



COUNCIL MEETING AGENDA

Monday 20 July 2026
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
14 July 2026

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 20 July 2026 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 July 2026

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AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

All ordinary meetings, special meetings and annual general meetings will be live streamed using audio/visual technology. The audio/visual recording of Council Meetings will be published for 12 months and will be retained for 2 years.

Other than an official Council recording, no video or audio recording of proceedings of Council Meetings shall be permitted without specific approval by resolution of the Meeting.

The streaming platform utilised for recording and streaming is setup specifically for Break O'Day Council and Council has full control of which meetings are streamed or uploaded for viewing. There is no ability for the public to comment, edit or download recordings in anyway. They can only be viewed via the Council link.

Participation in person at the Council Meeting is considered as providing your consent to livestreaming of that meeting.

In accordance with the Local Government Act 1993 and Regulation 43 of the Local Government (Meeting Procedures) Regulations 2025, these audio files will be published on Council's website for 12 months and be retained for two (2) years. 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 & INTRODUCTION

The Mayor to welcome Councillors and staff and declare the meeting open at 10.00am.

This meeting is conducted in accordance with the Local Government Act 1993 and Local Government Meeting Procedures Regulations 2025. All Councillors are reminded of their obligation to act in the best interests of the community and to declare any interest in matters to be discussed.

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.

LIVE AUDIO/VISUAL STREAMING OF COUNCIL MEETINGS

Ladies and gentlemen, I would like to advise you that today's Council Meeting is being live streamed and recorded. This means that members of the public who are unable to attend in person can still observe the proceedings. By remaining in this chamber, you are consenting to being filmed and recorded. Please be mindful of your actions and contributions as they will be visible to the public. Thank you for your cooperation.

07/26.1.0 ATTENDANCE

07/26.1.1 Present

Mayor Mick Tucker
Councillor Gary Barnes
Councillor Ian Carter
Councillor Liz Johnstone
Councillor Vaughan Oldham
Councillor Lesa Whittaker
Councillor Kylie Wright

07/26.1.2 Apologies

Deputy Mayor Kristi Chapple
Councillor Barry LeFevre

07/26.1.3 Leave of Absence

07/26.1.4 Staff in Attendance

General Manager, John Brown
People & Safety Support Officer, Linda Singline

07/26.2.0 PUBLIC QUESTION TIME

In accordance with Regulations 33 - 38 of the Local Government (Meeting Procedures) Regulations 2025, questions—whether from members of the public or Councillors—must relate to the functions or activities of Council and must not be defamatory, offensive, or disrupt the orderly conduct of the meeting.

A question asked at a meeting is to:

*Be concise; and
Be clear; and
Not be a statement; and
Have minimal preamble*

General statements are not permitted during question time.

Members of the public and councillors may ask up to four (4) questions per meeting. The Chairperson reserves the right to refuse a question, in accordance with the Regulations. If a question is refused, the reason will be stated and recorded in the minutes.

1. We have collected a Petition with 85 signatures from local Community members affected by the recent decision of Parks and Wildlife Service to closing access to properties in Peron and adjoining streets from the adjoining Crown Reserve. What is the best way for bringing this Petition to the attention of Parks and Wildlife Service and the State Government?

REPLY

It is Council's understanding that relevant correspondence and the petition have already been provided to the Minister of Parks, Nick Duigan MP.

2. Will Council support our concerns regarding the proposed closure of access to the firebreaks by seeking further clarification and Justification from Parks?

REPLY

Council officers have reached out to relevant PWS personnel to request further information and clarification for the community prior to undertaking any proposed works. Council cannot confirm its position in relation to these works until that information has been provided.

3. If so, can council assist in identifying alternative options for Parks to consider and/or provide community education to help explain why the proposed closure is considered necessary?

REPLY

As per answers above. Council has also expressed concerns around how these works were communicated with the community and emphasised the need for better communication on these matters moving forward.

It is apparent that this development application as presented for public review, and presumably acceptable to the Council's Planning Department (as it has been in the process of preparation for a number of years, at least from July 2024 until April 2026), contains "hidden" aspects not fully explained in the DA documentation.

Specifically, to overcome the requirement to dispose of all stormwater and wastewater on site it is proposed to provide a 600 mm diameter pipe from the Franks St roadside gutter under Grant St in a westerly direction along the Franks St west extension and to empty into Devils Creek. This is to allow offsite disposal of stormwater. It is not disclosed who would pay for this exceptionally large drain, which will need to be quite deep underground, although the DA documentation suggests that it would become a Council asset, so Council should pay.

Further, the DA documentation does not appear to discuss the proposed drainage easement through the subdivision which would provide a similar drainage facility for adjacent land parcels in New St which may be sub-divided in the future. Both the 600 mm drain and the drainage easement

actively assist the sub-division of unsuitable or marginal land where on-site disposal of water, whether storm or wastewater, is problematic.

My questions concern the existing natural drainage system on the site.

1. **a)** Did any Council planning staff inspect or visit the site for purposes associated with the development proposal during the Council's involvements with the Applicant over the period, and
b) if so, did the planning staff observe the condition of the dam or pond at the north-west corner of the proposed development particularly whether the dam has been recently partially infilled, and
c) did the planning staff observe the recent and-filling on the site?

REPLY

Yes, Council planning staff have visited the site and noted the pond and filling.

2. Are Council planning staff aware of a previous subdivision proposal near the site at 70 Grant St, specifically the 11-Lot Subdivision at Franks St and 22464 Tasman Highway, DA 466-04, and the associated appeals to the Resource Management and Planning Appeal Tribunal and the subsequent Condition imposed concerning Threatened Species at that site?

REPLY

Yes

3. If so, has any planning staff member raised this specific matter concerning Threatened Species with the Applicant of DA 2024 / 00134?

REPLY

No, it was not considered to be relevant in relation to the specific proposal. The matters pertaining to threatened species are addressed via other legislation separate from the current Land Use Planning and Approvals Act and is further noted and detailed in the planners report included within the agenda.

07/26.3.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil

07/26.4.0 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Regulation 34 of the Local Government (Meeting Procedures) Regulations 2025 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.

07/26.5.0 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.

07/26.6.0 CONFIRMATION OF MINUTES

07/26.6.1 Confirmation of Minutes – Council Meeting 15 June 2026

OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 15 June 2026 be confirmed.

07/26.7.0 COUNCIL WORKSHOPS HELD SINCE 15 JUNE 2026 COUNCIL MEETING

There was a workshop held 6 July 2026 and the following items were listed for discussion:

- St Helens-Binalong Bay Liveability Strategy
- TasWater Presentation
- Pending Development Application Updates
- NRM Committee Meeting Record of Proceedings – 5 May 2026
- Preparedness for Avarian Influenza
- Animal Control Report
- Pollarding Elm Trees on the Northern Side of Tully Street
- Grant Street (St Marys) Flood Levee
- Policy review – AM13 Memorial Gardens Policy
- Policy review – AM18 Nature Strip Planting Policy
- Draft St Marys Parking Strategy 2026-2031
- Sponsorship request- MoodMission - Mental Health Comedy Roadshow
- St Helens Online Access Centre Funding

07/26.8.0 PLANNING AUTHORITY

Pursuant to Regulation 29 of the Local Government (Meeting Procedures) Regulations 2025 the Mayor to inform Council that it is now acting as a Planning Authority under the Land Use Planning and Approvals Act 1993.

07/26.8.1 DA 134-2024 – 70 Grant St, Falmouth - Subdivision – 6 Lot subdivision

ACTION	DECISION
COUNCIL MEETING DATE	20.07.2026
PROPONENT	Chris Triebe & Associates Town Planning Services Limited
OFFICER	Alex McKinlay – Planning Officer
FILE REFERENCE	DA 2024 / 00134
ASSOCIATED REPORTS AND DOCUMENTS	1. Plans and Documents for Approval 2. Representations (3) 3. Planning Scheme Assessment

OFFICER'S RECOMMENDATION:

- A. After due consideration of the application received and pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Tasmanian Planning Scheme – Break O'Day*, that the application for 6 Lot Subdivision on land situated at 70 Grant Street, Falmouth described in Certificate of Title 164048/100 be APPROVED subject to the following plans / documents and conditions:

Approved Plans / Documents			
Plan / Document Name	Reference Number	Prepared By	Dated
Geotechnical Site Investigation for Foundations and Wastewater	Nil	Enviro-Tech Consultants Pty. Ltd	07/05/2024
Onsite Wastewater Assessment	Nil	Geo-Environmental Solutions	July 2025
70 Grant Street, Falmouth Traffic Impact Assessment	Nil	Midson Traffic Pty Ltd	9/10/2024

Plans / Documents to be Amended			
Plan / Document Name	Reference Number	Prepared By	Dated
Proposal Plan	1124-01DA	D.J. McCulloch & Associates	17/07/2024
Flood Study Report – Revision 5	54262MW	PDA Surveyors, Engineers & Planners	29/04/2026

CONDITIONS

CONDITION		TIMING
1	Approved Plans and/or Document	
A	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.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan) and to be maintained at all times.
2	Lots	
A	Approval is for Lots 1 - 6.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. survey plan).
3	Submission and Approval of Engineering Plans	
A	Detailed engineering drawings, Plan of Subdivision and specifications stamped 'For Construction' must be submitted to the Manager of Infrastructure and Development or their approved delegate, for approval. Such documentation must: a) Include all infrastructure works shown on the endorsed plans and specifications or otherwise specified by the conditions below, including but limited to: i. Crossovers and Raised Driveway Accesses for each lot. ii. A stormwater service connection from each lot to the adjacent road swale sufficient for the safe discharge of a 5% AEP rainfall ensemble including climate modelling for a projected SSP5-8.5 to the year 2100. iii. Revised flood modelling and reporting to validate the detailed design submitted 'for construction' complies with the endorsed documents within this Permit and Conditions imposed. Including: (i) Road swales utilising a Manning's N (or equivalent) roughness value of 0.05 consistent	Prior to the commencement of any works.

	with Council's Level of Service. (ii) Defined 'No Building Area' for each lot suitable for application within a Section 71 Agreement under the Land Use Planning and Approvals Act to: 1. limit allowable locations for development in accordance with the endorsed documentation 2. limit modification of designed earthworks and existing terrain such that it would impact the flood management solution provided for within endorsed documentation and approved detailed design, revised flood modelling and reporting.	
	iv. Formalisation of road swales adjacent to the proposed development. v. All recommendations provided by the endorsed Flood Report. vi. All new stormwater pipes are to be concrete and of minimum strength Class 4 vii. Energy dissipation and erosion control to stormwater outlets and inlets viii. Extension of the proposed stormwater pipe, intended to be transferred to Council to form part of the public stormwater system, to an outlet headwall at the end of the road casement adjacent to 71 Grant Street. Council may at	

	their own discretion approve an extended swale from the outlet in lieu of a pipe. ix. Locating wastewater treatment areas beyond the ground water level.	
B	Be prepared in accordance with the Tasmanian Subdivision Guidelines and LGAT Standard Drawings applicable at the date of approval of the plans. These Guidelines are available at www.lgat.tas.gov .	Prior to the commencement of any works.
C	All subdivision plans and associated engineering documentation must be reviewed and certified by a Certifying Civil Engineer prior to submission to Council for assessment, approval, or sealing. For the purposes of this requirement, a <i>Certifying Civil Engineer</i> means a person who: - holds qualifications in civil engineering appropriate to the works being certified; - is a Registered Professional Engineer in the area of civil engineering under the <i>Professional Engineers Registration Act 2021 (Tas)</i>, or any successor legislation; and - has demonstrated experience in the design, construction, and certification of subdivision and civil infrastructure works.	Prior to the commencement of any works.
D	All new infrastructure is to be fully integrated with existing infrastructure networks within reasonable distance to the development	Prior to the commencement of any works.
E	Be accompanied by an estimate of the construction cost of future public works with an associated schedule of components (bill of quantities).	Prior to the commencement of any works.
F	In all instances where deviation from detailed design is necessary from the standards identified above, approval must be sought from Councils Manager. Any such request for approval must be accompanied by supporting evidence prepared by a suitably qualified engineer.	Prior to the commencement of any works.
G	Once engineering drawings and specifications are approved by Council they remain valid for a period of five (5) years from the date of such approval, following which they will	Prior to the commencement of any works.

	automatically lapse if they have not been carried into effect via works. Where any engineering design drawings have lapsed, Council may require the re-submission and review of the relevant engineering design drawings, any associated calculations and any other relevant information to ensure compliance with current infrastructure standards and applicable legislation.	
4	Earthworks	
A	Earthworks must comply with the provisions of AS3798 Guidelines on earthworks for commercial and residential developments and the Tasmanian Subdivision Guidelines current at the time of the application.	Prior to the commencement of any works.
B	Earthworks must be designed by a suitability qualified and experienced engineer to resist all probable flood forces as described within endorsed documents and varied by designs approved by Council's Manager of Infrastructure and Development.	Prior to the commencement of any works.
C	An accredited Civil Engineer or Geotechnical Engineer must certify that all earthworks have been carried out in accordance with all Permit conditions, endorsed documents, approved 'For Construction' documentation and detailed designs.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
5	General Manager Consent Pursuant to Section 14 of the Urban Drainage Act 2013	
A	The applicant must apply for, and be issued with, a General Manager's consent to undertake works affecting the public stormwater system pursuant to section 14 of the Urban Drainage Act 2013.	Prior to the commencement of any works.
6	Part 5 Agreement	
A	Prior to the sealing of the Final Plan of Subdivision, the landowner, under section 71 of the <i>Land Use Planning and Approvals Act 1993</i>, must prepare and enter into an agreement with the Break O'Day Council, to the satisfaction of the General Manager, establishing: a) a 'No Build Area' over all lots consistent with the 'No Build Area' necessary for flood management as required by Condition 2 and described in endorsed documentation. Restrictions for the 'No Build Area' are	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).

	to prohibit buildings, structures, earthworks or infrastructure, including vehicle access ways being constructed within the 'No Build Area' unless otherwise approved in writing by Council. b) that the landowner of a lot is responsible for the ongoing operation and maintenance of all portions of the lot necessary for flood management. c) that the landowner must maintain the area in accordance with the Operation and Maintenance Manual following its submission and approval by Council's Manager of Infrastructure and Development. d) that the landowner must rectify any nuisance from overland stormwater flow or flooding caused by the modification of areas within the 'No Building Area', to Council's requirements and at the owner's expense, within 14 days of Council giving notice of the requirement to do so. e) That the failure by the landowner to comply with a term or condition set out in the agreement allows the Council to undertake that work, with the costs of doing so to be a debt due and payable by the landowner to the Council.	
B	The developer is to pay all costs associated with the preparation and registration of the agreement.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
7	Covenants	
A	Any restrictive covenants created by this subdivision are not to preclude the use/development of this land for State, Commonwealth or Local Government purpose.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
8	Stormwater Works	
A	The developer is to apply and receive a permit to undertake Works & Development for the proposed concentrated discharge to Crown land managed by the Tasmania Parks and Wildlife Service. A copy of the permit must be provided to Council with the submission stipulated in Condition 2.	Prior to commencement of any works

9	Infrastructure Repair	
A	The owner must, at their expense, repair any Council services (e.g. pipes, drains) and any road, crossover, footpath or other Council infrastructure that is damaged as a result of any works carried out by the developer, or their contractors or agents pursuant to this permit. These repairs are to be in accordance with any directions given by the Council. If the owner does not undertake the required repair works within the timeframe specified by Council, the Council may arrange for the works to be carried out at the owner's expense.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
10	New Works & Infrastructure Construction	
A	All works, where relevant, must be in accordance with Council Policy No. AM08: Subdivision New Works and Infrastructure Construction	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
11	Works in Council Road Reserve	
A	Works must not be undertaken within the public road reserve, including crossovers, driveways or kerb and guttering, without prior approval for the works by Council's Works Department.	Prior to undertaking any works within the Council Road Reserve.
B	Twenty-four (24) hours notice must be given to the Works Department to inspect works within road reserve, and before placement of concrete or seal. Failure to do so may result in rejection of the vehicular access or other works and its reconstruction.	Prior to undertaking any works within the Council Road Reserve.
12	Temporary Exclusion Barrier	
A	Delineate areas where vegetation is proposed to be retained with exclusion fencing/barriers/means of identification, to prevent accidental felling.	During site works.
13	Demolition of Outbuildings	
A	The Developer must: a) protect property and services which are to either remain on or adjacent to the site from interference or damage and erect dust screens as necessary. b) not undertake any burning of waste materials on site.	During demolition works and prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).

	c) remove all rubbish from the site for disposal at a licensed refuse disposal site. d) dispose of any asbestos found during demolition in accordance with the WorkSafe Tasmania's 'How to safely remove asbestos: Code of practice'	
14	Payment in Lieu of Public Open Space	
A	The developer must make payment to the Break O'Day Council in lieu of providing public open space in accordance with <i>Policy No AM02 Public Open Space Contributions Policy</i> as amended.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
15	Final Plan of Survey	
A	A copy of the final plan of survey and schedule of easements is to be submitted to Council for assessment of sealing. Advice: The plan will not be sealed until such time as all conditions on this permit have been complied with.	On completion and satisfaction of all conditions on this permit.

ADVICE

1. Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
2. Activities associated with construction works are not to be performed outside the permissible time frames listed:
Mon-Friday 7 am to 6 pm
Saturday 9 am to 6 pm
Sunday and public holidays 10 am to 6 pm

3. TasNetwork's Advice:

'Based on the information provided, the development is likely to adversely affect TasNetworks' operations.

TasNetworks has a deemed (statutory) easement over the distribution HV and LV line between pole 293270 and 293271 as shown in the below screenshot which will affect the proposed lot 1. No structure can be built within our easement corridor. Further information regarding Easements can be found on the TasNetworks website : [Electricity easements - TasNetworks](#)

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 on 1300 137 008 or submit an application via our website connections portal <https://connections.tasnetworks.com.au/Identity/Account/Login> at their earliest convenience'.

- B. That all external Referral Agencies for the development application be provided with a copy of the Council's decision (Permit).

	Applicable Y/NA	Referral Agency
That all external Referral Agencies for the development application be provided with a copy of the Council's decision (Permit)	N/A	N/A

- C. That the following information be included in the Permit.

Development Permit Information	Details
<i>Development Description</i>	Subdivision - 6 Lot Subdivision
<i>Relevant Period of Approval</i>	2 Years
<i>Other Necessary Permits</i>	Works Permit
<i>Attachments</i>	Nil
<i>Representations</i>	Three (3)

INTRODUCTION:

The applicant is seeking approval for a 6-lot subdivision for the subject site at 70 Grant Street, Falmouth (CT 164048/100).

PREVIOUS COUNCIL CONSIDERATION:

Nil

OFFICER'S REPORT:

1. The Proposal

The applicant is seeking approval for a subdivision of the 1.03ha site into 6 lots. As seen within the proposal plan, Lot 5 will accommodate the existing single dwelling and garage that currently services the residence while Lot 6 will retain an existing shed. Notably, there are several proposed works as identified within the Flood Study Report prepared by *PDA Surveyors, Engineers & Planners* which form part of the application and include:

- fill for Lots 1, 2, 3, 4 and 6.
- New Crossovers and Raised driveway access for all lots with pipe culverts at the road. The new crossovers and raised driveway access for lots 1 and 2 will require some vegetation removal but it is worth noting that this application did not require assessment against the **C7.0 Natural Assets Code** as the site was not subject to the priority vegetation area overlay.
- Provision of a catch drainage swale along the Eastern boundary of Lot 6.
- Grading of lower portion of the lots 1, 2, 5 and 6.

- Existing pond on lot 1 to be infilled and area graded to 3.40 m AHD.
- Addition of new pipe culvert in Franks Street to convey water to an open drain and then into Devils Creek.

The provided Geotechnical Site Investigation for Foundations and Wastewater and Onsite Wastewater Assessment reports demonstrate that the proposed lots can accommodate secondary treatment systems regarding onsite wastewater management to service future development. Additionally, the Flood Study Report has included indicative building parcels on each lot which accounts for the provided modelling and findings detailed therein to support the notion that the proposed lots are able to achieve and maintain a tolerable risk for future use and development.

2. Applicable Planning Assessment

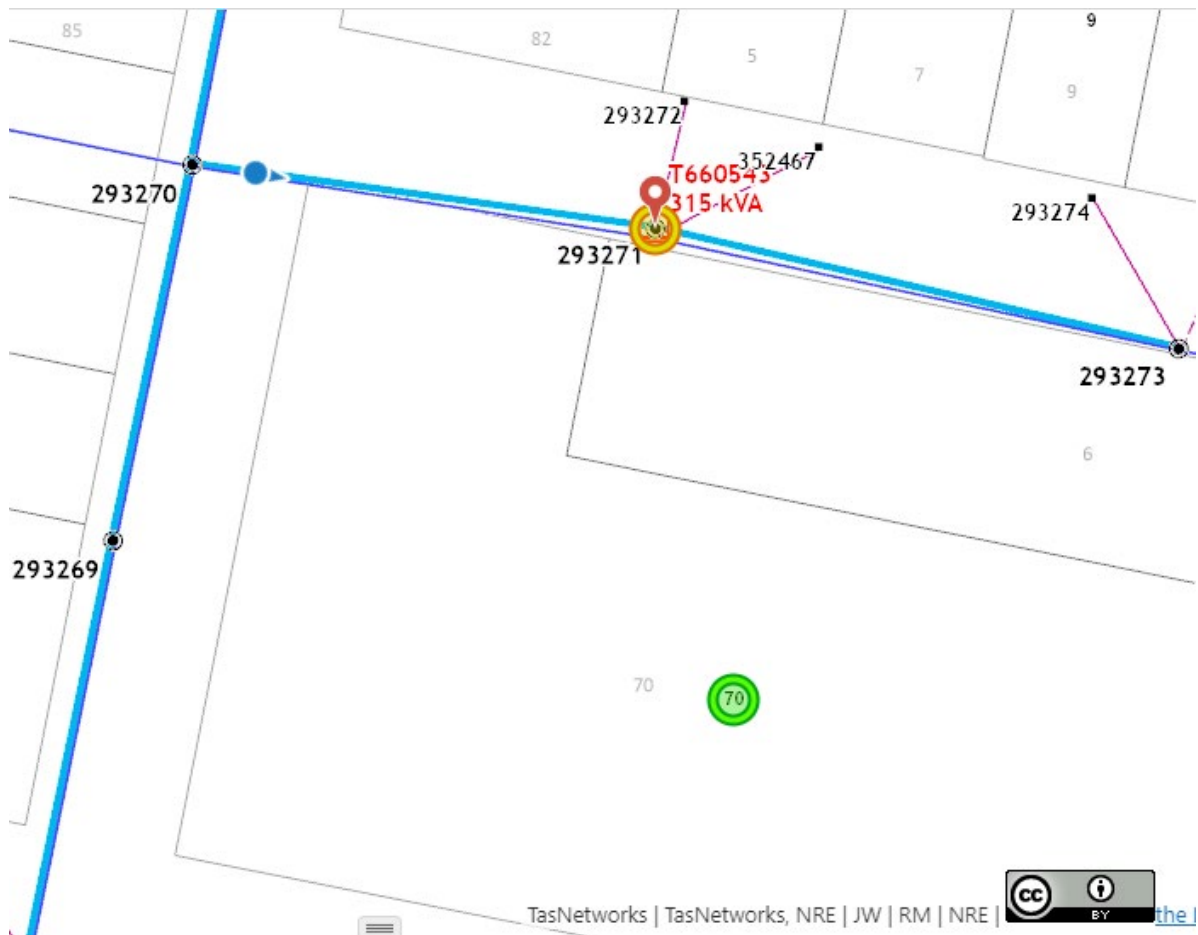
- 10.0 Low Density residential Zone
- C2.0 Parking and Sustainable Transport Code
- C3.0 Road and Railway Assets Code
- C12.0 Flood-Prone Areas Hazard Code

3. Referrals

- Environmental Health Officer – The Onsite Wastewater Assessment prepared by *Geo-Environmental Solutions* was referred to Council’s Environmental Health Officer for technical consideration of the report’s findings. The Environmental Health Officer confirmed that they were in agreeance with the conclusions of the report noting that there is sufficient high land for an AWTs for each of the proposed new building envelopes at each proposed lot. The wastewater reports would be further assessed at the building stage, when the full details of buildings sizes and locations are known.
- Works Department – Numerous referrals were issued Council’s Works Department pertaining to crossover/access, stormwater and flooding matters. While the stormwater and flooding matters were eventually directed to Council’s external consultant (Collective Consulting) for further technical assessment, the Works Department did advise that the findings of the Traffic Impact Assessment regarding the additional crossovers was accepted.
- Collective Consulting – Due to the flooding and stormwater matters requiring an engineering perspective, Council engaged Collective Consulting for technical consideration of the Flood Study Report and proposed stormwater infrastructure. After numerous requests for further information, the latest version of the report was deemed to appropriately address the relevant performance criteria from the C12.0 Flood-Prone Areas Hazard Code subject to the conditions recommended by Collective Consulting.
- Tas Networks – In response to a referral of the application, the following advice was provided:

‘Based on the information provided, the development is likely to adversely affect TasNetworks’ operations.

TasNetworks has a deemed (statutory) easement over the distribution HV and LV line between pole 293270 and 293271 as shown in the below screenshot which will affect the proposed lot 1. No structure can be built within out easement corridor. Further information regarding Easements can be found on the TasNetworks website : [Electricity easements - TasNetworks](#)



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 on 1300 137 008 or submit an application via our website connections portal <https://connections.tasnetworks.com.au/Identity/Account/Login> at their earliest convenience’.

The above advice from Tas Networks was forwarded to the applicant for their consideration on the 20/08/2024 with no further correspondence relating to this matter being observable on the current file for this application.

4. Assessment

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

Tasmanian Planning Scheme – Break O’Day State Planning Provisions Version 7:

- 10.6.1 Lot Design (P1 and P2)
- 10.6.3 Services (P2)
- C2.6.1 Construction of Parking Areas (P1)
- C2.6.3 Number of accesses for vehicles (P1)
- C3.5.1 Traffic Generation at a Vehicle Crossing, Level Crossing or New Junction (P1)
- C12.6.1 Building and Works within a Flood-Prone Hazard Area (P1.1 and P1.2)
- C12.7.1 Subdivision within a Flood-Prone Hazard Area (P1)

Detailed assessment against the provisions of the *Tasmanian Planning Scheme – Break O’Day* version 7 where the proposal was reliant on satisfying the performance criteria, is provided below.

The proposal is deemed to comply with the performance criteria applicable.

Planning Assessment

10.0 Low Density Residential Zone

10.6 Development Standards for Subdivision

10.6.1 Lot Design

Acceptable Solutions	Performance Criteria
A1 Each lot, or a lot proposed in a plan of subdivision, must: a) have an area of not less than 1500m² and: i. be able to contain a minimum area of 10m x 15m with a gradient not steeper than 1 in 5, clear of: 1. all setbacks required by clause 10.4.3 A1 and A2; and 2. easements or other title restrictions that limit or restrict development; and ii. existing buildings are consistent with the setback required by clause 10.4.3 A1 and A2; b) be required for public use by the Crown, a council or a State authority; c) be required for the provision of Utilities; or	P1 Each lot, or a lot proposed in a plan of subdivision, must have sufficient useable area and dimensions suitable for its intended use, having regard to: a) the relevant requirements for development of buildings on the lots; b) the intended location of buildings on the lots; c) the topography of the site; d) adequate provision of private open space; e) the pattern of development existing on established properties in the area; and f) any constraints to development, g) and must have an area not less than 1200m².

d) be for the consolidation of a lot with another lot provided each lot is within the same zone.	
Assessment against the Performance Criteria is required. Performance Criteria Assessment The proposed 6-lot subdivision and associated works for the subject site at 70 Grant Street, Falmouth, is unable to satisfy the acceptable solution thereby requiring assessment against the performance criteria. While each of the proposed lots exceed an area of 1500m², proposed lots 3,4 and 6 are unable to accommodate a minimum area of 10m x 15m clear of the setback requirements outlined within 10.4.3 A1 and A2 and the existing buildings on proposed lots 5 and 6 are unable to satisfy the aforementioned setback requirements. Specifically, the existing shed on proposed lot 6 is located less than 8m to the frontage (i.e. unable to satisfy frontage setback requirement as per A1) and the existing garage on proposed lot 5 has a side boundary setback less than 5m (i.e. unable to satisfy the side boundary setback requirements as per A2). However, the performance criteria can be considered reasonably satisfied as demonstrated in the completed assessment below: a) Each of the proposed lots have an area exceeding 1500m² and are intended to be provided new crossovers to service each individual lot. While the subdivision is not required to be categorised into a use class as per provision <u>7.10 Development Not Required to be Categorised into a Use Class</u> from the Tasmanian Planning Scheme, the applicant has submitted supporting reports (i.e. Flood Study Report, Geotechnical Site Investigation for Foundations and Wastewater including an Onsite Wastewater Assessment) which demonstrate that the proposed lots have the capacity to accommodate potential residential development subject to the design requirements specified within the submitted reports. Notably, the proposed subdivision includes works that will modify the topography of the site to assist in the adequate provision of suitable locations for development on each lot. The proposed works are further detailed within the Flood Study Report prepared by <i>PDA Surveyors, Engineers and Planners</i> but of particular note is the raised driveways to service each lot, fill for lots 1,2,3,4 and 6 and new stormwater infrastructure. Therefore, it is reasonable to determine each lot has sufficient dimensions to accommodate potential residential (single dwelling) development noting that suitable conditions relating to stormwater, flooding and access must be included as part of any permit issued for this application. b) The proposal plan does not include indicative locations for potential building placement on each lot. However, on page 19 of the Flood Study Report prepared by <i>PDA Surveyors, Engineers and Planners</i>, figure 11 illustrates indicative building parcels which have been sited in consideration of a post-development scenario which factors proposed works referenced above in criterion (a). Notably, the external consultant (Collective Consulting) which has assisted Council with the technical assessment of the Flood Study Report have recommended the inclusion of several conditions pertaining to flood and stormwater matters. With regard to the placement of buildings on each lot, the external consultant has recommended the inclusion of a condition/s whereby a defined 'No Building Area' must be identified for each lot and the landowner must enter into a Part 5 Agreement as per Section 71 of the Land Use Planning and Approvals Act 1993. The Part 5 Agreement effectively aims to limit development to areas identified as being suitable and limit modification of designed earthworks and existing terrain which could impact upon the	

flood management solution for the proposed lots. Please refer to the assessment completed for clause *C12.7.1 Subdivision within a flood-prone hazard area* from the **C12.0 Flood-Prone Areas Hazard Code** for information pertinent to flooding.

- c) The topography of the subject site can be described as low-lying with a slight downward slope from the north-east down towards the south-west. While it is important to acknowledge the overland flow/flooding matter which has been considered within the assessment for clause *C12.7.1 Subdivision within a flood-prone hazard area* from the **C12.0 Flood-Prone Areas Hazard Code**, the topographical characteristics of the proposed lots are unlikely to be a significant constraint when considering future development such as the construction of a single dwelling and associated outbuildings.
- d) As shown on the proposal plan, each of the proposed lots are intended to be afforded an area exceeding 1500m². It is therefore reasonable to conclude that each lot can be provided sufficient private open space in the event that a future application is lodged which seeks approval for a residential development. Importantly, the Tasmanian Planning Scheme attributes the following definition for private open space, *‘means an outdoor area of the land or dwelling for the exclusive use of the occupants of the land or dwelling, excluding areas proposed or approved for vehicle access or vehicle parking’*.
- e) Upon review of aerial imagery, it is evident that the surrounding area can be characterised as being predominantly residential in nature and specifically a single dwelling and associated outbuilding/s. With respect to the lot sizes of established properties within the surrounding area, it is evident that this varies considerably with such examples including but not limited to:
- 27 Franks Street – 825m²
 - 35 New Street – 775m²
 - 8 Stieglitz Street – 1041m²
 - 106 Grant Street – 1274m²
 - 44 Legge Street (CT 127677/1) – 2221m²
 - 2 Stieglitz Street – 4057m²

Therefore, it is reasonable to determine that the lot sizes intended for each of the proposed lots, is compatible with established residential properties within the locality of Falmouth and favourable for potential low density residential development.

- f) Refer to the assessment completed for criterion (a) above.

Acceptable Solutions	Performance Criteria
A2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a frontage not less than 20m.	P2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to: a) the width of frontage proposed, if any; b) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access; c) the topography of the site;

	d) the functionality and useability of the frontage; e) the ability to manoeuvre vehicles on the site; and f) the pattern of development existing on established properties in the area, g) and is not less than 3.6m wide.
Assessment against the Performance Criteria is required. Performance Criteria Assessment The proposed 6-lot subdivision and associated works for the subject site at 70 Grant Street, Falmouth, is unable to satisfy the acceptable solution thereby requiring assessment against the performance criteria. The proposal plan demonstrates that proposed lots 1,2,3,4 and 6 have a frontage exceeding 20m but it is evident that proposed lot 5 will have a frontage 5m in width. However, the performance criteria can be considered appropriately satisfied as evident in the completed assessment below: a) Proposed lot 5 is intended to have a 5m frontage width further noting that a crossover is intended to be constructed to enable vehicular access from the road to the front boundary of the internal lot. b) With reference to the proposal plan, it is evident that neither of the proposed lots will be reliant upon a right of carriageway for access purposes. Each of the proposed lots is intended to be afforded access via a new crossover. c) As previously outlined within the completed planning scheme assessment above for P1, the topography of the subject site can be described as low-lying with a slight downward slope from the north-east down towards the south-west. While it is important to acknowledge the overland flow/flooding matter which has been considered within the assessment for clause <i>C12.7.1 Subdivision within a flood-prone hazard area</i> from the C12.0 Flood-Prone Areas Hazard Code, the topographical characteristics of the proposed lots are unlikely to be a significant constraint when considering future development such as the construction of a single dwelling and associated outbuildings. d) The 5m wide frontage intended for proposed lot 5 will be sufficient for access purposes and a future driveway noting that the driveway access width at a minimum must be 3m in accordance with the requirements outlined within the C2.0 Parking and Sustainable Transport Code (note: for context, please refer to <u>Table C2.2 Internal Access Way Widths For Vehicles</u>). e) Given that proposed lot 5 which is intended to comprise the existing dwelling and garage structure and have area of 1530m², it is reasonable to determine that there will be sufficient space to manoeuvre vehicles on the site and particularly vehicles associated with the existing residential use. f) Similar to the assessment completed above for criterion (e) of P1 above, it is evident from aerial imagery that the surrounding area can be characterised as being predominantly residential in nature and specifically a single dwelling and associated outbuilding/s. With regard to established properties within the surrounding area that have a frontage less than 20m, such instances can be observed but are not limited to the following properties:	

- 100 Grant Street – 4m frontage
- 29 Morrison Street – 4.5m frontage
- 44 Legge Street (CT 127677/1) – 5.10m
- 16 Legge Street – 4.5m

Therefore, it is reasonable to determine that the frontage intended for proposed lot 5, is compatible with established residential properties within the locality of Falmouth and favourable for potential low density residential development. Additionally, the 5m frontage exceeds the minimum 3.6m frontage requirement stipulated within the performance criteria.

10.6.3 Services

Acceptable Solutions	Performance Criteria
A2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a connection to a reticulated sewerage system.	P2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.
Assessment against the Performance Criteria is required. Performance Criteria Assessment The proposed 6-lot subdivision and associated works for the subject site at 70 Grant Street, Falmouth, is unable to satisfy the acceptable solution thereby requiring assessment against the performance criteria. The entirety of the Falmouth area does not benefit from reticulated sewage services and as such, onsite wastewater management is required for all lots contained within this locality. To demonstrate the capability of each lot being able to accommodate an onsite wastewater system, the applicant has submitted a Geotechnical Site Investigation for Foundations and Wastewater prepared by <i>Enviro-Tech Consultants</i> in addition to an Onsite Wastewater Assessment prepared by <i>Geo-Environmental Solutions</i>. Within both of these reports, the authors identified shallow ground water and poorly drained subsoils as being matters that will be influential in the design of any future onsite wastewater system intended to service the proposed lots. The existing dwelling on proposed lot 5 is currently serviced by an existing primary treatment system which will remain within the proposed boundaries and is not intended to be altered as part of this application. Notably, the Onsite Wastewater Assessment prepared by <i>Geo-Environmental Solutions</i> determined that the ground conditions for the remaining lots are unlikely to be appropriate for utilisation of primary treatment system for onsite wastewater. The author of the report has accordingly advised that the wastewater requirements for the remaining lots with regard being given to a potential three-bedroom dwelling, has been modelled based upon the use of an Aerated Wastewater Treatment System (Secondary Treatment System) with a further recommendation to include fill on proposed lots 1 and 2. Accordingly, the author within their report concludes that each of the proposed lots are capable for accommodating onsite wastewater disposal for future residential development via a secondary treatment system further noting that the proposed works outlined within the Flood Study Report prepared by <i>PDA</i>	

Surveyors, Engineers and Planners will further assist with ensuring suitable locations for onsite wastewater systems on the proposed lots.

C2.0 Parking and Sustainable Transport Code

C2.6 Development Standards for Buildings and Works

C2.6.1 Construction of parking areas

Acceptable Solutions	Performance Criteria
A1 All parking, access ways, manoeuvring and circulation spaces must: a) be constructed with a durable all weather pavement; b) be drained to the public stormwater system, or contain stormwater on the site; and c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.	P1 All parking, access ways, manoeuvring and circulation spaces must be readily identifiable and constructed so that they are useable in all weather conditions, having regard to: a) the nature of the use; b) the topography of the land; c) the drainage system available; d) the likelihood of transporting sediment or debris from the site onto a road or public place; e) the likelihood of generating dust; and f) the nature of the proposed surfacing.
Assessment against the Performance Criteria is required. Performance Criteria Assessment The proposed 6-lot subdivision and associated works for the subject site at 70 Grant Street, Falmouth, is unable to satisfy the acceptable solution thereby requiring assessment against the performance criteria. The proposed subdivision includes the construction of raised driveways to service each of the proposed lots in addition to pipe culverts underneath the accesses intended to service the lots. Notably, the subject site has a slight downward slope extending from the north-east to the south-west and with reference to the Flood Study Report prepared by <i>PDA Surveyors, Engineers and Planners</i> in conjunction with the completed assessment for clause <i>C12.7.1 Subdivision within a flood-prone hazard area</i> from the C12.0 Flood-Prone Areas Hazard Code, the provision of raised driveway access for the proposed lots is to ensure that any potential flood risk to the accesses will be reduced down to H1 hazard (i.e. generally safe for people, vehicles and buildings as classified by Australian Institute for Disaster Resilience). While the surface material for the raised driveways has not been identified, the following condition will be included as part of the permit for this application: <i>‘2 Submission and Approval of Engineering Plans</i> <i>Prior to the commencement of works, detailed engineering drawings, Plan of Subdivision and specifications stamped ‘For Construction’ must be submitted to the Manager of Infrastructure and Development or their approved delegate, for approval. Such documentation must:</i>	

a) *Include all infrastructure works shown on the endorsed plans and specifications or otherwise specified by the conditions below, including but limited to:*

- i. *Crossovers and Raised Driveway Accesses for each lot;*
- ii. *A stormwater service connection from each lot to the adjacent road swale sufficient for the safe discharge of a 5% AEP rainfall ensemble including climate modelling for a projected SSP5-8.5 to the year 2100.*
- iii. *Revised flood modelling and reporting to validate the detailed design submitted 'for construction' complies with the endorsed documents within this Permit and Conditions imposed. Including:*
 1. *Road swales utilising a Manning's N (or equivalent) roughness value of 0.05 consistent with Council's Level of Service.*
 2. *Defined 'No Building Area' for each lot suitable for application within a Section 71 Agreement under the Land Use Planning and Approvals Act to:*
 - (i) *limit allowable locations for development in accordance with the endorsed documentation*
 - (ii) *limit modification of designed earthworks and existing terrain such that it would impact the flood management solution provided for within endorsed documentation and approved detailed design, revised flood modelling and reporting.*
- iv. *Formalisation of road swales adjacent to the proposed development.*
- v. *All recommendations provided by the endorsed Flood Report.*
- vi. *All new stormwater pipes are to be concrete and of minimum strength Class 4*
- vii. *Energy dissipation and erosion control to stormwater outlets and inlets*
- viii. *Extension of the proposed stormwater pipe, intended to be transferred to Council to form part of the public stormwater system, to an outlet headwall at the end of the road casement adjacent to 71 Grant Street. Council may at their own discretion approve an extended swale from the outlet in lieu of a pipe.*
- ix. *Locating wastewater treatment areas beyond the ground water level'.*

Therefore, regarding the assessment completed above and further noting that the construction of complete driveways/accesses to each lot for potential development (e.g. single dwelling and associated outbuilding/s) will be subject to further assessment upon lodgement of a future planning application for the proposed lots, the performance criteria can be considered appropriately satisfied.

C2.6.3 Number of accesses for vehicles

Acceptable Solutions	Performance Criteria
A1 The number of accesses provided for each frontage must: a) be no more than 1; or b) no more than the existing number of	P1 The number of accesses for each frontage must be minimised, having regard to: a) any loss of on-street parking; and b) pedestrian safety and amenity; c) traffic safety; d) residential amenity on adjoining land; and e) the impact on the streetscape.

accesses, whichever is the greater.	
Assessment against the Performance Criteria is required. Performance Criteria Assessment The proposed 6-lot subdivision and associated works for the subject site at 70 Grant Street, Falmouth, is unable to satisfy the acceptable solution thereby requiring assessment against the performance criteria. It is evident from the proposal plan, that this application includes the construction of new accesses/crossovers to service the proposed lots which will amount to more than 1 access along the frontage facing Franks Street and the frontage facing Grant Street. For context, the subdivision will result in 4 crossovers along Franks Street and 2 crossovers located along Grant Street. However, the performance criteria can be considered appropriately satisfied as evident in the completed assessment below: a) This subdivision application does not include development which requires the provision of parking spaces. b) The subject site is located along roads (Grant Street and Franks Street) that are subject to 40 km/h speed limit. While there are no formalised footpaths within the adjoining road reserves or within the immediate vicinity, the existing speed limit will maintain a relatively safe environment for pedestrian movements. c) To support the construction of the new crossovers intended to service the proposed lots, the applicant has submitted a Traffic Impact Assessment Report prepared by <i>Midson Traffic Pty Ltd</i>. The author has outlined that the potential traffic generation associated with the lots, if they are developed for residential uses, will be approximately 44 vehicles per day further noting a peak of 5 vehicles per hour. The following points were raised by the author in relation to road safety impacts on page 10 of the report: ▪ <i>The surrounding road network is capable of absorbing the relatively insignificant amount of traffic generated by the proposed development (peak of 5 vehicles per hour, spread over two road frontages).</i> ▪ <i>The formation lots within the subdivision is consistent with surrounding land development patterns with compatible driveway spacing compared to the surrounding area.</i> ▪ <i>The existing road safety performance of the road network does not indicate that there are any current road safety deficiencies that might be exacerbated by the proposed development. Specifically noting that there have been no reported crashes in the surrounding road network in the past five years.</i> ▪ <i>Adequate sight distance is available at all driveway accesses on both Franks Street and Grant Street in relation to the prevailing vehicle speeds.</i> ▪ <i>The proposed development is an extension of an existing residential land use patterns in the area, and as such movements into and out of the subject site as well as pedestrians will not be seen as an uncommon event by other motorists’.</i> d) The subject site does not directly adjoin land utilised for residential purposes. The adjoining property at 6 New Street, Falmouth, has an existing outbuilding and is classed as being vacant.	

- e) The impact upon the streetscape is expected to be minimal as it is reasonable to conclude that the siting of the crossovers will be consistent with the established residential character and properties within the surrounding area.

C3.0 Road and Railway Assets Code

C3.5 Use Standards

C3.5.1 Traffic Generation at a Vehicle Crossing, Level Crossing or New Junction

Acceptable Solutions	Performance Criteria
A1.1 For a category 1 road or a limited access road, vehicular traffic to and from the site will not require: a) a new junction; b) a new vehicle crossing; or c) a new level crossing. A1.2 For a road, excluding a category 1 road or a limited access road, written consent for a new junction, vehicle crossing, or level crossing to serve the use and development has been issued by the road authority. A1.3 For the rail network, written consent for a new private level crossing to serve the use and development has been issued by the rail authority. A1.4 Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than: a) the amounts in Table C3.1; or b) allowed by a licence issued under Part IVA of the Roads and Jetties Act 1935 in respect to a limited access road. A1.5 Vehicular traffic must be able to enter and leave a major road in a forward direction.	P1 Vehicular traffic to and from the site must minimise any adverse effects on the safety of a junction, vehicle crossing or level crossing or safety or efficiency of the road or rail network, having regard to: a) any increase in traffic caused by the use; b) the nature of the traffic generated by the use; c) the nature of the road; d) the speed limit and traffic flow of the road; e) any alternative access to a road; f) the need for the use; g) any traffic impact assessment; and h) any advice received from the rail or road authority.
Assessment against the Performance Criteria is required. Performance Criteria Assessment The proposed 6-lot subdivision and associated works for the subject site at 70 Grant Street, Falmouth, is unable to satisfy the acceptable solution thereby requiring assessment against the performance criteria. The proposed subdivision was not able to satisfy acceptable solution A1.3 as the Works Department required the applicant to provide a Traffic Impact Assessment Report in relation to	

the new crossovers intended to service proposed lots 1-6. The applicant submitted a Traffic Impact Assessment Report which was prepared by Midson Traffic Pty Ltd for the consideration of the Works Department and to further demonstrate compliance with performance criteria P1. It is worth noting that in response to a referral of the Traffic Impact Assessment Report, the Works Department advised on the 19/12/2024 that the findings of the report are accepted and further require the inclusion of the following conditions in relation to the crossovers:

'A crossover for each lot from the kerb to the property boundary must be constructed in accordance with standard drawings TSD-R03-v3 & TSD-R04-v3. Note the requirement for the crossovers to be sealed.

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

Further to the above, the performance criteria can be considered appropriately satisfied as evident in the completed assessment below:

- a) As per provision 7.10 Development Not Required to be Categorised into a Use Class from the Tasmanian Planning Scheme, the subdivision is not required to be categorised into a use class. However, the author of the Traffic Impact Assessment Report has included an estimation of expected traffic generation under the scenario that all lots were utilised for residential uses. Notably, a total of 44 daily vehicle trips with a peak of 5 vehicles per hour was estimated with the author noting that these traffic movements would be spread across the 6 lots (note 7-8 vehicles per day for each access potentially associated with a residential use).
- b) Given the current zoning, lot sizes and the established pattern of residential development within the locality of Falmouth (i.e. predominantly single dwelling and associated outbuilding/s), it is reasonable to determine that the proposed lots are likely to be utilised for residential uses. Therefore, traffic generation from the proposed lots is expected to be comparable to established residential properties within the immediate vicinity.
- c) The subject site adjoins Grant Street and Franks Street which both roads are residential in nature.
- d) There is an existing 40 KM/H speed limit along Grant Street and Franks Street and the Traffic Impact Assessment Report has estimated that there are 200-300 vehicle movements per day.
- e) Other access options were not identified further noting that the subject site is a corner lot with frontages to Grant Street, Franks Street and New Street.
- f) Similar to criterion (a), subdivision is not required to be categorised into a use class but given the zoning and area of each lot, it is likely that the proposed lots will be developed for residential purposes at some point in the future.
- g) Refer to Traffic Impact Assessment Report which is contained within the Plans and Documents put forward for approval.
- h) See above in relation to the Works Department advice regarding the submitted report and conditions for the crossovers.

C12.0 Flood-Prone Areas Hazard Code

C12.6 Development Standards for Buildings and Works

C12.6.1 Buildings and works within a flood-prone hazard area

Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1.1 Buildings and works within a flood-prone hazard area must achieve and maintain a tolerable risk from a flood, having regard to: a) the type, form, scale and intended duration of the development; b) whether any increase in the level of risk from flood requires any specific hazard reduction or protection measures; c) any advice from a State authority, regulated entity or a council; and d) the advice contained in a flood hazard report. P1.2 A flood hazard report also demonstrates that the building and works: a) do not cause or contribute to flood on the site, on adjacent land or public infrastructure; and b) can achieve and maintain a tolerable risk from a 1% annual exceedance probability flood event for the intended life of the use without requiring any flood protection measures.
Assessment against the Performance Criteria is required. Performance Criteria Assessment The proposed 6-lot subdivision and associated works for the subject site at 70 Grant Street, Falmouth, is unable to satisfy the acceptable solution thereby requiring assessment against the performance criteria. It is evident from the submitted Flood Study Report that the proposed works intended to form part of this application will be subject to flooding. These works seek to modify the topography and include raised driveways to service each lot, fill for lots 1,2,3,4 and 6 and new stormwater infrastructure. However, the performance criteria can be considered appropriately satisfied as evident in the completed assessment below: P1.1 a) While the subdivision is not required to be categorised into a use class as per provision <u>7.10 Development Not Required to be Categorised into a Use Class</u> from the Tasmanian Planning Scheme, given the size and zoning of the proposed lots, it is reasonable to determine that the lots may be utilised for future residential use. The submitted Flood Study Report prepared by <i>PDA Surveyors, Engineers and Planners</i>, has confirmed the nature of the subdivision as being residential in nature with an expected life span of 50yrs. b) While the report demonstrates that flood risk on the subject site will be reduced post-development (note: completion of proposed works) and that the existing flood situation of the surrounding area will remain unchanged, the author in response to this criterion has confirmed the following on page 33 of the report, <i>'Fill embankments will be designed by a suitably qualified engineer if they are exposed to significant erosive forces'</i>.	

- c) Refer to the completed assessment for performance criteria P1 of clause *C12.7.1 Subdivision within a flood-prone hazard area*.
- d) Refer to Flood Study Report which is contained within the Plans and Documents put forward for approval.

P1.2

- a) In addition to the assessment completed for criterion (b) above, the proposed subdivision intends to utilise existing public stormwater infrastructure present within Franks Street. While the works proposed as part of this subdivision will assist in the reduction of the flood risk of the property, the author does note that on proposed lots 1 and 2, there will remain an area of H2 hazard (i.e. unsafe for small vehicles as classified by Australian Institute for Disaster Resilience). The author has proposed new infrastructure in the way of a DN600 outfall pipe noting that reliance is upon Council to maintain the new stormwater infrastructure proposed as part of the subdivision. Additionally, the author has noted that there will be a minor increase to the flood levels associated with Franks Street table drain including the open drain located downstream of the proposed DN600 outfall pipe. Please refer to the completed assessment for criterion (f) below regarding the conditions recommended by Council's external consultant relating to flooding and stormwater matters.
- b) The author of the report affirms that the subdivision is able to achieve and maintain a tolerable risk in relation to a 1% AEP flood event until 2090.

