

COUNCIL MEETING AGENDA

Monday 18 May 2026
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
12 May 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 18 May 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: 12 May 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.

05/26.1.0 ATTENDANCE

05/26.1.1 Present

Mayor Mick Tucker
Deputy Mayor Kristi Chapple
Councillor Gary Barnes
Councillor Ian Carter
Councillor Liz Johnstone
Councillor Barry LeFevre
Councillor Vaughan Oldham
Councillor Lesa Whittaker
Councillor Kylie Wright

05/26.1.2 Apologies

Nil

05/26.1.3 Leave of Absence

05/26.1.4 Staff in Attendance

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

05/26.2.0 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.

Nil

05/26.3.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil

05/26.4.0 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.

05/26.5.0 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.

05/26.6.0 CONFIRMATION OF MINUTES

05/26.6.1 Confirmation of Minutes – Council Meeting 20 April 2026

OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 20 April 2026 be confirmed.

05/26.7.0 COUNCIL WORKSHOPS HELD SINCE 20 APRIL 2026 COUNCIL MEETING

05/26.7.1 Workshop 4 May 2026

There was a workshop held 4 May 2026 and the following items were listed for discussion:

- Presentation - Break O'Day Financial Services
- Draft Waste Strategy 2025-2035
- 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
- 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
- Northeast Coast Shorebird Working Group – Terms of Reference
- Angasi oyster reefs – proposed listing as threatened
- Cat Management in Tasmania – Discussion Paper Submission
- 2026/2027 Schedule of Fees & Charges
- Request for Waiver – Penalties and Interest - Irishtown Road, St Marys
- Animal Control Report
- Break O'Day Council Cemeteries
- Lifetime Dog Registrations
- Pathways to Connection – Walking Together Strategy
- 2025-2026 Annual Plan Quarterly Review as at 31 March 2026
- Local Government Association of Tasmania (LGAT) – General Meeting 19 August 2026 - Call for Motions
- Scamander Sports Complex Request For Tender
- Native plants request for St Helens flower beds - Mayor Tucker

05/26.7.2 Special Budget Workshop 29 April 2026

- Presentation of Draft Budget 2026/2027
- Key Financial Settings
- Operating Budget Overview
- Capital Works Program
- Financial Sustainability and Risks
- Council Discussion and Questions
- Next Steps and Timeline
- Full time Weed Control Officer and Full time Animal Control Officer

05/26.8.0

PLANNING AUTHORITY

Nil

05/26.9.0

COUNCIL MEETING ACTIONS

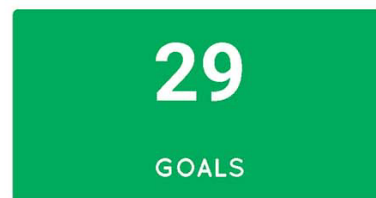
05/26.9.1

Outstanding Matters



COUNCIL RESOLUTIONS - MEETINGS - PUBLIC

12/05/2026



COUNCIL RESOLUTIONS PLAN

COUNCIL RESOLUTIONS - APRIL 2026

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	20/04/2026	18/05/2026	04/26.8.1.728 DA 229-2025 – 21921 Tasman Highway, Four Mile Creek - Subdivision – 3 Lot Subdivision	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 Subdivision - 3 Lot Subdivision on land situated at 21921 Tasman Highway, Four Mile Creek (CT 128063/500) Shared Access and Existing ROW benefitting 21985 Tasman Highway, Four Mile Creek (CT 153014/1) to remain and Access to the subject site achieved via Acquired Road (CT 25384/102 and partially via CT 25384/101) be APPROVED subject to the following plans / documents and conditions:	Planning Permit issued 27th April 2026	Development Services Coordinator
100%	20/04/2026	18/05/2026	04/26.8.2.729 DA 031-2026 – Lot 1 & 67 Hills Road, Gray - Subdivision – Boundary Adjustment (Subdivision)	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 Subdivision – 2 Lot Subdivision (Boundary Adjustment) on land situated at 67 Hills Road, Gray and 78 Hills Road, Gray described in Certificate of Title 173124/2 and 37848/1 be APPROVED subject to the following plans / documents and conditions:	Planning Permit issued 27th April 2026	Development Services Coordinator

