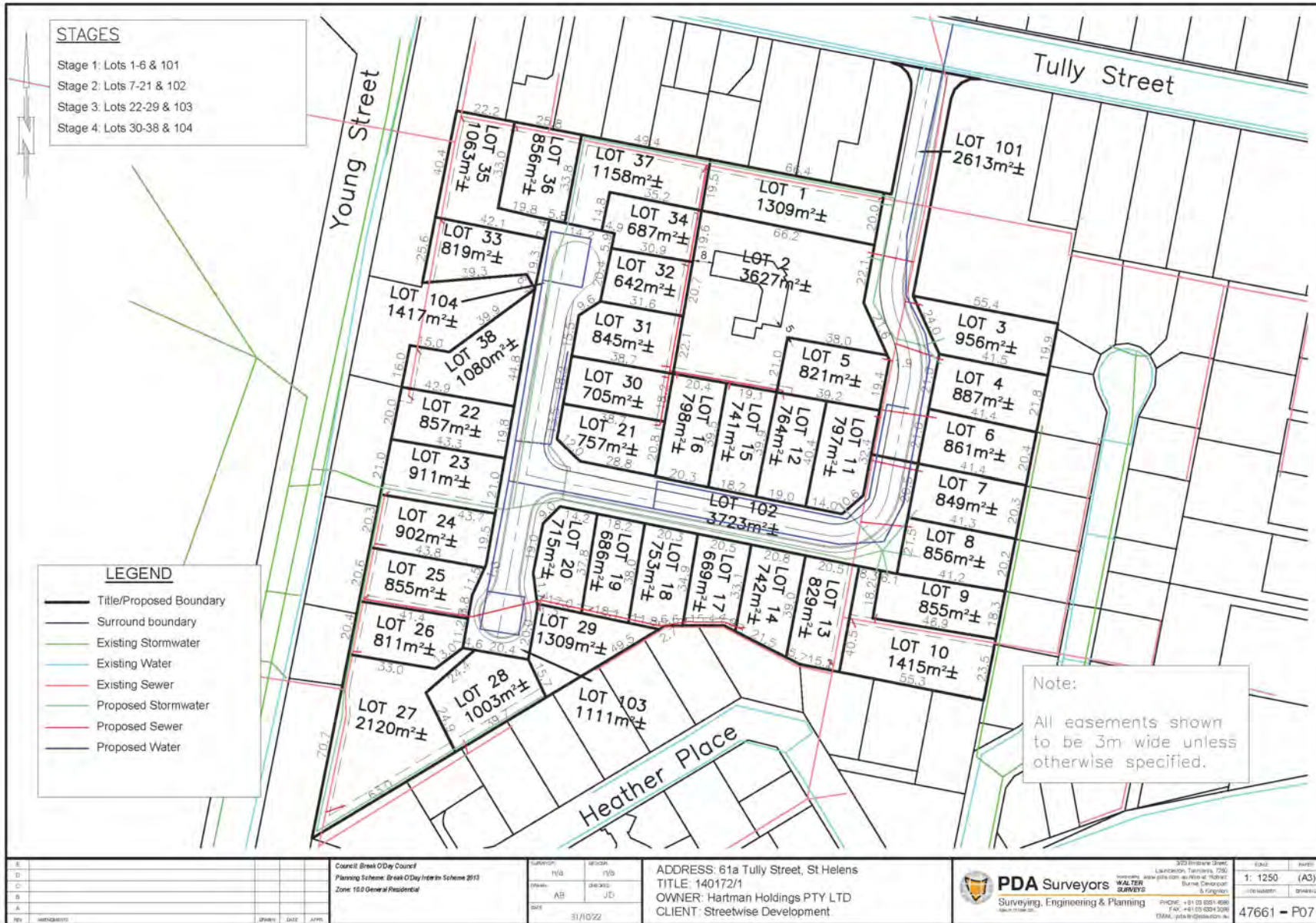
Break O'Day Interim Planning Scheme 2013;
Land Use Planning and Approvals Act 1993;
Local Government (Building and Miscellaneous Provisions) Act 1993.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majorit



Height Table for VOL-Fill map	
Elevation	Colour
-0.16 to -0.06	Dark Green
-0.06 to 0.04	Light Green
0.04 to 0.13	Medium Green
0.13 to 0.23	Light Blue
0.23 to 0.33	Medium Blue
0.33 to 0.43	Dark Blue
0.43 to 0.53	Very Dark Blue
0.53 to 0.63	Black
0.63 to 0.73	Black
0.73 to 0.82	Black



E		SCALE		DATE		PROJECT		DRAWN		CHECKED		DATE		PROJECT		SCALE		PAGE	
D																			
C																			
B																			
A																			
PDA		27 Bathurst Street		Hobart, Tasmania, 7000		PHONE: +61 8231 3273		FAX: +61 8231 5095		EMAIL: pda@pda.com.au		www.pda.com.au		Also at: Freycinet, Launceston & Burnie		1:1500		(A3)	
SURVEYORS, ENGINEERS & PLANNERS		AB		JF		24/1/22		61a Tully Street		Concept Fill Heat Map		47661							

ACTION	DECISION
PROPONENT	J. Ihnen obo Break O’Day Council
OFFICER	Rebecca Green, Planning Consultant
FILE REFERENCE	DA 243-2022
ASSOCIATED REPORTS AND DOCUMENTS	Site Plan (October 2022) Floor Plan and Elevations (September 2022) Amended Planning Scheme Response

OFFICER’S RECOMMENDATION:

After due consideration of the representation received pursuant to Section 58 of the *Land Use Planning & Approvals Act 1993* and the *Break O’Day Council Interim Planning Scheme 2013* that the application for **SPORTS AND RECREATION - CONSTRUCTION OF ST MARYS INDOOR RECREATION COMPLEX** on land situated at **2 GRAY ROAD, ST MARYS** described in Certificate of Title 152467/1 be APPROVED subject to the following conditions:

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

Approved Plans / Documents			
Plan / Document Name	Reference Number	Prepared By	Dated
Site Plan	Job No: 21016, Drawing No: SK101 Revision P3	Edwards Simpson	+ 14.10.22
Floor Plan	Job No: 21016, Drawing No: SK241 Revision P3	Edwards Simpson	+ 29.09.22
Elevations	Job No: 21016, Drawing No: SK301 Revision P2	Edwards Simpson	+ 29.09.22
Elevations	Job No: 21016, Drawing No: SK302 Revision P3	Edwards Simpson	+ 29.09.22
Amended Planning Scheme Response		-	14 th October 2022

2. All works must be in accordance with the conditions of the Submission to Planning Authority Notice by TasWater, **TWDA 2022/01651-BODC** as attached to this permit.
3. All stormwater runoff from the proposed development must be detained by on-site water storage systems and overflow disposed of into Council’s reticulated stormwater system

(Reservoir) in accordance with the requirements of Council's Infrastructure and Development Services Manager.

4. All building wastes are to be removed to the appropriate waste disposal facility to prevent an environmental nuisance being caused outside of the works site.
5. 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 cost 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.*
- *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 demolition of an existing 240m² clubroom building and construction of a new indoor recreation building at 2 Gray Road, St Marys. Sports and Recreation use in the Recreation Zone is a permitted use without qualifications, under Table 18.2 of the *Break O'Day Interim Planning Scheme 2013*.



Site Photos



^Existing Structure to be demolished



^Existing Structure to be demolished



^Area north of building and car parking



^Area east of building looking toward Reservoir



^Looking from south to north



^Looking from west to north

PREVIOUS COUNCIL CONSIDERATION:

- DA 2020-289 – Water tank and pump shed
- DA 2020-129 – Storage shed
- DA 2018-257 – Shed
- DA 2018-233 – Roof cover over existing deck
- DA 2018-209 – Demolition of existing and new public BBQ
- DA 2014-079 – Deck & office additions

OFFICER'S REPORT:

1. The Proposal

Break O'Day Council received a valid application on 17 October 2022 from J Ihnen on behalf of Break O'Day Council for the demolition of existing and construction of new indoor recreation building 2 Gray Road, St Marys.

Proposed Site Plan



The application is for demolition of the existing 240m² clubroom building on site.

The application is also for the construction of a new indoor recreation building. The new building will be located in the vicinity of the old building and will comprise a gym area, a program space, store room, store/office, kiosk, two group rooms, and amenities as well as attached decks. The building is to be clad with select timber cladding with the pergolas constructed with steel frames.

Signage is proposed on the northern elevation of the new building and one accessible parking bay and shared space will be constructed in accordance with AS2890.6.

A new slimline water storage tank will collect roof runoff, with the overflow directed to the existing reservoir located on site.

The use of the site will remain, and no changes to existing operating hours or car parking (except for the provision of the accessible space) is anticipated or required.

2. Applicable Planning Scheme Provisions

Part 18 Recreation Zone
E6 Car Parking and Sustainable Transport Code
E15 Signs Code

3. Referrals

Council's Works Department reviewed the application on 13 October 2022 and has no objection to the proposal. The Department has advised that the discharge to the water reservoir is acceptable. No additional conditions are to be imposed on any approval by the Department.

TasWater reviewed the application on 24/10/2022 and provided a Submission to Planning Authority Notice.

4. Assessment

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 acceptable solutions applicable.**

9.4 Demolition

9.4.1 The demolition of the existing structure is Permitted, as it is approved as part of another development.

18 Recreation Zone

18.1 Zone Purpose

18.1.1 Zone Purpose Statements

18.1.1.1 To provide for a range of active and organised recreational use or development and complementary uses that do not impact adversely on the recreational use of the land.

18.2 Use Table

The proposed use fits the use class of Sports and Recreation, which is a Permitted use (with no qualifications) within the Recreation Zone.

Sports and Recreation as defined by the Scheme means:

“use of land for organized or competitive recreation or sporting purposes including associated clubrooms. Examples include a bowling alley, fitness centre, firing range, golf course or driving range, gymnasium, outdoor recreation facility, public swimming pool, race course and sports ground.”

18.3 Use Standards

18.3.1 Amenity

Acceptable Solutions	Proposed Solutions
<p>A1 Operating hours must be between:</p> <ul style="list-style-type: none"> a) 8.00am and 10.00pm where adjoining residential use; and b) 6.00am and 12.00am midnight where not adjoining residential use. 	<p>A1 No alteration is proposed to the existing operating hours of the sports complex.</p>
<p>A2.1 The proposal must not include flood lighting where it adjoins the General Residential, Low Density Residential, Environmental Living, Rural Living, Environmental Management Zone and</p> <p>A2.2 External security lighting must be contained within the boundaries of the site.</p>	<p>A2 The proposed development does not include flood lighting. Any security lighting will be within the boundaries of the development site.</p>

18.3.2 Recreation Zone Character

Acceptable Solutions	Proposed Solutions
A1 Commercial vehicles for discretionary uses must be parked within the boundary of the property in locations that are not visible from the road or public land.	A1 Not applicable.
A2 Goods or materials storage for discretionary uses must not be outside in locations visible from adjacent properties, the road or public land.	A2 Not applicable.

18.4 Development Standards

18.4.1 Building Design and Siting

Acceptable Solutions	Proposed Solutions
A1 Building height must not exceed 7m.	A1 The proposed structure will have a maximum building height of 6.97m above natural ground level.
A2 Buildings must be set back 10m from all boundaries.	A2 The proposed development will be at least 10 metres from a title boundary.

18.4.2 Landscaping

Acceptable Solutions	Proposed Solutions
A1 If for permitted or no permit required uses.	A1 The proposed use is a permitted use, proposal complies.
A2 Plants listed in Appendix 3 must not be used in landscaping.	A2 No landscaping is proposed as part of the application.

18.4.3 Subdivision – not applicable

18.4.4 Stormwater Disposal

Acceptable Solutions	Proposed Solutions
A1 All runoff 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.	A1 Stormwater disposal will be directed to a new 5,000l slimline water storage tank with overflow directed to the existing water reservoir on site (considered an integral part of the reticulated stormwater system).

Part E Codes

E4 Road and Railway Assets Code – not applicable. No new access or intensification of an existing access is anticipated from the proposed development.

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Acceptable Solutions	Proposed Solutions
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<p>A1 The number of car parking spaces must not be less than the requirements of:</p> <ul style="list-style-type: none"> a) Table E6.1; or b) A parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone). 	<p>P1 Table E6.1 requires:</p> <p><i>Sportsground, showground</i></p> <p><i>1 space per spectator places and a drop-off and pickup area</i></p> <p>It is proposed that there will be no increase in spectator spaces for the sports ground as a result of the development and therefore the acceptable solution is met.</p>
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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"> a) Formed to an adequate level and drained; and b) Except for a single dwelling, provided with an impervious all weather seal; and c) Except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces. 	<p>A1 The existing car park is to be utilised and will be formalized with adequate delineation of car parking spaces. Under Table E6.1 no additional car parking spaces required.</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>A1.1 The car parking is existing as part of a previously approved development. No further consideration is required.</p> <p>A1.2 Not applicable.</p>
<p>A2.1 Car parking and manoeuvring space must:</p> <ul style="list-style-type: none"> a) Have a gradient of 10% or less; and b) Where providing for more than 4 cars, provide for vehicles to enter and exit the site in a forward direction; and 	<p>A2.1 No changes to existing car parking.</p> <p>A2.2 No changes to existing car parking.</p>

<p>c) Have a width of vehicular access no less than prescribed in Table E6.2; and</p> <p>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:</p> <ul style="list-style-type: none"> i) There are three or more car parking spaces; and ii) Where parking is more than 30m driving distance from the road; or iii) Where the sole vehicle access is to a category 1, 2, 3 or 4 road; and <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>	
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E6.7.3 Parking for Persons with a Disability – Designed car parking spaces for persons with a disability have been shown on the revised site plan.

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
A1 Pedestrian access must be provided for in accordance with Table E6.5.	A1 No separate access is required given the car parking is existing.

E15 Signs Code – Signage under Section 15.4.1 is proposed. The proposed Identification Sign is exempt.

5. Representations

The application has a permitted status and no public exhibition was required. The application is before the Planning Authority for consideration as the development is a Break O’Day Council project. The Planning Authority must approve the proposal as there are no discretions sought.

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 Recreation Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions. It is recommended for approval with conditions normally set to this type of development.

LEGISLATION / STRATEGIC PLAN & POLICIES:

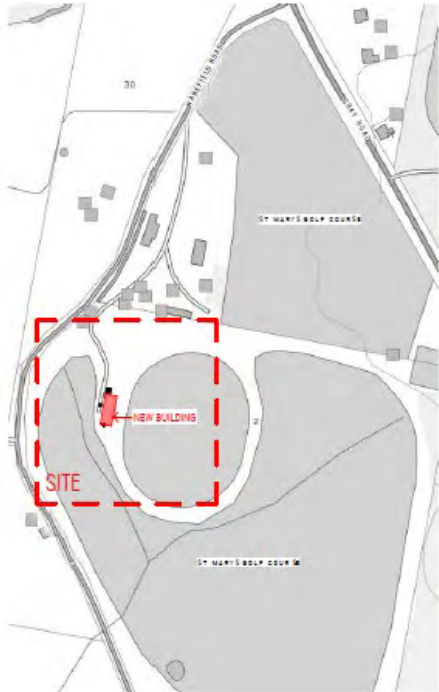
Break O' Day Interim Planning Scheme 2013, Version 18;
Land Use Planning and Approvals Act 1993;
Local Government (Building and Miscellaneous Provisions) Act 1993.

BUDGET AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority



01 LOCATION PLAN
SCALE 1 : 5000



02 SITE PLAN
SCALE 1 : 750

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Revisions	Author	Check	Appr
01 14/10/20 DEVELOPMENT APPLICATION	WJ	WJ	
02 16/06/20 DEVELOPMENT APPLICATION	WJ	WJ	
03 20/07/20 DEVELOPMENT APPLICATION	WJ	WJ	
Rev Date Reason for issue			Appr



Project
ST MARY'S EVACUATION CENTRE
Client
BREAK O'DAY COUNCIL

Drawing title
LOCATION PLAN & SITE PLAN
Date created
Checked
Approved
Scale
As indicated on AS

Edwards + Simpson Pty Ltd
ADM 22 102 050 054 Building Act 2016 License Number 225008
A Level 1 60/71 St John Street, Melbourne VIC 3205 Australia
E: info@edwardsandsimpson.com.au T: 03 8331 1800
Project number
21016
Drawing number
SK101
Revision
PC
Status
PRELIMINARY



FLOOR FINISHES SCHEDULE

CT 01	COIR MATTING
CT 02	CARPET TILE
CT 03	INDOOR-OUTDOOR SPORTS CARPET
RE 01	RESILIENT FLOORING - VINYL
RE 02	RESILIENT FLOORING - SPORTS RUBBER
TE 01	COMPOSITE TIMBER DECKING

01 FLOOR PLAN
SCALE 1:100



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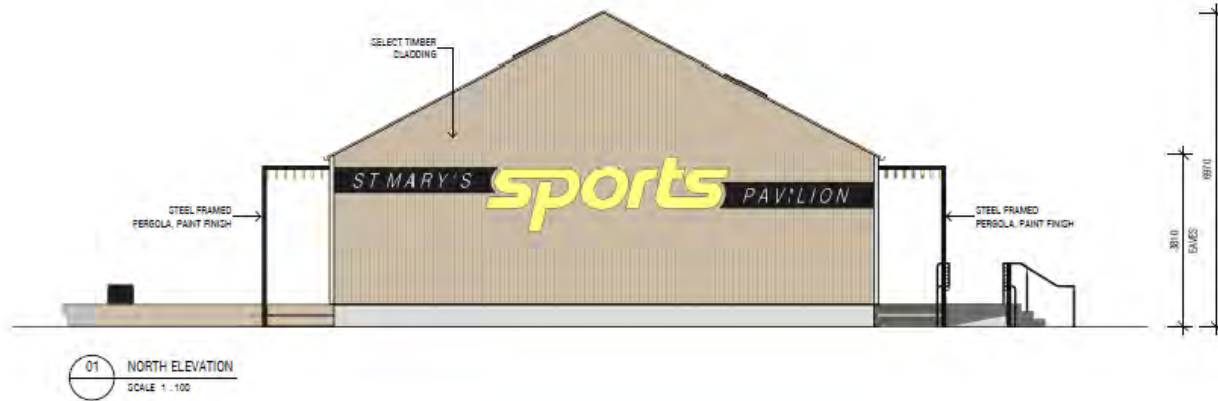
Revision	Description	By	Date
R1	ISSUED FOR PERMIT APPLICATION	AS	11/12/2021
R2	ISSUED FOR INFORMATION	AS	11/12/2021
R3	ISSUED FOR PERMIT APPLICATION	AS	11/12/2021
R4	ISSUED FOR PERMIT APPLICATION	AS	11/12/2021



Project: ST MARYS EVALUATION CENTRE
 Client: BREAK ODAY COUNCIL

Drawing	
Drawn	Checked
AS	AS
AS	AS
AS	AS
AS	AS

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 17 Gray Road, Westmead, NSW 2115, Australia
 Phone: 02 9639 5555
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 Email: info@es.com.au
 Project number: 21016
 Drawing number: SK241
 Revision: P3
 Status: PRELIMINARY



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Rev	Description	By	Appr
01	ISSUED FOR APPROVAL		
02	REVISION		

Project
ST MARY'S EVACUATION CENTRE

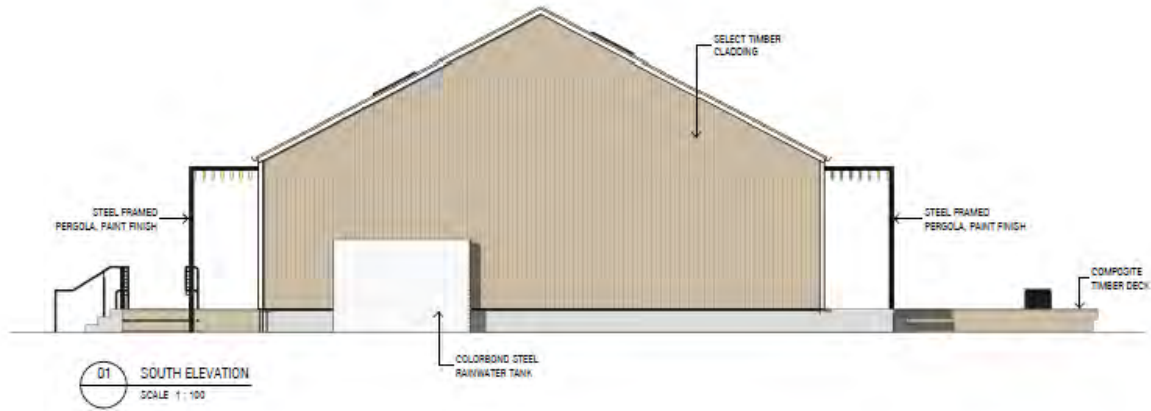
Client
BREAK O'DAY COUNCIL

Drawing title
ELEVATIONS

Date created: 14/04/17
Checked: [initials]
Scale: 1:100 @ A2

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ABN 25 102 385 004 Trading Act 2010 Licence Number 122618
A Level 1, 60/70 South Street, Lonsdale TAS 7250 Australia
E: info@edwardsandsimpson.com.au T: 0512 521 190
Project number: ST010 Drawing number: SK501
Status: P.C.
PRELIMINARY



ACTION	DECISION
PROPONENT	J Ihnen obo Break O’Day Council
OFFICER	Rebecca Green, Planning Consultant
FILE REFERENCE	DA 244-2022
ASSOCIATED REPORTS AND DOCUMENTS	Plans and Elevations (September 2022) Amended Planning Submission Tasmanian Heritage Council Certificate of Exemption

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 **Community Meeting & Entertainment – Community Shed** on land situated at **20 Talbot Street, Fingal** described in Certificate of Title CT 17192/1 be **APPROVED** subject to the following conditions:

- 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
Site Plan	Job No: 21016, Sheet No’s: SK001	Edward + Simpson	29/09/22 (Rev: P3)
Floor Plan	Job No: 21016, Sheet No’s: SK002	Edward + Simpson	29/09/22 (Rev: P3)
Elevations	Job No: 21016, Sheet No’s: SK003	Edward + Simpson	29/09/22 (Rev: P3)
Amended Planning Submission		-	14 th October 2022

- All stormwater runoff from the proposed development must be detained by on-site water storage systems and overflow disposed to existing stormwater connection to Council’s reticulated stormwater system.
- 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.
- Prior to the Community Shed commencing use on site, at least two vehicle parking spaces must be line marked or delineated for the building and use within the shed.

10. No further signage is approved as a part of this permit; any future signage will be subject to a separate application should it be required.

11. Use of the development must not create a nuisance as defined by the *Environmental Management and Pollution Control Act 1994*.

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.
- 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 use and development of a community shed to be constructed at 20 Talbot Street, Fingal. Community meeting and entertainment use in the Community Purpose Zone is a permitted use without qualifications, under Table 17.2 of the *Break O'Day Interim Planning Scheme 2013*.



Site Photos



^Site from Grant Street



^Site from Grant Street

PREVIOUS COUNCIL CONSIDERATION:

DA 2019-026 – Community Meeting & Entertainment Use & Alterations & Additions

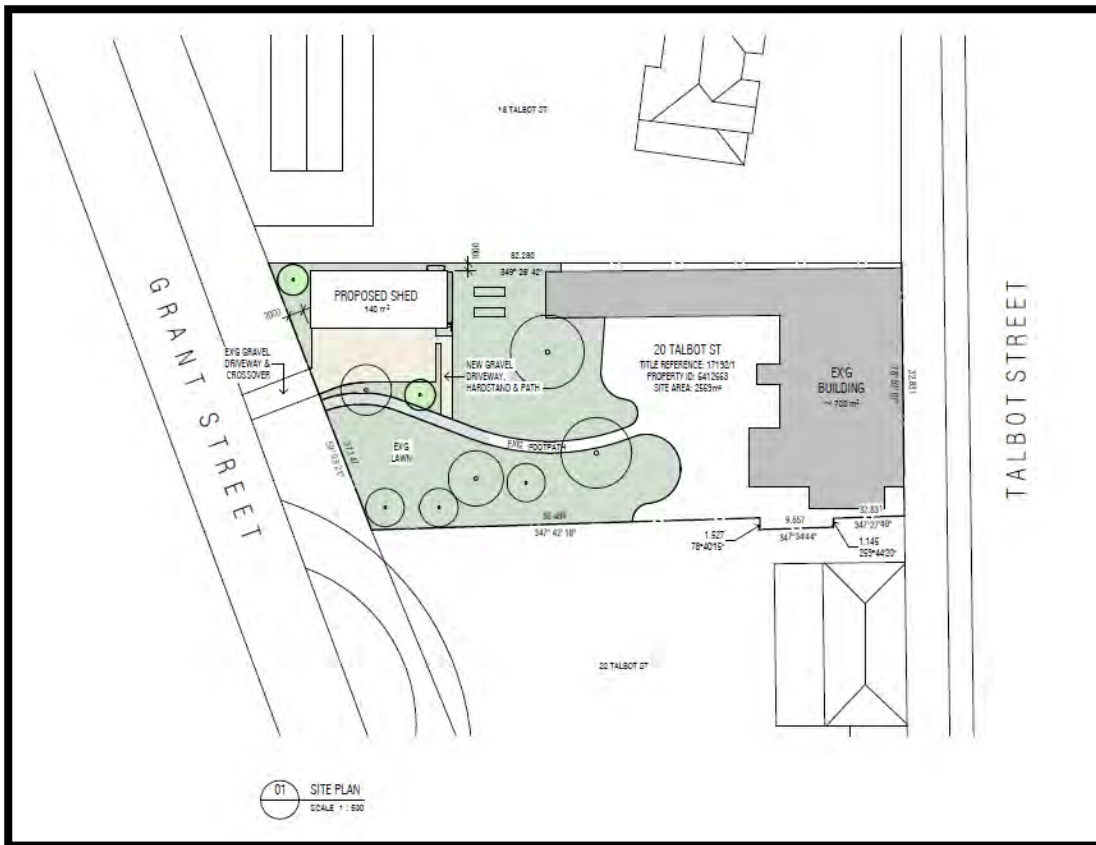
DA 2018-096 – Underpinning & Stabilisation

OFFICER'S REPORT:

1. The Proposal

Break O'Day Council received a valid application on 17 October 2022 from J Ihnen on behalf of Break O'Day Council for the use and development of a community shed at 20 Talbot Street, Fingal.

Proposed Site Plan



The 140m² shed is to be used as a community shed. Three of the four bays of the shed will be used for garage/workshop space with the fourth bay being dedicated as a community room, provided with a kitchenette and leading out to an adjoining deck area.

The shed will be constructed of Colorbond walls and roof cladding, monument in colour. A 2000l slimline tank will collect stormwater from the roof with overshoot to Council stormwater network.

A new gravel driveway, hardstand and pathway is proposed from the existing crossover from Grant Street.

2. Applicable Planning Scheme Provisions

Part 17 Community Purpose Zone
 E6 Car Parking and Sustainable Transport Code
 E13 Heritage Code

3. Referrals

Not applicable.

4. Assessment

The advertised application relied upon the following ten (10) performance criteria as detailed below;

- 1) 17.4.1 Building Design and Siting P2

- 2) 17.4.1 Building Design and Siting P3
- 3) E13.5.1 Alternative Use of Heritage Buildings P1
- 4) E13.6.3 Site Cover O1
- 5) E13.6.4 Height and Bulk of Buildings P1.1
- 6) E13.6.6 Roof Form and Materials P1
- 7) E13.6.7 Wall Materials P1
- 8) E13.6.8 Siting of Buildings and Structures P1
- 9) E13.6.9 Outbuildings and Structures P1
- 10) E13.6.10 Access Strips and Parking 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.**

17 Community Purpose Zone

17.1 Zone Purpose

17.1.1 Zone Purpose Statements

17.1.1.1 To provide for key community facilities and services where those facilities and services are not appropriate for inclusion as an associated activity within another zone.

17.1.1.2 To provide for a range of health, educational, government, cultural and social facilities to serve the function of settlements and local communities.

17.2 Use Table

The proposed use fits the use class of Community Meeting and Entertainment, which is a Permitted use (with no qualifications) within the Community Purpose Zone.

Community Meeting and Entertainment as defined by the Scheme means:

“use of land for social, religious and cultural activities, entertainment and meetings. Examples include an art and craft centre, church, cinema, civic centre, function centre, library, museum, public art gallery, public hall and theatre.”

17.3 Use Standards

17.3.1 Zone Character

Acceptable Solutions	Proposed Solutions
A1 Storage of materials or equipment external to a building must not be visible from the road to which the lot has frontage.	A1 Proposal complies with acceptable solution. There is no proposed storage of materials or equipment externally.
A2 Commercial vehicles for discretionary uses must be parked within the boundary of the property.	A2 Not applicable. The proposed use is not discretionary.

17.3.2 Amenity

Acceptable Solutions	Proposed Solutions
A1 For development within 20m of a residential zone, the operating hours of the use must be between 6am and 10pm.	A1 Proposal complies with acceptable solution. The proposal

	will not operate outside these hours stipulated.
--	--------------------------------------------------

17.4 Development Standards

17.4.1.1 Building Design and Siting

Acceptable Solutions/ Performance Criteria	Proposed Solutions
A1 Building height must not exceed 8m.	A1 Building height will not exceed 4.5m from natural ground level. Acceptable solution met.
A2 Buildings must be set back from the frontage a minimum distance of 6m or for infill lots, within the range of the front setbacks of building on adjoining lots indicated by the hatched section in Figure 17.4.1 below. P2 Building frontage setbacks must: a) Be unobtrusive and must not dominate the character of the surrounding landscape and streetscape.	P2 The frontage setback is proposed to be 2 metres to Grant Street. It is considered that the setback will not be obtrusive and will not dominate the character of the surrounding landscape and streetscape. The design themes are sympathetic to the amenity of the area. The proposal is compliant with the performance criteria.
A3 Buildings must be set back from the side and rear boundaries a minimum distance of 3m. P3 Side and rear building setbacks must: a) Protect the amenity of adjoining sensitive uses from the impacts of unreasonable overshadowing and overlooking by providing separation that is appropriate for the use; and b) Have regard to: i) The form of the building; and ii) The contours or slope of the land; and iii) Existing screening or the ability to implement/establish screening.	P3 The application seeks a variation for the side setback to 1 metres to the western boundary. The adjoining property most affected has existing outbuildings located between the proposed building and the adjoining residence, and therefore overshadowing and privacy are protected and impact is considered minimal. The design themes are sympathetic to the amenity of the area. The proposal is compliant with the performance criteria.

17.4.2 Subdivision – not applicable.

17.4.3 Stormwater Disposal

Acceptable Solutions	Proposed Solutions
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	A1 All stormwater is to be directed to a water tank and then the overflow to internal system which is connected to

Council maintained roadside drain or the reticulated stormwater system.	Council's stormwater network. Acceptable solution met.
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Part E Codes

E6 Car Parking and Sustainable Transport Code

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Acceptable Solutions / Performance Criteria	Proposed Solutions
<p>A1 The number of car parking spaces must not be less than the requirements of:</p> <ul style="list-style-type: none"> c) Table E6.1; or d) A parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone). 	<p>Table E6.1 requires:</p> <p><i>1 space per 20m² of public area or 1 space per 4 seats whichever is greater</i></p> <p>2 spaces required for 30m² of floor areas available to the public. The proposal includes car parking for three car parking spaces within the shed that the proposal meets the acceptable solution.</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"> d) Formed to an adequate level and drained; and e) Except for a single dwelling, provided with an impervious all weather seal; and f) Except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces. 	<p>A1 Car parking is provided for within the shed, which will be concreted. Sufficient turning is available to enter and exit the site in a forward direction. Acceptable solution met.</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</p>	<p>A1 Not applicable.</p>

within the front setback for residential buildings or multiple dwellings.	
<p>A2.1 Car parking and manoeuvring space must:</p> <ul style="list-style-type: none"> e) Have a gradient of 10% or less; and f) Where providing for more than 4 cars, provide for vehicles to enter and exit the site in a forward direction; and g) Have a width of vehicular access no less than prescribed in Table E6.2; and h) 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"> iv) There are three or more car parking spaces; and v) Where parking is more than 30m driving distance from the road; or vi) Where the sole vehicle access is to a category 1, 2, 3 or 4 road; and <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 Complies. A2.2 Complies. The proposal complies with the Acceptable Solution.</p>

E6.7.3 Parking for Persons with a Disability – a designated accessible space is already provided for on the site.

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

E13 Heritage Code

E13.5 Use Standards

E13.5.1 Alternative Use of Heritage Buildings

Acceptable Solutions/ Performance Criteria	Proposed Solutions
<p>A1 No acceptable solution.</p> <p>P1 Notwithstanding Clause 8.9, a permit may be granted for any use of a locally listed heritage place where:</p> <ul style="list-style-type: none"> a) It can be demonstrated that the proposed use will not adversely impact on the significance of a heritage place; and b) The amenity impacts of both the proposed use on the surrounding areas and from the surrounding area on the proposed use are considered acceptable; and c) A report by heritage professional states that it is necessary for conservation purposes or the continued maintenance of the building or where there is an overriding public benefit. 	<p>P1 – A Certificate of Exemption was issued by the Tasmanian Heritage Council on 4th October 2022.</p>

E13.6 Development Standards

E13.6.1 Demolition – not applicable.

E13.6.2 Subdivision and Development Density – not applicable.

E13.6.3 Site Cover

Acceptable Solutions/ Performance Criteria	Proposed Solutions
<p>A1 Site coverage must be in accordance with the acceptable development criterion for site coverage within a precinct identified in Table E13.1: Heritage Precincts, if any.</p> <p>P1 The site coverage must:</p> <ul style="list-style-type: none"> a) Be appropriate to maintaining the character and appearance of the buildings or place, and the appearance of adjacent buildings and the area; and b) Not detract from meeting the management objectives of a precinct identified in Table E13.1: Heritage Precincts, if any. 	<p>P1 – A Certificate of Exemption was issued by the Tasmanian Heritage Council on 4th October 2022.</p>

E13.6.4 Height and Bulk of Buildings

Acceptable Solutions/ Performance Criteria	Proposed Solutions
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<p>A1 New building must be in accordance with the acceptable development criterion for heights of buildings or structures within a precinct identified in Table E13.1: Heritage Precincts, if any.</p> <p>P1.1 The height and bulk of any proposed buildings must not adversely affect the importance, character and appearance of the building or place, and the appearance of adjacent buildings; and</p> <p>P1.2 Extensions proposed to the front or sides of an existing building must not detract from the historic heritage significance of the building; and</p> <p>P1.3 The height and bulk of any proposed buildings must not detract from meeting the management objectives of a precinct identified in Table E13.1: Heritage Precincts, if any.</p>	<p>P1.1 – A Certificate of Exemption was issued by the Tasmanian Heritage Council on 4th October 2022.</p>
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E13.6.5 Fences – not applicable.

E13.6.6 Roof Form and Materials

Acceptable Solutions/ Performance Criteria	Proposed Solutions
<p>A1 Roof form and materials must be in accordance with the acceptable development criteria for roof form and materials within a precinct identified in Table E13.1: Heritage Precincts, if any.</p> <p>P1 Roof form and materials for new buildings and structures must:</p> <ul style="list-style-type: none"> a) Be sympathetic to the historic heritage significance, design and period of construction of the dominant existing building on the site; and b) Not detract from meeting the management objectives of a precinct identified in Table E13.1: Heritage Precincts, if any. 	<p>P1 – A Certificate of Exemption was issued by the Tasmanian Heritage Council on 4th October 2022.</p>

E13.6.7 Wall Materials

Acceptable Solutions/ Performance Criteria	Proposed Solutions
<p>A1 Wall materials must be in accordance with the acceptable development criteria for wall materials within a precinct identified in Table E13.1: Heritage Precincts, if any.</p>	<p>P1 – A Certificate of Exemption was issued by the Tasmanian Heritage Council on 4th October 2022.</p>

<p>P1 Wall material for new buildings and structures must:</p> <ul style="list-style-type: none"> a) Be complementary to wall materials of the dominant buildings on the site or in the precinct; and b) Not detract from meeting the management objectives of a precinct identified in Table E13.1: Heritage Precincts, if any. 	
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E13.6.8 Siting of Buildings and Structures

Acceptable Solutions/ Performance Criteria	Proposed Solutions
<p>A1 New buildings and structures must be in accordance with the acceptable development for setbacks of building and structures to the road within a precinct identified in Table E13.1: Heritage Precincts, if any.</p> <p>P1 The front setback for new buildings or structure must:</p> <ul style="list-style-type: none"> a) Be consistent with the setback of surrounding buildings; and b) Be set at a distance that does not detract from the historic heritage significance of the place; and c) Not detract from meeting the management objectives of a precinct identified in Table E13.1: Heritage Precincts, if any. 	<p>P1 – A Certificate of Exemption was issued by the Tasmanian Heritage Council on 4th October 2022.</p>

E13.6.9 Outbuildings and Structures

Acceptable Solutions/ Performance Criteria	Proposed Solutions
<p>A1 Outbuildings and structures must be:</p> <ul style="list-style-type: none"> a) Set back an equal or greater distance from the principal frontage than the principal buildings on the site; and b) in accordance with the acceptable development criteria for roof form, wall material and site coverage within a precinct identified in Table E13.1: Heritage Precincts, if any. <p>P1 New outbuildings and structures must be designed and located:</p>	<p>P1 – A Certificate of Exemption was issued by the Tasmanian Heritage Council on 4th October 2022 and is to the rear of the Heritage Listed building from the principal frontage.</p>

<ul style="list-style-type: none"> a) to be subservient to the primacy buildings on the site; and b) to not detract from meeting the management objectives of a precinct identified in Table E13.1: Heritage Precincts, if any. 	
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E13.6.10 Access Strips and Parking

Acceptable Solutions/ Performance Criteria	Proposed Solutions
<p>A1 Car parking areas for non-residential purposes must be:</p> <ul style="list-style-type: none"> a) located behind the primary buildings on the site; or b) in accordance with the acceptable development criterion for access and parking within a precinct identified in Table E13.1: Heritage Precincts, if any. <p>P1 Car parking areas for non-residential purposes must not:</p> <ul style="list-style-type: none"> a) result in the loss of building fabric or the removal of gardens or vegetated areas where this would be detrimental to the setting of a building or its historic heritage significance; and b) detract from meeting the management objectives of a precinct identified in Table E13.1: Heritage Precincts, if any. 	<p>P1 – A Certificate of Exemption was issued by the Tasmanian Heritage Council on 4th October 2022 and parking is located within the proposed building.</p>

E13.6.11 Places of Archaeological Significance – not applicable.

E13.6.12 Tree and Vegetation Removal – not applicable.

E13.6.13 Signage – not applicable.

5. Representations

The application was advertised 22nd October 2022 to 4th November 2022 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. No representations were made.

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 Community Purpose Zone, all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and ten (10) Performance Criterion. 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 18;
Land Use Planning and Approvals Act 1993;
Local Government (Building and Miscellaneous Provisions) Act 1993.

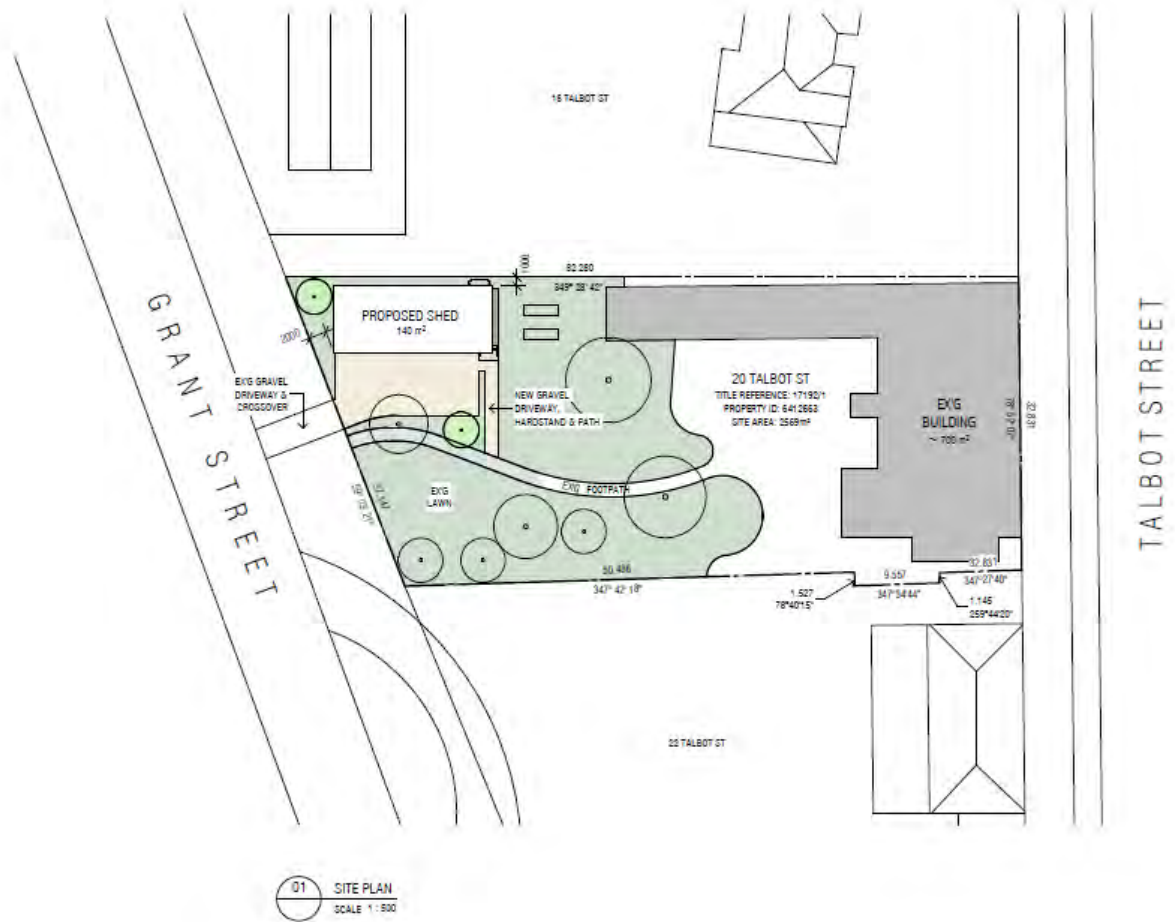
BUDGET AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority

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.