C12.7 Development Standards for Subdivision

C12.7.1 Subdivision within flood-prone hazard area

Acceptable Solutions	Performance Criteria
A1 Each lot, or a lot proposed in a plan of subdivision, within a flood-prone hazard area, must: be able to contain a building area, vehicle access, and services, that are wholly located outside a flood-prone hazard area; be for the creation of separate lots for existing buildings; be required for public use by the Crown, a council or a State authority; or be required for the provision of Utilities.	P1 Each lot, or a lot proposed in a plan of subdivision, within a flood-prone hazard area, must not create an opportunity for use or development that cannot achieve a tolerable risk from flood, having regard to: a) any increase in risk from flood for adjacent land; b) the level of risk to use or development arising from an increased reliance on public infrastructure; c) the need to minimise future remediation works; d) any loss or substantial compromise by flood of access to the lot, on or off site; e) the need to locate building areas outside the flood-prone hazard area; f) any advice from a State authority, regulated entity or a council; and g) the advice contained in a flood hazard report.

Assessment against the Performance Criteria is required.

Performance Criteria Assessment

The proposed 6-lot subdivision and associated works for the subject site at 70 Grant Street, Falmouth, is unable to satisfy the acceptable solution thereby requiring assessment against the performance criteria.

Upon lodgement of the current application, it was evident that the western side of the subject site intending to comprise proposed lots 1,2,3 and 4 were subject to flooding as per the modelling available on Council's mapping software (Spectrum Spatial). Accordingly, a request for further information letter was issued to the applicant which sought a flood report to be submitted as defined within C12.3 Definitions of Terms. The requested flood report was required to respond to the relevant performance criteria and of particular importance, to demonstrate whether the subdivision is able to create an opportunity to achieve and maintain a tolerable risk for future use or development. In response to several information requests, the applicant submitted a Flood Study Report prepared by *PDA Surveyors, Engineers and Planners* which has undergone numerous revisions to address concerns raised by both Council's Works Department and external consultant (Collective Consulting). However, the current version of the flood study report (version 5) in conjunction with the advice and recommended conditions provided by Council's external consultant, the proposed subdivision is able to address the performance criteria as demonstrated in the completed assessment below:

- a) The subject site is a corner lot which has a slight downward slope from the north-east down to the south-west and notably includes proposed works to modify the topography including raised driveways to service each lot, fill for lots 1,2,3,4 and 6 and new stormwater infrastructure. As demonstrated on pages 29-31, through a comparison of the pre-development and post-development scenarios, it is evident that the proposed subdivision does not significantly increase the existing flooding situation observable on adjacent land. Though the author of the report does acknowledge that there will be increased flow depths in both the table drain existing in Franks Street and the new open drain sited downstream of the DN 600 outfall pipe. Additionally, the subdivision includes the demolition of 7 outbuilding structures as seen on page 7 of the report which Council's external consultant has advised that the removal of existing buildings within the flood plain will reduce flood depth by allowing flood water to distribute over a nominally larger area. Therefore, it offers an arbitrarily small reduction in risk when considering item (a) above.
- b) This subdivision intends to utilise existing public stormwater infrastructure present within Franks Street and the author of the report has proposed new infrastructure in the way of the aforementioned DN600 outfall pipe. However, the author notes that reliance is upon Council to maintain the new stormwater infrastructure proposed as part of the subdivision. Please refer to the completed assessment for criterion (f) below regarding the conditions recommended by Council's external consultant relating to flooding and stormwater matters.
- c) The author of the flood study report has outlined that the utilisation of a new outfall pipe will assist in reducing the need for any future remediation works. Notably, the intent of the new outfall pipe would be to remove water from the proposed lots to assist in the reduction of flood water present on the subject site which further incorporates the proposed works that form part of this application. The author of the report also outlines that all batters which are intended to be subject to flood forces are to be designed by a

suitably qualified engineer. Please refer to the assessment completed below for criterion (f).

- d) Given that access to each of the proposed lots will be impacted by flooding to a certain degree, the author of the flood study report has proposed raised driveways to service each lot. The design intent and subsequent modelling contained within the report demonstrates that the raised driveways will enable access to each lot which are subject to a H1 Hazard (i.e. generally safe for people, vehicles and buildings as classified by Australian Institute for Disaster Resilience).
- e) As previously outlined, the subdivision will include proposed works to modify the topography which of particular relevance to the assessment of this criterion, includes fill for lots 1,2,3,4 and 6. The fill recommended by the author of the Flood Study Report, is intended to provide raised building platforms to reduce potential flood risk noting that the building platforms will vary in flood depths between 0-20mm. To further support potential residential development that may occur on the proposed lots, it is further evident on pages 26-27 of the report, that post-development (i.e. completion of proposed works associated with the subdivision) building areas on each lot have been largely located outside of the modelled flooding. To further ensure that a tolerable risk can be both achieved and maintained for future development, an appropriate condition will be included which requires the applicant to identify the 'No Building Area' on each lot with further details of the condition/s observable in the completed assessment for criterion (f) below.
- f) After reviewing revision 5 of the Flood Study Report prepared by PDA Surveyors, Engineers and Planners, Council's external consultant has recommended the inclusion of the following conditions:

2) 'Submission and Approval of Engineering Plans

Prior to the commencement of works, detailed engineering drawings, Plan of Subdivision and specifications stamped 'For Construction' must be submitted to the Manager of Infrastructure and Development or their approved delegate, for approval. Such documentation must:

- a) *Include all infrastructure works shown on the endorsed plans and specifications or otherwise specified by the conditions below, including but limited to:*
 - i) *Crossovers and Raised Driveway Accesses for each lot.*
 - ii) *A stormwater service connection from each lot to the adjacent road swale sufficient for the safe discharge of a 5% AEP rainfall ensemble including climate modelling for a projected SSP5-8.5 to the year 2100.*
 - iii) *Revised flood modelling and reporting to validate the detailed design submitted 'for construction' complies with the endorsed documents within this Permit and Conditions imposed. Including:*
 - 1. *Road swales utilising a Manning's N (or equivalent) roughness value of 0.05 consistent with Council's Level of Service.*
 - 2. *Defined 'No Building Area' for each lot suitable for application within a Section 71 Agreement under the Land Use Planning and Approvals Act to:*
 - (i) *limit allowable locations for development in accordance with the endorsed documentation*
 - (ii) *limit modification of designed earthworks and existing terrain such that it would impact the flood management solution provided for within*

endorsed documentation and approved detailed design, revised flood modelling and reporting.

- iv) Formalisation of road swales adjacent to the proposed development.*
 - v) All recommendations provided by the endorsed Flood Report.*
 - vi) All new stormwater pipes are to be concrete and of minimum strength Class 4*
 - vii) Energy dissipation and erosion control to stormwater outlets and inlets*
 - viii) Extension of the proposed stormwater pipe, intended to be transferred to Council to form part of the public stormwater system, to an outlet headwall at the end of the road casement adjacent to 71 Grant Street. Council may at their own discretion approve an extended swale from the outlet in lieu of a pipe.*
 - ix) Locating wastewater treatment areas beyond the ground water level.*
- b) be prepared in accordance with the Tasmanian Subdivision Guidelines and LGAT Standard Drawings applicable at the date of approval of the plans. These Guidelines are available at www.lgat.tas.gov.*
- c) All subdivision plans and associated engineering documentation must be reviewed and certified by a Certifying Civil Engineer prior to submission to Council for assessment, approval, or sealing. For the purposes of this requirement, a Certifying Civil Engineer means a person who:*
- holds qualifications in civil engineering appropriate to the works being certified;*
 - is a Registered Professional Engineer in the area of civil engineering under the Professional Engineers Registration Act 2021 (Tas), or any successor legislation; and*
 - has demonstrated experience in the design, construction, and certification of subdivision and civil infrastructure works.*
- d) All new infrastructure is to be fully integrated with existing infrastructure networks within reasonable distance to the development*
- e) be accompanied by an estimate of the construction cost of future public works with an associated schedule of components (bill of quantities).*

In all instances where deviation from detailed design is necessary from the standards identified above, approval must be sought from Councils Manager. Any such request for approval must be accompanied by supporting evidence prepared by a suitably qualified engineer.

Once engineering drawings and specifications are approved by Council they remain valid for a period of five (5) years from the date of such approval, following which they will automatically lapse if they have not been carried into effect via works. Where any engineering design drawings have lapsed, Council may require the re-submission and review of the relevant engineering design drawings, any associated calculations and any other relevant information to ensure compliance with current infrastructure standards and applicable legislation.

3) Earthworks

- a) Earthworks must comply with the provisions of AS3798 Guidelines on earthworks for commercial and residential developments and the Tasmanian Subdivision Guidelines current at the time of the application.*
- b) Earthworks must be designed by a suitably qualified and experienced engineer to resist all probable flood forces as described within endorsed documents and varied by designs approved by Council's Manager of Infrastructure and Development.*
- c) Prior to the sealing of the Final Plan of Subdivision, an accredited Civil Engineer or Geotechnical Engineer must certify that all earthworks have been carried out in*

accordance with all Permit conditions, endorsed documents, approved 'For Construction' documentation and detailed designs.

4) General Manager Consent Pursuant to Section 14 of the Urban Drainage Act 2013

Prior to the commencement of any works, the applicant must apply for, and be issued with, a General Manager's consent to undertake works affecting the public stormwater system pursuant to section 14 of the Urban Drainage Act 2013.

5) Section 71 Agreement

Prior to the sealing of the Final Plan of Subdivision, the landowner, under section 71 of the Land Use Planning and Approvals Act 1993, must prepare and enter into an agreement with the Break O'Day Council, to the satisfaction of the General Manager, establishing:

- a) a 'No Build Area' over all lots consistent with the 'No Build Area' necessary for flood management as required by Condition 2 and described in endorsed documentation. Restrictions for the 'No Build Area' are to prohibit buildings, structures, earthworks or infrastructure, including vehicle access ways being constructed within the 'No Build Area' unless otherwise approved in writing by Council.*
- b) that the landowner of a lot is responsible for the ongoing operation and maintenance of all portions of the lot necessary for flood management.*
- c) that the landowner must maintain the area in accordance with the Operation and Maintenance Manual following its submission and approval by Council's Manager of Infrastructure and Development.*
- d) that the landowner must rectify any nuisance from overland stormwater flow or flooding caused by the modification of areas within the 'No Building Area', to Council's requirements and at the owner's expense, within 14 days of Council giving notice of the requirement to do so.*
- e) That the failure by the landowner to comply with a term or condition set out in the agreement allows the Council to undertake that work, with the costs of doing so to be a debt due and payable by the landowner to the Council.*

The developer is to pay all costs associated with the preparation and registration of the agreement.

6) Stormwater Works

Prior to commencement of works, the developer is to apply and receive a permit to undertake Works & Development for the proposed concentrated discharge to Crown land managed by the Tasmania Parks and Wildlife Service. A copy of the permit must be provided to Council with the submission stipulated in Condition 2'.

Refer to Flood Study Report which is contained within the Plans and Documents put forward for approval.

5. Representations

The application was advertised 16th May 2026 to 29th May 2026 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. Three (3) representation was received prior to the closing date and time. The issues raised within the representation are as follows:-

Representation 01

Issue	Response
Acknowledges the substantial amount of technical work provided to support the proposal in relation to flooding, stormwater and onsite wastewater.	Commentary is noted.
Is concerned that the flood modelling contained within the flood study report remains predictive rather than empirically validated and it is unclear to the extent that future sea level rise, downstream tailwater effects, tidal locking and compound coastal flooding interactions have been considered given the subject site's characteristics.	As defined within C12.3 Definition of Terms, the applicant has provided a Flood Study Report to address the relevant performance criteria of the C12.0 Flood-Prone Areas Hazard Code. Notably, the predominant intent of the report is to demonstrate that a tolerable risk can be achieved and maintained for the proposed lots within the identified catchment area regarding the use of current data and detailed modelling.
While the proposal appears capable of managing current and modelled future flood risk, there is a question of whether ongoing intensification of low-lying coastal settlements should continue to rely on engineering mitigation in area likely to experience growing climate uncertainty.	Assessment of this application is limited to the relevant zone and code provisions contained within the Tasmanian Planning Scheme. Within the context of this application, it is a requirement that the subdivision is able to both achieve and maintain a tolerable risk.
Recognises that there is a strong counter argument exists as the land similar to surrounding properties, is subject to the 10.0 Low Density Residential Zone and the proposal is consistent with the settlement form contemplated by the Planning Scheme. Noted that refusing development on the site may therefore appear inconsistent with historical planning decisions and existing landowner expectations.	Commentary is noted and it is worth highlighting the purpose of the 10.0 Low Density Residential Zone including the objective of clause 10.6.1 <i>Lot Design</i> as outlined below: <i>'10.1.1 To provide for residential use and development in residential areas where there are infrastructure or environmental constraints that limit the density, location or form of development'.</i> <i>'10.6.1 Lot Design</i> <i>Objective - That each lot:</i> <i>a) has an area and dimensions appropriate for use and development in the zone;</i> <i>b) is provided with appropriate access to a road; and</i> <i>c) contains areas which are suitable for residential development'.</i>
Suggests that climate change adaption requires planning systems to look beyond consistency with past development patterns and consider long-term impacts noting that incremental subdivision within coastal flood prone areas may appear manageable individually but do not consider future infrastructure burdens,	The commentary has been noted but assessment of this application will be limited to the relevant zone and code provisions contained within the current Tasmanian Planning Scheme.

increasing drainage dependence, reduced adaptive flexibility and increasing public and private adaption costs.	
Requests Council in addition to considering whether the subdivision can comply with the Tasmanian Planning Scheme but also the broader strategic transition regarding future zoning and intensification of low-lying coastal land. The representor proceeded to provide further recommendations/commentary on a suggested approach.	As per the above.

Representation 02

Issue	Response
Advised that they do not object to reasonable residential development but they are of the opinion that the submitted flood assessment does not adequately demonstrate that the subdivision can achieve and maintain a tolerable flood risk regarding the C12.0 Flood-Prone Areas Hazard Code.	The commentary is noted but please refer to the Planning Officer's assessment completed for performance criteria P1.1 and P1.2 for clause C12.6 Development Standards for Buildings and Works in addition to performance criteria P1 of clause C12.7.1 Subdivision within a flood-prone hazard area. Further to the above, it is important to note that there was a recent TASCAT decision (Hookway v Northern Midlands Council [2025] TASCAT 106) that provided considerable guidance on determining whether a proposed subdivision is able to achieve and maintain a tolerable risk. Within the context of assessing tolerable risk, the Tribunal outlined the following definition derived from a previous decision (Au v Glenorchy City Council (No 2) [2024] TASCAT 50): <i>'39. In assessing whether a risk is tolerable, we must consider the benefits of the development in the relevant area and the measures that can be put in place to manage the risk from the hazard. Assessing tolerable risk is not a purely quantitative or binary exercise. Nor does it involve replication of the Handbook's H1 through to H6 risk categorisation'.</i> With reference to the completed planning scheme assessment and the inclusion of the conditions recommended by Council's external consultant, there is a reasonable basis to claim that a tolerable risk can be achieved and maintained for each of the proposed lots.

Concerned that the flood solution appears to rely on future detailed design rather than a fully resolved subdivision design regarding the proposed subdivision works forming part of the application further noting an inconsistency in the submitted flood report regarding the size of the proposed outfall pipe as the report refers to a new DN450 outfall pipe and a new DN600 outfall pipe. Report acknowledges that flood depths will increase in the Franks Street table drain and in the new open drain downstream of the proposed outfall and concludes that this is regarded as tolerable. The representor does not consider this conclusion adequately demonstrated.	While it is acknowledged that the proposed works which intend to form part of this application will require further detailed design, the provision of engineering documentation/specification must be provided and endorsed by Council prior to the commencement of any work. Please refer to the entirety of condition 3 above which has been recommended for inclusion by Council's external consultant.
Report confirms that the proposal will increase reliance on Council maintained stormwater assets and the representor deems this as a significant issue under C12.7.1 P1 and the Flood hazard outcome appears to rely on very shallow residual depths on proposed building platforms. Concerned that the roof drainage and drainage around future houses has not been properly modelled and that the report identifies remaining H2 hazard on Lots 1 and 2. The representor was concerned that this does not fully consider how the lots may be used.	Please refer to the Planning Officer's assessment completed for performance criteria P1.1 and P1.2 for clause C12.6 Development Standards for Building s and Works in addition to performance criteria P1 of clause C12.7.1 Subdivision within a flood-prone hazard area.
Acknowledges that the report identifies that Falmouth Road is overtopped in both pre and post development conditions, while the subdivision does not worsen that road flooding, the creation of additional residential lots increases the number of future residents potentially affected by this access constraint. The representor believes this should be addressed in the context of safe access and egress.	The commentary is noted but please refer to the Planning Officer's assessment completed for performance criteria being assessed against as part of this application.
Concerned that the planning submission appears to describe the application as a subdivision that does not propose buildings or works while the flood report relies on physical flood mitigation works to make the lots acceptable. The representor asserts that these works should be assessed as part of the application rather than deferred.	The proposed works outlined within the submitted Flood Study Report prepared by PDA Surveyors, Engineers & Planners do form part of this application and are required to be completed prior to the sealing of the final plan. These proposed works require additional design detail and must be certified by a suitably qualified engineer. As evident within the conditions, the proposed works will not commence until such time that engineering documentation has been endorsed by Council

	noting that there are numerous requirements to be imposed upon the proposed works.
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Representation 03

Issue	Response
Concerned about the potential impact to the character of the Falmouth locality.	Similar to representation 01, the commentary is noted and it is worth highlighting the purpose of the 10.0 Low Density Residential Zone including the objective of clause 10.6.1 <i>Lot Design</i> as outlined below: <i>'10.1.1 To provide for residential use and development in residential areas where there are infrastructure or environmental constraints that limit the density, location or form of development'.</i> <i>'10.6.1 Lot Design</i> <i>Objective - That each lot:</i> <i>has an area and dimensions appropriate for use and development in the zone;</i> <i>is provided with appropriate access to a road;</i> <i>and</i> <i>contains areas which are suitable for residential development'.</i>
Outlines a number of concerns regarding Public Open Space Contribution and in particular the request for cash in lieu of the provision of public open space. Specific questions further included: • <i>Does this proposal mean the Developers assess the potential cash payment would be less than the value of the loss imposed by the provision of public open space?</i> • <i>Does this proposal mean the Developers have little interest in providing any benefit to the community that would result from the provision of open public space?</i> • <i>Is the proposed cash payment intended to off-set the costs to Council to install new drainage infrastructure, the proposed new outfall pipe and open drain?</i>	With reference to Council Public Open Space Contributions Policy, please refer to the below (see page 02 of AM02 – Public Open Space Contributions Policy): <i>In order to ensure an appropriate distribution of public open space, land contributions will be sought where one or more of the following apply:</i> • <i>There is a gap in public open space provision where residences have no public open space within 300m safe walking distance.</i> • <i>Acquisition of the land would further the objectives of any adopted Council's public open space objectives, or in order to meet any public open space or recreational needs.</i> <i>In other cases, cash in lieu is the preferred public open space contribution.</i>

	• <i>At Council's discretion, a cash contribution may be accepted in lieu of all or part of the land requirement.</i> • <i>The applicant must obtain a current (not less than one 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.</i> • <i>The amount sought is to be included as a condition of the permit, thereby allowing any disagreement to be resolved at the initial stage of the process.</i> It is important to note that the subject site is located less than 300m to the recreation/sports ground adjoining 91 Grant Street which currently services the community. Please note that the Developer will be responsible for the cost and undertaking of the proposed works.
Observes that the written planning submission from the applicant does not reference the infilling of the pond currently existing on the subject site and notes inconsistencies between submitted reports.	All works proposed as part of the subdivision are defined within the advertised Flood Study Report. It is important to note that the previous Senior Planning Officer conducted a site inspection on the 27/09/2024 and noticed that there was fill on the site. An email was sent to the applicant on the 30/09/2024 which emphasised that no works are to commence prior to the issuing of a planning permit. The applicant responded on the same day advising that the owners were aware.
Concerned that the presence of endangered species (namely the Green and Gold Frog) and potential habitat for these species has not been considered. Reference is made to a previous subdivision application located directly south of the subject site (DA 466-2004) which included the following condition: <i>'12. Prior to sealing the Final Plan of Survey the developer is to submit to Council evidence that the Threatened Species Unit has been consulted and that the unit agrees to the area being disturbed by future development in regard to disturbing the Green and Gold Frog habitat that may exist on the development site'.</i>	It is important to note that the existing pond is not natural to the subject site and was installed by a previous owner. This application did not require assessment against the C7.0 Natural Assets Code as the property was not subject to a priority vegetation area overlay notably, review of the available overlays on the Land Information System Tasmania did not illustrate the observed presence of threatened flora or fauna species on the subject site. In relation to the referenced subdivision, which was previously approved under DA 466-2004, there was no record on the file to indicate that the presence of the Green and Gold Frog was identified to be present.

	As outlined within the Department of Natural Resources and Environment Tasmania website: <i>‘Permit: A permit is required under the Tasmanian Threatened Species Protection Act 1995 to 'take' (which includes kill, injure, catch, damage, destroy and collect), keep, trade in or process any specimen or products of a listed species. Additional permits may also be required under other Acts or regulations to take, disturb or interfere with any form of wildlife or its products, (e.g. dens, nests, bones). This may also depend on the tenure of the land and other agreements relating to its management’.</i> The representor has not provided evidence to substantiate the presence of the identified species but in the unlikely event that the habitat of the Green and Gold Frog is identified on the subject site, the Developer will be subject to the requirements and processes contained within the Threatened Species Protection Act 1995 and Environment Protection and Biodiversity Conservation Act 1999.
Suggests consideration of landscaping to be undertaken	The commentary is noted but please refer to the Planning Officer’s assessment completed for performance criteria being assessed against as part of this application.
Outlines that there are a number of issues that will need to be addressed pertaining to stormwater management, wastewater, filling works and building pads. The representor queries whether proposed lots 1 and 2 should be developed.	The commentary is noted but please refer to the Planning Officer’s assessment completed for performance criteria being assessed against as part of this application. The reports provided by the consultants identified within this report, have been able to demonstrate that each of the proposed lots can be developed upon for future residential use and development.
Concerned about the existing stormwater arrangement and the proposed stormwater management for the subdivision.	The commentary is noted but please refer to the Planning Officer’s assessment completed for performance criteria being assessed against as part of this application.
Notes the concerns raised by Council as evidenced in the submitted Flood Study Report.	Please refer to the Planning Officer’s assessment completed for performance criteria P1.1 and P1.2 for clause C12.6 Development Standards for Building s and Works in addition to performance criteria P1 of clause C12.7.1 Subdivision within a flood-prone hazard area.

Confused about the intended size of the proposed outfall pipe has there is reference to DN450 and DN600.	The size of the proposed outfall pipe will be DN600.
Noted an inconsistency within the written planning submission in relation to the frontages of the proposed lots.	As evident within the advertised plans and documentation, there have been numerous requests for further information. The advertised proposal plan is reflective of the indented crossover location for each lot.
Queries whether the site is cleared of standing vegetation as noted within the written planning submission which proceeds to then note that there is an existing row of Macrocarpa pines. The representor also queries whether the existing row of pine trees have any status for protection further siting township character.	As corrected within the applicant's written planning submission, there is an existing row of pine trees but these trees have not been identified as Significant Trees as evident upon review of the BRE-Table C6.5 Significant Trees from the Break O'Day Local Provisions Schedule. While these trees are not a declared weed within Tasmanian, it is important to note that this species are an environmental weed.
Outlines documents referenced within the applicant's written planning submission which were not included as part of the advertised documents.	The documents that would be necessary for potential approval of the application were advertised accordingly.
Included a suggested subdivision layout which included public open space.	Noted but not relevant for assessment of the relevant zone and code provisions.

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

6. Mediations

Nil

7. Conclusion

In accordance with 6.10 of the *State Planning Provisions (Tasmanian Planning Scheme – Break O'Day)*, the application has been assessed against the objectives of the Scheme, in particular the 10.0 Low Density Residential Zone all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and nine (9) Performance Criterion. The received representations have been considered.

It is recommended for approval with conditions normally set to this type of development in addition to those recommended by Council's external consultant.

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Key Focus Area

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

LEGISLATION & POLICIES:

Tasmanian Planning Scheme – Break O’Day

Land Use Planning and Approvals Act 1993

Local Government (Building and Miscellaneous Provisions) Act 1993

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority

The Mayor to advise Council that it has now concluded its meeting as a Planning Authority under Regulation 29 of the Local Government (Meeting Procedures) Regulations 2025.

07/26.9.0

COUNCIL MEETING ACTIONS

07/26.9.1

Outstanding Matters



COUNCIL RESOLUTIONS - MEETINGS - PUBLIC

13/07/2026

24

GOALS

81%

GOAL COMPLETION

COUNCIL RESOLUTIONS PLAN

COUNCIL RESOLUTIONS - JUNE 2026

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	15/06/2026	20/07/2026	06/26.8.1.779 DA 037-2026 - Visitor Accommodation - Additional Use for Visitor Accommodation - Lot 107 Wedge Court, Binalong Bay	1. After due consideration of the application received and pursuant to Section 57 of the <i>Land Use Planning & Approvals Act 1993</i> and the <i>Tasmanian Planning Scheme – Break O'Day</i> , that the application for Visitor Accommodation - Additional Use for Visitor Accommodation on land situated at Lot 107 Wedge Court, Binalong Bay described in Certificate of Title 156912/107 be APPROVED subject to the following plans / documents and conditions:	Planning Permit issued 22nd June 2026	Development Services Coordinator
100%	15/06/2026	20/07/2026	06/26.11.1.780 St Helens Online Access Centre – Cllr Ian Carter	That Break O Day Council approach the State Government firmly requesting a reconsideration that restores direct funding for the St Helens Online Access Centre [SHOAC]. This would ensure the attentive and proven service continues to adequately support our community particularly the older demographic and other vulnerable residents. It is paramount that Council seek clear evidence comparing the current SHOAC service model with the advertised Library digital assistance model. It is also vital that Council ensure that any discussion or decision is based on service data, community feedback and client need. SHOAC, in its current form, helps people stay independent, connected and able to manage essential services in a world that has moved online.	Letter sent to the Minister for Education, Ms Jo Palmer and Minister for Police, Fire and Emergency Management, Mr Felix Ellis on 22 June 2026.	General Manager

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	15/06/2026	20/07/2026	06/26.13.8.788 Audit Panel Minutes	That Council: 1. Receive the minutes of the Audit Panel meeting of 1 June 2026. 2. Endorse the Audit Panel Annual Work Plan for the next financial year as listed in the Minutes of the Audit Panel meeting. 3. Note the Report from the Audit Panel Chair regarding execution of duties and responsibilities by the Audit Panel as listed in the Minutes of the Audit Panel meeting.	The Audit Panel Minutes were presented to the June Council meeting. That formally closes out the Audit Panel work plan for the FY.	Business Services Manager
100%	15/06/2026	20/07/2026	06/26.15.3.793 Break O'Day Artists Inc - Art & Culture Funding Program 2025 - 2026	That Council approve funding of \$15,890 to Break O'Day Artists Incorporated under the Arts & Culture Community Grant Program to support delivery of the 12-month Exhibition and Workshop Program.	Council decision - That Council approve funding of \$15,890 to Break O'Day Artists Incorporated under the Arts & Culture Community Grant Program to support delivery of the 12-month Exhibition and Workshop Program.	Community Services Officer
100%	15/06/2026	20/07/2026	06/26.15.4.794 Funding of Ladder at Scamander Pontoon	That Council allocate funding of \$1,978.70 from the Community Grants Program to meet the project shortfall, noting the \$2,000 contribution secured from Marine and Safety Tasmania (MAST).	Council Decision - That Council allocate funding of \$1,978.70 from the Community Grants Program to meet the project shortfall, noting the \$2,000 contribution secured from Marine and Safety Tasmania (MAST).	Community Services Officer
100%	15/06/2026	20/07/2026	06/26.16.2.796 Protection of the scenic and natural values of the Break O'Day coastline – North East Bioregional Network - A ban on strata titles and multiple dwellings for tourism accommodation outside of serviced settlements	That Council advise North East Bioregional Network (NEBN): 1. In regard to a policy position on multiple dwellings for Tourism Accommodation in un-serviced areas, this would require a significant strategic planning investigation and is not able to be implemented through existing planning controls. As such, this work is not proposed to be progressed at this time without further Council direction and consideration of resourcing. 2. Council has already participated in the State Government review of the <i>Strata Titles Act 1998</i> , and no further submissions are proposed. 3. Should the NEBN wish to progress these matters in a more time sensitive manner, they may make direct submission to the State Government in relation to amendments to the State Planning Provisions and the Strata Titles Act 1998, noting that these matters are primarily governed at a State level.	Letter sent as per Council decision 1 July 2026.	Development Services Coordinator

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	15/06/2026	20/07/2026	06/26.16.3.797 Protection of the scenic and natural values of the Break O'Day coastline – North East Bioregional Network - Reintroduce the prohibition on subdivision within 1km of the coast outside of settlements to prevent ribbon development and unrelated cluster development	That Council writes to North East Bioregional Network (NEBN) with the following advice: 1. The reintroduction of a prohibition on subdivision within 1km of the coast outside of settlements would require a significant strategic planning investigation and is not able to be implemented through existing planning controls. As such, this work is not proposed to be progressed at this time without further Council direction and consideration of resourcing. 2. Similar matters have previously been considered through the Local Provisions Schedule process and were not adopted by the Tasmanian Planning Commission. 3. A high-level review undertaken by Council officers indicates that the number of properties capable of further subdivision within the relevant coastal areas is limited, and that existing planning controls already significantly constrain subdivision outcomes. 4. Should the NEBN wish to progress this matter further, they may make direct submission to the State Government in relation to amendments to the State Planning Provisions.	Letter sent as per Council decision 1 July 2026.	Development Services Coordinator
100%	15/06/2026	20/07/2026	06/26.17.2.799 2026-2027 Annual Plan	That Council adopt the 2026-27 Annual Plan as presented.	Council endorsed the Annual Plan 2026-27 at its June Council Meeting.	General Manager
100%	15/06/2026	20/07/2026	06/26.17.4.801 Break O'Day Business Enterprise Centre Funding	That Council: 1. Note the changed financial arrangements between the Tasmanian Government and the Break O'Day Business Enterprise Centre regarding the provision of funding for the delivery of services within the Break O'Day area. 2. Note the service delivery model which now applies for the delivery of services to existing businesses within the Break O'Day area relying upon two Business Advisors which do not include Nick Crawford and the Break O'Day Business Enterprise Centre. 3. Cease providing annual funding to the Break O'Day Business Enterprise Centre effective from 30 June 2026. 4. Express its heartfelt appreciation for the work of the Break O'Day Business Enterprise Centre Board and Business Advisor, Nick Crawford, supporting the Break O'Day community.	Letter sent to the BEC Board Chairperson advising of Council's decision.	General Manager

COUNCIL RESOLUTIONS - MAY 2026

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	18/05/2026	31/07/2026	05/26.11.1.759 Online Access Centre Funding – Councillor Kylie Wright	That Council defer the item to a future Council Workshop	Item prepared for workshop and July Council meeting	General Manager
0%	18/05/2026	30/06/2026	05/26.11.2.760 Replace native grasses and rushes – Mayor Mick Tucker	That Council, over the next 12 months, remove and replace non- flowering grasses in the main CBD of St Helens and replace with colourful, vibrant plants that are drought resistant, in keeping with our town's coastal identity and in line with endorsed Council Planting Guidelines.	Action not yet commenced. Report to be prepared for workshop discussion with the Council.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS - APRIL 2026

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
75%	20/04/2026	18/05/2026	04/26.15.6.744 Art & Culture Funding Program 2025 – 2026	That Council allocate funding to the following project through the Art & Culture Grant Program 2025–2026: Mel Fidler and Natasha Lowe Project Description: Ocean Creatures with Plastic Features Funding Allocation: \$2,500, with the condition that these funds are not used to cover wage-related expenses associated with the project. That Council staff write to the other organisation and ask that they redo their budget as there is a doubling up of costs with another event.	Successful applicant was advised of the Council decision. The other applicant was requested to meet with Council staff, this has taken place and a new budget requested. Awaiting same and will take the requested budget to the June Council meeting	Manager Community Services
50%	20/04/2026	30/06/2026	04/26.17.3.753 Honour boards for Recognition of Service	That Council: 1. Establish a digital format Honour Board to recognise elected member service; 1. Endorse the publication of the Honour Board on Council's website to ensure broader public accessibility.	Council endorsed the digital Honour Board and its publication on Council's website. Officers are currently exploring options to design the Honour Board and related content in-house using an existing program already subscribed to by Council. Publication on the website will occur following the redevelopment of Council's website, which is currently in the tender evaluation stage.	Governance Officer

ANNUAL GENERAL MEETING RESOLUTIONS 2025

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
100%	09/12/2025	30/06/2026	AGM/25.7.1 Budget for a full time Weed Officer and full time Animal Control Officer - North East Bioregional Network	We request the Break O Day Council commit to budgeting for a full time Weed Officer and full time Animal Control Officer in order to reflect the critical importance of managing weeds and feral (and domestic) animals as a key strategy to safeguard our precious natural environment and wildlife?	At the December 2025 Annual General Meeting, the North East Bioregional Network requested that Council fund a full-time Weeds Officer and full-time Animal Control Officer. The request was subsequently considered as part of Council's 2026–27 budget deliberations, with advice provided on the associated operational and resource implications. The 2026–27 Budget was developed in accordance with Council's Long Term Financial Plan and Financial Management Strategy and includes funding considered appropriate to support the continued delivery of NRM, weed management and animal control services across the municipality.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS 2025

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
50%	21/07/2025	31/08/2025	07/25.15.4.647 CCTV Cameras at Mathinna Recreation Ground	07/25.15.4.647 Moved: Cllr I Carter/ Seconded: Cllr K Wright That Council investigate the installation of security cameras at the Mathinna Recreation Ground in response to ongoing reports of alleged inappropriate or anti-social behaviour occurring on weekends and pursue relevant grant funding opportunities to cover the associated installation costs. CARRIED UNANIMOUSLY	Quote has been received - Waiting for grants opportunity to become available	Manager Community Services
75%	15/09/2025	06/11/2025	09/25.11.1.573 Installing Pedestrian Crossings in St Helens – Mayor Tucker	That Council investigate, with the appropriate authorities, the feasibility of installing two additional pedestrian crossings in the main centre of St Helens on Cecilia Street – one located near the Post Office and one near the Bakery.	An on-site briefing in October 2025 with the Mayor, identified two potential locations for a traffic refuge island on Cecilia Street that provide suitable pedestrian crossing alignment. A refuge in front of Banjo's is not feasible due to non-compliant traffic lane widths. A refuge adjacent to the Morty's car park is dimensionally feasible but may impact private property access and require modification to existing streetscape infrastructure. A traffic engineer has been engaged to assess the location, traffic flow and safety impacts to inform discussions with State Growth prior to any commitment to installation - report is pending. A capital allocation has been included in the draft 2026-27 capital budget.	Manager Infrastructure and Development Services
90%	17/11/2025	30/06/2026	11/25.11.1.622 Pollarding Trees on the Northern Side of Tully Street – Mayor Tucker	That in Council's budget for the 2026/27 financial year, funds be allocated to pollard the trees on the northern side of Tully Street.	Arborist assessment report received on 1st May 2026. Workshop report prepared for information and discussion at the 6th July Councillor Workshop. Agenda Report prepared for the July 2026 Council meeting.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS 2024

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
90%	15/01/2024	05/02/2024	01/24.9.2.290 Binalong Bay Parking, Traffic and Pedestrian Safety – Mayor Tucker	<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> Council Officers review the existing Binalong Bay Foreshore Master Plan and develop a project scope that can be used to engage an expert to provide a report on the following: 1. Improved Parking Accessibility 2. Assessment of Additional Parking Areas, traffic calming and pedestrian safety improvements.	Binalong Bay Master Plan has been reviewed and a draft consulting services brief prepared and will be addressed as part of the Liveability Strategy to be developed.	Manager Infrastructure and Development Services
75%	20/05/2024	24/06/2024	05/24.9.1.358 Developing walking trails around and within the Scamander Complex precinct – Clr Carter	<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 considers options to develop walking trails around and within the Scamander Complex precinct.	At the Special Council Meeting on Wednesday, 29 October 2025, Council endorsed the Senior Town Planner's recommendation to release the Draft Scamander–Beaumaris Structure Plan for public consultation and engagement from Monday, 3 November to Sunday, 30 November 2025 (4 weeks). Item 05/24.9.1.358, regarding developing walking trails around and within the Scamander Complex precinct (Clr Carter), is linked to the structure plan development process.	Manager Infrastructure and Development Services
75%	15/07/2024	31/08/2024	07/24.9.1.401 Lease/ management agreement for the front garden of the old hospital site at St Helens – Clr Carter	<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 immediately pursue a lease/ management agreement for the front garden of the old hospital site at St Helens, from the State Government, and open it up as public open space.	Discussions with the owner of the site have been ongoing regarding Council's interest in securing this piece of land has been reinforced with the latest contact being on 26/5/26. An Indicative Plan was prepared by a Surveyor indicating a minimum area of approximately 990m2 would be required. This provides a depth of 24m from the Cecilia street frontage.	General Manager

COUNCIL RESOLUTIONS 2023

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
50%	20/03/2023	30/06/2023	03/23.15.7 St Helens Sports Complex	1. That Council engage a landscape architect to design connectivity between the various areas of the St Helens Sports Complex identifying what amenities are required to service the area and its users as well as ensuring green spaces and vegetation management are addressed as part of the project. 2. That funds from Public Open Space – St Helens be used to engage a landscape architect to undertake this project.	A draft Brief has been developed for this project. This project will now be incorporated into the St Helens and Binalong Bay Liveability Strategy which is currently being developed.	Manager Community Services
90%	18/12/2023	29/02/2024	12/23.9.1.265 Indigenous name for St Patricks Head – Cllr J Drummond	<i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i> That Council support the Indigenous name for St Patricks Head, which is lumeragenena wuggelena according to the Department of Natural Resources and Environment Tasmania.	As the Reconciliation Action Plan process has been delayed, the matter has been pursued with PWS requesting that they install the signage as per their internal processes	General Manager

COUNCIL RESOLUTIONS 2022

Current Co...	Meeting ...	Due D...	Goal	Resolution / Action	Update	Owner
35%	21/02/2022	01/05/2025	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.	This is an on-going topic yet to be developed and opportunities brought to Council's attention through Council's NRM Committee. It arose in 2022 when the Committee discussed questions being raised statewide about the adequacy of freshwater management arrangements and development initiatives in Tasmania and ecologically sustainable use and development of freshwater systems. The Department of Natural Resources and Environment Tasmania is generally responsible for freshwater resources regulation and management and has since started several initiatives responding to the issues that were raised.	NRM Facilitator
77%	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.	Council at their meeting in June, 2024, in consultation with the community changed the location of the proposed exercise gym equipment to the eastern side of the bridge	Manager Community Services

07/26.10.0**PETITIONS**

Nil

07/26.11.0**NOTICES OF MOTION**

A motion may be set aside by the Chairperson to be considered at a subsequent meeting, in accordance with Regulation 18 of the Local Government (Meeting Procedures) Regulations 2025

Nil

07/26.12.0**MAYOR'S & COUNCILLOR'S COMMUNICATIONS****07/26.12.1****Mayor's Communications for Period Ending 20 July 2026**

16.06.2026	St Helens	– Meeting with community members Janette Saunders and Ruth Graham regarding concerns about the Parks and Wildlife Service's decision to close access to properties in Peron and adjoining streets.
18.06.2026	St Marys	– Meeting with Dexter French regarding the St Marys Tip Shop.
18.06.2026	Launceston	– Northern Tasmania Development Corporation (NTDC), Farewell for CEO Chris Griffin.
19.06.2026	MS Teams	– NTDC, Member Representative Group (MRG) board meeting.
22-26. 06.2026	Canberra	– Australian Local Government Association (ALGA), attended the National General Assembly (NGA) with Deputy Mayor Chapple, participating in discussions on national local government priorities, funding advocacy and emerging issues affecting councils.
22.06.2026	Canberra	– Australian Local Government Association (ALGA) board meeting.
23.06.2026	Canberra	– Senator Jono Duniam, meeting involving the General Manager and Deputy Mayor Chapple, discussions focussed on the Georges Bay Foreshore Walking Track.
24.06.2026	Canberra	– ALGA, Emergency and Disaster Impacted Councils Group with Mayors.
24.06.2026	Canberra	– Tasmanian Cohort networking event hosted by Regional Development Australia Tasmania (RDAT) LGAT and NTDC, attended with the Tasmanian attendees of the 2026 NGA of Local Government.
25.06.2026	MS Teams	– TasWater, attended the General Meeting, endorsing the FY2027–31 Corporate Plan and participating in discussions on their Price and Services Plan 5 (PSP5) and the pricing determination approved by the Tasmanian Economic Regulator.
26.06.2026	Hobart	– Local Government Association of Tasmania (LGAT), meeting with CEO Dion Lester.
26.06.2026	MS Teams	– Audit Tasmania, auditee information session.
01.07.2026	St Helens	– Meeting with community member Matthew Fagan.
03.07.2026	Hobart	– LGAT, meeting with CEO Dion Lester.
06.07.2026	St Helens	– Council Workshop.

07.07.2026	MS Teams	– National Emergency Management Agency (NEMA), overview of the AusAlert warning system.
08.07.2026	MS Teams	– LGAT, General Management Committee meeting.
08.07.2026	MS Teams	– LGAT, Emergency Management Reform, meeting with Ms Kristy McBain, Minister for Emergency Management and LGAT CEO Dion Lester to discuss proposed emergency management reforms.
10.07.2026	St Helens	– Break O’Day Community Financial Services Limited, photo opportunity with the board members and Bendigo Bank Branch Manager regarding the renewal of a three year sponsorship agreement of the Bendigo Stadium.
13.07.2026	St Helens	– Meeting with community member Jean Rosevear to receive an update on the Mainly Maritime Inc.
20.07.2026	St Helens	– Council Meeting.

07/26.12.2 Councillor’s Reports for Period Ending 20 July 2026

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

- Break O’Day Chamber of Commerce and Tourism – Deputy Mayor Kristi Chapple
- NRM Special Committee – Clr Liz Johnstone
- East Coast Tasmania Tourism (ECTT) – Clr Barry LeFevre
- Mental Health Action Group – Clr Barry LeFevre
- Access and Inclusion Advisory Committee – Clr Kylie Wright
- Bay of Fires Master Plan Steering Committee – Clr Ian Carter
- St Marys Exhibition Building Committee - Clr Liz Johnstone

07/26.13.0 BUSINESS AND CORPORATE SERVICES

07/26.13.1 Corporate Services Department Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Raoul Harper, Manager Business Services
FILE REFERENCE	018\018\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update on activities of the Business and Corporate Services Department since the previous Council Meeting.

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

Finance, Budget and End of Financial Year Reporting

The Department's primary focus over the past four weeks has been the transition from preparation to implementation following Council's adoption of the 2026/2027 Budget Estimates at the June Council Meeting and end of Financial year activities. This has included finalising supporting budget documentation, settling accounts, insurances and internal end of financial year processes. For a relatively small team it is a very busy time of year and I'd like to thank the Corporate Services Team for their hard work, dedication and positive approach to what is always a challenging period.

The July monthly financial report has also been prepared and is included as a separate agenda item this month. Councillors and the community should note that the figures remain preliminary and subject to end of financial year adjustments, external audit review and final sign off. Early results indicate a materially stronger operating position than forecast in the adopted 2025/2026 Budget, while also highlighting important matters for further review including accruals, capital works carry forwards, grant recognition, asset capitalisation and depreciation refinements. The report seeks to present this position cautiously, while also recognising the strong budget discipline achieved across the organisation during the year.

Municipal Revaluation, Rates and Policy Work

The municipal revaluation and Council's rating response have also moved into the implementation phase following Council's adoption of the 2026/2027 Rates Resolution at the June Council Meeting. Work during the reporting period has focused on management oversight of the rates file finalisation and formal upload of rates in line with the Council resolution, implementation of the adopted rating

framework, completion of supporting administrative tasks and preparation of explanatory material to assist Councillors and the community to understand the effect of the revaluation and Council's rating decisions. This has been particularly important given the uneven impacts of valuation movements across town townships, land use categories and individual properties. Rates notices will begin to be received from the 10th of July.

Following adoption of the Rates Resolution, further work has also been undertaken to respond to external commentary and stakeholder questions regarding Council's rating approach. This has included preparation of advice and draft correspondence explaining the distinction between valuation movements and Council's rating decisions and reinforcing that Council's adopted approach was designed to moderate impacts where possible while maintaining the revenue required to fund essential services and infrastructure. Staff have attended to enquiries about the difference between the revaluation and the rates to be levied and will continue to assist member of the community as their new rates notices are issued.

Strategic Asset Management and Financial Planning

A substantial amount of work has been delivered in relation to strategic asset management, including further refinement of the Strategic Asset Management Plan and the continued development of an integrated strategic financial and asset planning framework. This work is strengthening Council's understanding of the full cost of maintaining its asset base, the impact of ageing infrastructure, projected renewal demand and the relationship between asset decisions, service levels and long-term financial sustainability.

Audit, Governance and Compliance

The 2024/2025 audit reporting cycle carried forward ten prior audit findings from 2023/2024. By the time of Audit Tasmania's 2024/2025 reporting, seven of those findings had been resolved and three remained open. The recently issued Annual Audit Outcomes Report shows further progress, with two of the remaining carried forward findings now assessed as resolved and only one finding still to be reconsidered following completion of year end fixed asset register testing. This reflects the continued work undertaken to strengthen Council's financial controls, asset management records and audit readiness.

With these long term outstanding matters close to resolution, Council is now well placed to resource and implement an internal audit program in the year ahead.

ICT, Systems and Operational Support

ICT transition and systems improvement work has continued during the reporting period. This includes ongoing transition to Council's new ICT service provider, scoping of hardware and network improvements and continued attention to cyber security, business continuity and system reliability. These activities form part of the broader program to improve Council's digital capability and ensure technology infrastructure better supports staff productivity and service delivery across the organisation.

Operational focus has also continued across routine corporate services functions, including work health and safety reporting, insurance matters, customer and rating systems, policy review support and financial administration. While much of this work is business as usual, it remains important in maintaining Council's compliance obligations, internal controls and service responsiveness.

Investments

Council generated \$1.107 million in interest and investment income during 2025/26, exceeding the annual budget by approximately \$59,000. While total interest and investment income was approximately \$258,000 lower than the previous financial year, returns remained above budget expectations. Council's broader cash and investment holdings also increased during the year, with an additional \$2.4 million held in investments and cash at bank increasing by \$3.29 million, from \$7.45 million to \$10.75 million at 30 June 2026. While these movements are influenced by the timing of capital expenditure, grant receipts and other cash flows, they reflect Council's continued strong liquidity position at year end.

Date Rolled Over	Maturing	Term (Months)	Principle Amount	Interest	Total Amount	Interest Rate	Bank	STATUS
04.04.2025	04.07.2025	3	1,000,000.00	11,493.42	\$1,011,493.42	4.61%	Westpac	MATURED
07.03.2025	08.09.2025	6	1,000,000.00	23,568.49	\$1,023,568.49	4.65%	Bendigo	MATURED
04.04.2025	03.10.2025	6	1,000,000.00	23,186.30	\$1,023,186.30	4.65%	Bendigo	MATURED
09.07.2025	09.11.2025	4	1,000,000.00	14,005.48	\$1,014,005.48	4.26%	CBA	MATURED
10.07.2025	10.12.2025	5	1,000,000.00	17,815.07	\$1,017,815.07	4.25%	Bendigo	MATURED
11.07.2025	12.01.2026	6	1,500,000.00	31,931.51	\$1,531,931.51	4.20%	Bendigo	MATURED
12.08.2025	12.02.2026	6	1,500,000.00	31,532.05	\$1,531,532.05	4.17%	Westpac	MATURED
09.09.2025	10.03.2026	6	1,500,000.00	31,039.73	\$1,531,039.73	4.15%	Westpac	MATURED
30.09.2025	28.04.2026	7	1,000,000.00	23,819.18	\$1,023,819.18	4.14%	Westpac	MATURED
30.09.2025	30.05.2026	8	1,000,000.00	27,353.42	\$1,027,353.42	4.16%	Westpac	MATURED
09.12.2025	09.06.2026	6	1,000,000.00	21,889.86	\$1,021,889.86	4.39%	Westpac	MATURED
09.12.2025	09.07.2026	7	1,000,000.00	25,783.33	\$1,025,783.33	4.42%	Westpac	MATURED
30.09.2025	30.08.2026	11	1,500,000.00	57,475.00	\$1,557,475.00	4.18%	Westpac	CURRENT
16.02.2026	16.09.2026	7	1,500,000.00	41,562.50	\$1,541,562.50	4.75%	Westpac	CURRENT
16.02.2026	16.10.2026	8	1,500,000.00	47,800.00	\$1,547,800.00	4.78%	Westpac	CURRENT

Council also has a 5 Year Term Deposit which earns approximately \$22,920.55 per quarter (depending on timing of when interest is paid) in interest as provided below:

Date Rolled Over	Maturing	Term (Months)	Principle Amount	Interest	Total Amount	Interest Rate	Bank	STATUS
14.02.2024	13.02.2029	60	2,000,000.00	Approx 22,920.55 per quarter	\$ 2,000,000.00	4.70%	Westpac	CURRENT

Rates Summary – 30 June 2026

	2025/2026		2024/2025	
	%	\$	%	\$
Rates Brought Forward				
Outstanding Rate Debtors		1,018,129.97		813,964.84
Less Rates in Credit		-326,736.45		-296,603.81
Net Rates Outstanding at 30 June 2025	4.35	691,393.52	3.58	517,361.03

Rates and Charges Levied	94.35	14,990,416.39	95.20	13,746,671.32
Interest and Penalty Charged	1.30	206,580.20	1.22	175,758.52

Total Rates and Charges Demanded

100.00	15,196,996.59	100.00	13,922,429.84
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Less Rates and Charges Collected

87.36	13,879,877.86	88.90	12,836,493.58
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Less Credit Journals and Supp Credits

3.56	565,811.65	1.86	268,893.22
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Remissions and Discount

4.24	674,288.50	4.46	643,474.12
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Unpaid Rates and Charges as at 30 June 2026

4.84	768,412.10	6.36	690,929.95
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Remissions and Discounts

Early Payment Discount

2025/2026
132,494.94
541,793.56
674,288.50

2024/2025
120,293.88
523,180.24
643,474.12

Pensioner Rebates

Number Rateable Properties

6,914

6,916

Number Unpaid Rateable Properties

758

724

% Properties Not fully paid**10.96****10.47****Right to Information (RTI) Requests**

Nil

132 and 337 Certificates

	132	337
June 2026	55	18
May 2026	49	23
June 2025	40	37

**Debtors/Creditors @
30 June 2026****DEBTORS INFORMATION****Invoices Raised****Current**

Month	Mth Value	YTD 2025/2026
106	\$255,911	847

Previous Year

Month	YTD 2024/2025
84	832

CREDITORS INFORMATION

Payments Made

Current			Previous Year	
Month	Mth Value	YTD 2025/2026	Month	YTD 2024/2025
130	\$474,257	4983	365	3695

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

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

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

LEGISLATION & POLICIES:

N/A

BUDGET AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Raoul Harper, Manager Business Services
FILE REFERENCE	018\018\001\
ASSOCIATED REPORTS AND DOCUMENTS	Financial Reports

OFFICER'S RECOMMENDATION:

That the following reports for the month ending 30 June 2026 be received:

1. Profit and Loss Statement;
2. Balance Sheet;
3. Statement of Cash Flows; and
4. Capital Works 2025/26.

INTRODUCTION:

Presented to Council are the monthly financial statements for the month ending 30 June 2026.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

The attached financial statements present Council's preliminary financial position as at 30 June 2026.