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	20/04/2026	18/05/2026	04/26.8.3.730 DA 228-2025 – 163 Scamander Avenue, Scamander - Visitor Accommodation – New Front and Side Fence	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 - New Front and Side Fence on land situated at 163 Scamander Avenue, Scamander described in Certificate of Title 162420/8 be APPROVED subject to the following plans / documents and conditions:	Planning Permit issued 27th April 2026	Development Services Coordinator
100%	20/04/2026	30/06/2026	04/26.13.4.735 Schedule of Fees & Charges 2025/2026 – DOGS ONLY	That Council adopt the Schedule of Fees & Charges 2026/2027 for Dogs as presented.	Fees for 2026/2027 updated in Council's system ready for invoices to be sent out for renewals.	Corporate Services Coordinator
100%	20/04/2026	18/05/2026	04/26.14.3.738 Transport Master Plan 2025-2035	That Council endorse the Transport Master Plan 2025-2035.	The Transport Master Plan 2025-2035 was endorsed by the Council at the April 2026 Council meeting.	Manager Infrastructure and Development Services
100%	20/04/2026	18/05/2026	04/26.15.3.741 Sponsorship Request – Funding towards a film of the Pyengana Heritage Match	That Council approve the sponsorship request submitted by Mr S Walley on behalf of the East Coast Swans, allocating \$1,000 to support the filming of the Pyengana Heritage Game.	Advised of Council decision and forwarded funds to the East Coast Swans to assist with the cost of the film development	Manager Community Services
100%	20/04/2026	18/05/2026	04/26.15.4.742 Purchase of Banners – St Helens History Room	That Council supports the purchase of eight (8) banners to promote the 40-year anniversary of the St Helens History Room, that being \$1,439.50.	Banners ordered and just waiting receipt of same	Manager Community Services
100%	20/04/2026	30/06/2026	04/26.15.5.743 Community Funding Program 2025 - 2026	1. Council will allocate funding to the successful applicants, as listed, based on merit. Total amount of funding forwarded to organisations is \$36,034.00. 2. That the funding requested by the East Coast Car Club be allocated to Council's Annual Event Sponsorship program in the amount of \$2,500.	Advised successful applicants of Council's decision and requested bank details. Funds have been requested and are being paid.	Manager Community Services
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
100%	20/04/2026	18/05/2026	04/26.16.2.746 Scamander Coastal Hazards and Pathways Adaptation Plan	Council receives and endorses the final <i>Scamander Coastal Hazards and Pathways Adaptation Plan</i> produced by the Scamander Coastal and Flood Risk Adaptation Pathways Planning Project.	Council received and endorsed at its April Meeting the final <i>Scamander Coastal Hazards and Pathways Adaptation Plan</i> by the Scamander Coastal and Flood Risk Adaptation Pathways Planning Project.	NRM Facilitator

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	20/04/2026	18/05/2026	04/26.16.4.748 Appointmen tof Representatives to Break O'Day Council Natural Resource Management Committee	<ol style="list-style-type: none"> 1. Council appoint Mrs Liese Fearman to the Natural Resource Management Committee as Agricultural sector representative. 2. Council appoint Mr Graeme Wathen to the Natural Resource Management Committee as Community (individual or local interest group) representative. 3. Council appoint Mr Adam Peaty to the Natural Resource Management Committee as Community (individual or local interest group) representative. 	At its April Meeting Council made three appointments to its NRM Special Committee: two new Community representatives and reappointed a member to represent the Agriculture sector.	NRM Facilitator
100%	20/04/2026	30/06/2026	04/26.16.5.749 Protection of the scenic and natural values of the Break O'Day coastline – North East Bioregional Network - Establish a comprehensive and effective Scenic Protection Code which preserves the Scenic beauty of the Break O'Day municipality	That Council advise the North East Bioregional Network that the Development Services Department is continuing with the identified project work.	Letter sent 27th April 2026 in accordance with Council decision.	Development Services Coordinator
100%	20/04/2026	30/06/2026	04/26.16.6.750 Protectio n of the scenic and natural values of the Break O'Day coastline – North East Bioregional Network	That Council advise the North East Bioregional Network that Council will further the development of a Stormwater Policy for Development.	Letter sent 27th April 2026 in accordance with Council decision.	Development Services Coordinator
100%	20/04/2026	18/05/2026	04/26.17.2.752 Elected Member Recognition Policy and Procedure	That Council adopt the Councillor Recognition Policy and Councillor Recognition Procedure as presented.	Policy updated and placed on Council's website.	Corporate Services Coordinator
25%	20/04/2026	30/06/2026	04/26.17.3.753 Honour boards for Recognition of Service	<p>That Council:</p> <ol style="list-style-type: none"> 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
100%	20/04/2026	18/05/2026	04/26.17.4.754 Break O'Day Aquatic Feasibility Study – Consultation Round 2	That Council endorse the Break O'Day Aquatic Feasibility Study Consultation Report for publication.	Round 2 consultation is now complete and has been shared with community. We will now move to a Business Case.	Executive Officer
100%	20/04/2026	31/08/2026	04/26.17.5.755 Break O'Day Aquatic Facility Feasibility Study - Decision Point	1. That Council progress to Stage 2 (Business Case and Concept Design Development) to further test feasibility, affordability and risk, with the scope aligned to Council's endorsed Project Methodology and Council's information requirements.	At the April Council Meeting COuncil voted to progress to the Business Case for the Aquatic Facility. Otium will be reengaged to undertake this work.	Business Services Manager

COUNCIL RESOLUTIONS - MARCH 2026

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	16/03/2026	20/04/2026	03/26.14.3.716 Policy review – AM20 Water Refill Station Policy	That Policy AM20 Water Refill Station Policy, be accepted without amendment.	Policy updated and placed on Councils website.	Corporate Services Coordinator

ANNUAL GENERAL MEETING RESOLUTIONS 2025

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
75%	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?	A report was prepared for Councillors information and discussion at the special budget meeting held on 29 April 2026.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS 2025

Current Co...	Meeting ...	Due Date	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: Clr I Carter/ Seconded: Clr 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
	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 traffic flow and safety impacts to inform discussions with State Growth prior to any commitment to installation.	Manager Infrastructure and Development Services
75%	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 to be prepared for information and discussion.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS 2024