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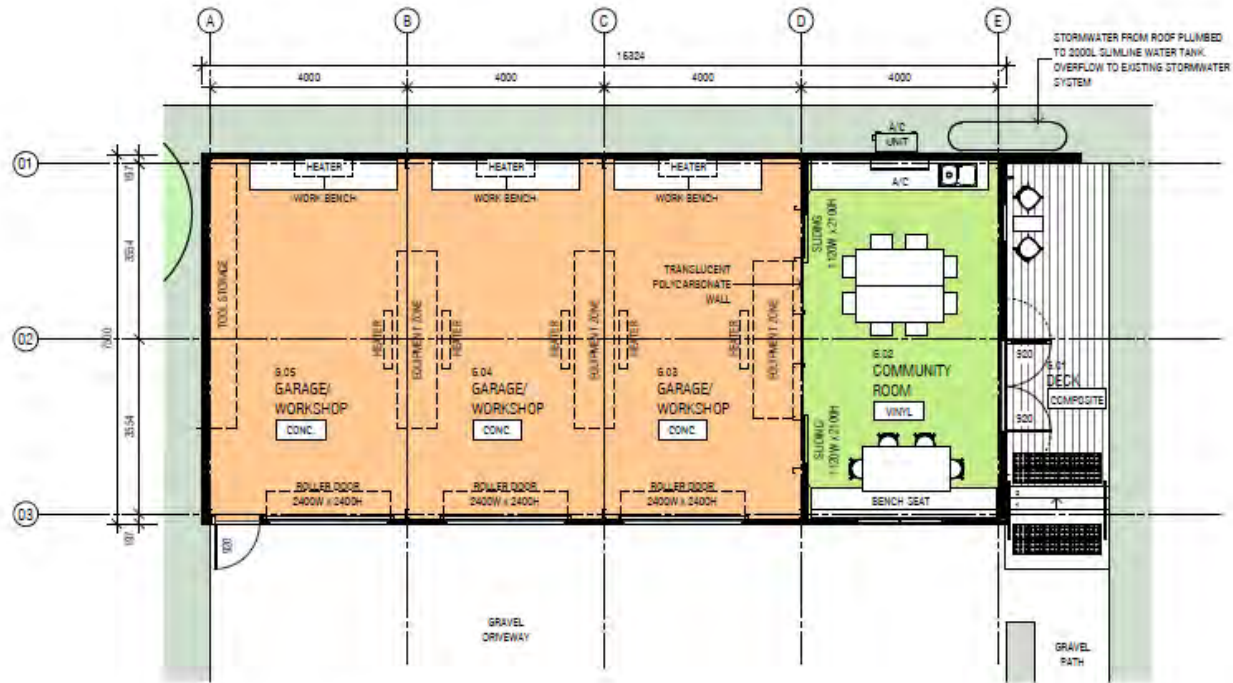
NO.	REVISION	DATE
01	PROPOSED SHED CONSTRUCTION	11/22
02	CONSTRUCTION	11/22
03	CONSTRUCTION	11/22



Project: FINGAL VALLEY NHH MENS SHED
 Drawn by: TINA TAYLOR
 Client: BREAK O'DAY COUNCIL

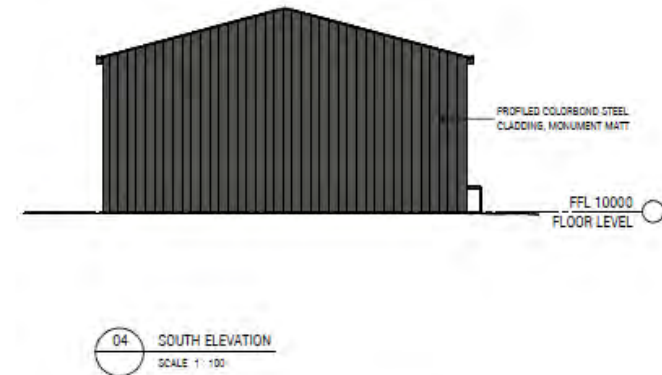
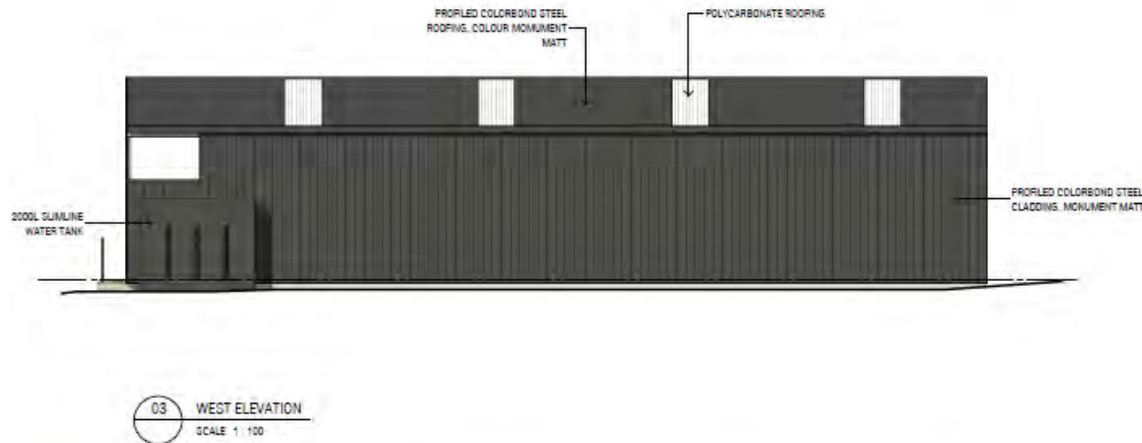
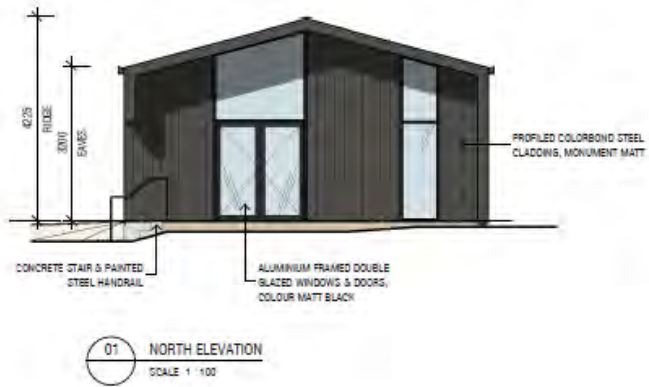
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Edwards + Simpson Pty Ltd
 ABN 29 160 986 566 Trading ACN 2015 Licence Number 070008
 A Level 1 16/70 Johnston Street Adelaide 5000 Australia
 E info@edwardsandsimpson.com.au T 08 8233 1600
 Project number: C1016 Drawing number: SK001
 Status: PRELIMINARY



01 FLOOR PLAN
SCALE 1:100





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Note: This drawing must be used in conjunction with all other drawings, specifications, schedules and conditions of contract. Any discrepancies shall be referred to the contract conditions. It is any client's responsibility to check the contract conditions.

Rev	Date	Reason for issue	By	App'd
01	10/01/22	PROVISIONAL APPLICATION	AS	
02	12/01/22	APPROVALS	AS	
03	12/01/22	APPROVALS	AS	
04	12/01/22	APPROVALS	AS	

Project: FINGAL VALLEY NWH MENS SHED
 Prepared by: TWA/TW/TW
 Client: BREAK O'DAY COUNCIL

Drawing title: ELEVATIONS 1

Date created: 25/01/22
 Scale: 1:100 up 43

Edwards + Simpson Pty Ltd
 ABN 12 462 088 044 Building Act 2016 License Number 0200018
 All work is subject to the relevant legislation. TAC 7200, Kalamita
 E: office@edwardsandsimpson.com.au, T: 08 8520 1581
 Project number: 210116 Drawing number: 08005 Revision: P3
 Status: PRELIMINARY



COUNCIL RESOLUTIONS - MEETINGS - PUBLIC
15/11/2022



COUNCIL RESOLUTIONS PLAN

COUNCIL RESOLUTIONS - OCTOBER 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
33%	17/10/2022	30/11/2022	10/22.14.2.207 - Signage for Town Hall Car Park, St Marys	That Council submit an application to the Department of State Growth for the placement of guidance signage at St Marys as follows: <ul style="list-style-type: none"> A "Parking Ahead 150m on LEFT" at a location 150m to the west of the Town Hall entrance driveway on Main Street between Clive and Cameron Streets. A "Parking Ahead 150m RIGHT" on Main Street at the Bakery. 	Draft sign graphic being prepared by Sign Manufacturer for State Growth review.	Manager Infrastructure and Development Services
	17/10/2022	31/10/2022	10/22.16.2.210 - Break O'Day Response - Draft Tasmanian Planning Policies	The following submission be forwarded to the State Planning Office on behalf of the Break O'Day Council, including any modifications as directed by Council at their meeting on 17 October 2022.	The Break O'Day submission on the Draft Tasmanian Planning Policies was considered by Council at its meeting on 17 October 2022. Council resolved to forward the submission to the Department of Premier and Cabinet. The final submission was forwarded to DPAC on 25/10/2022 and is contained within TRIM folder 22/4434.	Senior Town Planner
100%						

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	17/10/2022	31/10/2022	10/22.17.2.212 - 2023 - 2024 State Budget Consultation	<p>That Council provide a submission to the 2023-2024 State Budget consultation process covering the following items:</p> <ol style="list-style-type: none"> 1. Bay of Fires Master Plan – need to argue for an increased funding allocation to be made in the 2023-2024 Budget. 2. Housing Needs Assessment –advocate for the Tasmanian Government to complete a housing needs assessment for the East Coast. 3. St Helens District High School – investigation of future replacement or upgrading options 4. Climate Resilient Councils – extension of program. 5. St Helens Wharf – funding for assessment of asset condition and maintenance works on the disputed section. 6. St Marys Childcare Centre – investigation into options for a new purpose built centre to service St Marys and surrounding areas 	Submission prepared and provided to State Government reflecting the items identified by Council. Due to the situation which arose with the closure of the St Marys Pass, this item was added to the Submission.	General Manager
100%	17/10/2022	31/10/2022	10/22.17.3.213 - Tasmanian Housing Strategy Discussion Paper Response	That Council provide the following submission to the Tasmanian Housing Strategy Discussion Paper.	Submission to the Tasmanian Housing Strategy discussion paper made 26/10/2022	Economic Development Officer

COUNCIL RESOLUTIONS SEPTEMBER 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	19/09/2022	30/09/2022	09/22.13.4.189 - Request for Rate Remission - 14 Mangana Road, Fingal	That in accordance with the provisions of s.129 of the <i>Local Government Act 1993</i> , Council approve a remission as requested for the property known as 14 Mangana Road, Fingal identified as PID 6413332.	Council approved the remission at its September meeting.	Manager Corporate Services
100%	19/09/2022	31/10/2022	09/22.14.3.192 - Street Furniture Sponsorship	That Council update Council's Street Furniture Sponsorship pack to include the price of a bench seat with back at \$800.	The information pack has been updated to reflect the Council resolution.	Manager Corporate Services
100%	19/09/2022	31/10/2022	09/22.14.4.193 - Proposed Naming of Waterfall - Walkers Falls	That Council supports the proposed naming an unnamed waterfall off Mathinna Plains Road on Walkers Creek as Walkers Falls.	Council supported the proposed naming of the unnamed waterfall off Mathinna Plains Road on Walkers Creek as Walkers Falls at the September 2022 Council meeting. A copy of Councils decision has been provided to the proponent for his submission to the Place Names Advisory Panel (Tasmania). No further action is required.	Manager Infrastructure and Development Services
41%	19/09/2022	31/12/2022	09/22.17.2.200 - Housing Supply	That Break O'Day Council partner with Centacare Evolve Housing in the provision of community housing within the municipality.	Further consultation is occurring with Centacare Evolve Housing. Most recent was site visit with Centacare officers. Currently awaiting updated draft concept plans after positive site visit.	Economic Development Officer
50%	19/09/2022	31/12/2022	09/22.17.3.201 - Northern Tasmania Development Corporation (NTDC) - Governance	Agree to initiate/support an amendment of the Northern Tasmanian Development Corporation (NTDC) Constitution to incorporate a Representatives Group.	Council's position on this has been communicated to General Managers of the northern Councils and the NTDC Chairperson	General Manager
0%	19/09/2022	31/12/2022	09/22.17.3.201 - Northern Tasmania Development Corporation (NTDC) - Governance	Request the NTDC Board to draft the recommended constitutional changes in collaboration with the Member Council General Managers/Chief Executive Officer for the further consideration of the member Councils.	Progress with this will depend on activities with NTDC Board and other Councils	General Manager

COUNCIL RESOLUTIONS - AUGUST 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
34%	15/08/2022	30/11/2022	08/22.9.1.160 - Notice of Motion - Upgrade Cricket Pitch Surface and Relocation of Cricket Practice Nets - St Helens Sports Complex - Cllr M Osborne	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council allocate \$30,000 from the St Helens Public Open Space Reserve towards the upgrading of the cricket pitch surfacing and the relocation and upgrading the cricket practice nets at the cricket ground of the St Helens Sports Complex.</p>		Manager Corporate Services
49%	15/08/2022	30/09/2022	08/22.9.2.161 - Notice of Motion - Housing Crisis Action - Cllr J Drummond	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That the Mayor as the representative of Council write to those property owners with a secondary residence, or holiday home, in our municipality asking for consideration to be given to placing that secondary home/ holiday home into the local rental market, to address the lack of available rental properties in our community right now.</p>	<p>Staff have undertaken research to assess if it's possible to extrapolate data relating to the request from our rates management system. While some information on secondary properties is available if a change of use has been granted previously, it is not possible to capture all those property owners with a secondary residence, or holiday home, in our municipality.</p> <p>A report to Council will be provided as soon as possible.</p>	Manager Corporate Services

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
80%	15/08/2022	31/10/2022	08/22.15.4.171 - Christmas Signs - Town Welcome Signs	<ol style="list-style-type: none"> 1. That Council engage St Helens District High School and St Marys District High School to work with the students to develop welcome-to-town Christmas signs to be installed at eight (8) townships within our municipality. 2. That Council cover the cost of the printing of the signs on corflute and installation of same. 	This Project is getting rolled out into the schools from 17th October through to 24 October 2022	Community Services Officer

COUNCIL RESOLUTIONS JULY 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	18/07/2022	30/09/2022	07/22.14.3.144 - Falmouth Township - Request for Speed Limit Change	That Council seek Transport Commissioner authorisation for a 60km/hr speed limit on Falmouth Road (between the Tasman Highway and the Falmouth Township) in accordance with the recommendation made by Traffic & Civil Services.	Speed limit signs erected at Falmouth on 3 November 2022	Manager Infrastructure and Development Services
100%	18/07/2022	30/09/2022	07/22.14.3.144 - Falmouth Township - Request for Speed Limit Change	That Council seek Transport Commissioner authorisation for a 40km/hr Area speed limit for Falmouth in accordance with the recommendation made by Traffic & Civil Services.	Speed limit signage placed at Falmouth on 3 November 2022	Manager Infrastructure and Development Services
100%	18/07/2022	30/09/2022	07/22.14.3.144 - Falmouth Township - Request for Speed Limit Change	That Council install Pedestrian warning signs W6-1A with Florescent yellow-green background sheeting on Grant Street and Hammond Street approaches to Grant Street boat ramp and beach access area.	Project completed November 2022	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS JUNE 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
50%	27/06/2022	31/10/2022	06/22.15.3.123 - Outdoor Exercise Equipment - Scamander	That Council seek external funding to cover the cost of this project.	Received quotes on the requested gym equipment, external funding will need to be sought awaiting feedback on what sort of equipment may be removed as quotes are in the vicinity of \$60,000.	Manager Community Services

COUNCIL RESOLUTIONS MAY 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
80%	16/05/2022	31/07/2022	05/22.9.1.87 - Notice of Motion - Provision of Crossing in Main Street, St Marys - Clr J Drummond	<i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council re-consider the provision of pedestrian cross over points and/or traffic islands in the Main Street of St Marys.	A workshop report was prepared for Council for information and discussion - July 2022 Workshop. Subject to traffic management matters being successfully resolved with Stater Growth an updated concept plan will be prepared for further discussion with Council and subsequent community consultation. State government funding would be sought under the Vulnerable Road User program - Jan/Feb 2023.	Manager Infrastructure and Development Services
100%	16/05/2022	31/07/2022	05/22.9.2.88 - Notice of Motion - Signage for Town Hall Car Park, St Marys - Clr J Drummond	<i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council 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.	Item workshopped with Councilors at Oct 3rd, 2022 workshop. Agenda report prepared for consideration at the October 2022 Council meeting.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS APRIL 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
70%	20/04/2022	30/09/2022	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.	Council staff are currently assessing all feedback received on the final draft of the Recreational Trails Strategy so that the document can be finalised and brought before Council for adoption. A meeting is currently being arranged with PWS to ensure that all questions raised in their feedback are responded to.	Manager Community Services

COUNCIL RESOLUTIONS FEBRUARY 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	21/02/2022	17/10/2022	02/22.16.2.33 - DA265-2021 - Petition to Amend Sealed Plan - Ansons Bay	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.	<p>The recommendation of the Hearing Committee was presented to Council (Closed Section) at its meeting on 17 October, 2022. Council endorsed and accepted the findings and recommendations following the hearing of the petition to amend Sealed Plan 137662. by the Committee. The Committee recommended the application (DA265-2021) for the amendment of Sealed Plan 137662, in accordance with Division 5 – Amendment of Sealed Plans, <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i>, be approved with no modification of the request.</p> <p>Additionally, it was confirmed that no party was able to effectively demonstrate loss or damage to be experienced should the right of carriage way or restrictive covenants be removed. The Committee recommends no compensation is required to be paid to any party. This recommendation recognises that any future use of the land cannot be pre-empted by the Committee and the land will continue to be regulated by the Tasmanian Planning System with respect to use and development.</p>	Senior Town Planner

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	21/02/2022	17/10/2022	02/22.16.2.33 - DA265-2021 - Petition to Amend Sealed Plan - Ansons Bay	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.	<p>The recommendation of the Hearing Committee was presented to Council (Closed Section) at its meeting on 17 October, 2022. Council endorsed and accepted the findings and recommendations following the hearing of the petition to amend Sealed Plan 137662. by the Committee. The Committee recommended the application (DA265-2021) for the amendment of Sealed Plan 137662, in accordance with Division 5 – Amendment of Sealed Plans, <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i>, be approved with no modification of the request.</p> <p>Additionally, it was confirmed that no party was able to effectively demonstrate loss or damage to be experienced should the right of carriage way or restrictive covenants be removed. The Committee recommends no compensation is required to be paid to any party. This recommendation recognises that any future use of the land cannot be pre-empted by the Committee and the land will continue to be regulated by the Tasmanian Planning System with respect to use and development.</p>	Senior Town Planner
55%	21/02/2022	31/03/2022	02/22.16.5.39 - Management of Freshwater Resources and Water Quality	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.	Opportunities for information and advice to Break O'Day are being monitored. Natural Resource Management Committee is following developments after announcement by the Tasmanian Government of its responses to criticism of freshwater and river management by government agencies and bodies and interest groups can play to inform Council and the community about implications for Break O'Day. Input provided to state project updating climate change impact projections on water resources on Council's relevant water information needs. Council's.	NRM Facilitator

COUNCIL RESOLUTIONS 2021

Current Co...	Meeting ...	Due D...	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
95%	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 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 which will include considerations of user need (currently very low) a condition report of the St Helens Rec Ground lights and a cost benefit analysis for installation including electrical support system upgrades. The lights are still in service and have yet to be removed at the time that new lighting is installed at St Helens.	Manager Infrastructure and Development Services
60%	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.	Designs of a new facility are currently out for comment (second round) in relation to a multi purpose facility to be located at the St Marys Recreation Ground. This will provide for a new community gym and other rooms can be used for other events - for example an emergency service facility when there is a need. This facility will be located on the current footprint of the old football club rooms.	Manager Community Services

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
75%	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 hydro-therapy pool at the sports complex whilst updating our St Helens Sports Complex Master Plan.</p> <p>Council Officers/Managers go to Circular Head Council and look at the new swimming pool complex they have built and work with their Council on understanding the costs of running the complex now it has been running for a while.</p>	Initial report on investigations provided to Council for consideration at the June Council workshop. Consideration now occurring in relation to the approach to conducting a Feasibility Study and engagement with the community. Provision made within the 2022-23 Budget to engage a Consultant to undertake this work. Work has commenced on developing a draft Consultants Brief for initial discussion with Council.	General Manager
82%	16/08/2021	14/02/2022	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.	No further correspondence to report.	Manager Corporate Services
30%	20/09/2021	30/06/2023	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 Drafting of By-Law completed, further refinement and office consideration required prior to presenting to Council.	Development Services Coordinator
100%	15/11/2021	31/01/2022	11/21.14.5.249 - Terrys Hill Road, Goshen	Council pursue DPIPWE 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.	Project completed in July 2021	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS 2019

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
60%	18/11/2019	29/02/2020	11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Clr G McGuinness	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That Council investigates the best route for a dual access, (bike/pedestrian), dual direction track between Swimcart Beach and the "yet to be built" dual access Binalong Bay Rd. track.	This project is currently on hold whilst Council undertakes the development of the Recreational Trails Strategy as this walk was included in the project brief.	Manager Community Services
50%	18/11/2019	31/12/2021	11/19.8.1.266 - Notice of Motion - Bike / Pedestrian Track, Swimcart to Binalong Bay Road - Clr G McGuinness	That Council seeks funding to enable this track to be built as soon as practical.	This project is currently on hold whilst Council undertakes the development of the Recreational Trails Strategy as this walk was included in the project brief.	Manager Community Services

11/22.8.0 PETITIONS

Nil.

11/22.9.0 NOTICES OF MOTION

11/22.9.1 Live Stream of Council Meetings – Clr. J Drummond

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 develop a procedure to live stream Council meetings, this would provide for the live streaming of the public component of Council meetings. The streaming would not include the part of a meeting when Council is 'closed' to the public.

SUBMISSION IN SUPPORT OF MOTION:

The Local Government Act 1993 (Schedule 4 Paragraph 13) requires a Council's General Manager to record the minutes for every Council meeting.

A live stream of proceedings would improve transparency and community engagement with Council Meetings and increase public access to Council decisions and debate, this was an issue frequently raised by many residents in the lead up to the local government election. I put this motion forward initially in 2018 and it was defeated.

Not all residents can attend Council meetings, due to distances and other commitments in their lives. The live streaming would allow greater access to the full proceedings by residents and would increase opportunities for public scrutiny and thus ensure greater governance outcomes.

On Council Meeting days, the public parts of the Council Meeting could be streamed live on a Break O'Day meeting stream channel (possibly on YouTube). Past recordings could be listened on a meeting stream channel. This model is in place in various other Council areas within Tasmania.

A live stream of meetings would capture the debate, discussion and behaviour of councillors, and the nuances that are not reflected in text-based minutes. This would lead to greater transparency and public scrutiny of behaviour within the chamber. It should be noted that Section 33(3) of the Local Government (Meeting Procedures) Regulations 2005 states that "the minutes of a meeting, once confirmed, prevail over the audio recording of the meeting".

I have conducted a quick scan of the 29 council websites in Tasmania and from the information contained on those pages, it appears that 12 councils provide live streaming, this is however not a comprehensive audit. This number has increased since I last conducted an audit in December of 2018.

Break O'Day Council – Audio recording
Brighton Council – Audio recording
Burnie Council – Live streaming
Central Coast Council – Live streaming
Central Highlands Council – No recording
Circular Head Council – Live streaming
Clarence City Council – Audio visual recordings
Derwent Valley Council – Audio visual recordings
Devonport City – Live streaming
Dorset Council – Audio recording
Flinders Council – No recording
George Town Council – Audio recording
Glamorgan Spring Bay Council – Live streaming
Glenorchy Council (City of Glenorchy) – Live streaming
Hobart City Council (City of Hobart) – Live streaming
Huon Valley Council – Live streaming
Kentish Council – Audio recording
Kingborough Council – Live streaming
King Island Council – Audio recording
Latrobe Council – No recording
Launceston Council (City of Launceston) – Live streaming
Meander Valley Council – Audio recording
Northern Midlands Council – No recording
Sorell Council – Live streaming
Southern Midlands Council – Audio recording
Tasman Council – No recording
Waratah-Wynyard Council – Audio visual recordings
West Coast Council – Live streaming
West Tamar Council – No recording

11/22.10.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil.

11/22.11.0 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

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

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

11/22.12.0 MAYOR'S & COUNCILLOR'S COMMUNICATIONS

11/22.12.1 Mayor's Communications for Period Ending 21 November 2022

25.10.2022	St Helens	– Judging of Student Artworks for Welcome to Town Christmas Signs
27.10.2022	St Helens	– Emerging Community Leaders Program Panel
28.10.2022	St Helens	– Launch of the Ardea Subdivision
01.11.2022	Hobart	– Australian Local Government Association (ALGA) Board Meeting and Annual General Meeting
02.11.2022 03.11.2022	Hobart	– National Local Road and Transport Congress
07.11.2022	St Helens	– Radio Interview
08.11.2022	St Helens	– Athletic Club Meeting
09.11.2022	St Helens	– Council Workshop
11.11.2022	St Helens	– Remembrance Day Ceremony
17.11.2022	St Helens	– Meeting with John Tucker MP
17.11.2022	St Helens	– Guest Speaker at Panorama Hotel
18.11.2022	St Helens	– Community Garden Open Day

11/22.12.2 Councillor's Reports for Period Ending 21 November 2022

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 – former 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 – former Clr Glenn McGuinness

11/22.13.0 BUSINESS AND CORPORATE SERVICES

11/22.13.1 Corporate Services Department Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Manager Business Services, Raoul Harper
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:

Overview

During the reporting period, departmental staff have delivered a number of key functions in order for Council to meet its statutory compliance requirements.

The implementation of the new accounting software platform continues to be refined with coding and allocations of funds to the correct departments and functional areas ongoing.

Tasmanian Audit Office (TAO)

The TAO annual audit of Council financials for the 2021/2022 FY took place on take place on the 10 – 11 October. The Annual Financial Statements were signed off by the General Manager on the 2nd of November and submitted to the TAO for inclusion in the annual audit report to parliament and for inclusion in the Council Annual Report.

Roads to Recovery (R2R)

The annual R2R audit was also completed during the period with the required statements forwarded to the Federal Department of Infrastructure on the 31st of November.

Audit Panel Chair – Option to Extend Term

As per the Independent Contractor Agreement signed on the 10th November 2020, an option to extend the services of Andrew Gray as Audit Panel Chair for a further two (2) years was executed by the parties on the 10th November 2022.

Investments

A number of term deposits matured in the reporting period and have been reinvested. The interest rates now on offer will see an increase in the return on investment of these funds.

Investment terms have now been staged to mature throughout the financial year(s) to support greater flexibility with how cash reserves can be accessed and utilised if required.

\$ 1,008,843.21	4.27%	Maturing 10/11/2023
\$ 1,007,022.43	4.27%	Maturing 10/11/2023
\$1,003,964.11	3.94%	Maturing 19/6/2023
\$2,008,166.58	3.84%	Maturing 14/6/2023
\$2,017,040.22	4%	Maturing 11/5/2023
\$1,003,825.52	3.6%	Maturing 9/3/2023
\$2,000,000.00	3.60%	Maturing 18/01/2023

Right to Information (RTI) Requests

Nil.

132 and 337 Certificates

	132	337
October 2022	46	26
September 2022	59	28
October 2021	62	31

Debtors/Creditors

DEBTORS INFORMATION as at 3 October 2022

Invoices Raised - Current

Month	Mth Value	YTD 22/23
55	\$ 83,516.30	261

Previous Year

Month	Mth Value	YTD 21/22
81	\$ 77,900.35	278

CREDITORS INFORMATION as at 3 October 2022

Payments Made - Current

Month	Mth Value	YTD 22/23
151	\$ 471,626.83	665

Previous Year

Month	Mth Value	YTD 21/22
359	\$ 899,180.65	1132

Work Health & Safety Coordinator

During the period **17 October to 9 November 2022** the following vandalism was reported to the Work Health and Safety Coordinator:

27 October 2022

Mathinna Toilet Block was vandalised with graffiti and reported to the Police. The Police have caught the offender and Council has provided information to aid in laying charges. Labour and material costs amount to \$650.00.

8 November 2022

Scamander Toilet Block was vandalised and required a new toilet pan and plumbing work. Labour and material costs amount to \$280.00.

9 November 2022

Wrinklers Lagoon Toilet Block was vandalised with graffiti inside a cubicle. Labour and material costs amount to \$120.00.

Rates Summary - 9 November - Post 2nd Instalment					
		2022/2023		2021/2022	
Rates Brought Forward	%	\$	%	\$	
Outstanding Rate Debtors		470,736.59		390,871.07	
Less Rates in Credit		-280,014.02		-227,512.36	
Net Rates Outstanding at 30 June	1.73	190,722.57	1.57	163,358.71	
Rates and Charges Levied	97.94	10,824,324.40	97.96	10,211,346.96	
Interest and Penalty Charged	0.34	37,355.25	0.47	49,513.04	
Total Rates and Charges Demanded	100.00	10,861,679.65	100.00	10,260,860.00	
Less Rates and Charges Collected	67.24	7,431,096.30	64.87	6,762,316.61	
Less Credit Journals and Supp Credits	0.15	16,318.87	0.54	56,484.04	
Remissions and Discount	5.07	560,083.63	5.24	545,776.43	
Unpaid Rates and Charges 30 September	27.55	3,044,903.42	29.35	3,059,641.63	
Remissions and Discounts		2022/2023		2021/2022	
Early Payment Discount		105,757.87		105,258.54	
Pensioner Rebates		454,325.76		440,517.89	
		560,083.63		545,776.43	
Number Rateable Properties		9563			
Number Unpaid Rateable Properties		3484			
% Not fully paid		36.43			

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 Business Services, Raoul Harper
FILE REFERENCE	018\018\001\
ASSOCIATED REPORTS AND DOCUMENTS	Financial Reports

OFFICER'S RECOMMENDATION:

That the following reports for the month ending 31 October 2022 be received:

1. Profit and Loss Statements
2. Balance Sheet
3. Statement of Cash Flows
4. Capital Works 2022-2023
5. Profit and Loss

INTRODUCTION:

Presented to Council are the monthly financial statements.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

The financial statements as shown below show the financial position of Council as at 31 October 2022.

Profit and Loss

Break O'Day Council

For the 4 months ended 31 October 2022

Account	Actual YTD	Budget YTD	Budget Variance % YTD	2023 Annual Budget	Notes
Trading Income					
Rates	10,854,024	10,840,244	0%	10,840,244	
User Fees	502,650	466,572	8%	1,399,726	
Operating Grants	427,195	212,448	101%	2,423,090	1
Interest & Investment Income	163,092	187,792	-13%	563,369	
Contributions	12,400	6,668	86%	20,000	
Other Revenue	41,280	10,668	287%	32,000	
Total Trading Income	12,010,642	11,724,392	2%	15,278,429	
Gross Profit	12,010,642	11,724,392	2%	15,278,429	
Capital Grants					
Grants - Commonwealth Capital	1,042,019	748,595	39%	2,994,381	
Grants - Roads to Recovery	8,865	161,750	-95%	647,000	
Grants - State Capital	111,424	166,668	-33%	500,000	
Total Capital Grants	1,162,308	1,077,013	8%	4,141,381	2
Other Non Operating Income					
Net Gain/Loss on Disposal of Assets	(608)	40,000	-102%	120,000	
Total Other Non Operating Income	(608)	40,000	-102%	120,000	
Total Non Operating Revenue	1,161,699	1,117,013	4%	4,261,381	
Operating Expenses					
Employee Costs	1,881,677	2,034,077	-7%	5,839,111	
Materials & Services	2,453,953	2,339,632	5%	6,399,689	
Depreciation	1,442,001	1,306,212	10%	3,918,626	3
Other Expenses	79,481	102,192	-22%	246,564	
Total Operating Expenses	5,857,112	5,782,113	1%	16,404,010	
Operating Net Profit	6,153,529	5,942,279	4%	(1,125,581)	
Net Profit (Including Non Operating Revenue)	7,315,229	7,059,292	4%	3,135,800	
Work in Progress					
Capital Work In Progress	980,476	0	0%	0	
Total Work In Progress	980,476	0	0%	0	

Notes

1. Operating grants are up \$215k (101%) on budget YTD, this primarily relates to the carry forward of unspent grants from the prior financial year of 142k. Council's Financial Assistance Grants allocation for 22/23 has increased by \$198k for the year and will be spread over the 4 instalments.

2. Capital grants are up \$86k (8%) on budget YTD this primarily relates to the carry forward of unspent grants from the prior financial year of \$1.042m and the timing of receipt of grant funds in relation to the completion of project milestones.

3. Depreciation is up \$136k (10%) on budget YTD which is primarily due to the revaluation of assets and the recognition of new assets at 30 June 2022.

Balance Sheet

Break O'Day Council
As at 31 October 2022

Account	31 Oct 2022	30 Jun 2022
Assets		
Current Assets		
Cash & Cash Equivalents	14,435,423	11,813,436
Trade & Other Receivables	3,645,210	639,000
Inventory	267,446	325,193
Other Assets	0	4,000
Total Current Assets	18,368,079	12,781,629
Non-current Assets		
Trade & Other Receivables	14,000	14,000
Property, Plant & Equipment	180,218,891	181,797,388
Right of Use Asset	17,734	17,734
Intangible Assets	62,967	71,377
Investment in Water Corporation	32,937,531	32,937,531
Other Investments	30,000	30,000
Total Non-current Assets	213,281,123	214,868,029
Total Assets	231,649,203	227,649,659
Liabilities		
Current Liabilities		
Trade & Other Payables	175,502	1,040,390
Contract Liabilities	41,260	1,290,000
Lease Liability	11,800	11,800
Interest Bearing Loans & Borrowings	336,229	389,024
Provisions	873,394	873,394
Trust Funds and Deposits	694,869	676,031
Total Current Liabilities	2,133,074	4,280,638
Non-current Liabilities		
Lease Liabilities	17,734	17,734
Interest Bearing Loans & Borrowings	5,866,821	5,866,821
Provisions	478,865	552,783
Total Non-current Liabilities	6,363,441	6,437,338
Total Liabilities	8,496,514	10,717,977
Net Assets	223,152,688	216,931,682
Equity		
Accumulated Surplus	47,415,608	41,046,000
Reserves	175,741,080	175,885,682
Total Equity	223,156,688	216,931,682

Statement of Cash Flows

Break O'Day Council

For the 4 months ended 31 October 2022

Account	YTD	2021/22
Operating Activities		
Receipts from customers	477,837	1,352,000
Receipts from rates	7,537,310	10,203,000
Receipts from Operational Grants	429,496	4,316,000
Contributions	23,333	97,000
Interest received	66,092	118,000
Dividends received	97,000	466,000
Payments to employees	(2,059,031)	(5,354,000)
Payments to suppliers	(3,085,305)	(7,471,000)
Finance costs paid	0	(303,000)
Cash receipts from other operating activities	324,511	730,000
Cash payments from other operating activities	5,965	0
Net Cash Flows from Operating Activities	3,817,209	4,154,000
Investing Activities		
Payment for property, plant and equipment	(1,157,466)	(4,737,000)
Capital Grants received	(5,130)	3,500,000
Proceeds from sale of property, plant and equipment	0	217,000
Net Cash Flows from Investing Activities	(1,162,596)	(1,020,000)
Financing Activities		
Proceeds of trust funds and deposits	20,168	24,000
Repayment of loans	(52,795)	(1,882,000)
Repayment of lease liabilities	0	(11,000)
Net Cash Flows from Financing Activities	(32,627)	(1,869,000)
Net Cash Flows	2,621,986	1,265,000
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	11,813,436	10,548,436
Net change in cash for period	2,621,987	1,265,000
Cash and cash equivalents at end of period	14,435,423	11,813,436

Break O'Day Council
 Capital Works 2022-2023
 For the period ending 31 October 2022

Project Details	YTD Expenditure	2022-2023 Budget + c/fwd	Budget Variance	Comments
Plant & Equipment	-			
Vehicle Management Tracking System	-	30,000	30,000	
Airport Self Starting Generator	-	16,000	16,000	Subject to regional airport grant funding of \$12k
1336 Building Services Coordinator	-	45,000	45,000	
1338 Business Manager	38,833	-	(38,833)	
H662W - DS Pool Car	-	40,000	40,000	
1339 General Manager	-	55,000	55,000	
1369 Manager Community Services	34,282	36,000	1,718	
Manager Infrastructure & Development Services	34,172	36,000	1,828	
Turf Mower Replacement	-	80,000	80,000	2nd hand Mower - Contingent of co-funding from St Helens Football Club 50:50
1321 Fuso Fighter	-	130,000	130,000	Truck with HYAB (on-board crane)
1219 Street Sweeper	-	150,000	150,000	
Mower Trailer	-	20,000	20,000	
1084 - Box Trailer	-	3,000	3,000	
1252 Box Trailer	-	3,000	3,000	
1080 Box Trailer	-	3,000	3,000	
1097 - Pavement Roller (self propelled)	-	30,000	30,000	
Mobile Porta-loo	-	4,000	4,000	Additional unit
Small Plant - VARIOUS	17,833	40,000	22,167	
Total Plant & Equipment	125,119	721,000	595,881	
Furniture & IT				
Additional sit down/stand up desks	-	1,500	1,500	
IT - Exchange Upgrade 2022/23	-	20,000	20,000	
Spatial Upgrade	-	10,000	10,000	
Airconditioner backup Server Room	2,775	-	(2,775)	
IT - SANS Server	3,265	30,000	26,735	
Desktop replacements 2022/23	18,386	15,000	(3,386)	
Tablet/Laptop Replacement - Councillors	21,504	20,000	(1,504)	
Planning & Reporting Software	-	15,000	15,000	
Street furniture & signage	-	20,000	20,000	
Total Furniture & IT	45,931	131,500	85,569	
Buildings				
Marine Rescue Building - Additions	-	24,000	24,000	To be a contributed asset. Project run by St Helens Marine Rescue. Additions plus gantry.
Fingal Community Shed (Old Tas Hotel)	2,026	378,497	376,471	BSBR Grant
Managana Communications Cell	-	115,119	115,119	BSBR Grant
St Marys Indoor Recreation Facility	3,437	1,146,727	1,143,290	BSBR Grant
Portland Hall Upgrades	-	6,000	6,000	Audio visual equipment to be purchased and installed.
Scamander Sports Complex	-	50,000	50,000	Solar Panel & Kitchen upgrades - Contribution from Scamander Sports Complex \$20k

Project Details	YTD Expenditure	2022-2023 Budget + c/fwd	Budget Variance	Comments
St Marys Hall Upgrades	-	50,000	50,000	Solar Panel = \$35K + \$15K for Heating - Refer Council Motion
St Helens Croquet proposal	-	20,000	20,000	
St Marys Skate Park Toilet	27,204	-	(27,204)	C/fwd project
Small projects - bus shelters and misc improvements	2,847	30,000	27,153	Bus Shelters/Small projects and improvements that cannot be considered maintenance
Aerodrome Hanger	325	-	(325)	
Police Station & Health - 1 Annie St	6,915	-	(6,915)	
Police Station Acquisition	2,550	-	(2,550)	
Council Chambers additions and improvements	199	40,000	39,801	New Indoor/Outdoor Kitchen/Lunch Room Extension.Painting outside.
Total Buildings	45,504	1,860,343	1,814,839	
Parks, Reserves & Other				
Special Project - Marine Strategy	20,975	30,000	9,025	
Special Project - St Helens Wharf Foreshore Master Plan	-	50,000	50,000	
Special Project - Feasibility Study Aquatic Centre & Hydrotherapy Pool	-	40,000	40,000	
Fingal Youth Playground/recreation hub	-	345,767	345,767	BSBR Grant
Pump Track/s	-	500,000	500,000	State Gov't Grant
St Helens Sports Complex - Athletics building	-	48,000	48,000	
St Helens Cricket Facilities - upgrade	-	10,000	10,000	\$80k community led project, \$10k Council contribution - subject to successful grant application.
Playground equipment replacement program - Cornwall	-	60,000	60,000	
Playground equipment replacement program	-	50,000	50,000	
Dog exercise area St Helens Improvements	1,209	10,000	8,791	
Wrinklers Lagoon Redevelopment Design & Planning - Amenities Building	-	30,000	30,000	Transfer \$30,600 from CE110
Parnella/Foreshore Walkway	213,041	246,010	32,969	Existing grant prior year (State). Erosion barrier repair.
St Marys Dog Park	3,447	10,000	6,554	
Cornwall Soldiers Park - Track upgrade and SW works	-	60,000	60,000	
St Marys Cemetery Master Plan - Columbarium Wall & garden	-	55,000	55,000	
St Helens Cemetery Master Plan improvements	-	50,000	50,000	
St Helens Football Grounds Fencing	-	50,000	50,000	
Kirwins Beach Jetty	701	-	(701)	C/fwd project
St Helens Sports Complex New Lighting Towers	216	15,000	14,784	09/21.16.3 Contributed Asset - Council contribution, part of larger grant funded project (total value \$235k)
Totals Parks, Reserves & Other	239,589	1,659,777	1,420,188	
Roads - Streetscapes				
LRCI Round 3 - Cecilia St St Helens	1,013	320,000	318,988	Bayside section - Circassian St down, and intersection with Esplanade
Quail St Parking Bay	-	50,000	50,000	
Total Streetscapes	1,013	370,000	368,988	