As these reports are presented prior to completion of Council's end of financial year accounting processes and external audit, the results remain preliminary and subject to further adjustment. Outstanding accounting processes include accruals, employee entitlement provisions, grant recognition assessments, asset capitalisation, depreciation refinements, capital works reviews and other year end accounting adjustments. Accordingly, care should be exercised when interpreting the preliminary results, as the final audited outcome may differ from that currently reported.

Notwithstanding these qualifications, the preliminary results indicate a significantly stronger financial outcome than forecast in the adopted 2025/26 Budget. Council adopted a budget forecasting an underlying operating deficit of approximately \$161,000. Preliminary results currently indicate an operating surplus of approximately \$2.69 million. This result includes the advance payment of approximately \$1.48 million in Financial Assistance Grant funding relating to the 2026/27 financial year. After adjusting for this timing difference, Council's preliminary underlying operating position is approximately \$1.2 million in surplus prior to completion of final year end adjustments.

Preliminary operating income of approximately \$23.53 million exceeded budget by approximately \$2.36 million, while operating expenditure was approximately \$493,000 below budget overall.

Interest and investment income continued to perform strongly during the year, supported by Council's improved cash position and favourable investment returns. Council also recorded favourable revenue outcomes across rates, user fees, contributions and other revenue streams.

Operating expenditure remained below budget overall, reflecting both prudent expenditure management across the organisation and the timing of a number of planned projects and initiatives. Materials and Services expenditure was approximately \$1.01 million below budget. While this has contributed positively to Council's preliminary financial outcome, a component of this variance relates to projects that were not completed during the financial year and will be reviewed through the year end carry forward process.

The resulting capital works carry forward program highlights the growing scale and complexity of Council's infrastructure delivery program and reinforces the importance of the additional engineering, project management and technical capacity included within the 2026/27 Budget. Strengthening capability within the Infrastructure and Works Department will support improved project delivery outcomes and assist Council in delivering an increasingly complex capital works program in future years.

Depreciation expenditure is currently approximately \$671,000 above budget. While depreciation is a non-cash accounting expense, it represents the estimated annual consumption of Council's infrastructure and other assets and is an important indicator of future renewal demand. The increase reflects ongoing refinements to Council's asset data, valuation processes and asset management information, including a significant increase in depreciation associated with Council's building portfolio. These outcomes are a direct consequence of Council's continued investment in improving asset management practices and developing a more accurate understanding of the true cost of owning, maintaining and renewing community assets.

Importantly, Council's ongoing asset management improvement program is highlighting that while the asset base generally remains well maintained, much of that asset base is also ageing and, in some cases, may no longer align with current or future community needs. As Council continues to improve its understanding of asset condition, performance, utilisation and lifecycle costs through the soon to be completed Strategic Asset Management Plan, condition assessment programs and asset management system improvements, it is becoming increasingly evident that retaining underutilised, surplus or no longer fit for purpose assets places pressure on operating budgets, depreciation expense and future renewal obligations.

The challenge facing Council is not simply maintaining assets in their current form, but ensuring that the assets retained continue to provide value to the community and support future service delivery needs. Rationalisation of underutilised or no longer fit for purpose assets will therefore be an important component of Council's long-term financial and asset management strategy. Redirecting resources away from assets that provide limited community benefit will assist Council to constrain future depreciation and renewal liabilities while creating capacity to renew critical infrastructure and invest in new assets that better support the future needs and aspirations of the community. These insights reinforce the value of Council's continued investment in asset management maturity, evidence based decision making and the ongoing integration of asset management and long-term financial planning. While this work is improving Council's understanding of future infrastructure obligations, it is also providing a stronger foundation for making informed decisions about service levels, affordability and long-term sustainability.

The preliminary result also continues the strengthening of Council's broader financial position. During June 2026 Council repaid the remaining balance of its borrowings, approximately ten years earlier than previously forecast. Council therefore enters the 2026/27 financial year debt free, with stronger cash reserves and increased balance sheet capacity than anticipated under previous long-term financial projections. This improved position provides greater resilience to future economic pressures, infrastructure renewal demands and emerging community priorities.

While the preliminary result is encouraging, it should not be interpreted as removing the longer-term challenges facing local government. Increasing infrastructure costs, ageing assets, changing community expectations, climate resilience requirements and broader economic pressures will continue to require careful financial management and long-term planning. The work currently underway to strengthen the integration of asset management, service planning and long-term financial planning is therefore critical to ensuring Council remains well positioned to deliver sustainable services and infrastructure into the future.

The attached Profit and Loss Statement, Balance Sheet, Statement of Cash Flows and Capital Works Report are presented for Council's consideration.

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

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

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

LEGISLATION & POLICIES:

N/A

BUDGET AND FINANCIAL IMPLICATIONS:

The financial information contained within this report reflects Council's preliminary financial position as at 30 June 2026 and remains subject to completion of year-end accounting adjustments and external audit. Based on information currently available, Council's financial performance is materially stronger than forecast in the adopted 2025/26 Budget. Following completion of year-end processes and audit, the final result will inform Council's Annual Financial Statements and ongoing long-term financial planning.

VOTING REQUIREMENTS:

Simple Majority

Profit and Loss

Break O'Day Council

For the 12 months ended 30 June 2026

Account	Actual YTD	Budget YTD	Budget Variance YTD	Budget Variance % YTD	Annual Budget	Notes
Trading Income						
Rates	14,565,799	14,369,102	196,697	1%	14,369,102	
User Fees	1,690,698	1,477,883	212,815	14%	1,477,883	1
Operating Grants	5,893,099	4,217,477	1,675,622	40%	4,217,477	2
Interest & Investment Income	1,106,945	1,048,000	58,945	6%	1,048,000	
Contributions	82,122	6,037	76,085	1260%	6,037	3
Other Revenue	192,157	49,739	142,418	286%	49,739	4
Total Trading Income	23,530,819	21,168,238	2,362,581	11%	21,168,238	
Gross Profit	23,530,819	21,168,238	2,362,581	11%	21,168,238	
Capital Grants						
Grants - Capital Other	350,000	0	350,000	0%	0	
Grants - Commonwealth Capital	1,015,451	0	1,015,451	0%	0	
Grants - Roads to Recovery	841,340	1,035,853	(194,513)	-19%	1,035,853	
Grants - State Capital	1,400,616	1,130,000	270,616	24%	1,130,000	
Total Capital Grants	3,607,406	2,165,853	1,441,553	67%	2,165,853	5
Other Non Operating Income						
Net Gain/Loss on Disposal of Assets	67,817	100,000	(32,183)	-32%	100,000	
Total Other Non Operating Income	67,817	100,000	(32,183)	-32%	100,000	
Total Non Operating Revenue	3,675,224	2,265,853	1,409,371	62%	2,265,853	
Operating Expenses						
Employee Costs	6,822,022	6,939,061	(117,039)	-2%	6,939,061	
Materials & Services	7,737,033	8,747,236	(1,010,203)	-12%	8,747,236	6
Interest	30,272	42,076	(11,804)	-28%	42,076	
Depreciation	5,929,570	5,258,739	670,831	13%	5,258,739	7
Other Expenses	317,479	342,536	(25,057)	-7%	342,536	
Total Operating Expenses	20,836,376	21,329,648	(493,272)	-2%	21,329,648	
Operating Net Profit	2,694,443	(161,410)	2,855,853	-1769%	(161,410)	
Net Profit (Including Non Operating Revenue)	6,369,667	2,104,443	4,265,224	203%	2,104,443	
Work in Progress						
Capital Work in Progress	4,851,026	0	4,851,026	0%	0	
Total Work in Progress	4,851,026	0	4,851,026	0%	0	

Notes

1. User Fees are \$213k (14%) higher than budget, which is primarily due to higher than anticipated building activity, particularly in relation to Building Surveying Services.
2. Operating Grants are \$1.67m (40%) higher than budget, which is predominantly due to 80% of the 2026/27 FAG Grant being received in advance.
3. Contributions revenue is \$76k higher than budget, which is due to unbudgeted Public Open Space contributions having been received.
4. Other Revenue is \$142k higher than budget, which is mainly due to a refund from Aurora regarding an overcharge of 2024/25 power charges and a reimbursement from Telstra relating to the Mangana Soft Cell Tower Project.
5. Capital grants are \$1.4m higher than budget, which is primarily due to grant funds carried forward from the prior year.
6. Materials & Services are down \$1.01m (12%) on budget, which is primarily due to an underspend on strategic and grant funded projects.
7. Depreciation is \$671k (13%) higher than budget, which is due to the impact of the Buildings revaluation that was applicable from 1 July 2025.

Balance Sheet

Break O'Day Council

As at 30 June 2026

Account	30 June 2026	30 June 2025
Assets		
Current Assets		
Cash & Cash Equivalents	10,746,216	7,454,872
Investments	7,404,830	5,000,000
Trade & Other Receivables	1,211,097	1,424,890
Inventory	241,857	311,419
Other Assets	2,838	2,838
Inventory - Diesel (tank 2 underground)	7,542	0
Total Current Assets	19,614,380	14,194,019
Non-current Assets		
Trade and Other Receivables	14,392	14,392
Property, Plant & Equipment	258,180,953	234,834,103
Right of Use Asset	734,211	734,211
Investment in Water Corporation	36,442,103	36,442,103
Other Investments	30,000	30,000
Mineral Resources Bond	151,500	151,500
Total Non-current Assets	295,553,159	272,206,309
Total Assets	315,167,539	286,400,328
Liabilities		
Current Liabilities		
Trade & Other Payables	942,999	1,873,953
Contract Liabilities	0	810,172
Lease Liability	75,199	75,199
Interest Bearing Loans & Borrowings	0	384,494
Provisions	1,014,570	1,014,570
Trust Funds and Deposits	572,585	577,244
Total Current Liabilities	2,605,353	4,735,633
Non-current Liabilities		
Lease Liabilities	659,012	659,012
Interest Bearing Loans & Borrowings	609,491	609,491
Provisions	731,066	731,066
Total Non-current Liabilities	1,999,570	1,999,570
Total Liabilities	4,604,923	6,735,203
Net Assets	310,562,616	279,665,126
Equity		
Accumulated Surplus	48,358,152	46,873,465
Reserves	262,204,465	232,791,661
Total Equity	310,562,616	279,665,126

Statement of Cash Flows

Break O'Day Council

For the 12 months ended 30 June 2026

Account	YTD	2025
Operating Activities		
Receipts from customers	1,860,240	1,689,665
Receipts from rates	14,463,731	13,414,011
Receipts from Operational Grants	5,290,992	3,087,319
Contributions	83,197	53,665
Interest received	602,545	899,801
Dividends received	504,400	465,600
Payments to employees	(6,816,115)	(6,398,399)
Payments to suppliers	(9,128,327)	(8,787,643)
Finance Costs	(41,909)	(143,733)
Cash receipts from other operating activities	1,059,415	1,288,954
Cash payments from other operating activities	3,127	(3,002)
Net Cash Flows from Operating Activities	7,881,297	5,566,237
Investing Activities		
Proceeds from sale of property, plant and equipment	225,359	58,175
Payment for property, plant and equipment	(5,588,916)	(7,251,921)
Payment for investments	(2,404,830)	4,500,000
Capital Grants received	3,565,406	2,623,201
Other cash items from investing activities	2,181	(151,500)
Net Cash Flows from Investing Activities	(4,200,799)	(222,045)
Financing Activities		
Proceeds of trust funds and deposits	(4,659)	16,401
Repayment of loans	(384,494)	(2,605,557)
Repayment of lease liabilities	0	(25,932)
Net Cash Flows from Financing Activities	(389,154)	(2,615,088)
Net Cash Flows	3,291,344	2,729,104
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	7,454,872	4,725,768
Net change in cash for period	3,291,344	2,729,104
Cash and cash equivalents at end of period	10,746,216	7,454,872

Break O'Day Council

Capital Works Revised Budget 2025-2026

For the 12 months to 30 June 2026

Project Details	YTD @ 30/6/2026	Revised Budget 2025/2026	Remaining Budget
Plant & Equipment			
Replace K17MB Infrastructure & Development Services Manager	43,475	45,000	1,525
Replace J40VD Asset Officer	45,097	45,097	(0)
Replace Plant 1220 John Deer Backhoe	198,000	190,000	(8,000)
Replace Plant 1269 Valley Crew Town Maintenance Truck	-	150,000	150,000
Replace Plant 1303 - Hitachi ZX33U-5A Excavator	89,020	120,000	30,980
Replace Plant 1304 - Excavator Plant Trailer (for Plant 1303)	16,530	20,000	3,470
Replace Plant 1343 - IO4DC Building Maintenance Van	-	50,000	50,000
Replace Plant 1383 - MTB Motorcycle	8,344	8,344	(0)
Replace Plant 1385 - MTB Motorcycle	8,344	8,344	(0)
Additional MTB Motorcycle	8,344	8,344	(0)
Replace Plant 1380 - I40PS Town Maintenance Ute with tip tray	-	45,000	45,000
Replace Plant 1393 - J68EV Builders truck	-	60,000	60,000
Replace Plant 1416 - K42PQ General Manager	53,341	55,000	1,659
Replace Plant 1413 - K91MG Building Services Officer	-	45,000	45,000
Replace Plant 1360 DMax 4x4 Crew Cab	58,173	58,173	(0)
Replace Plant 1361 H40ZN - Kia Sportage Pool Car	-	45,000	45,000
Replace 1382 - MTB Vehicle	61,659	121,659	60,000
Small Plant - VARIOUS 2025/2026	30,894	45,000	14,106
Plant 1269 - Coastal Crew Truck Tray and Crane Assembly	62,105	116,141	54,036
Plant 1022 - Small Tipper Truck Tray and Chip Bin	65,570	86,141	20,571
Vehicle Management Tracking System	-	30,000	30,000
Waste collection truck	591,690	591,690	0
Total Plant & Equipment	1,340,587	1,943,933	603,346
Furniture & IT			
CCTV - additional cameras and installation	14,739	100,000	85,261
New Ricoh Printer - Main Print Room	10,790	-	(10,790)
New Format LCD 98" Screen (replacing existing Projector & Screen)	16,659	16,659	0
Video Conferencing System- General Manager's Office	10,388	10,388	0
Total Furniture & IT	52,575	127,047	74,472
Buildings			
Hub 4 Health - Internal Renovations as per endorsed management plan	12,746	30,000	17,254
Refurbish St Marys Sports Complex Main Toilet/Shower Facility	36,542	75,000	38,458
Installation of New Roof Mounted Solar Panels - St Marys	32,691	40,000	7,309
Pyengana Hall Roof Replacement	65,367	60,000	(5,367)
Replacement of Roof Cladding - St Marys Tennis Club	2,592	15,000	12,408
St Helens Depot Office Roof & Insulation Replacement	745	15,000	14,255
St Marys Exhibition upgrades	1,307	100,000	98,693
St Marys Tip Shop - New Power Supply (Solar)	31,197	35,000	3,803
Portland Hall Upgrades	-	50,000	50,000
Council Chambers additions and improvements	18,421	29,324	10,903
Falmouth - New Toilet design	259,478	250,000	(9,478)
Falmouth Community Centre - Internal Alterations	116,513	152,475	35,962
Pyengana Recreation Ground Improvements	-	10,000	10,000
Binalong Bay - Village Green BBQ Replacements	45,896	14,986	(30,910)
Memorial Park Toilet Block Replacement	35,790	50,000	14,210
St Helens Foreshore - Amenities	-	50,000	50,000
Total Buildings	659,286	976,785	317,499
Parks, Reserves & Other			
Special Project Scamander Coastal Hazards Project	133,643	236,886	103,243
Rec trails strategy implementation - stage 1	-	100,000	100,000
Playground equipment replacement program	-	98,637	98,637
Lions Park Playground Review	-	12,000	12,000

Break O'Day Council

Capital Works Revised Budget 2025-2026

For the 12 months to 30 June 2026

Project Details	YTD @ 30/6/2026	Revised Budget 2025/2026	Remaining Budget
Dog exercise area St Helens Improvements	3,785	10,000	6,215
St Marys Dog Park	10,341	18,131	7,790
St Helens Cemetery Master Plan improvements	48,188	49,807	1,619
Georges Bay Walking Track Extension	4,850	973,750	968,900
St Helens Walkway Lighting Project (FUNDED)	121,240	124,856	3,616
Scamander Sports Complex Masterplan	14,515	20,000	5,485
New Fuel Storage Tank - St Helens Depot	60,931	-	(60,931)
St Helens Memorial Park - Irrigation system improvements incl groundworks	-	10,000	10,000
Totals Parks, Reserves & Other	397,493	1,654,067	1,256,574
Roads - Streetscapes & Carparking			
Cecilia Street/Georges Bay Esplanade junction	-		0
Carparking acquisition and assoc. costs	-	550,000	550,000
Total Streetscapes	-	550,000	550,002
Roads - Footpaths			
Footpath - Binalong Bay Road	-	100,000	100,000
Footpaths - Miscellaneous	177,429	100,000	(77,429)
Lindsay Parade to Sunny Bank Close	11,900	30,000	18,100
Binalong Bay Footpaths internal thoroughfares		100,000	100,000
Total Footpaths	189,329	330,000	140,671
Roads - Kerb & Channel			
Total Kerb & Channel	-		
Roads - Resheeting			
25/26 Road Resheeting - various	379,749	700,000	320,251
Ansons Bay Road- Resheeting	238,850		(238,850)
Total Resheeting	618,599	700,000	700,000
Roads - Reseals			
St Marys - Story Street Esk Main Road to Groom Street	-	60,000	60,000
25/26 Reseals TBC	676,779	800,000	123,221
Totals Reseals	676,779	860,000	860,000
Roads - Reconstructions / Construction			
Mangana Road - Rehabilitation/reconstruction 25/26	191,813	350,000	158,187
Totals - Roads Construction, Digouts & Other	191,813	350,000	350,002
Totals Roads & Footpaths	1,676,520	2,790,000	2,600,675
Bridges			
Bridge 185 - Gilles Road	114,748	307,000	192,252
Bridge 2684 - Pedder Street	163,955	200,000	36,045
Total Bridges	278,703	507,000	507,000
Stormwater			
Minor stormwater Jobs	143,116	150,000	6,884
Penelope Street	9,960	9,960	(0)
Aulichs Lane, St Marys	35,508	90,220	54,712
Tully Street / Northern end of Cecilia St Stormwater System Upgrade	8,191	62,744	54,553
New SW main - Brown Street	-	90,000	90,000

Break O'Day Council

Capital Works Revised Budget 2025-2026

For the 12 months to 30 June 2026

Project Details	YTD @ 30/6/2026	Revised Budget 2025/2026	Remaining Budget
Subsoil drain installation Aerodrome hill (St Helens Pt Rd)	9,437		
Renewal of SW Main - Talbot Street, Fingal	84,758	100,000	15,242
Total Stormwater	290,972	502,924	221,390
Waste Management			
Replace Pay Booth - Fingal WTS	-	20,000	20,000
Ansons Bay WTS - Bulk Bin Loading Ramp Upgrade	21,215	30,000	8,785
Scamander WTS - Waste Compactor	45,495	1,054,315	1,008,820
Scamander WTS - Landfill Design & Construction	88,180	232,072	143,892
Total Waste Management	154,890	1,336,387	1,181,497
	-		
Total Capital	4,851,026	9,838,143	6,762,452

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

Works Operations	June 2026	July 2026
Aerodrome	Routine inspections.	Routine inspections.
Town Maintenance	Edging in St Helens and other sites including Stieglitz and Akaroa.	Regular town maintenance including playgrounds. Tree work around the St Helens area including Kings Park reserve.
Road Network	Bitumen patching where pavement has failed due to wet weather in Scamander and Harefield Rd St Marys.	Maintenance grading Seymour, Davis Gully, North Ansons Road and Ansons Bay Road. Road shoulder work in the Mathinna area, Gardens Road, Upper Scamander Road, and Falmouth as required.
Stormwater & Drainage	Work undertaken in most areas particularly those that were affected from the recent rain event.	Drainage work in Stieglitz Street St Marys.
MTB Trails	Works on Bay of Fires trail in preparation for the next season.	Trail head tracks undergoing maintenance.

Weed Management	Follow up inspections of previously treated sites. Multiple weed varieties targeted in Scamander, on the St Helens foreshore and the St Marys sports ground.	Scamander – pampas, Spanish heath. Ansons Bay and St Marys – Spanish heath.
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CAPITAL WORKS PROGRAM

Project	Comment
Bridge 185 – Gillies Road	Council will deliver the bridge replacement works, with the construction schedule to be confirmed, after all components have been delivered. A temporary bypass will be provided for affected residents and the works schedule notified to residents closer to construction.
Bridge 7032 – David Gully Road	In-progress – Tender Preparation
Georges Bay Walking Track Extension	In-progress: Preliminary design and Flora & Fauna study completed. AHT assessment is pending.
Scamander WTS – Waste Loading Bay	In-progress – at Design phase.
Scamander Inert Landfill Development	Master Plan and Detail design completed. Documentation review and approved by EPA – pending.
Scamander Coastal Hazards Project	Engineering plans finalised and materials ordered. Revetment works pending approval from NRE Property Services/PWS.
Tully Street – Northern end: Stormwater System Design	In-progress: Engineering design.

SUB-DIVISION INSPECTIONS.

Wrinklers subdivision – Stage 4/5 stormwater works.

WASTE MANAGEMENT

	General Waste to Copping Landfill			Inert Waste to St Helens Inert Landfill			Kerbside Co-mingled Recyclables Collection		
	24/25 MT	25/26 MT	Change	24/25 MT	25/26 MT	Change	24/25 MT	25/26 MT	Change
Jul	222	233	11	0	212	212	43	39	-4
Aug	224	215	-9	30	0	-30	41	36	-5
Sep	167	607 ¹	440	20	0	-20	40	36	-4
Oct	240	338 ²	98	0	0	0	56	53	-3
Nov	224	238	14	121	0	-121	48	42	-6
Dec	282	258	-24	0	0	0	56	48	-8
Jan	352	324	-28	0	0	0	73	57	-16
Feb	221	229	8	0	0	0	51	44	-7

Mar	215	248	33	0	0	0	48	43	-5
Apr	247	243	-4	0	0	0	51	38	-13
May	198	176	-22	0	0	0	45	37	-8
Jun	182	222	40	0	180	180	38	42	4
Total	2,774	3,331	557	171	392	221	590	515	-75

Notes

1. Includes 390 MT of construction and demolition waste ex St Marys WTS.
2. Includes 105 MT of construction and demolition and commercial waste ex St Helens WTS.
3. Copping landfill weighbridge data not available at the time of preparing this report.

The reduction in kerbside co-mingled recyclables may be partly attributable to the introduction of the Container Deposit Scheme, (May2025) with eligible beverage containers increasingly being diverted away from kerbside collection and returned through refund points. This may account for a portion of the reported downturn in recyclable material collected through Council's kerbside service.

Green Waste Mulch – St Helens Waste Transfer Station

- Double shredded material – in stock
- Coarse shredded material – in stock.

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Strategy

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

LEGISLATION & POLICIES:

N/A

BUDGET AND FINANCIAL IMPLICATIONS:

N/A

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 registrations 2025/2026**

Month	Registered	Unpaid Registrations	Total
Jul	1,073	309	1,382
Aug	1,206	157	1,363
Sep	1,277	92	1,369
Oct	1,299	78	1,377
Nov	1,311	61	1,372
Dec	1,324	57	1,381

Month	Registered	Unpaid registrations	Total
Jan	1,324	57	1,381
Feb	1,346	53	1,399
Mar	1,355	39	1,304
Apr	1,361	39	1,400
May	1,365	34	1,399
Jun	1,351	19	1,370

Summary Statistics, June 2026

Category	Binalong Bay, The Gardens, Ansons Bay	Mangena, Fingal, Mathina	Falmouth, 4 Mile	Seymour, Denison	Beaumaris, Diana Basin	Scamander	St Helens, Stieglitz, Pyengana	St Marys, Cornwall	PERIOD TOTAL	2025-2026 YTD
Dog - Attack on a person (Serious)									0	1
Dog - Attack on a person (Minor)									0	5
Dog -Attack on another animal (Serious)									0	2
Dog -Attack on another animal (Minor)							1		1	4
Dog - Declared Dangerous									0	0
Dog - Barking	1						7	2	10	27
Dog - Chasing a person									0	4
Dog - Impounded									0	14
Dog - Lost Dogs Reported									0	3
Dog - Rehomed									0	2
Dog - Wandering/at large		2							2	16
Verbal Warnings						1	2		3	27
Unregistered Dog Notices									0	8
Caution Notices									0	9
Infringement Notices							1		1	5
Infringement Notice - Disputes									0	6
Written Letter to Dog owners – various matters.	1						2		3	32
Patrols - Township/Urban Areas	4	1	3			1	10	6	25	115
Patrols - Beaches/Foreshore	4		2			1	9		16	83
Kennel Licence - Issued (includes renewals post inspection)									0	2
Other animals									0	10
Other - RSPCA intervention									0	3
TOTAL	10	3	5	0	0	3	32	8	61	378

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Strategy

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

LEGISLATION & POLICIES:

- *Dog Control Act 2000*
- *EP05 Dog Management Policy*

BUDGET AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – AM13 Memorial Gardens Policy

OFFICER’S RECOMMENDATION:

That Policy AM13 Memorial Gardens, be accepted without amendment.

INTRODUCTION:

Council has a schedule for regular review of Policies and this Policy is now due for revision.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 May 2014 - **Minute No 05/14.12.5.129**

Amended 20 March 2017 – **Minute No 03/17.13.2.73**

Amended 20 July 2020 – **Minute No 07/20.13.3.118**

Amended 26 June 2023 – **Minute No 06/23.14.3.144**

OFFICER’S REPORT:

This Policy was previously reviewed in June 2023 and is therefore due for revision.

No amendments have been recommended to the policy.

STRATEGIC PLAN & ANNUAL PLAN:

Break O’Day Strategic Plan 2017 -2027 Revised March 2022

Goal

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

Strategy

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

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

POLICY NO. AM13 MEMORIAL GARDENS POLICY

DEPARTMENT:	Works and Infrastructure
RESPONSIBLE OFFICER:	Manager Infrastructure and Development Services
LINK TO STRATEGIC PLAN:	To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.
STATUTORY AUTHORITY:	Nil.
OBJECTIVE:	To define Council's responsibility in relation to the maintenance of memorial gardens in order to provide and preserve a safe, functional and aesthetically pleasing landscape.
POLICY INFORMATION:	Adopted 19 May 2014 - Minute No 05/14.12.5.129 Amended 20 March 2017 – Minute No 03/17.13.2.73 Amended 20 July 2020 – Minute No 07/20.13.3.118 Amended 26 June 2023 – Minute No 06/23.14.3.144

POLICY

1. INTRODUCTION

This policy describes Council's position regarding the maintenance of memorial gardens within the municipality.

2. SCOPE

This policy applies to the following memorial gardens:

Town	Garden
Cornwall	• Miners Memorial Gardens
Fingal	• Cenotaph
Mathinna	• War Memorial Gardens
St Marys	• Cenotaph • Woodcraft Guild Memorial Gardens
St Helens	• War Memorial • Fishermen's Park • 34a Tully Street, gravestones

3. MAINTENANCE BY COUNCIL

Where a memorial garden is maintained by Council, the frequency of maintenance works will be in accordance with the town maintenance rotation program.

Maintenance works will include mowing, weed removal, garden bed maintenance and trimming.

4. MAINTENANCE BY COMMUNITY ORGANISATIONS

Where a memorial garden is maintained by a community organisation, the frequency of maintenance will be determined by the organisation.

If requested, council can provide advice.

If the memorial garden remains unattended, council will consult with the community organisation to determine a solution.

5. IMPROVEMENTS AND CHANGES

Memorial gardens listed in this policy are protected by council to remain as community assets.

Any proposed improvements and/or changes to the memorial garden will require consultation with the relevant memorial garden stakeholders, and final approval by council.

6. MONITORING AND REVIEW

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

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	002\024\003\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Policy – AM18 Nature Strip Planting

OFFICER’S RECOMMENDATION:

That Policy AM19 Nature Strip Planting, be accepted without amendment.

INTRODUCTION:

Council has a schedule for regular review of Policies and this Policy is now due for revision.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 14 December 2015 - **Minute No 12/15.12.3.326**

Amended 20 July 2020 – **Minute No 07/20.13.4.119**

Amended 26 June 2023 – **Minute No 06/23.14.4.145**

OFFICER’S REPORT:

This Policy was previously reviewed in June 2023 and is therefore due for revision.

No amendments have been recommended to the policy.

STRATEGIC PLAN & ANNUAL PLAN:

Break O’Day Strategic Plan 2017 -2027 Revised March 2022

Goal

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

Strategy

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

LEGISLATION & POLICIES:

As identified in the policy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

ASSET MANAGEMENT POLICY AM18 NATURE STRIP PLANTING

DEPARTMENT:	Works and Infrastructure
RESPONSIBLE OFFICER:	Manager Infrastructure and Development Services
LINK TO STRATEGIC PLAN:	To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.
STATUTORY AUTHORITY:	Nil.
OBJECTIVE:	To provide guidance to residents wishing to plant on the nature strip adjoining their property.
POLICY INFORMATION:	Adopted 14 December 2015 – Minute No 12/15.12.3.326 Amended 20 July 2020 – Minute No 07/20.13.4.119 Amended 26 June 2023 – Minute No 06/23.14.4.145

POLICY

1. PURPOSE

To ensure proper management of nature strips in the Break O'Day Council municipality.

2. SCOPE

This policy applies to all Council nature strips in the Break O'Day Council municipality.

3. DEFINITION

The term "nature strip" refers to "the area of road reserve between the property boundary and the back of the kerb (or road shoulder), excluding any footpath or other asset such as driveways, power poles, utility pits or fire hydrants".

Nature strips are set aside to provide one or more of the following uses:

- to accommodate power poles, light poles and a range of underground infrastructure such as water, gas, electricity, storm water, sewage, communications;
- to allow pedestrian access along the street where there is no footpath;
- to provide a flat space for the kerbside collection and emptying of waste and recycling bins;
- to allow vehicles to park safely at the kerbside and for door opening space between the road and footpath;
- to allow for pedestrian, pram, pusher, scooter and wheelchair traffic between the road and footpath;
- to provide visibility of and for motorists, cyclists and pedestrians at intersections, curves in the road and near driveways; and
- to provide space for street tree planting.

4. WORKS REQUIRING COUNCIL CONSENT

Aside from regular maintenance activities on the nature strip, including mowing, weeding and picking up rubbish/litter, all other activities carried out on the nature strip require a Works Permit, available upon application and payment of fee from Council's Works Department.

5. APPROVED PLANTINGS AND MULCHES

If certain conditions are met (as detailed in 5.1); residents are permitted to plant nature strips abutting their property with a range of indigenous ground covers, low growing shrubs and grasses that are well-suited to the natural environment. These species require less watering, are hardy and low-maintenance once established.

A list of recommended indigenous plant species is available from Council.

5.1 Plants may be planted on the nature strip under the following conditions:

- a) That approval to work within the road reserve is sought from the relevant Coordinating Road Authority (Council for local roads and Department of State Growth for state roads) prior to commencing modifications in the road reserve.
- b) Indigenous ground covers, shrubs and grasses listed in Council guidelines are used;
- c) Plants (except street trees) must be maintained at a maximum height of 600mm. Corner blocks are limited to ground cover plants to a maximum height of 250 mm.
- d) Minimum clearance distances:
 - 500 mm from the back of kerb to allow for people to enter and exit their vehicles safely and to allow for placement of waste and recycling bins;
 - 500 mm from the edge of a hard surface footpath;
 - 1.5 metres from the property boundary to allow for pedestrian access, mail, paper and other deliveries;
 - 9 metres either side of a minor intersection and 15 metres at a major intersection to ensure a clear line of sight for motorists and pedestrians (measured from kerb, edge of seal or pavement);
 - 2 metres from driveways, drainage pits, service pits and hydrants;
 - 3 metres from power poles, street lights and service wires;
- e) Ensure plants do not obscure or prevent access to signage, mailboxes, gates, lighting, footpaths and pedestrian accesses, and are not planted over utility pipes and connections.

5.2 The following mulches, wood chips and gravels are permitted:

- Fine gravel such as compacted washed granitic sand or similar, to a depth of 75mm;
- Mulches or bark chips 12mm to 25mm in size, to a depth of 75mm and natural in colour.

5.3 Where a fine gravel or wood chip mulch is used on the nature strip:

- it must remain on the nature strip and not be allowed to spill onto the footpath, driveways or in the kerb and channel;
- the level of the mulch must not extend above the level of the footpath or kerb; and
- the mulch on the nature strip must be maintained in a reasonably level and weed free condition.

6. ITEMS NOT PERMITTED ON THE NATURE STRIP

Items not permitted to be installed or used on the nature strip include:

- shredded plant products such as pea straw, wood chips and bark, other than that specified in Part 5.2 of this policy;
- rocks or pebbles greater than 7mm diameter;
- bluestone pitchers, railway sleepers or retaining walls;
- scoria;
- artificial turf;
- irrigation systems;
- letterboxes (subject to council approval);
- temporary or permanent electrical wiring, including tree lights;
- metal stakes or star pickets; and
- hard paving such as concrete, brick or asphalt (non-slip stepping stones, flush with the surrounding surfaces are permitted if approved).

7. STREET TREES

Residents are not permitted to supply or plant trees on the nature strip.

Residents may request Council to plant a nature strip tree/s. The species, location and timing of trees planted to be determined by Council in consultation with the resident.

8. MAINTENANCE OF NATURE STRIPS

Nature strips modified in accordance with this Policy must be kept in a well maintained safe condition by the resident at all times by:

- ensuring that plants are pruned so that they do not protrude onto pathways, driveways or over the kerb;
- keeping plants (other than street trees) pruned to a height of no more than 600mm at all times and 250mm within 9 metres of an intersection for corner blocks; and
- keeping the nature strip free of weeds, rubbish, trip hazards or protruding objects.

Ongoing maintenance of a modified nature strip is the responsibility of the owner, or any subsequent owners of the property for the life of the landscape.

9. VEGETATION ON PRIVATE LAND

In accordance with the Local Government (Highways) Act, Council may require the occupier of land on which any vegetation is growing to remove a branch or other part of the vegetation that overhangs a local road and that is less than:

- a) 2.5 metres above a part of the road that is intended mainly for the use of pedestrians;
- b) 4.5 metres above any other part of the road that is not intended for vehicle traffic;
- c) 6 metres above a part of the road that is intended for vehicle traffic.

10. NATURE STRIPS MODIFIED PRIOR TO ENDORSEMENT OF THE POLICY

Nature strips modified prior to Council endorsement of this Policy are not subject to the need to retrospectively apply Council consent unless there is a failure to maintain the nature strip in accordance with this Policy. Any modifications (beyond maintenance) or new proposal planned to the nature strip, post endorsement of this policy will be subject to the requirements of this policy.

However, for any nature strips that are deemed unsafe for any reason, e.g., creating a visual obstruction to pedestrians or traffic or creating a tripping hazard, Council will request the property owner to rectify the issue.

11. UTILITIES AND MAINTENANCE WORK

Council and utility companies that supply water, gas, electricity and telecommunications may from time to time require access to the nature strip to carry out maintenance works. The utility companies are required to reinstate the nature strip following maintenance work, but do so with topsoil and grass seed only.

Council or the utility companies will not be responsible for replacing plants or landscaping because of such works.

12. SAFETY AND LIABILITY

During landscaping or maintenance works on the nature strip, the person conducting the works has a duty of care under common law to take all reasonable measures to prevent accident or injury to persons carrying out the works and also to members of the public using the road or footpath.

Residents must contact "Dial Before You Dig", (a free national service) to determine the presence of any underground services before commencing any excavation to the nature strip.

Council will not be liable for any financial penalties that a resident incurs from damaging any underground services.

13. FAILURE TO MAINTAIN MODIFIED NATURE STRIPS

Where a resident fails to maintain a nature strip modified in accordance with this Policy and:

- the condition of the nature strip is a traffic or pedestrian hazard; or
- it does not provide appropriate pedestrian access; or
- it is a safety or fire hazard; or
- it interferes with the visibility of motorists, cyclists and pedestrians at intersections, curves in the road and near driveways; or
- where weed species have been allowed to flourish; or
- it impacts unfavourably and significantly on the local amenity,

Council may require the resident to remove any offending parts or the whole planting if it does not conform to the above requirements.

If Council considers that the state of the nature strip creates an imminent risk to users of the nature strip or adjacent road/s, or it limits or prevents access and appropriate use of the nature strip or that the vision of motorists and cyclists is affected, Council may take immediate action to remove the landscaping and reinstate the nature strip to a safe condition.

The cost of maintenance or reinstatement will be charged to the resident.

In the event a new resident does not wish to retain or cannot maintain a previously modified nature strip, they may request Council to reinstate the nature strip with seeded turf grass at the new resident's cost.

14. REVIEW

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

ACTION	DECISION
PROPONENT	Council
OFFICER	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	032\005\003\
ASSOCIATED REPORTS AND DOCUMENTS	St Marys Parking Strategy 2026-2031.pdf

OFFICER'S RECOMMENDATION:

That Council endorse the St Marys Parking Strategy 2026-2031.

INTRODUCTION:

The draft St Marys Parking Strategy 2026–2031 sets out a comprehensive framework for managing parking in the town centre. It prioritises optimising existing infrastructure before considering new developments, aiming to support local businesses, promote safe movement, accommodate visitor needs, and preserve the town's character. The strategy addresses key issues, including parking turnover, peak demand, long-vehicle parking, accessibility, and pedestrian safety, through a clear hierarchy. Short-stay parking is prioritised on Main and Story Streets, while longer-stay and staff parking are directed to off-street and peripheral areas.

PREVIOUS COUNCIL CONSIDERATION:**Council Workshop 6 July 2026****OFFICER'S REPORT:**

This Strategy has been developed to guide long-term parking management in St Marys town centre from 2026 to 2031, building on the 2015 Urban Design and Traffic Management Strategy. It aims to use on- and off-street parking efficiently, safely, and fairly for businesses, residents, visitors, and service vehicles. The study area includes the town centre, Main Street and Story Street business precinct, public off-street parking, and nearby long-stay and overflow parking areas. The Strategy focuses on short-term customer parking, directs longer-stay and staff parking to suitable off-street areas, and promotes low-impact, cost-effective improvements before building new infrastructure. Future parking plans will align with local regulations and financial plans, ensuring practicality, affordability, and preservation of St Marys' character.

Four themes underpin the strategy: Protect and Strengthen the Town Centre Core; Optimise Existing Parking; Support Safe, Accessible Movement; and Make Evidence-Based Decisions. Implementation will be staged, low-cost, and aligned with Council priorities. Key actions include reviewing restrictions, improving signage, enhancing key off-street carparks, assessing long-vehicle parking, and strengthening pedestrian links.

Goals include improved parking turnover, better utilisation of off-street parking, safer connections, clearer guidance for visitors and staff, and robust data to inform decisions. Success will be measured through surveys, user behaviour analysis, and safety and efficiency reviews.

The Council will regularly review progress through annual planning, adjusting as needed to address issues, prioritise actions, and justify structural changes in response to demand.

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal:

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

Strategy:

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

Key Focus Area:

Towns - Create townships that are vibrant and welcoming through improvements to infrastructure such as, streetscapes, parking, safety and signage.

Break O Day Annual Plan 2025-2026

Action:

St Marys Parking Strategy complete the car parking strategy for St Marys providing a long term plan for off-street parking.

LEGISLATION & POLICIES:

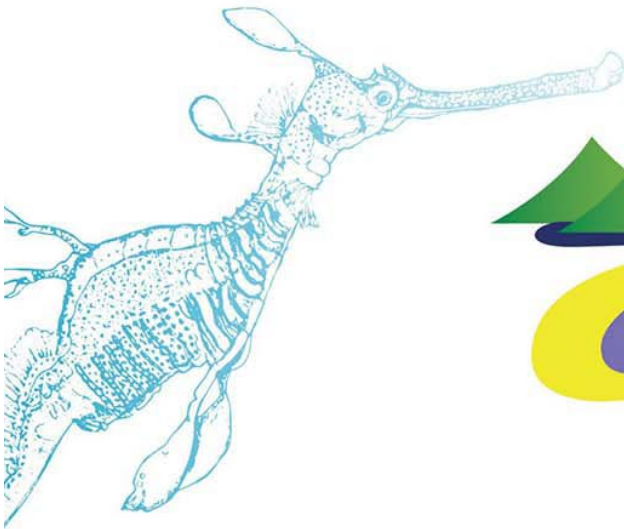
N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

To be considered in each Annual Planning cycle.

VOTING REQUIREMENTS:

Simple Majority



Break O'Day
COUNCIL

ST MARYS PARKING STRATEGY 2026-2031



Version: 1 – Date: July 2026

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Executive Summary

The St Marys Parking Strategy 2026–2031 provides a practical framework for planning, delivering, reviewing and improving parking across the town centre. It prioritises better use of the existing parking network before considering new infrastructure, and supports local businesses, safe and accessible movement, visitor needs and St Marys’ small-town character.

The Strategy addresses issues such as parking turnover, peak visitor demand, long-vehicle parking, accessibility and pedestrian safety through a clear parking hierarchy. Short-stay, high-turnover parking is prioritised on Main Street and Story Street, while longer-stay, staff, overflow and long-vehicle parking is directed to suitable off-street and peripheral locations.

Four strategic themes guide the Strategy: **Protect and Strengthen the Town Centre Core; Optimise Existing Parking and Guide Users Appropriately; Support Safe, Accessible and Walkable Movement; and Make Proportionate, Evidence-Based Decisions Aligned with Local Character.**

Delivery will focus on low-cost, staged, and achievable actions across these themes. Priorities include reviewing existing restrictions and user behaviour, improving signage and line marking, formalising and enhancing the presentation of key off-street car parks, assessing long-vehicle parking options, strengthening pedestrian links and wayfinding, and aligning implementation with Council’s Annual Plan and budget processes.

The intended outcomes are improved customer access and parking turnover in the town centre core; better use of existing off-street and peripheral parking; safer, more inclusive, and more walkable connections between parking areas and destinations; clearer guidance for visitors, staff, and long vehicles; and stronger evidence to support financially responsible decisions. Performance will be assessed through utilisation surveys, monitoring of recurring issues, review of user behaviour, and evaluation of whether actions improve parking efficiency, accessibility, safety, and town-centre function.

Council will review implementation through annual planning, budgeting and reporting, allowing actions to be refined as evidence emerges. This approach will help distinguish between isolated, seasonal and ongoing issues, adjust priorities where needed, and ensure that more costly structural changes are considered only when clearly justified by demonstrated demand.

Overall, the Strategy provides a clear pathway for managing parking from 2026 to 2031: setting direction, delivering targeted actions, measuring results, and continually improving the system to keep parking accessible, efficient, and safe, while supporting the St Marys town centre.

Purpose and Study Area

This Strategy guides practical, long-term parking management in the St Marys town centre from 2026–2031, building on the 2015 Urban Design and Traffic Management Strategy. It aims to use existing on-street and off-street parking efficiently, safely and equitably, while supporting businesses, residents, visitors and service vehicles. The study area includes the St Marys town centre, the Main Street and Story Street business precinct, public off-street parking, and nearby longer-stay, overflow and long-vehicle parking locations. The Strategy prioritises short-stay customer access in the town centre, directs longer-stay and staff parking to suitable off-street areas, and supports evidence-based, financially responsible decisions that focus on low-impact improvements before new infrastructure is considered. Future off-street parking investigations must align with the Break O’Day Local Provisions Schedule and Council’s Long-Term Financial Plan, and remain practical, financially sustainable and consistent with St Marys’ character.

Figure 1: Study Area

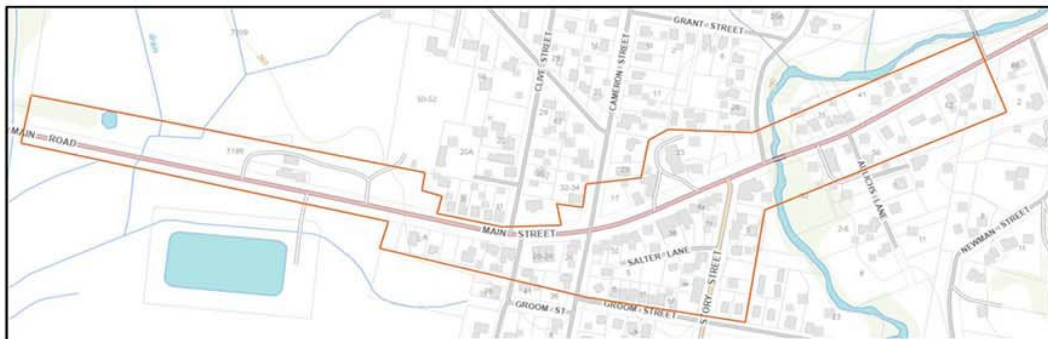
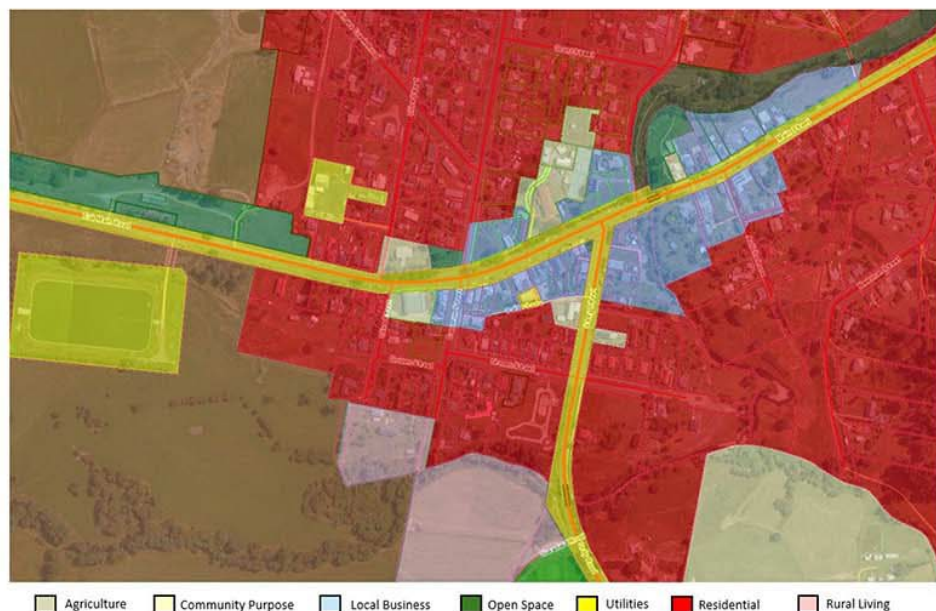


Figure 2: St Marys Land designations



General Considerations

The general considerations provide the strategic basis for managing parking in St Marys through a measured, evidence-based and financially responsible approach. They recognise that parking is not only an infrastructure issue but also affects town-centre access, economic activity, asset management and the visitor experience. In the St Marys context, parking decisions can influence how easily customers access Main Street businesses, how visitors move between parking areas and local destinations, how safely pedestrians navigate the town centre, and how effectively public land and existing assets are used. Decisions about new parking supply should therefore support the town centre's function and character while avoiding unnecessary or premature investment.

While off-street parking can provide valuable long-term capacity and ease pressure on high-demand on-street spaces, new facilities typically entail substantial costs, including land preparation, paving, drainage, lighting, accessibility, signage and ongoing maintenance. These costs must be weighed against St Marys' modest and often seasonal parking demand to ensure any investment is proportionate, viable and sustainable. For example, adding off-street capacity may seem to address peak-period pressure, but if demand is concentrated around visitor peaks, events or particular trading periods, a permanent infrastructure response may deliver limited year-round benefit. In the short to medium term, the priority should be to make better use of existing on-street and off-street spaces through targeted management measures that improve customer turnover, business access, pedestrian safety and local economic activity.

Accurate utilisation data is central to this strategic approach. It enables Council to test business and community concerns following the streetscape upgrades, distinguish between isolated peaks, seasonal pressures and enduring parking constraints, and determine whether future investment is warranted. In practical terms, this evidence can show whether short-stay spaces are turning over effectively for customers, whether staff or longer-stay parking is occupying premium town-centre spaces, whether visitors can readily find suitable parking, and whether pedestrian links from off-street parking areas are clear, safe and convenient. This evidence base will support transparent and defensible decisions across annual planning, budget processes and potential funding opportunities, ensuring that more costly structural changes are considered only where there is a clear and demonstrated need.

Stakeholder Feedback

Parking - General

Business owners have reported difficulty finding short-stay parking near Main Street during busy periods, with some customers circling before finding a space. This underscores the need to preserve on-street parking for customer access and business visibility, while balancing convenience with realistic expectations in a small-town centre, where some users may need to park a short distance away and walk. Supporting a “park once and walk” approach will help make better use of available parking overall.

A common theme was the lack of suitable parking for long vehicles—including caravans, motorhomes, and trucks—which can lead to unsafe or inappropriate parking during peak visitor periods.

“Concerns” were also raised about all-day parking, in which employees or tour participants occupy short-stay spaces for extended periods. Addressing this will require a coordinated response, with businesses directing staff to more appropriate long-stay parking so high-value on-street spaces remain available for customers. Views on enforcement varied, with some businesses supporting stricter compliance on Main Street and others preferring more flexible time limits on Story Street to better suit hospitality and visitor needs.

Business owners also highlighted the need for clearer loading zone signage and line marking, as well as better protection for driveway access points and layback kerbs.

Accessible Parking and Wayfinding

Accessible (disability) parking is a core accessibility requirement for an inclusive town centre. When parking is provided, formalised, reconfigured, or upgraded in association with public facilities or development, accessible bays must be provided and designed in accordance with applicable legislation and standards, including the Disability Discrimination Act 1992 (Cth), the Disability (Access to Premises—Buildings) Standards 2010 (as given effect by the National Construction Code), and relevant Australian Standards (including AS 2890. 6).