Current Co...	Meeting ...	Due Date	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	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>Council 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:</p> <ol style="list-style-type: none"> 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	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council considers options to develop walking trails around and within the Scamander Complex precinct.</p>	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	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council 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.</p>	Discussions with the owner of the site have recommenced and Council's interest in securing this piece of land has been reinforced. Follow up contact made on 8/10/24 with Homes Tasmania regarding Council's request and again following the February 2025 Council meeting and several times since including the latest time on 2/12/25. Meeting held on 18/12/25 with Homes Tas representatives, where Council was asked to identify exactly what is required in terms of green space. An indicative Plan was prepared by a Surveyor indicating an 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 Date	Goal	Resolution / Action	Update	Owner
50%	20/03/2023	30/06/2023	03/23.15.7 St Helens Sports Complex	<ol style="list-style-type: none"> 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 – Clr J Drummond	<p><i>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</i></p> <p>That Council support the Indigenous name for St Patricks Head, which is lumeragenena wuggelena according to the Department of Natural Resources and Environment Tasmania.</p>	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 Date	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.	<p>This is an on-going topic yet to be developed and opportunities brought to Council's attention through Council's NRM Committee.</p> <p>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.</p>	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

05/26.10.0 PETITIONS

05/26.10.1 Petition – Aquatic and Wellbeing Facility

ACTION	DECISION
PROPONENT	East Coast Aquatic and Wellbeing Centre – Community Group
OFFICER	John Brown, General Manager
FILE REFERENCE	002\019\010\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council:

1. Notes there are 1,043 signatures on the petition and that 506 signatures met the requirements to be valid signatories.
2. Note the petition did meet the legislative requirements as per Section 57(2)(e)(i) the *Local Government Act 1993*.

INTRODUCTION:

A petition was lodged with Council on 13 March 2026 by presenting it to Council's Executive Officer, Jayne Richardson. The petition states:

We, the undersigned, support the development of an aquatic and wellbeing facility for the East Coast and call on Break O'Day Council to progress to Stage 2 – a Business Case and Concept Design – so options and benefits can be properly assessed within the community.

requests

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting 20 April 2026

04/26.10.1.731

Moved: Clr L Johnstone/ Seconded: Clr B LeFevre

That Council:

1. Notes that the petition is *supporting the development of an aquatic and wellbeing facility for the East Coast and calling on the Break O'Day Council to progress to Stage 2 – a Business Case and Concept Design – so options and benefits can be properly assessed within the community.*
2. There are 1,028 signatures on the petition
3. Notes that verification of petition signatures is currently underway.
4. Determines that the Council will take into account the sentiment of the community communicated through the petition when deciding whether to proceed with developing a Business Case and Concept Design

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

Background

Council has recently completed a feasibility assessment for a proposed aquatic and wellbeing facility in the Break O'Day municipality. The feasibility work explored potential facility components, indicative capital and operational costs, and high-level community benefits.

The submitted petition was tabled at the April Council Meeting.

Petition Details

The petition states:

"We the undersigned, support the development of an aquatic and wellbeing facility for the East Coast and call on Break O'Day Council to progress to Stage 2 - a Business Case and Concept Design - so options, costs and benefits can be properly assessed within the community."

The petition was proposed by East Coast Aquatic and Wellbeing Group Inc Committee. A total of 1,043 signatures formed part of the petition. Following a cross-check against the Electoral Roll dated 30 January 2026 and the current General Manager's Roll, the signatures were assessed as follows:

On Electoral/General Manager's Roll	506
Not on Electoral/General Manager's Roll	312
Incomplete name or address	155
Illegible	43
Duplicate	27

The total number of signatories required under Section 57 of the *Local Government Act 1993* is "5% of the electors of the Municipal area or 1,000 of those electors whichever is the lesser".

As at 30 January 2026, the Electoral Roll contains 5,666 electors, meaning a minimum of 284 eligible signatories was required for the petition to meet the legislative threshold.

Based on the assessment undertaken, 506 signatories were confirmed as being on the Electoral Roll or General Manager's Roll, exceeding the minimum requirement of 284 eligible signatories.

As per Section 57(2)(e)(i) the petition meets the legislative requirements.

Following Council's community engagement period and consideration of the feedback received, Council resolved at its meeting on 20 April 2026 to progress the project to the Business Case stage.

STRATEGIC PLAN & ANNUAL PLAN:

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

Goal

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

Strategy

Community and Council Collaboration - Work within a community engagement framework which defines the relationship between the community and Council in decision making and project delivery.

LEGISLATION & POLICIES:

Local Government Act (1993) Tasmania

57. Petitions

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

58. Tabling petition

- (1) A councillor who has been presented with a petition is to –

- (a)
- (b) forward it to the general manager within 7 days after receiving it.
- (2) A general manager who has been presented with a petition or receives a petition under [subsection \(1\)\(b\)](#) is to table the petition at the next ordinary meeting of the council.
- (3) A petition is not to be tabled if –
 - (a) it does not comply with [section 57](#) ; or
 - (b) it is defamatory; or
 - (c) any action it proposes is unlawful.
- (4) The general manager is to advise the lodger of a petition that is not tabled the reason for not tabling it within 21 days after lodgment.