Project Details	YTD Expenditure	2022-2023 Budget + c/fwd	Budget Variance	Comments
Roads - Footpaths				
Annual replacement of damaged footpaths	3,005	25,000	21,995	
Akaroa - Akaroa Ave	21,744	25,000	3,256	Replace 100m of path
Maori Place	-	10,000	10,000	Replace 40m of path
Penquin St	-	5,000	5,000	Replace 95m of path
Irishtown Rd	-	15,000	15,000	Relace 285m of path
Akaroa - Carnnell Place	-	23,000	23,000	
Main St Mathinna (Wilson St to Community Hall)	-	85,000	85,000	
Esk Main Rd, St Marys - Pathway	1,260	-	(1,260)	C/fwd project
Young St - St Helens	-	110,000	110,000	
Jason St St Helens	-	25,000	25,000	
Medea Cove Footpath	3,103	-	(3,103)	
Parkside Foreshore Footpath	170,567	400,000	229,433	
St Helens Lawry Heights 580m	7,828	104,000	96,172	
Total Footpaths	207,507	827,000	619,493	
Roads - Kerb & Channel				
Byatt Court, Scamander	-	20,000	20,000	5W system assessment and new design
Falmouth St St Helens	-	140,000	140,000	Penelope to Halcyon
Penelope St St Helens	-	40,000	40,000	100 lm on new K&C required to address local flooding issue and includes bus pull over area pavement treatment
St Helens Point Rd, near Cunningham St	169	-	(169)	
Replacements TBA	38,349	50,000	11,651	
Total Kerb & Channel	38,517	250,000	211,483	
Roads - Resheeting				
1214 - Roses Tier Rd	30,899	60,000	29,101	
1215 - Roses Tier Rd	-	60,000	60,000	
Eddystone Rd	-	50,000	50,000	
Policemans Point Road	-	30,000	30,000	
St Mary's Area	23,265	100,000	76,735	
Upper Scamander Road, Scamander	55,226	70,000	14,774	
41 - Anchor Rd	-	37,000	37,000	
85 - Forest Lodge Rd	-	50,000	50,000	
Total Resheeting	109,390	457,000	347,610	
Roads - Reseals				
St Marys - Story Street Esk Main Road to Groom Street	-	55,000	55,000	Subject to State Growth resealing Story St
70 - St Columba Falls Rd	-	42,874	42,874	
166 - Mathinna Rd	-	25,901	25,901	
251 - Upper Esk Rd	-	16,096	16,096	
252 - Upper Esk Rd	-	57,245	57,245	
274 - Rossarden Rd	-	18,852	18,852	
275 - Rossarden Rd	-	27,882	27,882	
324 - Cornwall Rd	-	21,268	21,268	
341 - Posiedon St	-	15,638	15,638	
342 - Posiedon St	-	801	801	
343 - Perseus St	-	11,308	11,308	
352 - Lawry Heights	-	1,776	1,776	
378 - Kings Park	-	2,971	2,971	
383 - Cobrooga Dve	-	4,784	4,784	

Project Details	YTD Expenditure	2022-2023 Budget + c/fwd	Budget Variance	Comments
436 - Circassian St	-	8,234	8,234	
491 - Beaulieu St	-	13,280	13,280	
492 - History Room C/P	-	6,735	6,735	
529 - Targett St	-	12,995	12,995	
530 - George St	-	18,144	18,144	
694 - St Helens Point Rd	-	10,420	10,420	
759 - Hilltop Dr	-	6,092	6,092	
768 - Highcrest Ave	-	8,806	8,806	
789 - Coffey Ct	-	9,867	9,867	
891 - Nicks Cl	-	4,186	4,186	
913 - Ansons Bay Rd (Priory Rd)	-	5,233	5,233	
1001 - Champ St Fingal	-	8,244	8,244	
1089 - Seymour St	-	4,196	4,196	
1090 - Seymour St	-	17,657	17,657	
1155 - North Ansons Bay Rd	-	79,115	79,115	
Totals Reseals	-	515,600	515,600	
Roads - Construction, Digouts & Other				
Mathinna Road	3,552	150,000	146,448	
St Helens Pt Rd - Parkside	-	200,000	200,000	
Digouts to be allocated	28,083	50,000	21,917	
Road Intersection Upgrade Works	-	50,000	50,000	
Sealed Roads - Condition Assessments	-	33,000	33,000	
Road Network - Sign Replacement	-	25,000	25,000	
218 - Mathina Plains Road	-	185,000	185,000	Sealing - Stage 3 works
LRCI Phase 3 Projects allocated to 22/23	-	76,000	76,000	Projects determined for 22/23 amount to be carried forward. Projects to be fully funded under the AG Local Roads & Community Infrastructure Program.
LRCI Phase 3 North Ansons Bay Sealing	-	539,000	539,000	
LRCI Phase 3 Mount Paris Dam Sealing	-	50,000	50,000	
Roundabout Medea/Quail Sts	126,404	-	(126,404)	C/fwd project Subject only to successful Black Spot Funding
Medea St/Circassian St intersection upgrade	805	200,000	199,195	to Council 50:50 funding
Medea Cove Esplanade Reconstruction	113	-	(113)	
Atlas Drive - Retaining Wall anchor	2,700	-	(2,700)	C/fwd project
Totals - Roads Construction, Digouts & Other	161,656	1,558,000	1,396,344	
Totals Roads & Footpaths	518,082	3,977,600	3,459,518	
Bridges				
B1605 - St Columba Falls Rd	-	215,571	215,571	Replace timber bridge with concrete structure to SM1600
B2293 - Cecilia St	-	224,000	224,000	Replace bridge with concrete structure to SM1600
B63 Gardiners Creek Road	-	47,000	47,000	renew timber deck and runners
B7027 - Mathiina Plains Road	-	30,000	30,000	Extend Culvert Length
B160 - Newman Street Footbridge	-	10,000	10,000	Replace timber deck with FRP
Total Bridges	-	526,571	526,571	
Stormwater				
Minor stormwater Jobs	516	50,000	49,484	
Treloggens Track Stormwater	3,825	-	0	
Osprey Drive	-	10,000	10,000	Design only

Project Details	YTD Expenditure	2022-2023 Budget + c/fwd	Budget Variance	Comments
Penelope Dr	-	120,000	120,000	Stormwater Main - frontage of caravan park 275 lm
Falmouth St, St Helens	-	10,000	10,000	Design only
Total Stormwater	4,341	190,000	189,484	
Waste Management				
Rehabilitation of former Binalong Bay Tip	-	5,000	5,000	Contingency sum only - no immediate requirement to undertake works
Scamander WTS - Inert Landfill	1,909	50,000	48,091	Design
Scamander WTS retaining wall replacement	-	52,000	52,000	Contingency for potential replacement - condition monitoring in place for existing asset
Total Waste Management	1,909	107,000	105,091	
Total Capital	980,476	9,173,791	8,197,140	

Profit and Loss

Break O'Day Council

For the 4 months ended 31 October 2022

Account	Oct 2022	Actual YTD	Budget YTD	2023 Annual Budget	% Annual Budget Consumed
Trading Income					
Rates					
Rates - Fire Levy	0	382,385	374,853	374,853	102%
Rates - Waste Management	0	1,494,612	1,487,984	1,487,984	100%
Rates - General	0	8,014,870	8,010,311	8,010,311	100%
Rates - Waste Collection	30	972,157	967,096	967,096	101%
Total Rates	30	10,864,024	10,840,244	10,840,244	100%
User Fees					
B.C.I Training Levy	11,144	31,143	15,196	45,593	68%
Building Fees	3,260	16,015	15,156	45,471	35%
Building Inspections	4,327	16,791	18,272	54,810	34%
Building Levy	5,572	15,572	7,600	22,797	68%
Building Surveying Assessment Fees	3,673	16,027	16,500	49,504	32%
Caravan Fees and Fines	707	66,723	23,332	70,000	95%
Cemetery Fees	3,446	10,047	8,458	25,402	40%
Commission	157	4,694	6,560	19,683	24%
Development Application Fees	15,202	49,114	39,552	118,660	41%
Dog Infringements	10	95	832	2,500	4%
Dog Registration Fees	426	8,348	17,100	51,300	16%
Donations and Other Contributions	122	11,047	20,000	60,000	18%
Engineering Fees	3,572	5,314	3,968	11,903	45%
Environment Fees - Other	450	2,250	2,000	6,000	38%
Equipment Hire	0	64	0	0	0%
Facilities Hire	2,627	15,440	13,752	41,253	37%
Facilities Leases	2,427	20,193	25,000	75,000	27%
Fire Abatement Charges	0	0	668	2,000	0%
Health Licence Fees and Fines	306	727	4,668	14,000	5%
Immunisations	0	0	332	1,000	0%
Infringements	0	0	3,332	10,000	0%
Permit Administration	2,560	10,560	14,056	42,165	25%
Planning - Advertising Fee	6,400	22,200	28,280	84,843	26%
Plumbing Fees	6,090	19,600	13,332	40,000	49%
Private Works	4,066	7,537	21,668	65,000	12%
Property Certificates	9,904	38,886	47,988	143,966	27%
Sales	6,630	34,258	22,544	67,633	51%
Subdivision Fees	0	800	2,872	8,617	9%
Waste Charges - User Fees	23,081	77,206	73,544	220,626	35%
Total User Fees	118,159	502,650	466,572	1,399,726	36%
Operating Grants					
Grants - Financial Assistance	0	262,212	195,780	2,373,090	11%
Grants - Operational State	0	164,983	16,668	50,000	330%
Total Operating Grants	0	427,195	212,448	2,423,090	18%
Interest & Investment Income					
Interest & Penalties on Overdue Rates	2,221	32,498	26,668	80,000	41%
Interest Income	3,698	33,594	6,124	18,369	183%
TasWater - Tax Equiv & Dividends	0	97,000	155,000	465,000	21%
Total Interest & Investment Income	5,919	163,092	187,792	563,369	29%
Contributions					
Public Open Space	0	12,400	6,668	20,000	62%
Total Contributions	0	12,400	6,668	20,000	62%
Other Revenue					
Fuel Credit	0	0	10,000	30,000	0%
Insurance Recoveries	0	0	668	2,000	0%
Other Revenue	2,954	10,340	0	0	0%
Reimbursements	1,774	30,940	0	0	0%
Total Other Revenue	4,728	41,280	10,668	32,000	129%
Total Trading Income	128,836	12,010,642	11,724,392	15,278,429	79%
Gross Profit	128,836	12,010,642	11,724,392	15,278,429	79%

Capital Grants

Grants - Commonwealth Capital	0	1,042,019	748,595	2,994,381	35%
Grants - Roads to Recovery	0	8,865	161,750	647,000	1%
Grants - State Capital	0	111,424	166,668	500,000	22%
Total Capital Grants	0	1,162,308	1,077,013	4,141,381	28%

Other Non Operating Income

Net Gain/Loss on Disposal of Assets	0	(608)	40,000	120,000	-1%
Total Other Non Operating Income	0	(608)	40,000	120,000	-1%

Total Non Operating Revenue	0	1,161,699	1,117,013	4,261,381	27%
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Operating Expenses

Employee Costs	646,164	1,881,677	2,034,077	5,839,111	32%
Materials & Services					
Advertising	0	10,003	18,000	54,000	19%
Ammortisation on Municipal Revaluation	2,102	8,410	8,332	25,000	34%
Bank Charges	4,405	18,879	10,732	32,200	59%
BCI Training Levy	10,574	31,337	15,196	45,593	69%
Building Permit Levy	6,378	15,081	7,600	22,797	66%
Catering	113	6,063	5,132	15,400	39%
Cleaning	2,767	52,818	83,680	251,039	21%
Community Grants & Contributions	3,000	26,106	60,868	182,600	15%
Consulting Services	10,220	125,785	168,208	504,618	25%
Contractor Services	128,595	897,199	725,199	2,175,591	41%
Contributions In-kind	0	0	484	1,457	0%
Debt Recovery Fees	0	1,106	5,332	16,000	7%
Fire Service Levy	0	95,524	93,157	372,628	26%
Fuel & Oil	16,157	81,548	131,288	393,862	21%
Gravel Material - Internal Recharge	0	16,550	0	0	0%
Gravel Recovered	0	(51,797)	0	0	0%
Insurance	0	200,228	174,722	174,722	115%
Interest Expense	0	0	90,448	271,341	0%
Internal Audit Fees	0	0	1,749	6,996	0%
IT Expenses	7,251	38,912	74,400	223,200	17%
Land Tax	19,712	23,172	18,936	56,813	41%
Leases	3,951	18,611	29,500	88,500	21%
Legal Expenses	0	10,675	21,668	65,000	16%
Licence Fees	20,340	52,156	46,428	139,278	37%
Materials	11,325	120,887	135,760	407,282	30%
Pensioner Rate Remissions	2,271	45,043	0	0	0%
Plant Hire - External	13,844	25,666	1,832	5,500	467%
Plant Hire - Internal Recharge	45,285	187,193	187,616	562,842	33%
Plant Hire Clearing - Recovered	(48,743)	(196,163)	(248,400)	(745,200)	26%
Postage & Freight	25	11,139	5,736	17,208	65%
Printing & Stationery	0	6,070	8,352	25,057	24%
Rates Remissions	0	67,782	74,234	74,234	91%
Refunds & Reimbursements	820	2,288	0	0	0%
Registration & MAIB - (Vehicle & Plant)	40	40,248	15,852	47,554	85%
Repairs & Maintenance	330	7,290	3,516	10,550	69%
Repairs & Maintenance - (Vehicle & Plant)	12,110	93,159	76,600	229,797	41%
Royalties and Production Licenses	5,309	25,282	1,668	5,000	506%
Settlement Discount - Rates Payments	2,237	105,640	108,103	108,103	98%
Stock Purchases for Resale	410	6,784	10,000	30,000	23%
Subscriptions/Publications/Memberships	744	132,932	53,740	161,223	82%
Supplementary Revaluations	0	0	9,332	28,000	0%
Telephone & Internet	2,251	10,309	16,052	48,160	21%
Travel Expenses	(314)	1,566	240	724	216%
Utility Costs (Gas, Electricity & Water)	16,542	71,987	87,924	263,770	27%
Venue Hire	164	1,664	416	1,250	133%
Waste Levy	0	4,824	0	0	0%
Total Materials & Services	300,214	2,453,953	2,339,632	6,399,689	38%
Depreciation					
Depreciation - Bridges	37,022	148,088	154,028	462,082	32%
Depreciation - Building	38,731	153,674	144,060	432,176	36%
Depreciation - Coastal Assets	2,406	9,545	0	0	0%
Depreciation - Furniture & Fittings	0	0	46,028	138,087	0%
Depreciation - Land Improvements	4,954	19,656	68,724	206,169	10%
Depreciation - Plant & Equipment	36,819	155,241	137,472	412,411	36%
Depreciation - Recreation	32,017	127,037	0	0	0%

Depreciation - Roads	173,170	692,680	631,240	1,893,716	37%
Depreciation - Stormwater Infrastructure	31,658	126,632	124,660	373,985	34%
Depreciation - Waste Infrastructure	2,366	9,450	0	0	0%
Total Depreciation	359,142	1,442,001	1,306,212	3,918,626	37%
Other Expenses					
Councillor Allowances	15,540	60,705	57,860	173,584	35%
Councillor Expenses	0	459	9,332	26,000	2%
Election Costs	0	3,148	0	0	0%
External Audit Fees	0	15,170	35,000	45,000	34%
Total Other Expenses	15,540	79,481	102,192	246,584	32%
Total Operating Expenses	1,321,060	5,857,112	5,782,113	16,404,010	36%
Operating Net Profit	(1,192,224)	6,153,529	5,942,279	(1,125,561)	-547%
Net Profit (Including Non Operating Revenue)	(1,192,224)	7,315,229	7,059,292	3,135,800	233%

Work in Progress

WIP Current - Contractors & Consultants	53,421	446,740	0	0	0%
WIP Current - Employee Oncosts	7,446	34,165	0	0	0%
WIP Current - External Plant Hire	2,940	2,940	0	0	0%
WIP Current - Internal Plant Hire	3,458	8,845	0	0	0%
WIP Current - Materials & Services	4,012	246,492	0	0	0%
WIP Current - Plant/Equipment Purchases	44,364	173,037	0	0	0%
WIP Current - Salary & Wages	14,891	68,257	0	0	0%
Total Work In Progress	130,531	980,476	0	0	0%

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Manager Business 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:**

Staffing is normal for this time of year.

Visitor Information Centre Report:

VIC staff noted:

- Main tourists this month were Vic and NSW and also did have a few from WA and also some overseas tourists from Sweden, UK and New Zealand. We are also getting a lot of the younger travellers coming in wanting information on walks, maps, places to eat.
- October has been a busy month with lots of tourists coming in and phoning in regard to help with road closures, with the safest route to get to their next destination and also what to see and do in area in wet weather.
- I would also like to say a big thank you to my work colleagues Vicki and Helen as this was the first time they have had since starting work at the Information Centre to deal with either a flood or fire situation. They dealt with it all in a professional manner. As sometimes you are dealing with very stressed tourists who are unsure of what is the safest route to travel.

The History Room Curator Report:

- **Remarkable Australian and their Boats:** This display has been dismantled and banners are awaiting collection by TNT for their next venue, the Bass Strait Maritime Centre at Devonport.
- **Break O’Day Stitches Exhibition:** This is currently being arranged with a proposed theme of ‘A Stitch in Time’ or ‘From Mountains to the Sea’. More details to come.
- **Book Launch ‘Fingal Valley’s German Heritage’:** This was very well received on Saturday 22nd October 2022 at the St Helens History Room with 57 invited guests attending. Mr David Llewellyn AM officially launched the book for the author Dr. Michael Watt. Guests came from New Zealand and Victoria to attend. Book sales and signing followed the launch in the museum. A video was taken of proceedings and offered to guests who could not attend.
- **‘The Chinese Experience’:** The projector complete with accessories was picked up by Brad Pfundt on Sat 22nd October 2022 to be returned to JB HiFi. On follow up with Brad all went smoothly with the refund. Have yet to finalise things with accounts section on this item. Brad returned the projector on Tues 26th October 2022. We need to look at making a decision about a replacement unit for this installation so it can be operational again for the public.
- **Foyer Cabinet Display:** ‘Holidays from History’ currently on offer in the foyer.
- **Friends of Eddystone Lighthouse Display:** Assisted this group with a temporary display in the now renovated Clerk Of Works building at Irapuna/Eddystone Point. This was an informal display to present the history of the lighthouse as delegates were in the state for a conference of the Lighthouse Association at Devonport. The display was in situ for Tuesday 18th & Weds 19th October 2022. Visitors were very pleased to have this information on hand with many interstate visitors appreciating the temporary exhibition. The group President was very pleased.
- **ASA (Tas) Online Presentation:** This was presented via MS Teams on Weds 12th Oct 2022 where Andrew Parsons, Librarian/Archivist at the QVMAG gave an overview of recent developments in the Library and Archives section of the museum in Launceston. I was also approached by ASA (Tas) - Archivists Society Australia, Tasmanian Branch - to become a committee person which I have accepted. The St Helens History Room has been an organisational member of this society for many years.
- **Sept stats:** Great stats for September 2022!! Best records for the past 11 years, well, that is as far back as the stats go! Similarly with visitation into the St Helens History Room. Volunteer hours are very consistent with 136.25 hours for the month.

Statistics:

Door Counts:

Month/Year	Visitor Numbers	Daily Average	History Room
October 2012	2,408	77.68	99
October 2013	2,774	89.48	85

October 2014	2,725	87.90	135
October 2015	2,870	92.58	108
October 2016	2,400	77.42	148
October 2017	2,799	90.29	111
October 2018	2,625	84.68	104
October 2019	2,560	82.58	106
October 2020	1,024	33.03	94
October 2021	1,084	34.97	57
October 2022	2584	83.35	134

Revenue 2021/2022:

Month	VIC Sales	HR Entry	HR Donations
July	2,534.48	200.00	72.95
August	1,820.81	Nil	138.50
September	2,460.63	267.00	96.20
October	2,596.31	237.00	114.55
November	3,035.09	209.00	171.30
December	2,783.25	181.00	42.50
January	4,909.95	426.00	86.65
February	6,123.46	427.00	151.66
March	8,054.27	502.00	170.40
April	4,690.85	407.20	126.05
May	4,377.35	290.00	165.80
June	2,972.74	142.00	147.05

Revenue 2022/2023

Month	VIC Sales	HR Entry	HR Donations
July	2,838.51	188.00	80.90
August	2,518.86	0	197.35
September	4,865.29	331.00	58.50
October	6847.24	532.00	138.80

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027

Goal

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

Strategies

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

LEGISLATION & POLICIES:

Nil.

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	DECISION
PROPONENT	Secretary to the Audit Panel
OFFICER	Manager Business Services
FILE REFERENCE	018\005\024\
ASSOCIATED REPORTS AND DOCUMENTS	Minutes of Audit Panel Meeting 3 rd of October 2022.

OFFICER'S RECOMMENDATION:

That Council receive the minutes of the Audit Panel meeting of 3rd of October 2022.

INTRODUCTION:

Council's Audit Panel meets every three months and the minutes of each meeting are provided to Council.

PREVIOUS COUNCIL CONSIDERATION:

The Audit Panel meets Quarterly and the minutes of these meetings provided to and considered by Council. This specific report has not previously been considered by Council.

OFFICER'S REPORT:

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

Significant matters from the minutes:

- 1) Undertake an assessment of outstanding policy reviews and developed a revised review timeline based on risk, need and relevance.
- 2) For low risk policies consider extending review timelines to improve efficiency and mitigate staff time loss.
- 3) The Audit Panel received the risk management report. The Chair discussed the high level of detail provided and noted that for the Audit Panel a condensed report would preferable. The report should primarily focus on an executive summary and changes made during the reporting period.
- 4) No major claims, lawsuits or incidents of fraud had occurred during the reporting period.

It is recommended that Council receive the Audit Panel meeting minutes.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategies

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

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

LEGISLATION & POLICIES:

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.



AUDIT PANEL MINUTES

Monday 17 October 2022
Council Library, St Helens

from the **mountains** to the **sea** | www.bodc.tas.gov.au

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10/22.1.0 ATTENDANCE

10/22.1.1 Present

Mr A Gray (Chair)
Clr B LeFevre

10/22.1.4 Others in Attendance

General Manager, John Brown
Manager Business Services, Raoul Harper
Coordinator of Corporate Services, Angela Matthews

10/22.1.2 Apologies

Consultant Accountant, Marissa Walters
Clr Lisa Whittaker

10/22.2.0 DECLARATION OF PECUNIARY INTERESTS / CONFLICT OF INTEREST

Nil

| 10/22.1.1

Present **3**

10/22.3.0 ADOPTION OF PREVIOUS MINUTES

10/22.3.1 Adoption of June 2022 Audit Panel Minutes

Minutes of June 2022 received by Council. Resolution in the June 2022 Council Meeting minutes to receive the Audit Panel minutes – attached. Council also received the Audit Panel Annual Report and endorsed the 2022-2023 Work Plan. Minute No. 06/22.13.6.117

10/22.4.0 BUSINESS ARISING

Nil

10/22.5.0 OUTSTANDING FROM PREVIOUS MEETING – ACTION SHEET

10/22.5.1 Action Sheet June 2022 Audit Panel

- 1) Undertake an assessment of outstanding policy reviews and developed a revised review timeline based on risk, need and relevance.
- 2) For low risk, policies consider extending review timelines to improve efficiency and mitigate staff time loss.
- 3) Where possible, align Audit Panel meetings with the morning of Council workshops. (Noted a new Council would be in place and that the timing of the proposed December meeting may be impacted by the decisions Council takes on meeting dates and times in November)
- 4) Circulate Mountain Bike Asset Management Plan: No further update at this time

10/22.6.0 GOVERNANCE AND STRATEGY

10/22.6.1 Review of Strategic Plan

The Audit Panel received a verbal update from the General Manager on the status of the Strategic Plan, noting no changes or revisions were required at this time.

10/22.6.2 Review of Annual Plan

The Audit Panel considered the report on progress on achieving the outcomes for the 2022/2023 Annual Plan during the reporting period. The Audit Panel received the report and noted the detail in the report and progress of actions.

10/22.6.3 Review of Long-Term Strategic Asset Management Plan, Strategy and Policy

The Audit Panel reviewed the Strategic Asset Management Plan at the October 2022 meeting noting Council adopted the Strategic Asset Management Plan at the 20 December 2021 Meeting Minute No.12/21.14.7.272 Policy AM19 Asset Management remains unchanged from 19 August 2019 Minute No. 08/19.13.5.205.

The Manager Business Services discussed the importance of asset condition data informing a further refinement of the Asset Management Plan in the time ahead and that discussions on enhanced condition assessment collection were underway.

10/22.6.4 Review Policies and Procedures

The Audit Panel received the report and noted a detailed review and prioritisation schedule to improve delivery and outputs in this area will be undertaken.

10/21.6.5 Assessment of governance and operating processes integration with financial management practices of the Council.

The Audit Panel received verbal updates from the General Manager and Manager of Business Services on the progress of implementing Cascade and Xero, and the value these systems are providing to integrate governance and operating processes with the financial management of Council.

10/22.7.0 FINANCIAL AND MANAGEMENT REPORTING

10/22.7.1 Financial Reports

The Audit Panel received the financial statements of Council as at 30 September 2022.

10/22.7.2 Review any Special Reports

Nil.

10/22.7.3 Review any Annual Finance Reports, Audit Reports or Representation Letters

Nil

10/22.8.0 INTERNAL AUDIT

10/22.8.1 Internal Audit Reports

The Manager Business Services tabled a report by the independent auditor on the Fraud and Corruption internal audit. The Manager will undertake a detailed review and prepare a revised work plan to align with the recommendations of the report.
The Audit Panel received the report.

10/22.9.0 EXTERNAL AUDIT

10/22.9.1 External Audit Reports

The Tasmanian Audit Office delayed its audit for 2021-2022 and as such the Audit Panel were not able to assess the audited Financial Statements at the October meeting. The draft Financial Statements as an information only item were tabled.
The Audit Panel noted the delay.

10/22.9.0 RISK MANAGEMENT AND COMPLIANCE

10/22.10.1 Receive Material Risk Management Reports

The Audit Panel received the risk management report. The Chair discussed the high level of detail provided and noted that for the Audit Panel a condensed report would be preferable. The report should primarily focus on an executive summary and changes made during the reporting period.

10/22.10.2 **Any Major Claims, Law Suits or Incidents of Fraud**

The Manager of Business Services provided a verbal update that no major claims, lawsuits or incidents of fraud had occurred during the reporting period. The Audit Panel received the report.

10/22.12.0 **OTHER BUSINESS**

Nil

10/22.13.0 **MEETING CLOSE / NEXT MEETING DATE**

The next meeting of the Audit Panel is scheduled for Monday 5 December 2022.

11/22.14.0 WORKS AND INFRASTRUCTURE

11/22.14.1 Works and Infrastructure Report

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:


This report provides summary detail relating to Asset Maintenance, Weed Control, Waste Management, Capital Project updates and other general activity for the reporting period October 2022.

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

Asset Maintenance	
Facilities	<ul style="list-style-type: none">Preventative Maintenance Inspections (PMI) of Council owned buildings and playgrounds.
Town & Parks	<ul style="list-style-type: none">Mowing/ground maintenance.Garden/tree maintenance and weeding.Footpath maintenance and repairs.Boat Ramp – monthly inspections and cleaning undertaken.Planting out of the main street “boat” flowerbeds in St Helens - Completed
Roads	<ul style="list-style-type: none">Sealed road patching – all areas.Stormwater system pit cleaning and pipe unblocking.Flood damage – refer to separate section in this report.Daily maintenance and inspections of road condition at Upper Scamander Road due to St Marys Pass closure and increase traffic volume on this road.
MTB	<ul style="list-style-type: none">Routine track maintenance.

Weed Management	
St Marys WTS	<ul style="list-style-type: none"> Spanish heath, blackberry, broom, hemlock, thistles, capeweed, pampas, mignonette, caper spurge, umbrella weed, various
Irish Town Quarry	<ul style="list-style-type: none"> Gorse, broom
Binalong Bay	<ul style="list-style-type: none"> Thistles, broom, butterfly bush
Stieglitz	<ul style="list-style-type: none"> Spanish heath, mignonette
St Marys roadsides	<ul style="list-style-type: none"> Spanish heath, gorse, thistles, broom
St Helens	<ul style="list-style-type: none"> Spanish heath and various
 <p>Foxglove (<i>Digitalis purpurea</i>) An introduced ornamental plant, foxglove was listed for sale in Australia as far back as 1836.</p>	<p>Now widespread across Tasmania it smothers and outcompetes native plants, leading to reduced native habitat for local wildlife, and displacing native plants and the native insects that depend on them. Foxglove flourishes in a wide variety of conditions, especially in disturbed soil. It is readily cross-pollinated by bumblebees, spreads easily by wind, water, garden waste and transport by vehicle and machinery movement. Its leaves, flowers and seeds contain the cardiac glycoside digitoxin, which can be absorbed through the skin and is extremely poisonous, even fatal, to humans, wildlife and livestock. It is recommended to dig out or hand pull flowering plants, ensuring there is no contact with the sap. Rosettes can be spot-sprayed or wiped with herbicide. The best time to remove foxglove is in winter or spring, before the flowers develop. Be sure to strip or remove the flower stalk, and, if seeds are mature, bin it.</p>

Waste Management – General Information

General Waste to Copping Landfill													
Year	Jul	A	S	O	N	D	J	F	M	A	M	Jun	Total
2022/23 (T)	194	243	226	TBA									663
2021/22 (T)	237	238	249	269	250	290	317	224	272	245	211	216	3,018

Kerbside Recyclables Collection – JJ's Waste service													
Year	Jul	A	S	O	N	D	J	F	M	A	M	Jun	Total
2022/23 (T)	53	56	66	64									239
2021/22 (T)	48	53	52	53	52	70	73	60	53	60	55	68	687

St Helens Inert Landfill

Building & Demolition Material													
Year	Jul	A	S	O	N	D	J	F	M	A	M	Jun	YTD
Received (T)	13	14	6	6									39
Recovered (T)	0	0	0	0									0
Landfilled (T)	0	0	27	0									27

Opportunities to improve material segregation and recovery are being explored. Challenges exist in the safe handling and recovery of fibrous cement sheeting and composite materials.

CAPITAL WORKS

Council's capital works program is delayed due to asset damage caused by the October flood events and the reassignment of resources to asset remediation. A program update is to be advised.

Activity	Update
Atlas Drive retaining wall – drainage improvement.	Engineering design completed. On-site works to commence subject to NRE land access approval being granted.
Bridge 1605 replacement – St Columbia Falls Road	Tender advertised with closing date being 5 th December 2022.
Bridge 2293 replacement – Cecilia Street, St Helens	Tender advertised with closing date being 5 th December 2022.
Road resealing program 2022/2023	Tender report prepared for decision to award contract at November Council meeting.

FLOOD EVENTS – OCTOBER 2022

The following assets have been impacted by recent flood events. The majority of damage has occurred to roads (wear surface and pavement loss). There have been several landslips and some damage to bridge abutments – loss of scour protection. Council resources and local contractors have been engaged to undertake emergency repair works. It is expected that works will continue for several weeks with some areas impacted by landslip requiring additional time to address, due to the nature and challenges associates with each occurrence. A damage estimate is currently being prepared for the Department of Premier and Cabinet - Tasmanian Relief and Recovery Arrangement (TRRA).

Acacia Street - Ansons Bay	Lottah Road
Alexander Street - Cornwall	Lower German Town Road
Ansons Bay Road	McKerchers Road
Banticks Road	Mt Elephant Road - landslip
Cloverbanks Road	North Ansons Bay Road
David Gully Road	North Forest Lodge Road - landslip
Dune Street	O'Connors Beach Shared Pathway
Edward Street - Cornwall	Policemans Point Road
Evercreech Road	Powers Road
Forest Lodge Road - Intake - Landslip	Priory Road
Four Mile Creek Road	Reids Road
Grant Street - St Marys	Reids Road Bridge - lost scour protection only
Harefield Road	Richardson Road
Harefield Road	Ryans Road
Heffords Road	Silver Street
Heffords Road – Bridge abutment back fill loss.	St Columba Falls Road - landslip

Hodges Road
Irish Town Road - Sealed
Irish Town Road - Unsealed
John Street - Cornwall
Kohls/Powers Roads
Lehners Ridge Road
Leona Road

Sweets Hill
Terryvale Road
Tims Creek Road
Tyne Road
Upper Scamander Road – road embankment river erosion
Walkway adjacent to Cunningham St Jetty
MTB Network

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

Dog control – activity summary

Area	Ansons Bay	Binalong Bay, The Gardens	Cornwall	Fingal, Manganna	Falmouth	Four Mile Ck	Upper Esk, Mathinna,	Beaumaris	Scamander	Seymour, Denison	Parnella, Stieglitz, Akarora	Goshen, Pyengana,	St Helens	St Marys	Totals
Dog - Attack on a person (Serious)															0
Dog - Attack on another animal (Serious)				2											2
Dog - Attack/Harassment - on another animal (Minor)															0
Dog - Attack/Harassment on a person (Minor)													1		1
Dog - Declared Dangerous				1									1		2

Area	Ansons Bay	Binalong Bay, The Gardens	Cornwall	Fingal, Manganna	Falmouth	Four Mile Ck	Upper Esk, Mathinna,	Beaumaris	Scamander	Seymour, Denison	Parnella, Stieglitz, Akarora	Goshen, Pyengana,	St Helens	St Marys	Totals
Dog - Dangerous Dogs Euthanised				1											1
Dog - Barking				1					1				1		3
Dog - Chasing a person															0
Dog - Impounded															0
Dog - in Prohibited Area															0
Dog - Lost Dogs Reported															0
Dog - Rehomed/kennel for rehoming															0
Dog - Wandering/at large					1				1		1				3
Verbal Warnings given to dog owners											1				1
Notice Issued - Unregistered Dog															
Notice Issued - Bark Abatement Notice															0
Notice Issued - Caution Notice											1				1
Notice Issued - Infringement Notice				1	1										2
Infringement Notice - Disputes															0
Infringement Notice - Time Extension Request															0
Infringement Notice - Revoked				1											1

Area	Ansons Bay	Binalong Bay, The Gardens	Cornwall	Fingal, Manganna	Falmouth	Four Mile Ck	Upper Esk, Mathinna,	Beaumaris	Scamander	Seymour, Denison	Parnella, Stieglitz, Akarora	Goshen, Pyengana,	St Helens	St Marys	Totals
Written Letter - Various matters to Dog owners.				1											1
Patrols - Township/Urban Areas			1	3		1							1	1	7
Patrols - Beaches/Foreshore		1						2	2		2				7
Unregistered Dog - Notice to Register															0
Kennel Licence - No licence held															0
Kennel Licence - Issued															0
Other - Cat complaints															0
Other - Livestock															0
Other - Poultry						1							1		2
Other - Animal Welfare, RSPCA intervention															0
TOTAL	0	1	1	11	2	2	0	2	4	0	5	0	5	1	34

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.

11/22.15.0 COMMUNITY DEVELOPMENT

11/22.15.1 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:

Outstanding Reports:

	Item	Notes	Status C=Completed O=Outstanding A=Actioned
1 August 2016	8.1 - Crown Lease – Burns Bay Boat Ramp and Car Park Area	The Manager Community Services will go back to Chris Price, Parks & Wildlife Services to see what his thoughts are prior to discussing with Chris Colley – ALL AGREED.	A Meeting held with representatives of the users of the Burns Bay Boat Ramp and PWS looking at some designs and potentially how they may work – draft proposal currently with AHT for their feedback Meeting arranged with all parties to review the recommendations by PWS prior to documentation being submitted on a formal basis

2022 - 2023 Programs and Initiatives

Community Services	
Community Grants	30,000
Youth Services	8,000
Misc Donations & Events	7,500
School Prizes	1,000
Council Sponsorship	
Funding for BEC Directory	2,000
St Helens Marine Rescue	3,000
Business Enterprise Centre	28,000
Emergency Services Operational Costs	
SES Operations	17,000
Emergency Planning/Management	6,000
Community Event Funding	
Seniors Day	3,000
Australia Day Event	5,000
Swimcart	1,000
St Helens Athletic Carnival	2,500
Carols by Candlelight	1,600
Mountains to the Sea Trail Fest (including Woodchopping)	15,000
Fingal Valley Coal Festival	2,000
Pyengana Endurance Ride -	500
St Helens Game Fishing Comp	2,000
St Marys Memorial Service funding	500
Marketing Valley Tourism	2,500
Volunteer Week	2,500
Bay of Fires Winter Arts Festival & market	14,000
St Marys Community Car & Bike Show	2,000
East Coast Masters Golf Tournament	2,500
World Supermodel	1,000
Mental Health Week	500
Break O'Day Community Triathlon	3,000
Suicide Prevention	1,000
Pyengana Easter Carnival	1,000

Updates on current projects being managed by Community Services:

Australia Day 2023 – Nominations are open

Nominations for Australia Day are now open until the 3rd January, 2023. Forms are available from the Council office or online on Council's Website.

Recreational Trail Strategy

Council staff are currently working through the submissions that have been received from the recent round of community engagement as well as PWS. Council staff have organised a meeting with PWS to finalise their feedback so that where necessary it can be incorporated into the draft. Once the comments have been collated, it will come before Council for adoption and then once that happens, consultation and document will be made public.

Pump Track Project

The Flagstaff Pumptrack working group will be meeting on Monday 14 November with the Manager of Business Services, Raoul Harper and the Communications Coordinator, Jayne Richardson at the Council Chambers to start discussions.

All group members have already received a rough plan of what the purpose of the group is and what outcomes we will achieve.

A similar plan has been sent to the St Helens pumptrack working group, however meetings are not planned until the new year. This is due to wanting to involve students who will be going on holidays in the coming weeks. Our concern was that if we started the process too early momentum for the project would be lost.

Community Events

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

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

November

- 4-6 – Tasmanian Off Road Car Club – Bendigo Bank Community Stadium
- 11 – Remembrance Day – Portland Hall
- 11- Remembrance Day – St Marys Hall
- 26 – North East Dance Company – Portland Hall
- 19-20 - Repurposing and upcycling event – St Marys Hall
- 26 – North East Dance Concert – Portland Hall

December

- 1 – International Day of people with Disability – 215 Medeas Cove Road, St Helens
- 3 – North East Dance Company – Portland Hall
- 24 – St Marys Christmas Parade – Main Street, St Marys

Christmas Art Project – Students from St Helens and St Marys School

Councillors and Council staff have joined staff from St Helens and St Marys District High School to choose the finalists of the Christmas Art Project.

The project was to engage with both Schools who worked with the students to develop welcome-to-town Christmas signs which are to be installed at the entrance to 8 townships within our municipality.

A large number of students from both schools participated in the project and those Councillors who assisted in the judging will agree that the posters that were produced were of a very high standard and showcased our community very well.

The signs will be installed in December, 2022.

Learner Driver Mentor Program

Increase in hours again this month, which is great to see. There will be an information session for all mentors and learners next month, and a celebration lunch to thank our mentors for all their hard work this year.

On Road Hours: 44 Hours

Learners in the car: 6

Learners on waiting list: 6

Mentors: 4

Community Wellbeing Project

Festival of Wellbeing

This year's Festival of Wellbeing was held in St Helens on 6 October just before the start of Mental Health Week. 60 contributors and more than 450 people attended throughout the day.

The Festival is a free event that brings together a variety of the people and organisations that inspire positivity and community connection. From local groups celebrating why they love living in Break O'Day to state and national health and mental health services. The Festival showcased so many ways you can foster positive wellbeing in your life.

Some of the highlights from the day was a large group of attendees performing the Nutbush with the ladies from Hoedown's for Country Towns, group yoga and fitness classes, incredible art workshops, loads of kids' games, as well as upcycled fashion and furniture and so much more.

There was also a large number of health and mental health service providers there to help connect with our community and let people know where and how they can find support when they need it.