Accessible parking requirements commonly apply when a use or development creates new parking demand, or when existing parking is created, formalised, reconfigured, or upgraded. For the purposes of this Strategy, Council would treat the following as common trigger points that warrant confirming (and, where necessary, upgrading) accessible parking provision and design:

- New development or building work that includes the construction of new parking areas or the material alteration of existing parking areas.
- Formalising an informal parking area (e. g., introducing line marking, re- marking, kerb works, resurfacing, drainage works, or changing the bay layout or circulation).
- Change of use, intensification, or expansion that changes parking demand or triggers a car parking assessment under the applicable planning controls.
- Streetscape or road safety works that alter kerbside parking supply, loading arrangements, crossing points, or pedestrian paths (to ensure accessible bays remain available, compliant, and connected to destinations).
- Identified non- compliance or safety risks (e. g., bay dimensions, shared zones, gradients, signage/markings, or the accessible path of travel) that are best addressed when other works are occurring.

Wayfinding measures implemented under this Strategy should support inclusive access, including for people who are blind or have low vision. Where tactile wayfinding signs are provided as part of building or facility works, their design and installation should comply with relevant accessibility standards (including AS 1428.4.2 for wayfinding signs), as applicable.

Where an application does not provide the full on-site car parking required under the applicable planning provisions, Council may consider a cash-in-lieu contribution only if that mechanism is expressly available under the relevant planning scheme/parking plan and associated Council policy. Any cash-in-lieu approach is intended to support shared public parking and related transport improvements, not to compromise essential accessibility outcomes. Accessible (disability) parking required under the National Construction Code/Premises Standards and AS 2890.6 must be provided within the development's parking area (as applicable) and must not be reduced or offset by cash-in-lieu contributions.

Pedestrian Safety

Pedestrian safety remains a concern for some business owners, particularly at the Main Street–Story Street junction.

There are currently no formal pedestrian crossings or refuge islands within the business area, and pedestrians generally rely on kerb splays to cross the street. In some locations, these splays are misaligned or absent on one or both sides of the road, which contributes to safety and accessibility concerns.

Formal crossing treatments, such as kerb outstands, pedestrian refuge islands or other safety measures, may improve pedestrian movement and access. Because Main Street and Story Street are managed in conjunction with the Department of State Growth as the relevant road authority, any safety improvements will require coordination between Council and the Department. Some treatments may also require changes to kerb arrangements or the removal or reallocation of on-street parking spaces.

Overall Feedback

Feedback from business owners indicates that parking issues are not experienced consistently across the town centre. While some businesses raised concerns, a small number reported no significant parking problems.

Overall, the feedback did not indicate strong or widespread demand for additional off-street public parking. Most comments focused on improving the safety, accessibility and day-to-day operation of the existing parking network. Council's response should therefore be proportionate and based on actual demand rather than on perceived need.

To ensure future actions are well targeted, Council will use comprehensive utilisation data to test the themes raised in consultation and identify the root causes of parking pressure. This evidence will help distinguish isolated issues, seasonal or event-related peaks, and consistent patterns that require intervention.

This evidence-based approach will support practical, low-impact responses, including improved signage, clearer allocation and marking of loading zones, proportionate compliance measures, minor layout refinements, and seasonal or event-based management where required. Any changes to parking configuration or allocation should be guided by demonstrated need, with structural changes considered only when clearly justified. This will help Council optimise existing assets, reflect actual usage patterns, and provide a fair, efficient parking system for residents, businesses and visitors, without committing resources to unnecessary infrastructure.

Existing Off-street Parking

Opportunities to expand public off-street parking in St Marys are constrained by physical site limitations, planning requirements, cost, ownership and operational factors. These constraints reinforce the need to make better use of existing parking before considering new infrastructure. If future demand indicates a need for additional off-street parking, the most practical options are limited to a small number of Council- or government-owned sites in and around the town centre, together with one privately owned site, subject to landowner agreement and future development intentions.

Apart from limited private off-street parking at the St Marys Hotel & Bistro, the town centre relies mainly on public on-street parking, public off-street parking at the Library, Community Hall and the park at the corner of Cameron Street and Main Street, and informal off-street parking in the former St Marys Railway Station area.

Table 1: Existing Public Parking Inventory for St Marys

Parking location	Line-marked standard bays	Accessible bays	Loading / taxi bays	Unmarked equivalent bays	Total equivalent spaces
Main Street	58	1	1	62	122
Story Street	9	–	–	17	26
St Marys Library	5	–	–	–	5
Community Hall	14	2	–	9	25
Cameron Street Park	–	–	–	7	7
Total	86	3	1	95	185

Some businesses with rear access from Salters Lane may also be able to accommodate or better manage employee parking at the rear of their premises. This would help reduce reliance on on-street parking in the town centre and support greater turnover in high-demand customer spaces.

Historic St Marys Railway Station Area

The area is at the western entrance to town, off Esk Main Road, and offers informal parking. Purchased by Break O'Day Council in 2011, the site is strategically important as a gateway location.

Figure 3: Historic St Mary's Railway Station Area



A 2012 Council briefing document identified the site's potential as a St Marys Arts, Culture and Heritage Precinct, and it was later considered in the St Marys Urban Design and Traffic Management Strategy (February 2015).

The 2012 briefing concept plans identified opportunities for visitor and gallery spaces, workshops and studios, a museum building, parking, township links, event and picnic areas, and rail trail connections. Any future development should complement the town centre rather than compete with it and be supported by clear wayfinding that directs visitors between the precinct, central amenities, and parking.

The site remains strategically relevant, as it could provide a formalised alternative location for caravans, motorhomes, and other long vehicles that might otherwise occupy multiple standard parking bays in the town centre. Although the broader precinct has not progressed to development, it remains a logical option for Council to reconsider as part of any future review of parking supply, long-vehicle accommodation, and town-centre access.

As part of a distributed parking network, priority could be given to the area for long-vehicle parking and extended stays. Its location, size, and access arrangements make it well-suited to meeting tourism-related demand while reducing pressure on parking within the business precinct.

Improved connectivity to the town centre will be essential for the area to meet parking demand effectively. A safe, continuous, and clearly signed shared pathway between the area and the town's business precinct would improve pedestrian and cycling access and encourage greater use of peripheral parking.

Cameron Street Park

This land, owned by Break O'Day Council, is a passive open space with a few trees, a picnic table and a waste bin. A hardstand parking area is located on the main Street Road reserve, with some adjacent picnic tables. The utilisation of the parking area and park is unknown.

Figure 4: Cameron Street Park – Parking arrangement



The existing parking area is not line-marked, and the pavement condition is poor, although the site can accommodate approximately 7 light vehicles parked in parallel. These conditions reduce the site's effectiveness as a parking area by making capacity unclear, encouraging inconsistent parking, reducing user confidence, limiting accessibility, increasing safety and manoeuvring risks, and detracting from the presentation of this prominent town-centre location. Poor pavement condition may also create drainage, maintenance and trip-hazard issues and makes it more difficult to apply and maintain clear bay markings.

St Marys Community Hall

Located at No. 23 Main Street, the Hall all is an asset to the township and should be celebrated and promoted as the "centre of town" with increased usage. The St Marys Community Hall car park is centrally located within the business precinct, but it appears to be underutilised, even though parking advisory and entrance signs are provided approximately 150 metres from both approaches to the car park entrance.

The Hall car park has an irregular layout and serves as an access route to facilities at the rear of the hall, including the op-shop and tennis courts. This dual role can make the car park less intuitive for drivers by blurring the distinction between parking areas, through-movement routes and rear access points.

Figure 5: 23 Main Street



Under the current configuration, internal circulation, maneuvering and driver priority can be unclear, particularly where vehicles searching for parking interact with those travelling through the site. This may increase the risk of conflict between vehicles and pedestrians, reduce accessibility, and make it harder to define bays, aisles, pedestrian paths and access routes through line marking and signage.

Faded or unclear line marking, poor internal visibility and the informal appearance of the layout can further reduce driver confidence and obscure the car park's actual capacity. Many drivers, particularly those making short visits, are therefore likely to prefer clearly marked kerbside parking directly outside businesses, even when signage to the Community Hall car park is improved.

A preliminary redesign and re-marking of the Community Hall car park could potentially formalise approximately 25 parking spaces, improving the functionality and availability of central off-street parking. Retaining this site as no-time-limit parking would support longer visits and employee parking, while helping preserve time-restricted spaces on Main Street and Story Street for short-stay customer access. Council should also investigate improved pedestrian access from the rear of the car park to Main Street, including safe, clearly defined crossing opportunities. Due to space constraints and limited manoeuvring room, the site is not suitable for large vehicles, including RVs or vehicles towing caravans.

St Marys Library

Off-street parking at the St Marys Library is limited to five parallel spaces, offering only a small amount of dedicated parking for library users and nearby town-centre activity. The current arrangement requires vehicles to park front-in and then reverse onto Main Street when exiting, increasing the risk of conflict with passing traffic and collisions with the bollards installed to protect pedestrian access.

Figure 6: St Marys Library



St Marys Recreation Ground

The Recreation Ground already accommodates long vehicles and overnight stays, with substantial capacity. However, its effectiveness is constrained by a lack of shared-path connectivity rather than by distance from the town centre. Enhancing shared-path links between the Recreation Ground, the Railway Precinct, and the business precinct would strengthen the overall parking network and better support parking for larger vehicles and extended stays in St Marys.

Potential Off-street Parking locations

State-Owned Land

17 Main Street – Homes Tasmania

State-owned land may offer an opportunity to support future off-street parking provision when it is strategically located and compatible with the land's primary purpose. The potential site at 17 Main Street is noted on a preliminary basis only and has been assessed primarily on its size, location and accessibility.

Any use of state-owned land for parking would require detailed investigation and consultation with the relevant Government agency to assess land availability, operational requirements, statutory constraints, and the feasibility of shared- or exclusive-use arrangements. Council should proactively engage with Homes Tasmania to understand future use intentions and identify opportunities for partnership arrangements, licences, leases, management agreements, or land transfers that achieve mutually beneficial outcomes, noting that Council maintains the lawn on the land.

Notwithstanding these opportunities, parking provision on state-owned land should not be assumed or relied upon until formal agreements are in place. State Government holdings may be required for operational, infrastructure, transport, community, or development purposes and therefore may not provide a guaranteed long-term parking solution. Where opportunities arise, Council should seek arrangements that provide tenure certainty and align with broader strategic objectives for the town centre, transport network, and economic development.

This large parcel of land enjoys an excellent strategic location in the township. It is directly opposite the western end of the business precinct on Main Street, visible upon entry to the township from the west, and has side-street access and a slightly elevated position. Stormwater works would likely be required to manage overland flow if the area were sealed, given the land's slope. Direct pedestrian access to Main Street would also need to be addressed in any future design, given the site's elevation above the street. The site is accessed from Cameron Street. Its location provides an excellent opportunity for development.

The St Marys Urban Design & Traffic Management Strategy of 2015 identifies this land as an underutilised property that should be developed to increase activity within the township. Although there was already ample business-zoned land in the area at the time (even with the recommended reductions to the Local Business zone in the Main Street – East Precinct), the strategy recommended developing the site for residential purposes, including housing for aged persons, due to its proximity to town amenities. It also recognised potential for mixed development, including small commercial or business premises, such as home businesses. The 2015 strategy recommended zoning the land as Mixed Use, allowing a variety of uses, including residential, with development limited to quality one- or two-story design consistent with the township's heritage character.

Current zoning is "Local Business", where the use of the land for the purpose of a public car park would be deemed to be a Discretionary use meeting applicable performance criterion, noting the potential for conflict in developing the land for this purpose as opposed to residential development by the landowner.

Figure 7: 17 Main Street



Private Land

A review of privately owned land within the town's business-use-zoned area has identified sites that may warrant further investigation as potential off-street parking opportunities. These sites have been identified solely on the basis of their apparent size, configuration, and accessibility, and should not be interpreted as recommendations for acquisition or as confirmation of suitability for parking development. Any future consideration of these sites would require a detailed assessment of planning controls, access arrangements, traffic impacts, site constraints, servicing requirements, commercial implications and landowners' willingness.

For privately owned land, any public parking arrangement would be opportunistic, contingent on a suitable land-use agreement, and should not be relied on as a permanent or long-term solution to parking demand. Private land may become unavailable due to redevelopment, changes in ownership, commercial activities, or

other competing land uses. Accordingly, while identified sites may provide short- to medium-term parking benefits where opportunities arise, Councils' long-term parking strategy should continue to focus on sustainable and secure parking solutions that are not dependent on the availability of privately owned land.

Lot 1 Main Street & 28 Franks Street (Private Land)

Vacant properties (Lot 1, Main Street, 28 Franks Street) zoned Local Business are underutilised. This overall land area is a very large and visible site, with the entire site(s) forming the terminating view upon entering the town from the south (Storey Street).

Figure 8: Lot 1 Main Street & 28 Franks Street



54 Main Street

54 Main Street may have sufficient area to accommodate up to 18 standard off-street parking spaces, subject to detailed design and suitable access from Main Street or Aulichs Lane. Its direct connections to Main Street by vehicle and on foot are a key advantage. However, any future parking use would need to address stormwater management to avoid impacts on surrounding properties, given its slightly lower elevation than Main Street and Aulichs Lane.

Figure 9: 54 Main Street



43 Main Street

The site is situated at the eastern edge of the town, where it is vulnerable to flooding during heavy rainfall or storms. Adjacent to this area is a stretch of land running parallel to Main Street at the same elevation, which includes an existing residential dwelling, while the rest of the land remains undeveloped and lawned, presenting development potential.

This section of road has good sight distances and features an existing footpath connecting the township. The area could be used to create off-street parking bays specifically designed for larger vehicles such as caravans and RVs. Currently, these sizable vehicles often park along Main Street without designated zones, narrowing the through-traffic lane and leading to congestion and safety risks for drivers and pedestrians. Moving parked long vehicles off the main road would free up space, reduce street congestion, improve traffic flow, and enhance safety and visual appeal.

Figure 10: 43 Main Street



Off-Street Parking Investment Considerations

Developing new off-street parking in St Marys would require significant investment in land preparation, pavement, drainage, lighting, signage, accessibility, and ongoing maintenance. Given the town's modest and seasonal parking demand, large-scale new public car parks are unlikely to deliver a strong cost-benefit return unless utilisation data demonstrate a consistent and sustained need.

Parking pressure in St Marys appears to occur mainly during community events, school activities and peak tourism periods, while the existing mix of on-street and limited off-street parking generally meets day-to-day needs. Permanent infrastructure designed for occasional peaks would therefore risk being underused for much of the year. For this reason, the Strategy prioritises low-impact, evidence-based measures before considering new infrastructure. These include better utilisation of existing on-street and off-street parking, improved signage, line marking, allocation and management, increased turnover in high-demand areas, and temporary or seasonal overflow arrangements where appropriate. Future off-street parking should proceed only if a feasibility assessment and utilisation data confirm that additional supply is justified, targeted and financially sustainable.

Parking Hierarchy

This Strategy manages parking in St Marys through a clear hierarchy prioritising short-stay, high-turnover spaces in the Main Street and Story Street area, while directing longer-stay, staff, and long-vehicle parking to suitable off-street and peripheral locations. Implementation will focus on low-cost measures to improve clarity and driver behaviour, including aligning time limits with parking roles, improving signage and line marking, strengthening pedestrian and cycling connections, supporting a “park once and walk” approach, and using education, monitoring, and evaluation to ensure the hierarchy remains effective and consistent with the town’s scale, character, and seasonal demand.

Table 2: What is an Applicable Parking Hierarchy for St Marys

Priority	Parking type	Preferred location	Role	Management approach
1	Short-stay, high-turnover parking	Main Street and Story Street business area	Supports customer access, business visibility, quick visits and frequent turnover in the commercial core.	Use time limits, clear signage, line marking and proportionate monitoring.
2	Public off-street, longer-stay parking	Community Hall, St Marys Library and Council park at the corner of Main Street and Cameron Street	Accommodates longer visits and employee parking while reducing pressure on high-demand kerbside spaces.	Retain no-time-limit parking where appropriate, improve internal line marking, and strengthen pedestrian links to Main Street.
3	Peripheral long-stay and long-vehicle parking	Former Railway Station area and suitable peripheral locations, including the eastern approach between the service station and Flat Bridge where appropriate	Accommodates caravans, RVs and long vehicles, supports longer stays and peak tourism demand, and reduces occupation of multiple standard bays in the business precinct.	Provide flexible, no-time-limit parking supported by clear wayfinding and safe walking or shared-path connections to the town centre.
4	Secondary long-vehicle and overnight parking	St Marys Recreation Ground	Provides additional capacity for long vehicles, overnight stays and overflow demand during peak periods.	Maintain its existing role and improve wayfinding and shared-path connectivity to the town centre and Railway Station area.
5	Temporary and event-based parking	Vacant land, community sites or other suitable locations as required	Manages occasional peak demand from community events, school activities and seasonal tourism.	Use temporary, clearly signed arrangements that are time-limited or managed as needed.

This hierarchy suits St Marys because it protects the function of Main Street and Story Street, makes better use of existing assets, accommodates long vehicles and tourism in appropriate locations, reinforces a “park once and walk” town centre, and aligns with the town’s small-town character and cooperative parking culture.

Strategy Actions

Strategic Theme 1: Protect and Strengthen the Town Centre Core -Ensure Main Street and Story Street function effectively as the commercial heart of St Marys by prioritising short-stay, high-turnover parking that supports local businesses, customer access, and economic activity.				
Action		Outcome if implemented	Context	Priority and timeframe
1.1	Review the effectiveness of existing parking restrictions on Main Street and Story Street, assess compliance with current time limits and designated parking controls, and reinforce correct use of marked and signposted spaces.	A clearer understanding of how well existing parking restrictions are working, improved compliance with time limits and designated controls, and better turnover in high-demand spaces.	Main Street and Story Street already have marked bays, signposted restrictions, and designated parking controls. The key issue is whether these arrangements are operating effectively in practice, whether users are complying with them, and whether additional education, monitoring, or targeted responses are needed to reinforce correct use of these high-value spaces.	Priority: High Timeframe: Short term (0-12months)
1.2	Where recurring misuse of short-stay or designated spaces is identified, implement targeted education and, if necessary, proportionate compliance responses to reinforce correct parking behaviour.	Reduced recurring misuse of high-demand spaces, stronger compliance with existing controls, and fairer access to short-stay and designated parking.	If review and monitoring show that some users are continuing to occupy short-stay or designated spaces inappropriately, Council can respond in a staged way—starting with communication and education, and escalating to targeted compliance measures only where problems persist.	Priority: Medium Timeframe: Short to medium term (6-18months)

Strategic Theme 2: Optimise Existing Parking and Guide Users Appropriately - Improve the performance of the current parking system through a clear hierarchy that directs different users—short-stay, long-stay, staff, visitors, and long vehicles—to the most suitable locations, rather than expanding supply.

Action		Outcome if implemented	Context	Priority and timeframe
2.1	Prepare and implement a re-marking and layout improvement plan for the Community Hall car park to define bays clearly, improve internal circulation, and make the car park's capacity more visible to drivers.	A more legible and functional central off-street car park, increased user confidence and uptake, and reduced reliance on high-demand kerbside spaces.	The Community Hall car park is centrally located but underused because its layout is informal and its line marking and internal presentation do not clearly communicate capacity or ease of use. A targeted re-marking and layout improvement program would be a low-cost way to formalise the asset and improve its performance without expanding parking supply.	Priority: High Timeframe: Short term (1-2years)
2.2	Retain designated public off-street car parks as no-time-limit parking and clearly communicate their role as the preferred location for employee parking and longer visitor stays.	Greater use of off-street parking for employees and longer stays, helping preserve short-stay kerbside spaces for customers and business turnover.	The parking hierarchy in this Strategy depends on longer-stay users being directed away from time-limited kerbside spaces and into more suitable off-street locations. Retaining no-time-limit settings in designated public car parks supports that role and helps protect turnover in Main Street and Story Street.	Priority: High Timeframe: Short term and ongoing (Years 1 to 5)
2.3	Review the former Railway Station Precinct as a potential long-vehicle parking location by testing the 2012 concept plans, site access, available area, servicing needs, and compatibility with existing and future precinct uses.	A clearer basis for deciding whether the Railway Station Precinct can function as a long-vehicle parking location and reduce pressure on standard parking bays in the town centre.	Caravans, motorhomes, and other long vehicles can occupy multiple standard bays in the business precinct during peak periods. The former Railway Station Precinct has previously been identified as a potential location for broader precinct development and may also accommodate long-vehicle parking, but this needs to be tested against access requirements, available space, and other precinct functions before any future decision is made.	Priority: Medium Timeframe: Medium term and ongoing (Years 2 to 4)

Strategic Theme 3: Support Safe, Accessible, and Walkable Movement - Integrate parking management with pedestrian safety, disability access, and strong connections between parking areas and destinations to encourage a “park once and walk” town centre.

Action		Outcome if implemented	Context	Priority and timeframe
3.1	Undertake a pedestrian safety and crossing assessment at the Main Street–Story Street junction to identify conflict points, confirm risk levels, and define practical improvement options in consultation with the Department of State Growth.	A documented understanding of pedestrian risk at the junction, a prioritised set of feasible safety treatments, and a clearer basis for any future works or advocacy.	The Main Street–Story Street junction is the main pedestrian crossing point in the business area, but current crossing arrangements rely on kerb splays and informal movements. A targeted assessment is needed to confirm actual safety and accessibility issues, test whether any intervention is warranted, and identify options that are realistic within the state road environment.	Priority: High Timeframe: Short term Years 1 and 2)
3.2	When new off-street parking is provided, or existing off-street parking is formalised, reconfigured, or upgraded, confirm and deliver compliant accessible bays, signage, marking, and a connected accessible path of travel to key destinations.	Off-street parking works consistently deliver compliant accessible parking and safer, more inclusive access for people with disability.	Accessible parking is a statutory requirement when parking is created, formalised, re-marked, reconfigured, or upgraded. Council should use these trigger points to check accessible bay numbers, dimensions, shared zones, gradients, signage, marking, and the continuous accessible path of travel in accordance with applicable legislation and standards, and address any non-compliance as part of the works.	Priority: High Timeframe: Short term Years 1 to 5)
3.3	Assess and, where warranted, improve the pedestrian link between the Community Hall car park and Main Street, including access points, internal walk paths, and crossing opportunities.	A more direct and legible walk from the Community Hall car park to Main Street, greater user confidence, and stronger use of central off-street parking.	The Community Hall car park is centrally located, but its value is reduced if the walk to Main Street feels indirect, unclear, or less safe than kerbside parking. Improving the pedestrian connection would support use of this off-street asset and reinforce a “park once and walk” pattern.	Priority: Medium to High Timeframe: Short term Years 1 to 3)

3.4	Audit existing shared-path links and missing connections between the former Railway station, Recreation Ground, other peripheral parking areas, and the town centre, and prepare a staged improvement plan for the highest-priority links.	A clear map of existing path connections and gaps, with a staged program that improves access from peripheral parking and supports walking and cycling to the town centre.	Peripheral parking will only function well if people can move safely and easily between those locations and the business precinct. A practical audit is needed to identify missing links, crossing issues, continuity problems, and accessibility constraints so Council can prioritise the most useful path improvements over time.	Priority: Medium Timeframe: Medium term Years 2 to 4)
3.5	Undertake a town-centre wayfinding and parking signage audit to confirm existing signs, identify gaps and inconsistencies, and prioritise upgrades that better direct drivers to appropriate parking areas.	A clearer and more consistent signage system that improves parking legibility, reduces unnecessary circulation, and supports better use of off-street and peripheral parking.	Drivers and visitors can only use the parking hierarchy effectively if directions, parking roles, and location information are clear and consistent. A structured audit will show what signage is already in place, where messages are missing or unclear, and which improvements should be prioritised first.	Priority: High Timeframe: Short term Years 1 to 2)

Strategic Theme 4: Make Proportionate, Evidence-Based Decisions Aligned with Local Character - Ensure parking decisions are guided by data, staged over time, financially responsible, and appropriate to St Marys' small-town scale—avoiding unnecessary infrastructure and over-engineering.

Action		Outcome if Implemented	Context	Priority and timeframe
4.1	Prepare and implement a parking utilisation survey program for Main Street, Story Street, public off-street car parks, and peripheral parking areas, and use the results to guide future parking management decisions and review priorities.	A reliable evidence base on parking demand, duration, turnover, and peak pressure locations, enabling Council to target actions, monitor change, and avoid unnecessary investment.	Current parking decisions are constrained by limited utilisation data. A structured survey program is needed to distinguish consistent patterns from anecdotal concerns, identify where turnover or occupancy issues are actually occurring, and provide a sound basis for future management responses, staging, and investment decisions.	Priority: High Timeframe: Short term and ongoing (Years 1 to 5)
4.2	Retain the Recreation Ground as a secondary long-vehicle and overnight parking location and support its use through improved directional information and stronger walking and cycling links to the town centre.	Retained overflow capacity for long vehicles and overnight stays, reduced pressure on town-centre spaces during peak periods, and stronger integration of the Recreation Ground into the wider parking network.	The Recreation Ground already accommodates long vehicles and overnight stays and provides substantial overflow capacity without requiring new parking infrastructure. Its role should be retained within the hierarchy, while improved wayfinding and better links to the town centre would make it more functional and easier for visitors to use.	Priority: Medium Timeframe: Medium term (Years 2 to 4)
4.3	Establish ongoing engagement with Homes Tasmania to identify, investigate opportunities for the shared use, leasing, acquisition or management of 17 Main Street for public parking purposes where such arrangements support community and economic outcomes.	Increase in the availability and long-term security of public parking by establishing collaborative partnerships with State Government agencies to facilitate access to strategically located state-owned land where appropriate.	State-owned land may present opportunities to supplement Councils off-street parking network where sites are strategically located and compatible with government land use objectives. While such opportunities may provide valuable additional parking capacity, they are dependent on the willingness of the relevant State Government agency and should only be pursued through formal consultation and negotiated agreements. Accordingly state-owned land should be considered an opportunity to enhance, rather than underpin, Council long-term parking supply.	Priority: Medium Timeframe: Medium – long term (Years 4 to 5)

Implementation and Monitoring

Delivery of this Parking Strategy will be supported by Council's rolling Annual Plan process. Each year, Council reviews and endorses the Annual Plan, which provides the framework for planning, resourcing, and monitoring operational activities. As a public document, it is subject to monthly reporting to Council, ensuring transparency and accountability.

Actions arising from the Strategy will be incorporated into successive Annual Plans, enabling staged delivery, regular progress monitoring, and alignment with Council's broader corporate and financial planning frameworks.

Funding and Financial Integration

Deployment of this Strategy will also be supported by the Council's endorsed annual budget for operational and capital projects, which allocates the financial resources needed to deliver priority actions each year. Operational funding will enable service improvements, education programs, and incremental system changes, while capital investment will support infrastructure development where/if necessary.

END OF DOCUMENT

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	David Jolly, Manager Infrastructure and Development Services
FILE REFERENCE	043\017\026\
ASSOCIATED REPORTS AND DOCUMENTS	Tully Street Elm Avenue, St Helens — Arboricultural Assessment 2026.pdf

OFFICER'S RECOMMENDATION:

That Council receives the Tully Street Elm Avenue, St Helens — Arboricultural Assessment 2026 prepared by Maine Tree Care (MTC) and retains the northern side trees in their current form, managing these trees under a routine inspection program set out in the report.

INTRODUCTION:

Maine Tree Care (MTC) was engaged to provide arboricultural advice to Break O'Day Council regarding elm trees (*Ulmus* spp.) located within the road reserve on the northern side of Tully Street, St Helens, between Young Street and Cecilia Street. The advice responds to Notice of Motion 11/25.11.1 — Pollarding Trees on the Northern Side of Tully Street, raised by Mayor Tucker.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 6 July 2026

Council Meeting 17 November 2025

11/25.11.1.622

Moved: Mayor Tucker / Seconded: Clr V Oldham

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 in Council's budget for the 2026/27 financial year, funds be allocated to pollard the trees on the northern side of Tully Street.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:**Qualified Advice**

Please refer to the attached report.

Key Findings

1. Tree condition and structure

Trees generally exhibit healthy, full canopies with good foliage density.

Regrowth from historical lopping has developed into stable, well-integrated branch structures.

There is limited evidence of significant branch failure or structural defects.

2. Risk profile

The trees present an overall acceptable risk profile.

No evidence was identified to suggest an unacceptable safety risk requiring major intervention.

The trees have functioned under local wind conditions for approximately 20 years without significant failure.

3. Wind risk justification not supported

No formal risk assessment supports the claim of wind-related risk.

Arboricultural evidence indicates heavy pruning may increase, rather than reduce, wind-related stress due to loss of canopy damping.

4. Mischaracterisation of proposed works

The proposed works are described as pollarding but would constitute lopping (topping) of mature trees.

Lopping is not consistent with Australian Standard AS 4373-2007 or industry best practice.

Pollarding is only appropriate when initiated on young trees and maintained regularly.

5. Likely impacts of proposed works

Evidence from the southern side trees shows:

- Large pruning wounds remain unhealed.
- Internal decay develops at cut points.
- Vigorous but weakly attached regrowth occurs.

Similar outcomes are expected if works are applied to the northern side.

6. Tree stress and cumulative impacts

Trees have already been subject to historical lopping.

Further major pruning would increase physiological stress and deplete energy reserves.

This may lead to decline, increased maintenance needs, or premature tree loss.

7. Loss of heritage and community value

The avenue is of National Trust significance.

Major pruning would permanently alter the heritage character and amenity of the street.

Environmental, social, and economic benefits would be reduced.

Conclusion

The northern side trees are generally healthy and structurally sound, with no evidence of unacceptable risk. The proposed works are not supported by arboricultural evidence, are inconsistent with recognised standards, and are likely to result in long-term negative outcomes for tree health, safety, and community value.

Report Recommendations

Primary recommendation:

That the works proposed under Notice of Motion 11/25.11.1 are not undertaken. The northern side trees should be retained in their current form and managed under a routine inspection program as set out below.

Priority	Works	Description
Medium	Southern side remedial pruning	Implementation of the deferred 2021 recommendations: selective epicormic thinning to establish framework for new crown. To be undertaken in autumn by AQF L5 arborist or supervised Cert III arborist with experience in post-logging management.
Medium	Southern side biennial formative pruning	Establishment of biennial formative pruning cycle on southern side trees consistent with 2021 recommendations, to develop a stable flat-topped crown form clear of the electrical conductor zone.
Medium	Vacant site replanting	Planting of suitable vacant sites within the avenue, in autumn/winter, with stock complying with AS 2303-2018 and a two-year establishment maintenance program.
Low / routine	Northern side recurring inspection	Five-yearly avenue-level visual inspection by AQF L5 arborist; additional inspection following significant weather events or reported failures.
None	Lopping / topping works	No lopping or topping works should be undertaken on either side of the avenue. This recommendation reflects compliance with AS 4373-2007 and MIS 308.

Secondary recommendations

- Adopt a five-yearly avenue-level visual inspection cycle for the Tully Street avenue, undertaken by an AQF Level 5 arborist.
- Undertake additional inspection of any individual trees following significant weather events affecting the township, or following any reported branch failure of greater than 150 mm diameter.
- Reallocate the funds proposed in the 2026/27 budget toward:
 - (i) the deferred remedial epicormic thinning works on the southern side trees recommended by Green Eden in 2021 but not yet implemented;
 - (ii) establishment of a biennial formative pruning cycle on the southern side trees; and
 - (iii) replanting of the 23 vacant planting sites identified within the avenue inventory.
- Engage with the National Trust of Australia (Tasmania) regarding the management of the avenue as a registered heritage asset, with a view to formalising a longer-term management plan for the Cecilia and Tully Street avenues collectively.
- Undertake community consultation regarding species selection for the replanting program, in recognition of the cultural significance of the avenue.
- Document the works undertaken, the inspection records, and the management decisions on the avenue within Council's asset management register, to provide an ongoing record for future arboricultural advisors and successor Councils.

STRATEGIC PLAN & ANNUAL PLAN:

Break O' Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Not applicable as this report is purely for information and discussion.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

Arboricultural Assessment

Tully Street Elm Avenue

St Helens, Tasmania



Prepared for: Break O'Day Council
Section 65 advice — Local Government Act 1993

Maine Tree Care
Thomas Maine — Arboricultural Consultant
April 2026

Report Details

Report prepared by

Thomas Maine, Senior Arboricultural Consultant

Diploma of Horticulture (Arboriculture), NMIT

Graduate Certificate of Arboriculture, The University of Melbourne

Maine Tree Care

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Report commissioned by

Break O'Day Council

32–34 Georges Bay Esplanade, St Helens TAS 7216

Statutory context

This report has been prepared to inform Council in accordance with Section 65 of the Local Government Act 1993, in response to Notice of Motion 11/25.11.1 (Pollarding Trees on the Northern Side of Tully Street), which requires Council to consider advice given by a person who has the qualifications or experience necessary to give such advice prior to acting on the motion.

Subject site

Tully Street Elm Avenue (northern side), between Young Street and Cecilia Street, St Helens, Tasmania.

Date of inspection

14th of January 2026

Report submitted

April 2026

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Executive Summary

Maine Tree Care has been engaged to provide arboricultural advice to Break O'Day Council regarding the elm trees (*Ulmus* spp.) located on the northern side of Tully Street, St Helens, between Young Street and Cecilia Street. This report has been prepared in accordance with Section 65 of the Local Government Act 1993 to inform Council's consideration of Notice of Motion 11/25.11.1, which proposes the allocation of funds in the 2026/27 budget to pollard the northern side trees.

The Tully Street Avenue forms part of a planting first established in 1938 by the St Helens Tourist and Progress Association as a memorial avenue to King George V. The avenue is recognised on the National Trust of Australia (Tasmania) Register at the level of National Significance and represents one of regional Tasmania's most extensive and intact mature elm avenues. Tasmania is internationally significant for its disease-free populations of *Ulmus* species, with Dutch Elm Disease (*Ophiostoma novo-ulmi*) absent from the State.

An avenue-level Visual Tree Assessment was undertaken on the northern side trees using the VALID Tree Risk-Benefit Management Strategy. The trees, last subject to historical lopping events approximately 10–20 years prior, have re-established crown structures. The avenue is assessed as *Acceptable* under typical conditions, particularly when the substantial heritage, environmental, public health and economic benefits documented in this report are weighed against the acceptable risk presented by the trees in their current state.

Key findings

- The works undertaken on the southern side of Tully Street are correctly described as **lopping (topping)**, not pollarding. The two practices are fundamentally different in technique, biological response and outcome, and lopping is excluded from acceptable practice under both AS 4373-2007 and MIS 308.
- The southern side works were assessed by Green Eden Arboricultural Consultancy in 2021 (James, 2021) as exceeding the limits of acceptable pruning under AS 4373-2007. Council has therefore already received expert advice characterising those works as inconsistent with the Australian Standard.
- The motion's stated rationale — managing wind-related risks — is not supported by a current risk assessment and is biomechanically incorrect: lopping reduces both wind sail and the tree's mass damping capacity, with potential net increase in dynamic loading rather than reduction in wind-related risk (Arboriculture Australia, 2019).
- The trees provide substantial heritage, environmental, public health and economic benefits to St Helens. Lopping the northern side would materially diminish these benefits for a substantial period of time and in the case of heritage and visual amenity, permanently alter the character of the avenue.
- The cost of the proposed lopping pathway over a 15-year outlook (initial works plus mandatory follow-up management) is significantly higher than the cost of retaining and monitoring the avenue.

Primary recommendation

The proposed pollarding (lopping) of the northern side trees is **not supported** on arboricultural, risk-management, heritage or community-benefit grounds. The northern side trees should be retained, monitored on a five-yearly inspection cycle, and managed using targeted pruning practices compliant with AS 4373-2007, MIS 308 Tree pruning and accepted industry standards, where intervention is warranted by individual tree assessment.

Funds proposed for the 2026/27 budget for pollarding works would be more appropriately directed toward: (1) remedial management of the southern side trees that have already been lopped; (2) replanting the 23 vacant sites identified in the 2021 inventory to strengthen the avenue; and (3) establishing a routine inspection and management cycle for the avenue as a whole.

1. Introduction

1.1 Background

Maine Tree Care has been engaged to provide arboricultural advice to Break O'Day Council in respect of the elm trees (*Ulmus* spp.) located within the road reserve on the northern side of Tully Street, St Helens, between Young Street and Cecilia Street.

The advice has been sought in response to Notice of Motion 11/25.11.1 — Pollarding Trees on the Northern Side of Tully Street, raised by Mayor Tucker. The motion proposes that funds be allocated in Council's 2026/27 budget to pollard the trees on the northern side of Tully Street, with the stated objective of managing wind-related risks and maintaining a 'safe and appropriate streetscape' following what the motion describes as the 'successful pollarding' of the trees on the southern side.

1.2 Section 65 statutory context

Section 65 of the *Local Government Act 1993 (Tas.)* requires that Council consider any advice, information or recommendation given by a person who has the qualifications or experience necessary to give such advice before making decisions on matters that fall within its scope. The Notice of Motion specifically invokes this requirement and requests that a report be prepared for Council's consideration.

This report has therefore been prepared as independent professional arboricultural advice. The role of a Section 65 advisor is not to support a position that has been pre-determined within the motion, but to provide objective, evidence-based advice that allows Council to make an informed decision. The advice provided below is given in that spirit.

1.3 Scope of report

The objectives of this report are to:

- Provide observations on the condition, structure and risk profile of the elm trees on the northern side of Tully Street, between Young Street and Cecilia Street.

- Evaluate the proposed pollarding works against recognised Australian Standards and industry minimum standards for tree pruning.
- Consider the works undertaken to date on the southern side of Tully Street as a comparator for the likely outcomes of the proposed northern side works.
- Document the heritage, environmental, social and economic benefits of the Tully Street avenue and assess the consequences of the proposed works on those benefits.

1.4 Prior reports

This report has been prepared with reference to a prior arboricultural management report on the same trees by Green Eden Arboricultural Consultancy (James, R., *Tully Street Elm Avenue, St Helens — Arboricultural Management Report*, June 2021), commissioned by Break O'Day Council via Island Vegetation. The 2021 report assessed all 64 trees within the avenue on both sides of Tully Street and provided extensive observations and recommendations regarding crown management, root management and population management. Where appropriate, the findings of the 2021 report are referenced in this report to provide continuity of the arboricultural record on the avenue.

2. Site History

2.1 Origins of the St Helens elm avenues

The Tully Street elm avenue forms part of a broader heritage of elm planting in St Helens dating to the late nineteenth century. The earliest documented avenue planting in the township was established in 1887 along Cecilia Street, when an avenue of English Elm (*Ulmus procera*) was planted to commemorate the Golden Jubilee of Queen Victoria. By the mid-1920s, the Cecilia Street avenue was widely regarded as one of the finest elm avenues in Australia, attracting commentary from contemporary visitors and the Tasmanian press (James, 2021).

The Tully Street avenue itself was established in 1938 by the St Helens Tourist and Progress Association, as a memorial avenue to King George V (James, 2021). Contemporary newspaper records identify the original plantings as Canadian Elm (*Ulmus × hollandica* 'Canadian Giant'), more commonly referred to today as Dutch Elm. The Dutch Elm forms the dominant species across the avenue, with later restoration plantings of Golden Elm (*Ulmus glabra* 'Lutescens') undertaken in 1987–88 to fill vacant sites in both Cecilia and Tully Streets.

2.2 National Trust recognition

In April 2014, the elms along Cecilia and Tully Streets were entered onto the Register of the National Trust of Australia (Tasmania) at the level of National Significance (National Trust of Australia [Tasmania], 2014). The Register records the avenue as comprising approximately 90 trees — 80 of them in Tully Street — with an approximate age of 130 years from the earliest 1887 plantings. The Trust's Statement of Significance describes the avenue as significant 'because of its extent (more than 80 trees) extending along Cecilia and Tully Streets,' and highlights that the avenue 'demonstrates a

high level of sustained community commitment reflected in its original planting in 1890, its considerable expansion in 1937 [1938] as a memorial to King George V and restoration plantings of 1987/88' (National Trust of Australia [Tasmania], 2014, as cited in James, 2021).

2.3 Historical management of the Tully Street trees

Information provided to Green Eden Arboricultural Consultancy in 2021 by Council's Works Support Officer indicated that the Tully Street trees had historically been lopped at approximately ten-year intervals — a practice that ceased around 2010. During the period between interruption of routine cutting and the 2020/21 works on the southern side, crown asymmetry developed across many trees as a result of utility-line clearance pruning carried out on the powerline-side of the avenue (James, 2021).

This historical record is important for two reasons. First, it confirms that the avenue has never been managed under a true pollarding regime in the formal arboricultural sense (see Section 6.1 of this report). Second, it establishes that the 10–20 year-old regrowth observed on the northern side trees in 2021 — and again in the present assessment — represents the product of these earlier lopping events, and that the trees have been functioning under the current crown structure for approximately two decades without significant structural failure.



Figure 1: The Tully Street avenue, prior to most recent lopping. The mature elm canopy demonstrates the well-established crown structure developed over approximately 20 years since the last major pruning event. This image also illustrates the heritage streetscape character and ecosystem services that would be materially diminished by the proposed works. Note: the previous historical lopping events have already reduced the avenue from what it would have been had the trees never been cut.

2.4 The 2020/21 southern side works

During 2020/21, the trees on the southern side of Tully Street were subject to extensive crown reduction works carried out by contractors engaged by Tas Networks. The stated intent of these works, as recorded by Green Eden in 2021, was to establish 'pollard heads' from which future growth could be maintained, while simultaneously addressing electrical-line clearance requirements and crown asymmetry.

Green Eden's assessment of those works, as documented in the 2021 report, was clear and unequivocal:

"While it is understood that the recent lopping intended to establish pollard heads from which future growth could be maintained, the extent of the works goes beyond what would be considered permissible under the Australian Standard Pruning of Amenity Trees (AS 4373-2007)." (James, 2021)

Green Eden recorded large pruning wounds of 200–450 mm diameter on most southern side trees that had not occluded, with significant epicormic regrowth (300–750 mm of seasonal extension) developing in response to the loss of photosynthetic capacity. Recommendations were made for selective remedial pruning of the epicormic shoots within 2–3 years of the initial works, followed by biennial formative pruning to establish a stable, flat-topped crown form clear of the electrical conductor zone.

2.5 The current motion

- First, the southern side works were not pollarding. They were lopping (topping). The distinction is not semantic — it is a fundamental difference in technique, biological response and resulting tree condition. The 2021 expert advice already obtained by Council described those works in those terms.
- Second, no risk assessment has been provided to support the assertion that the northern side trees present an unacceptable wind-related risk. The most recent independent assessment of these trees (James, 2021) found their re-established crowns to be well attached with limited evidence of significant branch failures.

3. Methodology

The site inspection was carried out by senior consulting arborist, Thomas Maine of Maine Tree Care.

The assessment was undertaken in accordance with modern arboricultural principles and practices and aligned with industry-recognised standards for tree risk evaluation, tree health assessment, and followed the VALID Tree Risk-Benefit Management Strategy (Government TRBM Strategy v9.1).

3.1 Data collection

- **Visual Tree Assessment (VTA)** methodology was applied to assess structural condition, physiological health, and obvious risk features at the avenue level (Mattheck et al., 1994; VALID, 2024).
- No individual tree data was collected as part of this assessment
- Crown architecture, canopy density, foliage condition, branch attachment, occlusion of historical pruning wounds and evidence of failure or shedding were assessed visually from the ground.
- The current condition of the southern side trees was also documented as a comparison for demonstrating the outcomes of recent lopping works on this species in this location.
- The assessment did not include below-ground inspection, invasive or internal diagnostic testing, climbing or aerial inspection.

3.2 Scope and limitations

- The assessment reflects the condition of the trees at the time of inspection only.
- This assessment is based on visual, ground-level observations only.
- The report does not include root-zone excavation, internal decay detection (resistograph or tomograph), or soil testing.

3.3 Risk-benefit assessment framework

The risk component of this report was guided by the VALID Tree Risk-Benefit Management Strategy, which integrates Visual Tree Assessment with the Tolerability of Risk (ToR) Framework (VALID, 2024). ToR defines three risk tolerances — Broadly Acceptable, Tolerable (where risk reduction is required if reasonably practicable), and Unacceptable — and is widely adopted by organisations managing risks imposed on the public.

Critically for the present matter, VALID is a risk-benefit strategy. The framework requires that the benefits provided by trees be weighed against the risks they present, with mitigation applied only where it is proportionate to the risk reduction achieved. For heritage avenues — where the benefit side of the equation is substantial and intervention is largely irreversible — this balance is decisive in shaping the appropriate management response.

3.4 Standards and references applied

- *AS 4373-2007 Pruning of Amenity Trees* (Standards Australia)
- *MIS 308 Tree Pruning* (Arboriculture Australia, 2020)
- *MIS 312 Environmental Arboriculture* (Arboriculture Australia, 2020)
- *MIS 313 Tree Health and Maintenance* (Arboriculture Australia, 2020)
- *VALID Government Tree Risk-Benefit Management Strategy* (v9.1)

4. Site

4.1 Site location

Tully Street is a residential street within the township of St Helens, on Tasmania's east coast. The subject section of the avenue extends along Tully Street between Young Street and Cecilia Street. Housing along the street is primarily residential, with property setbacks typically ranging from 5 to 10 metres.

The trees subject to this assessment are located within the grassed road reserve on the northern side of the street. The northern side road reserve is essentially free of overhead constraints, with the exception of occasional low-voltage service connections to individual properties. This contrasts with the southern side of the street, which contains overhead low-voltage and high-voltage powerlines, telecommunications and NBN infrastructure — a key reason that the line-clearance pruning history of the two sides has differed significantly.

There is no formal footpath on the northern side of the street.



Figure 2: Site overview of Tully Street

4.2 Site conditions

The trees grow within grassed verges at approximately 20-metre spacings. Soil conditions in the road reserve appear typical of a long-established eastern Tasmanian street verge — generally free of significant compaction within the unsealed grassed reserve, although localised compaction is likely in any area subject to vehicle parking. The absence of a formal footpath on the northern side has had a beneficial effect on the structural rooting environment, as identified in the 2021 report, by avoiding the soil disturbance and root severance that footpath construction typically entails.

Climatically, the site is exposed to typical east-coast Tasmanian conditions, with prevailing winds from the west and south-west and intermittent strong easterly weather events associated with maritime systems. The avenue has functioned in this exposure for approximately 88 years.

5. Observations

5.1 Avenue composition

The northern side of Tully Street, between Young Street and Cecilia Street, contains approximately 30 trees as documented in the 2021 inventory. The species composition is dominated by Dutch Elm (*Ulmus × hollandica*), consistent with the original 1938 planting record. Two Golden Elms (*Ulmus glabra* 'Lutescens') from the 1987–88 restoration program are present at street numbers 75 and 79. A small number of vacant planting sites suitable for restoration plantings were also recorded in 2021.

The trees are typically semi-mature to mature in age class, ranging from approximately 6 to 15 metres in height, with trunk diameters generally in the range of 200 to 600 mm. Crown spread is variable as a function of historical management.

5.2 Northern roadside observations

- Crowns are generally full and well-foliaged, with foliage colour and density consistent with *Ulmus* in this region for the time of year.
- Limited individual have some signs of reduced vigour, with smaller leaf size.
- Branch attachments associated with the historical regrowth are predominantly well consolidated. The shoots that emerged from the historical lop points have, over the intervening 10–20 years, developed into stable secondary scaffold limbs that are now structurally integrated with the parent stems.
- Limited evidence of significant historical branch failure was observed. There is no field evidence of a pattern of branch shedding or wholesale structural failure across the avenue.

These findings are consistent with the 2021 observations recorded by Green Eden, which noted that the re-established crowns of the northern trees 'appeared well attached' and that there was 'limited evidence of significant branch failures associated with the lopping events' (James, 2021). In the five years between the 2021 assessment and the present inspection, no material deterioration in this picture has occurred.



Figures 3, 4 & 5: Various trees situated along the northern side of Tully Street

5.3 Southern roadside observations — five years post-logging

The southern side trees were inspected as a comparison to inform consideration of the proposed works on the northern side of the road. These trees were lopped during 2020/21 and were assessed by Green Eden shortly after those works. Five growing seasons have now passed.



Figure 6 & 7: Lopping points on a southern side tree, five growing seasons after the 2020/21 works.

Observations from the present inspection include:

- Pruning wounds at the lop points (originally measured at 200–450 mm diameter in 2021) remain largely un-occluded. The expectation that these trees would form pollard heads from which controlled future regrowth could be managed has not been realised at the timescale that would normally be expected for cuts of this magnitude.
- Decay column development at the heading cuts is visible in a number of trees, with cracking, bark separation and exposure of decayed sapwood evident at the cut faces.
- Epicormic regrowth has continued vigorously. Many of the original epicormic shoots noted in 2021 have now reached 1–2 metres in length and are beginning to assume the structural role of secondary scaffold limbs — but they remain anchored in only the outermost layers of the parent branch wood, exactly as Green Eden's 2021 report cautioned.
- There is no field evidence that the recommended remedial epicormic thinning works (Green Eden 2021, Recommendation 6.1) have been undertaken across the southern side trees in the intervening period.
- Crown form is asymmetric and structurally compromised, with much of the original scaffold architecture removed and the new crown lacking the natural taper and load distribution of an unmodified mature elm.



Figure 8: Vigorous epicormic regrowth on a southern side tree.

5.4 Root suckering observations

During the inspection, root suckering was observed at the base of, and along the structural roots of, a substantial proportion of the southern side trees. The suckers were of varying age and density, with some forming established clumps of multiple stems and others representing more recent extension growth from surface-located woody roots.

Suckering is a recognised stress response mechanism in *Ulmus* species and other suckering taxa. The 2021 Green Eden report addressed root suckering in some detail (James, 2021, Section 5.2), noting that sucker's function to increase the photosynthetic capacity and carbohydrate production of a stressed tree, and that an abundance of suckers on a large tree is generally a good indicator that the tree is under some stress.

The triggers for sucker production identified in the literature include: root disturbance, soil compaction, drought stress, pathogen or insect interference with metabolic function, and damage to structural roots (James, 2021; Watson, 2006; Hirons & Thomas, 2018). The suckering observed across the Tully Street Avenue is consistent with one or more of these stressors operating across the population. Possible contributing factors include the elevated summer temperatures and reduced effective rainfall that have characterised east-coast Tasmania in recent seasons (Grose et al., 2010),

localised soil compaction within the road reserve, and any historical or recent root damage from utility works or vehicle access.



*Figures 9 & 10: Root suckers emerging from roots at the base of a southern side elm. Suckering is a recognised stress response in *Ulmus* species and indicates that the avenue is currently experiencing elevated stress conditions due to excessive loss of photosynthetic material.*

The suckering observation is significant for the present matter for two related reasons. First, it indicates that the avenue is currently operating under elevated stress conditions even before any further intervention. Second, the management response to elevated stress in mature trees should be to reduce stressors, not to add them. Lopping a stressed tree compounds the stress through massive removal of photosynthetic capacity, large open wounds requiring significant carbohydrate reserves to compartmentalise, and disruption of the root–shoot equilibrium that the tree has established. The likely outcome is increased suckering rather than reduced suckering, with potential consequences for the road reserve and adjacent private properties as identified in the 2021 report (James, 2021, Section 5.2).