59. Petitions seeking public meetings

- (1) A petition under [section 57](#) may request that a council hold a public meeting regarding the subject matter of the petition.
- (2) A council must hold a public meeting if the petition complies with [section 57](#) and it is signed by whichever is the lesser of the following:
 - (a) 5% of the electors in the municipal area;
 - (b) 1 000 of those electors.
- (3) A petition that requests a public meeting is not to be made in respect of any matter relating to rates and charges in [Part 9](#) if those rates or charges have been made for the current financial year.

60. Action on petition

- (1) The general manager, by notice in writing to the person who lodged the petition, is to –
 - (a) advise whether the petition complies with [section 59](#) , if it seeks a public meeting; and
 - (b) give reasonable notice of when the council is to consider the petition.
- (2) Within 42 days after the tabling of the petition –
 - (a) the general manager is to advise the council at a council meeting whether the petition complies with [section 59](#) , if applicable; and
 - (b) the council, at that meeting, is to determine any action to be taken in respect of the petition.
- (3) If the petition complies with [section 59](#) , or the council otherwise resolves to hold a public meeting regarding the subject matter of the petition, the council, within 30 days after the meeting referred to in [subsection \(2\)](#) , is to hold a public meeting to discuss the subject matter of the petition.
- (4) The council is to record in the minutes of the meeting referred to in [subsection \(2\)](#) –
 - (a) the subject matter of the petition; and
 - (b) the number of signatories to the petition.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There are no direct financial implications associated with the petition.

VOTING REQUIREMENTS:

Simple Majority

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

MOTION:

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

That 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.

SUBMISSION IN SUPPORT OF MOTION:

Our AOC already works hard at raising funds to keep themselves operating, however the need to find commercial premises, means needing secure funding to pay the required rental.

The OAC is an absolutely vital service to this community, with issues of an aging population, illiteracy, increasing AI fraud among other scams, and generally good mental wellbeing of the community in need.

Our online centre, unlike the Libraries, and other online centres offers a great level of community support, assisting people, one on one, in real time, dealing with issues with Government departments, such as Centrelink, Banks, Telco’s, and numerous other organisations. Community members are offered assistance when needed, as opposed to being offered an appointment at a later date. The inability to be assisted ASAP causes greater levels of anxiety and mental health stress for our vulnerable community members. Our OAC staff/volunteers are outstanding at what they do. Many people in our community do not have the ability or understanding to deal with these institutions, without assistance, and our amazing volunteers at the OAC are a vital part of ensuring that our community is cared for and assisted in dealing with both difficult to deal with situations, as well as online and phone scams.

In 2025 over \$260M was lost by Australian citizens due to scams, both online and phone originated. And that is just the ones which have been reported. Many others go unreported, for various reasons. We as a council recognize the issues and heightened risks associated with online fraud, scams and increasing AI technology. We have been discussing the issues of our own protection, so we really need to recognize the vital need for some assistance in protecting those most vulnerable people in our community.

The AOC board is more than happy to provide us with all of the facts and figures, as to show how many people they assist, and with what issues they assist them.

This is an absolutely vital community service . We can NOT afford to lose this vital asset.

Further, that Council investigate accommodation and partnership options to help secure the Centre's long-term future.

WHY THIS MATTERS NOW

From 1 July 2026, the Centre loses:

- annual operational funding of \$25,500 (Note: most available funding/grant opportunities exclude operations)
- free accommodation beside the library

This means the organisation will likely face:

- approximately \$16,000 per year commercial rent
- termination of the paid coordinator role
- increased pressure on volunteers
- risk of reduced services or closure

WHAT COUNCIL WOULD BE SUPPORTING

An already operating, community-run service that is:

- Open 5 days per week
- 4 hours per day
- Supported by 2 volunteers each shift, and a paid coordinator
- Backed by a skilled committee and dedicated volunteer team

This is not a start-up. It is an established service already delivering results.

VOLUNTEER CONTRIBUTION

Minimum rostered volunteer hours:

5 days × 4 hours × 2 volunteers = 40 hours per week

Approx. 2,080 volunteer hours per year

This excludes:

- committee governance
- fundraising
- administration
- cleaning
- maintenance
- community liaison

EXISTING ASSETS ALREADY IN PLACE

The Centre owns substantial equipment including:

- 8 standard PCs
- 2 high-spec PCs
- 1 large office printer/copier

- 1 Wi-Fi printer
- the only public photo printer in town
- other office equipment and machines

Council funding supports an existing functioning asset base.

WHY THE COMMUNITY USES THE SERVICE

Residents come when they need urgent help with:

- banking access
- retained cards / locked accounts
- Centrelink / myGov
- Medicare
- Telstra / mobile issues
- failed phone top-ups
- passwords and verification codes
- scams and suspicious messages
- concession cards / pensions
- passports
- online forms
- printing / scanning documents

Community feedback data confirms the St Helens Online Access Centre is an essential local service. Residents reported they would otherwise need to travel to Launceston, pay private providers, or simply be unable to complete urgent tasks. Older residents specifically cited mobility barriers, lack of family support, and stress navigating online systems.