The Event was organised by Break O'Day Council with support from community volunteers and participants in the Break O'Day Community Wellbeing Project.

Funding for the Festival comes from the Mental Health Council of Tasmania, the Australian Government's National Recovery and Resilience Agency and the Tasmanian Community Fund.

Report also attached

Website <https://www.communitiesofwellbeingbreakoday.info/festival-of-wellbeing>

Facebook <https://www.facebook.com/FestivalOfWellbeingBreakODay>

Certificate in Creating Wellbeing

This year's group of participants in the Certificate in Creating Wellbeing have been awarded their Certificate from The Wellbeing Lab for their generous and heartfelt work creating wellbeing for themselves and our community. And are in varied stages of developing or implementing their community impact projects.

Projects include a wellbeing tree asking people to share things they are grateful for; a playful card deck to prompt people to get out and about in our community and exercise their wellbeing muscles; a women's surfing group; a local wellness directory for St Marys and Fingal and more.

A showcase on Saturday 22 October was a fabulous and fun way for everyone to share progress they have made with their community projects so far and support each other with feedback and ideas.

As a group, they have enjoyed a shared learning journey and invested time to think about, and practice, what works well for them to create more wellbeing and how they can share that with others.

This year the training team included two lead trainers from Hobart involved in last year's training and Council's Mental Health and Wellbeing Coordinator and a local resident from Cornwall who was a participant in 2021.

The 3-year project is being evaluated by the University of Tasmania and the delivery of the training continues to be reviewed and adjusted to reflect the things learned from the teaching team and the evaluation.

More information about the project here <https://www.bodc.tas.gov.au/community/health-and-wellbeing/>

Break O'Day Wellbeing Project Facebook Group

<https://www.facebook.com/groups/1871662273003112>

Youth Report

YCNECT has commenced two funded projects – Engage2Connect and the Freedom Fund.

Engage2Connect is funded by the Department of Social Services to engage, support and resource disadvantaged young people aged 12 to 18 years within the Break O'Day area (have attached project mind-map, which includes supporting existing youth organisations that are already in the community - Free2b Girls and Skittles Pride Group)

The Freedom Fund is a grant through the Premiers Fund for Children and Young People and will seek to provide recreational and social activities to enhance social connection, reduce isolation, and increase wellbeing, positive mental health and empowerment for young people aged 10-15 years old.

YCNECT Projects and Events:

- Weekly meet-ups again in St Helen's (at the Trade Training Centre) after school and in St Mary's (at the Skatepark, but hoping to secure an indoor space in the very near future). This is a casual drop in space for all young people 12-17 after school.
- 10 week pilot project in Term 4 for at-risk young people to engage in mountain biking (have attached the one page project brief for more information). Young people are referred to this program through local services and the school.
- 10 week program engaging young people with equine therapy through Riding for the Disabled St Helen's in Term 4 Young people are referred to the program through local services and the school.

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	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	018\019\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

1. That Council provide the sum of \$2,500.00 towards the Mannalargenna event which is being held in December, 2022.
2. That Council support this event and provide \$2,500 as an annual sponsorship.

INTRODUCTION:

Reconciliation Tasmania seeks to assist the many Tasmanians seeking truth and reconciliation in order to make our State more welcoming and informed for all.

PREVIOUS COUNCIL CONSIDERATION:

November, 2020 & October, 2021 Council meetings - a motion was passed that Council support this event for 2020 by providing the sum of \$2,500 towards the running costs of this event.

OFFICER'S REPORT:

We have been asked again by Reconciliation Tasmania to support this event by providing a financial contribution. The event is scheduled to be held on the 3rd December, 2022.

Successful events were held in 2019, 2020 and 2021 to celebrate and honour the life journey of a "revered clan leader, formidable warrior and powerful spirit man" who belonged to the Tebrakunna Country.

This event celebrates the continued cultural connections to country in the North East Tasmania and to Mannalargenna. This event has been running for approximately 7 years.

As this event seems to be happening on an annual basis, Council staff will include as part of the budget deliberations under community events and activities.

LEGISLATION & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategies

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge

Annual Plan 2022 – 2023

Key Focus Area

Create a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups.

Actions

1.2.1.2 Community Event Support - Assist the community with event delivery by providing support and assistance with planning, approvals processes, COVID-19 compliance and arrangements for Council assistance and resources.

STRATEGIC PLAN & ANNUAL PLAN:

NA

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

This item has not been budgeted for in the 2022-2022 budget document which Council has previously approved.

VOTING REQUIREMENTS:

Absolute Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	002\017\016\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Cornwall Township Plan

OFFICER'S RECOMMENDATION:

That Council receive the Cornwall Township Plan 2022-25 which has been developed with the community listing actions/projects that the community can work with Council to develop and forward to the Cornwall community for comment.

INTRODUCTION:

The purpose of the township plan is to provide a framework for how members of the Cornwall community can work with Council on projects.

PREVIOUS COUNCIL CONSIDERATION:

First Cornwall Council Township Plan was adopted in March, 2019

OFFICER'S REPORT:

A drop in session with Cornwall residents was held on Wednesday 6 April, 2022 where issues/projects were discussed with Council staff in attendance.

Headings to start the conversations were identified:

- Infrastructure; and
- Other issues

Those members of the community who were in attendance were asked how they as members of the community could work with Council to develop projects. Some members of the community took the opportunity to ask questions around drainage etc and these have been identified in the attached document as maintenance. Other ideas such as a monthly market were identified and Council staff have said that they are able to work with the community to promote the market and provide some advice as to how markets for example could occur.

During the Drop-in session period (11 March – 2 June 2022) a survey was available for community members to complete who were unable to attend the Drop-in session.

From the completed surveys and drop in session, all comments were reviewed by relevant staff and actions/comments were provided and all this information fed into the attached township plan.

Reporting against the identified actions will occur twice a year and an updated action list will be provided on Council's website and forwarded to those that have provided Council with contact details.

The Cornwall Township Plan has a term of three years.

LEGISLATION & POLICIES:

N/A

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027 – revised March, 2022

Goal

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

Strategies

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge

Annual Plan: 2022 - 2023

Local Townships Plans

Complete the development of new Local Township Plans in consultation with the communities

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Some of the identified actions listed will need to be costed and budgeted for in any future budgets or seek external funding this has been identified in the action list.

VOTING REQUIREMENTS:

Simple Majority.



Cornwall Township Plan

2022 - 2025



Version 1 – October 2022

Photo courtesy of Garry Richardson



Introduction

Township Plans are developed with community and provide Council with an understanding of the needs of each community, as well as how community and Council can work together to achieve them.

The idea to develop township plans came from conversations Council staff had with communities when we consulted on the development of the Strategic Plan in 2017.

The first Township Plans were developed in March, 2019.

This second edition of the Cornwall Township Plan will guide activities over the next three years, from 2022 – 2025.

To develop this plan we consulted the Cornwall community through a “drop in session” and an online survey process. Further detail on the information from the community engagement process forms Appendix 1 to this Plan.

Cornwall – Our Town

An important part in developing the Township Plan is to understanding what residents love about their community and how they would like their community to look in 10 years’ time.

Based on residents answers to these survey questions we developed the below statements.

Community Vision: *The Cornwall Community most values their peaceful and quiet family lifestyle that is free of development.*

Community Legacy: *The community of Cornwall would like to see general improvements to the town’s infrastructure that would also foster better tourism.*

You can find a full report of all community consultation including how these statements were developed, on our website under **My Community / Community Consultation**.

Community Engagement and Plan Focus

A common theme of the Cornwall community engagement activities was the need for maintenance works to be done on street infrastructure.

Themes include:

- Maintenance issues regarding drainage and roads
- Connecting members of the community to services; and
- Working with the community to explore what events could be held within the township of Cornwall.

Some other matters raised were considered by Council as 'business as usual' and will be dealt with through existing Council activities.

To ensure all feedback was recorded and not lost we have included a copy of this in Appendix 2 along with items considered outside the scope of the Township Plan.

The 2022-2025 Cornwall Township Plan will focus on:

- **Emergency event preparedness of the community**
- **Community infrastructure upgrades and maintenance; and**
- **Supporting tourism**

Action List

Action	Who
1. Emergency Event Preparedness	
1.1. Work with landowners adjoining the township to ensure that fire breaks are appropriate and maintained	Council/TFS/ Landowners/
1.2. Ensure community members have the opportunity to engage with TFS through community briefings which will provide community with ways to protect their properties	
2. Community infrastructure	
2.1. Soldiers Walk – continue work in defining walking track and attend to drainage issues	Council/ Community
2.2. Cornwall Community Hall – review drainage in front of hall	Council
2.3. Develop scope works to undertake reseal and deformation corrections of Alexander Street – external funding will be required – listed in 4 year capital plan	Council
2.4. Tennis Court upgrade – work with community to see what the use of the facility currently is and seek input from all community if tennis court will required	Council/ Community
3. Supporting Tourism	
3.1. Work with the community to look at what activities and events can be held at Cornwall to encourage people to visit their town	Council/Community

Reporting back to the Community:

We will report back to you on how we are progressing with these actions twice a year. An updated action list will be posted on Council's website and forwarded to those that are on Council's Cornwall Township Email Database. (If you would like to join this database, please email, admin@bodc.tas.gov.au.)

Any feedback on these plans can be sent to admin@bodc.tas.gov.au

The Cornwall Township Plan has a term of three (3) years – after this period, the action list will be reviewed.

Adopted by Council on XX

Appendix 1

Community Engagement

On Wednesday 6 April, 2022, Council held a “drop in session” at Cornwall where Council officers met with community members seeking their feedback on the following issues:

- Infrastructure; and
- Other issues

Four community members attended this session.

During the Drop-in session period (11 March – 2 June 2022) a survey was available for community members unable to attend the Drop-in session. The survey received 244 responses – 8 of these were from Cornwall.

Council heard from a total of 12 Cornwall residents.

According to the 2021 Census, Cornwall has a population of 82 people – this means we heard from 10 % of the population which is considered a valid sample size.

While developing township plans we also asked residents to share with us what they loved about their community and how they would like their community to look in 10 years’ time.

The answers to these questions were used to develop a vision and legacy statement for each township and we would appreciate your feedback on these as well as the plan itself.

These statements will help Council to make decisions about your township based on whether they fit with the vision and legacy of each community.

The Community Vision and Legacy Statements for Cornwall are:

Community Vision: *The Cornwall Community most values their peaceful and quiet family lifestyle that is free of development.*

Community Legacy: *The community of Cornwall would like to see general improvements to the town’s infrastructure that would also foster better tourism.*

The above statements were developed from Community feedback as shown over:

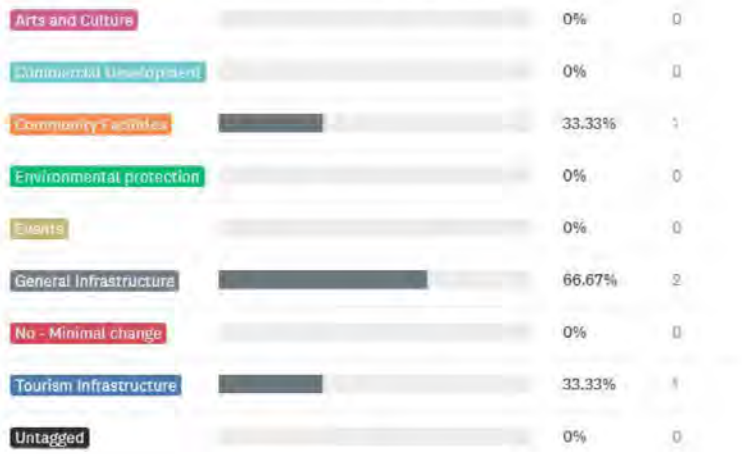
Grouped answers to Question 5.

What do you most love about your community?



Grouped answers from Question 7.

How would you like your community to look in 10 years' time?



"More tourists coming through. All roads paved and well kept. Neat and tidy surrounds. Maybe a bit more of a touristy thing near the waterfall." Comment direct from community member.

You can find a full report of all community consultation on our website under **My Community / Community Consultation**.



Appendix 2

Business as Usual Activities

Comment	Action
<ul style="list-style-type: none"> Repair walking track around Soldiers Walk and Kerb & Guttering – need to look at drainage around the town – top side of the Soldiers Walk Park Plant out Soldiers Walk – ground covers 	Item listed in 2022-2023 capital budget
<ul style="list-style-type: none"> Re- look at pipe work undertaken outside 69 Alexander Street – as now causing flooding to property 	Monitor. Unable to validate at this point in time.
<ul style="list-style-type: none"> Drain work undertaken in Edward Street, Cornwall – now does not allow home owner to mow his nature strip 	Will review
<ul style="list-style-type: none"> Compliance issue – top side of 11 Alexander Street – water flow onto neighbouring block 	EHO and Building Services – Compliance issue - active matter
<ul style="list-style-type: none"> Value networking Council and Neighbourhood Houses 	Council staff work closely with both St Helens and Fingal Valley Neighbourhood Houses and share information from both houses on Council's social media page
<ul style="list-style-type: none"> Keeping the grass and gardens tidy 	Review the maintenance schedules – Nature strips and council gardens

Activities Outside Township Plan Scope

Comment	Action
<ul style="list-style-type: none"> Mobile reception – Telstra & NBN – signal strength is not good – people need to travel to the entrance to Cornwall to use mobile phones 	Council staff to advise Telcos of this issue and if not addressed by them – will earmark for future black spot funding
<ul style="list-style-type: none"> Transport Community Transport available and affordable 	Fingal Valley Neighbourhood House provide transport options for people living in the valley or CTST provide transport services for those people needing to travel to Launceston and Hobart for medical appointments

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	002\017\016\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Mathinna Township Plan

OFFICER'S RECOMMENDATION:

That Council receive the Mathinna Township Plan 2022-25 which has been developed with the community listing actions/projects that the community can work with Council to develop and forward to the Mathinna community for comment.

INTRODUCTION:

The purpose of the township plan is to provide a framework for how members of the Mathinna community can work with Council on projects.

PREVIOUS COUNCIL CONSIDERATION:

First Mathinna Council Township Plan was adopted in March, 2019

OFFICER'S REPORT:

A drop in session with Mathinna residents was held on Wednesday 13 April, 2022 where issues/projects were discussed with Council staff in attendance.

Headings to start the conversations were identified:

- Infrastructure; and
- Other issues

Those members of the community who were in attendance were asked how they as members of the community could work with Council to develop projects. Some ideas that were put forward by the community was to renew ageing street furniture and to make their town more tourism friendly and also look at how they could run a market to attract people to their township and showcase what they have.

During the Drop-in session period (11 March – 2 June 2022) a survey was available for community members to complete who were unable to attend the Drop-in session.

From the completed surveys and drop in session, all comments were reviewed by relevant staff and actions/comments were provided and all this information fed into the attached township plan.

Reporting against the identified actions will occur twice a year and an updated action list will be provided on Council's website and forwarded to those that have provided Council with contact details.

The Mathinna Township Plan has a term of three years.

LEGISLATION & POLICIES:

N/A

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027 – revised March, 2022

Goal

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

Strategies

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge

Annual Plan: 2022 - 2023

Local Townships Plans

Complete the development of new Local Township Plans in consultation with the communities

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Some of the identified actions listed will need to be costed and budgeted for in any future budgets or seek external funding this has been identified in the action list.

VOTING REQUIREMENTS:

Simple Majority.



Mathinna Township Plan

2022 - 2025



from the mountains to the sea | www.bodc.tas.gov.au





Version 1 – October 2022

Introduction

Township Plans are developed with community and provide Council with an understanding of the needs of each community, as well as how community and Council can work together to achieve them.

The idea to develop township plans came from conversations Council staff had with communities when we consulted on the development of the Strategic Plan in 2017.

The first Township Plan was developed in March, 2019.

This second edition of the Mathinna Township Plan will guide activities over the next three years, from 2022 – 2025.

To develop this plan we consulted the Mathinna community through a “drop in session” and an online survey process. Further detail on the information from the community engagement process forms Appendix 1 to this Plan.

Mathinna – Our Town

An important part in developing the Township Plan is to understanding what residents love about their community and how they would like their community to look in 10 years’ time.

Based on residents answers to these survey questions we developed the below statements.

Community Vision: *The Mathinna Community most values their peaceful, simple lifestyle that has strong connections to the natural environment and the community.*

Community Legacy: *The community of Mathinna would like to see improvements to road access to the township.*

You can find a full report of all community consultation including how these statements were developed, on our website under **My Community / Community Consultation**.

Community Engagement and Plan Focus

A common theme of the Mathinna community engagement activities was the need for maintenance works to be done on street infrastructure.

Themes include:

- Maintenance issues regarding drainage and roads
- Infrastructure to support community needs; and
- Working with the community to explore what events could be held within the township of Mathinna.

Some other matters raised were considered by Council as 'business as usual' and will be dealt with through existing Council activities.

To ensure all feedback was recorded and not lost we have included a copy of this in Appendix 2 along with items considered outside the scope of the Township Plan.

The 2022-2025 Mathinna Township Plan will focus on:

- **Community infrastructure upgrades and maintenance; and**
- **Supporting tourism**

Action List

Action	Who
1. Supporting Tourism	
1.1. Work with the community in assisting them to look at how they can run a local market in their community	Council/Community
1.2. Work with community to ensure that they have a voice on the Fingal Valley Destination Action Group so that signage and any other tourism issues are considered as part of any further projects throughout the Fingal Valley	Council/Community
2. Community infrastructure	
2.1. Renew street furniture	Council/Community
2.2. Work with young people in the community to identify recreational infrastructure	Council/Community
2.3. Revamp community pool	Community
2.4. Revamp bus shelter/picnic shed	Council/Community

Reporting back to the Community:

We will report back to you on how we are progressing with these actions twice a year. An updated action list will be posted on Council's website and forwarded to those that are on Council's Mathinna Township Email Database. (If you would like to join this database, please email, admin@bodc.tas.gov.au.)

Any feedback on these plans can be sent to admin@bodc.tas.gov.au

The Mathinna Township Plan has a term of three (3) years – after this period, the action list will be reviewed.

Adopted by Council on XX

Appendix 1

Community Engagement

On Wednesday, 13th April, 2022 we held a “drop in session” at Mathinna where Council officers met with community members seeking their feedback on the following issues:

- Infrastructure; and
- Other issues

Five community members attended this session.

During the Drop-in session period (11 March – 2 June 2022) a survey was available for community members unable to attend the Drop-in session. The survey received 244 responses – 10 of these were from Mathinna.

Council heard from a total of 15 Mathinna residents.

According to the 2021 Census, Mathinna has a population of 123 people – this means we heard from 8 % of the population. This is just short of our target of 10% of the population.

While developing township plans we also asked residents to share with us what they loved about their community and how they would like their community to look in 10 years’ time.

The answers to these questions were used to develop a vision and legacy statement for each township and we would appreciate your feedback on these as well as the plan itself.

These statements will help Council to make decisions about your township based on whether they fit with the vision and legacy of each community.

The Community Vision and Legacy Statements for Cornwall are:

Community Vision: *The Mathinna Community most values their peaceful, simple lifestyle that has strong connections to the natural environment and the community.*

Community Legacy: *The community of Mathinna would like to see general improvements to the town’s infrastructure that would also foster better tourism.*

The above statements were developed from Community feedback as shown over:

Grouped answers to Question 5.

What do you most love about your community?



Grouped answers from Question 7.

How would you like your community to look in 10 years' time?



Comment direct from community member.

"All gravel roads sealed drain work to be completed the top end of the town maintained"

You can find a full report of all community consultation on our website under **My Community / Community Consultation**.

Appendix 2

Business as Usual Activities

Comment	Action
<ul style="list-style-type: none"> Special waste collection – hard waste Refuse dump at Mathinna 	<p>Review and discuss with Council</p> <p>Illegal dumping at Mathinna is a significant matter. Tasmanian EPA/Council to raise with affected land owner.</p>
<ul style="list-style-type: none"> Jubilee trees – Recreation Ground – maybe not so mature with tree guards and stakes as wind is an issue – deciduous trees are best Trees for shelter 	<p>Comments noted</p>
<ul style="list-style-type: none"> Signage – 3 days camping inside BBQ shed – but still must be daily use allowed if people are camping in same 	<p>Council is currently working on a By-Law which will address this issue</p>
<ul style="list-style-type: none"> Grass mowing top end of Mathinna Roadside mowing and shoulders as well 	<p>Council to review its Green Zone mowing regime and we talk to Council re strategies to encourage community participation</p>
<ul style="list-style-type: none"> Drainage issues – 38 High Street – flooding occurs along High Street on the Recreation Ground side 	<p>Monitor in high rain events</p>
<ul style="list-style-type: none"> Bridge – Bent Street – needs replacing 	<p>Complete - Bent Street bridge works completed in June 2022.</p>
<ul style="list-style-type: none"> Mangana street – comes out behind the Church needs some repair work – can it be sealed 	<p>Maintenance work already completed</p>
<ul style="list-style-type: none"> Extend footpath in High Street to the old school 	<p>Noted for future external grant funding projects</p>
<ul style="list-style-type: none"> Where pipes have crossed the road – it is still gravel – are they going to be sealed 	<p>Maintenance work already completed</p>
<ul style="list-style-type: none"> Fix bridge in Butler Street and seal 	<p>We are looking at alternative culvert options for the Butler Street bridge – sealing of Butler Street is not warranted from a usage and cost perspective.</p>

Activities Outside Township Plan Scope

Comment	Action
<ul style="list-style-type: none"> Caravan dump site 	No infrastructure to support - and a considerable operational cost to maintain
<ul style="list-style-type: none"> Upper Esk – 5 Bridges – have a look at it – in flood plain – rocks are an issue 	Bridges were inspected in June, 2022 – no concerns were identified
<ul style="list-style-type: none"> Improve Roses Tier Road and Mathinna Plains Road – they are in poor condition Seal all gravel roads 	<p>Mathinna Plains Road has been sealed in two sections with a third section to be sealed programmed. Sealing of Roses Tier Road given forestry activity is not a viable option for the Council.</p> <p>Unsealed roads with requests for sealing are assessed on a case by case basis and decisions made by Council accordingly.</p>

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	002\017\016\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Fingal Township Plan

OFFICER'S RECOMMENDATION:

That Council receive the Fingal Township Plan 2022-25 which has been developed with the community listing actions/projects that the community can work with Council to develop and forward to the Fingal community for comment.

INTRODUCTION:

The purpose of the township plans is to provide a framework for how members of the Fingal community can work with Council on projects.

PREVIOUS COUNCIL CONSIDERATION:

First Fingal Council Township Plan was adopted in August, 2018

OFFICER'S REPORT:

A drop in session with Fingal residents was held on Wednesday 6 April, 2022 where issues/projects were discussed with Council staff in attendance.

Headings to start the conversations were identified:

- Infrastructure;
- Environment; and
- Other issues

Those members of the community who were in attendance were asked how they as members of the community could work with Council to develop projects.

High on the community members who attended the session was making Fingal a place where people could stop and stay and experience what Fingal had to offer. They also had ideas around what experiences could be developed to allow people to stay overnight, for example rock climbing, constructing trails around the township.

During the Drop-in session period (11 March – 2 June 2022) a survey was available for community members to complete who were unable to attend the Drop-in session.

From the completed surveys and drop in session, all comments were reviewed by relevant staff and actions/comments were provided and all this information fed into the attached township plan.

Reporting against the identified actions will occur twice a year and an updated action list will be provided on Council's website and forwarded to those that have provided Council with contact details.

The Fingal Township Plan has a term of three years.

LEGISLATION & POLICIES:

N/A

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017-2027 – revised March, 2022

Goal

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

Strategies

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge

Annual Plan: 2022 - 2023

Local Townships Plans

Complete the development of new Local Township Plans in consultation with the communities

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Some of the identified actions listed will need to be costed and budgeted for in any future budgets or seek external funding this has been identified in the action list.

VOTING REQUIREMENTS:

Simple Majority.



Fingal Township Plan

2022 - 2025



Version 1 – October 2022

from the **mountains to the sea** | www.bodc.tas.gov.au



Introduction

Township Plans are developed with community and provide Council with an understanding of the needs of each community, as well as how community and Council can work together to achieve them.

The idea to develop township plans came from conversations Council staff had with communities when we consulted on the development of the Strategic Plan in 2017.

The first Township Plan was developed in August, 2018.

This second edition of the Fingal Township Plan will guide activities over the next three years, from 2022 – 2025.

To develop this plan we consulted the Final community through a “drop in session” and an online survey process. Further detail on the information from the community engagement process forms Appendix 1 to this Plan.

Fingal – Our Town

An important part in developing the Township Plan is to understanding what residents love about their community and how they would like their community to look in 10 years’ time.

Based on residents answers to these survey questions we developed the below statements.

Community Vision: *The Fingal Community most values its strong sense of community and history as well as the peaceful country living their town offers.*

Community Legacy: *The community of Fingal would like to see the township become a popular place for tourists to stop with an increase of commercial businesses and tourism infrastructure. They would also like to see more opportunity for community facilities and general infrastructure like roads.*

You can find a full report of all community consultation including how these statements were developed, on our website under **My Community / Community Consultation**.

Community Engagement and Plan Focus

A common theme of the Fingal community engagement activities was the need for maintenance works to be done on street infrastructure.

Themes include:

- Tourism ;
- Small infrastructure projects; and
- Connecting to health and wellbeing services.

Some other matters raised were considered by Council as 'business as usual' and will be dealt with through existing Council activities.

To ensure all feedback was recorded and not lost we have included a copy of this in Appendix 2 along with items considered outside the scope of the Township Plan.

The 2022-2025 Fingal Township Plan will focus on:

- **Protecting and enhancing the environmental values of Fingal;**
- **Working with health providers to provide a service in the Valley;**
- **Ensuring there are enough community facilities to service Fingal's future needs; and**
- **Supporting tourism.**

Action List

Action	Who
1. Community Projects	
1.1. Work with the community to develop a planting program for the Fingal Recreation Group to which community can undertake plantings	Council/Community
2. Community infrastructure	
2.1. Work with community to identify areas that could be upgraded to host recreational infrastructure including a tennis court and trails	Council/Community
2.2. Review township signage	Council
3. Supporting Tourism	
3.1. Work with the community to rebrand Fingal as a tourism destination and encourage members of the committee to participate in the Valley Tourism Group sessions	Council/Community
3.2. Work with the community and Fingal Valley Tourism Group to re-design township signs to reflect their community	Council/Community
3.3. Work with community to identify event opportunities to promote their township	Council/Community
4. Health Services	
4.1. Work with local and visiting service providers to service the Fingal Valley by using the Fingal Valley Neighbourhood House as a venue	Council/Service providers

Reporting back to the Community:

We will report back to you on how we are progressing with these actions twice a year. An updated action list will be posted on Council's website and forwarded to those that are on Council's Fingal Township Email Database. (If you would like to join this database, please email, admin@bodc.tas.gov.au.)

Any feedback on these plans can be sent to admin@bodc.tas.gov.au

The Fingal Township Plan has a term of three (3) years – after this period, the action list will be reviewed.

Adopted by Council on XX

Appendix 1

Community Engagement

On Wednesday 6 April, 2022, Council held a “drop in session” at Fingal where Council officers met with community members seeking their feedback on the following issues:

- Infrastructure;
- Environment; and
- Other issues

Fifteen community members registered their attendance at this session.

During the Drop-in session period (11 March – 2 June 2022) a survey was available for community members unable to attend the Drop-in session. The survey received 244 responses – 16 of these were from Fingal.

Council heard from a total of 31 Fingal residents.

According to the 2021 Census, Fingal has a population of 431 people – this means we heard from approximately 4% of the population.

While developing township plans we also asked residents to share with us what they loved about their community and how they would like their community to look in 10 years’ time.

The answers to these questions were used to develop a vision and legacy statement for each township and we would appreciate your feedback on these as well as the plan itself.

These statements will help Council to make decisions about your township based on whether they fit with the vision and legacy of each community.

The Community Vision and Legacy Statements for Fingal are:

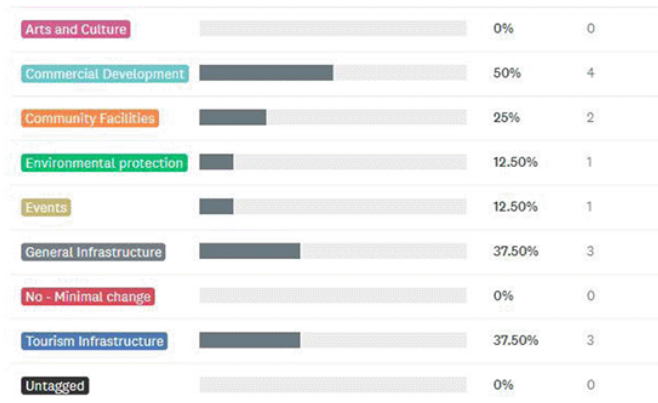
Community Vision: *The Fingal Community most values its strong sense of community and history as well as the peaceful country living their town offers.*

Community Legacy: *The community of Fingal would like to see the township become a popular place for tourists to stop with an increase of commercial businesses and tourism infrastructure. They would also like to see more opportunity for community facilities and general infrastructure like roads.*

The above statements were developed from Community feedback as shown over:

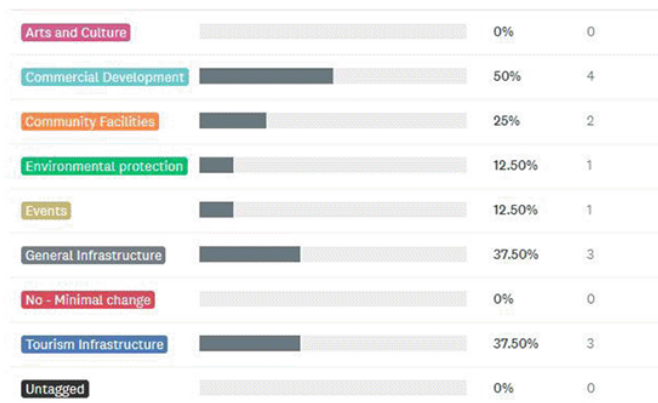
Grouped answers to Question 5.

What do you most love about your community?



Grouped answers from Question 7.

How would you like your community to look in 10 years' time?



“Maximising the obvious heritage of Fingal with thriving hotel, cafes and shops. A place where people can live and work and enjoy a beautiful part of Tasmania’s East Coast while being an hour from Launceston airport and 30 minutes from the beach, all within the beauty of a historic county town.” Comment direct from community member.

You can find a full report of all community consultation on our website under **My Community / Community Consultation**.

Appendix 2

Business as Usual Activities

Comment	Action
<ul style="list-style-type: none"> Seal Albert Street – based on use – dust factor 	Council to review the request
<ul style="list-style-type: none"> Lower end of Victoria Street – Crown Reserve – vegetation and weeds 	Forward this information to Crown Land Services for action by Crown Land
<ul style="list-style-type: none"> Improve waste management – recycling services for glass and plastic, green waste 	Review
<ul style="list-style-type: none"> Council to cut grass and make the town look presentable again 	This is undertaken by Council staff
<ul style="list-style-type: none"> Remove the gorse and Hawthorne Weed infestation – river – old cells 	Community to work with Council staff to develop a program

Activities Outside Township Plan Scope

Comment	Action
<ul style="list-style-type: none"> Climbing gym in St Marys – feeding into tourism in Fingal 	The significant cost implication, space requirement and inflexible nature of a climbing installation does not align with the program of the building and won't be part of the project.
<ul style="list-style-type: none"> Table and seat relocated closer to river – so that people can sit and relax 	The current seat has been placed above the typical flood level
<ul style="list-style-type: none"> Kerb and guttering – near old church – main road 	Noted that the infrastructure is old but still functional and it will be upgrade/replacement to be undertaken in accordance with the asset replacement schedule
<ul style="list-style-type: none"> Weather station 	Now installed in Fingal
<ul style="list-style-type: none"> Swimming pool 	Council is undertaking a feasibility study addressing the pool issue
<ul style="list-style-type: none"> 2 Brown Street – light currently shines in house – investigate shielding or moving – train/railway crossing 	Light has a role in illuminating the train crossing/road.
<ul style="list-style-type: none"> St Marys/Fingal MTB – NE Corner MTB Rail Trail – Fingal to St Marys 	These projects were identified through the Recreational Trails Strategy – Council to look at this as a project in line with recommendations from community input

<ul style="list-style-type: none"> • DA Tower Hill Road – Antenna DA 299-21 – Notice docs not state location – states only Tower Hill Road 	<p>The development site is a parcel of Crown land of 6543 hectares managed by DPIPW and classified as an Informal Reserve, Future Potential Production Forest. The land currently accommodates a Fire Lookout Tower, Equipment Shelter, Solar Panel Frame and several antennas mounted on poles providing emergency services radio links to the region. Access is via Cabin Road, off Tower Hill Road on a Crown easement which traverses PID6417501. The development location is described within title systems as Tower Hill Road, Mangana.</p>
<ul style="list-style-type: none"> • Skyrail to top of Bare Rock • Steam Train • Small scale live stream/compressed air railway and old goods yard in St Marys 	<p>These projects would require external funding and business cases to support these idea and would also require members of the community to be part of the committee to follow through with the projects</p>
<ul style="list-style-type: none"> • Access to FVNH from St Marys – eg transport 	<p>The FVNH have vehicles to provide community transport</p>
<ul style="list-style-type: none"> • Lighten up regulations for Tiny Houses • (Hip Camp) – let people do it experience for visitors 	<p>The planning scheme and planning legislation does not differentiate between the size of dwellings when applying planning instruments.</p>
<ul style="list-style-type: none"> • EV Charge stop 	<p>Planning in progress</p>
<ul style="list-style-type: none"> • More information provided to the community members about native plantings specific to this area 	<p>Tree planting to be consistent with Council's tree planting and articles to be run through the monthly newsletter advising community of the policy and what can be planted in their community</p>

11/22.15.6 Request to Reallocate Funding from Triathlon Event to Park Run Event

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	018\019\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

1. That Council support the new parkrun event by providing sponsorship seed funding.
2. That Council transfer \$2,000 allocated in the 2022 – 2023 Budget for the Triathlon event to the parkrun event.

INTRODUCTION:

Council has received a written request from the parkrun organisation seeking seed funding which is required to establish this great community event.

PREVIOUS COUNCIL CONSIDERATION:

Not applicable

OFFICER'S REPORT:

Council in the 2022-2023 budget allocated funding (\$2,000) towards a Triathlon event – in case it was resurrected in 2023. To this date, Council staff have not been approached by anyone wanting to resurrect this event. Council has recently been approached by volunteers who are working with parkrun Australia to organise an event in St Helens.

parkrun Australia are a not for profit organisation, which was established to benefit the entire community. Their mission is to make the world a healthier and happier place by providing free, weekly, timed, volunteer led 5 km events to communities across the world, thereby increasing levels of physical activity, strengthening community connections and aiding the fight against the spread of chronic disease.

parkrun Australia operate over 455 weekly parkrun events at locations throughout Australia and two local community members have been working with this organisation to secure a parkrun to be held in St Helens.

The parkruns are held every Saturday morning for about an hour and everyone is invited to partake, whether you want to run the 5 kms or just walk with friends. The events are run by volunteers but before parkrun can commit to a site there is a requirement that the volunteer organisers secure a

one off \$7,500 payment – this covers ongoing insurance of the event and the purchase of a defibrillator. The event is free to anyone who wants to join in.

Council staff have been working with the volunteer organisers in looking at suitable areas for the parkrun to occur and the chosen route is from O’Connors Beach to Beauty Bay and return finishing at O’Connors Beach. Finishing and starting at O’Connors Beach also provides for parking opportunities.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.

Annual Plan 2022 – 2023

Key Focus Area

Create a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups.

Actions

1.2.1.2 Community Event Support - Assist the community with event delivery by providing support and assistance with planning, approvals processes, COVID-19 compliance and arrangements for Council assistance and resources.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There are no budget implications to Council, the \$2,000 donation as recommended would just be a reallocation of funds if this recommendation is supported by Council.

VOTING REQUIREMENTS:

Absolute Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	004\008\013\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

1. That Council look at engaging fitness contractors to be part of a program "Fitness on the Foreshore".
2. That Council apply an affordable fee for use of the area to cover costs such as power and extra mowing.
3. That Council delineate a specific area of the St Helens Foreshore area for such activities to take place.

INTRODUCTION:

Council staff have identified an issue where fitness instructors would like to run fitness sessions on the St Helens Foreshore.

PREVIOUS COUNCIL CONSIDERATION:

Not applicable

OFFICER'S REPORT:

A role of local government is promoting health and well-being. This can be achieved by providing open spaces for recreational opportunities and supporting activities on public land to encourage physical activity among our community.

Council leases the Georges Bay Foreshore area (public land) from Crown Land Services and under the legislation which the lease is complying with, any commercial business is required to apply for a commercial licence to run such activities on Council's leased land. Council has identified this as a barrier as interested people are not in a position to pay the charges that are applicable for such a licence. For example:

Application fee	\$150
Licence fee	\$300 – payable on an annual basis

Plus have their own public liability insurance cover which covers the owner of the business from any damages that may arise as a result of their activity.

Under our lease agreement with Crown Land Services it does allow for Council to engage authorised contractors:

Lessee means the Lessee set out in the Details and where the context permits includes the Lessee’s employees, authorised contractors, sub-contractors, agents, licensees and invitees and any other person claiming through or under the Lessee.

To work within the leased area. One of the permitted uses for the area of lease is for public recreation.

Would Council consider assisting these contractors by developing a program for a specific site on the St Helens Foreshore where Council engages authorised contractors to offer their programs to help meet the health and wellbeing needs of our community.

Within our current facility booking arrangements we have the capacity to manage this site within our current facilities management processes.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.

Annual Plan 2022 – 2023

Key Focus Area

Create a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups.

Actions

1.2.1.2 Community Event Support - Assist the community with event delivery by providing support and assistance with planning, approvals processes, COVID-19 compliance and arrangements for Council assistance and resources.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There are no budget implications to Council at this stage of the program.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Community Services
FILE REFERENCE	002\019\010\
ASSOCIATED REPORTS AND DOCUMENTS	St Helens Online Access Centre Subsidy Request, St Helens Online Access Centre Business Case

OFFICER'S RECOMMENDATION:

That

1. The Mayor meet with the Minister to discuss the funding issues that are being faced by our online centres who service our ageing community;
2. Council staff meet with the coordinators of all three online services to compare what they are funded to deliver and the number of people they are servicing over a funding period;
3. If Council makes a payment to the Online Centres to support the delivery of services, that they be a one off payment and not a recurrent payment; and
4. Council staff work with the St Helens Online Centre to attract more volunteers to assist with the delivery of services to our community.

INTRODUCTION:

Council has received a written request from the President of the St Helens Online Access Committee seeking Council's support in providing funding to support the request for increased hours at the St Helens Online Access Centre.

PREVIOUS COUNCIL CONSIDERATION:

Not applicable

OFFICER'S REPORT:

The St Helens Online Access Centre are seeking additional funding to open the Centre for a longer period and to cover the costs of the Co-ordinator during these proposed extended hours.

A request for additional funding has also been submitted to the State Government. The request for funding is based on the increased number of people using the St Helens Online Centre over the last two years and the need therefore to increase the hours of opening and staffing same:

- 14,800 walk ins in 2021; and
- 13,000 walk ins in 2022 – up to and including 25.10.22.

The St Helens Online Centre provides a service to those community members that are unable to access online services for a range of reasons from low literacy, intermittent internet connection and that those that may be digitally illiterate.

The catchment area for the St Helens Online Centre is not only St Helens but also encompasses and not limited to the following towns: Ansons Bay, Pyengana, and Scamander and even through to Bicheno.

Due to the limited funding, the St Helens Online Centre is currently only open for 18 hours a week. With the additional funding, this will allow the Centre to open for an additional 5 hours – the Centre would therefore be open 23 hours a week for community access. The Co-ordinator’s current arrangements are that she is available at the Centre for 10 hours a week and the remaining 8 hours are covered by volunteers when available.

The St Helens Online Centre currently receives \$25,500 per annum. From these funds they are expected to cover the following costs:

- Coordinator’s salary, including superannuation and PAYG,
- insurance policies (approximately \$7,000 pa) and
- operating costs etc.

The majority of their equipment has been sourced through community grants or donations. For example UTAS provided the Centre with 6 reformatted/refurbished computers.