5.5 VALID avenue assessment

The basic avenue-level visual inspection undertaken for this report revealed no features that would independently indicate an unacceptable risk that warrant escalation to a detailed individual assessment. The re-established crowns are in good health and show no pattern of significant historical failure. The relatively low target exposure on the northern side — no formal footpath, residential traffic volumes — further supports a proportionate management response. Applying the VALID risk-benefit framework, and weighting the substantial heritage, environmental, public health and economic benefits documented in Section 7, the avenue presents a risk profile consistent with retention and routine management rather than major intervention.

6. Discussion

6.1 Lopping versus pollarding — clarifying terminology

The Notice of Motion characterises the works carried out on the southern side of Tully Street as 'pollarding' and proposes that the same treatment be applied to the northern side. This characterisation is not consistent with established arboricultural terminology, the Australian Standard, or the Minimum Industry Standards. Because the premise of the motion rests on this terminology, it is important to set out the distinction clearly.

6.1.1 Pollarding

True pollarding is a specialised pruning technique that is established when a tree is young and is then maintained on a regular cycle for the life of the tree (Watson, 2006; Hiron & Thomas, 2018). The defining features of genuine pollard management are:

- The technique is initiated on young trees with branches typically less than 50 mm in diameter, before the tree develops mature secondary or scaffold limbs.
- Heading cuts are made at predetermined points to establish 'pollard heads' — knuckle-like swellings of wound wood and dormant bud tissue from which future regrowth is generated.
- The pollard heads are then maintained on a short cycle, typically every one to five years, with the previous cycle's regrowth removed back to the same heading point.
- Because the cuts are small, repeatedly made at the same location, and made on tissue specifically adapted to producing new shoots, the wounds occlude completely between cycles. The tree develops a distinctive architecture of bare scaffold limbs terminating in pollard heads with relatively short, manageable regrowth.

Pollarding is recognised as a legitimate arboricultural practice under AS 4373-2007 (Standards Australia, 2007) and is described in detail within MIS 308 (Arboriculture Australia, 2019). Both standards make clear, however, that pollarding is a system that must be established at the appropriate developmental stage and maintained continuously thereafter — it cannot be retrofitted to a mature tree (Watson, 2006). MIS 308 is explicit on this point, stating that pollarding is suited to deciduous trees that have been formatively pruned at an early age, and that the practice should not be carried out on mature trees that have not been previously pollarded (Arboriculture Australia, 2019).

MIS 308 further distinguishes properly maintained pollards — which remain healthy and long-lived — from trees that have been pollarded but not subsequently maintained, which can become hazardous as the multiple dense shoots originating from a single knuckle become poorly attached and develop higher likelihood of failure over time (Arboriculture Australia, 2019).



Figure 11: An example of a true pollard. Note the pollard head 'knuckles' at the ends of the structural branches, from which regrowth is harvested on a short, repeating cycle. This architecture must be established when the tree is young.

6.1.2 Lopping

Lopping (also referred to as topping) is the indiscriminate reduction of tree branches by heading cuts made into mature secondary or scaffold wood, typically with the objective of reducing tree height or crown spread (International Society of Arboriculture, 2008; Shigo, 1994). The defining features of lopping are:

- Heading cuts are made into mature wood, often well in excess of 100 mm in diameter, frequently at locations dictated by desired final height rather than by the tree's branch architecture.
- Cuts are made between lateral branches rather than at the branch collar, leaving stubs of mature wood that are not biologically equipped to occlude rapidly.
- The tree responds by activating dormant epicormic buds, producing vigorous shoots that are anchored only in the outermost layers of the parent branch wood. These shoots are weakly attached and become a long-term structural liability as they grow.
- The large unprotected wounds at the heading points typically develop decay columns within a relatively short period, weakening the tree's structural integrity from the cut point downward.

Lopping is expressly identified as malpractice under AS 4373-2007 (Standards Australia, 2007) and is excluded from the acceptable pruning practices set out within MIS 308 (Arboriculture Australia, 2019). The International Society of Arboriculture (2008) has likewise identified topping as one of the most harmful tree pruning practices and recommends against it in all circumstances except where the tree will be removed shortly afterwards.

Section 8.1 of AS 4373-2007 sets out six specific reasons that lopping and topping are unacceptable practices (Standards Australia, 2007):

- They increase the rate of shoot production and elongation.
- The resulting regrowth is weakly attached and becomes prone to failure or collapse.
- The stubs may decay.
- The natural habit of the tree is destroyed.
- They may reduce the lifespan of the tree.
- They predispose trees to fungal infections and insect attack.

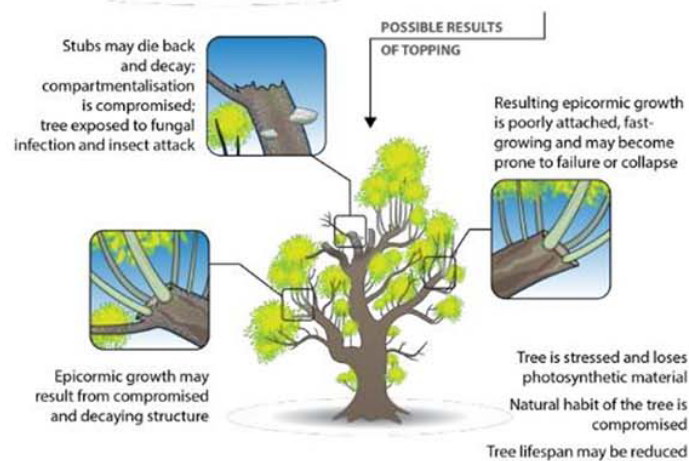


Figure 12: An illustration of lopping and lopped cuts (MIS 308, Arboriculture Australia, 2019).

Each of these consequences is observable in the southern side trees five growing seasons after their 2020/21 lopping (see Section 5.3). Each is also a foreseeable outcome of applying the same treatment to the northern side trees.

6.1.3 Characterisation of the southern side works

Applying the above definitions to the works undertaken on the southern side of Tully Street in 2020/21:

- The works were undertaken on mature trees, not young trees being established on a pollard system.
- Heading cuts were made into mature scaffold wood at diameters of 200 to 450 mm.
- The trees responded with the classic stress response to lopping: vigorous epicormic regrowth (300–750 mm in the first growing season after the works) accompanied by failure of the heading wounds to occlude.

- Five growing seasons later, the wounds remain un-occluded, decay column development is visible at multiple cut faces, and the epicormic shoots have continued to grow but remain weakly attached to the parent branches.

These observations are wholly consistent with the textbook outcomes of lopping mature trees, and wholly inconsistent with the outcomes that would be expected from genuine pollard establishment. The 2021 Green Eden assessment characterised the works in precisely these terms, noting that the extent of the works *'goes beyond what would be considered permissible under the Australian Standard Pruning of Amenity Trees (AS 4373-2007)'* (James, 2021).

The motion's submission to Council that this work constituted 'very successful pollarding' is therefore not supported by the standards, by the prior expert advice obtained by Council, or by direct observation of the southern side trees in their current condition.

6.2 Risk implications of lopping mature elms

The motion's stated rationale for the proposed works is that reducing tree height will help manage wind-related risks and prevent potential damage. Two questions follow: whether the available evidence supports the existence of an unacceptable wind-related risk; and whether lopping would in fact address that risk. The answer to both is no.

6.2.1 The motion's wind-risk premise

No risk assessment has been provided to support the motion's assertion of unacceptable wind-related risk. The inspection undertaken for this report was a basic visual avenue-level assessment; no individual tree data were collected, and no formal quantified risk assessment was conducted. That scope was appropriate for the question before Council, which is whether a proposed avenue-wide intervention is warranted, not whether any individual tree presents a defined level of risk. What the inspection did not reveal was any feature — pattern of structural failure, visible decay at a critical location, or evidence of progressive deterioration across the avenue — that would independently suggest the avenue presents an unacceptable risk profile.

The most recent independent assessment of the same trees, conducted by Green Eden Arboricultural Consultancy in 2021 (James, 2021), found the re-established crowns of the northern side trees to be well attached with limited evidence of significant branch failures. In the five years since that assessment, the avenue has continued to function without recorded significant failure events. The trees have operated in the prevailing wind regime of the Tasmanian east coast for approximately 20 years since the last major pruning event without documented structural failure.

Researched plant biomechanics establishes that this is not incidental. Wind is not simply a hazard to which trees are passively exposed; it is the primary stimulus that drives a tree's adaptive structural development. Trees possess a mechanosensory network present at the cellular level within the cambium and living tissues, which perceives mechanical loading and triggers a coordinated adaptive growth response termed thigmomorphogenesis (Telewski, 2006; Jaffe, 1973; Coutand, 2010).

Rinn (2011) quantifies the structural significance of this response: the moment of resistance of a tree's trunk cross-section increases at approximately three times the rate of diameter increase, yielding approximately a 6 percent stability increase per year from normal annual growth. Trees also develop asymmetric trunk cross-sections and trunk flares oriented to the dominant wind directions they

actually experience, conferring greater stability along the prevailing wind axis (Rinn, 2011). The northern Tully Street trees represent 20 years of this directional adaptation. Their current structure is not simply that of mature trees that have not yet failed — it is 20 years of accumulated, mathematically quantifiable growth produced by the very wind exposure the motion seeks to mitigate against.

If Council is concerned about the wind-related risk profile of individual trees within the avenue, the appropriate response is to commission a Level 2 or Level 3 individual tree assessment from a suitably qualified arborist before any works are committed to. That assessment may or may not identify specific trees warranting targeted intervention. It would not, on the available evidence, support avenue-wide lopping.

6.2.2 Risk from wind related issues

If wind-related risk were established through formal assessment, lopping would not be the appropriate remedy. The assumption that reducing tree height reduces wind-related risk is intuitive but is not supported by modern tree biomechanics.

Trees do not function as rigid structures. They manage wind loading through a strategy of flexibility: bending to reduce the effective lever arm, streamlining of foliage, and compound mass damping, in which wind energy is dissipated through the independent movement of branches, twigs and leaves throughout the crown (Arboriculture Australia, 2019; Mattheck et al., 1994). MIS 308 is explicit on the consequence of heavy pruning: while reducing crown mass reduces wind sail area, it simultaneously reduces the tree's capacity to dissipate wind energy through mass damping, and that an increase in dynamic loading and reduced tolerance for wind events may result (Arboriculture Australia, 2019). Lopping does not reliably reduce wind-related risk; the industry's own standard suggests it may increase it.

Lopping also disrupts the directional wind acclimation the trees have developed. The trees' current crown architecture is what has driven the cambial mechanoreceptive response and the stability-conferring radial growth described in Section 6.2.1 (Telewski, 2006; Rinn, 2011). Removing that architecture abruptly changes the wind dynamics on the remaining stems and branches. Rinn (2011) is clear on this consequence: trees adapted to wind from one direction that are suddenly exposed to wind from a previously sheltered direction face significantly increased likelihood of failure. The trees' current oval cross-sections and asymmetric trunk flares are configured to the wind they have experienced through their existing canopy. Removing or radically altering that canopy changes the wind loading on a trunk whose structural adaptation cannot be immediately re-engineered to match.

A further consideration is particularly relevant to trees that have already experienced historical lopping events, as the northern Tully Street trees have. The biological response to major crown removal requires the tree to mobilise its non-structural carbohydrate (NSC) reserves — the stored sugars and starches that fund compartmentalisation of wounds (CODIT response), production of epicormic regrowth, defence against pathogens and insects, root system maintenance, and recovery from stress (Hirons & Thomas, 2018; Shigo, 1994). The historical lopping event 10–20 years ago drew heavily on these reserves.

NSC depletion is cumulative. A second major crown removal event draws on reserves already partially depleted from the first, while adding fresh decay columns to the wound left by the historical event — because trees do not heal wounds, they compartmentalise them (Shigo, 1994). As functional sapwood is progressively reduced and reserves progressively depleted, the tree approaches a physiological threshold below which it cannot sustain the energy demands of recovery: insufficient NSC for epicormic regrowth, wounds that cannot be compartmentalised, accelerating pathogen and insect ingress, root dieback, and ultimately structural failure or death. The southern side trees — five seasons post-lopping, with unmanaged epicormic regrowth and visible decay column development — are

currently on this trajectory. They are the most instructive evidence available of the likely outcome of applying the same works to the northern side.

The net effect is that lopping changes the tree population from its current condition — mature crowns adapted to the wind loading they experience — to a noticeably worse condition: decay-affected stems, altered wind dynamics, and poorly attached epicormic shoots that will become the next generation of structural concerns, requiring significant costs. This is the basis for the explicit prevention on lopping within AS 4373-2007 (Standards Australia, 2007) and MIS 308 (Arboriculture Australia, 2019).

6.3 Re-assessment of the 2025 motion

The following findings inform this assessment:

- **The works are mischaracterised as pollarding.** They are lopping — the difference between a recognised arboricultural practice and an excluded malpractice under both AS 4373-2007 and MIS 308. The southern side comparator, five years on, displays the textbook negative outcomes of lopping: unoccluded wounds, visible decay, and weakly attached epicormic regrowth that has not been brought under management.
- **The wind-risk justification is not assured and biomechanically incorrect.** The available evidence places the avenue in the Acceptable range. Industry-published biomechanics establishes that lopping reduces wind sail and mass damping capacity simultaneously, with potential net increase in dynamic loading rather than reduction in wind-related risk (Arboriculture Australia, 2019).
- **Prior survival is not evidence of future capacity.** The avenue's current condition — visible suckering, accumulated wounds, and a canopy substantially reduced from what it would have been — is the legacy of those prior events. NSC depletion is cumulative; each successive event starts from a weaker physiological position. The southern side trees are the most direct available evidence of what happens when mature elms in this avenue are subjected to major lopping cuts.
- **The proposed works would substantially diminish the value of the avenue.** The visual amenity, heritage character, ecological function and ecosystem services documented in Section 7 would all be substantially reduced. The 'safe and appropriate streetscape' the motion seeks to maintain would be diminished, not preserved.

6.4 Section 65 considerations

6.4.1 Liability and duty of care

Where works are undertaken in accordance with recognised standards (AS 4373-2007 and MIS 308) on competent professional advice, a defensible duty-of-care position is generally available to the authority. Where works are undertaken contrary to recognised standards and contrary to documented expert advice, that position is materially weakened (VALID, 2024).

In the present matter, Council has now received two independent professional arboricultural reports — Green Eden in 2021 (James, 2021) and the present report — both of which characterise lopping of the avenue as inconsistent with the Australian Standard. A decision to proceed with disregard of those reports represents a deliberate departure from professional advice and from industry-recognised practice. In the event of subsequent failure events on the avenue — for example, branch failure from

a decay-affected lop point or from poorly attached epicormic regrowth — the standard arboricultural defence (works undertaken in accordance with the Australian Standard, Minimum Industry Standards, on competent advice) would not be available to Council. The southern side trees, currently exhibiting the early-stage symptoms that precede such failures, are not a hypothetical concern.

6.4.2 Consistency with Council's strategic objectives

The Tully Street avenue is the kind of mature, established environmental and streetscape asset the Strategic Plan commits Council to protect. Council's parallel cemetery Remembrance Garden project — currently being delivered against the same Environment objective — explicitly invokes the strategic intent to enhance landscape, support biodiversity and improve amenity (Break O'Day Council, 2025b). Lopping the northern side trees would directly contradict that intent: it would diminish the landscape value of one of St Helens' principal heritage streetscapes, reduce its biodiversity contribution, and degrade rather than enhance amenity for at least a decade. A decision to proceed would place Council in an inconsistent position on environmental stewardship — simultaneously protecting the natural environment in one project while degrading a heritage streetscape in another.



Figure 13: An avenue of Mature *Ulmus* spp. on Victoria Pde, Melbourne with high levels of occupancy. (Thomas Maine, 2026)

6.4.3 Other considerations

- Funding works that fall outside the Australian Standard for tree pruning and outside the industry's minimum operational standard represents an unusual position for a local authority to adopt and would warrant explicit documentation of the reasoning.

- The National Trust listing of the avenue would warrant separate consultation with the National Trust prior to the works proceeding (National Trust of Australia [Tasmania], 2014).
- Community consultation would be appropriate given the cultural significance of the avenue and its visibility within the township, and would be consistent with the Strategic Plan's commitment to community engagement on matters of significance (Break O'Day Council, 2022).

7. Benefits of the Tully Street Avenue

This chapter sets out the benefits provided by the Tully Street elm avenue. It is presented as a standalone chapter because the VALID Tree Risk-Benefit Management Strategy explicitly requires that the benefits provided by trees be weighed against the risks they present. Any management decision affecting the avenue — and particularly a decision to undertake major intervention — must therefore be informed by a clear understanding of the benefits at stake.

The benefits are organised under five headings: heritage and cultural; biosecurity; environmental; human health and wellbeing; and economic. None of these benefits operates in isolation; they reinforce one another and together establish the avenue as a significant community asset.

7.1 Heritage and cultural significance

In April 2014, the elms along Cecilia and Tully Streets were entered onto the Register of the National Trust of Australia (Tasmania) (National Trust of Australia [Tasmania], 2014). Its classification at the level of National Significance reflects sustained recognition of the avenue's social, historical and cultural importance over more than 130 years.

The original 1938 planting was undertaken as a memorial avenue to King George V — a deliberate act of community commemoration that placed long-lived trees at the centre of public life in St Helens. The 1987–88 restoration plantings extended that act of community commitment across a second generation. The avenue is therefore not simply a collection of trees; it is a continuing physical expression of community identity, memorialisation, and intergenerational stewardship.

The cultural value of mature avenues of this type cannot be replicated quickly. A newly planted avenue can take 60 to 100 years to achieve the structural maturity, canopy continuity and visual scale of an established mature avenue. Once these qualities are diminished — through inappropriate intervention or premature loss — the cultural asset is effectively lost for several generations.

7.2 Biosecurity significance — Tasmania's disease-free elm populations

Tasmania holds globally significant populations of elm trees due to the absence of Dutch Elm Disease (*Ophiostoma novo-ulmi* and its vectors, the elm bark beetles *Scolytus* spp.). Dutch Elm Disease has devastated mature elm populations across Europe, North America and parts of mainland Australia from the mid-twentieth century onwards (Brasier, 2001; Biosecurity Tasmania, 2023). The relatively few jurisdictions globally that retain large mature elm populations of pre-disease vintage represent an internationally significant biological and cultural resource.

Within Australia, Tasmania and Victoria together hold the largest concentrations of mature, disease-free elm populations remaining anywhere in the world. The Tully Street avenue forms part of this nationally and internationally significant resource.

This biosecurity status confers two specific implications for management decisions:

- Mature elms in Tasmania are an irreplaceable asset in the strict sense: should Dutch Elm Disease establish in the State (a continuing biosecurity risk that is the subject of active surveillance), the existing mature trees cannot be replicated. New plantings of *Ulmus* species into a disease-affected environment are not viable on the same time horizon.
- Mature trees that are stressed through major pruning interventions are more susceptible to a range of pests and pathogens, including (should the disease establish) Dutch Elm Disease itself, which preferentially colonises stressed and weakened trees. Lopping the avenue would not only diminish its current value but increase the susceptibility of the surviving stems to future biosecurity threats.

7.3 Environmental benefits

7.3.2 Microclimate regulation and urban cooling

Mature canopy trees regulate local microclimate through three mechanisms: shade interception of direct solar radiation, evapotranspirational cooling through leaf transpiration, and reduction of local wind speeds (Bolund & Hunhammar, 1999; Coutts et al., 2016). The cumulative effect within a street with a continuous mature canopy is typically a measurable reduction in summer surface and air temperatures beneath the canopy compared with adjacent unshaded surfaces (Coutts et al., 2016; Kendal et al., 2016).

These benefits are increasingly significant in the context of projected climate change. Climate projections for the Tasmanian east coast indicate increasing summer maximum temperatures, more frequent heatwave events, and increasing exposure of residential populations to heat stress (Grose et al., 2010). Mature street trees represent passive climate adaptation infrastructure that already performs this function. Removal or significant reduction of the canopy diminishes this infrastructure at precisely the time it is increasing in value.

7.3.3 Stormwater interception and hydrological function

Mature tree canopies intercept rainfall, reducing the peak intensity of stormwater runoff during rainfall events. Tree root systems improve soil infiltration and reduce surface runoff volumes (Bolund & Hunhammar, 1999; Xiao & McPherson, 2002). For a residential street with a continuous mature canopy, the cumulative effect is meaningful within the local stormwater system and contributes to reduced erosion, sedimentation and downstream pollutant loading.

Mature trees improve local air quality through deposition of particulate matter onto leaf surfaces and through absorption of gaseous pollutants (Bolund & Hunhammar, 1999; Nowak et al., 2006). The benefit is most pronounced in environments with significant pollutant sources (notably vehicle traffic) and is correspondingly modest in low-traffic residential settings such as Tully Street. Nonetheless, the contribution is positive and is removed or reduced in the event of canopy reduction.

7.3.5 Biodiversity and habitat

Mature trees provide habitat resources that smaller trees cannot (Threlfall et al., 2017). These include nesting and roosting sites for birds, foraging substrate for insectivorous bird and bat species, and substrate for invertebrate communities that in turn support higher-trophic-level fauna. Mature exotic trees in regional Tasmanian streetscapes are routinely used by native bird species including pardalotes, honeyeaters, parrots and several raptor species.

7.4 Human health and wellbeing benefits

7.4.1 Physical health

Documented physical health benefits associated with mature urban tree canopies include (Hartig et al., 2014; Coutts et al., 2016):

- Reduced incidence of heat-related illness and mortality during heatwave events through the microclimate regulation effects described above. This effect is particularly significant for elderly residents, infants and people with chronic cardiovascular and respiratory conditions.
- Increased levels of physical activity. Streets with mature canopy cover have measurably higher rates of pedestrian use and active transport, with corresponding population-level benefits for cardiovascular and metabolic health.

7.4.2 Mental health and wellbeing

The psychological and mental health benefits of exposure to mature trees and natural elements within urban environments are now well-documented in the public health literature (Hartig et al., 2014; Bratman et al., 2019). Reported effects include reductions in self-reported stress and anxiety, improved attention restoration in adults and children, reduced incidence of depression in residents of green-canopied environments compared with similar but unvegetated environments, and improved cognitive function.

7.4.3 Social cohesion and place attachment

Heritage tree avenues function as social infrastructure. They serve as common reference points within community identity, as backdrops for community events and milestones, and as physical embodiments of intergenerational continuity. The Tully Street avenue's history as a memorial planting and its sustained recognition over four generations gives it particular weight in this respect.

7.5 Economic benefits

Mature street trees confer measurable economic benefits including:

- Property value enhancement. Residential properties on tree-lined streets with mature canopy cover transact at measurable premiums relative to comparable properties on unvegetated streets (Donovan & Butry, 2010; Pandit et al., 2013). For Tully Street, with approximately 30 northern-side trees adjacent to residential properties, the aggregate uplift is significant within the local property market.

- Tourism and visitor amenity. The historical commentary on the Cecilia Street avenue (then 'declared by tourists to be the finest avenue in Australia') establishes that elm avenues have functioned as visitor attractions for St Helens for the better part of a century. The Tully Street avenue contributes to the same tourism amenity.

8. Alternatives to the Proposed Works

This section sets out alternative management approaches that would address Council's underlying concerns regarding the avenue while maintaining its integrity and value. The alternatives are presented in order of preference based on the foregoing assessment.

8.1 Retention with routine inspection

Consistent with the recommendations made by Green Eden in 2021 and reinforced by the present assessment, the recommended inspection cycle is:

- Avenue-level visual inspection by an AQF Level 5 arborist on a five-yearly cycle.
- Targeted inspection of individual trees following any significant weather event affecting the township, or following any reported branch failure of greater than 150 mm diameter.
- Tree-level basic VALID assessments of any individual trees identified through the cyclical inspection as warranting individual attention.

8.2 Targeted formative or corrective pruning

Where individual trees are identified through the cyclical inspection process as having specific structural defects warranting intervention — for example, a poorly attached limb over a defined target, or a developing structural defect that can be addressed through formative pruning — that intervention should be undertaken as targeted pruning compliant with AS 4373-2007 (Standards Australia, 2007) and MIS 308 (Arboriculture Australia, 2019).

Permissible pruning practices under those standards include:

- **Crown reduction** — reduction of the overall size of the crown by selective shortening of branches back to lateral branches of appropriate diameter and orientation. MIS 308 specifies that branches should be reduced to laterals that are a minimum of one-third of the diameter of the parent branch (Arboriculture Australia, 2019). Consideration must be given to foliage retention, foliage distribution and future growth habit.
- **Crown thinning** — selective removal of secondary branches throughout the crown to reduce density without reducing overall crown size.
- **Selective limb reduction** — to address specific overextended or compromised branches.
- **Deadwood removal** — where deadwood exceeds management thresholds for the target environment.
- **Formative pruning** — of any vacant-site replacement plantings established under section 8.4 below, to develop sound long-term structure from an early age.

All such works should be undertaken by an arborist with minimum Cert III in Arboriculture, working under the direction of an AQF Level 5 arborist where the works involve significant decisions regarding individual tree management.

8.3 Remedial management of the southern roadside trees

The southern side trees represent both a present management responsibility and a comparator that informs decisions about the northern side. The 2021 Green Eden report recommended remedial epicormic thinning works to be undertaken within 2–3 years of the 2020/21 lopping (i.e. by 2024) followed by biennial formative pruning to establish a stable flat-topped crown form clear of the conductor zone.

There is no field evidence that these works have been carried out across the southern side trees. As a result, the southern trees are in a less stable condition than they would have been had the 2021 recommendations been implemented. The most arboriculturally beneficial allocation of the funds proposed in the 2026/27 budget would be:

- Implementation of the deferred 2021 remedial works on the southern side, undertaken in autumn when branch attachments are clearly visible, by an AQF Level 5 arborist or by a Cert III arborist with experience in lapsed-pollard / post-logging management working under AQF Level 5 supervision.
- Establishment of a biennial formative pruning cycle on the southern side trees consistent with the 2021 recommendations.



Figure 14 & 15: Comparative photos of re-growth that has not undergone recommended remedial pruning. (James, 2021, Thomas Maine, 2026)

8.4 Avenue replanting

The 2021 Green Eden assessment identified 23 vacant planting sites across the Tully Street road reserve as suitable for new plantings. These sites represent the most cost-effective opportunity to strengthen the avenue and provide for its succession.

Recommended approach for replanting:

9. Cost of Management

This section addresses the cost implications of the two principal management options available to Council: proceeding with the proposed lopping works, or retaining the avenue under a cyclical inspection and management program.

An important framing point applies to the cost comparison. The proposed lopping cannot reasonably be presented as a one-off budget line. Any responsible lopping program on mature trees necessarily entails a sustained follow-up management commitment. Without that commitment, the works produce the outcomes currently observable on the southern side of Tully Street: unmanaged epicormic regrowth, decay-affected stems, and a deteriorating structural condition. The 2021 Green Eden report made this explicit, recommending remedial epicormic thinning within 2–3 years of the lopping works and biennial formative pruning thereafter (James, 2021). On the available field evidence, those works have not been carried out on the southern side. The consequence is visible. Council's 2026/27 budget allocation for the northern side would be the entry point to a multi-year cost commitment, not a single-year expense — and the southern side trees demonstrate what that commitment looks like when it is not honoured.

9.1 Proposed lopping option — cost obligations

If Council were to proceed with the proposed works, the foreseeable cost obligations would likely include the following.

Year 0 — Initial works: Lopping of approximately 30 mature elms requiring elevated work platform access, traffic management on Tully Street, line-clearance arborist supervision where service connections exist, and disposal of significant green waste volumes. This is the only cost that would appear in the 2026/27 budget, but it is not the only cost the decision creates.

Years 1–3 — Remedial epicormic management: Selective epicormic thinning in autumn, by an arborist experienced in post-logging management under AQF Level 5 supervision, undertaken typically twice within the first three years. This is the direct equivalent of the works Green Eden recommended for the southern side trees in 2021 (James, 2021) — works that were not actioned and whose absence is now evident in the condition of those trees.

Years 4–14 — Ongoing biennial formative pruning: Biennial formative pruning to maintain a controlled crown form and prevent the epicormic regrowth from developing into the failure-prone limbs that would undermine the purpose of the initial works. Consistent with the management cycle Green Eden recommended for the southern side (James, 2021), five to six cycles would be required across the following decade.

Contingency — Accelerated decline and replacement: AS 4373-2007 identifies reduction in tree lifespan as a foreseeable consequence of lopping (Standards Australia, 2007). Removal, disposal and replacement of declined trees represents an additional unbudgeted cost commitment.

The total cost of the proposed lopping, accounted for across its foreseeable management obligations, is substantially higher than the initial works line item alone. The southern side trees are a live demonstration of what this pathway costs when the follow-up management is deferred.

9.2 The retention option — cost obligations

The recommended retention pathway involves the following cost obligations.

Northern side — Recurring inspection: Avenue-level visual inspection by an AQF Level 5 arborist on a five-yearly cycle, with additional inspection following significant weather events or reported branch failures. This is a modest, predictable and recurring cost that maintains proportionate oversight of the avenue without intervening in a tree population that does not currently warrant intervention.

Northern side — Targeted intervention where warranted: Targeted pruning of individual trees identified through repeated inspection as having specific structural concerns, undertaken to AS 4373-2007 and MIS 308. This cost arises only if inspection identifies a need.

Southern side — Deferred remedial works (Recommendation 8.3): Implementation of the 2021 Green Eden recommendations for the previously-lopped southern side trees, which were actioned. The funds proposed in the 2026/27 budget for northern side lopping would be better directed here.

Vacant site replanting (Recommendation 8.4): Replanting of the 23 vacant sites identified in the 2021 inventory, with a two-year establishment maintenance program. This is a direct investment in the long-term integrity of the avenue and represents significantly better value than expenditure on works that will damage the existing healthy trees.

9.3 Comparison

The lopping pathway creates a mandatory multi-year management obligation that substantially exceeds the cost of the initial works alone. The retention pathway, by contrast, involves modest and predictable recurring costs directed toward maintaining a healthy avenue and recovering the southern side trees that have already been damaged.

If the comparison is restricted to the northern side trees only — the subject of the current motion — the lopping pathway is substantially more expensive than the retention pathway across any realistic management horizon. This is before accounting for the heritage, environmental, public health and economic benefits documented in Section 7 that would be foregone under the lopping pathway, and before accounting for the potential duty-of-care exposure described in Section 6.4.

The relative cost relationship between the two pathways is not sensitive to specific contractor rates: the lopping pathway is more expensive, more complex to manage, and carries greater financial risk over the relevant time scope.

10. Conclusion

The northern side of the Tully Street elm avenue forms part of a planting registered by the National Trust of Australia (Tasmania) at the level of National Significance. The avenue has been assessed to be in good health with a well-established crown structure, post historical pruning, with no features observed during inspection that would indicate an unacceptable risk or warrant major intervention. The trees have survived previous lopping events, however, survival of a prior event is not evidence of capacity to survive another. Non-structural carbohydrate reserves are depleted cumulatively with each major crown removal. A further major crown removal would draw on reserves already partially depleted, compound the existing issues, and risk pushing individual trees across the threshold of irreversible decline, ultimately resulting in the loss of a nationally significant avenue.

The works proposed under Notice of Motion 11/25.11.1 are mischaracterised as pollarding when they are lopping. The wind-risk justification that is unsupported by evidence and biomechanically incorrect; would worsen rather than improve the long-term health and structure of the avenue; would substantially diminish its heritage, environmental, public health and economic benefits; would represent allocation of public funds to works that fall outside both the recognised Australian Standard and the industry's minimum operational standard; and are inconsistent with Council's own strategic objectives. The cost of pursuing the works to a responsible standard, including the mandatory follow-up management program, would be significantly higher than the cost of retaining and monitoring the avenue.

In accordance with the obligation under Section 65 of the Local Government Act 1993, this report respectfully advises that the proposed works should not proceed.

The available funds would be more appropriately directed toward (i) implementation of the deferred remedial management of the previously-lopped southern side trees; (ii) replanting of the vacant planting sites identified within the avenue; and (iii) establishment of a routine cyclical inspection program for the avenue as a whole. Together, these directions would address Council's responsibilities for the avenue, address the deferred works arising from the 2020/21 southern side intervention, and protect the long-term integrity of one of regional Tasmania's significant heritage tree assets.

11. Recommendations

11.1 Primary recommendation

That the works proposed under Notice of Motion 11/25.11.1 **are not undertaken**. The northern side trees should be retained in their current form and managed under a routine inspection program as set out below.

11.2 Secondary recommendations

That Council:

- Adopt a five-yearly avenue-level visual inspection cycle for the Tully Street avenue, undertaken by an AQF Level 5 arborist.

- Undertake additional inspection of any individual trees following significant weather events affecting the township, or following any reported branch failure of greater than 150 mm diameter.
- Reallocate the funds proposed in the 2026/27 budget toward (i) the deferred remedial epicormic thinning works on the southern side trees recommended by Green Eden in 2021 but not yet implemented; (ii) establishment of a biennial formative pruning cycle on the southern side trees; and (iii) replanting of the 23 vacant planting sites identified within the avenue inventory.
- Engage with the National Trust of Australia (Tasmania) regarding the management of the avenue as a registered heritage asset, with a view to formalising a longer-term management plan for the Cecilia and Tully Street avenues collectively.
- Undertake community consultation regarding species selection for the replanting program, in recognition of the cultural significance of the avenue.
- Document the works undertaken, the inspection records, and the management decisions on the avenue within Council's asset management register, to provide an ongoing record for future arboricultural advisors and successor Councils.

11.3 Works priority

Priority	Works	Description
Medium	Southern side remedial pruning	Implementation of the deferred 2021 recommendations: selective epicormic thinning to establish framework for new crown. To be undertaken in autumn by AQF L5 arborist or supervised Cert III arborist with experience in post-logging management.
Medium	Southern side biennial formative pruning	Establishment of biennial formative pruning cycle on southern side trees consistent with 2021 recommendations, to develop a stable flat-topped crown form clear of the electrical conductor zone.
Medium	Vacant site replanting	Planting of suitable vacant sites within the avenue, in autumn/winter, with stock complying with AS 2303-2018 and a two-year establishment maintenance program.
Low / routine	Northern side recurring inspection	Five-yearly avenue-level visual inspection by AQF L5 arborist; additional inspection following significant weather events or reported failures.
None	Lopping / topping works	No lopping or topping works should be undertaken on either side of the avenue. This recommendation reflects compliance with AS 4373-2007 and MIS 308.

11.4 Standards of works

Works shall be undertaken by a suitably qualified and experienced arborist with a sound knowledge of modern arboriculture and current relevant knowledge.

Pruning works must be undertaken in accordance with Australian Standard *AS 4373-2007 Pruning of Amenity Trees* (Standards Australia) and *MIS 308 Tree Pruning* (Arboriculture Australia, 2020).

All works to be undertaken by qualified arborists (minimum Cert III in Arboriculture). Significant intervention works should be specified, scoped and supervised by an AQF Level 5 arborist.

Follow up arboricultural assessments should be undertaken in accordance with the cyclical inspection schedule above and following significant weather events.

If there are any queries regarding this report, please don't hesitate to contact me.

This report is not to be shared without the consent of Maine Tree Care.

Thomas Maine

Maine Tree Care

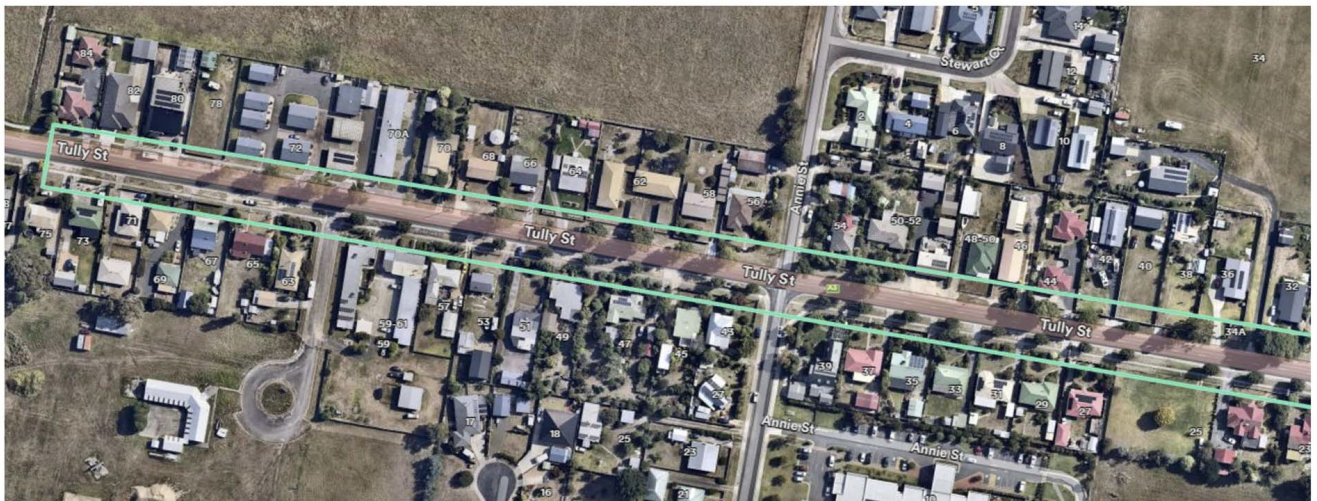
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Appendix 1 — Site Plan

The area assessed under this report is the road reserve on the northern side of Tully Street, St Helens, between Young Street and Cecilia Street.



Appendix 2 — Definitions and Descriptors

Pruning terminology

Pollarding — A specialised pruning technique commenced when a tree is young, in which branches are headed back at predetermined points to establish 'pollard heads' from which future regrowth is generated. The pollard heads are maintained on a short cycle (typically 1–5 years), with previous-cycle regrowth removed back to the same heading point. Pollarding is recognised under AS 4373-2007 and MIS 308.

Lopping (topping) — The indiscriminate reduction of tree branches by heading cuts made into mature secondary or scaffold wood. Lopping is not recognised under AS 4373-2007 or MIS 308 as an acceptable arboricultural practice and is identified by the International Society of Arboriculture as one of the most harmful tree-pruning practices.

Crown reduction — Reduction of the overall size of the crown by selective shortening of branches back to lateral branches of appropriate diameter and orientation. Recognised under AS 4373-2007.

Crown thinning — Selective removal of secondary branches throughout the crown to reduce density without reducing overall crown size. Recognised under AS 4373-2007.

Formative pruning — Pruning of young trees to develop sound long-term structure, including establishment of a single dominant leader, removal of co-dominant stems with included bark, and improvement of scaffold branch spacing.

Epicormic growth — Vegetative shoots arising from dormant buds in the bark of mature wood, typically as a stress response to crown loss. Epicormic shoots are anchored only in the outer bark layers and are weakly attached to the parent stem.

Biomechanics terminology

Mass damping — The dissipation of wind energy through the independent movement of branches, twigs and leaves throughout a tree's crown. Reduction of crown foliage reduces both wind sail and the tree's mass damping capacity, with potential net increase in dynamic loading (Arboriculture Australia, 2019).

Strategy of flexibility — The mechanism by which trees manage wind loading through bending, streamlining of foliage to the wind, and reduction of effective lever arm. Trees are not rigid structures (Arboriculture Australia, 2019; Mattheck et al., 1994).

Thigmomorphogenesis — The process by which trees adapt their structure (trunk taper, branch dimensions, attachment strength, foliage distribution) in response to mechanical strain experienced through wind and other dynamic loading. Mature trees become less able to adapt rapidly to new strain regimes than younger trees (Arboriculture Australia, 2019; Hiron & Thomas, 2018).

Axiom of uniform stress — Principle articulated by Mattheck (1994) that growth of new wood in trees tends to eliminate stress concentrations, maintaining a uniform stress distribution. Trees are therefore self-optimising mechanical structures, and pruning interventions that disrupt the optimised structure can introduce stress concentrations.

ALARP — As Low As Reasonably Practicable. The principle that risk should be reduced to a level at which the cost of further reduction would be grossly disproportionate to the benefit gained.

07/26.15.0 COMMUNITY DEVELOPMENT

07/26.15.1 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 activities 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:

The Community Services team is committed to ensuring that all our programs, services, and initiatives are guided by a strong commitment to access and inclusion. This approach is embedded in everything we do, ensuring that all members of our community—regardless of age, ability, background, or circumstance—can participate fully and equitably.

Our team actively advocates for inclusive practices in all the networks and meetings we are part of, both within Council and in collaboration with external partners. By championing access and inclusion at every level, we aim to foster a more connected, supportive, and equitable community for all.

2026 – 2027 Community, Council Events, Programs and Initiatives

Items listed below are supported by a Council decision or have been approved through the yearly budget process.

Grants Programs	2026-2027 Budget	Funds expended on project or forwarded to community group
Community Grants	60,000	
Art & Culture Community Grants	30,000	
School Prizes	1,000	

Contributions to Events		
Swimcart	1,000	
St Helens Athletic Carnival	2,500	
Carols by Candlelight	1,600	
Fingal Valley Coal Festival	2,000	
St Helens Game Fishing Comp	2,000	
Marketing Valley Tourism/Fingal Anniversary	2,500	
Bay of Fires Art Prize	10,000	
Bay of Fires Winter Arts Event – Sandcastle Building	4,000	
St Marys Community Car & Bike Show	2,000	
East Coast Masters Golf Tournament	2,500	
BODRA Winter Lights	2,000	
Suicide Prevention	1,000	
Pyengana Easter Carnival	1,000	
Australia Day Event – Woodchopping	\$5,000	
Misc Donations & Events	7,500	
East Coast Car Club	2,500	
Wellbeing Festival	3,500	
Mannalargenna Day	2,500	
Council Sponsorship		
Funding for Business Directory	2,000	
St Helens Marine Rescue	3,000	
Council Sponsorship		
Seniors Day	3,000	
Australia Day event	5,000	
Volunteer Week	2,500	
Mental Health Week	500	
International Disability Day event	1,000	
Christmas Decorations	6,000	
Specific Programs & Initiatives		
Youth Services	8,000	
Welcome to Town Christmas Signs	1,500	

Updates on current projects being managed by Community Services:

Scope of works – Rail trail – Cornwall to St Marys

The Rail trail's construction will require Council to obtain external funding. Harvesting operations are currently underway in the area surrounding the proposed trail. Once these operations are completed, the scope of works documents will be reviewed and finalised in preparation for seeking expressions of interest.

Community Events/Activities

Community Services staff have been working with community members in ensuring that all the great events listed below are able to go ahead. We thank the volunteers who put a lot of their time into organising these events so that the community and visitors to our area can enjoy what we have in our municipality.

July 2026

August 2026

18- Vietnam Veterans Day – St Helens Memorial Park

Event overview – St Marys Car Show

Here is what the event organisers of the St Marys Car show had to say about the event:

The St Marys Car Show was held on 7 June and, this year, we were fortunate to enjoy a beautiful 18-degree day, which attracted approximately 700 attendees.

The event featured around 175 cars, 45 pedal cars, and 30 motorbikes on display, with a great selection of food and coffee available throughout the day.

The event provided a fantastic opportunity for the community and visitors to come together and celebrate the 20th anniversary of this much-loved show, making it a memorable and successful occasion for all involved.

Event overview – Sand Sculpture Workshop Competition 2026



Bay of Fires Arts Assoc Inc (IA 11013)
PO Box 504, St Helens TAS 7216
ABN: 29 776 267 090
☎ Carol Liefing 0418 135 051

secretary@bayoffireswinterartsfestival.com.au

11th July 2026

Break O' Day Council
Att: Jenna Barr
jenna.barr@bodc.tas.gov.au

Dear Jenna,

RE Sand Sculpture Workshop Competition 2026

As requested, here is a brief report on the event that can be circulated to councillors although it will be part of the greater report that our President will prepare.

With the Bay of Fires Winter Arts Festival truly behind us we wanted to thank you for your support and contribution to our newest event the '*Sand Sculpture Workshop and Competition*'. Attached are some of the photos and we can advise that the 'turtle' won the first prize and the 'octopus' was the winner of the People's Choice prize. The first two photos are the professional sculptor's interpretation of the theme '*Everyday Miracles*'.

The true winner was the event itself. While only five (5) teams pre-registered the public enthusiastically embraced the event and it was the talk of the town over the weekend. So many people expressed their desire to have it again next year so they could enter a team. We will endeavour to do more work next year to get the word out to the community to register a team.

With voting for the PC award on from noon - 4pm on Saturday and then from 10am - noon on Sunday we captured over 450 votes in just that short 6-hour period. So many more people viewed the installation before and after voting opened and closed, and we were unable to count those however from our own observations at least that many again stopped by to view the display over the weekend and thru the week that followed. The council Works Manager had planned to remove the sand on the Tuesday, but when he saw the amazing efforts, he didn't have the heart to scoop them all up and decided to leave it for another few days. People were still stopping by to take a look right up until it was dismantled the following Friday. We thought the sand sculptures would be destroyed by weather or people, once security was removed, but they were still intact a week later.

Encouraged by this show of support from the community to see the event happen again we are making plans to include it in the 2027 Festival. We look forward to presenting the event again, with council support, and give our heartfelt thank you for your belief and encouragement for this inaugural event.

We were disappointed that some sponsorships didn't come through, however, now that people can see what it is about, we will reach out again to those groups for funding. The sponsors that did come on board have already committed verbally to help again next year which is testimony to the success of the event in their eyes.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Carol Liefing".

Carol Liefing - Secretary/Treasurer

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SAND SCULPTURE WORKSHOP & COMPETITION

Photos of the event:



Back view - Professional



Front view – Professional



Winner



People's Choice winner

SAND SCULPTURE WORKSHOP & COMPETITION

Other Teams entries:



Learner Driver Mentor Program

The Learner Driver Coordinator has been working with the State Growth Funding Board to implement a new booking system for the program. This system will provide vehicle tracking while the car is in use and will also enable the collection of more detailed data regarding program participation and usage.

Two learners who has been participating in the program for seven years successfully passed their provisional driving test this month. Congratulations to these learners on achieving this important milestone, and a sincere thank you to our mentors who have dedicated countless hours of support and guidance to help make this achievement possible.

Total on-road hours – 18

Total Mentors - 2

Learner in car - 8

Waiting list – 15

Graduated – 2

Community Wellbeing

- Attended the Lifeline Domestic Violence Foundations two-day workshop at Panorama on 29–30 June. Following the training, Break O'Day Council is exploring becoming a stockist of Escabags—free emergency escape bags containing essential supplies for people leaving domestic and family violence situations. We are also investigating the installation of awareness posters and support service contact information on the back of public toilet doors across the municipality.
- Health and Social Services Network meetings resumed on 22 June. Attendance was lower than expected, likely due to the extended break between meetings.
- Submitted a grant application to the Mental Health Council of Tasmania to support the Wellbeing Festival planned for October. Applications closed on 2 July, with outcomes yet to be announced.
- Visited Fingal Valley Neighbourhood House to meet with Margaret Kossler regarding the upcoming Wellness Day. Break O'Day Council will assist with the event, which is scheduled for Friday, 17 July.
- A sponsorship request from Mood Mission was presented to the Council Workshop for consideration.
- The *Wellbeing in Break O'Day* Facebook page continues to grow, with increasing followers and community engagement.

Youth

- A new Memorandum of Understanding between Live4Life and Break O'Day Council has been signed, strengthening the ongoing partnership to support youth mental health across the municipality.

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Strategy

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

LEGISLATION & POLICIES:

N/A

BUDGET AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community 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 on the activities and services the delivered by the Visitor Information Centre since the previous Council Meeting.

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:**Visitor Information Report:**

- Main tourists this month were from TAS, VIC, WA
- Completed Stocktake and other EOFY Procedures
- Had our Yearly Yellow I Accreditation Audit which we passed
- Contacted by the ABS to see if we were happy to supply census forms to travellers again and answer any questions they may have in completing the form.

The History Room Curator Report:

- **Street Banners:** These are now with Depot staff to be displayed.
- **Heritage Walk booklet and bollards:** Still at printers. One edit required for one panel.
- **'Mathinna' Quilt:** Has been returned and will arrange for its display again in the museum.
- **Fire Warden Training:** Have completed this training and attending first meeting in July 2026.
- **School Visit:** Two K-2 groups from the St Helens District High School are visiting on Weds 8th July 2026
- **Library garden redevelopment:** Have been negotiating with State Library regarding the Pioneer sculpture in front of their building and also the weeping birch tree that is a memorial for a local resident. Memorial tree will stay in place but sculpture cannot be relocated unfortunately.
- **Foyer Cabinet display:** Have changed this over to highlight the NAIDOC display.

Statistics:**Door Counts**

Month/Year	Visitor Numbers	Daily Average	History Room
June 2013	766	25.53	62
June 2014	880	29.33	54
June 2015	1,038	34.60	38
June 2016	803	26.77	35
June 2017	918	30.60	30
June 2018	820	27.33	49
June 2019	805	26.83	58
June 2020	196	14.00	8
June 2021	919	30.63	63
June 2022	1,000	33.33	34
June 2023	1,276	42.50	45
June 2024	1,191	39.70	33
June 2025	1,157	38.56	32
June 2026	1,185	39.5	27

Revenue 2024/2025

Month	VIC Sales	HR Entry	HR Donations/Sales
July	3,418.19	150.00	91.20
August	3,740.70	0	177.55
September	4,581.03	288.00	412.25
October	7,359.22	338.00	390.25
November	8,828.24	546.85	335.30
December	8,093.19	302.00	89.85
January	9,869.20	459.00	172.55
February	10,341.84	433.45	171.55
March	11,789.02	844.00	208.55
April	5,343.24	357.00	145.85
May	3,710.45	209.00	112.95
June	1,711.97	134.00	20.55

Revenue 2025/2026

Month	VIC Sales	HR Entry	HR Donations/Sales
July	3,388.09	144.00	94.30
August	4,008.96	0	67.60
September	4,214.96	287.00	117.50
October	6,802.55	378.00	131.60
November	9,270.70	433.00	194.40
December	8,194.47	349.00	30.10
January	10,500.45	660.00	154.85
February	11,480.78	589.00	374.20
March	9,542.06	736.00	169.30
April	4,912.55	344.00	367.00
May	3,333.27	227.00	215.10
June	1,395.75	111.00	65.80

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Strategy

1. 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:

N/A

BUDGET AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Renee Dunn, Community Wellbeing Officer
FILE REFERENCE	005\017\004\
ASSOCIATED REPORTS AND DOCUMENTS	TM: 26/13430

OFFICER'S RECOMMENDATION:

That Council:

1. support this event by granting a full fee waiver for the hire of the Portland Hall.
2. support a \$1,000 financial sponsorship to Moodmission in delivering the Mental Health Comedy Roadshow.

INTRODUCTION:

A request has been received from MoodMission seeking Council support for the delivery of the Tassie Mental Health Comedy Roadshow in St Helens during Mental Health Week 2026 (3-11 October 2026)

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 6 July 2026

OFFICER'S REPORT:

The Tassie Mental Health Comedy Roadshow is an established initiative that has been delivered across Tasmania for the past eight years. The program features Tasmanian comedians sharing personal and relatable experiences relating to mental health in an engaging and accessible format.