LAST MONTH DATA CAPTURE

An average of 17.5 client interactions per day:

- 543 interactions per month
- 6,516 interactions per year

Who uses the service:

- 65.6% aged 65+
- 20% aged 75+

Projected annually:

- 4,274 interactions with residents aged 65+
- 1,303 interactions with residents aged 75+

This reflects Break O’Day’s ageing population.

Outcomes achieved:

- 88.8% fully resolved
- 94.4% resolved or partially resolved

Projected annually:

- 5,787 matters fully resolved
- 6,151 matters resolved or partially resolved

This is practical help with measurable results.

IF THE CENTRE DID NOT EXIST

Users reported they would otherwise:

- 42.4% not know what to do
- 23.2% be unable to complete the task
- 16.8% need to travel elsewhere
- 10.4% call another organisation
- 7.2% rely on family or friends

Councillors, behind every statistic is a resident. One person stated, “Please don’t go away – I rely on your service.” Another said, “Would not have been able to complete Centrelink requirements and would have had pension suspended.” One older resident described the Centre as “a saving grace to all us oldies.” That is the real value of this service.

WHY SHOAC DECIDED NOT TO MERGE WITH THE LIBRARY MODEL

The committee and volunteers collectively decided not to merge because the SHOAC model provides key features residents rely on:

- no appointment needed
- no time limits
- hands-on help
- advocacy
- complex problem solving
- calm, patient support
- dedicated volunteer team

This is a different service model than the library model.

VALUE FOR MONEY

- Requested Council support: \$25,500 per year
- Across projected 6,516 annual interactions:
- Approx. \$3.91 per interaction

This is exceptional value for a frontline community service.

KEY TALKING POINTS

“We are not being asked to build a service. We are being asked to keep one alive.”

“Nearly two-thirds of users are over 65.”

“Almost 90% of issues are fully resolved.”

“For less than four dollars an interaction, this is extraordinary value.”

“Without this service, many residents simply would not cope.”

“The people, assets and volunteers are already here. They need support.”

CLOSING STATEMENT

Councillors, this is a modest investment in a proven local service helping older and vulnerable residents access their own money, keep in touch with family and friends, navigate systems not designed for older people, complete required tasks for organisations pushing them online including government systems. If we do nothing, we risk losing an established service the community already depends on.

POINT TO NOTE

All Online Access Centres across Tasmania operate differently, under their own legal entity, and association guidelines. Both St Marys and Fingal will receive on the 1st of July an increase in operational funding.

05/26.11.2 Replace native grasses and rushes – Mayor Mick Tucker

MOTION:

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

That Council, 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.

SUBMISSION IN SUPPORT OF MOTION:

We have listened to our youth who have said loud and clear that that want to see a colourful landscape , not a dull one that feels bland and depressing.

We are a tourist reliant area and we should be show casing the very best of what our colourful Australian native species can offer to make it a more welcoming place to visit.

We have listened to many people who would like to see better and we have received letters asking why we cannot have a better selection of colourful natives in our garden beds.

05/26.12.0**MAYOR'S & COUNCILLOR'S COMMUNICATIONS****05/26.12.1****Mayor's Communications for Period Ending 18 May 2026**

22.04.2026	St Helens	– Bay of Fires Master Plan, meeting with Hansens, the consultants overseeing this project.
23.04.2026	St Helens	– Meeting with Sheridan Van Asch involving the General Manager.
23.04.2026	MS Teams	– Northern Tasmania Regional Land Use Strategy (NTRLUS) Steering Committee meeting.
23.04.2026	St Helens	– Meeting with Senator Wendy Askew.
25.04.2026	St Helens	– ANZAC Day Remembrance Services.
28.04.2026	St Helens	– Tasmania Parks and Wildlife Service (PWS) and Department of Natural Resources and Environment Tasmania (NRE), meeting involving the General Manager and representatives from PWS and NRE to review camping in Break O'Day.
29.04.2026	St Helens	– Special Budget Workshop.
30.04.2026	Hobart	– Australian Electoral Commission (AEC) public consultation, attended session with the General Manager to provide feedback on the proposed redistribution of electoral boundaries, with a particular focus on the changes affecting the Division of Lyons electorate. The session provided an opportunity to represent local perspectives and ensure the community's interests are considered as part of the review process.
30.04.2026	Hobart	– The Hon. Kerry Vincent, Minister for Infrastructure and Transport, Local Government and Housing and Planning, meeting involving the General Manager to discuss the St Marys Pass Alternative Route investigation.
01.05.2026	St Helens	– Meeting with Nicola Stevens, Samantha Pini and Rosina Gallace to discuss the St Helens Online Access Centre.
02.05.2026	St Helens	– Mr and Mrs Jarvis's 70 th Wedding Anniversary.
04.05.2026	St Helens	– Council Workshop.
04.05.2026	St Helens	– Break O'Day General Valuation, presentation by the Valuer General in relation to the outcomes of the valuation process.
05.05.2026	Telephone	– Meeting with Senator James Paterson regarding Defence Closures.
06.05.2026	MS Teams	– ALGA Board Roundtable with the Honourable Kristy McBain Minister for Emergency Management, Regional Development and Local Government and Territories.
11.05.2026	St Helens	– Meeting with Hamish Thompson.
11.05.2026	St Helens	– Meeting with Debbie Grice.
11.05.2026	St Helens	– St Helens Neighbourhood House, photo opportunity with the Examiner.
13.05.2026	Hobart	– Local Government Association of Tasmania (LGAT), meeting with LGAT CEO Dion Lester and Vice President Paula Wriedt.
14.05.2026	Hobart	– LGAT's General Management Committee meeting.
15.05.2026	St Helens	– St Helens Bowls Club Presentation.
16.05.2026	St Helens	– 40 th Anniversary of the St Helens History Room.
18.05.2026	St Helens	– Council Meeting.