The St Helens Online Access Centre charge for some of the services that they deliver to the community. The funds raised offset some of the costs that they incur running the Centre. Below is a list of the services that they charge for:

FEES & CHARGES - 2022

COMPUTER USAGE		PHOTO PRINTING (CANON PRINTER)	
General Users <small>(All Users, except Concession Holders)</small>	\$2.00	6" x 4" Size	
	30 Mins 1 Hour	1 Photo	\$1.00 each
Concession Card Holders <small>(Registered Users ONLY)</small>	FREE \$2.00	First 5 Photos	\$5.00
<small>Students, OAC Volunteers, Association & Committee Members</small>	FREE	Extra Photos	\$0.50 each
SERVICES		5" x 7" Size	
General Printing	A4 A3	1 Photo	\$1.50 each
Black & White	\$0.20 \$0.30	First 5 Photos	\$7.50
Colour	\$1.50 \$2.20	Extra Photos	\$0.50 each
Student Printing	A4 A3	A4 Size	\$7.00 each
Black & White	\$0.10 \$0.15	Patrons printing on their own paper: half marked price	
Colour	\$0.80 \$1.20	BINDING SERVICE	
Laminating	A4 A3	Small (25 - 95 sheets)	\$5.00
	\$2.50 \$3.50	6 mm to 12 mm	
Faxing	First page Extra Pages	Large (145 - 225 sheets)	\$10.00
Within Australia	\$3.00 \$0.50	16 mm to 25 mm	
Overseas	\$3.50 \$1.00	Laminating Pouches	
Phone Calls	Local Interstate	A5	\$1.50 each
	\$1.50 \$2.50	A6	\$1.00 each
Emailing for Patrons	\$2.50		
Admin Assistance	\$3.00		
CONSUMABLES			
Blank CD's & DVD's	CD-R/RW DVD-R/RW		
	\$2.50 \$3.50		
USB Sticks	Prices as marked		

Printing of Photos will be done by Staff and by APPOINTMENT ONLY.
You will need to have your selected photos on a USB stick

The Mayor in support of the St Helens Online Centre also wrote to the Minister asking that they consider providing additional funding to the St Helens Online Centre. A response was received from Minister Jaensch on the 9th November, 2022 advising the following:

- The Government is committed to supporting digital inclusion in line with the PESRAC recommendation.
- Both Libraries Tasmania and Service Tasmania provide support to digital inclusion at St Helens. The St Helens Library offers free digital literacy support and access to Wi-Fi and public computers, and access to printing, scanning and copying as well as providing an adult literacy service.
- Recognises the valuable support that the St Helens Online Centre plays in our community.
- The St Helens Online Centre signed a grant deed for \$76,500 (ex GST) for three years – first payment received in July, 2022 was for \$25,500. This amount is greater than the average \$22,384 per annum provided to other online centres operating in Tasmania.

In August/September, 2022 – media outlets in Tasmania reported that the local Online Access Centres were under threat – as the funding levels had not kept pace with inflation, wages and cost of living. They further reported that there had been no real increase in funding of the Online Centres for the last 6 years. A media outlet was quoted as saying “Cynics might see the government’s position as a starvation strategy to force local councils, communities and volunteers to pick up the slack in providing these essential services.”

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

Strategy

Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.

Annual Plan 2022 – 2023

Key Focus Area

Create a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups.

Actions 1.2.1.2

Community Event Support - Assist the community with event delivery by providing support and assistance with planning, approvals processes, COVID-19 compliance and arrangements for Council assistance and resources.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There would be budget implications to Council, as the requested \$15,000 has not been budgeted for in the 2022 – 2023 budget document.

VOTING REQUIREMENTS:

Absolute Majority.



St Helens Online Access Centre
61A Cecilia Street
St Helens, Tasmania 7216, 03 63761116
Sthelens.oac@education.tas.gov.au

14 October, 2022

Mr John Brown
Manager
Break O'Day Council
St Helens, Tasmania 7216
john.brown@bodc.tas.gov.au

Dear John,

St Helens Online Access Centre – Request for Subsidy financial support - \$15,000

Thank you for our conversation last Friday, 7 October, regarding our request for financial subsidy support from the Break O'Day Council and we seek to submit this report to the Break O'Day Council at the next Council meeting.

As advised by you, I wish on behalf of our St Helens Online Access Centre's Committee, to submit the following formal request for a financial subsidy from the Council, to assist our Centre so that we can increase our opening hours, to enable us to pay our Coordinator's salary for those hours.

As you are aware of the important role the St Helens Online Access Centre (SHOAC) provides in supporting digital literacy and inclusion in our local area and the municipality of Break O'Day, we seek your support to obtain a subsidy allocation to assist our Centre to remain open.

Due to insufficient State Government funding, through the Digital Connection Grant Program, we are struggling to maintain our operating services to the Community and Municipality of Break O'Day, and hence our request for financial assistance.

The St Helens Online Access Centre Committee appreciates that operational funds are at times constrained and that service levels need to be delivered in line with the funding available. That said, we have noted a steady and sustained increase in demand for the services provided by the OAC over the past two years. To service this increase in usage within the current funding provided, a significant time burden has been placed on our dedicated volunteers.

Increased usage and engagement with the St Helens Online Access Centre by our local community shows that our services and support are highly valued, and we are collectively proud of the work we do; the support we provide; and most importantly, the role we play in building skills and digital literacy inclusions within our community and for visitors to St Helens.

Our request

Due to the increased demand for our services over the last two years, we need to increase the number of working hours for our St Helens Online Access Centre, however, due to the insufficient funding provided

from the State Government Digital Connections Grant we have had to reduce our opening hours. This reduction has had a major impact on our community.

Consequently, we require additional funding to allow us to continue to provide our services to the Community and the wider region of Break O'Day.

We have estimated that a subsidy of **\$15,000** would enable our Centre to operate more efficiently and provide the necessary services to our community. This amount of money will ensure that we do not close our door and will provide the necessary financial support to be able to pay the Coordinator's salary with additional hours of work, until June 2023.

Without this additional funding, our St Helens Online Access Centre **may not be sustainable** into the future, as we cannot rely on donations etc.

The following figures below were derived from the document: *"Digital Connections Grant 2017-2018" Strategic Review 2019-04-03.*

Funding (2018-19) versus Visitors Numbers to Online Access Centres (2017-18)

Locations	Funding Allocation	Visitors/Quarter	Grant Money/visitor in a quarter
Devonport	\$50,000	3226	\$15.00
Deloraine	\$46,000	1742	\$26.00
Lilydale	\$21,300	116	\$116.00
Spring Bay	\$22,000	263	\$84.00
St Helens	\$22,000	5156	\$5.20

It is evident, based from this Table above, that the **St Helens Online Access Centre is the lowest funded per visitor in Tasmania** and while we are very appreciative of the funding support provided from the Digital Connections Grant, however, there appears to be a clear **inequity** in the way funds are allocated under the current funding model.

We understand that we are administered by Libraries Tasmania and reside under their organisational chart of the Department of Education, as an adjunct to the St Helens Library, however our St Helens Online Access Centre provides an entirely different and independent service to that of St Helens Library, as we assist on a one-on-one basis and guide our patrons in the digital environment and enhance digital inclusion and literacy.

We are a passionate and committed volunteer group who simply seek greater financial security for the future of our St Helens Online Access Centre in order to maintain a sustainable and valuable service to the Community and Break O'Day Municipality.

Should you wish to obtain further information, we would be happy to accommodate.

We thank you for your time and advice on this important matter.

Regards,



Rosina Gallace

President

On behalf of St Helens Online Access Centre Association

0404126701

St Helens Online Access Centre

Business Case for increased funding



Version 1 – September 2022

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BACKGROUND

The St Helens Online Access Centre (SHOAC), located in the main street of the township is an integral piece of community infrastructure.

The SHOAC has been in operation since 1999 and serves a range of both community members and visitors alike.

For more than six years the St Helens OAC has been operating on a meagre average of \$22,000 per annum and during this time there has been no increase to this funding to recognise rising costs, inflation and CPI.

When considering the sheer volume of visitors that the St Helens OAC serves against other OACs in similar, regional areas – there is no equity of pay in this funding model either. (See Table 1 – sourced from Digital Connections Grant Funding (2018-2019) versus Visitors Numbers to Online Access Centres (2017-18)).

The current President of the St Helens OAC Association/Committee, Rosina Gallace has tried to raise these concerns with the State Government over the last three and half years and has been met with what can only be described as a lack of understanding of how important the Centre is to the community and wider region of Break O’Day and even ignorance on what services the OAC’s offers. She has personally met and corresponded with:

- Minister Jeremy Rockliff (October 2019) in his role as Minister of Education, Mental Health and Sport;
- The Premier Peter Gutwein (his Senior Advisor);
- Mr John Tucker, MP, for the Electorate of Lyons; and
- Mr Roger Jaensch, Minister of Education.

For example, after raising concerns around the insufficient Government funding allocation and stating that the Centre would have to close its doors if funding was not increased, the comments that came from one of the Government’s top advisors late last year were to suggest that the services the Centre was offering could be delivered by the Library, Service Tasmania or the Business Enterprise Centre.

There are various reasons as to why this is not in any way a solution to the very real threat that if not funded appropriately we could lose the Centre’s services. The Library, Service Tasmania and the Business Enterprise Centre are not equipped or resourced to deliver face-to-face and one-on-one services; they do not have the resources in terms of computers and other office equipment or the staffing including volunteers who possess specialist IT skills. As the nature of the SHOAC is to provide customer support, generally one-on-one it should be obvious to the Government that neither the Library nor Service Tasmania deliver these services and regularly refer their customers to the SHOAC for specialist IT support and service.

The mere fact that the Tasmanian State Government is not receptive to discussions regarding the funding of this Centre flies in the face of their own policies and strategies including Our Digital Future 2020 as well as recommendations from the PESRAC report, specifically **Recommendation 34**. This is explained in more detail under the Strategic Alignment Section of this document.

It also should be noted the increasing pressure being put on the public to access government services online; this is especially difficult in regional areas such as ours which has;

1. An ageing population – median age 56

2. Intermittent or no internet connection – this is a common issue across the municipality with many people unable to access the internet at their home or even business.

We urge the State Government to consider the facts outlined in this Report and increase funding to the St Helens OAC.

CURRENT SITUATION

Currently the St Helens OAC employs one person part time for 16hrs a week, the OAC Coordinator. They are supported by four volunteers.

During COVID, the Centre lost almost half of their entire volunteer team. The volunteers and coordinator have been struggling through so they can keep the doors open, however, due to the insufficient Government funding, this is no longer sustainable.

Recently (beginning of September) the hours of the Coordinator had to be reduced to 10 hours per week as the St Helens OAC Association can no longer afford to keep the Coordinator employed for 16 hours per week. Like many organisations post COVID-19, the Centre has continued to struggle in attracting and retaining volunteers.

At the end of this financial year the OAC had their financial operation audited which found the Centre was not able to sustain the current financial expenditure. The auditor stated that the Centre could not maintain this situation and advised the SHOAC Executive members that they needed to reduce the Coordinator's working hours or face closing their doors altogether. The Association does not wish to close the doors of the Centre as they understand better than anyone else the gap this will leave in terms of servicing the community.

The new reduced operation hours for the Centre operates are limited to being open Monday and Tuesday 10am – 3pm and Wednesday and Thursday from 10am – 2pm. Despite COVID the Centre still attracted 14,800 visitors through their door for the year 2021.

The local St Helens community members and Break O'Day area varied and include:

- Community members needing assistance with:
 - Phone, iPad/Tablets and laptops technology and recharging phones;
 - MyGov Services;
 - Accessing Medical Services; and
 - Online applications for passports, visas, family violence orders etc.
- Community artists and writers are utilising the Centre's high quality printing Services.
- Visitors to the area who need assistance with:
 - Accessing their emails;
 - Purchasing Parks and Wildlife Service passes;
 - Physical printing of documents, photographs, and airline and Spirit of Tasmania tickets, and much more.

The Centre also hosts the St Helens STEM for Girls program. STEMforGIRLS is an initiative launched in St Helens to improve education and career pathways for girls in the community. STEMforGIRLS aims to increase gender equality in STEM education and careers.

This group of approximately 8-12 school aged girls meet fortnightly at the Centre. The purpose of workshops is to provide accessible education in STEM (Science, Technology, Engineering and Mathematics) to all girls in the Break O'Day community aged between 10 to 14 year old.

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ST HELENS ONLINE ACCESS CENTRE OUT PERFORMS

Despite being one of the lowest funded OAC, St Helens' Online Access Centre services almost 20 times as many visitors when compared to other OACs. As shown in Table 1 below, the St Helens OAC has the highest visitation numbers per quarter than any other location.

The significance of St Helens OAC's visitation numbers is reinforced when considering the number of people living in the Break O'Day municipality: 6,936 people (ABS, 2021). When comparing this figure to that of City of Devonport: 26, 922 people (ABS, 2021), it is clear that St Helens OAC is an integral Centre that meets the purpose of funding such centres.

More importantly, its significance in providing **vital digital literacy** access to one of the most isolated municipalities in Tasmania needs serious consideration when reviewing the allocation of future funding of OACs.

Table 1: Funding (2018-2019) versus Visitors Numbers to Online Access Centres (per quarter) (2017-18)

LOCATION	FUNDING	VISITORS PER QUARTER	GRANT MONEY/VISITOR IN A QUARTER
Devonport	\$50,000	3226	\$15.00
Deloraine	\$46,000	1742	\$26
Lilydale	\$21,300	116	\$183
Spring Bay	\$22,000	263	\$84
St Helens	\$22,000	5156	\$4.00

BENEFITS OF THE ST HELENS ONLINE ACCESS CENTRE

Servicing an Ageing population

Break O'Day has a significant ageing population. According to the 2021 census, our median age is 56, more than 10 years above the State's median age and almost 20 years above the National average. This means that more than half our population is over the age of 50.

Many people in this age group struggle with digital literacy and technology - whether to access Government Services or stay connected with their families. The St Helens Online Access Centre provides these community members with a safe and welcoming place, with staff and volunteers they trust to help them with their day-to-day, as well as essential tasks such as:

- Setting up and helping access a MyGov Account for Centrelink, ATO and Medicare;
- Paying bills online;
- Organising travel bookings, accommodation and Spirit of Tasmania tickets;
- Access online banking services;
- Accessing other Government services for medical, judicial etc needs.
- Linking services to MyGov
- Medicare Express app
- National Parks and Wildlife Service Park admissions
- Setting-up new mobile phone
- Setting-up new iPad/Tablet
- Setting-up email accounts

- Sending emails for patrons
- Search for an NBN provider
- Online Shopping
- Transferring money overseas
- Writing emails for patrons
- Comb binding for self-publishers
- A-3 photocopying
- Glossy photograph printing
- Laminating and guillotine services
- Quiet space for home-schooled children and higher education students
- Typing up Resumes for patrons.

Our population has grown by more than 10% over the last five years and according to Break O'Day Council New resident survey, more than 80% of these new residents are over the age of 50.

Servicing regional communities

Telecommunications across our municipality is unreliable and patchy with many areas unable to access phone and internet services. Even some community members and businesses living and operating close (5 minutes) to the St Helens Township still struggle with accessing adequate connections.

Community members from more isolated areas, such as Pyengana, Anson's Bay, Gould's Country, Bicheno, Lottah, Mathinna and Mangana utilise the St Helens Online Access Centre to access digital services.

While there has been some new telecommunications infrastructure installed in the Break O'Day Municipality, there is still a significant way to go before the access and speed is adequate to service our more regional townships. It is not only the ability to connect to the internet that provides a barrier in regional communities but also the support in navigating the technology and the St Helens Online Access Centre can provide access to these services. This crucial support is not offered or expected by other facilities.

Social Connection and Mental Health

As mentioned above, there are many areas in our Municipality that do not receive adequate internet and/or phone connection, this can make living in such areas lonely.

Being able to come in to St Helens once a week and utilise the Online Access Centre services so that they can connect with staff as well as their families both in Australia and overseas, contributes positively to their wellbeing.

A wonderful example of this is the real story of Online Access Centre staff assisting one of our community members get his wife out of a war torn country and back to Australia. Staff at the Centre went out of their way to help this highly distressed man organise a temporary visa application and consular assistance. This would not have happened without the Online Access Centre.

The staff and volunteers at the St Helens Online Access Centre also help women in domestic violence situations to arrange Family violence orders etc. They also help those members of the community who have low literacy and need a bit of extra assistance to navigate government and billing services.

The reason these people come to the St Helens Online Access Centre is that they are treated with respect and are always welcomed. The Centre provides a safe, caring environment that specialises in one-on-one digital literacy service that is not replicated at the Library or Service Tasmania, or any other similar service provider in our municipality.

The St Helens Online Access Centre is providing a valuable intergenerational digital service to the wide spectrum of visitors, community members and beyond.

Provision of service

As illustrated in the Table 1, there is clear inequity of funding across the State's Online Access Centres. The service levels of the St Helens OAC demonstrate how important this service is to our community and beyond.

The St Helens OAC serviced 15,000 people in 2021, this is more than double the entire municipality's population. When comparing these statistics with other locations - similar and regional - the St Helens OAC is the most utilised by far, seeing more than 5 times that of the next closest OAC located in Deloraine which sees approximately 7,000.

STATE GOVERNMENT ALIGNMENT

The operation of Online Access Centres and provision of the services they offer strategically align with the State Government's own policies and recommendations made in the PESRAC report.

This is explored in more detail below.

Our digital Future 2020 – Tasmanian Government for digital transformation

The vision of this strategy is: ***A prosperous and connected Tasmania, collaborating and thriving in a technology-enabled world***

The Objectives of this strategic document are outlined below with an explanation of how the St Helens OAC aligns with this:

Strategic Objective:	St Helens OAC Alignment
A more digitally engaged and confident community that is socially, culturally, economically and educationally connected.	Provision of services that assist and educate community members on how to utilise online services etc.
People in urban and rural areas across all regions have greater opportunities to participate and interact online with local, national and global communities, businesses and information sources	There is intermittent internet connection in our area. The OAC provides a place where community members who are affected by lack of internet connection can access online services.
People are supported to engage with government in the way that suits them best	A large amount of the work done at the OAC revolves around connecting the community with online, government services.

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People and businesses are able to interact with government in a simple, secure, streamlined and accessible digital environment	There is intermittent internet connection in our area. The OAC provides a place for businesses who are affected by lack of internet connection with access to online services.
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Major Actions of the Strategy	St Helens OAC Alignment
Deliver the Digital Ready for Daily Life program for digitally disadvantaged groups, including low income households, older Tasmanians and people not in paid employment.	The St Helens OAC provides a service utilised by disadvantaged groups in the area already. They are best situated to deliver this program on the State's behalf
Strengthen opportunities for lifelong digital skills learning Provide more options and opportunities for public access to 'anytime, anywhere' government services.	The St Helens OAC educates digitally illiterate people how to utilise online services. This includes teaching people how to access the internet on their devices
Improve telecommunications infrastructure, particularly in rural and regional Tasmania.	N/A
Increase 'smart city' technology to support urban communities and new technology businesses.	N/A
Support transformative digital projects that improve the delivery of frontline services to Tasmanians.	The St Helens OAC provides a service that connects the community with these services. They are best situated to deliver this program on the State's behalf.

PESRAC

In the PESRAC report the following recommendation was made:

Recommendation #34

The State Government should:

- As a priority, improve digital inclusion across Tasmanian communities by:
 - setting clear whole-of-government Key Performance Indicators (KPIs) for closing the digital divide within the next 2-5 years in each of the three key dimensions of digital inclusion: access, affordability, and digital ability; and
 - to achieve those KPIs, align actions and provide material funding to drive outcomes under Our Digital Future.
- Engage with local communities to address digital inclusion at a local level; and
- Leverage its extensive digital footprint through expanding access to its existing facilities which provide digital capability to our communities. These include:
 - schools;
 - libraries;
 - online access centres; and
 - Service Tasmania outlets.

The St Helens Online Access Centre is already achieving some of these KPIs on the Government's behalf including:

Improving digital inclusion – the St Helens Online Access Centre provides a service to those that are unable to access online services for a range of reasons from low literacy, intermittent internet connection and those that are digitally illiterate.

Engage with local communities to address digital inclusion at a local level – The St Helens Online Access Centre, as stated above is already providing this service.

Leverage its extensive digital footprint through expanding access to its existing facilities which provide digital capability to our communities including: schools, libraries, online access centres, and Service Tasmania outlets. – This action explicitly details and recognises working with and expanding digital capability through Online Access Centres.

By increasing funding of St Helens OAC demonstrates that the State Government is serious in supporting the increase of digital capability within communities. Importantly, an increase of funding to the St Helens OAC is at its **very core** achieving the aims of the State Government and adhering to their stated policies and objectives.

RECOMMENDATIONS

If the Tasmanian Government is serious about increasing digital literacy as well as access and inclusion to digital services, they must increase funding to the very organisation delivering these actions on the ground.

As it stands at the moment, the State Government is essentially relying on ‘the good intentions’ of volunteers (which are cost neutral) to deliver their own strategic actions in the digital futures space. From discussions with senior government advisors, it is clear that the State has a very limited understanding as to what these regional Online Access Centres are actually delivering on the ground.

The importance of the St Helens Online Access Centre to the community is clear just by looking at visitation numbers, yet there seems to be no equity or recognition of this importance reflected in the funding of the St Helens Online Access Centre or discussions with the Government.

We would like to make the following recommendations to the State:

1. **Meet with Council and the President of the St Helens OAC to discuss and demonstrate the importance of the St Helens Online Access Centre to the community;**
2. **Increase funding to the St Helens OAC of \$173,371.74* for the three year period to enable it can continue to deliver digital literacy actions that align with State Government strategic priorities; and**
3. **Recognise the importance of regional OACs and their contribution of intergenerational digital literacy, access and capability to the Community and beyond.**

*this figure is based on the St Helens Online Access Centre's Business Plan submitted to the Minister of Education, Mr Roger Jaensch, MP in recent correspondence.



11/22.16.0 DEVELOPMENT SERVICES

11/22.16.1 Development Services Report

ACTION	INFORMATION
PROPONENT	Department
OFFICER	Jake Ihnen, Development Services Coordinator
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. The Tasmanian Planning Commission have completed the required hearings. The commission has requested further information from participants and Council. Council staff are attending to requests and developing a response to the commission.
2. Preparation of BODC Submission State Planning Provisions Review Scoping Paper (included separately in Council agenda);
3. Finalising Community Feedback and Draft Georges Bay Activation Strategy to be presented to Council at future meeting;
4. Development of Design Briefs for St Marys Indoor Recreation Complex and Final Community Shed.
5. Collaboration with State Government Department regarding implementation of Plan Build. Testing phase has now commenced.

6. Progression of Drafting of Georges Bay Activation Strategy.

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 2021 /2022
NPR	5	3	2	2									12	
Permitted	1	1	6	5									13	
Discretionary	17	22	5	13									57	
Amendment	3	1	3	2									9	
Strata	1												1	
Final Plan	1	6		1									8	
Adhesion														
Petition to Amend Sealed Plan			1										1	
Boundary Rectification														
Exemption														
Total applications	28	33	17	23									101	326

Ave Days to Approve Nett (1)	43.67	33.66	21.41	27.26										31.42
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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:

October 2022

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
202-2022	Stieglitz	Change of Use to Visitor Accommodation	S57	36	35
241-2022	Stieglitz	Construction of Shed	NPR	4	4
176-2022	Beaumaris	Deck	S58	7	7
194-2022	Scamander	Construction of Ancillary Dwelling, Shed & Retaining Wall	S57	43	42
183-2022	Scamander	Construction of Shed	S57	44	36
082-2022	Ansons Bay	Demolition of Shed & Carport, New Shed with Amenities	S58	6	5
213-2022	Akaroa	Construction of a Dwelling & Outbuilding	S57	43	43
215-2022	St Helens	Carport	S57	42	42
197-2022	St Marys	Dwelling and Front Fence	S57	44	43
186-2022	St Helens	Dwelling, Ancillary Dwelling & Carports x 2	S57	73	43
229-2019 AMEND	St Marys	Amendment to Opening Hours	S56	3	3
172-2022	Binalong Bay	Additional Use Visitor Accommodation	S58	29	28
245-2022	Scamander	Retrospective Approval of (2) Porches	NPR	15	15
163-2022	Pyengana	Construction of Dwelling and Carport	S57	63	32
217-2022	St Helens	Construction of a Dwelling and Outbuilding	S57	42	42
359-2021 FINAL	Akaroa	Final Plan of Survey	FINAL	15	15
233-2022	St Helens	Additional Use for Visitor Accommodation	S58	20	19
223-2022	St Helens	Dwelling, Carport & Shed	S57	38	38
212-2022	St Helens	Alterations to Front Fence & Storage Yard	S57	39	38
088-2021 AMEND	St Helens	Removal of Subfloor Garage, Removal of Proposed Fill & Removal of Side Retaining Wall	S56	6	6
216-2022	Scamander	Legalisation of Shed Addition	S57	48	48
266-2022	St Helens	Additional Use to Short Term Accommodation	S58	5	5
226-2022	Binalong Bay	Construction of Additional Dwelling (Multiple Dwellings) Pool, Spa & Deck	S57	48	38

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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.
New Accessible/Family Toileting Facility	St Marys Community Space	<ul style="list-style-type: none"> Completed and Opened to public 4th October 2022; Minor landscaping works to be completed once the area has dried.

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

Description	Location	Updates
Marine Rescue Additions	St Helens Foreshore	<ul style="list-style-type: none"> Nearing Completion.
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> Works Commenced; Next phase of works pending outcomes of St Helens Sports Complex Masterplan consultation.
Building Improvements	St Helens Council Chambers	<ul style="list-style-type: none"> Works substantially completed; Minor fit out works to be completed.
New Lighting Towers	St Helens Sports Complex – Football Oval	<ul style="list-style-type: none"> Works have commenced, due for completion prior to commencement of Local AFL roster (April/May 2022).

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

Description	Location	Updates
Building upgrades	St Marys Railway Station	<ul style="list-style-type: none"> Works scoping and scheduling of works to be confirmed.
Old Tasmanian Hotel Site – New Community Shed	20 Talbot Street, Fingal	<ul style="list-style-type: none"> Successful funding application through Black Summer Bushfire Recovery Grants Program;

		<ul style="list-style-type: none"> • Consultation and Conceptual Design phase completed; • Planning Application Lodged. • Quotations currently being sourced for Construction Documentation Package.
St Marys Indoor Recreation Facility	St Marys Sports Complex	<ul style="list-style-type: none"> • Successful funding application through Black Summer Bushfire Recovery Grants Program; • Consultation and Conceptual Design phase completed; • Quotations currently being sourced for Construction Documentation Package. • Planning Application Lodged.
New Solar Panels & Heating Improvements	St Marys Community Hall	<ul style="list-style-type: none"> • New project - Approved in 2021/2022 Capital Works Program • Scoping and works and quotations currently being sourced.
St Marys Waste Transfer Station Additions	St Marys Waste Transfer Station	<ul style="list-style-type: none"> • New project - Approved in 2021/2022 Capital Works Program • Work scope currently being reconsidered.

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

Building Services Approvals Report October 2022

No.	BA No.	Town	Development	Value
1	2022 / 00051	St Helens	Internal alterations and small additions Australia Post Office	\$670,000.00
2	2022 / 00089	Binalong Bay	Additions to existing Dwelling - 2 Storey	\$25,000.00
3	2021 / 00327	St Helens	New 3 x Visitor accommodation Units, BBQ Area & Storage shed/Area	\$420,000.00
4	2022 / 00012	Binalong Bay	Legalisation Deck & retaining wall	\$26,000.00
5	2021 / 00269	St Helens	New Dwelling & Shed	\$332,000.00
6	2022 / 00198	St Helens	Legalisation of Change of Use (Attached Garage to 2 x Habitable bedrooms)	\$5,000.00
7	2017 / 00184	St Marys	Legalisation Shed	\$12,600.00
8	2021 / 00368	Four Mile Creek	New Dwelling incorporating Patio & Garage	\$196,000.00
9	2021 / 00229	Stieglitz	New Dwelling & Carport	\$732,000.00
10	2022 / 00100	Weldborough	New Telecommunications Tower	\$250,000.00
11	2022 / 00209	St Helens	New (Dwelling) & Legalisation (Carport)	\$600,000.00
12	2019 / 00102	St Helens	Alterations & Additions Aged Care	\$2,000,000.00
13	2022 / 00031	Falmouth	New Dwelling, Shed & Deck	\$354,000.00
14	2021 / 00118	Scamander	New Dwelling, deck, courtyard, carport & pool	\$400,000.00
15	2022 / 00017	St Helens	Legalisation Veranda, Utility Room & Retaining wall	\$18,000.00
16	2022 / 00068	St Marys	Alterations & Change of Use (Gallery/workshop to Cafe)	\$10,000.00
17	2022 / 00183	Scamander	New Shed	\$31,000.00
18	2021 / 00117 - AMEND	Akaroa	New Dwelling incorporating Decks & Shed with amenities	\$15,000.00
19	2022 / 00048	Scamander	New Dwelling	\$77,000.00
20	2022 / 00013	Mathinna	New Dwelling	\$265,000.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2021/2022	2022/2023
	\$11,525,720.00	\$15,159,646.00

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2022	2023
	October	\$3,923,800.00	\$6,438,600.00

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2021/2022	2022/2023
	October	71	78

ENVIRONMENTAL REPORT

Description	Updates
NRM Committee	<p>The NRM Committee met on 13 September and for the first time with Aunty Jen Wilson representing the Aboriginal community. Some of the topics addressed include Local Government Reform, NRM North Association representatives for Break O'Day, dog management and off-road vehicle use on St Helens Point.</p>
Serrated tussock project	<p>Control of serrated tussock and surveys, using a specially trained detection dog were completed on and around the two infestation sites in Break O'Day. 3000 plants were found and removed with help from Fonzie the detection dog to prevent seed production this season. Fonzie also helped confirm paddocks and bush around the sites are free of serrated tussock.</p> <p>The work is part of the Break O'Day Serrated Tussock Eradication project, funded through the Tasmanian Government's Weed Action Fund. The project continues in 2023 and aims to help affected landholders achieve the final stages of eradication of this serious agricultural weed from Break O'Day.</p> 
Cat Management	<p>12 Break O'Day cats and their owners have benefited from Council's cat microchipping and de-sexing subsidy, including three stray, roaming or semi-owned cats taken in to homes as owned pets. The subsidy offer has been withdrawn in consultation with the local vet to minimise the seasonal risk of pregnant cats coming for desexing.</p>

Recreational Water Quality

The *Public Health Act 1997* requires that Councils to monitor recreational waters (including public pools and spars) using the Tasmanian Recreational Water Quality Guidelines. Monitoring is conducted monthly during the warmer months to test faecal contamination.

The 2022-23 monitoring season is scheduled to begin in December. Results for water samples last season indicated conditions at the ten waters monitored were safe for swimming according to the Tasmanian Recreational Water Quality Guidelines.

All natural waters may be subject to local poorer water quality from time to time due to weather or other conditions.

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	2022/2023		2021/2022	
	Persons	Vaccinations	Persons	Vaccinations
July - December	60	64	43	45
January - June	0	0	155	156
TOTAL	60	64	198	201

Note: Increase is due to MEN ACWY now on the NIP for Grade 10 Students

Sharps Container Exchange Program as at 1ber 2022

Current Year	Previous Year
2022/2023	2021/2022
22	12

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.

11/22.16.2 St Marys Indoor & Evacuation Centre – Community Feedback and Conceptual Design

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Jake Ihnen, Development Services Coordinator
FILE REFERENCE	004\010\004\
ASSOCIATED REPORTS AND DOCUMENTS	Proposed Concept Plans; Community Feedback 3d Views

OFFICER’S RECOMMENDATION:

1. Accept Community Feedback attached, and
2. Provide Endorsement of the attached concept plans for the development of the St Marys Indoor & Evacuation Centre,
3. Progress Construction and Tender Documentation with Successful Consultant.

INTRODUCTION:

Master planning has been completed and considered previously by Council. This project was identified and successful for funding by the Black Summer Bushfire Recovery Grants Program.

PREVIOUS COUNCIL CONSIDERATION:

08/18.15.6 Progression of St Marys Sports Complex Master Plan.

OFFICER’S REPORT:

Council officers engaged Edwards & Simpson Architects to develop a concept plan to seek funding for the Black Summer Bushfire Recovery Grants Program provided by the federal government. Council identified the initial project scope based on previous comprehensive community consultation and in partnership with the Fingal Neighbourhood House who were identified as the primary users of the current facilities.

The conceptual plans were further developed in accordance with targeted user consultation of the St Marys Sports Complex held on the 3 June 2022 at the St Marys Sports Centre. This round of consultation was followed by a broader public consultation phase.

A copy of the collated feedback and corresponding outcomes are notated within the attached.

This project aims to achieve the following:

1. Replace the current St Marys Football Clubrooms which has passed its useful life and poses a risk to occupants of the buildings;
2. Replace the existing Exhibition Building (currently St Marys Gym) which has reached the end of its useful life and required improvements to meet community needs are not cost effective;
3. Provide for an indoor space which is multi-use for various community needs such as the community gym, indoor activities, meeting space, evacuation centre, change facilities for sports ground and catering.
4. Enhance community wellbeing and community connections, and
5. Aim to reinvigorate existing sporting clubs.

The final conceptual plans have now been finalised and an application have been lodged for a planning permit.

This report seeks to endorsement of Council to allow for the project to progress through to the tender phase (subject to regulatory approvals).

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

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

Goal

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

Strategy

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

Goal

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

Strategies

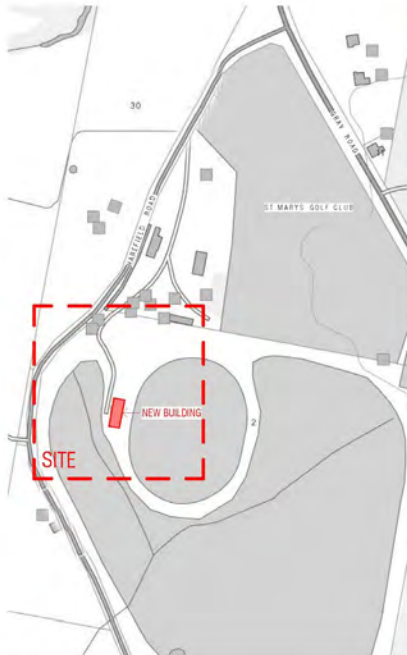
- Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.
- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- Develop and maintain infrastructure assets in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

BUDGET AND FINANCIAL IMPLICATIONS:

The total funding budget is \$1,106,487.

VOTING REQUIREMENTS

Simple Majority.



01 LOCATION PLAN
SCALE 1:5000



02 SITE PLAN
SCALE 1:750



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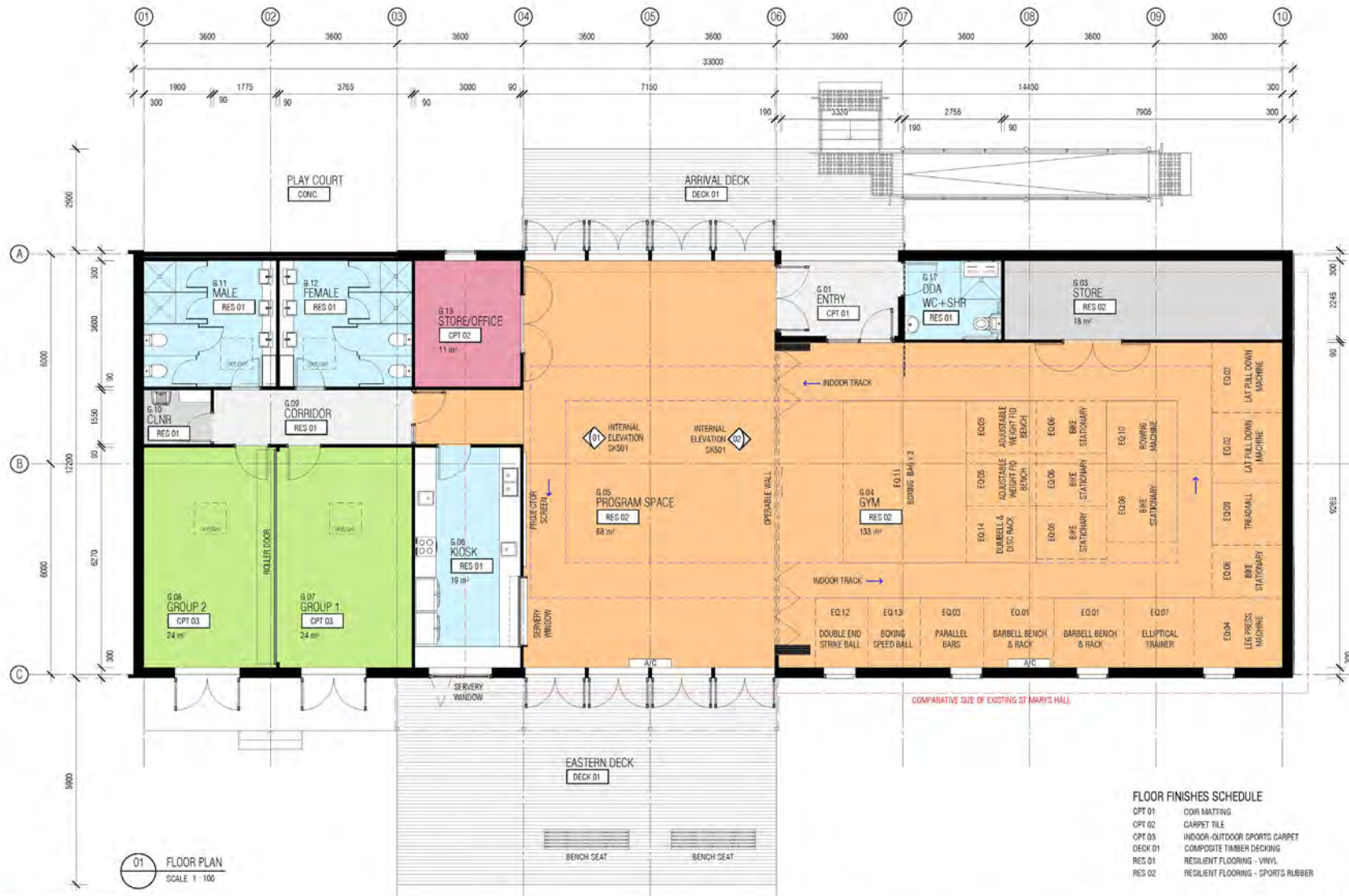
Rev	Description	Date
1	Issue for information	11/02/16
2	Issue for issue	11/02/16



Project
ST MARYS EVACUATION CENTRE
2 drawings
of 2 drawings (2 of 2)
Client
BREAK O'DAY COUNCIL

Drawing title		
LOCATION PLAN & SITE PLAN		
Date created	Checked	Approved
11/02/16	LE	-
Scale As indicated @ A3		

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Drawing number
SK101
Revision
P1
Status
PRELIMINARY



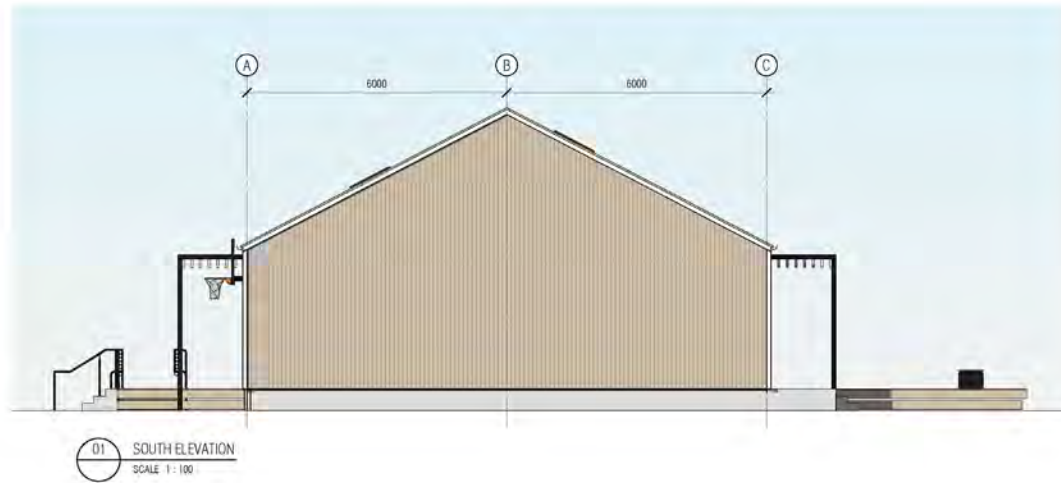


01 NORTH ELEVATION
SCALE 1:100



02 EAST ELEVATION
SCALE 1:100

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No.	Description	Date															
1	Issue for tender	11/11/17															
Date created	Checked	Approved															
20/11/17	HF																



01 SOUTH ELEVATION
SCALE 1 : 100



02 WEST ELEVATION
SCALE 1 : 100



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Revisions	Date	By	Check	Appr
01	16/12/21	AK/ML/KJ/PL	ML	AK
02	16/12/21	AK/ML/KJ/PL	ML	AK
03	16/12/21	AK/ML/KJ/PL	ML	AK

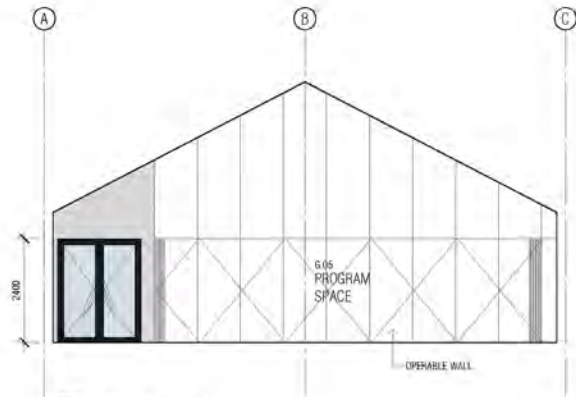
Project
ST MARYS EVACUATION CENTRE
Client
BREAK O'DAY COUNCIL

Date created	Checked	Approved
16/12/21	ML	AK
Scale	1 : 100 (A3)	

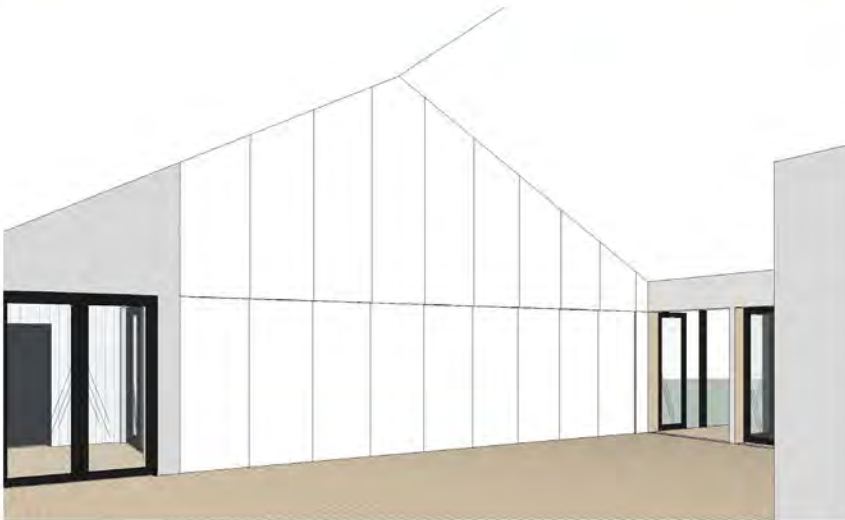
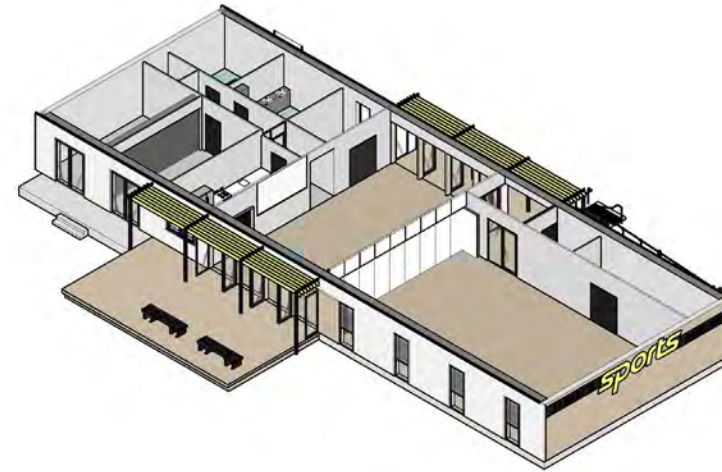
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Drawing number
SK302
Revision
P2
Status
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01 INTERNAL ELEVATION
A201 SCALE 1:100



02 INTERNAL ELEVATION
A201 SCALE 1:100



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Revisions

NO.	REVISION	DATE
11	REVISED PER COMMENTS	11/11/16
12	REVISED PER COMMENTS	11/11/16

Project: ST MARYS EVACUATION CENTRE

Client: BREAK O'DAY COUNCIL

Drawing title: 3D VIEWS

Date created	Checked	Approved
11/11/16	11	11
Scale	1:100	

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 Project number: 21016 Drawing number: SK907 Revision: P1
 Status: PRELIMINARY

This document comprises comments and concerns raised by the community and stakeholders following the presentation of the concept plan at the consultation evening at St Marys on 3 June 2022, along with responses from the architect addressing each item.