The event aims to:

- Raise awareness of mental health and mental illness in a positive and entertaining way;
- Promote community conversations around mental wellbeing;
- Highlight local support services and initiatives;
- Foster social connection and community resilience; and
- Encourage participation in Mental Health Week activities.

The proposed St Helens event is scheduled for Saturday 10 October 2026 at the Portland Memorial Hall. Previous events in St Helens have attracted approximately 100 attendees and have provided opportunities for residents to connect with support services and each other in an informal and welcoming environment.

This is a free event; however, attendees are encouraged to make a donation, with all funds raised being reinvested back into the ongoing delivery and running of the show.

The organisers have a strong track record of successfully delivering similar events throughout regional Tasmania and have previously partnered with several Tasmanian councils.

Council's Community Wellbeing objectives include creating opportunities for people to connect, participate and feel valued within their community. The proposed event aligns strongly with these objectives and contributes positively to mental health awareness and social inclusion within the municipality.

PROPOSAL: MENTAL HEALTH COMEDY	
ROADSHOW IN ST HELENS	
Contact Details	
Applicant Name	MoodMission
Contact Name	David Bakker
Contact Phone	0432947983
Contact Email	david@moodmissionapp.com

Project Details	
Project Name	The Tassie Mental Health Comedy Roadshow
Brief Description	A series of regionally based 1.5 hour comedy shows with Tasmanian comedians speaking their minds about mental health.
Community Engagement	These are free events to attend and are promoted to local community members. The events also provide an opportunity for community members to connect with local services, which are invited to set up information at the venue. Attendees are invited to peruse and connect at intermission. Our previous years' shows in St Helens, Launceston, Hobart, Campbell Town, Franklin, Queenstown, Strahan, Scottsdale, Swansea, Buckland, Rowella, and Smithton have all fostered incredibly welcoming atmospheres, where stigmas about mental health are broken down and humour is used to make difficult conversations much easier. Comedy is a great medium to make people feel welcome and seen. This may be the first time community members talk with each other about the important issue of mental health. Connections built around mental health can be the strongest and most helpful for wellbeing.

Project SMART Goal	
Specific	Raise awareness of the normality of mental illness and the fluidity of mental health that doesn't discriminate in a fun and entertaining way Promote the evidence-based MoodMission app and the use of technology to support regional mental health Highlight the valuable role that the arts play in our mental health, both within our communities but also for us as individuals Work with local providers such as community houses and local councils to highlight local initiatives aimed at supporting community resilience Encourage other providers to get creative with their promotion of mental health/ illness awareness through the arts
Measurable	Number of attendees and feedback from attendees – usually this ranges between 50 and 120, depending on the venue and area. The last show we did at St Helens Portland Memorial Hall had about 100 attendees.
Actions	Once venues are confirmed, promotion will begin via local organisations, posterage, and social media. The line-up of Tasmanian comedians will be arranged, based on the successful performances of past years.
Realistic	We draw on 8 previous years of running these shows successfully. Many shows over this run have sold out.
Timeframe	Promotion will commence once grants are secured and venues are confirmed - this is aimed to be in August. Currently two more shows are planned in Cygnet and Hobart. All shows are in Mental Health Week, which is the first week of October. The St Helens show is currently proposed for Saturday, October 10th. Show will start at 7pm
Previous Partnerships and Collaborations	Grants (of approx. \$1000) and hall hire fees waived by Northern Midlands, Break O Day, Huon Valley, West Coast, Dorset, West Tamar, and Glamorgan Spring Bay Councils for past shows. Mental Health Council grants every year for the past 8 years – these tend to cover broader promotional costs but not accommodation or travel expenses for acts.

Project Expenses		
Expense Name	Expense Description	Expense Cost
Fuel for travel	To be distributed between comedians who are volunteering and traveling from other parts of the state	\$250
Accommodation	For about 10 comedians and crew	\$1000

Door person	To mark registrants as attending when they arrive and ensure the audience adheres to COVID-safe	\$50
Sound technician for the show	To ensure a smoothly produced show	\$100
Sound and lighting equipment hire	PA, microphones, stands, etc. necessary for doing show in a community hall	\$200
Postering	In the local area	\$50
Online advertising	Via Facebook and Google	\$100
Total		\$1750

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Strategy

1. Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge.
2. Foster and support leadership within the community to share the responsibility for securing the future we desire.
3. Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

This event has not been allocated any funding under the 2026-2027 budget and the requested \$1,000 financial sponsorship has not been identified as a budget expenditure

The cost of the Portland Hall hire – as set out below:

Full waiver: \$73.50 per day

VOTING REQUIREMENTS:

Absolute Majority

ACTION	INFORMATION
PROPONENT	Department
OFFICER	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 activities 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**

- Meetings arranged with local real estate agents with a focus on working together to improve processes relating to planning and development enquiries;
- Northern Tasmania Regional Land Use Strategy nearing completion – presentations to Council to follow on completion of this work;
- Report completed and will be presented at August 2026 Council meeting in relation to Scamander/Beaumaris Structure Plan
- Report completed and will be presented at August 2026 Council meeting in relation to Industrial Land Use Strategy.
- Development Services will be co-ordinating School based Immunisation services moving forward. The resignation of our Nurse Practitioner means we are currently investigating a range of options for Immunisation delivery at our Schools and for Staff vaccinations. Accreditation and Compliance requirements for our 2027 program are underway.

Some high level statics for the financial year:

- Total planning approvals increased by 26.34% in the 2025/2026 financial year, rising from 205 approvals in 2024/2025 to 259 approvals in 2025/2026.
- Total number of building approvals is up 23.1% for 2025/2026 (165) compared to 2024/2025 (134) financial year.

- The total value of building approvals increased from \$28.41 million in 2024/2025 to \$29.92 million in 2025/2026, representing an increase of \$1.52 million, or approximately 5.3% year-on-year.

PLANNING REPORT

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

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	EOFY 2024/2025
NPR	2	6		5	10	1	3	7	1	4	2	2	43	
Permitted		4	4	2	1		2	4	3	6	2	4	32	
Discretionary	15	15	5	11	21	22	4	10	9	8	10	11	141	
Amendment	1		1	1	3	2	2	4	4	3	2	1	24	
Strata										1		2	3	
Final Plan	1	2	4	1				4	2		1		15	
Adhesion														
Petition to Amend Sealed Plan									1				1	
Boundary Rectification														
Exemption														
Total applications	19	27	14	20	35	25	11	29	20	22	17	20	259	205

Ave Days to Approve Nett *	39.68	30.85	24.92	43.55	24.94	52.28	34.36	25.31	27.75	23.40	25.64	26.65	31.61
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* Calculated as Monthly Combined Nett Days to Approve/Total Applications

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

DA NO	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
092-2026	St Helens	Construction of a Shed	NPR	7	6
043-2019 STRATA	Falmouth	STRATA PLAN - Lot 100 into Lots 11, 13 & 15	STRATA	6	6
084-2025	St Marys	Retrospective Approval for Carport, Greenhouses and stable AND Construction of a Carport Extension Including Additions and Alterations to the Existing Dwelling	S57	43	42
065-2026	Scamander	Construction of Garden Enclosure	S57	42	41
077-2026	Fingal	Demolition of Existing Carport and Construction of a New Carport	S57	39	32
091-2026	Pyengana	Boundary Adjustment	S58	16	15
027-2026	Scamander	Construction of New Dwelling & Retrospective Approval of Non-Habitable Studio	S57	121	43
143-2025 AMEND	Scamander	Minor Amendment - Remove the upper floor level to the Link/Addition which joins the existing dwelling and the existing shed with amenities	S56	7	7
084-2026	Scamander	Demolition of Existing Dwelling and Construction of a New Dwelling with attached Deck, Carport and Retaining Wall	S57	38	38
087-2026	St Helens	Construction of a Carport and Shed	S57	38	33
217-2025	Binalong Bay	Retrospective Approval of Extension to Existing Dwelling including Front Porch and Deck	S57	110	42
079-2026	Four Mile Creek	Construction of a New Dwelling with Attached Partially Roofed Deck, Water Tanks and Demolition	S57	32	31
115-2026	Akaroa	Boundary Adjustment	S58	1	1

098-2026 STRATA	St Helens	Lodgement of New Strata Scheme and Part V Agreement	STRATA	23	23
101-2026	Akaroa	Additional Use for Visitor Accommodation	S58	9	9
090-2026	St Helens	Construction of Single Dwelling, Secondary Residence and Separate Garage	S57	38	26
104-2026	Stieglitz	Placement of Shipping Container	NPR	1	0
037-2026	Binalong Bay	Additional Use for Visitor Accommodation*	S57	84	83
094-2026	Binalong Bay	Construction of a Dwelling with Attached Garage & Deck	S57	38	37
111-2026	Falmouth	Extension to Fire Station	S58	18	18

***Denotes Application Requiring a Planning Authority Decision due to Representations being received**

Strategic Planning Projects in the 2026/2027 financial year

Description	Percentage Complete	Current Update
Progress Final Adoption of Scamander - Beaumaris Structure Plan from 2025/2026 & Progress the highest priority actions contained with the Scamander-Beaumaris Structure Plan following approval by Council.	10%	Final Scamander – Beaumaris Structure Plan and Report is complete and to be presented to final endorsement by Council at the August 2026 Council meeting.
Regional Land Use Strategy - Participate in finalisation and adoption of the new Northern Tasmania Regional Land Use Strategy.	10%	Northern Tasmania Regional Land Use Strategy nearing completion – presentations to Council to follow on completion of this work;
Industrial Land Use Strategy - Finalise development of the Strategy; adoption by Council; and commence implementation of priority actions	10%	Industrial Land Use Strategy and associated report is nearing completion and to be presented to final endorsement by Council at the August 2026 Council meeting.
Progress Scenic Areas Assessment - progress a Scenic Areas Assessment furthering previous work completed to inform any further amendments to the Local Provisions Schedule of the Tasmanian Planning Scheme	10%	The brief for the project has been commenced and now awaits resourcing to finalise the brief due to vacant Senior Planner Position.
Food Prone Areas - Develop and implement procedures to apply Municipal and State (State Emergency Service) flood modelling to avoid putting development and use of land at risk of flooding.	0%	Reframed from 2025/2026 to further progress Break O Day Councils Flood Policy Work.
Coastal Erosion Risk - Undertake assessment of erosion risk mapping and planning tools through Local Government Association's Coastal Hazard Resilience Planning Project.	0%	New Action for 2026/2027 Financial Year

Coastal Hazards Strategy - progress municipal and regional policy on managing coastal hazards and risks the community faces.	0%	New Action for 2026/2027 Financial Year
Scamander Coastal Hazards - Develop Council strategy for managing future coastal and flood risks at Scamander and coastal adaptation priorities.	0%	New Action for 2026/2027 Financial Year

BUILDING PROJECTS REPORT

Projects Completed in the 2025/2026 financial year

Description	Location	Updates
Demolition & Construction of New Public BBQ Facility and Associated work	Village Green, Binalong Bay	Completed August 2025. 

Building upgrades (External repainting)	St Marys Railway Station	Completed August 2025
Refurbish Toilet & Shower Facility	St Marys Sports Complex	Completed January 2026.
Insurance Claim Works – Water Damage	Portland Hall (Senior Citizens Wing)	Completed April 2026.
Electric Vehicle Charging Stations	St Helens Council Office	Completed May 2026.
Demolition of Existing Toilet & Construction of New Facility	Beach Reserve, Falmouth	Completed May 2026. 
Additions & Internal Alterations	Falmouth Community Centre	Completed May 2026.  

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

Description	Location	Updates
Air-conditioning upgrades & Commencement of Internal Painting	Council Office	- Internal lighting upgrades to LED fittings continues; - Air Conditioning Upgrades Completed;
Internal Renovations	Hub 4 Health, Portland Court, St Helens	- Works now occurring in line with management plan; - Works scheduled to be completed prior to end July 2026;
Installation of Roof Mounted Solar Panels & New Electric Heaters	St Marys Hall	- Electric Heaters have been completed; - Thomas Wolf Energy have been appointed as successful contractor to complete work. Scheduled for Completion prior to end July 2026.
Replacement of Roof Cladding & Fence & Installation of Garden Shed.	St Marys Tennis Club	- Re-Roofing Works now completed; - New Garden Shed, Fence and Associated works scoping now complete. Works to schedule not yet commenced however is high priority to complete.
New Solar Powered Power Supply & Electrical Fit-out	St Marys Waste Transfer Station	- The process of seeking quotations determined that connection to the Grid is the most viable option as opposed to off-grid; - Thomas Wolf Energy have been appointed as successful contractor to complete work. Scheduled for Completion prior to end July 2026.
Installation of Roof Mounted Solar Panels	St Marys Indoor Centre	Thomas Wolf Energy have been appointed as successful contractor to complete work. Scheduled for Completion prior to end August 2026.
Improvements to St Helens Dog Exercise Yard	St Helens Sports Complex	- Scoping includes shelter, water fountain and seating. - Works nearing completion.
Design & Construction Phase – Public Toilet Upgrades	Memorial Park, St Helens	- To be presented to July Council Meeting for final endorsement. - Works scheduled to commence shortly thereafter if approved by Council.

Replacement of Roof Cladding	Pyengana Hall	- Completed June 2026. - Maintenance works remain outstanding
Structural Stabilisation Works	St Marys Exhibition building	Conceptual Plans and options completed. Pending final endorsement by committee at which point a planning application can be progressed.

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

Description	Location	Updates
Repair Render & Repaint Front Facade & New Windows and Curtains.	Portland Hall, St Helens	- Works scoping to be conducted in conjunction with design work for Memorial Park toilet replacement. - New Budget approved in capital works program.
New Ceiling Insulation & Roof Replacement	St Helens Works Depot Office building	Budget approved in capital works program.
New Public BBQ Facility – Design Phase	Pyengana Recreation Ground	Budget approved in capital works program.
Toilet/Amenities Replacements – Design Phase	St Helens Foreshore	- Budget approved in capital works program. - On Hold – Pending outcome of Liveability strategy.
Demolition of Structure at end of Use Life	Wombat Walk Gazebo, St Marys	Budget approved in capital works program.
Demolition of Structure at end of Use Life	Old Fingal Toilet Block (Short Street Reserve, Fingal	Budget approved in capital works program.
Bus Shelter Replacement Program	(Various Sites)	- Working with school trade certificate program. - Budget approved in capital works program.
Internal Upgrades & Improvements	Scamander Sports Complex (Main Building)	- Budget approved in capital works program. - Scoping to be finalised.
Design Phase – Upgrades of Facilities	O Connors Beach, St Helens	- Budget approved in capital works program. - Scoping to be finalised.

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

June 2026

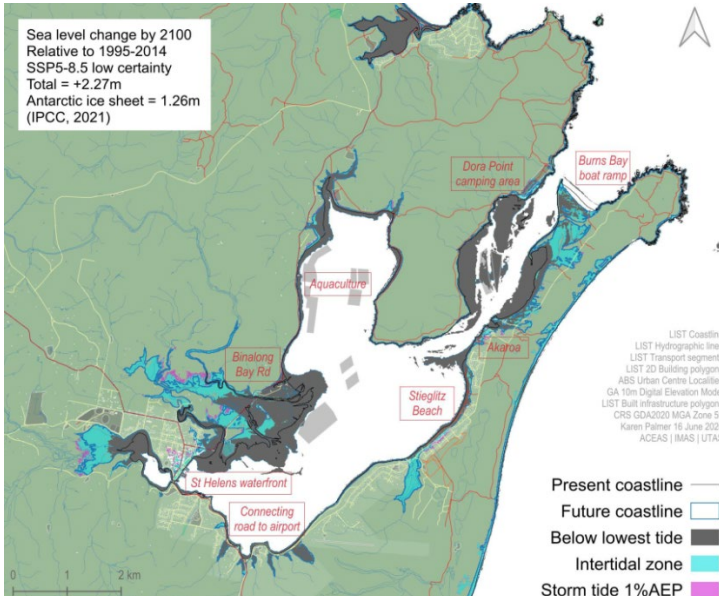
No.	BA No.	Town	Development	Value
1.	2026/00072	Binalong Bay	Demolition, Alterations & Additions - Dwelling, Carport, Veranda & Deck	\$242,000.00
2.	2025/00182	Mathinna	Alterations & Additions to Existing Dwelling	\$450,000.00
3.	2026/00006	Scamander	New Deck & Amenities block	\$150,000.00
4.	2024/00095	St Helens	New Dwelling, Deck, Garage & Retaining wall	\$666,000.00
5.	2012/00031-STAGE 3	St Marys	New Art Studio & Deck	\$120,000.00
6.	2025/00127	St Helens	New Dwelling, Patio & Shed with Amenities	\$350,000.00
7.	2025/00160	St Helens	New Dwelling & Deck	\$460,000.00
8.	2026/00061	Ansons Bay	New Shed	\$60,000.00
9.	2025/00047-AMEND	Falmouth	Amended approval to include Garage/Games Room - Dwelling	\$49,000.00
10.	2025/00018	St Helens	Retrospective alterations - Dwelling & Deck	\$20,000.00
11.	2026/00066	St Helens	New Dwelling, attached Garage & Alfresco	\$450,000.00
12.	2026/00071	St Helens	Alterations & Additions to Public Amenities	\$300,000.00
13.	2026/00034-STAGE 1	Beaumaris	New Dwelling & Deck	\$300,000.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2024/2025	2025/2026
	\$28,407,167.00	\$29,922,580.00

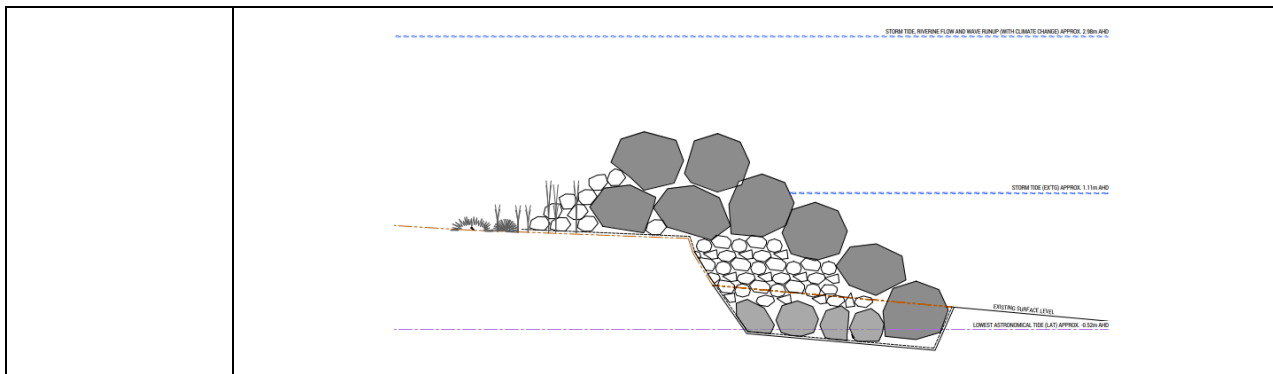
ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2025	2026
	June	\$1,584,525.00	\$3,617,000.00

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2024/2025	2025/2026
	June	134	165

ENVIRONMENTAL REPORT

Description	Updates
Georges Bay sea level and future risks	A presentation was held for Georges Bay communities on a tide gauge project in the Bay, future sea level rise risks and the Natural Hazards Atlas project. Around 30 people attended and joined discussion led by scientists from the Institute for Marine and Antarctic Studies and Climate Futures Tasmania (both at U Tas), on tide behaviour in the Bay and the implications, with climate change research more widely, for coastal hazards. 
Bird Flu	Council staff attended a briefing for Council's from the Departments of Natural Resources and Environment and Health, organised by the Local Government Association of Tasmania (LGAT). State agencies have been working closely with national networks for Bird Flu Readiness and Preparedness. And have been extending that to Tasmanian Council's, who they see as critical partners, especially now that several cases of Bird Flu in migratory sea birds have been confirmed on the mainland. Council has an important early role in ensuring our community is well informed, first to 'Avoid-Record-Report', and begin learning what they can do to keep people and animals safe.
Community Awareness & Engagement	This year's Irapuna Community Weekend beach walks on 15, 21, 22 and 23 August are being organised. Council contributes logistical support to this annual event organised by the Wildcare Friends of Irapuna Coast, the Parks and Wildlife Service, Tasmanian Walking Company, Tasmanian Aboriginal Land Council, St Helens Walking Group and others. A Tasmanian Nature Conservation Fund grant is making the bus shuttles for these all-day remote beach walks possible. Well over 100 volunteers are expected, enjoying the spectacular coastline while helping clean-up sea spurge (an invasive weed) and marine debris from 60km of coastline.

Climate Change Action	The new 3-year <i>Coastal Hazards Resilience Planning Project</i>, involving multiple Councils and being coordinated and managed through LGAT, has started with an initial project Management Committee meeting. Council is a mid-tier partner in the project and is represented on the Management Committee. The project is addressing problems Planning Authorities have had where development is proposed with undefined coastal erosion hazard risks, and the Planning Scheme overlay shows as “Investigation Area”. Around 10% of the Tasmanian coastline is affected.  Council’s Scamander Coastal and Flood Hazards Adaptation Planning project has identified this as an issue. And a problem that also extends to adjacent coastal erosion hazard areas that have been assessed as Low, Medium and High risk, such as at Dune Street Scamander. The project aims to produce new risk assessments and planning tools for Councils to implement them, and deliver community engagement resources and training.
Cat Management	A subsidy offer for cat desexing and microchipping is now open, for applications until the end of August. Both veterinary clinics in St Helens are participating with a fixed Council subsidy off their fees of \$20 for a microchip and \$60 and \$100 off desexing of male and female cats respectively.
Scamander Coastal Hazards and Flood Risk Management project	Preparations for ‘no-regrets’ mitigation works have progressed. Assembly work is underway for an automated water level sensor to be installed on the Scamander Bridge, part of improved monitoring and protocols to reduce inundation risks with opening of the barway when closed. And construction plans and materials are ready for approval of works on the coastal reserve to begin. Those works will include repair and maintenance of degraded rock protection in front of the River mouth park and stabilisation of an erosion bank close to Dune Street.



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	2025/2026		2024/2025	
	Persons	Vaccinations	Persons	Vaccinations
July - December	0	0	5	5
January - June	43	84	134	136
TOTAL	43	84	139	141

Sharps Container Exchange Program as at 30 June 2026

Current Year	Previous Year
YTD 2025/2026	YTD 2024/2025
80	75

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Strategy

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

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

ACTION	DECISION
PROPONENT	Break O’Day Council
OFFICER	Development Services Coordinator, Jake Ihnen
FILE REFERENCE	004\008\024\
ASSOCIATED REPORTS AND DOCUMENTS	1. Architectural Drawings – St Helens Memorial Park Amenities Upgrade 2. Communications Plan – Memorial Park Amenities Upgrade

OFFICER’S RECOMMENDATION:

That Council:

1. Notes the proposed upgrade of the St Helens Memorial Park amenities block
2. Endorses the proposed community information approach, and
3. Approves the progression of the project to construction.

INTRODUCTION:

This report seeks Council endorsement to proceed with the upgrade of the Memorial Park toilet amenities block at St Helens, including the proposed approach to community communication.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 1 June 2026

OFFICER’S REPORT:**Project Overview**

Council is progressing the renewal and upgrade of the existing amenities block at Memorial Park, located at 37–39 Cecilia Street, St Helens.

The project involves refurbishment and reconfiguration of the existing facility to provide:

- Improved and modernised public amenities
- Accessible (DDA-compliant) facilities
- Upgraded fixtures and finishes
- Improved durability and functionality for long-term use

The architectural plans show a reconfigured internal layout including male, female and accessible amenities, as well as a cleaner’s store.

Works include demolition of existing internal structures, upgrades to services, and construction of new internal and external elements within the existing footprint.

Approvals

The project is exempt from requiring a planning permit.

Building and plumbing approvals are currently being progressed and will be obtained prior to construction commencing.

Project Timing

Subject to approvals, the anticipated timeline is:

1. Commencement: July 2026
2. Completion: November 2026

Community Engagement

Given the nature of the project, being an upgrade of an existing facility within its current footprint, officers recommend the IAP2 (International Association for Public Participation) Inform approach. IAP2 is a guiding best practice principle embedded in our Community Engagement Strategy.

Based on our Community Engagement Strategy Inform aims to: Keep people informed about the things that matter to them. This method is used when there is no meaningful opportunity for engagement.

This approach is considered appropriate as:

- The project does not significantly alter the use of the site
- There are no material planning impacts
- The upgrade improves an existing, well-established public facility

While broad consultation is not required, targeted engagement has occurred with key stakeholder, St Helens RSL Sub-Branch, noting their lease arrangements within the Memorial Park area. The RSL Sub-branch have confirmed their support for the project.

We will also inform nearby users and businesses and stakeholders as required during the construction phase and other than closure of the toilets it is expected that disruptions to the general public will be minimal and public access to the Memorial Park and associated memorials will be maintained.

Engagement will focus on:

- Timing of works
- Access arrangements
- Minimising disruption during construction
-

For more information see the Communications Plan.

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

Strategy

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

LEGISLATION & POLICIES:

Land Use Planning and Approvals Act 1993;
Building Act 2016.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

The construction budget is contained within the Capital Works Program for the 2026/2027 budget of \$400, 000.

VOTING REQUIREMENTS:

Simple Majority

ARCHITECTURAL DRAWINGS

0000 COVER SHEET

0000 EARLY WORKS

0101 SPECIFICATION NOTES & SCHEDULES

0201 SITE PLAN

0501 DEMOLITION PLANS

0502 DEMOLITION ELEVATIONS

1000 FLOOR PLANS

1001 FLOOR PLAN - GROUND

1002 ROOF PLAN

3000 CONCRETE

3001 CONCRETE PROFILE - GROUND

6000 ELEVATIONS

6001 ELEVATIONS - NORTH & EAST

6002 ELEVATIONS - SOUTH & WEST

6500 SECTIONS

6501 SECTIONS A & B

6502 SECTION C

7000 DETAILS

7001 DETAILS - SHEET 1

8000 INTERNALS

8001 WET AREA ELEVATIONS - SHEET 1

PROJECT

ST HELENS MEMORIAL PARK TOILET AMENITIES

ADDRESS 37-39 Cecilia St, St Helens TAS 7216

PROPERTY ID	###
TITLE REF	###
OWNER	BREAK O'DAY COUNCIL
DESIGNER	STUART TANNER
SITE AREA	###
FLOOR AREA	###
BUILDING CLASS	10a
BAL	N/A
SITE CLASS	###
CLIMATE ZONE	###
WIND CLASS	###

BUILDING APPROVAL ISSUE

10/4/2026

CONSTRUCTION NOTES
- ALL LIGHTING, PLUMBING FIXTURES TO BE SUPPLIED BY BDOC + INSTALLED & COMMISSIONED BY BUILDER/ELECTRICIAN/PLUMBER.
- ALLOW FOR INSTALL IN ALL SITUATIONS WHERE SUPPLIED BY OWNER/COUNCIL.
- JOINERY TO BE INCLUDED IN CONSTRUCTION CONTRACT.
- CONFIRM MECH VENT SPECIFICATION WITH BUILDING SURVEYOR + NOMINATED INSTALLER.

STEEL ALL STEEL WORK EITHER HDG AS NOTED, OR GRUNDING TO REMOVE RUST PRIMER AND PAINT GALVANISED WITH DULUX WEATHERMAX HBR SYSTEM. COLOUR GALV TO AS/NZS 4680:2018 & NCC

TIMBER: ALL TIMBER STRUCTURAL FRAMING AND FIXINGS TO AS1841. STUD FRAMES ALL 140MM MSGP10 UNLESS NOTED, MID RAIL NOGGINGS @ MAX 1500C-C.

EXTERIOR STUD WALLS: STEEL STUD FRAME TO AS/NZS 4680:2018 & NCC

INTERIOR LININGS: COMPRESSED FIBRE CEMENT + COMPACT LAMINATE SHEET, TO AS/NZS 2980.2 & NCC

WATERPROOFING: TO AS3740 & NCC. MEMBRANES INSTALLED BELOW FLOOR FINISHES AND BEHIND WALL FINISHES TO FORM IMPERVIOUS BARRIER.

VET AREA TILES: TO AS4586, AS4663 & NCC TO MINIMUM P4 SLIP RESISTANCE FOR COMMERCIAL.

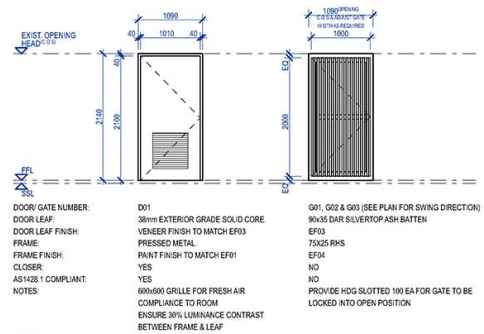
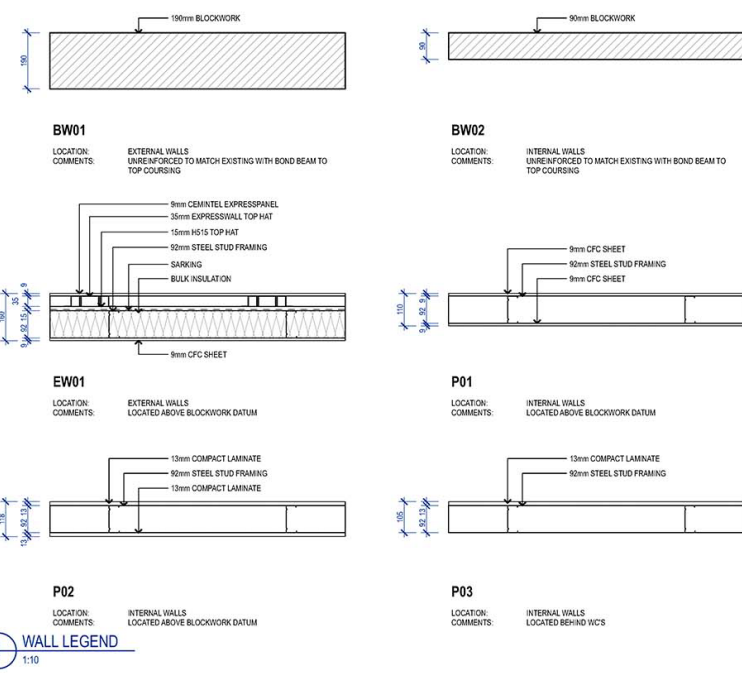
THERMAL PERFORMANCE:
ALL REASONABLE MEASURES ARE TO BE TAKEN BY BUILDER TO MAINTAIN AIR TIGHT BUILDING ENVELOPE FOR OPTIMAL THERMAL PERFORMANCE.
- TAPE ALL BUILDING MEMBRANE JOINTS.
- CONTINUOUS MASTIC OR FOAM SEAL AROUND WINDOW FRAMES AND DOORS TO MINIMISE DRAUGHTS.
- CONTINUOUS MASTIC BEAD UNDER EXTERNAL WALL PLATES TO FLOOR JUNCTION.
- ALL PENETRATIONS THROUGH EXTERNAL FABRIC TO BE TAPED AND OR SILICONE SEALED.
- DRAUGHT + FIREPROOF SHROUD TO ALL RECESSED DOWNLIGHTS.
- SELF CLOSING DAMPERS TO EXHAUST FANS.

INSULATION:
FLOOR: EXISTING, DISCUSS WITH TILER.
WALL: 100mm BULK EXTERNAL, R4 SOUNDSCREEN BULK TO INTERNAL WALLS WHERE APPROPRIATE.
CEILING: OPEN TO FRAMING.
GLAZING: N/A.

SIGNAGE:
ALL SIGNAGE TO BE STAINLESS STEEL WITH BRAILLE IN ACCORDANCE WITH AS1428.1

591 UNISEX TOILET RH
592 MALE TOILET & MALE AMBULANT TOILET
593 MALE AMBULANT TOILET
594 FEMALE TOILET & FEMALE AMBULANT TOILET
595 FEMALE AMBULANT TOILET

FINISHES AND FIXTURES SCHEDULE				
ITEM	DESCRIPTION	LOCATION	UNIT	PRICE
1101	100mm brickwork (100mm x 100mm)	Walls	m ²	
1102	100mm brickwork (100mm x 100mm)	Walls	m ²	
1103	100mm brickwork (100mm x 100mm)	Walls	m ²	
1104	100mm brickwork (100mm x 100mm)	Walls	m ²	
1105	100mm brickwork (100mm x 100mm)	Walls	m ²	
1106	100mm brickwork (100mm x 100mm)	Walls	m ²	
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2 DOOR & GATE SCHEDULE
1:50

TANNER ARCHITECTS
03 4324 4377
mail@tanner-architects.com.au
Accreditation: 32987575

Rev	Issue	Date
1	Issue	10/01/2024
2	Issue	10/01/2024
3	Issue	10/01/2024
4	Issue	10/01/2024
5	Issue	10/01/2024
6	Issue	10/01/2024
7	Issue	10/01/2024
8	Issue	10/01/2024
9	Issue	10/01/2024
10	Issue	10/01/2024
11	Issue	10/01/2024
12	Issue	10/01/2024
13	Issue	10/01/2024
14	Issue	10/01/2024
15	Issue	10/01/2024
16	Issue	10/01/2024
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97	Issue	10/01/2024
98	Issue	10/01/2024
99	Issue	10/01/2024
100	Issue	10/01/2024

Drawings to be read in conjunction with specification by TA and all drawings and documents by engineers and subcontractors referred to in these plans. Contractors are to verify all dimensions on site before commencing any work or producing shop drawings. Larger scale drawings and within dimensions take preference. Do not scale from drawings. These drawings are protected by the laws of copyright and may not be copied or reproduced without the written permission of TA. All discrepancies to be brought to the attention of the author. All building levels to AHD unless otherwise noted.

BUILDING APPROVAL

ST HELENS MEMORIAL PARK
TOILET AMENITIES
Client: ST HELENS BREAKFAST COUNCIL
Project Address: 58 CECILIA ST, ST HELENS, TAS 7218

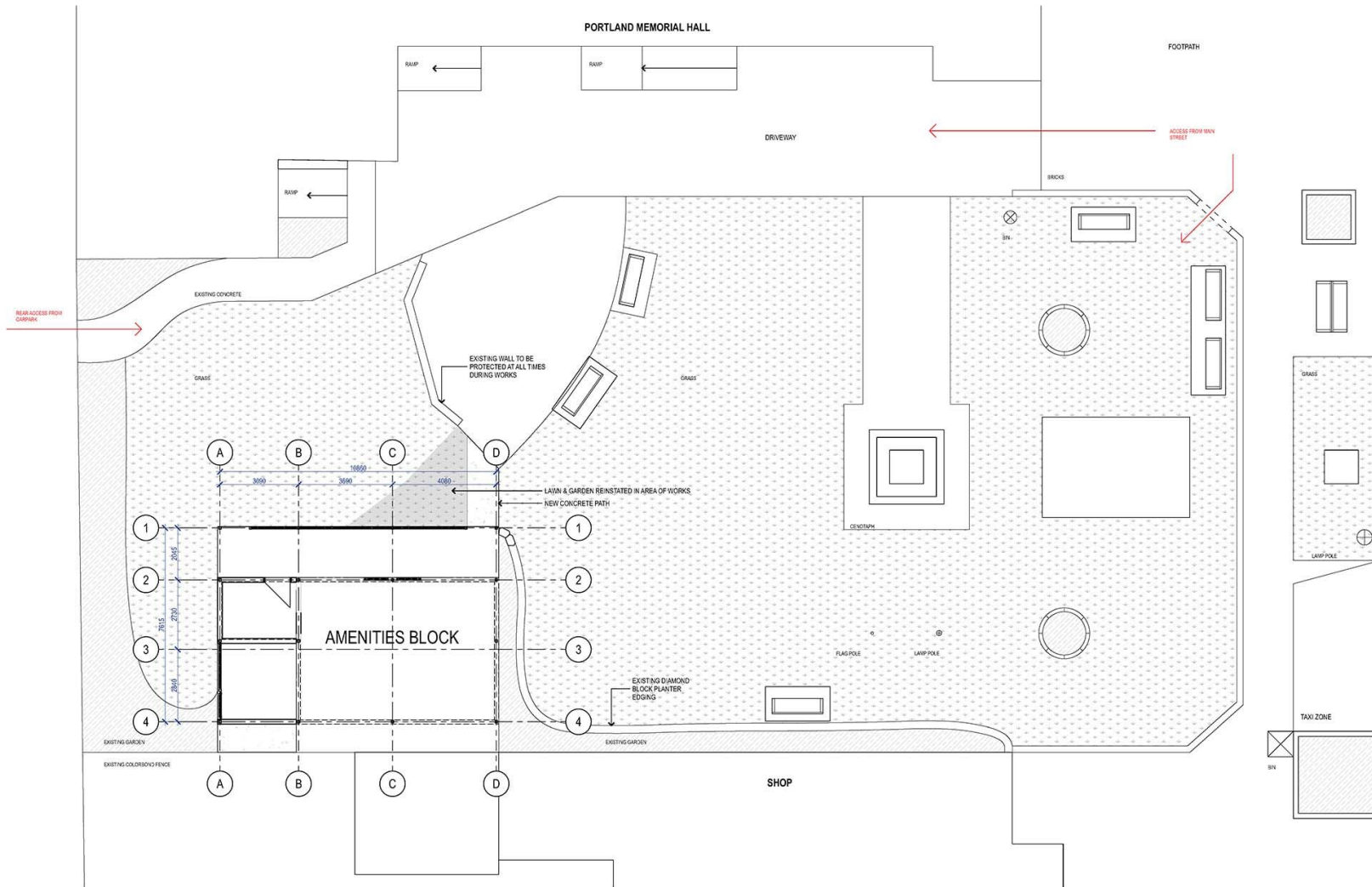
EARLY WORKS -
SPECIFICATION NOTES & SCHEDULES
Scale: 1:10, 1:50 @ A2
Status: BUILDING APPROVAL
Checked By: JSA
Date: 19/02/2024

0101
B

07/26.16.2

Memorial Park Amenities Upgrade

189



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Accreditation: 329877575



Sheet No.	Issue No.	Issue Date
A	1	10/01/2016
B	1	10/01/2016
C	1	10/01/2016
D	1	10/01/2016

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BUILDING APPROVAL

ST HELENS MEMORIAL PARK
TOILET AMENITIES
COUNCIL
ST HELENS BREAKFAST COUNCIL
Project Address: 39 CECILIA ST,
ST HELENS,
TAG 7216

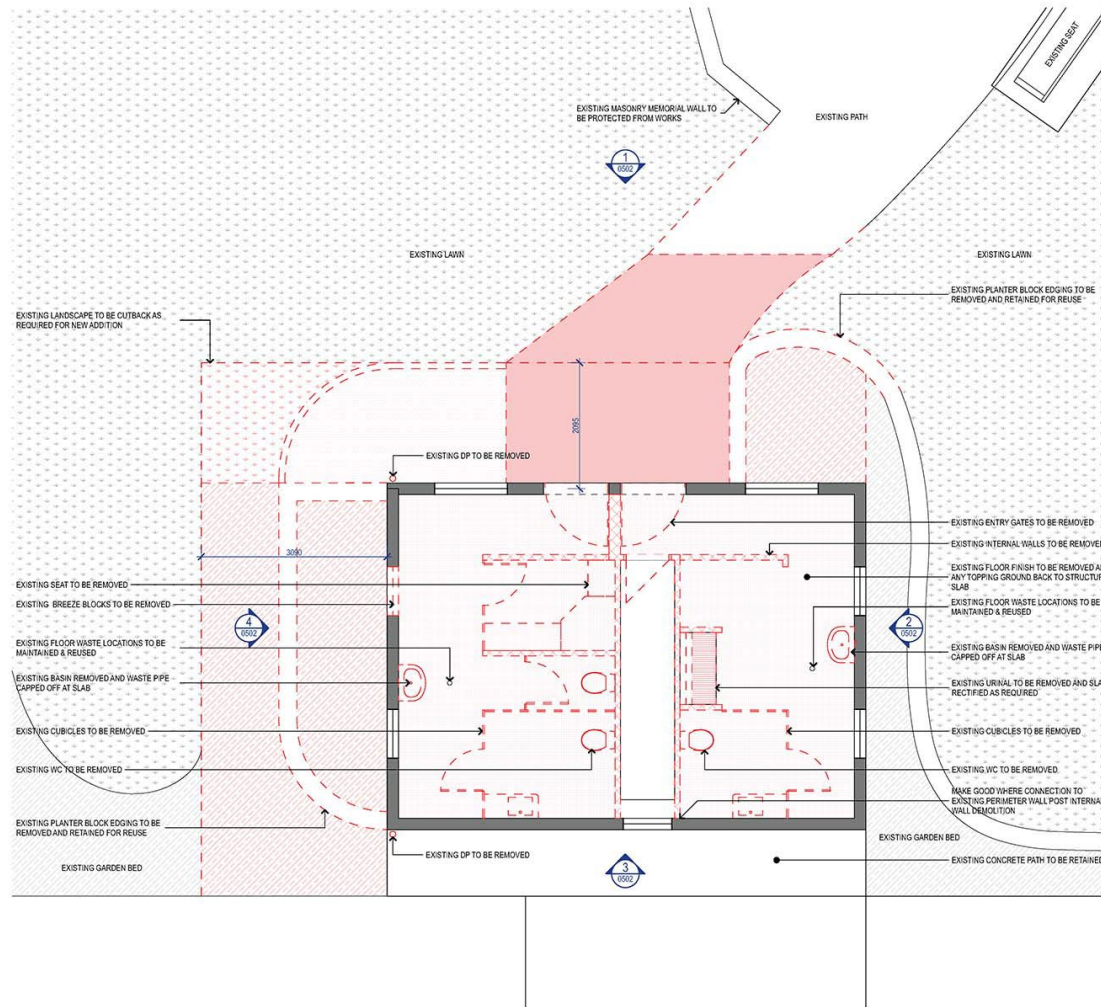
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TOILET AMENITIES
Scale: 1:100 @ A2
Status: BUILDING APPROVAL
Checked By: STA
Date: 13/01/2016

0201
B

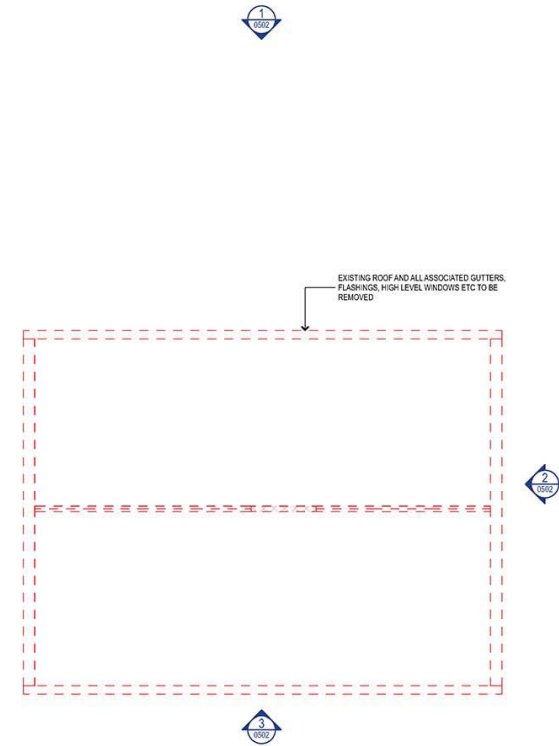
07/26.16.2

Memorial Park Amenities Upgrade

190



1 DEMOLITION PLAN - GROUND FLOOR
1:50



2 DEMOLITION PLAN - ROOF
1:50

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Drawn By	Check By	Date
1. J. TANNER	J. TANNER	28/10/16
2. J. TANNER	J. TANNER	28/10/16
3. J. TANNER	J. TANNER	28/10/16
4. J. TANNER	J. TANNER	28/10/16

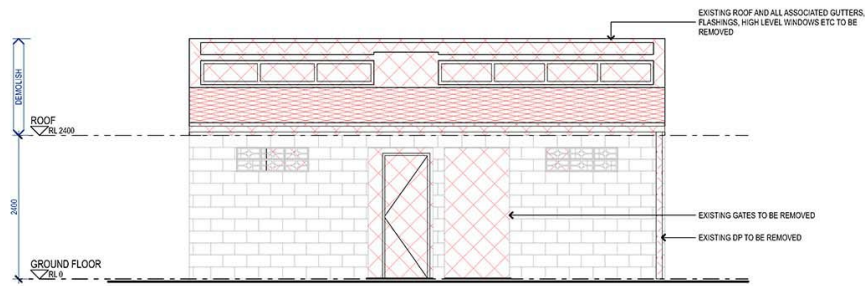
Drawings to be read in conjunction with specification by TA and all drawings and documents by engineers and subcontractors referred to in these plans. Contractors are to verify all dimensions on site before commencing any work or producing shop drawings. Larger scale drawings and written dimensions take preference. Do not scale from drawings. These drawings are protected by the laws of copyright and may not be copied or reproduced without the written permission of TA, all discrepancies to be brought to the attention of the author. All building levels to AHD unless otherwise noted.