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

- 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

05/26.13.0 BUSINESS AND CORPORATE SERVICES

05/26.13.1 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:

Financial Management

Following receipt of the Valuer-General's municipal revaluation data, officers have progressed the detailed rates modelling program. During the reporting period, multiple scenarios have been built and tested to understand the impacts of differential rating settings, minimum rate thresholds and the interaction with waste charges, with interim assumptions applied where final input costs are still being refined. Work has also included liaison with the Office of the Valuer-General regarding the State-wide 'fresh valuation' briefing and trend analysis session, to support Councillor understanding of methodology and market drivers behind the new valuations.

In parallel, officers have maintained a strong focus on overdue rates collection including proactive follow-up on arrears and support for payment arrangements where required. System improvements and automation have continued, including progressing the Forms Xpress workflow work program (including provision of dog registration data and preparation for targeted outbound notices), with data integrity issues identified and resolved as part of implementation. This work supports improved timeliness and consistency of customer communications and will continue as rates modelling moves toward the next Council workshop and formal decision points.

Asset Management

Work during the reporting period has included ongoing improvements to Council's asset data maturity, with scoping now underway for the next phase of an integrated asset management system to support more consistent lifecycle planning and evidence-based decision-making. Alongside this, finalisation of Council's Strategic Asset Management Plan (SAMP) is close to completion. The SAMP

is a high-level, whole-of-Council plan that sets the projected levels of capital and operational spending required across each major asset class over the next 10 years to maintain (or enhance) agreed service standards.

The SAMP is also the starting point for a deeper review of Council's asset portfolio, including how assets are being used, their condition and performance, the true cost of ownership over time, and how these factors align to community expectations and Council's financial capacity. This work will support a broader process of consideration and review as priorities are tested and staged across the long term. A key consideration emerging through recent valuation and data work is the compounding impact of construction cost escalation and the ageing profile of many built assets, which is contributing to a step-change in depreciation expense above previous forecast levels. This reinforces the importance of robust asset data, transparent valuation inputs and realistic long-term financial planning assumptions to support sustainable service delivery.

Buildings Revaluation

During the reporting period, the Buildings asset class reconciliation and revaluation process reached formal management sign-off, with the General Manager approving the application of updated Buildings asset values effective 1 July 2025 for financial reporting purposes. This milestone reflects the substantial work undertaken to improve building asset data quality, componentisation and audit compliance. Following approval, implementation activities have progressed to ensure the updated values and depreciation settings are appropriately reflected in Council's ledger and working papers ahead of year-end audit and to inform the current budget estimates development and long-term financial planning updates and assumptions.

Transport Master Plan

Work has continued with the Transport Master Plan program to align emerging priority treatments and staging with Council's asset management and long-term financial parameters. During the reporting period, officers have progressed integration work to ensure proposed actions can be translated into a deliverable, financially sustainable program over time, supported by contemporary condition and risk information. This is being progressed alongside the broader budget and annual plan development process and complements the 'renewals before new' narrative being reinforced through the Strategic Asset Management Plan and associated financial sustainability discussions.

ICT and Digital Transformation

At its Closed Council session of the April Council meeting, Intuit Technologies was confirmed as Council's new ICT managed services provider. This followed an extensive procurement process to test the market and assess differing service and operating models. The Managed Services Agreement is in the final stages of review and, following completion of governance and due diligence steps, transition and onboarding planning has commenced with the provider, including initial discussions regarding sequencing, timelines and the practical order of work required to stabilise and uplift Council's ICT environment.

Cyber security enhancements are a key focus for both Council and the new provider. A detailed scope to assess current protections has been agreed, and the findings will be used to prioritise actions as part of Council's cyber security uplift program. Progress also continues on modernising Council's ICT environment, including planning work to transition the current records management system to a cloud-based platform, with early options now being scoped. Internal digital transformation initiatives are progressing steadily. In addition, Council has been hampered for many

years by internal network and hardware limitations that restrict data upload and download speeds, creating inefficiencies in day-to-day operations. Planning for a program to rewire and rebuild these critical elements of Council's ICT architecture is well advanced, with delivery expected early in the new financial year.

WHS Reporting and Compliance

Corporate Services has continued to support organisational Workplace Health and Safety (WHS) and risk governance activities during the reporting period, including maintaining internal reporting, supporting insurance and claims management processes and progressing practical system updates (such as contractor and register maintenance) where required. The WHS & Risk Management Committee meeting held in late April provided an opportunity to review current issues, reinforce expectations around safe work practices and confirm follow-up actions for implementation. In parallel, work has continued in the background to support annual insurance and declaration processes, noting the flow-on implications of updated asset values following recent valuation work.