Discussion Item	Architect's Response
Heating	
Heating is very important considering the Valley climate – Would infra-red heating be considered?	The concept design included a pellet heater and high level of insulation. Following consultation the design has been modified to include reverse cycle heat pumps to the gym and program space as well as radiant heaters to the walls of the gym, program space and group rooms. Heaters and heat pumps are shown on floor plan.
Toilets	
How will people access the toilets from fixed gym area? – Especially if there are other people using the other are of the gym	The DDA WC and shower has been relocated to provide amenities for the gym when program space is in use. Refer floor plan.
How can the toilets be access from the outside? – This will be required when there are sports games/matches.	The DDA WC and shower will provide amenities with external access. Refer floor plan.
Kiosk	
Can we have a bar and can the kiosk be used to serve outside?	The kiosk includes an internal servery window servicing the program space and an external servery window to the eastern deck. Servery windows are shown on floor plan.
Flooring	
What sort of flooring will the facility have?	Decking will be composite timber. The entry will have matting suitable for removal of dirt prior to entering the building. The gym, program space and storage areas will have sports rubber style flooring. The kiosk and amenities will have vinyl flooring. The group rooms will have sports indoor-outdoor carpet flooring. Floor finishes are identified on floor plan.
Climbing Wall	
If a climbing wall is to be included it will have to be built to Aus. standards and include rubber matting for soft fall etc. Need to ensure the structure can handle the weight of belay systems etc. If planning for climbing events – they will need to be outside.	The significant cost implication, space requirement and inflexible nature of a climbing installation does not align with the program of the building and won't be part of the project.

Discussion Item	Architect's Response
Security	
There's a lot of glass – how will the building be secured?	The building will have access control for security which will be remotely lockable and restrict users to specific areas. Windows and doors will incorporate laminated glass for added security.
Are there any concerns about vandalism?	There has been low incidence of vandalism at the site so this is not expected to be a major issue.
Will there be window coverings/blinds that can be pulled down so people cannot see in?	Automated blinds will be incorporated subject to cost constraints.
Acoustics	
Have the acoustics of the building been considered?	Yes, the design will incorporate acoustic surface treatments including acoustic plasterboard ceilings and sound absorbent panelling. Internal partition walls will be designed to provide appropriate acoustic separation between spaces.
PA/Screens for movie nights	
Has the installation of screens been considered for movie nights etc?	The design incorporates a projector and projector screen. The location of the screen is shown on the floor plan. Separate funding will need to be sought for this addition.
Storage	
We will need storage space for tables and chairs – has this been considered?	There are two areas comprising a total of 29 square metres of floor space for storage. Refer floor plan.
Change rooms	
Is there enough space for full teams to use these facilities?	The group rooms have been increased in size to better accommodate sports teams. The building has been designed so that it can be extended to the south should additional changing area be required in the future.
Natural Light	
The facilities could be quite dark, could we install more sky lighting?	The building will have an appropriate amount of natural light supplemented by energy efficient LED lighting. Skylights will be incorporated into toilet and shower areas and are shown on the floor plan.
Solar	
Are there any plans to install solar panels to off-set electricity costs?	Incorporating LED lighting and high level of insulation, the building will have low energy consumption. The capital cost of a solar power installation would exceed budget constraints, however the roof will be designed to allow a future solar installation.

Discussion Item	Architect's Response
Connectivity	
Concern that the central storage space interrupts opportunity to create larger open area.	The main storage area has been relocated to maximise floor area when the operable wall is open between spaces. Refer floor plan.
Gym	
As much wall spaces as possible is needed – prefer wall space on eastern side but if this is not possible could consider reducing floor to ceiling windows to standard windows.	Blank wall area to gym has been increased and glazing reduced. It is noted that some gym equipment is free standing of the walls and glazing to the floor is okay in these areas. Refer floor plan.
Do we need the office space? – This could be used as a walk- through to the toilets/storages between gym and program space.	The purpose of the office is to provide a secure storage space. This has been relocated as not to interrupt the flow between gym and program space. Refer floor plan.
Could we include doors on either side off the foyer area so toilets can be accessed from gym and program space?	The foyer has been reconfigured to allow controlled and separate access to the program space and gym. The DDA WC and shower has been relocated to service the gym and be accessible from outside. Refer floor plan.
Current gym hall provides longer circuit.	The removal of areas between program space and gym permits opening of operable wall to create larger open space with area for circuit training. Refer floor plan.
Evacuation Centre	
The evacuation centre will require a kitchen large enough to be able to provide food to people who need to be housed for a short period of time.	The kitchen floor area has been increased significantly. Refer floor plan.
General Feedback	
We will need external access to the toilet/shower from outside and an established access or alternative from fixed Gym through to toilets.	The DDA WC with shower has been relocated to provide external access. Separate entry has been provided to gym and program space. Refer floor plan.



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Rev	Date	Description	By
01	11/22/16	ISSUED FOR PERMIT	AS
02	11/22/16	REVISION TO ISSUE	AS

Project
ST MARYS EVACUATION CENTRE

Client
BREAK O'DAY COUNCIL

Date created	Checked	Approved
15/09/16	EE	-

Scale
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Drawing number
SK902

Revision
P1

Status
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Revisions

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02	11/22/16	REVISION TO ISSUE	AS/JT

Project
ST MARYS EVACUATION CENTRE

2 drawings
31/08/2016 14:05:05

Client
BREAK O'DAY COUNCIL

Drawing title
RENDERS

Date created	Checked	Approved
25/08/16	EE	-
Scale	@ A3	

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Revisions

No.	Date	Description	By
01	11/22/16	ISSUED FOR PERMIT	AS/JT

Project
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Client
BREAK O'DAY COUNCIL

Drawing title
RENDERS

Date created	Checked	Approved
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Project number	Drawing number	Revision
21016	SK905	P1

Status: PRELIMINARY

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Jake Ihnen, Development Services Coordinator
FILE REFERENCE	004\005\002\
ASSOCIATED REPORTS AND DOCUMENTS	Proposed Concept Plans.

OFFICER'S RECOMMENDATION:

1. Accept Community Feedback attached, and
2. Provide Endorsement of the attached concept plans for the development of the Fingal Community Shed;
3. Progress Construction and Tender Documentation with Successful Consultant.

INTRODUCTION:

This project was identified and successful for funding by the Black Summer Bushfire Recovery Grants Program.

PREVIOUS COUNCIL CONSIDERATION:

No previous Council consideration.

OFFICER'S REPORT:

Council officers engaged Edwards & Simpson Architects to develop a concept plan to seek funding for the Black Summer Bushfire Recovery Grants Program provided by the federal government. Council identified the initial project scope initial community feedback and partnership with the Fingal Neighbourhood House who were identified as the primary users of the current facilities.

The conceptual plans were further developed in accordance with targeted user consultation held over several weeks. This round of consultation was followed by a broader public consultation phase. The consultation feedback was positive and no further notations or responses were considered to be required.

This project aims to achieve the following:

1. Provision for a fit for purpose facility including storage of current vehicles and workshop spaces to support services and health providers;
2. Provision for purpose built facility which provides lockable storage for community vehicles and a secure, inclusive space for community meetings;
3. Improve access and participation in health and wellbeing activities;

4. Create skill sharing, training and economic opportunities.

The final conceptual plans have now been finalised and an application have been lodged for a planning permit.

This report seeks to endorsement of Council to allow for the project to progress through to the tender phase (subject to regulatory approvals).

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

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

Goal

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

Strategy

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

Goal

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

Strategies

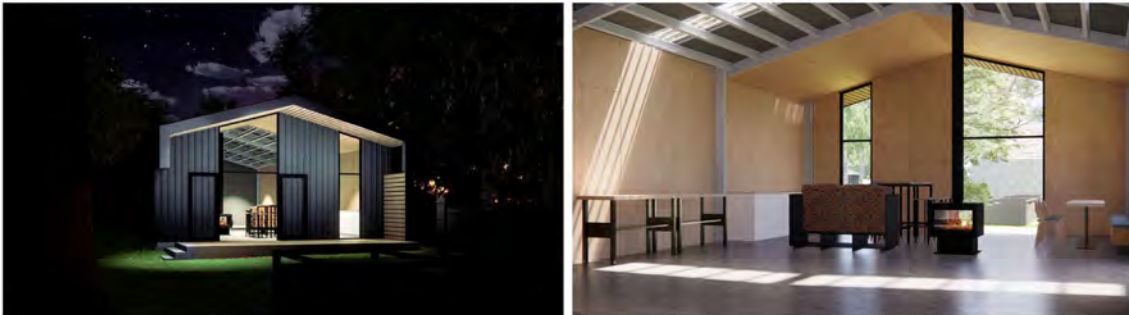
- Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area.
- Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.
- Develop and maintain infrastructure assets in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

BUDGET AND FINANCIAL IMPLICATIONS:

The total funding budget is \$373, 867.00

VOTING REQUIREMENTS

Simple Majority.



Fingal Valley NHH Mens Shed

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

OFFICER'S RECOMMENDATION:

That Council receive the Minutes of the NRM Committee Meeting held on 13 September 2022.

INTRODUCTION:

The Break O'Day NRM Special Committee met on 13 September 2022 at the St Helens Child and Family Learning Centre.

PREVIOUS COUNCIL CONSIDERATION:

06/22.16.2.125 Moved: Clr K Chapple / Seconded: Clr J Drummond

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

CARRIED UNANIMOUSLY

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

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

CARRIED UNANIMOUSLY**OFFICER'S REPORT:**

Minutes from the NRM Committee's meeting in September are attached for Council's attention and to be formally received. The table below summarises current outstanding NRM Committee actions or advice following the meeting, to be noted and/or considered for further attention by Council.

The NRM Committee resolved to make several recommendations to Council, which it should consider and discuss for further action.

Council's attention is drawn in particular to

3.2.1 Council invite the local Noiheener Aboriginal community organisation to meet with Council at a Council Workshop and share interests and aims.

	Item	Status
4 August 2020		
6.2.1	Public call and direct search for community, education and forest industry representatives to nominate for vacancies on Council's NRM Committee	Completed. Continue for remaining vacancies.
13 September 2022		
3.2.1	Council invite the local Noiheener Aboriginal community organisation to meet with Council at a Council Workshop and share interests and aims.	Recommendation
5.4.1	Due to welfare risks for pregnant female cats, Council delay plans to pilot population control of stray/roaming cats until autumn 2023.	Advice. Postponed, and desexing subsidy offer withdrawn.
5.7.1	Council, when managing rodent problems at its facilities, reduce risks of secondary poisoning of wildlife by avoiding <i>second generation anticoagulant rodenticides</i> and prefer safer <i>first generation anticoagulant rodenticides</i> and other best practice strategies where possible.	Advice
7.1.1	Council contribute to sponsoring a PWS Discovery Ranger in Break O' Day to provide education and information activities this summer to increase community enjoyment, knowledge and action in the natural environment, particularly our beaches.	Recommendation
7.4.1	Council provide public information and education support to the efforts being made by the Parks and Wildlife Service, private landholders and NRM North to control illegal off road vehicles on St Helens Point.	Recommendation

STRATEGIC PLAN & ANNUAL PLAN:

Break O’Day Council Strategic Plan 2017 – 2027
Revised March 2022

Environment

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees

Local Government (Meeting Procedures) Regulations 2015

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Except for the proposal for sponsorship of a Discovery Ranger over the summer (shared cost), recommendations by the NRM Committee to Council are not likely to require significant resources additional to the budget for 2022-2023 and Annual Plan. Any additional resources would be subject to a detailed proposal and Council decision to provide them.

VOTING REQUIREMENTS:

Simple Majority.



Minutes

NRM SPECIAL COMMITTEE MEETING

BREAK O'DAY CHILD & FAMILY LEARNING CENTRE

Meeting room, 1 Groom St. St Helens

Tuesday 13 September 2022

1:00 – 3:15 pm

(Postponed from 12 July 2022)

1 Attendance

Present:

Councillor Janet Drummond (Break O'Day Council – Chair); Clr Kristi Chapple (Break O'Day Council); JeanyMaree Wilson (Aboriginal community); Dom Neyland (Parks and Wildlife Service); Todd Dudley (NE Bioregional Network);

That a Quorum was not present was recognised. In accordance with the NRM Committee Charter decisions made would need to be confirmed at the next Meeting.

Attending and meeting note taking: Polly Buchhorn, NRM Facilitator.

Apologies:

Clr Lesa Whittaker (Break O'Day Council); Tim Rhodes (Agriculture Industry); Craig Lockwood (Marine Aquaculture); Howard Jones (Community Representative);

1.1 Acknowledgement of Country

Aunty Jeanymaree Wilson was welcomed to the NRM Committee and Meeting and invited to offer an Acknowledgement of Country:

I would like to welcome everyone to the meeting today and acknowledge the Plenner-remairmenner clan, the people whose country we meet on. I would like to acknowledge the Elders, past, present and future. I would also like to acknowledge the Tasmanian Aboriginal people, the original custodians of this land, who continue to practice culture and tradition to this day and always will. Thank you.

2 Confirmation Minutes of Meeting

2.1 Minutes of Meeting

Todd Dudley asked that the Minutes be amended (at 5.4 Dog Management) to clarify that it was North East Bioregional Network volunteers were working on the joint campaign for shorebirds.

- 2.1.1 Decision: That the Minutes of that Meeting held on Tuesday 12 April 2022 at Break O'Day Council Chambers – with one amendment at *5.4 Dog Management* to clarify that it was North East Bioregional Network community volunteers were working on the joint campaign for shorebirds – are confirmed.

Moved: Kristi Chapple

Seconded: Todd Dudley

Carried

2 Declaration of interest of a member or close associate

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

Nil

3 Business arising from the previous meeting

3.1 Committee Membership Appointments

Janet Drummond welcomed Aunty Jeanymaree Wilson to the Committee. At its July Meeting Council appointed Aunty Jen (representing the Aboriginal community) and Mr Adam Smith (representing PWS/public land manager) to the NRM Committee. It also reappointed Mr Howard Jones (Community); Mr Todd Dudley (Community conservation), Mr Tim Rhodes (Agricultural sector) and Mr Craig Lockwood (Marine and aquaculture).

Vacancies remain for representation from the forest industry, education and community sectors. One initial enquiry had been received on these, but the interest had not gone further.

Members discussed options for collaboration between Council and the community and stakeholders to develop and advance environment and NRM issues and priorities in Break O’Day. It was generally agreed the NRM Committee was an important and should remain as a representative forum for information sharing and focussed discussion.

It was agreed to seek interest and representatives for the vacancies on the NRM Committee, explaining and promoting the role and achievements of the Committee more, including by updating information on Council’s website relating to the NRM Committee.

3.2 NRM Action Plan priorities for 2022-2023

The 2022-23 NRM priorities referred to Council for its Annual Plan were:

Land and Water Management

- Continue seeking funding opportunities and partnerships for management priorities and actions
- Strategic weed management actions across land tenures – and developing the Weed Action Plan
- Improving soil and water management and weed and disease hygiene in land use practices and development
- Serrated Tussock Eradication (WAF grant funded) project
- Local Responsible Cat Ownership actions (Northern Regional Cat Management Strategy)

- Dog Management Policy implementation and cooperation, including support for shorebirds
- Catchment, stream and water quality management – take stock of priorities, trends and future priorities in the main river basins – and implement *rivercare* actions.
- Support community action on water issues for the George catchment and bay.

Appropriate Development

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

Climate Change

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

To provide context for new Committee member Jeanymaree Wilson, the NRM Facilitator outlined the relationship between the *Break O' Day Council Strategic Plan (2017-2027, a statutory requirement for Tasmanian local governments)* and *Council's Annual Plans* to implement it; and the *Break O' Day Environment and NRM Strategy and five year Action Plan*.

Aunty Jeanymaree asked about Council's policy and process for considering Aboriginal heritage in projects and development planning and approvals. She was concerned as PWS projects were regularly considered by Aboriginal Heritage Tasmania but not many were from Council. Aboriginal heritage values may not be getting the preplanning, engagement and development planning needed to avoid harming them. Aunty Jen is a member of the local Noiheener Aboriginal community organization and of the Aboriginal Heritage Council, which works to raise awareness that Aboriginal heritage and engagement with the Aboriginal community be included in the planning processes.

Committee members discussed the issues raised, noting that engaging with Aboriginal people and groups to share and respect their cultural heritage on land and sea is a standing priority in the Break O' Day Environment and NRM Strategy (and Action Plan) awaiting appropriate opportunities. The issues involved different streams of procedures and practices and also awareness between council and the community. Building connections for learning and discussion would be a first step.

3.2.1 Recommendation: Council invite the local Noiheener Aboriginal community organization to meet with Council at a Council Workshop and share interests and aims.

Moved: Janet Drummond

Seconded: Kristi Chapple

Carried

5.2 Water

Copies of the first 'Report Card' on Rural Water Use Strategy (and an Implementation Plan) by Department of Natural Resources and Environment Tasmania were circulated to members.

Todd Dudley reported North East Bioregional Network had included arguments on protection of waterways and wetlands in its submission to the draft Break O'Day Local Provisions Schedule (for the Tasmanian Planning Scheme). These were based on a review of existing studies and information, arguing even limited urbanisation leads to impacts on waterways and wetlands. It sought stronger control of urban scale lot development, particularly along the Break O'Day coast where there are many and development pressures. He offered to share this with NRM Committee members.

5.4 Cat Management program

The NRM Facilitator reported there had been a modest number of cats and owners take up Council's microchipping/de-sexing subsidy offer and it may be withdrawn soon due to welfare risks as numbers of pregnant cats are expected to increase. For the same reason plans for a cat trapping pilot activity, with the RSPCA and local vet targeting stray/roaming cats, should be delayed.

- 5.4.1 Advice: Council delay its planned population control pilot activity targeting stray/roaming cats until autumn 2023 to improve trapping success rates and avoid welfare risks for pregnant female cats.

Moved: Kristi Chapple

Seconded: Dom Neyland

Carried

5.5 Dog Management

The NRM Facilitator reported the dog management and shorebird breeding campaign by North East Bioregional Network community volunteers, PWS, Council, NRM North and Birdlife Tasmania continues, including new seasonal beach access signage, statutory signage installed by PWS and Council staff to mark joint dog management zones, public communications and a PWS response plan for tern breeding colony protection.

Todd Dudley added that Graeme Beech of North East Bioregional Network was working with St Helens District High School on an education program including field trips for students. He still hoped to arrange something with St Marys District High School.

Kristy Chapple reported she had met with users of the St Helens Dog Park at the Sports Complex who had a range of concerns, including regarding beach access, finding it hard to find

information on them and being disappointed there were no Off-Lead beaches north of St Helens.

5.6 2030 Natural Resource Management (NRM) Strategy for Northern Tasmania

The NRM Facilitator provided a brief review of NRM North's new 2030 NRM Strategy, which aligns well with several Break O'Day NRM priorities. The regional strategy flags several locations, values and issues in Break O'Day for future action where funding opportunities, likely through future regional federal government funding programs.

Land

- Healthy Country - work with and support Tasmanian Aboriginal land managers
- Resilient Land - adaptation pathways, partnership programs and knowledge sharing, planning, disaster recovery and Biosecurity
- Soil & vegetation best practice - Fingal valley

Water

- Rivers – George catchment, riparian protection, best practice agriculture
- Wetlands – Dianas Basin
- Coastal – seagrasses (Georges and Ansons Bays), giant kelp forests, native shellfish reefs in Georges Bay, and coastal inundation

Biodiversity

- Focus areas – NE corner (including much of Break O'Day coastal strip)
- Threatened communities – black and Brookers gum, white/blue gum forests, riparian vegetation and saltmarsh
- Threatened species – shorebirds, Davies wax flower, Ptunarra butterfly, bandicoots and quolls, eastern bittern, etc.

Todd Dudley commented there were many good actions proposed in the regional 2030 NRM Strategy which should be prioritized for implementation by our Break O'Day NRM Strategy and Action Plan. For example

- *Eucalyptus brookeriana* [threatened] woodland and forest community, of which there were significant areas around St Marys
- Dianas Basin was a priority wetland/coastal lagoon
- The north east coastal corner is identified as a priority area for biodiversity.

Todd suggested the NRM Committee to look more closely at the regional strategy for actions prioritised there that could be pursued in Break O'Day.

Members agreed this be included in the agenda for its next meeting.

5.7 Safer use of Rodenticides by Council

Members considered the report on Birdlife Australia’s Act for Birds campaign calling for council’s to reduce risks for birds and other wildlife from rodent poisons. A key step would be to avoid second generation anticoagulant rodenticides use safer non-anticoagulant and first generation anticoagulant rodenticides (Council, contractors and users of Council facilities) and minimize use of poisons wherever possible. Todd Dudley suggested Council also use the opportunity to promote safer use of rodent poisons in the community.

- 5.7.1 Advice: Council, when managing rodent problems at its facilities, reduce risks of secondary poisoning of wildlife by avoiding *second generation anticoagulant rodenticides* and prefer safer *first generation anticoagulant rodenticides* and other best practice strategies where possible.

Moved: Janet Drummond Seconded: Todd Dudley Carried

6 NRM staff update

The NRM Facilitator will reported

- Successful Platinum Jubilee Trees grant application for *Break O’Day Communities Platinum Jubilee Trees* project with modest ornamental and street tree plantings across seven townships.
- Funding proposal through SES for a project addressing current and long term flood and coastal hazards risks at the Scamander River mouth.
- Small presentation on Break O’Day’s St Marys Flood Management work at the annual Flood Management Australia conference at Toowoomba
- Regional Cat Management group meetings and implementation of Council cat microchipping and desexing subsidy
- LGAT Climate Change Conference and Break O’Day action through new northern councils partnership
- Planning detection dog searches as part of the WAF funded serrated tussock control project

7 Committee Members update and other business

7.1 Discovery Ranger Sponsorship - North East Bioregional Network

Todd Dudley asked the Committee consider recommending Council (along with NRM North) sponsor a Summer Discovery Ranger for Break O'Day from the PWS Discovery Ranger program. A Discovery Ranger would undertake activities to add value to the shorebird program and other conservation and interpretation needs in the area.

The NRM Facilitator noted Council had previously sponsored Summer Discovery Rangers but the budget allocation was discontinued some years ago and was not included in the current budget. Members discussed the benefits a local Discovery Ranger program could have for Break O'Day over the New Year – January holiday period.

- 7.1.1 Recommendation: Council contribute to sponsoring a PWS Discovery Ranger in Break O'Day to provide education and information activities this summer to increase community enjoyment, knowledge and action in the natural environment, particularly our beaches.

Moved: Jeanymaree Wilson

Seconded: Janet Drummond

Carried

7.2 Binalong Bay foreshore - North East Bioregional Network

Todd Dudley asked the Committee to consider the weed problem on the Binalong Bay foreshore reserves and a lack of weed control effort.

The Binalong Bay foreshore was badly affected by invasive weeds. North East Bioregional Network had done a lot of voluntary weed control but it needed more. Todd was concerned Council [who leases much of the reserve] was not putting enough resources in to managing the problems, and had made things worse putting the pedestrian pathway through the reserve, along which blackberry and was now growing.

A mature blue gum had also been cut down illegally. Dom Neyland indicated PWS had looked into this but had no hard evidence to use to prosecute anyone.

Kristy Chapple noted there had been some community interest in volunteer weeding. Todd added volunteer capacity was limited and there need to be more reserve management resources committed and for a reasonable period.

- 7.2.1 Advice: Council allocate sufficient resources to control weeds and restore bushland on its leased Binalong Bay foreshore reserve progressively over 5-10 years.

Moved: Todd Dudley

Seconded: Jeanymaree Wilson

Carried

7.3 Green Waste Fees - - North East Bioregional Network

Todd noted that the recent increase in green waste fees increases means dumping of green waste in the bush is more likely and increases weed risks.

7.4 Off Road Vehicle use on St Helens Point – Howard Jones

Howard Jones was an apology for the meeting due to another commitment but had provided a report of annotated photographs of one case of illegal off-road vehicle use across St Helens Point. He asked the Committee consider the issue of 4x4s (ORVs) on St Helens Point Conservation Area and what can be done. He is concerned about “a couple of constant offenders who are willfully flouting restrictions”.

Members received Howard’s report of illegal ORV use and discussed the problem.

Dom Neyland reported PWS was working with the new owners of the ‘Piano Coves’ property (The Elsie Cameron Foundation) to tackle illegal ORV traffic through the area. Measures being planned included information signs, large rock barriers and stepping up enforcement on reserves. NRM North was supporting the work with funding from their hooded plover project.

Access points were being reviewed on St Helens Point area but there are many opportunities along the built up areas backing onto the St Helens Point reserves – as Howard’s photos demonstrated. ORV use across public and private land on St Helens Point was a longstanding and significant problem and difficult to manage. Jeanymaree Wilson commented that, regarding signage information, ignorance of Aboriginal heritage values was not a legal excuse.

- 7.4.1 Recommendation: Council provide public information and education support to the efforts being made by the Parks and Wildlife Service, private landholders and NRM North to control illegal off road vehicles on St Helens Point.

Moved: Janet Drummond Seconded: Jeanymaree Wilson Carried

4 Next meeting dates

Members briefly discussed the Committee’s next Meeting date, previously set for Tuesday 11 October 2022, which was too soon and during the local government election period.

Tuesday 8 November 2022 was considered suitable for the next meeting, with Tuesday 6 December as a contingency date.

Meetings are normally on Tuesdays early in the month at the Child and Family Learning Centre at St Helens, starting at 12:30pm for BYO light lunch, with business starting 1pm, or sooner with agreement of those attending.

ACTION	DISCUSSION/DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council invite the local Noiheener Aboriginal community organisation to meet with Council at a Council Workshop to share interests and aims.

INTRODUCTION:

At its September meeting the Break O'Day NRM Special Committee discussed concerns for Aboriginal heritage values and their management in Break O'Day.

PREVIOUS COUNCIL CONSIDERATION:

Council considered the September 2022 Minutes of the NRM Special Committee, including the Committee's discussion, at its November Council Workshop and the Minutes are an Agenda item at this Council Meeting.

OFFICER'S REPORT:

The NRM Committee concluded from its discussion of Aboriginal heritage values and their management in Break O'Day that a good first step would be to engage with the local Noiheener Aboriginal community organization.

Council recently appointed Aunty Jeanymaree Wilson to its NRM Committee as representative of the Aboriginal community. She is a member of the newly formed local Noiheener Aboriginal community organization. She is also a member of the Tasmanian Aboriginal Heritage Council, which works to raise awareness about Aboriginal heritage and engagement with the Aboriginal community the land use planning development processes.

At the NRM Committee meeting in September Aunty Jeanymaree raised concern for Council's policy and process for considering Aboriginal heritage in projects and development planning and approvals.

The Committee's discussion was underpinned by the Break O'Day Environment and NRM Strategy and its priority to find opportunities to engage with Aboriginal people and groups to share and respect their cultural heritage on land and sea. It concluded the recent formation of the local Noiheener Aboriginal community organization was just such an opportunity for Council and the Aboriginal community to start with.

This could begin with Council and the Noiheener Aboriginal community organization introducing themselves and sharing their interests and aims, to identify areas for further collaboration and benefit to each other.

STRATEGIC PLAN & ANNUAL PLAN:

Break O’Day Council Strategic Plan 2017 – 2027
Revised March 2022

Environment

Goal

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

Strategy

5. Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.
6. 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.
7. Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it.

Break O’Day Environment and NRM Strategy 2019

Strategy

3.3 Awareness—using & enjoying the Environment

Aim

3.3.3 Aboriginal people and their deep cultural connection and traditions on the land and sea take a respected role in natural environment and resources management.

Activity

Opportunities with Aboriginal people to share with the wider community connections between the land and culture, identity and respect.

LEGISLATION & POLICIES:

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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

11/22.16.6 Community Communications support for Off Road Vehicle Management

ACTION	DISCUSSION/DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council provide public information and education support to the efforts being made by the Parks and Wildlife Service, private landholders and NRM North to control illegal off road vehicles on St Helens Point.

INTRODUCTION:

At its September meeting the Break O'Day NRM Special Committee discussed off road vehicle use on St Helens Point.

PREVIOUS COUNCIL CONSIDERATION:

Council considered the September 2022 Minutes of the NRM Special Committee, including the Committee's discussion, at its November Council Workshop and the Minutes are an Agenda item at this Council Meeting.

OFFICER'S REPORT:

Council's NRM Committee has discussed the issue of illegal off road vehicle (ORV) use and impacts on St Helen Point Reserves and private land. Concerns were raised by a member of the Committee recently.

At the same time the recent change in ownership of the 'Piano Coves' property, between St Helens Point and Dianas Basin, has renewed collaborative efforts to tackle the ORV use and illegal access issues there. These have been a problem for many years in the area.

The NRM Committee heard the Parks and Wildlife Service is working with the new owners of the Piano Coves property on renewed efforts to control ORV and other vehicle access on Reserves and private land. NRM North are also supporting the efforts with funding for actions such as large rock barriers to help reduce ORV impacts on breeding success of the threatened hooded plover and other shorebirds. In the last twenty or so years there have been similar efforts and many large rocks placed. A difference now is a stronger focus and commitment to the natural values of the private Piano Coves property by its new owner.

The Break O'Day Environment and NRM Strategy identifies ORV use as one of several recreational activities of concern in Break O'Day where responsibility for balancing recreational opportunities and access with sustaining the environmental is a shared responsibility.

The recreational use of ORVs on private properties and public reserves illegally is a significant issue of community concern. And from the perspectives of both those concerned for the environmental and amenity impacts, and recreational ORV users. Council can provide support to the community and the primary land owners/managers involved (including compliance authorities) with its communications and information activities in the community. Council also has an interest as a landholder on its airport property, which has numerous ORV trails over it.

The NRM Committee has asked Council commit to supporting efforts being made by the Parks and Wildlife Service, private landholders and NRM North to control illegal off road vehicles on St Helens Point using its community communications program.

STRATEGIC PLAN & ANNUAL PLAN:

Break O’Day Council Strategic Plan 2017 – 2027
Revised March 2022

Community

Goal

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

Strategy

8. Create an informed and involved community by developing channels of communication.
9. Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.

Key Focus Area

Improve and develop communication processes that lead to the community feeling more informed and involved.

Actions

1.2.1.1 Environmental Awareness - Encourage and improve the sustainable enjoyment, use and care of the natural environment with communications and support for activities.

Environment

Goal

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

Strategy

1. Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions.
2. Increase the community’s awareness of the natural environment; the pressures it faces; and actions we can take to sustain it and what it provides.

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

Break O’Day Environment and NRM Strategy 2019

Strategy

3.3 Access—using & enjoying the Environment

Aim

3.2.1 The Break O Day area is recognised as a leader in achieving environmentally responsible and sustainable recreational use with its conservation land management practices..

Activity

Facilitate cooperative management of recreational use issues to protect ecologically sensitive areas and sustain the capacity of the natural environment; investigate solutions and develop best practice strategies for planning and management of recreational activities—coastal camping, off-road vehicles, mountain bike trails.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees

Local Government (Meeting Procedures) Regulations 2015

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Providing community information and education support would be with Council’s existing budget and capacity in its Community and Environment priorities and programs.

VOTING REQUIREMENTS:

Simple Majority.

11/22.17.0 GOVERNANCE

11/22.17.1 General Manager's Report

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

OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

Meeting and Events attended:

18.10.2022	MS Teams	– Future of Local Government Review (Defining Council's role), participated in this online session which worked through a number of questions relating to the role of Councils into the future. In general it seemed useful but the session was poorly attended
18.10.2022	MS Teams	– Future of Local Government Review (Representation and Governance), similarly this worked through a number of questions on the topic including mandatory training and professional development of Councillors.
19.10.2022		– Future of Local Government Review (Planning & Regulatory), this session was more technically focussed as were the participants attending. Found the attitude from a couple of the participants dismissive if you didn't come from a technical background so decided not to waste my time and energy from about the half way point
22.10.2022	Scamander	– Wellbeing Certificate Showcase, a great event with a wide range of amazing projects explained by the participants. The energy and commitment to wellbeing in the room was fantastic as was the strength of the supportive network which had been created.
24.10.2022	Triabunna	– East Coast Tasmania Tourism AGM & 10 Year Anniversary

27 & 28.10.22	Hobart	– LGAT General Managers Workshop
28.10.2022	via Webex	– Northern Region Emergency Management Committee, an initial meeting to receive an outline of the situation and to discuss the impact of the St Marys Pass closure on local services (education, health TasNetworks, TasWater etc) and the community.
31.10.2022	via Webex	– Northern Region Emergency Management Committee, follow up meeting to discuss arrangements which were being put into place
04.11.2022	St Helens	– New Councillor initial information session, to run through the nuts n’bolts of being a Councillor including IT systems, the Induction Manual provided to all councillors at the start of the new Council term; how workshops and meetings operate including running through the Workshop agenda; and an opportunity for the Councillors to ask as many questions as they like.
08.11.2022	Cranbrook	– ECTT Opening the Gate Agritourism, this is part of a statewide project aimed at building and strengthening Farmgate tourism in Tasmania. The event included presentations of a number of the projects along the East Coast, there are two from Break O’Day, St Helens and St Marys, who have participated.

Meetings & Events Not Yet Attended:

14.11.2022	St Helens	– East Coast Tasmania Tourism, quarterly catch up with the CEO
18.11.2022	Launceston	– Northern region GMs meeting
21.07.2022	St Helens	– Council Meeting

General – The General Manager held regular meetings with Departmental Managers and individual staff when required addressing operational issues and project development. Meetings with community members included hg Zorn (MTB Collective) and Bob Barbour.

Brief Updates:

St Marys Pass

The closure of the St Marys Pass due to failures associated with wet weather has once again emphasised the need for the State Government to seriously look at the situation and plan for the future. Council’s submission to the 2023-24 State Budget was virtually complete, but following discussion with the Mayor, this item was added to the Submission. Following some media interviews with the Mayor, the Minister for Infrastructure (Michael Fergusson), John Tucker MP (Member for Lyons), and Department of State Growth have committed to looking seriously at the alternatives for future access. This has been followed up with a letter confirming that commitment.

In relation to the current situation, at the first meeting of the Northern Region Emergency management Committee on 28 October, a representative of State Roads (section within the Department of State Growth) when challenged by the General Manager on whether the stated four week timeframe would in fact blow out was adamant that the four weeks would be achieved. Following a lack of communication from the Department, the General Manager emailed the

Department on Wednesday 8 November noting that nearly 2 weeks had passed noting nothing was happening on the ground asking the following questions:

1. Have the engineering drawings been received? If not when are they going to be received?
2. Has a Contractor been engaged? If not when is this going to be finalised?
3. Are the Contractors going to work extended hours and weekends to get this work completed quickly?
4. When is work going to be commenced?
5. When is the estimated completion date?

The response from the Department of State Growth was received a few hours later explaining:

Geotechnical works occurred last week to inform the design, which we received at the end of last week. This design is now being refined. The design requires careful consideration of many issues, including access, geotechnical and environmental and safety.

A contractor is on track to be engaged today, and work will start on site later this week.

We will be working as fast as we can to ensure the repairs are completed and the road reopened as soon as possible, while keeping our workers and road users safe.

We can't yet confirm a completion date but will communicate openly with you and the community once we have an estimated date. We are also aiming to complete other works on the Pass while it is closed – including culvert inspections and drainage works.

We will be sending out twice-weekly electronic newsletters, which anyone can sign up to on our website, and publishing to social media at least weekly – or more often if required.

The General Manager will provide a further update at the Council meeting, we would expect that repair works should be well underway given the originally stated timeframe of four weeks for the closure.

Council is monitoring and maintaining Upper Scamander Road and German Town Road in the best state we can. As expected there has been a massive increase in traffic. The costs of this work will be claimed through the Natural Disaster Relief Agreement but Council will be out of pocket 25% of the total costs

Code of Conduct Review

The State Government has introduced to Parliament the *Local Government Amendment (Code of Conduct) Bill 2022* to strengthen and modernise the Local Government Code of Conduct Framework and provide a better process for dispute resolutions in Councils.

The Bill makes a number of important changes which is reflective of the consultation on this Bill with LGAT, the broader sector and the public.

It progresses reforms across several key areas, including:

- Improved consistency and clarity across councils through a single, standard Code of Conduct for all councils;
- Using local dispute resolution processes wherever possible, focusing initial assessments on more serious allegations and stipulating strict timeframes for processing code of conduct complaints; and

- Increasing confidence in the assessment and investigation process, minimising the risk of conflicts of interest and improving confidentiality of the Code of Conduct process.

A single, standard Code of Conduct issued by the Minister will automatically apply to all Tasmanian councillors and a council general manager will need to process any complaint within 14 days of receipt.

Communications Report

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS	BODC Newsletter	Sent out end of last month. Included stories on: <ul style="list-style-type: none"> The Wellbeing Festival - A celebration of positivity Locals recognised for contribution to Tourism A new Generation of Shorebird Guardians Plus all the usual; What's On, Weed of the Month and the Works Report.
	Annual Report	The Annual Report is complete and is now awaiting the financials
	Prospectus	The Prospectus has been updated with the latest census data. The new version has been uploaded to the website and has been sent to; RDA, NTDC, Office of the Coordinator General.
	State Budget Submission	Developed the Budget Submission with the Economic Development Officer and General Manager
Social Media	Weather event	Used FB to alert the community to closures etc. We are continuing to share updates on St Marys Pass. We have also been using socials to show what our works teams deal with during these events. These posts have been well received.
	Community Events	When asked and where we see community events – they are shared our Facebook page.
Marketing	East Coast Tourism	Working with EC Tourism on ensuring BOD area is well represented in the walking and cycling guide. Met with Kiley, ECTT's Marketing Officer to discuss winter marketing opportunities

	Aus Day Nominations Promotion	Worked with Community Services to design coreflutes promoting Aus.Day. These will be placed in the township frames.
Grants	Bay of Fires Trail	Grant currently being acquitted.
Conference	Sustainable Trails Conference	Attended TRC Tourism's Sustainable Trails Conference. There was a lot to take in but feel we have taken away some valuable insights as well as contacts in the industry
EMAIL DATABASES	Developing	Continuing to grow the EDMs through the new resident survey and engagement activities.
Community Engagement	Pumptrack EOI	Meeting Plans have been sent to both working group members. The Flagstaff Working Group will meet Monday 14 November – this will be the first meeting. The St Helens pumptruck working group will meet next year to ensure momentum and school students can be surveyed.

Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
1, 3 and 5 Maori Place, Akaroa Consolidation of Lots	Affixing Common Seal	Adhesion Order	Number 21 – Miscellaneous Powers and Functions to the General Manager
28 Legge Street, Falmouth 2 Lot Subdivision	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager
207 Binalong Bay Road, St Helens Request to Amend Sealed Plan	Affixing Common Seal	Blank Instrument Form	Number 21 – Miscellaneous Powers and Functions to the General Manager
79 Grant Street, Falmouth	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
03.10.2022	337 Certificate	Mathinna Plains Road, Mathinna (251142/2, 154123/2, 233173/1)	3007777

03.10.2022	337 Certificate	3 Story Street, St Marys	6405244
04.10.2022	337 Certificate	26 Beaumaris Avenue, Beaumaris	6787318
04.10.2022	337 Certificate	7 Perseus Street, St Helens	2624634
04.10.2022	337 Certificate	535 New England Road, Goulds Country	6804325
04.10.2022	337 Certificate	38 Annie Street, St helens (183451/21)	9217095
04.10.2022	337 Certificate	11 Sunbeam Crescent, Beaumaris	6790760
05.10.2022	337 Certificate	38 Annie Street, St Helens (183451/20)	9217095
05.10.2022	337 Certificate	34 Quail Street, St Helens (183100/1)	2739685
05.10.2022	337 Certificate	38 Annie Street, St Helens (183451/43)	9217095
05.10.2022	337 Certificate	28 Freshwater Street, Beaumaris	2905882
05.10.2022	337 Certificate	38 Annie Street, St Helens (183451/42)	9217095
05.10.2022	337 Certificate	13 Scamander Avenue, Scamander	9283294
17.10.2022	337 Certificate	114 St Helens Point Road, Stieglitz	6789049
17.10.2022	337 Certificate	Leona Road, Avoca(128072/3)	1808722
17.10.2022	337 Certificate	Unit 1, 1A Osprey Drive, Stieglitz	2922463
17.10.2022	337 Certificate	39 Poimena Road, Lottah	6798949
20.10.2022	337 Certificate	26841 Tasman Highway, Goshen	3221319
20.10.2022	337 Certificate	6 Edward Street, Cornwall	6400013
20.10.2022	337 Certificate	38 Annie Street, St Helens (183451/40)	9217095
24.10.2022	337 Certificate	66 Tully Street, St Helens	6800666
24.10.2022	337 Certificate	63 Ansons Bay Road, St Helens	1438215
25.10.2022	337 Certificate	98 St Helens Point Road, Stieglitz	9178935
25.10.2022	337 Certificate	73 Parnella Drive, Stieglitz	2215451
28.10.2022	337 Certificate	68 Lyall Road, Binalong Bay	6809097
31.10.2022	337 Certificate	23 Sunshine Court, St Helens	7559827

Tenders and Contracts Awarded:

Nil.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017-2027

Goal

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

Strategy

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not applicable.

VOTING REQUIREMENTS:

Simple Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	002\036\002\
ASSOCIATED REPORTS AND DOCUMENTS	2022 - 2023 Annual Plan

OFFICER'S RECOMMENDATION:

That Council receive the Review as at the 30 September 2022 of the Break O'Day Council Annual Plan the 2022 – 2023.

INTRODUCTION:

Council's management team prepared the 2022 - 2023 Annual Plan based on discussions which occurred through Council workshops and the normal budget/planning process. The Annual Plan was prepared to take into account the matters identified during the recent Strategic Plan review process; broader factors which are impacting Council; and reflecting continuity of existing projects and activities where this exists.

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:

The Annual Plan was adopted at the 27 June 2022 Council Meeting.

OFFICER'S REPORT:

This plan is generally based on the 10 Year Strategic Plan 2017 – 2027 which we reviewed in March 2022 where some new Key Focus Areas were identified.

This Report provides an update on progress with the activities detailed in the 2022-2023 Annual Plan for the first three (3) 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 30% completion vs a target of 25%. This is due in part to some activities being completed early in the year and I would expect this to revert to a more normal level through the next reporting periods. Looking at individual Key Focus Areas, progress sits at:

GOAL- Community

Communication	41% (Completion of Community Engagement Strategy)
Events & Activities	43% (Front end of year focus due to event schedules)
Volunteering	44% (Completion of Volunteer Strategy)
Community & Council Collaboration	39%
Wellbeing	38%

GOAL – Economy

Opportunities	35%
Brand	8% (Awaiting finalisation of Township Plans)
Population	17% (Impacted by ABS Data release)
Housing	42%

GOAL - Environment

Appropriate Development	30%
Land & Water Management	22%
Climate Change	25%

GOAL - Infrastructure

Community Facilities	23%
Towns	8% (relating to Car Parking Strategies)
Recreational Facilities	28%
Roads & Streets	17%
Waste Management	22%

GOAL - Services

Youth	18%
Health & Mental Health	20%
Education, Skills and Training	25%
Access & Inclusion	28%

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

LEGISLATION & POLICIES:

Councils are required each financial year, under Section 71 of the *Local Government Act 1993*, to prepare an Annual Plan.

The Act provides general guidelines for the production of the Annual Plan in that it should:

- o Be consistent with the Strategic Plan;
- o Include a statement of the manner in which the Council is to meet the goals and objectives of the Strategic Plan;
- o Include a summary of the estimates adopted under Section 82; and
- o Include a summary of the major strategies to be used in relation to the Council's public health goals and objectives.

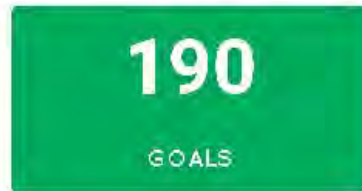
A copy of the Annual Plan is provided to the Director of Local Government and the Director of Public Health. A copy is also available at the Council Office for inspection by the public and on Council's website.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The financial implications of the 2022 - 2023 Annual Plan are detailed in Council's adopted budget.

VOTING REQUIREMENTS:

Simple Majority.



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

BREAK O'DAY COUNCIL PLAN

COMMUNITY

Current ...	Start D...	Due D...	Goal	Update
41%	01/07/2022	01/07/2023	Strategy 1.1 Create an informed and involved community by developing channels of communication. : 30 to 100	
41%	01/07/2022	30/06/2023	↳ Key Focus Area 1.1.1 Communication: Improve and develop communication processes that lead to the community feeling more informed and involved. : 100%	Completion of the Community Engagement Strategy has been a while in the making and it is great to have reached this point with the focus now switching to implementation. Other activities are progressing largely as planned
100%	01/07/2022	30/06/2023	↳ Actions 1.1.1.1 Community Engagement Strategy - Report back to the community on the finalisation of the Community Engagement Strategy.	The Community Engagement Strategy has now been formally adopted by Council. Reporting back to the community on the strategy includes: Update on the website under My Community / Community Engagement, in the August edition of the BODC Newsletter as well as on Social Media.
25%	01/07/2022	30/06/2023	↳ Actions 1.1.1.2 Communications - Ensure communication methods are diverse so to reach a broad range of community members.	The development and adoption of the Community Engagement Strategy provides clear guidelines on how, when and why the community should be engaged with. The strategy for example dictates that both digital and hardcopy information etc must be considered. The Communications Coordinator has also been working on the development of Email databases which provides a direct way for us to communicate with our communities.
25%	01/07/2022	30/06/2023	↳ Actions 1.1.1.3 Email Databases - Continue to grow and develop email databases to be used for direct communication with our community.	The Communications Coordinator continues to grow EDMs via community engagement, new resident letter/survey, newsletter and Facebook.

Current ...	Start D...	Due D...	Goal	Update
15%	01/07/2022	30/06/2023	→ Actions 1.1.1.4 Website - Review website content to ensure it is accessible and easy to understand with a focus on Planning, Building and Economy sections.	This will progress once Development Services have completed the LPS work which has been tying up staff time.
43%	01/07/2020	01/07/2023	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	
43%	01/07/2022	30/06/2023	→ Key Focus Area 1.2.1 Events and Activities: Create a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups. : 100%	Activities in this area are well on track as we approach the busy season of events. Support for community groups running events has included addressing the Soft Plastics Policy of Council which is being rolled out. The Festival of wellbeing looks like being a large success this year.
25%	01/07/2022	30/06/2023	→ Actions 1.2.1.1 Environmental Awareness - Encourage and improve the sustainable enjoyment, use and care of the natural environment with communications and support for activities.	<p>A wide range of content, messages and channels are used by the Communications Coordinator to inform and encourage the community to enjoy the environment, participate in activities caring for it and share responsibility for sustaining natural resources. As well as delivering Council content directly we collaborate with others such as the Park and Wildlife Service, Department of Natural Resources and Environment and NRM North to help deliver their communication campaigns.</p> <p>This has included:</p> <ul style="list-style-type: none"> • Weed of the month - Social Media and the Newsletter • Weed management in general - Fonzie the weed (serrated tussock) sniffing dog • Promotion of the Irapuna Community Weekend of beach walks and clean-up • Single Use Plastics at events held on Council owned land - info sheet • Plastic free July social media campaign • Articles in the newsletter on waste • Articles in the newsletter on shore birds and being safe around masked lapings, and helping them in nesting season • Developing shorebirds communications plans with Park and Wildlife Service and NRM North.
25%	01/07/2022	30/06/2023	→ Actions 1.2.1.2 Community Event Support - Assist the community with event delivery by providing support and assistance with planning, approvals processes, COVID-19 compliance and arrangements for Council assistance and resources.	Council staff continue to work with community members in relation to running community events as well as working with commercial organisations who are now coming on board by bringing events to our community. Events were hit hard during Covid but are slowly rebuilding and being well attended.
25%	01/07/2022	30/06/2023	→ 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.	World Supermodel event is now rescheduled for Sunday 4 December 2022 and is supported by the local Mountain Bike Shuttle operators, an AirBnB and will be held at a secret location. The program is designed around activating the St Helens and surrounds as a picturesque destination for outdoor activities.

Current ...	Start D...	Due D...	Goal	Update
75%	01/07/2022	31/10/2022	→ Actions 1.2.1.4 Sustainable Events - Promote and support best practice sustainable events and implementation of the Soft Plastics policy on Council land.	Requirements arising from Council adopting a Policy in relation to the use of single use plastic packaging is being discussed with community groups with Council officers providing assistance.
80%	01/07/2022	30/06/2023	→ Actions 1.2.1.5 Festival of Wellbeing - Support the development and delivery of the Festival of Wellbeing, designed with our community to meet shared aims.	Festival taking place on Thursday 6 October. 60 contributors bring activities and showcasing ways people can care for wellbeing.
25%	01/07/2022	30/06/2023	→ Actions 1.2.1.6 Mountain Bike Events - Work with local community and interested organisations to develop a sustainable Mountain Bike event for the St Helens Network.	Dragon Trail MTB is scheduled for 16-18 March 2023 and is shaping up to be bigger and better with International borders open. This year, Dragon Trail will not be camping at Weldborough and rather stay in Branxholm an additional night. There are no changes days/times for the St Helens MTB Network legs.
44%	01/07/2022	30/06/2023	→ Key Focus Area 1.2.2 Volunteering - Build community sustainability and inclusion through a culture of volunteering and support within our community. : 100%	The completion and Launch of the Volunteer Strategy which was co-designed with the Community with the support of Volunteering Tasmania will provide a sound basis to work from moving forward and strengthening community volunteering. Other activities are progressing as planned.
100%	01/07/2022	30/06/2023	→ Actions 1.2.2.1 Volunteer Strategy - Develop and adopt a Volunteer Strategy developed through a co-design process with the community.	Council staff have worked with community members and Volunteering Tasmania to develop a Volunteer Strategy and supporting documents to assist community groups in retaining and attracting new volunteers. The Strategy was launched on the 27th September, 2022 after being endorsed by Council.
25%	01/07/2022	30/06/2023	→ Actions 1.2.2.2 Strategy Implementation - Implement and promote the Volunteer Strategy for Break O'Day.	With the completion of the Volunteer Strategy document, Council staff have been working on templates to support the Strategy. Council staff have also forwarded copies of the Volunteer Strategy to community groups as a tool to assist them in maintaining and attracting new volunteers. Council has also set up a register where people who wish to volunteer can lodge an expression of interest and Council staff forward their names to organisations to which they have advised that they have an interest in.
0%	01/07/2022	30/06/2023	→ Actions 1.2.2.3 Opportunity Promotion - Promote volunteering opportunities and the stories of volunteers.	
50%	01/07/2022	30/06/2023	→ Actions 1.2.2.4 Emergency Management Volunteers - Work with agencies to undertake training with people who have responded to Council's call out for volunteers with regard to emergency situations.	A Red Cross Emergency Service volunteer training session has been held with participants from Break O'Day and Glamorgan Spring Bay - where participants were shown what occurs in an evacuation centre after an event has occurred as well as providing some training for some roles, such as meet and greet, ensuring that people are registered in case someone is looking for them and providing information around the availability of services during the event.
39%	01/07/2020	01/07/2025	Strategy 1.3 Foster and support leadership within the community to share the responsibility for securing the future we desire. : 30 to 100	

Current ...	Start D...	Due D...	Goal	Update
39%	01/07/2022	30/06/2023	↳ Key Focus Area 1.3.1 Community and Council Collaboration: Work within a community engagement framework which defines the relationship between the community and Council in decision making and project delivery. : 100%	Work has commenced and is progressing as planned with all of these activities. The initial batch of Township Plans are in the final stage of drafting following a content review and will be considered by Council in the next few months.
100%	01/07/2022	30/06/2023	↳ Actions 1.3.1.1 Implement Community Engagement Strategy - Ensure the Community Engagement Strategy is accessible to the public and processes understood.	<p>The Community Engagement Strategy has now been formally adopted by Council and this has been communicated to the community as well as where to access the relevant documents.</p> <p>The Strategy, as well as the Community Engagement Promise - a simple Plain English Engagement Promise can be found on our website.</p> <p>When we host drop-in sessions we will have copies of the Engagement Promise available.</p> <p>An internal procedure has also been developed and adopted to ensure the strategy is embedded in Council's Consultation processes.</p>
25%	01/07/2022	30/06/2023	↳ Actions 1.3.1.2 Customer Feedback - Develop and promote methods for easy customer feedback and contact with Council.	<p>The Feedback postcards will also now be given to the newly elected Councillors so if they are approached by the community about something they cannot answer, they can give them one of these postcards.</p> <p>The Works Department continue to use the cards as well.</p>
25%	01/07/2022	30/06/2023	↳ Actions 1.3.1.3 Local Township Plans - Complete the development of new Local Township Plans in consultation with the communities.	Community conversations have been held with 9 communities : - Cornwall, St Helens, Mathinna, St Marys, Scamander, Binalong Bay, Fingal, Falmouth and Ansons Bay. Action lists have been compiled from the community sessions and individual Township Plans have been completed for Cornwall, St Marys and Fingal so far.
20%	01/07/2022	30/04/2023	↳ Actions 1.3.1.4 Arts & Cultural Strategy - Work with the community to review the Strategy and reflect changes in an update of the document.	A new Bay of Fires Arts Association committee has been formed and along with members of the community who have expressed an interest in being involved in the review of the current Arts & Cultural Strategy - a community conversation session will be scheduled shortly.
25%	01/07/2022	30/04/2023	↳ Actions 1.3.1.5 Hub 4 Health Building - Develop the use of The Hub 4 Health building through a co-design process with the community.	Council staff have completed a draft project proposal to develop a business case in which the Hub4Health would be reinvigorated with a focus on helping healthy people stay healthy, Primary and Secondary prevention, health education and promotion and coordination of health service delivery. External funding will be required to undertake the next stage of this proposal and currently there is funding available for such a project through Healthy Tasmania to which we are currently looking at to see that we are fit the criteria for our project.
38%	01/07/2020	01/07/2023	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	
38%	01/07/2022	30/06/2023	↳ Key Focus Area 1.4.1 Wellbeing - Support and enhance community wellbeing through shared understandings, and opportunities for people to get involved, connect, build on strengths, and feel a sense of belonging in Break O'Day.	The mayor part of activity in this area is the delivery of the Community Wellbeing Project which is scheduled over the first part of the year and which has progressed well.

Current ...	Start D...	Due D...	Goal	Update
50%	01/07/2022	30/06/2023	<ul style="list-style-type: none"> → Actions 1.4.1.1 Wellbeing Pilot Project - Support the implementation of the Break O'Day Community Wellbeing Pilot Project and related project activities. 	The Mental Health and Wellbeing Coordinator has worked with the Wellbeing Lab to refine the Certificate in Creating Wellbeing Training in early 2022. Course delivery commenced in July with the conclusion being the Wellbeing Project Showcase which will be held on 22 October 2022 where participants will share their projects.
25%	01/07/2022	30/06/2023	<ul style="list-style-type: none"> → Actions 1.4.1.2 Wellbeing Actions - Partner with the community to identify, design and deliver wellbeing actions and activities. 	The Mental Health and Wellbeing Coordinator is supporting the design and delivery of Community Impact Projects as part of the Break O'Day Community Wellbeing Project. This includes the continuing development of some of the 17 projects commenced in 2021 and the development of 13 projects in 2022.

ECONOMY

Current ...	Start D...	Due D...	Goal	Update
35%	01/07/2020	01/07/2025	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	
35%	01/07/2022	30/06/2023	↳ Key Focus Area 2.1.1 Opportunities - Identify and realise opportunities that develop and support the Break O'Day economy in a sustainable manner. : 100%	There are a large number of activities in this area and most of them have been commenced as planned. There has been some prioritised at a higher level from a resource perspective due to the nature of the work involved.
75%	01/07/2022	30/06/2023	↳ Actions 2.1.1.1 Prospectus - Update the Prospectus with latest Census data and promote.	The Prospectus has been updated with the latest information. Once ready, a digital copy of the prospectus will be updated on our website. Hard copy print outs of changed pages will be attached to the hard copies.
10%	01/07/2022	30/04/2023	↳ Actions 2.1.1.2 Economic and Tourism Strategies - Undertake a review of the existing Break O'Day Economic Development Strategy and Tourism Strategy for Council consideration.	Stage One - Research: Currently reviewing Federal, state and BODC strategies.
0%	01/07/2022	30/06/2023	↳ Actions 2.1.1.3 Business Opportunities - Research and examine opportunities that could create jobs in Break O'Day (BOD).	
100%	01/07/2022	01/10/2022	↳ Actions 2.1.1.4 Review website information on the Break O'Day Council website and establish a 'Business Development' page.	Content complete - currently inputting in website.
100%	01/07/2022	01/09/2022	↳ Actions 2.1.1.5 Understanding Local Business - promote a regular business survey that allows Council to understand the needs of businesses and local economic trends.	Business Survey has been disseminated to local businesses. Results report is expected at the start of September.
25%	01/07/2022	30/06/2023	↳ Actions 2.1.1.6 Economic Development Assistance - Provide support for new and existing businesses wishing to establish or expand activities.	Continued meetings with various businesses/individuals investigating the region or supporting through planning department/necessary Council officers.
0%	01/07/2022	30/06/2023	↳ Actions 2.1.1.7 Circular Economy - Examine opportunities to participate in projects focused on developing the Circular Economy at the regional and local level.	

Current ...	Start D...	Due D...	Goal	Update
25%	01/07/2022	30/06/2023	→ Actions 2.1.1.8 Employment Barriers - Support the activities of Break O'Day Employment Connect (BODEC) Regional Jobs Hub Board which focusses on facilitating employment outcomes and addressing the barriers to employment.	Support for the Break O'Day Employment Connect (BODEC) project is being provided through the General Manager and Human Resource Coordinator participating on the BODEC Board. Service delivery within the BODC area is well established and highlights in the first quarter included delivery of the Jobs Fair at the Bendigo Community Stadium. Expansion into the Bichenô/Coles Bay area has become well established and BODEC have identified a local need in the Coles Bay/Swanwick areas for addressing the limited access to childcare for supporting parents to re-engage with the local workforce. There is also a childcare survey out in the community. BODEC have also agreed to start promoting the Area Connect service within the Break O'Day and Glamorgan Spring Bay areas.
35%	01/07/2022	31/03/2023	→ Actions 2.1.1.9 Industrial Land Use Study -Complete Industrial Land Use Strategy which identifies Demand, Needs, Limitations and Opportunities for Industrial Expansion for Break O'Day Council.	Survey to all current operators in the Fingal and St Helens Industrial Precinct has been disseminated. This is currently still open and has received a positive response. Survey closes mid Nov.
25%	01/07/2022	30/06/2023	→ Actions 2.1.1.10 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.	Communications Coordinator has met with East Coast Tourism and will develop a 2023 winter marketing campaign with them for St Helens and Surrounds. The Communications Coordinator presented to the Chamber of Commerce information on population as well as the MTB brand. The Communications coordinator continues to work with the local Destination Action Plan (DAP) group to look for and promote tourism opportunities in our area.
0%	01/07/2022	30/06/2023	→ Actions 2.1.1.11 Visitor Information Provision - Work with East Coast Tasmania Tourism (ECTT) to Strategically review the provision of visitor information services in Break O'Day.	Situation with this review is raised at all regular meetings with the East Coast Tasmania Tourism (ECTT) CEO and Chairperson. There is a further project occurring at the State Government level relating to visitor servicing which could shape this local review process.
25%	01/07/2022	28/02/2023	→ Actions 2.1.1.12 Bay of Fires Master Plan - Support and participate in the process to develop a Master Plan for the Bay of Fires area.	Draft Bay of Fires Master Plan has been signed off by the Steering Committee and PWS and was put out for Expressions of Interest. Eight expressions of interest were received and assessed by the Bay of Fires Steering committee assessment team. Top 3 candidates were identified. Council at their meeting in September, 2022, approved that Council contact the preferred candidate and ask whether there could be some savings and the motion also supported the General Manager seeking additional funding from the State Government for this project.
0%	01/07/2020	01/07/2023	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	
8%	01/07/2020	01/07/2023	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	

Current ...	Start D...	Due D...	Goal	Update
0%	01/07/2022	30/06/2023	→ Key Focus Area 2.3.1 Brand - Understand and communicate the unique characteristics and differences of our communities and the Break O'Day area to foster a sense of pride and authenticity. (Copy) : 100%	Activity in this area is linked to the previously mentioned Township Plan process which will impact on progress. This will accelerate in the second half of the year as Township Plans are finalised.
15%	01/10/2022	30/06/2023	→ Actions 2.3.1.1 Township Brand - Engage with Township communities in order to understand the uniqueness of their communities and develop a brand identity.	When surveying Townships for the development of Township plans, questions were also asked that gave us insight into each community. This information was used to develop a vision and legacy statement for each Township. This will be included in the Township Reports. Once reports are released back to the community we will be bale to test these statements with them.
0%	01/04/2023	30/06/2023	→ Actions 2.3.1.2 Communications - Communicate individual township identities to Tourism bodies and other stakeholders.	This action will progress once Township Plans have been reviewed by the communities.
29%	01/07/2020	01/07/2023	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	
17%	01/07/2022	30/06/2023	→ Key Focus Area 2.4.1 Population - Monitor changes in an ageing population in order to understand and address challenges and opportunities this creates. (Copy) : 100%	Information flow in relation to ABS Population data has been slower than expected which is delaying the information from Dr Lisa Denny. This will be available in late October enabling the updated profile of Break O'Day to be developed and Council to focus on developing a Strategy.
33%	01/07/2022	30/06/2023	→ Actions 2.4.1.1 Population Analysis - Undertake a review of the Break O'Day Population Analysis to reflect the outcomes from the 2021 Census.	Initial population information received from Dr Lisa Denny. There have been delays with the release of data sets which are used within the Table Builder which Dr Denny uses. It is anticipated that a detailed report will be received by the end of November which will then be used to brief Councillors. It is apparent that there has been a very substantial increase in population which was outlined to Councillors at the August Council meeting.
0%	01/10/2022	31/03/2023	→ Actions 2.4.1.2 Population Strategy - Develop Strategy to address BODC's Ageing Population.	This is a future activity reliant on the analysis undertaken by Dr Lisa Denny.
42%	01/07/2022	30/06/2023	→ Key Focus Area 2.4.2 Housing - Develop an understanding of housing needs; advocate for and facilitate the construction of a range of housing solutions. (Copy) : 100%	Solid progress has been made in this very significant area of activity. Many of the activities in this area take longer to achieve particularly where the State Government is involved and also where the work is of a strategic nature.
0%	01/07/2022	30/06/2023	→ Actions 2.4.2.1 Housing Strategy - Develop a strategy that examines what the housing opportunities and challenges are in Break O'Day.	No specific action in this space, participation in the State Housing Strategy and advocacy for a Housing Needs Assessment for the area has been a focus.

Current ...	Start D...	Due D...	Goal	Update
50%	01/07/2022	31/12/2022	→ Actions 2.4.2.2 Housing Needs Assessment - advocate for the Tasmanian Government to complete a housing needs assessment for the East Coast.	A request for the completion of a Housing Needs assessment is going to be included in the Council's submission to the 2023-24 State Budget. Local needs and the need for a strategic approach have also been raised during consultations being undertaken for the State Housing Strategy.
50%	01/07/2022	30/06/2023	→ Actions 2.4.2.3 State Housing Strategy - Participate in the development of the Tasmanian Government's Housing Strategy.	Tasmanian Housing Strategy discussion paper was released in September 2022. A submission to this paper was prepared and submitted in October 2022. Trim ref 22/21428. A draft Strategy shall be provided to Council to review in (expected) Jan-Feb 2023.
75%	01/07/2022	30/06/2023	→ Actions 2.4.2.4 Aged Housing - Pursue investment in construction of Independent Living Units in the area.	Partnership with Tier 1 Provider, Centacare Evolve, has been proposed and was supported by Council in September 2022. Continued work with the Tier 1 provider has been made with two identified Council-owned parcels of land to be utilised for the provision of ILU's. Currently awaiting proposed plans for the Fingal site by the developers to be brought to Council for consideration.
50%	01/07/2022	30/06/2023	→ Actions 2.4.2.5 Council Investment - Examine opportunities for greater Council involvement in the provision of housing.	Council officers have identified two Council-owned parcels of land that can be utilised for the provision of housing. The land will be retained by Council with an agreed peppercorn lease with the housing providers. Council officers are also in discussion with other government bodies in relation to worker's housing provision. An update shall be provided to Councillors once more information is provided by the government body.
25%	01/07/2022	31/12/2022	→ Actions 2.4.2.6 Public and Emergency Housing - Lobby and work with the State Government and housing providers to build new affordable housing and emergency housing.	Council requested that the State Government investigate the feasibility of converting the old St Helens hospital into emergency housing. The State Government undertook an initial investigation and determined that it would not be suitable for this form of housing. Council is progressing discussions around opportunities for public and emergency housing with CentaCare Evolve and the Department of Communities Tasmania.

ENVIRONMENT

Current ...	Start D...	Due D...	Goal	Update
30%	01/07/2020	01/07/2028	Strategy 3.1 Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions. : 30 to 100	
30%	01/07/2022	30/06/2023	→ Key Focus Area 3.1.1 Appropriate Development: Encourage sensible and sustainable development through sound land use planning, building and design. : 100%	There are a number of very resource intensive activities in this area, in particular the Local Provisions Schedule relating to the Tasmanian Planning Scheme. Overall progress is as planned with the exception of the Strategic Land use Review, an additional focus on this should see this action completed late this year or early 2023.
20%	01/07/2022	30/06/2023	→ Actions 3.1.1.1 Flood Prone Area Procedures - Incorporate flood risk mapping in land use development strategy, controls and associated procedures to ensure flood-prone hazard areas are developed and used appropriately.	Council staff are in consultation with State Emergency Service who are currently implementing a statewide approach, Council has requested their assistance to take our mapping data and develop into their format which can be then made accessible by the public
30%	01/07/2022	30/06/2023	→ Actions 3.1.1.2 Regional Land Use Strategy - Actively participate in and support the review of the Northern Tasmania Regional Land Use Strategy.	Various activities and projects are ongoing by the RLUS group including: 1. State Planning Policies - now drafted and comments including a report will be prepared at a future Council meeting; 2. Engagement in Demand & Supply project for Launceston and Surrounds .3. Appointment of Regional Planning Coordinator who will facilitate and further develop regional plans.
25%	01/07/2022	30/06/2023	→ 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.	The Hearings for the Draft Local Provisions Schedule occurred during August and September of 2022 over 7 days. Council is now working through a Directions Schedule issued by the delegates of the Tasmanian Planning Commission. This body of work includes preparing a response in relation to the directions and providing further information to the delegates. The response by Council is required by 23/12/2022.
50%	01/07/2022	31/10/2022	→ 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.	A draft report has been received and reviewed. The review highlighted areas the consultants were required to address (attached). The consultants are now amending their report.. The following details further progress points: Completion of Stage 2 – as soon as practicable; Stage 3 Council Workshop – will depend on finalisation of Stage 2 but towards end of September Stage 3 Final Document – Final document; Suggested timetable; required amendments; future strategic planning activities identified according to short term, medium term and long term objectives. Early to mid October Stage 4 Review and finalise – end of October

Current ...	Start D...	Due D...	Goal	Update
25%	01/07/2022	30/06/2023	<p>→ Actions 3.1.1.5 State Planning Policy - Participate in review of State Planning Policy by providing comments associated with the review of Regional Land Use Strategy (RLUS), State Planning Provisions and State Planning Policies.</p>	<p>State Planning Policy - The Tasmanian Planning Policies refer to a suite of policies that are expected to provide high-level direction to guide Tasmania's land use planning system. The state government has developed the Draft Tasmanian Planning Policies and the Break O'Day Council has prepared a submission on the same.</p> <p>Tasmanian Planning Provision - Whilst the SPPs are not yet fully in effect across all of Tasmania, the government is required to commence the review period. The SPPs establish a single set of planning rules for local government across Tasmania and whilst the BODC is not yet operating under the Tasmanian Planning Scheme, we have provided a submission on the review of the SPPs and will continue to participate in this process.</p> <p>Northern Tas Regional Planning Group - The group have recently successfully tendered a project and this project aims to deliver the following:</p> <ul style="list-style-type: none"> · Housing Demand Analysis including population and housing forecasts culminating in a Market Demand Report; · Development of a Growth Monitor & Evaluation Framework (GMEF) including a database; · Investigation into Land Supply; · Final Demand & Supply Report for the Northern Region. <p>Currently the project team is finalising Stage 1 Market Demand and Forecasts. Stage 2 finalising the development of the GMEF will occur in November and December. Stage 3 which concentrates on land supply for which the completion timeframe is dependent upon Stage 1 and 2.</p>
0%	01/07/2020	01/07/2023	<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>	
22%	01/07/2020	01/07/2023	<p>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</p>	
73%	01/07/2022	30/06/2023	<p>→ Key Focus Area 3.3.1 Land and Water Management - Develop and implement strategies and activities that prevent land degradation and improve water quality within our rivers, estuaries and coastal areas. : 100%</p>	<p>The first part of the year has seen a strong start to all activities as reflected in the updates on Actions.</p>
25%	01/07/2022	30/06/2023	<p>→ Actions 3.3.1.1 Land and Water Management Activities - Secure financial and human resources for projects to repair land, water and coastal resources and safeguard their health and productivity.</p>	<p>Work begun on implementing the grant funded Break O'Day Communities Queen's Jubilee Trees project for commemorative urban plantis in seven townships. Programs and offers of support and funding are being monitored for potential opportunities for land and water managers in Break O'Day, such as the Soil Monitoring Incentives Program for the National Soil Information System.</p>

Current ...	Start D...	Due D...	Goal	Update
25%	01/07/2022	30/06/2023	→ Actions 3.3.1.2 Weed Management - Implement Weed Action Plan priorities to control weeds on Council land and roadsides; coordinating with other land managers; providing biosecurity advice, education, communication and compliance services and support.	Weeds have been controlled on Council's roads, waste transfer stations, quarries and other properties, such as Pyengana and Weldborough WTS, Spanish heath on the roads to Ansons Bay, blackberry and Spanish heath in St Helens and environmental weeds on Binalong Bay foreshore reserve. Landholders have been engaged in their obligations for the control of gorse, Patersons curse, pampas grass and Spanish heath and received advice and support to control them. Council's monthly Newsletter, social media and service requests have been used to provide biosecurity and weed information to the community.
0%	01/01/2023	30/06/2023	→ Actions 3.3.1.3 Weed Action Plan - Implement the serrated tussock control project and update and review weed priorities and strategies for Break O'Day and the community.	
25%	01/07/2022	31/12/2022	→ Actions 3.3.1.4 Cat Management - Implement local priorities with community and regional partners to achieve Responsible Cat Ownership outcomes using the Northern Tasmania Regional Cat Management Strategy.	A subsidy offered in partnership with the local vet has seen 12 Break O'Day cats and their owners has helped them meet their obligations for all cats to be microchipped and desexed - a third were semi-owned or stray cats, taken in and now owned as pets with a home. The subsidy offer has been used to promote 'responsible cat management' in the community. Plans for a pilot trapping project with the RSPCA for managing stray/roaming cat colonies were developed further but due to welfare concerns implementation will now be deferred to 2023. Council continues to be an active collaborator in the Northern Regional Cat Management working group.
25%	01/07/2022	30/06/2023	→ Actions 3.3.1.5 Dog Management - Apply Dog Management Policy collaboratively with the community and Parks & Wildlife Service and prepare for policy review in 2023/2024.	Council produced new statutory dog management signs implementing its Policy authorisations and they have been installed jointly by Council and Parks and Wildlife Service (PWS) staff on coastal reserves. A shorebird working group involving PWS, Council and NRM North North East Bioregional Network has been preparing for the shorebird breeding season, including North East Bioregional Network producing and erected breeding-season information signs at beach access points and organising a school education program, using Council Community Grant funding.
25%	01/07/2022	30/06/2023	→ Actions 3.3.1.6 Catchment and River Management - Identify catchment, water quality & riparian issues & management problems including for Georges Bay & facilitate projects to improve water management, rivercare, landholder involvement & protect priority waterways & resources.	Landholders have been provided with advice and support on river management problems on the Ranson River and St Marys Rivulet. Implementation of the Tasmanian Rural Water Use Strategy, future Georges Bay priorities and other catchment and river management issues are being followed at a local and state level to identify opportunities to improve water management, rivercare, landholder involvement and protect priority waterways & resources.
25%	01/07/2022	31/12/2022	→ Actions 3.3.1.7 Lower George Flood Risks - Complete Impact Assessment Project with community to identify consequences and management options for likely changes in river course over the floodplain.	The report for this project investigating likely river-breakout scenarios across the floodplain is still to be applied to assess possible consequences of the likely scenarios with those affected and the wider community and then the risk management implications and options. The report identified a new river channel is most likely to form in the existing secondary channel and cross Binalong Bay Road at the causeway. Implementation of final stage of the project, with engagement of a services consultant, has been delayed.

Current ...	Start D...	Due D...	Goal	Update
25%	01/07/2022	31/12/2022	→ Actions 3.3.1.8 St Marys Flood Risk Management Plan - Work with SES on a Community Protection Flood Guide and Response Plan to implement Response and Preparedness priorities.	A new St Marys Community Flood Response Plan was tested and refined at an inter-agency scenario workshop run by the State Emergency Services' <i>Storm and Flood Ready</i> program with input from Council's Emergency Management and natural hazards risk management staff. Local rollout of the final Community Flood Response Plan will be supported by Council and integrate with its preparedness and response priorities in its Flood Risk Management Plan.
25%	01/07/2022	30/06/2023	→ Actions 3.3.1.9 Natural Resource Management Committee - Objectives and priorities of the Environment and NRM Strategy achieved through oversight of the Break O'Day Council NRM Committee and five year Action Plan.	The NRM Committee met in September, reviewing 2022/23 priorities for Land and Water, Appropriate development and Climate Change from its five year NRM Action Plan which had been referred to Council's Annual Plan and considered a range of other issues addressing NRM Action Plan priorities.
25%	01/07/2020	01/07/2025	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	
25%	01/07/2022	30/06/2023	→ Key Focus Area 3.4.1 Climate Change - Understand, address and evaluate the challenges of climate change in Break O'Day and develop and implement mitigation strategies. : 100%	This new area of Focus is progressing well with the northern region project involving a partnership between Councils being a vital element in how we address Climate Change through an Action Plan.
25%	01/07/2022	30/06/2023	→ Actions 3.4.1.1 Climate Change Action Plan - Collaborate in the Northern Councils Climate Change Action partnership to develop & implement local priorities & opportunities for climate change mitigation & adaptation action to implement within Council & to support in the community.	Council along with all northern regional councils committed to a three year partnership for the <i>Northern Regional Councils Climate Change</i> . Staff from across Councils various roles and functions developed a program of Climate Actions for 2023. It addresses Council's priorities with governance, legal liability and risk, asset management, natural hazards planning, emergency management, Council emissions, and community support with Climate Change information, wellbeing and emissions reduction opportunities. This Climate Action program by Council will be supported by the Regional Climate Change Action Program and its coordinator.
25%	01/07/2022	30/06/2023	→ Actions 3.4.1.2 Council Emissions - Develop a simple Green House Gas (GHG) emissions accounting tool with Northern Councils Climate Change Action Program support and begin monitoring Council's emissions to identify opportunities for Climate Change mitigation.	Council has received an emissions accounting tool through the Northern Regional Councils Climate Change Action partnership and is gathering electricity and fuels consumption data.

Current ...	Start D...	Due D...	Goal	Update
25%	01/07/2022	30/06/2023	→ Actions 3.4.1.3 Activating Break O'Day - Communicate with the community, industry and governments and within Council to raise awareness of Climate Change challenges facing everyone and the strategies, cooperation needed and shared risks.	Initial focus has been within Council and raising awareness of the Climate Change challenges it faces across its various roles and functions. This has led to development of a Climate Action program for Council in 2023, which includes actions for Council to support the wider community and sectors with their Climate Change challenges.
25%	01/07/2022	30/06/2023	→ Actions 3.4.1.4 Responding to Climate Change - Secure financial and human resources for mitigation and adaptation projects locally and regionally to support the Northern Councils Climate Change Action partnership.	Council has committed resources, with the other northern councils, to the <i>Northern Regional Councils Climate Change Action</i> partnership for three years and its staff committed themselves to planning a local Climate Action program they will implement. That program includes specifying projects that would require sources of external and longer term resources, ready for funding opportunities to be taken up.

INFRASTRUCTURE

Current ...	Start D...	Due D...	Goal	Update
23%	01/07/2020	01/07/2028	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	
33%	01/07/2022	30/06/2023	→ Key Focus Area 4.1.1 Community Facilities: Provide community facilities that encourage participation and supports the lifestyle of residents and growing visitor numbers. : 100%	The development of a Marine Facilities Strategy is progressing well following the extensive community engagement process and it should be close to completion early in 2023. Work in relation to the St Helens Sports Complex Master Plan will be ongoing through coming months. Overall, progress is largely in line with expectations.
25%	01/07/2022	30/06/2023	→ Actions 4.1.1.1 St Helens Sports Complex Master Plan - Complete user consultation and review of Master Plan prior to adoption by Council. Scope and prepare capital estimates for use in forward planning.	Community feedback on the St Helens Sports Complex Draft Master Plan has been undertaken and a final document being completed. Next steps have been identified, they being: 1. Work through feedback and make any final changes/ amendments to master plan. 2. Review the options for siting of public amenities within the Sports Complex to ensure that a balance is achieved between necessary access and duplication of facilities (e.g. best location to service the Croquet Club area) 3. Develop a tree planting and vegetation management plan for the Sports complex 4. Options to improve and develop pathways servicing the various areas of the Sports Complex 5. Review information provided by sporting groups and work with the respective committees to explore suggestions made and opportunities relating to the provision of facilities including sharing of infrastructure 6. Initiate a feasibility study in relation to an Aquatic Centre type facility potentially including a hydrotherapy pool and gym. Management team members will meet to discuss the next steps to progress this project on the 12th October, 2022.
40%	01/07/2022	31/12/2022	→ Actions 4.1.1.2 Marine Facilities Strategy-Complete the development of a Strategy for the management & development of marine infrastructure around Georges Bay including land based facilities integral to the infrastructure-include the provision of identified project cost estimates	Community Consultation Phase and now been completed and the feedback consolidated; The strategy and now entered the drafting stages and a report will be prepared for consideration at a future council meeting.
0%	01/07/2022	31/03/2023	→ Actions 4.1.1.3 St Helens Foreshore Activation Plan - Complete a review of existing St Helens Foreshore Master Plans and consolidate taking into account the outcome of the Marine facilities Strategy.	A review and consolidation of the existing St Helens Foreshore Master Plans will be commenced in the next quarter and will take into account the outcome of the Marine Facilities Strategy.