BUILDING APPROVAL

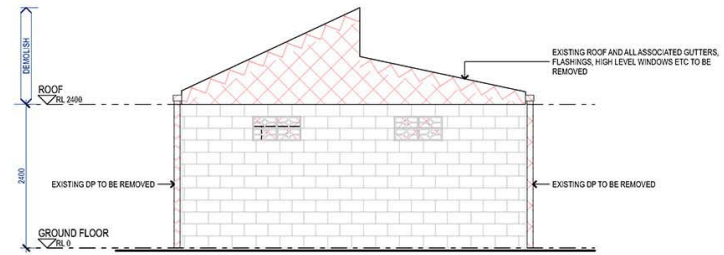
Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
ST HELENS BREAK-OF-DAY COUNCIL
Project Address
39 CECILIA ST.
ST HELENS,
TAS 7216

EARLY WORKS -
DEMOLITION PLANS
Scale: 1:50 (B-1)
Status: BUILDING APPROVAL
Checked By: STA
Date: 10/01/2016

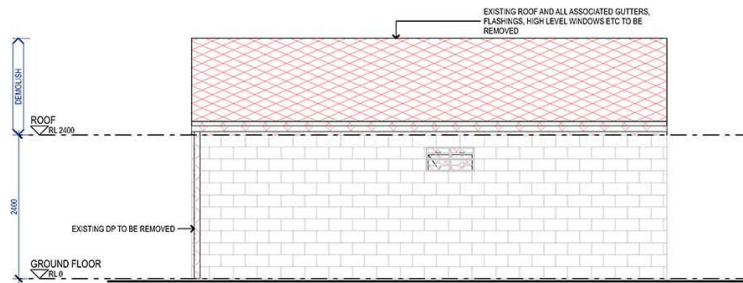
0501
B



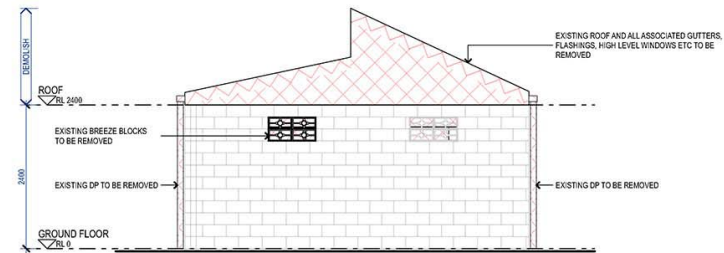
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1:50



2 DEMOLITION - EAST ELEVATION
1:50



3 DEMOLITION - SOUTH ELEVATION
1:50



4 DEMOLITION - WEST ELEVATION
1:50

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1	TA	12/12/2019	ISSUED FOR PERMIT
2	TA	12/12/2019	ISSUED FOR PERMIT
3	TA	12/12/2019	ISSUED FOR PERMIT
4	TA	12/12/2019	ISSUED FOR PERMIT

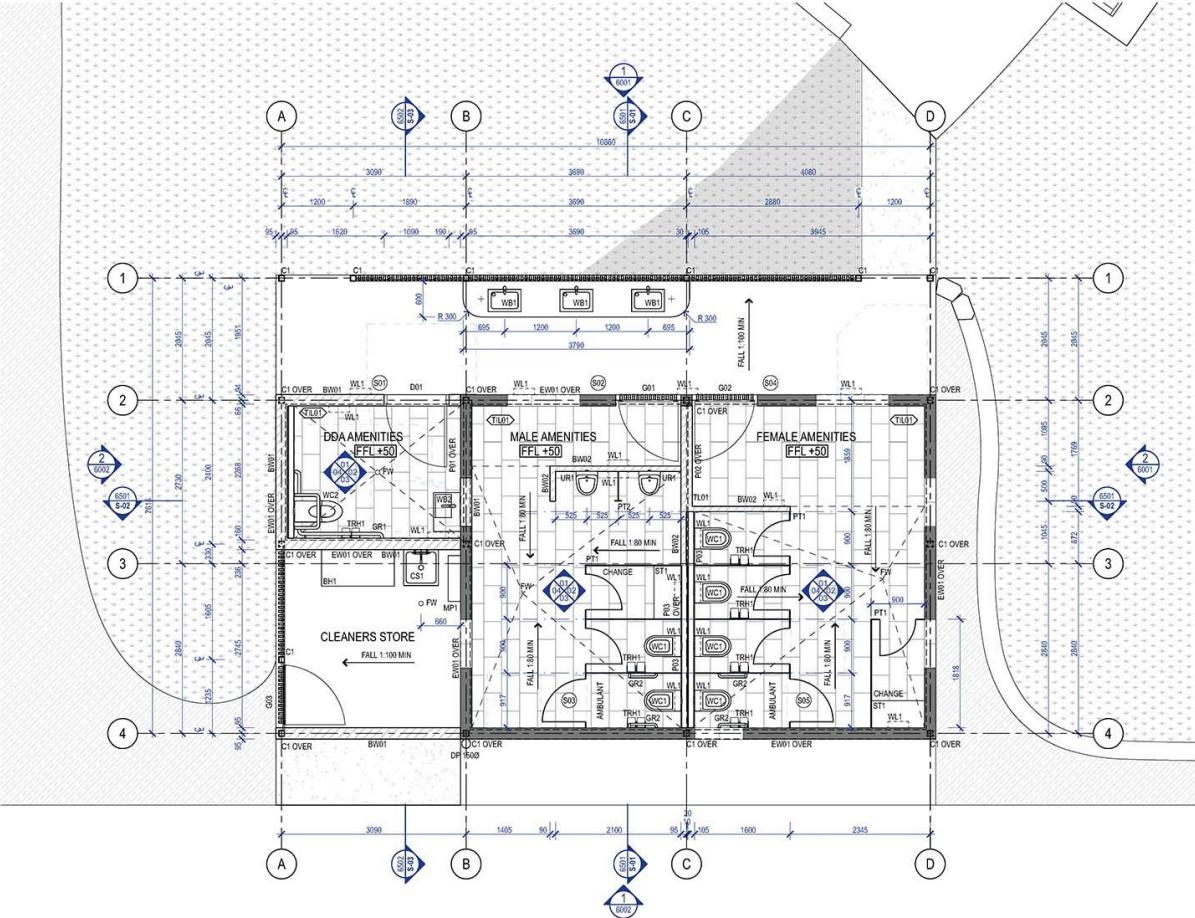
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BUILDING APPROVAL

Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
Client
ST HELENS BREAK O'DAY COUNCIL
Project Address
39 CECILIA ST,
ST HELENS,
NSW 2218

EARLY WORKS -
DEMOLITION ELEVATIONS
Scale: 1:50 (B42)
Status: BUILDING APPROVAL
Checked By: STA
Date: 10/4/2020

0502
B



- STRUCTURAL MEMBER SIZES:**
- 100 SLAB ON GRADE
 - SLAB(T), 30 COVER, N25 CONC
 - 0.2 FORTECON
 - 20MM MAX BEDDED SAND
 - 100MM MIN COMPACTED PCR
- BP1 4500 MASS CONCRETE BORED PIER TO ROCK.
150X150 CAST IN PLATE HDS (TYP)
- SF1 450w x 400d STRIP FOOTING
4-11M(TAB), 50 COVER
- B1 200x100x4 RHS, SITE WELD TO C1, DULUX
METALSHIELD ZINC GALV SPRAY SITE WELDS
- B2 100x4 SHS, SITE WELD TO B1, DULUX
METALSHIELD ZINC GALV SPRAY SITE WELDS
- C1 100x4 SHS, SITE WELD TO CAST IN PLATE, DULUX
METALSHIELD ZINC GALV SPRAY SITE WELDS
- C1 OVER 100x4 SHS, 150x150 WITH CAST IN PLATE
LOCALLY CORE FILL BLOCKWORK UNDER

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Rev	By	Date	Description
1	TA	14/11/2016	ISSUED FOR PERMIT
2	TA	14/11/2016	ISSUED FOR PERMIT
3	TA	14/11/2016	ISSUED FOR PERMIT
4	TA	14/11/2016	ISSUED FOR PERMIT

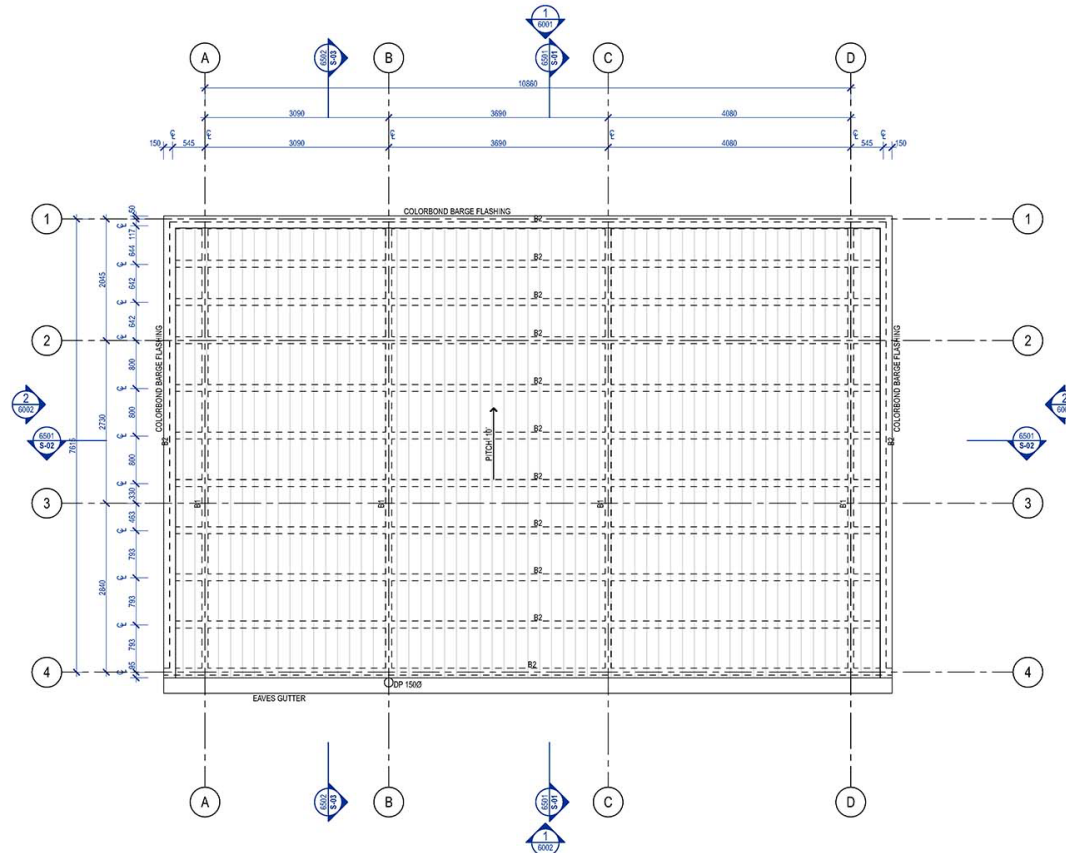
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BUILDING APPROVAL

ST HELENS MEMORIAL PARK
TOILET AMENITIES
Client: ST HELENS BREAK O'DAY COUNCIL
Project Address: 39 CEDRIA ST, ST HELENS, TAS 7216

FLOOR PLANS -
FLOOR PLAN - GROUND
Scale: 1:50, 1:1 (B2)
Revised: 10/11/2016
Checked By: STA
Date: 10/11/2016

1001
B



- STRUCTURAL MEMBER SIZES:**
- 100 SLAB ON GRADE
 - SL42(T), 30 COVER, N25 CONG
 - 0.2 FORTTECON
 - 20MM MAX BEDDED SAND
 - 100MM MIN COMPACTED FCR
- BP1 4500 MASS CONCRETE BORED PIER TO ROCK
150x150 CAST IN PLATE HDG (TYP)
- SF1 450w x 480d STRIP FOOTING
4-11MM(TAB), 50 COVER
- B1 200x100x4 RHS, SITE WELD TO C1, DULUX
METALSHIELD ZINC GALV SPRAY SITE WELDS
- B2 100x4 SHS, SITE WELD TO B1, DULUX
METALSHIELD ZINC GALV SPRAY SITE WELDS
- C1 100x4 SHS, SITE WELD TO CAST IN PLATE, DULUX
METALSHIELD ZINC GALV SPRAY SITE WELDS
- C1 OVER 100x4 SHS, 150x150 WITH CAST IN PLATE
LOCALLY CORE FILL BLOCKWORK UNDER

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Sheet No.	Project Name	Issue No.
1	ST HELENS MEMORIAL PARK TOILET AMENITIES	1/2023
2	ST HELENS MEMORIAL PARK TOILET AMENITIES	1/2023
3	ST HELENS MEMORIAL PARK TOILET AMENITIES	1/2023
4	ST HELENS MEMORIAL PARK TOILET AMENITIES	1/2023

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BUILDING APPROVAL

Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
Client
ST HELENS BREAK OF DAY COUNCIL
Project Address
3000 COLUMBIA ST.
ST HELENS
NSW 2233

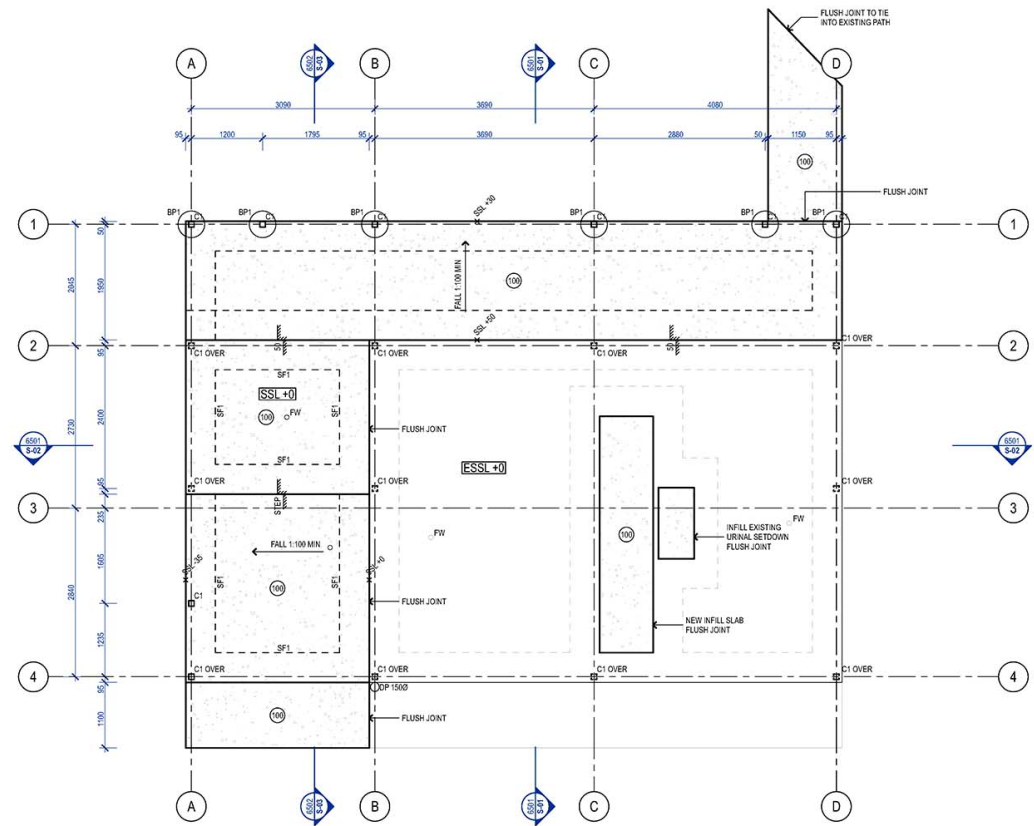
FLOOR PLANS -
ROOF PLAN
Scale: 1:50, 1:1 @ A2
Status: BUILDING APPROVAL
Checked By: STB
Date: 15/02/2023

1002
B

07/26.16.2

Memorial Park Amenities Upgrade

194



- CONCRETE PROFILE PLAN NOTES:**
- ALL STRUCTURAL DIMENSIONS TO BE CERTIFIED BY STRUCTURAL ENGINEER
- REFER TO SERVICES CONSULTANTS DRAWINGS FOR DETAILS OF SERVICE RUNS AND FOR DETAILS OF CONCRETE PENETRATIONS
- CO-ORDINATE WITH SERVICES TRADE CONTRACTORS FINAL SIZE AND LOCATION OF PLINths & PENETRATIONS THROUGH CONCRETE SLABS/WALLS, BLOCKWORK WALLS, AND CONDUITS AND BLOCKOUTS TO BE CAST INTO SLABS AND WALLS
- EXTENT OF EXISTING SLAB
- EXTENT OF NEW SLAB
- ABBREVIATION LEGEND:**
- CJ CONSTRUCTION JOINT
- COL COLUMN
- COS CHECK ON SITE
- DP DOWN PIPE
- ESSL EXISTING STRUCTURAL LEVEL
- FFL FINISH FLOOR LEVEL
- FW FLOOR WASTE
- MJ MOVEMENT JOINT
- PMJ PERMANENT MOVEMENT JOINT
- RL REQUIRED LEVEL
- SSL STRUCTURAL SLAB LEVEL (NEW)
- TMJ TEMPORARY MOVEMENT JOINT
- STRUCTURAL MEMBER SIZES:**
- 100 SLAB ON GRADE
- SLAB(T), 30 COVER, N25 CONC
- Ø 2 FORTTECON
- 20MM MAX BEDDED SAND
- 100MM MIN COMPACTED FCR
- BP1 450Ø MASS CONCRETE BORED PIER TO ROCK
- 150X10 CAST IN PLATE HDG (TYP)
- SF1 450w x 400Ø STRIP FOOTING
- 4-11TM(TAB), 5Ø COVER
- S1 200x100x4 RHS, SITE WELD TO C1 DULUX METALSHIELD ZINC GALV SPRAY SITE WELDS
- B2 100x4 SHS, SITE WELD TO S1 DULUX METALSHIELD ZINC GALV SPRAY SITE WELDS
- C1 100x4 SHS, SITE WELD TO CAST IN PLATE DULUX METALSHIELD ZINC GALV SPRAY SITE WELDS
- C1 OVER 100x4 SHS, 150x10 WITH CAST IN PLATE LOCALLY CORE FILL BLOCKWORK UNDER

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Sheet #	Description	Issue Date
A	CONCRETE PROFILE	24/07/24
B	CONCRETE PROFILE	19/07/24

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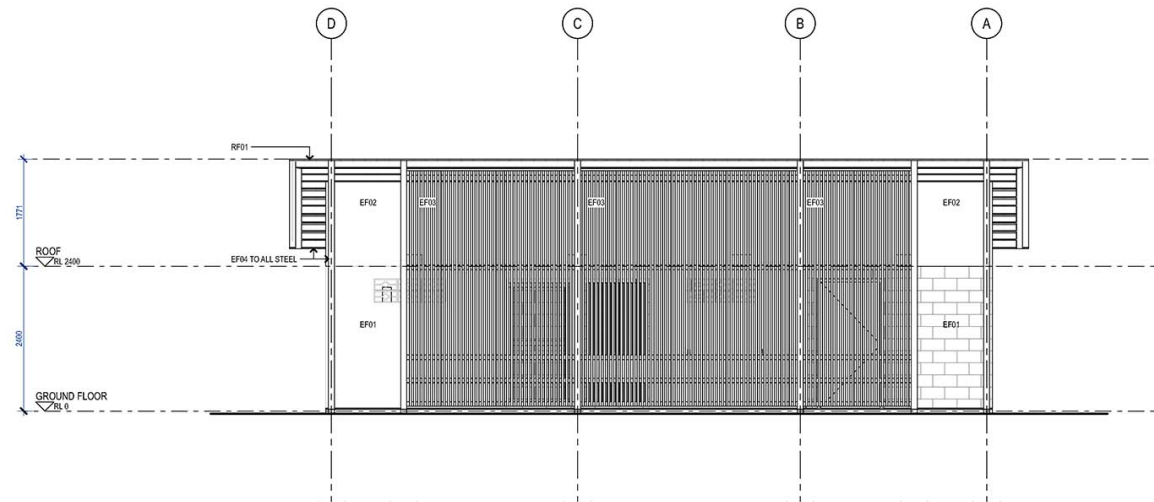
BUILDING APPROVAL

Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
Client
ST HELENS BREAK ODAY COUNCIL
Project Address
39 SECCLA ST,
ST HELENS,
NSW 2150

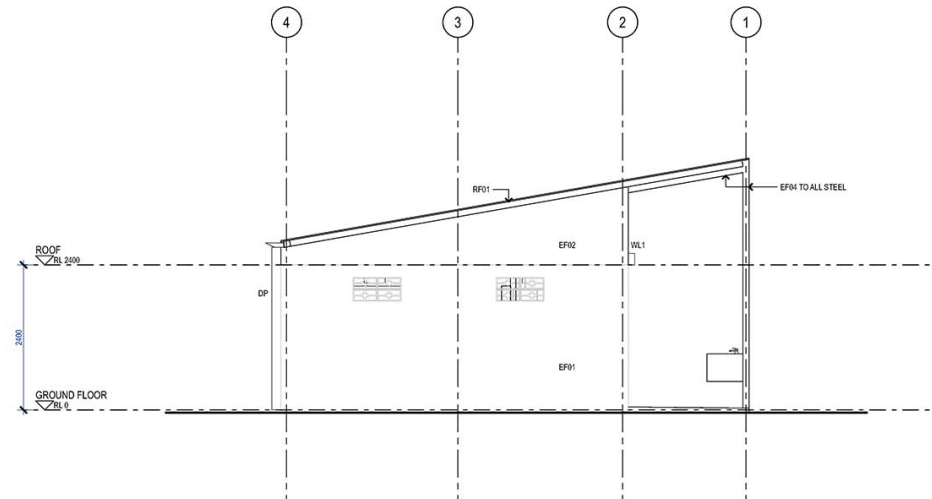
CONCRETE -
CONCRETE PROFILE - GROUND

Scale: 1:1 (0.00 A2)
Status: BUILDING APPROVAL
Checked By: STW
Date: 10/6/2024

3001
B



1 NORTH ELEVATION
1:50



2 EAST ELEVATION
1:50

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Rev	By	Date	Description
1	TA	01/10/2016	ISSUED FOR APPROVAL
2	TA	01/10/2016	ISSUED FOR APPROVAL
3	TA	01/10/2016	ISSUED FOR APPROVAL
4	TA	01/10/2016	ISSUED FOR APPROVAL
5	TA	01/10/2016	ISSUED FOR APPROVAL
6	TA	01/10/2016	ISSUED FOR APPROVAL
7	TA	01/10/2016	ISSUED FOR APPROVAL
8	TA	01/10/2016	ISSUED FOR APPROVAL
9	TA	01/10/2016	ISSUED FOR APPROVAL
10	TA	01/10/2016	ISSUED FOR APPROVAL

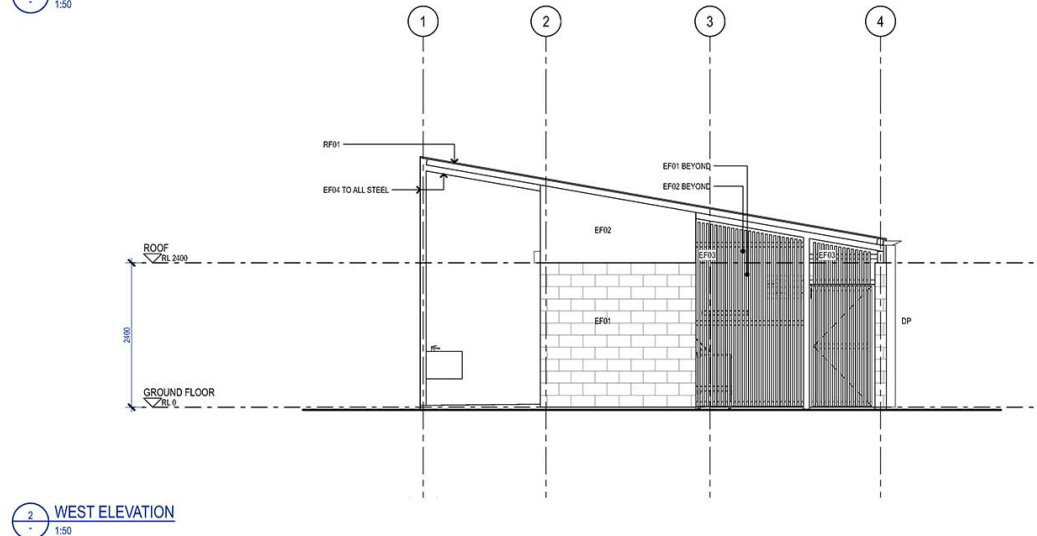
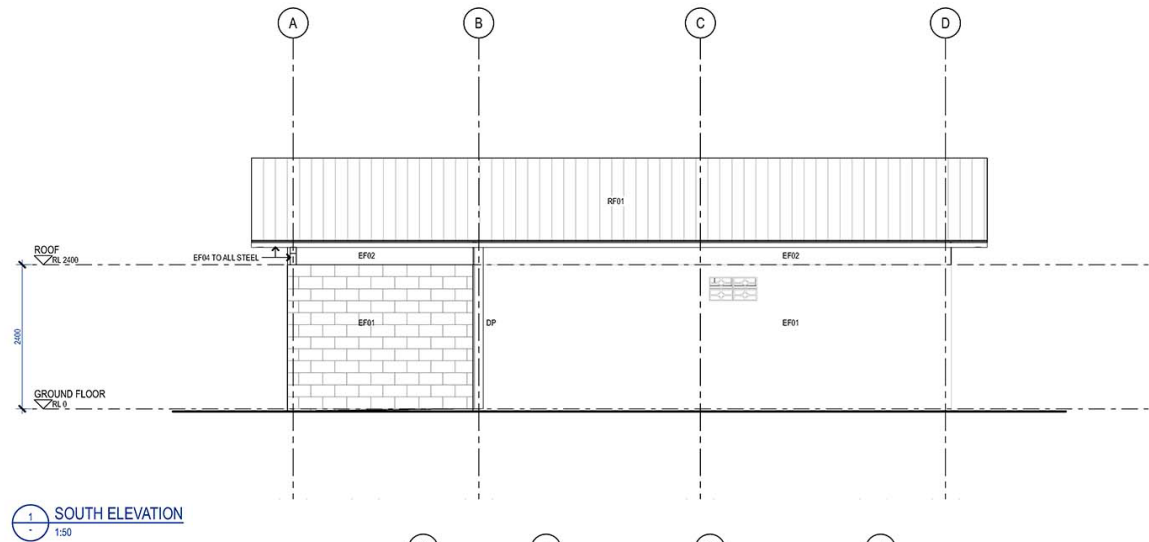
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BUILDING APPROVAL

Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
Client
ST HELENS BREAK ODAY COUNCIL
Project Address
300 CECILIA ST
ST HELENS
WA 6107

ELEVATIONS - NORTH & EAST
Scale: 1:50 (EAST)
Status: BUILDING APPROVAL
Checked By: STA
Date: 14/03/2016

6001
B



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Drawn By	Check By	Date
A	A	20/10/16
N	N	10/02/16

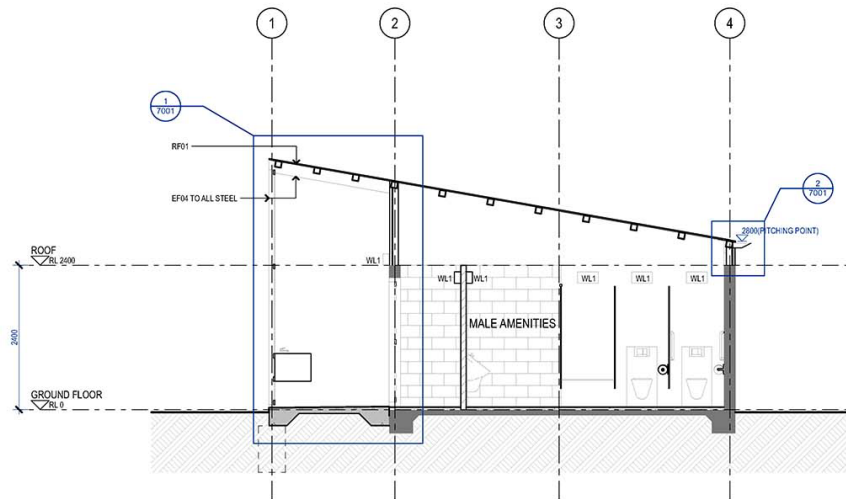
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BUILDING APPROVAL

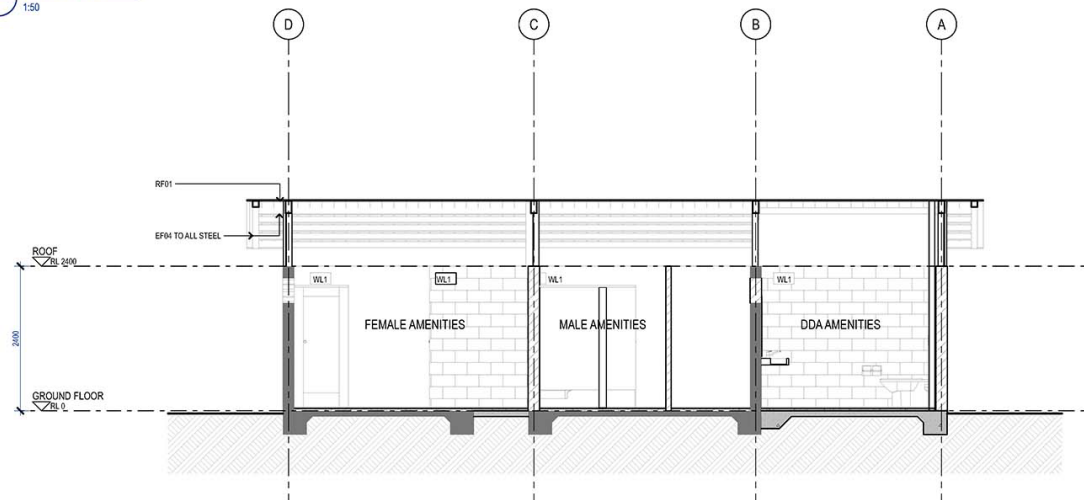
Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
Project Address
ST HELENS BREAK DRY ROAD,
ST HELENS,
NSW 2176

ELEVATIONS - SOUTH & WEST
Scale: 1:50 (S/S)
Status: BUILDING APPROVAL
Checked By: S/S
Date: 10/02/16

6002
B



1 SECTION A
1:50



2 SECTION B
1:50

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1	TA	2016/01/01	ISSUED FOR PERMIT
2	TA	2016/01/01	ISSUED FOR PERMIT
3	TA	2016/01/01	ISSUED FOR PERMIT
4	TA	2016/01/01	ISSUED FOR PERMIT
5	TA	2016/01/01	ISSUED FOR PERMIT
6	TA	2016/01/01	ISSUED FOR PERMIT
7	TA	2016/01/01	ISSUED FOR PERMIT
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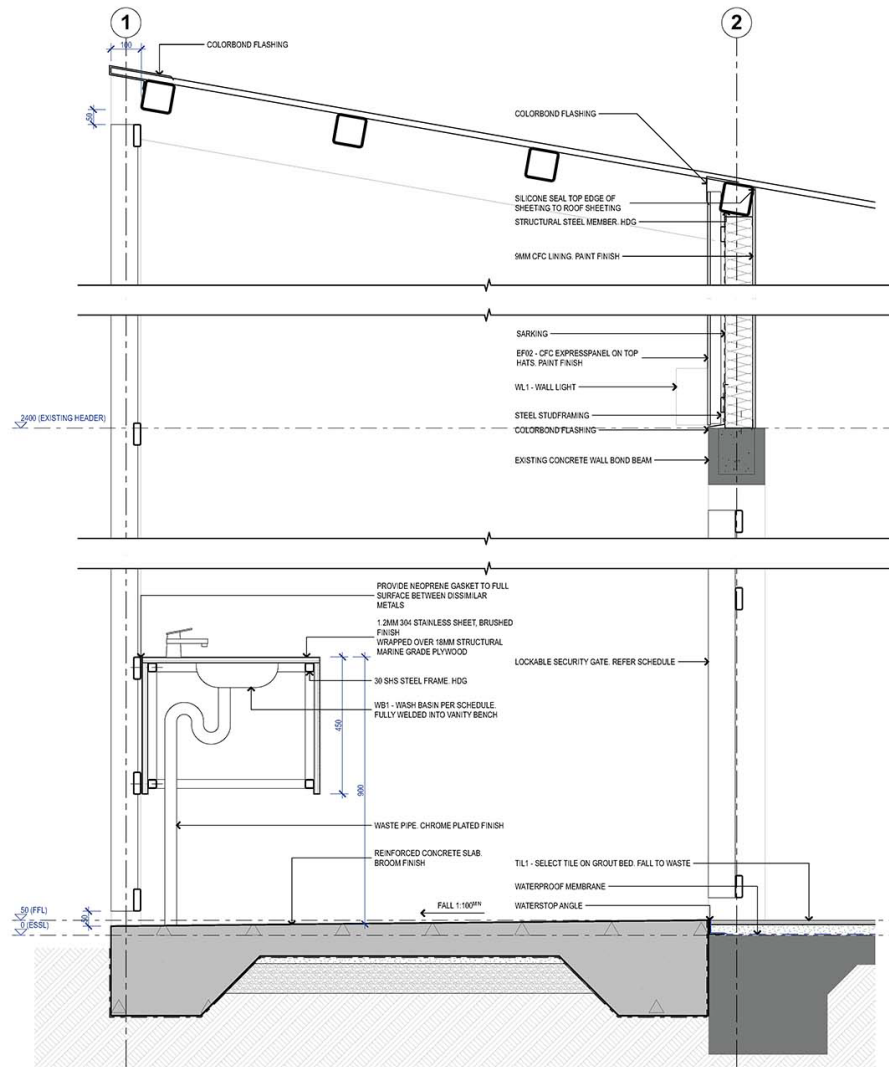
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BUILDING APPROVAL

Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
Client
ST HELENS BREAK-O'DAY COUNCIL
Project Address
38 CECILIA ST.
ST HELENS,
TA5 2JF

SECTIONS -
SECTIONS A & B
Scale: 1:50 (A & B)
Status: BUILDING APPROVAL
Checked By: LSA
Date: 10/01/2016

6501
B



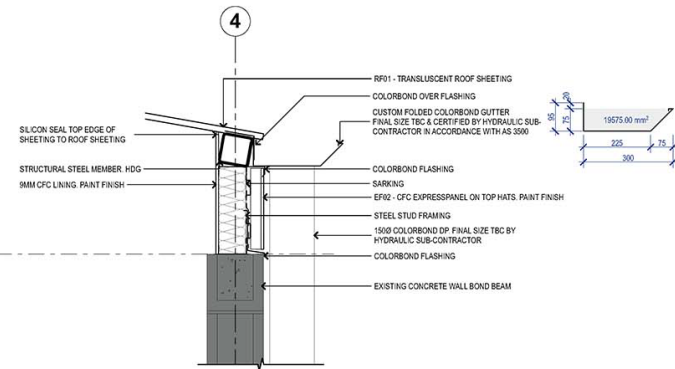
1 SECTION DETAIL
1:10

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mail@tanner-architects.com.au
Accreditation: 329877575

Sheet ID	Sheet Name	Sheet Date
1	TOILET AMENITIES	15/07/2016
2		
3		
4		

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2 SECTION DETAIL
1:10

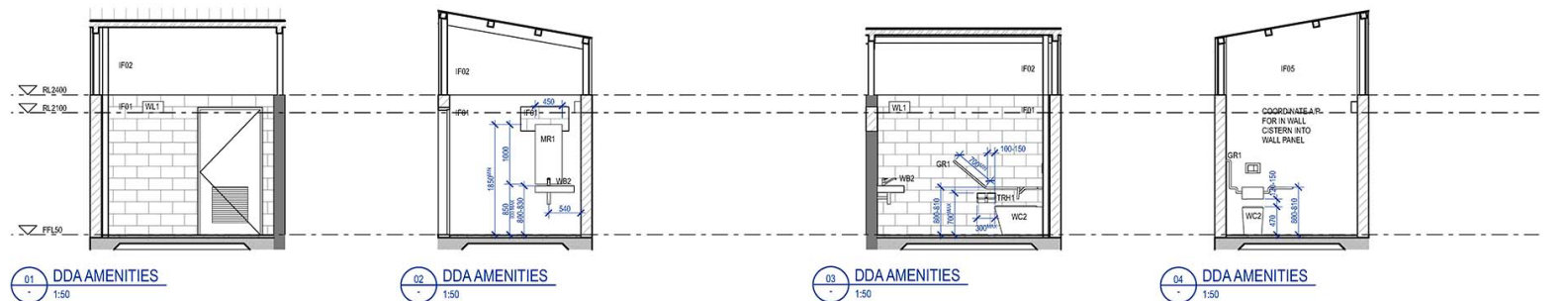
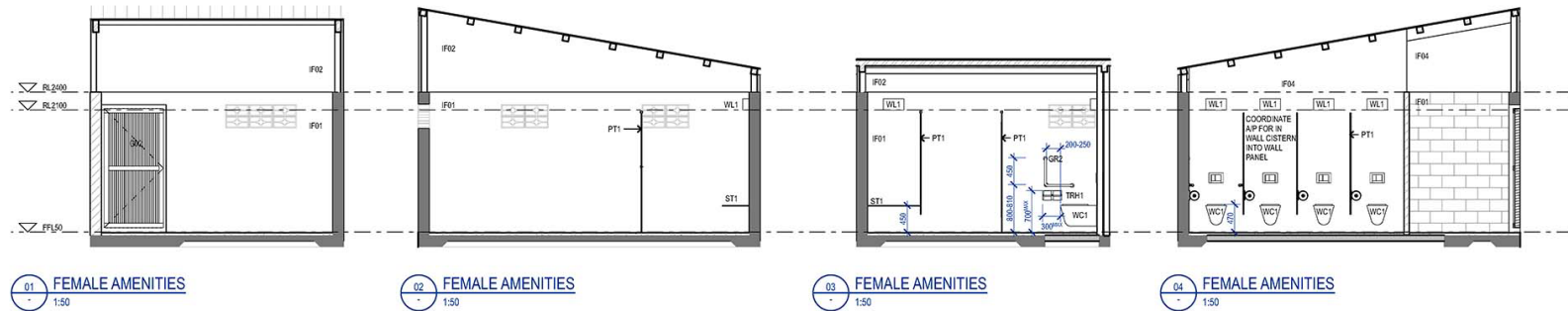
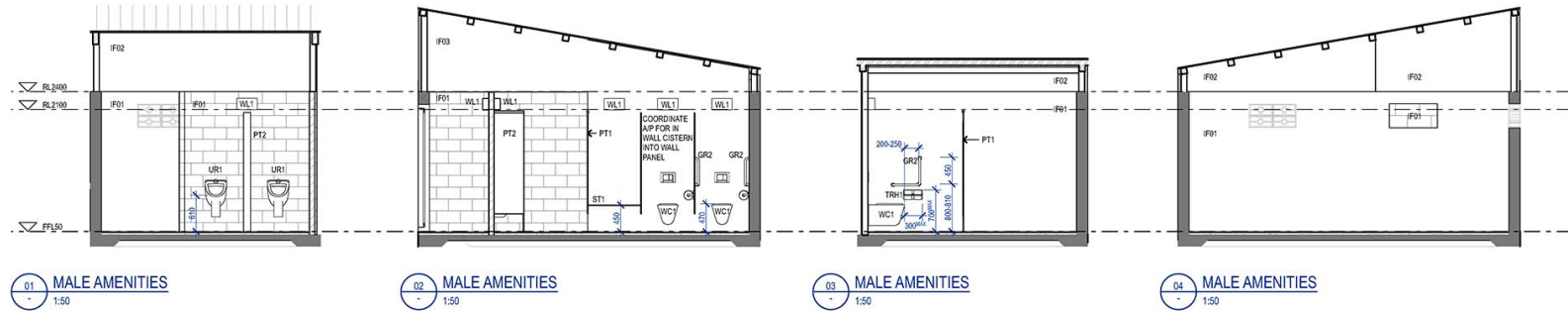


BUILDING APPROVAL

Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
Client
ST HELENS BREAK O'DAY COUNCIL
Project Address
39 CECILIA ST,
ST HELENS,
NSW 2178

DETAILS -
DETAILS - SHEET 1
Scale: 1:10 @ A2
Status: BUILDING APPROVAL
Checked By: STA
Date: 10/04/2016

7001
A



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Draw ID	Draw Name	Draw Date
1	PRELIMINARY	2016/08/01
2	PRELIMINARY	2016/08/01
3	PRELIMINARY	2016/08/01
4	PRELIMINARY	2016/08/01
5	PRELIMINARY	2016/08/01
6	PRELIMINARY	2016/08/01
7	PRELIMINARY	2016/08/01
8	PRELIMINARY	2016/08/01
9	PRELIMINARY	2016/08/01
10	PRELIMINARY	2016/08/01

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BUILDING APPROVAL

Project Name
ST HELENS MEMORIAL PARK
TOILET AMENITIES
38 CECILIA ST.
ST HELENS
NSW 2176
Project Address

INTERNALS -
WET AREA ELEVATIONS - SHEET 1
Scale: 1:50 (S&D)
Status: BUILDING APPROVAL
Checked By: JSA
Date: 10/02/2016

8001
B

07/26.16.2

Memorial Park Amenities Upgrade

201

Communication Plan

MEMORIAL PARK AMENITIES BLOCK UPGRADE

Aims of Communication:

- Inform the community about the upgrade
- Set expectations regarding timing and temporary disruptions
- Highlight the benefits of the improved facility

Engagement Approach

This project will be delivered using the INFORM approach rather than formal community consultation.

This is considered appropriate as:

- The project involves the upgrade of an existing facility within its current footprint, rather than a new development
- There is no change to the use or function of the site
- The works are operational and service-based in nature, focused on improving accessibility, safety and usability
- The project does not require a planning permit and therefore does not trigger a statutory consultation process

Based on this, the focus of communication is to ensure the community is well informed and prepared, rather than seeking input on a project that is largely technical and renewal-based.

Key messages:

- Council is upgrading the Memorial Park toilets to improve accessibility, safety and usability
- Works will occur from June to November
- Temporary disruptions may occur during construction
- The upgrade will deliver a modern, more functional facility for the community

Channels

1. Newsletter
 - Short articles
 - Timing: Prior to construction commencement
 - Completion
 - Any required progress updates
2. Website
 - Project page or news item including:
 - Overview of works
 - Timeline
 - Community relevant info - (access during works, closures, etc.)
3. Social Media (Facebook)
 - Project announcement

Communication Plan

- Construction commencement update
- Progress updates as required
- Completion post
- 4. On-site Signage
 - Simple signage at Memorial Park:
 - “Amenities Upgrade Underway”
 - Expected completion timeframe

This will ensure we reach visitors or those who have not heard of the works who present on site.

Stakeholder Communication:

St Helens RSL

- Direct contact prior to works commencing
- Provide:
 - Project overview
 - Timeline
 - Any access implications

CONCLUSION

The Memorial Park amenities upgrade will deliver improved, accessible and fit-for-purpose public facilities in a key community location.

The proposed **INFORM** approach, supported by targeted stakeholder engagement, is considered appropriate and proportionate to the scope of works.

Council endorsement is now sought to proceed to construction.

ACTION	DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Record of Proceedings - NRM Committee Meeting - 5 May 2026 Charter for the Break O Day Council Natural Resource Management Committee - September 2021

OFFICER'S RECOMMENDATION:

That Council receive the Record of Proceedings of NRM Committee Meeting held on 5 May 2026 and consider any matters for further Council attention.

INTRODUCTION:

The Break O'Day Council NRM Special Committee met on Tuesday 5 May and is due to meet next on 4 August 2026.

PREVIOUS COUNCIL CONSIDERATION:**Council Workshop 6 July 2026**

04/26.16.3.747 Moved: Clr L Johnstone/ Seconded: Clr K Chapple

That Council receive the Record of Proceedings of NRM Committee Meetings held on 10 June & 28 October 2025 and 3 February 2026 and consider any matters for further Council attention.

CARRIED UNANIMOUSLY**OFFICER'S REPORT:**

The Committee's Meeting on 5 May 2026 was again held without a quorum (of six) of members attending. The Meeting nonetheless proceeded in accordance with the Charter for NRM Committee and the Record of Proceedings is provided for Council to consider.

Of note at this Meeting was the Committee's work on the Cat Management Discussion Paper from the Department of Natural Resources and Environment Tasmania (NRE). The Committee's input informed a submission on the Discussion Paper to NRE by Council, which was adopted at Council's May Meeting that followed.

Membership and a lack of quorums at consecutive Meetings continues to be a concern for the NRM Committee and its role. Council's submission to NRE on the future of cat management in Tasmania is an example of the value of having a vehicle such as the NRM Committee for community, government and industry knowledge and experience to inform and support Council decisions around natural environment and resource values and management issues.

Council elections are due this year and with a reduced number of elected members. It is suggested Council, at a Meeting before the elections, review its *Charter for the Break O Day Council Natural Resource Management Committee*, which governs operation of the NRM Committee. Views of the NRM Committee would be sought first, by including the Charter on the agenda of its scheduled 5 August Meeting.

Current outstanding NRM Committee actions.

	Item	Status
From 2020		
6.2.1	Maintain representation and members vacancies on Councils NRM Committee	An on-going matter for the Committee.
5 March 2024, 4 June 2024, 10 June 2025 (Combined)		
6.4.2, 4.2.1, 4.2.1 (respectively)	Council writes to the Minister for Parks and Wildlife Service to ask for PWS to be better resourced to manage pest plants and animals in reserves, significant increase in resources for deer control and to prepare Statutory Reserve Management Plans for reserves in the Break O'Day.	Recommendation(s) received – to action
4 June 2024		
4.4	Draft a 3-year NRM Action Plan to update the Break O'Day Environment and NRM Action Plan (2018-2023)	To action as time permits.
4 February 2025		
6.3.1	Council should keep and report fuller records of its weed control programs, that can show progress and planned follow-up for management of weed infestations.	On-going
4 February 2026		
4.2.1	Council write to the LGAT highlighting the severe safety risks associated with Peri-urban deer encroachment and request LGAT lobby the State Government for a significant increase in resources for deer control across the State, including in the Break O'Day municipality.	To action
5.1.1	That Council formalises an agreement with NE Bioregional Network to initiate Volunteer weed management works on designated Council land	Development of Council process for Agreements with NRM Facilitator

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

Goal

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

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.

Goal

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

Strategy

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

Key Focus Area:

Communication - Improve and develop communication processes that lead to the community feeling more informed and involved.

Break O Day Annual Plan 2025-2026

Actions:

Natural Resource Management Committee - Support the Committee to address objectives and priorities of the Environment and NRM Strategy and Action Plan.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees

Local Government (Meeting Procedures) Regulations 2015

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority



Record of Proceedings

NRM SPECIAL COMMITTEE MEETING

Tuesday 5 May 2026

Meeting

Break O Day Council Chambers – 1.00pm

32-34 Georges Esplanade, St Helens

1 Attendance

Note members present and apologies.

Present: Clr Kylie Wright – (Acting Chairperson), Todd Dudley (NE Bioregional Network), Graeme Wathen (Community Representative), Clr Vaugh Oldham (Council).

Apologies: Clr Liz Johnstone (Chairperson), Robin Dickson (Forestry Representative), Steve Towner (Parks & Wildlife Service), Adam Peaty (Community Representative), Liese Fearman (Agricultural Representative), Craig Lockwood (Marine / Aquaculture Representative)

- Attending: Polly Buchhorn (NRM Facilitator) and Linda Sznnytka (Meeting note taking – Administration Officer)
- 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.

1.1 Acknowledgement of Country

Clr Kylie Wright provided Acknowledgment of Country to the Committee Meeting.

As we stand on Kununurra Kuna land we pay our respects to elders past and present as they hold the stories, language and culture for our young aboriginal and non-aboriginal children.

We acknowledge that the land we are on is, was and always will be traditional aboriginal land.

And we thank the elders for allowing us to meet on their land today.

2 Confirmation Minutes of Meeting

2.1 Minutes of Meeting

The Meeting held on 10 June 2025 (postponed from the original 6 May 2025) and the Meeting held on 28 October 2025, and the Meeting held on 3 February 2026 were all short of a quorum. The decisions made need to be ratified as well as confirming the Minutes by the Committee.

- 2.1.1 That the resolutions recorded in the Minutes of the Meeting held on Tuesday 10 June 2025, be ratified and the Minutes and confirmed.

Moved: Todd Dudley

Seconded: Clr Kylie Wright

For: All

Against: NIL

Carried Unanimously

2.1.2 That the resolutions recorded in the Minutes of the Meeting held on Tuesday 28 October 2025 with less than a quorum present, be ratified and the Minutes and confirmed.

Moved: Clr Vaughn Oldham

Seconded: Clr Kylie Wright

For: All

Against: NIL

Carried Unanimously

2.1.3 That That the resolutions recorded in the Minutes of the Meeting held on Tuesday 3 February 2026 with less than a quorum present, be ratified and the Minutes and confirmed.

Moved: Clr Kylie Wright

Seconded: Todd Dudley

For: ALL

Against: NIL

Carried Unanimously

3 Declaration of interest of a member or close associate

Committee members should consider any matters on the Agenda for which they have an interest in decisions the Committee may make for actions or providing advice or recommendations to Council.

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

No interest Declared

4 Business arising from the previous meeting

4.1 State Coastal Policy

Todd raised the matter of the State Coastal Policy proposed amendment, that introduces a performance-based approach where development proponents demonstrate compliance, and why the Council supported it. The amendment has implications for Council with a potential increase in representations and litigations.

The NRM Facilitator referred Committee Members to the report in their Agenda for the 25 October 2025 Meeting.

Todd further elaborated that he had contacted the Tasmanian Planning Commission, who advised their assessment of the amendment proposal was in the last phase, with questions sent back to the Tasmanian Government Planning Office on justification of the amendment. responses received from Break O Day and Huon Valley Councils only.

Polly noted that the State Planning Commission still has to consider whether the amendment will go ahead. It also included removing the Policies use of the term 'actively mobile landforms', definition of which had been raised as a reason for changing the Policy. The amendment would require 'appropriately qualified' consultants to provide evidence a development can achieve 'tolerable risk'.

4.2 Committee Membership

At Councils Workshop on 2 February it asked a public invitation be made for Expressions of Interest (EOI) from people interested in joining the committee. This EOI was also extended to two Committee members due for reappointment.

In total four expressions of interest were received and considered by Council at its 20 April Meeting. Council appointed Liese Fearman as Agricultural sector representative, and Graeme Wathen and Adam Peaty as Community (individual or local interest group) representatives.

Faye Harding (Aboriginal community representative) has advised that she will not be continuing on the Committee. As such, the following Committee vacancies exist:

1x Education sector representative

1x Agricultural representative

1x Aboriginal community member

The Committee welcomed the appointment of Graeme Wathen (Community Representative), Adam Peaty (Community Representative) and Liese Fearman (Agriculture Representative) for a 2-year term.

4.3 Future Production Protection Forest Land in Break O'Day

Due to time constraints at the February meeting this item was carried over for discussion.

Council was at the time revisiting questions around the future of Future Production Protection Forest Land (FPPF) in Break O'Day following a Motion passed at Council's 2024/25 AGM in December.

At its February Meeting it decided:

"Council publicly supports securing Break O'Day Future Production Protection Forest Land with high conservation value in conservation reserves for the community to benefit from its natural values and biodiversity to ensure they are available for future generations to enjoy as we do."

Todd noted that the bulk of FPPF land is in limbo, with the Parks & Wildlife Service and other State entities having minimal resources to manage the land.

4.3 Scamander Coastal Hazards & Pathway Adaptation Plan

The final Coastal Hazards and Pathways Adaptation Plan was received and endorsed by Council at its April Meeting.

Preparations are underway for mitigation works as part of the project and identified by the Plan as priorities to address immediate erosion risks. They include repair and stabilisation work on the southern shoreline and improved monitoring of closing of the barway and protocols for reopening it to reduce inundation risks.

Polly provided an update to confirm that 'ground works' are proposed for the following areas; albeit costs are now likely to exceed the planned project budget:

- repairs to the end of the rock wall (Park area)
- Scamander river mouth park (south bank) – seaward side of bridge, where sand has made a beach
- Dune Street, erosion / bank area
- A report will be placed on Council's website, detailing the specific ground/repair works proposed.
- Planting/ re-vegetation is unlikely to occur this year.

Todd requested the use of local endemic plants, and the need to go about the planting in a systemic manner with a regular on-going maintenance program to be established. Furthermore, Todd mentioned that there are on-going Government grants, which could provide opportunities to support the existing program through Volunteer work.

Graeme questioned whether related planning matters were considered by the Consultants, specifically in regard to land retreat and what can Council do anyway? Who bears the cost of any retreat? Graeme suggested there needs a Specific Area Plan put to the Planning Commission for this locality and issue.

4.4 Angasi oyster reefs – threatened community listing assessment.

Polly provided an update and clarification that the Threatened Species Scientific Committee had provided its advice and report to the Minister by 30 April 2026, on whether *Ostrea angasi* reefs will be listed as a threatened ecological community, following an extended public submission period on time.

The Minister for the Department of Climate Change, Energy, the Environment and Water was now to make a decision within a further 90 working days - in September 2026.

4.5 Bay of Fires Master Plan

Todd noted Draft of the Bay of Fires Master Plan had a strong focus on infrastructure, lacked detail, had limited acknowledgement of scenic values and not a lot of nature conservation actions. Key areas with natural/scenic beauty and high conservation values should be designated as State Reserves with statutory Management Plans and adequate funding for the Parks & Wildlife Service to maintain scenic protection and strong conservation values. Planning scheme controls should also be improved.

Furthermore, there is significant opportunity for Future Production Protection Forest Land in the Bay of Fires Catchment area to be re-classified, linking the Bay of Fires Conservation Area, with Humbug Nature Recreation Area and Mt Pearson State Reserve. An amalgamation of these areas would increase reserve tenure thereby allowing for better resourcing and management of the Bay of Fires area and offer an extended vegetation and habitat corridor.

Clr Oldham commented on an anticipated 40% increase of visitors to Tasmanian with the new ferry services would bear heavily on this coastal destination.

5 Current outstanding NRM Committee actions

The Committee discussed combining several actions to lobby the Government for more resources to be allocated to Parks and Wildlife Service, Reserve management planning and biosecurity problems.

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6.4.2, 4.2.1, 4.2.1 (respectively)	Council writes to the Minister for Parks and Wildlife Service to ask for PWS to be better resourced to manage pest plants and animals in reserves, significant increase in resources for deer control and to prepare Statutory Reserve Management Plans for reserves in the Break O'Day.	Recommendation(s) received – NRM facilitator to action
4 June 2024		
4.4	Draft a 3-year NRM Action Plan to update the Break O'Day Environment and NRM Action Plan (2018-2023)	NRM Facilitator to action as time permits.
4 February 2025		
6.3.1	Council should keep and report fuller records of its weed control programs, that can show progress and planned follow-up for management of weed infestations.	On-going NRM Facilitator clarified that detailed reporting of Works operations was not appropriate.
8.4.1	Include Council contact information (NRM Weed Officer) with the 'Weed of the Month' articles in Council's Newsletter; and include land clearing and weeds information in Council's 'New Residents Kit'.	Not implemented, for now.
4 February 2026		
4.2.1	Council write to the LGAT highlighting the severe safety risks associated with Peri-urban deer encroachment and request LGAT lobby the State Government for a significant increase in resources for deer control across the State, including in the Break O'Day municipality.	To action.
5.1.1	That Council formalises an agreement with NE Bioregional Network to initiate Volunteer weed management works on designated Council land	Development of Council process for Agreements with NRM Facilitator

5.1.1 Recommendation: The Committee receives the report on Outstanding Committee items and updates to their status.

Moved: Todd Dudley

Seconded: Clr Kylie Wright

For: ALL

Against: NIL

Carried Unanimously

6 Issues

6.1 Cat Management

The Committee received the report on current activity for cat management, including a proposal for a Cat Management Program in Break O'Day, Council's cat management in recent years, and the Discussion Paper from Natural Resources and Environment (NRE) for a second Cat Management Plan.

The NRM Facilitator shared some points he identified when reviewing the NRE Discussion Paper.