Aquatic Centre Feasibility – Business Case

Following the Council resolution of 20 April 2026 to progress to Stage 2 (Business Case and Concept Design Development), a project commencement meeting was held today with Otium Planning Group. This meeting confirmed the refined Business Case scope, including further assessment of an alternative site location closer to the foreshore and Council's direction to test an expanded service model (pool and wellness centre approach). Otium has noted comparable models either in current development or in operation across parts of Australia, and will now redefine the Business Case scope and prepare a briefing to Council in the coming weeks.

EFTPOS Machines at Waste Transfer Stations

Council now has the capability to accept card payments via EFTPOS at the St Helens, St Marys, Scamander and Fingal Waste Transfer Stations.

EFTPOS machines have been progressively rolled out over the past week. The availability of card payments has been promoted through Council's current newsletter and Council's social media channels. Posters will also be installed at each waste transfer station to further advertise the availability of EFTPOS payments.

Investments

Council holds a mix of at-call, interest-bearing accounts and a rolling program of term deposits that mature progressively throughout the year. This structure is deliberate: maturities are timed so funds can be drawn down when required to support operational cashflow (payroll, suppliers and statutory payments), respond to unexpected shocks (for example, emergency response and unplanned asset failures), and maintain capacity to cashflow long-term projects as they move through delivery. Where funds are not immediately required, maturing deposits are reinvested (where market conditions and Council's liquidity needs allow) to maintain returns while preserving access to cash over time. These balances are not 'spare cash'; they are a core part of Council's working capital and risk management settings. This structured approach to investments has delivered strong returns in the current high-interest environment, helping to alleviate pressure on the level of revenue that would otherwise need to be recovered through rates. Noting the recent increase in the Reserve Bank of Australia cash rate target to 4.35% (May 2026), Council expects a positive flow-on impact

to investment and at-call returns in the period ahead, subject to banking product repricing and Council's liquidity requirements.

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	27,733.33	\$1,027,733.33	4.16%	Westpac	CURRENT
09.12.2025	09.06.2026	6	1,000,000.00	21,950.00	\$1,021,950.00	4.39%	Westpac	CURRENT
09.12.2025	09.07.2026	7	1,000,000.00	25,783.33	\$1,025,783.33	4.42%	Westpac	CURRENT
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 - 7 May 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	4.36	691,393.52	3.60	517,361.03

Rates and Charges Levied	94.57	14,986,273.51	95.53	13,718,133.21
Interest and Penalty Charged	1.07	169,609.46	0.87	124,355.71
Total Rates and Charges Demanded	100.00	15,155,882.97	100.00	13,842,488.92

Less Rates and Charges Collected	83.85	13,288,159.07	84.99	12,205,061.63
Less Credit Journals and Supp Credits	3.55	562,460.84	1.73	248,696.90
Remissions and Discount	4.25	674,288.50	4.48	643,379.93

Unpaid Rates and Charges as at 1 April 2026

8.34	1,322,368.08	8.79	1,262,711.49
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Remissions and Discounts

Early Payment Discount

Pensioner Rebates

	2025/2026	2024/2025
	132,494.94	120,199.69
	541,793.56	523,180.24
	674,288.50	643,379.93

Number Rateable Properties

Number Unpaid Rateable Properties

6,914	6,901
1,420	1,615

% Properties Not fully paid

20.54

23.40

Right to Information (RTI) Requests

Nil

132 and 337 Certificates

	132	337
April 2026	67	28
March 2026	77	46
April 2025	44	20

**Debtors/Creditors @
7 May 2026**

DEBTORS INFORMATION

Invoices Raised

Current

Month	Mth Value	YTD 25/26
54	\$65,462.08	558

Previous Year

Month	YTD 24/25
116	674

CREDITORS INFORMATION

Payments Made

Current

Month	Mth Value	YTD 25/26
334	\$1,001,661.78	3653

Previous Year

Month	YTD 24/25
314	2972

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 April 2026 be received:

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

INTRODUCTION:

Presented to Council are the monthly financial statements.

PREVIOUS COUNCIL CONSIDERATION:

Council considers financial reports on a monthly basis.

OFFICER'S REPORT:

The financial statements as shown below show the financial position of Council as at 30 April 2026.