Current ...	Start D...	Due D...	Goal	Update
25%	01/07/2022	30/06/2023	→ Actions 4.1.1.4 Black Summer Bushfire Recovery Program: New Community Shed, Fingal - Complete consultation, conceptual drawings, obtain planning and building approval shovel ready for next financial year.	Community Consultation and now been completed. Planning Application now being prepared for submission. A Design brief to enter structural design phase has commenced.
8%	01/07/2020	01/07/2028	Strategy 4.2 Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle. : 30 to 100	
0%	01/07/2022	30/06/2023	→ Key Focus Area 4.2.1 Towns: Create townships that are vibrant and welcoming through improvements to infrastructure such as streetscapes, parking, safety and signage. : 100%	Progress with actions in this area have been variable with some activities again being impacted by availability of internal resources, the Car Parking Strategies. It may be necessary to rethink our approach to these activities with a focus on engaging external assistance.
33%	01/07/2022	30/11/2022	→ Actions 4.2.1.1 St Helens Streetscape - Undertake construction of the next stage of the St Helens Streetscape Project including the upgrade of The Esplanade / Cecilia Street intersection - an Local Roads & Community Infrastructure (LRCI) Program - Phase 3 project.	The streetscape upgrade is being planned for Cecilia Street, St Helens on the eastern side of the street between Circassian St and Georges Bay Esplanade. Works involve the replacement of Kerb & Channel, footpath and the realignment of the Cecilia St/Georges Bay Esplanade junction. The project is fully funded by the Australian Government's Local Road and Community Infrastructure Program - Round 3. Concept plans developed in 2018 are attached as preliminary information. Discussions are taking place with affected business owners as the project enables business owners to consider upgrades of property infrastructure to align with the works. Community engagement will be undertaken during the next quarter with civil works scheduled to occur during Autumn 2023. attachment 18109-C-19-06-25.pdf
0%	01/07/2022	31/03/2023	→ Actions 4.2.1.2 Streetscape Design - Develop a streetscape design and costing for the northern end of Cecilia Street, St Helens.	Action not progressed during this quarter.
0%	01/07/2022	31/03/2023	→ Actions 4.2.1.3 St Marys Parking Strategy - Develop a car parking strategy for St Marys providing a long term plan for off-street parking.	Action not progressed during this quarter.
0%	01/07/2022	31/03/2023	→ Actions 4.2.1.4 St Helens Parking Strategy - Develop a car parking strategy for St Helens providing a long term plan for off-street parking.	Action not progressed during this quarter.
21%	01/07/2020	01/07/2028	Strategy 4.3 Develop and maintain infrastructure assets in line with affordable long-term strategies. : 30 to 100	

Current ...	Start D...	Due D...	Goal	Update
25%	01/07/2022	30/06/2023	→ Key Focus Area 4.3.3 Recreational Facilities: Support an outdoor, active and healthy lifestyle for residents and visitors through a range of recreational facilities including walking trails, bike trails and other identified infrastructure. : 100%	Activity has commenced on a number of actions in this area, timeframes in relation to the Pumptrack are likely to need to be extended due to the process of engagement being followed.
50%	01/07/2022	31/12/2022	→ Actions 4.3.3.1 St Helens to Binalong Bay Link - Complete the project to a shovel ready stage and pursue funding opportunities to enable construction.	The project has as its scope the construction of a pathway between Binalong Bay (Cray Court) and THE existing footpath that ends just to the southern end of Bayview providing a pathway connection to St Helens. During 2021/2022, Council was provided with a tentative cost estimate to construct the pathway. The cost estimate is currently being refined to cater for the construction of an off-road segment of pathway between just south of Sunshine Court and Moulting Bay Beach Road, due to the narrowness of Binalong Bay Road between these points. An updated project cost incorporating the off-road route is to be provided to the Council for information and discussion during the next quarter.
0%	01/07/2022	30/06/2023	→ Actions 4.3.3.2 St Helens MTB Network - Examine opportunities to evolve the network to enhance its attractiveness.	
10%	01/07/2022	31/12/2022	→ Actions 4.3.3.3 St Helens Pump Track - Examine the options for the construction of a Pump Track and progress construction.	Following the announcement of State Government funding for this project, consideration of the community engagement process was discussed at the September Council which will lead to options and solutions being developed.
30%	01/07/2022	30/06/2023	→ Actions 4.3.3.4 Black Summer Bushfire Recovery Program: St Marys Indoor Recreation Complex - Complete community consultation, concept drawings and commence building application drawing set.	Community Consultation and now been completed. Planning Application now being prepared for submission. A Design brief to enter structural design phase has commenced
50%	01/07/2022	16/12/2022	→ Actions 4.3.3.5 Recreational Trails Strategy - Complete the development of the Strategy including adoption by Council.	Second round of community engagement has been concluded and staff are currently working through the final comments received. prior to the document being adopted.
25%	01/07/2022	30/06/2023	→ Actions 4.3.3.6 MTB Network - Develop and implement an operational and maintenance plan for the MTB trail networks	Regular operational activities and maintenance activities which are undertaken are being drawn together into a formal Plan.
10%	01/07/2022	30/06/2023	→ Actions 4.3.3.7 Swimming and Hydra Therapy Pool - Develop a feasibility analysis of the potential project including community engagement and a review of the options for the establishment of a centre incorporating a swimming pool and hydra therapy pool	Provision has been made within the 2022-23 Council Budget for a consultancy to undertake this work. Development of a Brief for the consultancy has commenced and will be completed over the next few months. The Council elections and the Caretaker period has limited capacity to progress this project through Council decision making. When normal operations resume the project can then progress to the stage of finalising a Consultants Brief

Current ...	Start D...	Due D...	Goal	Update
17%	01/07/2022	30/06/2023	→ Key Focus Area 4.3.1 Roads and Streets: Develop a well-maintained road network that recognises the changing demands and requirements of residents and visitors. : 100%	Activity in this area is largely future focussed and involves maintaining pressure on the State Government in relation to the condition of the existing network and the future program of upgrades.
25%	01/07/2022	30/06/2023	→ Actions 4.3.1.1 State Road Network - Pursue upgrades to State Government road infrastructure assets (Tasman Highway, Esk Main Road & Binalong Bay Road) to improve safety and reliability; Result, network quality.	<p>General</p> <p>Council continues to raise concern over the deteriorating condition of Esk Main Road, Tasman Highway, Elephant Pass Road and Binalong Bay Road with the Department of State Growth.</p> <p>Tasman Highway - Shoulder Widening</p> <p>The Department has briefed Council officers on their plans for the upgrade of intersections along the Great Eastern Drive and shoulder widening on the Tasman Highway in three stages:</p> <ol style="list-style-type: none"> Esk Main Road/Tasman Highway junction to Scamander ending at Winifred Drive (2022/2023) Scamander (from bridge at Wrinklers Lagoon to Beaumaris (southern town boundary) Beaumaris (northern town boundary to Diannas Basin. <p>Timeframes to be confirmed.</p>
25%	01/07/2022	31/12/2022	→ Actions 4.3.1.2 Blackspot Projects - Review reported accidents and incident statistics held by the Department of State Growth for Councils road network to identify candidate Black Spot Funding projects. Prepare submissions where program criterion for funding is met.	<p>During the quarter ending September 2022, Council completed the construction of a new roundabout installation at the junction of Medea and Quail Streets, St Helens. The roundabout was co-funded under the Australian Government Black Spot Program, based on the proceeding five-year accident history at the junction.</p> <p>Council has a current application for Black Spot funding for an intersection upgrade at the junction of Medea and Circassian Street, which also includes the provision of footpath and vehicle parking bays. Funding outcome is yet to be advised to Council.</p> <p>Council regularly reviews recorded crash history on the municipal road network that is provided by the Department of State Growth. Department officers also advise the Council of emerging crash trends on specific roads and locations. The crash history for the BODC municipality 2017-2022 is attached for general information.</p>
0%	01/07/2022	30/06/2023	→ Actions 4.3.1.3 Transport Master Plan - Update the Transport Master Plan 2013-2018.	Action not progressed during this quarter.
22%	01/07/2022	30/06/2023	→ Key Focus Area 4.3.2 Waste Management - Provide access to affordable services and facilities that foster a circular economy approach to Waste Management. : 100%	A significant area of activity particularly given the introduction of a Statewide approach to dealing with waste management. Our local activities have progressed well including the introduction of the Single Use Plastics Policy. At a State level we are yet to see any significant progress with the Container deposit Scheme.

Current ...	Start D...	Due D...	Goal	Update
30%	01/07/2022	30/06/2023	→ Actions 4.3.2.1 Waste Education - Develop communications that fosters the Reduce, Reuse and Recycle principals.	<p>This task is ongoing and the Communications Coordinator is always looking for opportunities to promote waste sustainability.</p> <p>To date this has included:</p> <p>Activities in this space include:</p> <ul style="list-style-type: none"> • Social Media Campaign on Plastic Free July • Information on reducing your household waste in the Rates Newsletter • Development of a Plastic Free Event Flyer • Regular information in the BODC monthly newsletter on waste • Regularly sharing posts on waste from Rethink Waste
25%	01/07/2022	30/06/2023	→ Actions 4.3.2.2 Re-Use and Recycling Options – Investigate inert material re-use and recycling options, avoiding landfilling and to reduce operational cost.	<p>Council submitted its St Helens Inert Landfill Plan to the EPA Policy Unit during August. Council reports material movements into the landfill which attracts the current state waste levy of \$20/tonne of material landfilled. Council stockpiles clean fill material for reuse in its operations, such as rock, gravel, concrete and soils ex construction sites. Consideration is being made to make the material available for sale subject to available quantity and crushing and screening campaigns. Materials that are being landfilled at the site under the plan are cement sheeting, ceramics and plastic-coated particle board and plaster board. Council is however now permitted to separate clean plaster board (i.e. unpainted/uncoated material) and blend with green waste during shredding and mulching operations to improve the quality of the green waste mulch. Porcelain products can now be separated from the landfill stream and crushed with concrete products to produce aggregates for civil works.</p> <p>Treated timber remains problematic and requires disposal by landfilling.</p>
25%	01/07/2022	31/03/2023	→ Actions 4.3.2.3 Inert Landfill Resource Recovery – Investigate the feasibility and cost effectiveness to separate recyclable plastics placed at Councils Waste Transfer Stations for bulk shredding and transport to Tasmania recyclers.	<p>Council currently provides wheelie bins for the placement of plastic containers at both the St Helens and St Marys waste transfer stations. The bins are emptied by JJ's Waste on a fortnightly basis as part of the township kerbside co-mingled recyclables collection service. Council also provides a collection point for polystyrene at the St Helens site. Provided services are under utilised. Bulk collection and transport of material to Launceston for recovery is not a cost-effective option available to the Council. The State Governments container refund scheme is a preferred model which is expected to commence in the first half of 2023 is designed to encourage the recycling of plastic, glass and aluminum drink containers. Council will continue to assess identified opportunities for cost effective plastics recovery ventures and report opportunity for Council consideration.</p>
25%	01/07/2022	30/06/2023	→ Actions 4.3.2.4 State Waste Action Plan – participate at a regional level to progress resource recovery initiatives that support and drive a Circular Economy.	<p>At the ordinary meeting of the Council - August 2022 the Council agreed to the General Managers recommendation to transition the hosting, administration and secretariat of the Northern Tasmanian Waste Management Group (NTWVG) from City of Launceston to NRM North consistent with the approach outlined in the attached paper entitled: <i>Northern Tasmanian Waste Management Group Revised Government Model</i> based on the proposal that the regional Councils consider a new governance model for the NTWVG that can better position it to respond to growth, significant budget responsibilities, potential conflict of interest and a new funding structure in the State Government landfill levy which was implemented 1 July 2022.</p>
25%	01/07/2022	30/06/2023	→ Actions 4.3.2.5 Scamander Inert Waste Landfill - Develop Scamander Waste Transfer as an Inert Landfill Site - secure environmental regulatory approvals to enable progression to the landfill design and costing.	<p>A permit application 174-2018 for an Inert Landfill at Coach Road, Scamander was referred to the Board of the Environment Protection Authority (the Board) for assessment under the Environmental Management and Pollution Control Act 1994 (EMPC Act) and received on 9 December 2021. The Board is to undertake an environmental impact assessment, with all supporting information and any relevant comments received from the public and government agencies taken into account and will notify its decision and required permit conditions in due course.</p>

Current ...	Start D...	Due D...	Goal	Update
0%	01/07/2022	30/06/2023	<p>→ Actions 4.3.2.6 Container Deposit Scheme - Partner with State Government endorsed CSR Network operators for the possible utilisation of Councils St Helens, Scamander and St Marys Waste Transfer Stations as container deposit and refund sites.</p>	<p>The Tasmanian Government has announced that Tasmania's container refund scheme is set to begin operating in the first half of 2023. Under the scheme, consumers will receive a 10-cent refund for every eligible container they recycle through a refund point. The final locations of refund points across the state have not as yet been decided. The State government has indicated that there would be more than 40 around the state, including on King and Flinders Islands. Council will provide updates once new information becomes available.</p>
25%	01/07/2022	01/01/2023	<p>→ Actions 4.3.2.7 Single Use Plastics Policy - Oversee policy implementation within Council operations and for sponsored and non-sponsored events in Council operated buildings or land.</p>	<p>Council adopted a Single Use Plastics Policy in February 2022.</p> <p>Single use plastics are not to be used at both, sponsored or non-sponsored events in Council operated buildings or land from 1 January 2023 onwards. Approved single use compostable packaging or reusable packaging will be permitted. All sponsorship agreements from 1 January 2023 will include the following clause: 'single use plastics are not to be used during the event and are to be substituted with approved compostable or reusable packaging alternatives'. Council will work with event holders to transition to more sustainable event management, specifically facilitating the move away from compostable single use packaging to reusable packaging. Food vans operating on council land are encouraged to transition away from using single use plastics. The council will ask all food van operators to join into a memorandum of understanding which will ask that, when operating on council land or public roads, single use plastics not be used and are instead substituted with compostable or reusable packaging alternatives. Sports clubs canteens and other community venues that hold events and functions as part of their normal operations in/on Council owned buildings and land are encouraged to transition towards the principles of this policy.</p> <p>Council managers will support and implement appropriate processes to ensure operation and compliance to this policy and associated procedures.</p> <p>Council will provide Waste Minimisation Guidelines to support Council staff and event organisers to ensure that planning for events includes Planning for avoidance, reduce and recycling of waste.</p>

SERVICES

Current ...	Start D...	Due D...	Goal	Update
19%	01/07/2020	01/07/2028	Strategy 5.1 Improve accessibility to a range of quality services and programs by advocating and pursuing for local delivery. : 30 to 100	
10%	01/07/2022	30/06/2023	→ Key Focus Area 5.1.1 Youth : 100%	The development of a Youth Strategy is a key activity which we need to complete this year. Additional priority to getting this moving will now occur following completion of the Volunteer Strategy. Other activities progressing as planned
25%	01/07/2022	30/06/2023	→ Actions 5.1.1.1 YCNECT & Council - Participate as the Council Representative on the YCNECT Working Group, providing support, facilitation & encouraging the participation/engagement of young people. Learning the functions of Local Government & how to influence Council decisions.	<p>YCNECT is currently beginning two funded projects – Engage2Connect and the Freedom Fund.</p> <p>Engage2Connect is funded by the Department of Social Services to engage, support and resource disadvantaged young people aged 12 to 18 years within the Break O'Day area (have attached project mind-map, which includes supporting existing youth organisations that are already in the community - Free2b Girls and Skittles Pride Group)</p> <p>The Freedom Fund is a grant through the Premiers Fund for Children and Young People and will seek to provide recreational and social activities to enhance social connection, reduce isolation, and increase wellbeing, positive mental health and empowerment for young people aged 10-15 years old.</p> <p>YCNECT is currently:</p> <ul style="list-style-type: none"> - about to start up weekly meet-ups again in St Helen's (at the Trade Training Centre) after school and in St Mary's (at the Skatepark, but hoping to secure an indoor space in the very near future). This is a casual drop in space for all young people 12-17 after school. - planning to begin a 10 week pilot project in Term 4 for at-risk young people to engage in mountain biking (have attached the one page project brief for more information). Young people are referred to this program through local services and the school. - planning a 10 week program engaging young people with equine therapy through Riding for the Disabled St Helen's in Term 4 Young people are referred to the program through local services and the school. - in conversation with Live4Life about establishing the Live4Life program in the Break O'Day area. Live4Life is a Victorian organization that has created a mental health education and youth suicide prevention model designed specifically for rural and regional communities. Live4Life has funding to run a pilot project in a community outside Victoria and YCNECT is currently exploring the possibility of implementing this model in the Break O'Day https://www.live4life.org.au/what-is-live4life
5%	01/07/2022	30/06/2023	→ Actions 5.1.1.2 Youth Strategy - Co-Design a Youth Strategy with community for Break O'Day.	No progress on strategy but have been meeting with the Youth Collective of North East Coast Tasmania to discuss possibilities for collaboration.
25%	01/07/2022	30/06/2023	→ Actions 5.1.1.3 THRIVE - Maintain working relationship with THRIVE and participate in the activities which benefit the community.	THRIVE have met once and all participants have agreed that we need to review what THRIVE wants to achieve and identify new projects that THRIVE could oversee - that will benefit our community - the garden and the mentoring program - are basically stand along projects - so now it is time to relook at what priorities as a group we can work on . Steve Walley has been engaged to facilitate the session but this is currently on hold during the Local Government election process.

Current ...	Start D...	Due D...	Goal	Update
20%	01/07/2022	30/06/2023	→ Key Focus Area 5.1.2 Health and Mental Health - Improve health and mental health outcomes by ensuring programs reflect community needs and are accessible and inclusive. : 100%	
25%	01/07/2022	30/06/2023	→ Actions 5.1.2.1 Local Services - Strengthen relations with Royal Flying Doctor Service (RFDS) to ensure the number of services to be delivered within our community continues to grow.	Conversations between RFDS and Council staff have taken place as to the continuation of services by RFDS in our community. They have sourced another 12 months of funding and will commence discussions with Council staff later in the year as to the continuation as a service provider so that they can lodge an application to continue with service delivery within LGA areas.
25%	01/07/2022	30/06/2023	→ Actions 5.1.2.2 Mental Health - Participate in networks and activities to advocate for, and support delivery of, mental health initiatives and outcomes for our community.	The Mental Health and Wellbeing Coordinator is a member of the Mental Health Professionals Network and the Mental Health Council of Tasmania Mental Health Week Committee. The Mental Health and Wellbeing Coordinator actively seeks to connect with organisations and groups that work in wellbeing and connect with and participate in wellbeing focussed activities in our community.
10%	01/07/2022	30/06/2023	→ Actions 5.1.2.3 Leadership and Advocacy - Provide local leadership, advocacy and connection for service providers and community on health, mental health and wellbeing to ensure provision of services reflects community needs.	The Hub for Health facility is providing valuable opportunities for connection with health providers in our community.
26%	01/07/2020	01/07/2023	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	
25%	01/07/2022	30/06/2023	→ Key Focus Area 5.2.1 Education Skills and Training - Improve employment pathways and outcomes and greater personal development through delivery of programs locally which meet the needs of industry and the community. : 100%	Small area of activity which is linked to other areas of focus
25%	01/07/2022	30/06/2023	→ Actions 5.2.1.1 Skills Delivery - Work with Break O'Day Employment Connect (BODEC) in relation to the delivery of skills training needed to support job seekers and industry.	Activity during the early part of the year has been in relation to facilitating the delivery of hospitality training along the East Coast to meet industry needs. BODEC are working with the Break O'Day Trade Training Centre on the development of a survey to industry asking them what their workforce needs for existing needs and the types of potential employees that will be required in the future, which will assist with the advocacy of training programs delivered locally.
25%	01/07/2022	30/06/2023	→ Actions 5.2.1.2 Trade Training Centre - Work with stakeholders and local High Schools to establish a range of Vocational Education & Training (VET) programs and other training delivery in line with the intended purposes of this Centre.	Through the Trade Training Centre participation on the BODEC Board an increased connection of VET delivery is occurring. Actual delivery on ground is an ongoing source of frustration. Recent establishment of an Advisory Group for the TTC might assist in changing this situation.

Current ...	Start D...	Due D...	Goal	Update
78%	01/07/2022	30/06/2023	→ Key Focus Area 5.2.2 Access and Inclusion - Foster a culture of inclusion within our community by facilitating equitable access to opportunities, information and services. : 100%	Activity in this area has been progressing as planned
25%	01/07/2022	30/06/2023	→ Actions 5.2.2.1 Foster Opportunities - Provide leadership and work in partnership with community and service providers to create inclusive and equitable opportunities for everyone to feel valued and contribute meaningfully to their community.	The Festival of Wellbeing is our flagship activity to highlight opportunities to our community and provide a platform for organisations and community groups to gain recognition and promote their activities.
30%	01/07/2022	30/06/2023	→ Actions 5.2.2.2 Equitable Access - Advocate for, support, and facilitate actions to improve access to services, information and opportunities.	The Festival of Wellbeing was designed through a lens of equitable opportunity and accessibility. This included create a culturally safe space for people, by commencing with a Welcome to Country and using displays and decorations to that show a recognition of cultural diversity. Ensuring access for people with limited mobility. Providing a free bus from Fingal and using diverse and comprehensive methods of communication to promote the event. An Access and Inclusion Statement was provided on the Festival website to let our community know of our intent. Feedback i=s being sought form the community to identify areas for improvement.
0%	01/07/2020	01/07/2023	Strategy 5.3 Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs. : 30 to 100	

CORPORATE PLANNING ACTIVITIES PLAN

FINANCIAL ACCOUNTABILITY

Current ...	Start D...	Due D...	Goal	Update
30%	01/07/2022	30/06/2023	Financial Sustainability : 100%	
25%	01/07/2022	30/06/2023	→ Grant Funding - Secure grant funding through competitive processes totalling \$250,000 which assists Council to achieve its identified priorities with an over success rate of 75%. : 100%	Council has applied and been successful with the following grant applications: Scamander River Coastal Hazards Risk Mitigation and Pathways Planning Project - \$165,000 Mental Health Week 2022 - \$1,800 Learner Driver Mentor Program 2022-2023 - \$21,212
50%	01/07/2022	30/06/2023	→ Revenue Generation - Identify opportunities to generate alternative revenue sources and secure a better return on the Cash holdings of Council. : 100%	The increase in term deposit interest rates has supported an increase in projected returns for the year. The timing of maturity of these investments has been refined to balance gaining the best returns available in the market with maturity at optimal times throughout the year to support operational requirements.
25%	01/07/2022	30/06/2023	→ Value for Money Reviews - Undertake reviews of operational activities to identify revenue opportunities, cost savings of \$40,000 and process improvements resulting in savings of 500 hours. : 100%	Reviews of the following areas are underway: 1) Insurance cover and costs 2) IT hardware and software 3) Annual subscriptions 4) Fleet optimisation
25%	01/07/2022	30/06/2023	Financial Management : 100%	
25%	01/07/2022	30/06/2023	→ Audit Panel - Meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel. : 100%	Audit Panel meeting is scheduled for the 17th of October.
30%	01/07/2022	30/04/2023	→ Long Term Financial Plan (LTFP) - Review of the Plan completed to reflect updated Four (4) Year Capital Works & Projects Budget and Asset Management Plan and updated Plan adopted by Council. : 100%	Reviews of each component will be undertaken throughout the year and presented to Council for consideration
25%	01/07/2022	31/05/2023	→ Internal Audit - System audits scheduled are completed, recorded and reported for the following: Annual maintenance statement; Community grants; Wages & HR; Planning advice. : 100%	Internal Audit process in development.

HUMAN RESOURCES / TRAINING / WORK HEALTH & SAFETY

Current ...	Start D...	Due D...	Goal	Update
0%	01/07/2022	30/06/2023	Workforce Plan - Following completion of the Works Department service delivery review, complete and commence implementation of the Plan to address succession requirements and an ageing workforce. : 100%	
50%	01/07/2022	30/06/2023	Elected Members : 100%	
25%	01/07/2022	30/06/2023	→ Professional Development - Facilitate participation of Councillors in Professional Development through the program being developed by the Local Government Division and the development of a training plan for individual Councillors. : 100%	The General Manager has been participating in the working group which is supporting the Office of Local government to develop the Learning and Development Framework for elected members. This has included review of draft material and arranging for a couple of community members to work through the material developed. The individual plan will be developed following the Council elections and other induction and professional development activities.
75%	01/10/2022	31/12/2022	→ Councillor Induction - develop and deliver an induction program for Councillors following the Council elections. : 100%	Induction program for the incoming Council is progressing well and will be finalised by the end of the election process
33%	01/07/2022	30/06/2023	Council Advocacy : 100%	
33%	01/10/2022	31/12/2022	→ State Budget - Provide a submission to the 2023 - 2024 State Budget community consultation process advocating for local priorities. : 100%	Community consultation process brought forward by 2 months by the Department of Treasury, Council will be considering the submission at the October Council meeting.
68%	01/07/2022	30/06/2023	Wellbeing Program : 100%	
85%	01/07/2022	30/06/2023	→ Workplace Wellbeing - Finalise and implement a Mental Health and Wellbeing Plan for Council staff that creates a mentally safe workplace. : 100%	No further update is available. Request to be removed from this goal as it solely relates to the Mental Health & Wellbeing Coordinator and the WHS Coordinator currently has little or no input.
50%	01/07/2022	30/06/2023	→ Employee Wellbeing - Consult with workers to identify and implement actions to support wellbeing and a mentally safe workplace in accordance with the Mental Health and Wellbeing Plan. : 100%	Staff have been responding to a survey about a mentally safe workplace and receiving emails and prompts from the mental Health and Wellbeing Coordinator about looking after their wellbeing.

CORPORATE RISK

Current ...	Start D...	Due D...	Goal	Update
50%	01/07/2022	30/06/2023	Risk Management/Work Health & Safety : 100%	
45%	01/07/2022	30/06/2023	→ Risk Register Review - Review risk register twice a year for high risks, annually for all others. : 100%	The Risk Register reviews were undertaken by the appropriate risk owners for October 2022 with one owner running behind in reviewing the goals.
100%	01/07/2022	30/06/2023	→ Workplace Safety - Ensure that Risk Management processes identify and manage psychological risk. : 100%	The Tasmanian Government has not yet amended the WHS legislation to single out 'psychological hazards' and although it does not state it in black and white it forms part of the legislation.
30%	01/08/2022	31/01/2023	→ Risk Management Framework - undertake an external review of Risk Management and report on implementation of recommendations. : 100%	An external auditor will undertake the review. The timing is yet to be confirmed.
25%	01/07/2022	30/06/2023	→ Risk Reporting - Risk updates and activities are regularly reported to management, Council and Audit Panel. : 100%	Regular updates and reports are provided.
50%	01/07/2022	30/06/2023	→ Workplace Safety - Ensure that the necessary systems are in place to reduce the likelihood of incidents of injury and illness in the workplace. : 100%	<p>MONTHLY REPORT –October 2022</p> <p><i>Summary of incidents/accidents involving workers</i> From July to Oct 2022 a total of 8 incident notifications were received which led to 3 Workers' Compensation Claims.</p> <p><i>Summary of vehicle accidents involving workers</i> From July to Oct 2022 2 vehicle glass damages were reported.</p> <p><i>WHS induction process</i> From July to Oct 2022 a total of 7 worker/volunteer inductions took place.</p> <p><i>Training Opportunities were identified</i> From July to Oct 2022 workers participated in:</p> <ul style="list-style-type: none"> • Tree Fallers training/assessments, • Onsite ChemCert training, • White Card training, and • Restore Mobility sessions.

ORGANISATIONAL EFFICIENCY

Current ...	Start D...	Due D...	Goal	Update
20%	01/07/2022	30/06/2023	Local Government Reform : 100%	
25%	01/07/2022	30/06/2023	→ Local Government Reform - Participate actively in the Future of Local Government Review process with a focus on achieving the best outcome for the Break O'Day area. : 100%	Submission prepared in relation to Interim Report considered by Council at the Council meeting on 15/8/22 and lodged on 25/8/22 after finalisation. Council officers have been engaged in substantial ongoing data gathering exercises to support the review process. Mayor and General Manager will be meeting with the Local Government Board in early October.
15%	01/07/2022	30/06/2023	→ Northern Region Shared Services - Pursue joint procurement opportunities involving Northern Region Councils. : 100%	Legal Services procurement continues on a regional basis. Opportunity relating to Asset Management is being developed by BODC officers for discussion in coming months
10%	01/07/2022	30/06/2023	Break O'Day Organisation : 100%	
12%	01/11/2022	28/02/2023	→ Service Delivery Review Development Services - examine the opportunity to undertake a service delivery review focussed on development related activities. : 100%	People Matter Survey's are nearly complete for all of Development Services staff. A summary will be provided to the Manager theming how the department is tracking. A quote for psychometric testing the DS department will be obtained in coming months.
33%	01/07/2022	30/09/2022	→ Service Delivery Review Works Department - complete a review of Works Department activities and implement the outcomes. : 100%	Review of service delivery by the Works Department is progressing well with the active participation of a working group. Presentation made to the General Manager in mid-August and the group is now focussed on the key areas they identified.
0%	01/07/2022	30/06/2023	→ Community Engagement Strategy - Ensure Community Engagement Strategy is embedded in Council's engagement activities. : 100%	
21%	01/07/2022	30/06/2023	→ Plain English Communication - Ensure all staff are aware of plain english guides and tools and are using the Style and Communication Guides. : 100%	The Communications Coordinator continues to look for opportunities to get staff thinking about Plain English. There have been brief discussions in Council meetings as well as emails pointing staff to relevant tools and guides to help develop communications in Plain English. The implementation of the Community Engagement Procedure is reinforcing this with staff now using templates which encourages Plain English communications.
63%	01/07/2022	30/06/2023	Management Systems : 100%	
25%	01/07/2022	30/06/2023	→ Cascade - Progress with integration of Cascade as the key platform for managing day-to-day activities with a focus on project management. : 100%	Progress with the implementation of this system has progressed well with new team members quickly adapting to the system
85%	01/07/2022	30/06/2023	→ Cascade Community Dashboard - ensure the community dashboard is operating on Council's website. : 100%	A Cascade public dashboard has still not been developed. Instead we have been uploading the quarterly reports as an easy to read flip book on the website.
80%	01/07/2022	30/06/2023	→ Welcome Pack - Review and redevelop the welcome pack for new residents. : 100%	Admin staff continually review the information in the New Resident Packs to ensure it is up-to-date and relevant.
25%	01/07/2022	30/06/2023	Customer Service : 100%	

Current ...	Start D...	Due D...	Goal	Update
68%	01/07/2022	30/06/2023	→ Access to Information - Ensure staff understand where they and customers can access Council information. : 100%	This is an ongoing task. The Communications Coordinator has started emailing Admin staff any relevant information to do with communications including where to find hard copy surveys etc. Every month in the newsletter we publicise where people can find out more information on the website or join our email database so we can directly communicate with them.
30%	28/09/2022	31/03/2023	→ Customer Service - Investigate and report on options for improving customer service telephone enquiries, particularly with staff Working From Home. : 100%	An internal review on how to improve customer service, staff efficiency and record management will be undertaken early in the new year.
10%	28/09/2022	30/04/2023	→ Customer Satisfaction - Research and develop a report in relation to options to monitor customer satisfaction. : 100%	Research on options to monitor and assess customer experience and satisfaction is underway.
38%	01/07/2022	30/06/2023	Asset Management : 100%	
25%	01/07/2022	30/06/2023	→ System Refinement - Develop and Refine Asset Management System including integration of all Council assets. : 100%	Councils Asset Officer is progressing the update of Councils Storm Water System GIS database. Significant progress has been made in improving the available maps for use by council and others.
50%	01/09/2022	31/12/2022	→ MTB Asset Management Plan - develop 10 year asset management plan. : 100%	The Mountain Trail Bike (MTB) Asset Management Plan has been drafted for initial management review. A final draft of the plan will be prepared for review by Council Audit Panel in the next quarter, prior to being tabled at a Council meeting. The plan is aligned with Councils Strategic Asset Management Plan and is the last in the series of asset class management plans to be developed.
18%	01/07/2022	30/06/2023	Public & Environmental Health : 100%	
25%	01/07/2022	31/03/2023	→ New Municipal By-Law - Progress Development of Municipal By-Law which controls Keeping of Life Stock, Waste Disposal Site Controls & Caravans within the Municipality. : 100%	Final review being brought to related Council officers on the 9/11/22.
30%	01/07/2022	30/06/2023	→ Food Premises - Deliver a regular program of Food Premises inspections. : 100%	Ongoing statutory function of Environmental Health Officer
0%	01/07/2022	30/06/2023	→ Water Quality Monitoring - Undertake monitoring and reporting in recreational waters. : 100%	
44%	01/07/2022	30/06/2023	Stakeholder Management : 100%	
25%	01/07/2022	30/06/2023	→ Local Government Association of Tasmania (LGAT) and Australian Local Government Association (ALGA) - Participate actively at the State and National level in Local Government matters including policy development. : 100%	Attendance of the Mayor and General Manager has occurred at LGAT meetings on 1/7/22 (Mayor only) and 16/9/22. Mayor is Vice President of LGAT and participates in the General Management Committee and ALGA Board.

Current ...	Start D...	Due D...	Goal	Update
25%	01/07/2022	30/06/2023	→ Northern Tasmania Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy. : 100%	Mayor and General Manager participate actively in NTDC activities. During the period this has included the Board Review workshop and subsequent activities.
25%	01/07/2022	30/06/2023	→ Legislative Reviews - Participate in reviews of legislation affecting Local Government. : 100%	During the 2022-23 year, Council participated in the following legislative reviews: <ul style="list-style-type: none"> Local Government (Code of Conduct) Bill 2022 - August 2022 (Considered but no Submission made)
100%	01/07/2022	30/11/2022	→ Planning Authority Delegation Review - Review of Delegations for Planning Authority Decisions with a aim to reduce unnecessary decision making processes and reporting for Planning items. : 100%	A report regarding Planning Authority Delegation was delivered at the 1 August 2022 Workshop. Council resolved to apply the status quo to planning authority delegation. No further action required.
0%	01/07/2022	30/06/2023	Organisational Efficiency : 100%	
0%	01/07/2022	30/06/2023	→ Organisational Efficiency - Include consideration of access and inclusion best practices into reviews of Council's systems and processes. : 100%	Activity yet to be commenced
65%	01/07/2022	30/06/2023	Emergency Management : 100%	
65%	01/07/2022	30/06/2023	→ Municipal Emergency Management Plan - Review and adopt the Plan in line with the Tasmanian Emergency Management Plan : 100%	Re-write of the current Municipal Emergency Management Plan is currently being undertaken under the new State format including the new Australian Fire Danger Rating System

11/22.17.4 Appointment of Councillors as Council Representatives on Committees and Boards

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	014\001\022\
ASSOCIATED REPORTS AND DOCUMENTS	NRM Committee Charter

OFFICER'S RECOMMENDATION:

That Council appoint the following Councillor representatives to these Committees and Boards:

- Local Government Association of Tasmania (LGAT) – One (1) voting delegate and one (1) proxy
- TasWater – One (1) voting delegate and one (1) proxy
- Break O'Day Council Audit Committee – Two (2) Councillors and one (1) backup Councillor
- East Coast Tasmania Tourism Organisation (ECTT) – One (1) Councillor
- St Helens & Districts Chamber of Commerce and Tourism – Two (2) Councillors
- Australia Day Committee – Two (2) Councillors
- Disability Access Committee – Two (2) Councillors
- Community Stadium – Special Committee of Council – Two (2) Councillors
- Bay of Fires Master Plan Steering Committee – One (1) Councillor
- NRM Committee – Three (3) Councillors – the Chair also needs to be selected from Councils representatives
- Mental Health Action Group – One (1) Councillor
- Tender Opening Committee – Two (2) Councillors

INTRODUCTION:

It is necessary to determine Council representatives on various Committees and Boards to ensure adequate representation by Council.

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

It is important following a general election that Council representation on various Committees is considered and representatives be selected.

All positions are now vacant and the following representation is required:

- Local Government Association of Tasmania (LGAT) – In the past this has automatically been the Mayor by virtue of the position with the Deputy Mayor as the proxy – LGAT have advised that voting delegates are required after each ordinary Council election
- TasWater – previously Mayor with Deputy Mayor as the proxy - One (1) voting delegate and one (1) proxy.
- Break O’Day Council Audit Committee – previously Clr Barry LeFevre and Clr Lesa Whittaker and Clr Kylie Wright as a backup – two (2) Councillors.
- East Coast Tasmania Tourism (ECTT) – previously Clr Barry LeFevre – one (1) Councillor.
- St Helens Districts & Chamber of Commerce and Tourism – previously Mayor Mick Tucker and Clr Marg Osborne – two (2) Councillors.
- Australia Day Committee – previously Clr John McGiveron and Clr Janet Drummond – two (2) Councillors.
- Disability Access Committee – previously Clr Janet Drummond and Clr Margaret Osborne – two (2) Councillors.
- Community Stadium – Special Committee of Council – previously Mayor Mick Tucker and Clr Margaret Osborne – two (2) Councillors.
- Bay of Fires Master Plan Steering Committee – previously Clr Glenn McGuinness – one (1) Councillor.
- NRM Committee – previously Clr Janet Drummond (Chair), Clr Kristi Chapple and Clr Lesa Whittaker– three (3) Councillors.
- Mental Health Action Group – previously Clr Barry LeFevre – one (1) Councillor
- Tender Opening Committee – previously Clr John McGiveron and Clr Glenn McGuinness – two (2) Councillors.

LEGISLATION / STRATEGIC PLAN & POLICIES:

Strategic Plan 2017 – 2027

Goal

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

Goal

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

BUDGET AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority.



CHARTER

FOR THE

BREAK O'DAY COUNCIL NATURAL RESOURCE MANAGEMENT COMMITTEE

This Charter¹ sets out the terms for the establishment and operation of Break O'Day Council's Natural Resource Management (NRM) Committee as *Special Committee of Council* under the Local Government Act 1993, Section 24.

NRM Committee

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

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

Skill base required

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

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

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

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

All appointments are at the discretion of Council.

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

Terms of Reference

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

Natural Resource Management Committee Responsibilities

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

Council responsibilities

1. Provide a meeting venue for the Committee as required to fulfil its functions;
2. Provide support to the Committee;
3. To give appropriate and timely consideration to Committee recommendations;
4. Allow the formation of Subcommittees under Committee guidance where special circumstances warrant it; and
5. Consult prior to and provide reasonable notice of any changes it intends to make with respect to the NRM Committee and Charter.

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

OFFICER'S RECOMMENDATION:

That the following dates and times be approved for Council Meetings and Workshops to be held in 2023:

Council Meetings Commencing at 10.00am	Council Workshops Commencing at 10.00am
Monday 16 January	
Monday 20 February	Monday 6 February
Monday 20 March	Monday 6 March
Monday 17 April	Monday 3 April
Monday 15 May	Monday 1 May
Monday 26 June	Monday 5 June
Monday 17 July	Monday 3 July
Monday 21 August	Monday 7 August
Monday 18 September	Monday 4 September
Monday 16 October	Monday 2 October
Monday 20 November	Wednesday 8 November
Monday 18 December	Monday 4 December

INTRODUCTION:

It is necessary to determine Council meeting dates prior to the commencement of the New Year. The above dates are submitted for Council's consideration.

PREVIOUS COUNCIL CONSIDERATION:

Setting Council meeting dates is an annual requirement.

OFFICER'S REPORT:

Once the meeting dates have been established they will be published on the Council website, Council does have the opportunity to amend these dates if issues arise during the year.

In regards to the dates set above I highlight the following variations from what would be the normal 1st and 3rd Monday of each month.

June – The Council Meeting will be held one (1) week later on Monday 26 June due to the Australian Local Government Association (ALGA) General Assembly normally being held the previous week on what would be the 3rd Monday of the month.

November – The workshop will be held on Wednesday 8 November due to the 1st Monday (6 November) falling on a public holiday and Tuesday 7 November is Melbourne Cup Day.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027

Goal

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

LEGISLATION & POLICIES:

Local Government (Meeting Procedures) Regulations 2015 – Part 2, Division 1 - Dates must be established to enable appropriate notification of meeting dates as required under Legislation.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There are no budget implications to Council.

VOTING REQUIREMENTS:

Absolute Majority.

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	004\003\002\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council authorise the General Manager to close the Council Office and the Works Depot for the Christmas Break from 12.30pm on Friday 23 December 2022 and reopen on Tuesday 3 January 2023.

INTRODUCTION:

Christmas Eve falls on a Saturday this year and consideration needs to be given to the closure period for the Council Office and Works Depot.

PREVIOUS COUNCIL CONSIDERATION:

No previous Council consideration.

OFFICER'S REPORT:

In previous years the Council Office etc have closed at lunch time (12:30) on the last day of work and following this a break up/end of year function has occurred.

Due to Christmas Eve falling on the Saturday this year it is proposed that we would like to continue this process and therefore close the Council Office, Depot and other Council operations (as necessary) at 12.30pm to enable the end of year Christmas function to take place for all staff (indoor, outdoor, Visitor Information Centre and History Room combined).

STRATEGIC PLAN & ANNUAL PLAN:

Nil.

LEGISLATION & POLICIES:

Nil.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There is no financial implication to Council in regards to this matter.

VOTING REQUIREMENTS:

Simple Majority.

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

IN CONFIDENCE

- 11/22.18.0** **CLOSED COUNCIL**
- 11/22.18.1** **Confirmation of Closed Council Minutes – Council Meeting 17 October 2022**
- 11/22.18.2** **Outstanding Actions List for Closed Council**
- 11/22.18.3** **Tender – 2022 / 2023 Bituminous Surfacing Program – Closed Council Item Pursuant to Section 15(2)D 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.