- continue the regional integrated and strategic cat management and cooperation that was started by the first Cat Management Plan, including to undertake regional actions.
- continue to focus on the 'stray cat' cohort, to leave only 'responsibly owned cats' and feral cats, with stronger integrated measures and more effective resourcing
- more support is needed for capacity and costs of Cat Management Facilities, Nominees, rehoming, RSPCA and veterinary services
- activate 'responsible (kept at home) ownership', give it social licence – extending education and information programs, assisting owners with containment measures, and
- rather than [dog like] 'registration', build on strong existing microchip regulations to help cat owners and their cats identify themselves as meeting 'responsible cat ownership' expectations (make it a positive)
- regulate free feeding of stray cats (may be possible through Council's Animal Control By Law) – legal and social enforcement
- on feral cats, identify high value 'assets' and locations, for trialing humane population control technologies at community level for proof of concept and cost effectiveness of the long term control programs required.

Further to the above, there was some support from elected members at Council's recent Workshop for cat registration. Cllr Kylie Wright advised that cat registrations would bring in revenue which could then be allocated to control mechanisms. However, using dog registrations as a guide, it is uncertain if registration fees contributed significantly to cost recovery.

In view of Adam Peaty being an apology for this meeting the Draft Proposal for Cat Management Program for Break O Day Council he co-authored would be deferred to the next Meeting in August.

Discussion focused on the NRE Discussion Paper, using its consultation questions, to provide advice, that would then be included in a draft submission by Council. The following is a summary of that discussion.

Discussion Paper questions

Domestic cats	Committee discussions / suggestions
1. What do you consider are the advantages and/or disadvantages of compulsory registration of cats compared to microchipping?	• Need to establish a protocol if registrations proceeds • Focus should be one-off cost to support desexing and ensure animals are contained • Resourcing and costing associated with enforcement
2. Do you think cat owners should be required to register their cat, like dog registration? If you answered "No," skip to Question 5.	Yes or No.
3. If yes, should there be a fee/levy charged for registration of a cat? If you answered "No," skip to Question 5.	Yes or No.
4. If yes, what should the fee be used for? (For example: registering cats, research into cat welfare, the costs of managing cats)	• Fee required from 4 months of age – used to support sterilisation / de-sexing
5. What could help ensure that people who breed and sell cats are doing so lawfully?	• Formal notification – declaration cat was de-sexed
6. Do you think a seller should be required to state that the cat meets the legal requirements of sale in advertisements?	• Need a definition of 'seller' to include someone who gives an animal away.
7. What role, if any, should cat owners play in reducing impacts on wildlife, neighbours, and the broader community?	
8. What practical challenges would households face if stronger cat management	• Cost of containment, which forms part of responsible cat management

measures were considered in the future?	
9. Are there alternative approaches that could achieve responsible cat ownership outcomes without requiring containment?	Social enforcement / compliance at a community level – requires active engagement
10. If additional cat management approaches were ever introduced, what monitoring or compliance methods would be workable and fair?	
11. Under what circumstances, if any, would stronger cat management measures be considered reasonable?	
Stray cats	
12. Do you think feeding of stray cats should be prohibited?	Yes
13. What do you consider are the main challenges or barriers to a prohibition on feeding stray cats?	monitoring / enforcement provisions
14. What are some solutions to these challenges or barriers?	Greater community education – including sharing of information with schools/children; as the next generation to manage
15. How do you think colony cats should be managed?	Social humane welfare issues
Feral cats	
16. How can rural landowners/managers be supported to better manage feral cats in areas with important conservation values and agricultural assets?	Longer-term objective(s) established to focus resources, where feral cats are highlighted as problematic in important conservation values
17. Should the distance from the nearest residence for humane euthanasia of cats on private property be reduced to less than 1 km? If you answered "No," skip to Question 19.	- General consensus is yes. - Distance(s) could be related to land use / zoning
18. If yes, what is an appropriate distance?	150m suggested for rural environment – less for urban development, due to population/density.
Other	

19. What types of education, incentives, or support programs would encourage responsible cat ownership?	A 'mobile' cat management facility
20. Should cat management approaches differ between urban, peri-urban, and rural areas? If so, how?	
21. Are there any other matters which you would like to raise in relation to improving cat management in Tasmania?	

6.2 Weed Management

The Committee received an update on the issue, raised initially in early 2025.

- At its February 2025 Meeting the Committee discussed reporting of weed management activity and seeking better and more detailed information, resolved: *Council should keep and report fuller records of its weed control treatment programs that can show progress and planned follow-up for management of weed infestations.*
- Council control activities reported to the Committee previously are those reported to Council directly at its monthly Meetings - weeds treated by township – plus other weed management such as 'support' to private landholders and managers and community, weed management projects and strategy
- Discussion identified a need for Council to have a better information management system for its weed control program, which would support implementation of overall Weed Management Strategy.
- It was proposed ideas for a Council weed control information management system be developed further, with concrete proposals tailored to Council's operational environment and resources.
- A Break O'Day Weed Action Strategy should also be progressed.

Todd noted that there are no regular updates from Council on their weed management program: what weeds are the focus, where are actions being initiated/proposed, and when are works scheduled to manage weed issues? And particularly in regard to follow-up actions associated with containment.

Polly relayed that detailed information on Council (weed control) operations was not considered appropriate information to be shared outside of Council and in the public domain.

Todd advised that he only had a brief opportunity to review Kingborough Councils Weed Management Strategy – which was a detailed 150 page document. A key observation

was the Councils collaboration with volunteers and stakeholders, which facilitated the adoption of various weed strategy management options across the Municipality; including the crossing into other Council areas – as weeds know no boundaries.

Due to meeting time constraints this item did not progress and should be tabled on the next Agenda.

7 NRM staff update

The NRM Facilitator will report further at the meeting.

The NRM Facilitator reported on the following key activity and others.

- *Scamander Coastal Hazards and Flood Risks Pathways Planning* project - Adaptation Plan finalised and mitigation works being planned and started. (reported on previously at 4.3)
- Climate Change Action – local government collaboration (LGAT and NTARC), updated flood modelling, transport sector transition.
- Control of Scamander stray/ colony cats with PWS.
 - PWS will be undertaking cat trapping at Dianas Basin and Scamander Conservation Area between May 17 – May 23 this year; with a view to reduce predation on native bird species.

8 Committee Members update and other business

8.1 St Helens street plantings

At the recent Workshop meeting for Councillors, Mayor Tucker, raised the question about extending natural vegetation around/into Morty Car Park area, suggesting Kangaroo Paws as a good option. It was noted that these are not endemic and could become weedy, if not managed appropriately.

Todd also highlighted a lack of landscaping near library; currently bare earth – suggested establishment of pig faces and Poa genus (native grasses), to reduce erosion.

8.2 Skyline Tier Ecological Restoration funding

Todd advised that NE Bioregional Network had secured funding for re-habitation works at Skyline Tier (600Ha – pine plantation). It was suggested that the Committee visit the area, as part of a future field trip. Linda to liaise with Todd about proposed future date/field trip.

9 Next Meeting Dates

Meetings have been held on the first Tuesday of each month, normally from 12:30pm for business starting formally 1pm (or sooner with agreement of those attending) and field trips prior where possible.

For Members not able to attend in person a video link (for a Microsoft Teams Meeting) will be made an option wherever possible (Council Chambers for example).

2026 Meeting dates for the NRM Special Committee are as follows:

- 3 February 2026 – (Council Chambers)
- 5 May 2026 – (Council Chambers)
- 4 August 2026 - (Council Chambers)
- 10 November 2026 – (Council Chambers)



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	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 matters 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:

15.06.2026	Scamander	– Scamander-Beaumaris Action Group, attended their meeting (included Council's Infrastructure & Development Services Manager) to discuss a range of Council related projects in the local area. A very positive meeting chaired by local resident Brian Mooney who did an excellent job. Key topics covered included Wrinklers Stormwater upgrade; Scamander Waste Handling site and Tip Shop; Scamander Sports complex; Scamander River mouth project; and Detention Basin future use.
17.06.2026	St Helens	– St Helens MTB Network, hosted representatives from Gold Coast City Council, meeting who were seeking to understand the history behind the MTB project, network maintenance and ongoing development for the Flagstaff Trail Network (St Helens Mountain Biking Trails).
18.06.2026	St Helens	– St Lukes Health, meeting with Nikki Long involving Council's Business Services Manager and Community Wellbeing Officer, opportunity to discuss strategic development opportunities relating to health services in Break O'Day and how St Lukes are looking to develop Wellness Hubs in key locations to service their members and the community.
18.06.2026	MS Teams	– Break O'Day Employment Connect (BODEC) monthly Management Committee Meeting.
18.06.2026	Launceston	– Northern Tasmania Development Corporation (NTDC), Farewell for CEO Chris Griffin.
22-26.06.2026	Canberra	– Australian Local Government Association (ALGA), attended the National General Assembly (NGA) with Deputy Mayor Chapple, participating in

		discussions on national local government priorities, funding advocacy and emerging issues affecting councils.
23.06.2026	Canberra	– Senator Jono Duniam, meeting involving Mayor Tucker and Deputy Mayor Chapple, discussions focussed on the Georges Bay Foreshore Walking Track.
24.06.2026	Canberra	– Ms Rebecca White, Assistant Minister for Women, Indigenous Health and Health and Aged Care, meeting to discuss future funding for the Georges Bay Coastal Resilience and Multi-User Track Project, general discussion also covered Childcare at St Marys; Aquatic facility project; health and medical services; St Marys Pass project; Regional University Study Hub; Jobs Hub and employment services.
24.06.2026	Canberra	– Tasmanian Cohort networking event hosted by Regional Development Australia Tasmania (RDAT) LGAT and NTDC, attended with the Tasmanian attendees of the 2026 NGA of Local Government.
25.06.2026	MS Teams	– TasWater, attended the General Meeting, endorsing the FY2027–31 Corporate Plan and participating in discussions on their Price and Services Plan 5 (PSP5) and the pricing determination approved by the Tasmanian Economic Regulator.
02.07.2026	Cape Portland	– Tebrakunna Multifunctional Ranger Base, visited the new Ranger Base with MTWAC CEO Nick Cameron, to discuss the facility and its role in supporting Aboriginal land management and community outcomes.
06.07.2026	St Helens	– Council Workshop.
09.07.2026	MS Teams	– East Tas Education and Employment (ETEE), meeting of Board relating to oversight of the Study Hub and Jobs Hub projects.
09.07.2026	Hobart	– Regional Jobs Hub Network, Learning Development Forum.

Meetings & Events Not Yet Attended:

15.07.2026	Launceston	– Premier’s Northern Economic Summit.
17.07.2026	Launceston	– Northern Region General Managers, key discussion points included NTDC, Regional Land Use strategy, Climate Change project and shared services and procurement opportunities.
20.07.2026	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 and stakeholders included Jess Jones (DEWR), Jake Johnstone, Jean Rosevear (Mainly Maritime Inc – update on the improvements to the museum).

Brief Updates:

MTWAC and Tebrakunna Multifunctional Ranger Base

It has been about three years since the General Manager attended the launch of the Tebrakunna Rangers Program at their Cape Portland site and during that time MTWAC have developed a fantastic base for the Ranger program and their future activities in this area and areas to the south. The visit provided an opportunity to discuss a range of matters of mutual interest with MTWAC CEO Nick Cameron and discussions focussed on the Tebrakunna Rangers program which covers all of the Break O’Day coastline and involves a substantial skills building/delivery program, CUC Eastern Tasmania is in a position to assist with skills delivery and Nick will visit when in the area. They also

have a role to play in the potential response to the H5 Avian Bird Flu situation which is evolving and BODC will work with them on logistical support. A brief discussion occurred on the Reconciliation Action Plan process and the recently adopted Local Action Plan and development of a closer working relationship.

TasWater Corporate Plan

Recently TasWater provided their Four-Year Corporate Plan for review and comment on what was proposed for the next 4 years. The Plan sets out high level financial projections and metrics as well as a range of KPIs and their projected performance against those over this period. Following this comment period TasWater provided (in mid June) the final version for adoption at the General Meeting on 25 June 2026. In the final version they disclosed their intention to substantially reduce the Dividend to shareholder Councils, this situation had not been previously canvassed and TasWater failed to disclose this material change in the covering correspondence. When TasWater started considering this they should have warned Councils of the situation so that we could all make the necessary adjustments to our Budgets which were in the final stages of being finalised. Instead, nothing was said and this failure to communicate and engage has damaged the trust and relationship which has developed in recent years. Their failings have been acknowledged by TasWater and they have committed to improvement in this area. Ultimately, there is a reduction in the Dividend council will receive of approximately \$50k in FY27.

Communications Report

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS	BODC Newsletter	Sent out 1 week ago. Included stories on: • Break O'Day Triathlon Challenge recognised with State award • Revaluations and your rates • Aquatic Facility Update: What's happening • Help Shape Council's Newsletter - survey
	BODC Website	• ReThink Waste Tasmania – Plastic Free July kid's workshop- 15 July 2026. • Fingal Valley Neighbourhood House – Wellness Creativity Day, 17 July 2026. • Break O'Day Artists Inc. - "Artists' Dinner" – 29 August 2026. • Back to St Marys Weekend - 31 October 2026.
	Valley Voice: Five minutes with the Mayor	• Aquatic Facility Update • Bird Flue preparedness • Local Government elections coming up.
SOCIAL MEDIA	Break O'Day Council	• Australian Citizenship Ceremony - We welcomed five new Australian citizens to the Break O'Day community.

		• Waste Tag Campaign – Getting it right, together. • Congratulations to Janet Drummond for being awarded Medal of the Order (OAM). • Rates 2026/27 and the revaluation by the Valuer-General information. • Cat desexing and microchipping subsidy.
	Shared Social Media Posts	• Recycle Rewards – Refund Container Scheme located at the St Helens Sports Complex. • Environmental Protection Authority - Burn Brighter this Winter campaign. • Live4Life Break O'Day – Community Choice Award, MyState Bank nomination. • 2026 Break O'Day Triathlon Challenge – 2025/26 Club Initiative of the Year Award. • Lifeline Tasmania – What does resilience really mean? Talks on Tap event with guest speaker Nathan Burns. • Circular North – Plastic Free Pledge 2026 campaign. • Department of Natural Resources and Environment Tasmania – Bird Flu preparedness. • St Helens Library – School holidays program. • National Emergency Management Agency – AusAlert, national warning system. • CUC Eastern Tasmania – Expression of interest, Management Committee members. • 2026 Census Australia – Field Officer jobs available in locations all over Australia.
EMPLOYMENT	Environmental Health Officer	• Seeking a skilled and proactive individual to take on this important role within our Development Services team. https://www.bodc.tas.gov.au/council/employment-opportunities/
EMAIL DATABASES	Continuing to develop	Continuing to collect email addresses for the newsletter and township databases. This

		has been going well with all the consultation underway, which is used as an opportunity to promote our EDMs.
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Actions Approved under Delegation:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
DA 2024/00156 7 Grant Street, St Marys	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
01.06.2026	337 Certificate	74A Main Road, Binalong Bay	3472783
02.06.2026	337 Certificate	13 Newman Street, St Marys	6404962
10.06.2026	337 Certificate	1 Barnett Close, Binalong Bay	2690527
10.06.2026	337 Certificate	14 Crosby Street, Cornwall	6399921
11.06.2026	337 Certificate	23 Bridge Esplanade, Scamander	2981199
15.06.2026	337 Certificate	125 Acacia Drive, Ansons Bay	7701918
15.06.2026	337 Certificate	32 Irish Town Road (CT189179-2), St Marys	2697710
16.06.2026	337 Certificate	14 Peron Street, Stieglitz	6785451
17.06.2026	337 Certificate	21428 Tasman Highway, Four Mile Creek	2820264
17.06.2026	337 Certificate	169 Tully Street, St Helens	7731420
17.06.2026	337 Certificate	16 Douglas Court, St Helens	7551198
17.06.2026	337 Certificate	4529 Esk Main Road (CT247136-3, 247136-2, 211231-1, 247136-1, 247136-4, 211218-1, 211217-1), Fingal	9211677
18.06.2026	337 Certificate	17-19 St Helens Point Road, Stieglitz	7440471
22.06.2026	337 Certificate	19 Walker Street, St Helens	6782306
22.06.2026	337 Certificate	263 St Helens Point Road, Stieglitz	7440543
28.06.2026	337 Certificate	5 Longhill Place, St Helens	7631999
29.06.2026	337 Certificate	37 Lawry Heights, St Helens	6781354
29.06.2026	337 Certificate	7 Archie Court, St Helens	9748290

Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded To
10 April 2026	Contract 030\002\014 – Website Redevelopment	Rock Agency

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017-2027 (Revised March 2022)

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

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

LEGISLATION & POLICIES:

N/A

BUDGET AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

ACTION	DECISION
PROPONENT	Council
OFFICER	John Brown, General Manager Jayne Richardson, Executive Officer
FILE REFERENCE	018\019\001\
ASSOCIATED REPORTS AND DOCUMENTS	Temporary Occupancy Agreement Letter from Minister Palmer dated 3 July 2026

OFFICER'S RECOMMENDATION:

That Council:

1. Receive the report regarding the St Helens Online Access Centre noting the analysis of the service offerings by the St Helens Online Access Centre and Libraries Tasmania through the St Helens Library;
2. Note the response from Minister Palmer dated 3 July 2026;
3. Monitor the effectiveness of the Libraries Tasmania digital inclusion service in meeting community needs and advocate on behalf of the community when needs are not being met to the level required;
4. Not provide annual operational funding to the St Helens Online Access Centre

INTRODUCTION:

The purpose of this report is to provide Council with information regarding the St Helens Online Access Centre following a Notice of Motion from Councillor Kylie Wright requesting that a report be provided to Council.

The report outlines the information currently available in relation to State Government funding arrangements, the temporary occupancy support provided by Council, the proposed Libraries Tasmania digital inclusion service model, and areas of service crossover, potential duplication and risk.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 6 July 2026

Council Meeting 15 June 2026

06/26.11.1.780

Moved: Clr I Carter/ Seconded: Clr K Chapple

That Break O Day Council approach the State Government firmly requesting a reconsideration that restores direct funding for the St Helens Online Access Centre [SHOAC]. This would ensure the attentive and proven service continues to adequately support our community particularly the older demographic and other vulnerable residents. It is paramount that Council seek clear evidence comparing the current SHOAC service model with the advertised Library digital assistance model. It is also vital that Council ensure that any discussion or decision is based on service data, community

feedback and client need. SHOAC, in its current form, helps people stay independent, connected and able to manage essential services in a world that has moved online.

CARRIED UNANIMOUSLY

Council Meeting 18 May 2026

05/26.11.1.759

Moved: Clr K Wright/ Seconded: Clr I Carter

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 Break O'Day Council urgently commit to take on the funding of the vital community service, which we are at great risk of losing, being the "Online Access Centre". Not only has the OAC lost government funding, but are now in a situation as from June 30, 2026, that they will no longer have a premises to operate from, as the Library has changed its position on the use of space, as they are about to extend and renovate the existing premises.

Procedural Motion

Moved: Clr B LeFevre / Seconded Clr K Chapple

That Council defer the item to a future Council Workshop

**Carried – Mayor M Tucker, Clr K Chapple, Clr G Barnes, Clr L Whittaker, Clr V Oldham, Clr K Wright, Clr B LeFevre
Against Clr I Carter**

OFFICER'S REPORT:

At the May 2026 Council Meeting, a Notice of Motion was submitted by Councillor Kylie Wright regarding Online Access Centre funding. The motion sought that Council urgently commit to taking on the funding of the Online Access Centre, noting that the Centre had lost government funding and would no longer have access to its previous premises from 30 June 2026 as a result of changes to the use of space within the St Helens Library.

The submission in support of the motion identified the St Helens Online Access Centre as a valued community service, particularly for older residents, people experiencing digital exclusion, residents with low literacy, and community members requiring assistance to deal with online services, scams, government departments, banks, telecommunications providers and other organisations. The motion also requested that Council investigate accommodation and partnership options to help secure the Centre's long-term future.

At the June 2026 Council Meeting, a Notice of Motion was submitted by Councillor Ian Carter requesting that Council approach the State Government requesting a reconsideration that restores

direct funding for the St Helens Online Access Centre and seeking clear evidence comparing the current SHOAC service model with the advertised Library digital assistance model. The letter was sent and a response received from Minister Palmer dated 3 July 2026 which is attached to this Report.

In accordance with the motions, this report has been prepared to provide Council with the information currently available.

Online Access Centre funding arrangements

Online Access Centres have historically provided digital inclusion support across Tasmania, including support for residents who may have limited access to technology, internet services, digital confidence or informal support networks.

Within the Break O'Day municipality, Online Access Centre services have operated in St Helens, St Marys and Fingal.

Council has received further advice regarding the State Government's approach to Online Access Centre funding decisions within the municipality. This advice indicates that the State Government has taken a place-based approach rather than applying a single model across all centres.

In Fingal, where there is no other form of digital inclusion support, and where the Neighbourhood House receives ongoing grant funding through the Department of Premier and Cabinet, the Online Access Centre funding has been rolled into the Neighbourhood House base grant. Council understands this was intended to reduce red tape and the number of separate government grant acquittals, with a modest funding increase.

In St Marys, although the Online Access Centre is located close to the library, the State Government has determined that the library is not currently able to provide an equivalent level of digital inclusion support. Council has been advised that the St Marys Online Access Centre operates for more hours per week than the library, and that the library is too small to accommodate an expansion of public computers or digital inclusion volunteers. On this basis, the St Marys Online Access Centre has been provided with a further three-year Digital Connections grant, with a modest funding increase. Council has been advised that the different outcomes for Fingal, St Marys and St Helens were based on local circumstances, including other services available in each locality and how digital inclusion support could be provided in the most accessible and sustainable way for each community.

Temporary accommodation support provided by Council

Council is working to provide practical assistance to the St Helens Online Access Centre through a temporary occupancy arrangement at the Portland Hall.

Under this arrangement, the Online Access Centre will operate from the front room at Portland Hall for 20 hours per week, being Monday to Friday from 10:00am to 2:00pm. They will also have additional access for an hour either side of these times for set-up and pack-up. (A copy of the draft lease is included in the attachments.)

Council is supporting the temporary use of the facility, including meeting utilities and cleaning costs and has also worked with the Centre President to install additional electrical and Wi-Fi requirements

at a cost of \$3700 The Online Access Centre is responsible for its own internet connection and public liability insurance.

This arrangement provides an interim accommodation solution for the Centre. It does not resolve the broader questions of ongoing operational funding, long-term premises, service responsibility, duplication with other services, or whether there is a demonstrated service gap requiring Council funding.

Current St Helens Online Access Centre service information

Information provided in support of the Notice of Motion indicates that the St Helens Online Access Centre currently operates as an established community-run service.

The motion states that the Centre is open five days per week, four hours per day, supported by two volunteers each shift and a paid coordinator.

The motion further states that the Centre has a minimum rostered volunteer contribution of approximately 40 hours per week, or approximately 2,080 volunteer hours per year. This excludes committee governance, fundraising, administration, cleaning, maintenance and community liaison. Officer research has found the following information and has presented a timeline to understand how funding for the coordinator role developed over the last 12 years:

2014

The ACNC Annual Information Statement for St Helens Online Inc records paid staff hours and employee expenses. This indicates the Centre had paid staffing in place by at least 2014, although the source does not confirm whether the role was formally titled “Coordinator”.

2019

ACNC records again show employee expenses, with employee expenses/payments listed at \$30,729. This supports that paid staffing continued during this period.

August 2022

The St Helens Online Access Centre was discussed in Parliament, with reference to its business case seeking funding for employment of a coordinator, and the coordinator cost being around \$40,000 per year. This is the clearest public reference located so far to the paid coordinator role.

November 2022

Break O'Day Council considered a St Helens Online Access Centre subsidy request. The Council minutes refer to Council staff meeting with the coordinators of all three online services to compare funding and service delivery.

March 2023

Council considered matters relating to the St Helens Online Access Centre and its transition/funding model, including previous community grant support.

June 2023

Council minutes confirm the St Helens Online Access Centre had requested funding to extend the current hours of the Co-ordinator, and that Council advised funding would not be provided for that purpose.

2024

Public service listings continue to describe the St Helens Online Access Centre as community managed and overseen by a management committee, coordinator and volunteers.

The motion identified that the Centre owns a range of equipment including standard public computers, high-specification computers, a large office printer/copier, a Wi-Fi printer, a public photo printer and other office equipment.

The motion also included usage information provided by the Online Access Centre, including an average of 17.5 client interactions per day, equating to 543 interactions per month and a projected 6,516 interactions per year.

The information provided also indicates that a significant proportion of users are older residents, with 65.6% aged 65 years and over, and 20% aged 75 years and over.

The Online Access Centre has also provided further clarification regarding how these usage figures are recorded. For the purpose of its door counts, one client interaction is counted as one person attending the Centre, even where that person may complete multiple tasks during the same visit, such as printing, scanning and seeking assistance with a phone issue. If a client receives assistance with more than one matter during the same visit, this is still counted as one client interaction for that day.

The Centre has advised that it can sort records by name to help validate individual clients; however, some quick transactions have not included client names. As a result, while the usage figures provide an indication of service activity and demand, they should be understood as attendance-based service counts rather than a fully verified count of unique individual clients.

The motion states that the Centre assists residents with matters including banking access, retained cards or locked accounts, Centrelink and MyGov, Medicare, telecommunications issues, failed phone top-ups, passwords and verification codes, scams and suspicious messages, concession cards and pensions, passports, online forms, printing and scanning.

Libraries Tasmania digital inclusion service model

Libraries Tasmania has developed Digital Inclusion Program and Services Guidelines which outline the services, service scope, roles, responsibilities and risk parameters that apply to digital inclusion support delivered through libraries. This is important to note as it is a key difference in how the OAC

delivers its services compared to Libraries Tasmania's model. Before Council makes any decisions on whether to fund the St Helens OAC, we must understand what their risk parameters and governance looks like.

The Libraries Tasmania model includes both digital support and digital skills development. The service model is not limited to providing access to computers or basic troubleshooting. It is also intended to build digital confidence and capability so that clients can increasingly complete digital tasks independently.

Libraries Tasmania's service offer includes:

- Access to public computers, Wi-Fi, printing and scanning;
- One-to-one digital support;
- One-to-one digital skills sessions;
- Group learning sessions;
- Outreach and pop-up digital skills and support;
- Assistance using devices, email, websites and apps;
- Assistance using government and essential services online;
- Support with online safety;
- Support with online form filling;
- Referrals to external services for complex or specialist needs.

The Guidelines identify St Helens Library as a Level 2 library. The minimum digital inclusion services expected at Level 2 libraries include public PC and Wi-Fi access, printing, copying and scanning, basic assistance navigating the internet, one-to-one digital support sessions, and one-to-one digital skills sessions.

A key feature of the Libraries Tasmania model is that support is provided through a "guide-by-the-side" approach. This means staff and volunteers guide the client through the task, with the aim of building confidence and skills, rather than simply completing the task for the client.

The Guidelines also set service boundaries. Staff and volunteers are expected to support digital inclusion while maintaining privacy, digital safety, professional boundaries and appropriate referrals.

For example, the Guidelines indicate that support may be provided for online forms, logins, password resets and personal information; however, staff and volunteers must comply with relevant privacy and conduct requirements and should not provide content-specific advice in areas such as health, financial or legal matters.

The Guidelines also identify some matters as out of scope, including financial advice, tax advice and specific assistance with banking apps. In these cases, clients are to be referred to appropriate services such as banks, the Australian Taxation Office, Services Australia Financial Information Services Officers or other relevant agencies.

Service crossover and potential duplication

Information provided in the service comparison material indicates that there is a significant crossover between the St Helens Online Access Centre service provision and the Libraries Tasmania digital inclusion model.

Both services are identified as providing support in areas such as:

- One-to-one digital skills assistance;
- Support accessing and using mygov;
- Support with online forms;
- Support applying for passports;
- Basic device support for mobile phones and tablets;
- Email setup, use and troubleshooting;
- Printing, scanning and photocopying;
- Access to public computers;
- Access to public wi-fi;
- Support using apps;
- Scam awareness and online safety support;
- Social media basics;
- Connecting with others using platforms such as zoom, whatsapp and facetime;
- Support with online shopping;
- Support accessing online banking platforms, noting that specific banking advice or transactional support is subject to service boundaries and referral requirements.

The comparison material also identifies areas where Libraries Tasmania provides services not currently provided by the Online Access Centre, including Be Connected skills building, artificial intelligence awareness sessions, eSafety awareness sessions, eLibrary resources, access to research databases and digital heritage collections, and access to additional equipment and assistive technology.

The Online Access Centre is identified as providing some services not provided by Libraries Tasmania, including laminating and binding, photo printing, some longer sessions using non-library applications, assistance with writing emails for clients, saving photograph collections from outdated devices, and some support described as assisting clients with telephone and Wi-Fi services.

Some of these additional services may be practical community supports, but they are not necessarily digital inclusion services of the type funded through the Libraries Tasmania model. Some may also sit outside the risk parameters of the Libraries Tasmania guidelines, particularly where the service involves acting on behalf of a client, entering information for a client, providing advice, or assisting with sensitive financial, legal, health or personal matters.

To make this easier for Councillors to understand, a table is provided below showing service delivery cross overs and details:

Service area	St Helens Online Access Centre	Libraries Tasmania / St Helens Library	Comment
Service model	Community-run service supported by a management committee, volunteers and paid coordinator.	State library service delivered through the Libraries Tasmania digital inclusion model.	Different governance and delivery models.
Opening hours / availability	Information provided with the motion states the Centre operates five days per week, four hours per day.	The Helens Library operates 39 hours per week, with online/digital inclusion services to be provided during these opening hours	The Library model provides greater overall service availability, although the nature and intensity of support may differ from the OAC model.
Staffing / support	Supported by two volunteers each shift and a paid coordinator.	Delivered by library staff and volunteers within Libraries Tasmania guidelines.	OAC model appears more volunteer-intensive. Library model has formal service guidelines.
Public computer access	Provides public computers, including standard and high-specification computers.	Provides public PC access and Wi-Fi.	Clear service crossover.
Wi-Fi access	Provides access to Wi-Fi and related support.	Provides public Wi-Fi access.	Clear service crossover.
Printing, scanning and copying	Provides printing, scanning and copying, including access to office equipment and printers.	Provides printing, copying and scanning.	Clear service crossover.
Photo printing	Provides public photo printing.	Not identified as part of the standard Libraries Tasmania digital inclusion service offer.	Potential point of difference, but not necessarily a core digital inclusion service.
Laminating and binding	Identified as a service provided by the OAC.	Not identified as part of the Libraries Tasmania service offer.	Practical community support, but outside the main digital inclusion comparison.
One-to-one digital support	Provides one-to-one assistance to clients.	Provides one-to-one digital support and one-to-one digital skills sessions.	Clear service crossover.

Digital skills development	Provides practical digital assistance and support.	Specifically focuses on building digital confidence and capability through a “guide-by-the-side” approach.	Library model has a stronger explicit skills-building focus.
MyGov, Centrelink and Medicare	Assists residents with MyGov, Centrelink, Medicare and related access issues.	Supports access to government and essential services online, including online forms, logins and digital navigation.	Crossover exists, but method and boundaries may differ.
Online forms	Assists with online forms, including practical help for residents.	Provides support with online form filling.	Clear service crossover.
Passports and concessions	Assists with passports, concession cards and pensions.	Supports access to government and essential services online, with referrals for complex or specialist matters.	Likely crossover, subject to service boundaries.
Email support	Assists with email setup, use, troubleshooting and, in some cases, writing emails for clients.	Provides assistance using email, websites and apps.	Crossover exists, but writing emails for clients may go beyond the library model if staff are acting on behalf of the client.
Device support	Assists with mobile phones, tablets, passwords, verification codes and device issues.	Provides assistance using devices, email, websites and apps.	Clear crossover, with risk boundaries around passwords and personal information.
Scam awareness / online safety	Assists with scams, suspicious messages and online safety concerns.	Provides online safety support and eSafety awareness.	Clear crossover.
Banking and financial access	Assists with banking access, retained cards, locked accounts and related issues.	Specific banking advice or transactional support is out of scope, with referral to appropriate services.	Important point of difference and risk.
Telecommunications support	Assists with telecommunications issues, failed phone top-	Provides general digital navigation and support using	Some crossover, but OAC may provide more

	ups, telephone and Wi-Fi services.	websites, apps and essential services.	hands-on account-level assistance.
Acting on behalf of clients	OAC service information suggests some support may involve real-time assistance with banks, government departments and other organisations.	Library model guides clients through tasks but avoids completing tasks for them or providing content-specific advice.	Key distinction. This may be a service gap, or it may reflect different risk settings.
Longer sessions / specialist applications	Provides some longer sessions using non-library applications.	Provides structured digital support and skills sessions within service guidelines.	Potential point of difference. Need to confirm frequency and demand.
Additional digital programs	Not identified as providing Be Connected, AI awareness, eSafety sessions, eLibrary resources, research databases or digital heritage collections.	Provides additional services including Be Connected, AI awareness, eSafety awareness, eLibrary resources, research databases, digital heritage collections and assistive technology.	Library model appears broader in formal digital inclusion programming.
Risk management	Risk controls are not clear from the information provided and would need to be understood, particularly where sensitive personal information is involved.	Operates under guidelines covering privacy, digital safety, professional boundaries, role limits and referral pathways.	Important consideration for Council if funding or supporting similar services.
Service gap assessment	Provides practical, hands-on community support, including some services not provided by the library.	Provides a structured digital inclusion service with defined scope and referrals.	The gap may not be in subject matter, but in the level, method and intensity of support provided.

Phone-based assistance and risk considerations

A key point raised in support of the St Helens Online Access Centre is that the Centre provides assistance to residents in real time, including by helping them deal with government departments, banks, telecommunications providers and other organisations.

The Online Access Centre has identified this as a point of difference from the library model.

However, based on the service comparison material and the Libraries Tasmania Guidelines, many of the subject areas identified by the Online Access Centre are also within the scope of the Libraries Tasmania digital inclusion model, including MyGov, Medicare, online forms, devices, email, apps, essential online services, scam awareness and online safety.

The key distinction appears to be the method and extent of assistance provided.

The Libraries Tasmania model allows support for government and essential services online, online form filling, logins, password resets and digital navigation. However, this support is provided within defined risk parameters. These include:

- Guiding the client rather than completing tasks for them;
- Building the client's skills and confidence;
- Avoiding content-specific advice;
- Protecting privacy and confidentiality;
- Using approved resources;
- Referring complex or specialist matters to appropriate agencies;
- Maintaining professional boundaries;
- Ensuring staff and volunteers operate within defined roles and responsibilities.

This is relevant to Council's consideration because the additional assistance described by the Online Access Centre may not represent a complete service gap. In some cases, it may represent a different level of intervention, or a service approach that extends further into areas of advocacy, personal administration or acting on behalf of clients.

Where assistance involves banking, MyGov, Centrelink, Medicare, telecommunications accounts, passwords, verification codes or other sensitive information, there are increased risks relating to privacy, confidentiality, cyber security, liability and the handling of personal information.

The Libraries Tasmania model appears to manage these risks through defined service scope, staff and volunteer responsibilities, privacy requirements and referral pathways. Any Council consideration of funding or supporting similar services would need to understand how equivalent risk controls are managed by the Online Access Centre.

Matters for Council consideration

The Notice of Motion asked Council to consider taking on funding of the St Helens Online Access Centre and to investigate accommodation and partnership options.

Council has already provided temporary accommodation support through Portland Hall, allowing the Centre to operate for 20 hours per week.

The remaining question is whether Council should provide operational funding, and if so, what service outcome Council would be funding.

Based on the information currently available, there appears to be both service crossover and potential duplication between the St Helens Online Access Centre and the Libraries Tasmania digital inclusion model.

There also appear to be some differences in the service model, particularly around immediacy of assistance, longer support sessions, phone-based support, practical administration support, and assistance that may involve more direct intervention on behalf of clients.

Before any Council funding is considered, Council would need to understand:

- What services are already provided through St Helens Library;
- What services will be provided under the new Libraries Tasmania digital inclusion model;

- What services are provided by the Online Access Centre that are not provided by Libraries Tasmania;
- Which of those services are genuine digital inclusion gaps;
- Which of those services are practical community supports but not digital inclusion services;
- Which services may duplicate existing State Government-funded services;
- Which services may carry privacy, cyber security, financial, legal or liability risks;
- What governance and risk controls apply to the Online Access Centre;
- What reporting would be provided to Council if funding were considered;
- What is the clear and identified community benefit to supporting additional digital services through funding the Online Access Centre;
- Whether the funding would be one-off, transitional or ongoing;
- Whether Council funding would create an expectation of long-term operational support.

Financial Requirements

Council has provided in-kind support through temporary occupancy at Portland Hall, including utilities and cleaning associated with use of the front room.

The Notice of Motion identified annual operational funding of \$25,500 as the amount previously received by the Online Access Centre. It also identified potential commercial rental costs of approximately \$16,000 per year if alternative premises were required.

No direct financial contribution is currently proposed through this report.

Should Council consider funding in the future, a further report would be required outlining:

- The amount requested
- Purpose of funding
- Funding source
- Term of funding
- Expected service outcomes
- Reporting requirements
- Governance, security and privacy arrangements
- Any ongoing financial or operational risks to council
- Risks to council and how they may be mitigated

Risk Implications

The key risk for Council is that it may be asked to fund a service without sufficient evidence of the specific service gap it is intended to address.

There is a risk of duplication if Council funds services that are already provided, or proposed to be provided, through the Libraries Tasmania digital inclusion model or other State Government-funded services.

There is also a risk that Council becomes responsible for ongoing operational support, including costs such as rent, phone, internet, equipment, staffing, insurance or administration, without a clear long-term funding framework.

There may be service continuity risks for community members if the current Online Access Centre model changes and an equivalent alternative is not available. This may particularly affect older

residents, vulnerable community members, people without reliable technology or internet access, and residents who require one-to-one assistance.

There are also governance, privacy and liability risks associated with digital inclusion services, particularly where users may be assisted with personal information, online accounts, government services, banking, health information, passwords, verification codes or other sensitive matters.

The Libraries Tasmania model includes defined service scope, privacy requirements, staff and volunteer responsibilities, and referral pathways. If Council were to consider supporting the Online Access Centre to provide services in similar or higher-risk areas, Council would need to understand what equivalent safeguards are in place.

Community Engagement

Community concern regarding the future of the St Helens Online Access Centre has been raised with Council through Notices of Motion, letters from the OAC and supporting information.

The information provided in support of the motion indicates that the Centre is valued by users, particularly older residents and those who may otherwise find it difficult to access online services. This report provides Council with the information currently available and identifies the service, funding, duplication and risk matters relevant to any future discussion.

Conclusion

The St Helens Online Access Centre has provided a valued service to members of the community, particularly older residents and those requiring assistance with digital tasks.

Council has provided temporary accommodation support through Portland Hall, allowing the Centre to continue operating 20 hours per week while the broader issue is considered.

The information available indicates there is significant crossover between the services provided by the Online Access Centre and the Libraries Tasmania digital inclusion model. There are also some differences in service approach, particularly regarding immediacy, phone-based assistance, longer support sessions and more direct practical assistance.

The key issue for Council is to understand what service gaps remain after the State Government's proposed Libraries Tasmania model is implemented, whether those gaps fall within Council's role, and what risks or ongoing obligations would arise if Council were to provide operational funding.

STRATEGIC PLAN & ANNUAL PLAN:

Break O'Day Strategic Plan 2017 – 2027 (Revised March 2022)

Goal

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

Strategy

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

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

TEMPORARY OCCUPANCY AGREEMENT

Portland Hall – Front Room
St Helens Online Inc

This Temporary Occupancy Agreement (“Agreement”) is made between:

Break O’Day Council
32–34 Georges Bay Esplanade, St Helens TAS 7216
 (“Council”)

and

St Helens Online Inc
 (“Occupant”)

1. Premises

Council agrees to permit the Occupant to use the left hand side front room of the Portland Hall, Cecilia Street, St Helens (“the Premises” – see Appendix 1).

The Premises are to be used exclusively by the Occupant for the provision of digital support services to the community.

2. Term of Occupancy

This Agreement commences on:

- **Sunday 28 June 2026** for move-in purposes; and
- **Monday 29 June 2026** for operational use.

This is a temporary occupancy arrangement with no fixed end date.

Either party may terminate this Agreement by providing thirty (30) days written notice to the other party.

Council may terminate this Agreement immediately where:

- the Occupant breaches this Agreement;
- there are safety, security or compliance concerns; or
- Council reasonably determines the arrangement can no longer continue.

3. Occupancy Hours

The Premises may be occupied and operated by the Occupant between:

Monday to Friday – 9:00am – 4:00pm

Any use outside these hours must be approved by Council.

Storage of operational equipment in the leased space by the occupant is permitted outside of Occupancy Hours.

4. Fees and Charges

No rent is payable under this Agreement.

Council will be responsible for:

- electricity; and
- general building maintenance of the Premises.

The Occupant will be responsible for:

- cleaning of the Premises
- internet services, unless otherwise agreed by Council;
- its own equipment;
- consumables; and
- operational costs associated with its services.

5. Use of Premises

The Occupant agrees to:

- use the Premises in a safe, respectful and lawful manner;
- keep the Premises reasonably clean and tidy during use;
- not undertake any structural changes or alterations without Council approval;
- not assign, sublet or allow another organisation to occupy the Premises without written approval from Council;
- immediately report any damage, hazards or maintenance issues to Council.

The Occupant is permitted to display a reasonable banner or signage at the front of the building identifying its operations, subject to Council approval of placement and presentation.

6. Insurance

The Occupant must maintain current Public Liability Insurance for a minimum value of \$10 million for the duration of this Agreement.

The Occupant must have contents insurance for items stored on the premise.

A copy of the insurance certificate of currency and contents must be provided to Council upon request.

7. Access and Security

Council will provide the Occupant with agreed keys/access arrangements for the Premises.

7a. Toilets

Council will also provide a key to the main hall area to enable Online Access Centre Volunteers to use the toilet facilities in the hall as needed. The door through to the hall is to remain locked at all times for security reasons.

Members of the community visiting the Online Access Centre are to use the public toilets in the Memorial Park whilst they are available.

Council intends to undertake a major refurbishment of this facility and during this period when the toilets are unavailable, members of the community will be permitted to use the facilities within the hall on the same basis that members of the community at large are permitted. Council reserves the right to cancel this arrangement at any time should issues occur with this arrangement.

At the conclusion or termination of this Agreement, the Occupant must:

- return all keys issued by Council;
- return any Council-owned equipment or property; and
- remove its own equipment and materials from the Premises.

7b. Kitchen

Council agrees to allow the Occupant's volunteers and staff only to access the kitchen facilities. They must supply their own crockery, tea and coffee facilities, consumables and any other items required for its use of the kitchen.

The Occupant must ensure the kitchen is kept clean and tidy following use.

Council reserves the right to withdraw or amend access to the kitchen at any time should any safety, hygiene, operational or other issues arise.

7c. Wifi

Council agrees to allow the Occupant's staff and volunteers to use the Wi-Fi provided at the hall, where available.

The Occupant must supply all equipment required to access and use the Wi-Fi.

Wi-Fi access is provided at Council's discretion and Council does not guarantee uninterrupted service or availability.

8. Nature of Agreement

This Agreement is a temporary occupancy arrangement only and does not create a commercial lease or confer any exclusive tenancy rights other than the agreed use of the identified room.

Council retains ownership and overall control of the building at all times.

9. Indemnity

The Occupant occupies and uses the Premises at its own risk and agrees to indemnify Council against any claims, loss, damage or liability arising from:

- the Occupant's activities;
- negligence of the Occupant or its representatives; or
- damage caused by the Occupant's operations or equipment.

10. Contacts

Council Contact

Break O'Day Council
Phone: (03) 6376 7900

Occupant Contact

St Helens Online Inc.
[Insert contact details]

SIGNED

Signed for and on behalf of Break O'Day Council

Name: _____

Position: General Manager

Signature: _____

Date: _____

Signed for and on behalf of St Helens Online Inc.

Name: Nicola Stevens

Position: President St Helens Online Inc

Signature: 

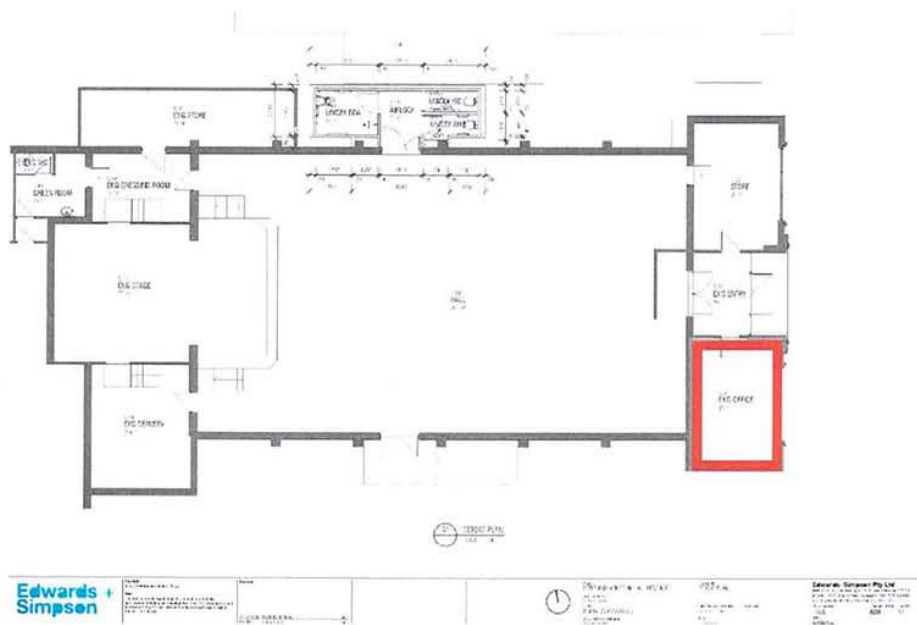
Date: 22.6.2026.

Appendix 1.

Location of “the Premises” to be temporarily occupied by the St Helens Online Access Centre shown in red.

Portland Hall Floor Plan

Located Cecilia Street, St Helens Tasmania.



Minister for Children and Youth
Minister for Disability Services
Minister for Education
Minister for Women and the Prevention of Family
and Sexual Violence



03 JUL 2026

Level 9, 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Phone: +61 3 6165 9420
Email: jo.palmer@dpac.tas.gov.au

Mr John Brown
General Manager
Break O'Day Council
admin@bodc.tas.gov.au

Dear Mr Brown

Thank you for your correspondence of 22 June 2026 regarding the St Helens Online Access Centre (OAC).

In 2024, the Tasmanian Government undertook a review of its funding for digital inclusion activities across the state, including OACs. This review identified issues with the OAC model, such as the sustainability of volunteer management committees and the challenges of maintaining a volunteer pool with up-to-date skills in a rapidly changing technology environment. It also noted the progressive reduction in the number of OACs, which has declined to the current number of fifteen.

The review recommended ceasing Digital Connections Grant funding to OACs, however the Government did not accept this recommendation. Instead, funding was extended for a further year to allow additional discussions to take place.

I am aware that Executive Director Libraries Tasmania, Mr Patrick Gregory, visited Break O'Day Council and the St Helens OAC on the 27 and 28 March 2025, speaking with Mayor Mick Tucker and Council officers Mr Raoul Harper and Ms Jayne Richardson. Mr Gregory then visited Council again 13 October 2025, meeting with yourself, Mr Harper and Ms Richardson, to advise you of the proposed direction – namely, the cessation of Digital Connections Grant funding to the St Helens Online Access Centre from 30 June 2026. Mr Gregory also met directly with St Helens OAC committee members and staff during these visits.

The Tasmanian Government is committed to ensuring that St Helens residents retain access to digital inclusion support. The intent is to improve the sustainability of digital inclusion services in Tasmanian communities, ensuring that critical support services remain available on an ongoing basis. In locations where it was identified OAC services could be more effectively delivered through organisations such as libraries or neighbourhood houses, this opportunity is being pursued.

In St Helens, the OAC has been located within the St Helens Library, open for 20 hours per week, while the library itself is open for 39 hours per week. I am advised that the library will be able to deliver the digital inclusion services required by the St Helens community, and that this move will enable the space currently occupied by the OAC to be utilised by the community for an additional 19 hours per week.

Works are currently under way to improve the St Helens Library space, and as Mr Gregory discussed with you in October 2025, consideration is being given to establishing the library as an Open Library Access space, accessible to members from 7am to 9pm, seven days a week.

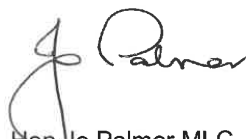
You have noted the different approaches taken with Fingal and St Marys OACs. This reflects a deliberate decision to apply a place-based approach with OAC funding, seeking solutions that best suit the community and ensuring that digital inclusion services will continue to be available. There is no library in Fingal, and the Neighbourhood House is already funded to deliver the OAC service. In St Marys, discussions were held about merging OAC services with the local library, but it is acknowledged that the library space is too small, and its opening hours too limited, to make this feasible.

I appreciate that St Helens Coordinators and volunteers believe that the service that will be offered at the library will be of a lower quality than that provided by the OAC. However, I would like to assure you that Libraries Tasmania is committed to providing lifelong quality learning and expanding opportunities for Tasmanians to improve their digital skills. It is also worth noting that Libraries Tasmania has previously offered OAC volunteers the opportunity to continue their valuable work within the library setting. Under this approach, an expanded library building will be available to the community for 39 hours per week, while retaining the digital inclusion support currently provided by OAC volunteers. I would encourage OAC volunteers to consider this option.

Please be assured that the Tasmanian Government is committed to ensuring that St Helens residents retain access to digital inclusion support, as well as significantly expanded library offerings. I am advised that there has been considerable discussion between OAC staff and volunteers and Libraries Tasmania staff Mr Garry Conroy-Cooper (Manager Northern Region) and Mr Scott Brown (Digital Inclusion and Adult Learning Coordinator). Mr Conroy-Cooper and Mr Brown would welcome the opportunity to work with OAC staff and volunteers in the library setting.

Thank you again for your correspondence.

Yours sincerely



Hon Jo Palmer MLC
Minister for Education

cc Mayor Mick Tucker

Pursuant to Regulation 17(1) of the Local Government (Meeting Procedures) Regulations 2025 Council will move into Closed Council.

IN CONFIDENCE

07/26.18.0 CLOSED COUNCIL

In accordance with Regulation 43 of the Local Government (Meeting Procedures) Regulations 2025, audio recordings of **Closed Council meetings** must be made but are **not to be published**. These recordings will be stored securely and kept separate from public recordings, in line with confidentiality requirements.

07/26.18.1 Confirmation of Closed Council Minutes – Council Meeting 15 June 2026

07/26.18.2 Outstanding Actions List for Closed Council

07/26.18.3 Closed Council Item Pursuant to Section 17(2)(g) of the Local Government (Meeting Procedures) Regulations 2025 - Grant Street (St Marys) Flood Levee

Pursuant to Regulation 17(1) of the Local Government (Meeting Procedures) Regulations 2025 Council will move out of Closed Council.

07/26.19.0 MEETING CLOSED

Mayor Tucker thanks everyone for their attendance and declared the meeting closed at ...pm.

.....
MAYOR

.....
DATE