Profit and Loss

Break O'Day Council

For the 10 months ended 30 April 2026

Account	Actual YTD	Budget YTD	Budget Variance YTD	Budget Variance % YTD	Annual Budget	Notes
Trading Income						
Rates	14,565,809	14,369,102	196,707	1%	14,369,102	
User Fees	1,355,696	1,175,540	180,156	15%	1,477,883	1
Operating Grants	2,177,711	1,877,969	299,742	16%	4,217,477	2
Interest & Investment Income	846,937	794,127	52,810	7%	1,048,000	
Contributions	65,816	6,030	59,786	991%	6,037	3
Other Revenue	174,596	41,451	133,145	321%	49,739	4
Total Trading Income	19,186,564	18,264,219	922,345	5%	21,168,238	
Gross Profit	19,186,564	18,264,219	922,345	5%	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	0	1,035,853	(1,035,853)	-100%	1,035,853	
Grants - State Capital	1,242,016	545,000	697,016	128%	1,130,000	
Total Capital Grants	2,607,466	1,580,853	1,026,613	65%	2,165,853	5
Other Non Operating Income						
Net Gain/Loss on Disposal of Assets	57,200	40,000	17,200	43%	100,000	
Total Other Non Operating Income	57,200	40,000	17,200	43%	100,000	
Total Non Operating Revenue	2,664,666	1,620,853	1,043,813	64%	2,265,853	
Operating Expenses						
Employee Costs	5,656,307	5,810,838	(154,531)	-3%	6,939,061	
Materials & Services	6,566,241	7,343,627	(777,386)	-11%	8,747,236	6
Interest	25,531	27,258	(1,727)	-6%	42,076	
Depreciation	4,501,342	4,382,293	119,049	3%	5,258,739	
Other Expenses	272,233	268,977	3,256	1%	342,536	
Total Operating Expenses	17,021,654	17,832,993	(811,339)	-5%	21,329,648	
Operating Net Profit	2,164,910	431,226	1,733,684	402%	(161,410)	
Net Profit (Including Non Operating Revenue)	4,829,576	2,052,079	2,777,497	135%	2,104,443	

Notes

- User Fees are \$180k (15%) higher than budget YTD, which is primarily due to higher than anticipated building activity, particularly in relation to Building Surveying Services. Other income from the Development Services area including DA fees, Planning (Advertising) fees, Plumbing Fees and Property Certificates is also above budget YTD.
- Operating Grants are \$300k (16%) higher than budget YTD, which is primarily due to grant funds carried forward from the prior year being higher than expected.
- Contributions revenue is \$60k higher than budget, which is due to unbudgeted Public Open Space contributions having been received.
- Other Revenue is \$133k higher than budget, which is mainly due to a refund from Aurora regarding an overcharge of 2024/25 power charges. A reimbursement received from Telstra also contributed to the variance.
- Capital grants are \$1.03m higher than budget, which is primarily due to grant funds carried forward from the prior year in relation to the Black Summer Bushfire Recovery and LRCI Phase 4 grant funded projects, together with grant funding for the Georges Bay Walkway/Parnella linkage being received earlier than anticipated.
- Materials & Services are down \$777k (11%) on budget, which is primarily due to delays in spending on strategic and grant funded projects as well as timing of some invoices compared to budget expectations that will correct by end of year.

Balance Sheet

Break O'Day Council
As at 30 April 2026

Account	30 Apr 2026	30 June 2025
Assets		
Current Assets		
Cash & Cash Equivalents	6,235,889	7,454,872
Investments	9,476,479	5,000,000
Trade & Other Receivables	1,796,665	1,424,890
Inventory	210,786	311,419
Other Assets	2,838	2,838
Inventory - Diesel (tank 2 underground)	10,586	0
Total Current Assets	17,733,242	14,194,019
Non-current Assets		
Trade and Other Receivables	14,392	14,392
Property, Plant & Equipment	230,232,510	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	267,604,717	272,206,309
Total Assets	285,337,959	286,400,328
Liabilities		
Current Liabilities		
Trade & Other Payables	866,035	1,873,953
Contract Liabilities	0	810,172
Lease Liability	75,199	75,199
Interest Bearing Loans & Borrowings	300,956	384,494
Provisions	1,014,570	1,014,570
Trust Funds and Deposits	574,035	577,244
Total Current Liabilities	2,830,796	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	4,830,366	6,735,203
Net Assets	280,507,593	279,665,126
Equity		
Accumulated Surplus	47,715,932	46,873,465
Reserves	232,791,661	232,791,661
Total Equity	280,507,593	279,665,126

Statement of Cash Flows

Break O'Day Council

For the 10 months ended 30 April 2026

Account	YTD	2025
Operating Activities		
Receipts from customers	1,499,948	1,689,665
Receipts from rates	13,888,983	13,414,011
Receipts from Operational Grants	1,340,543	3,087,319
Contributions	66,882	53,665
Interest received	526,837	899,801
Dividends received	320,100	465,600
Payments to employees	(5,800,948)	(6,398,399)
Payments to suppliers	(7,616,183)	(8,787,643)
Finance Costs	(37,169)	(143,733)
Cash receipts from other operating activities	947,830	1,288,954
Cash payments from other operating activities	997	(3,002)
Net Cash Flows from Operating Activities	5,137,820	5,566,237
Investing Activities		
Proceeds from sale of property, plant and equipment	178,609	58,175
Payment for property, plant and equipment	(4,681,899)	(7,251,921)
Payment for investments	(4,476,479)	4,500,000
Capital Grants received	2,710,266	2,623,201
Other cash items from investing activities	(29)	(151,500)
Net Cash Flows from Investing Activities	(6,269,532)	(222,045)
Financing Activities		
Proceeds of trust funds and deposits	(3,734)	16,401
Repayment of loans	(83,538)	(2,605,557)
Repayment of lease liabilities	0	(25,932)
Net Cash Flows from Financing Activities	(87,272)	(2,615,088)
Net Cash Flows	(1,218,984)	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	(1,218,984)	2,729,104
Cash and cash equivalents at end of period	6,235,889	7,454,872

Break O'Day Council

Capital Works Revised Budget 2025-2026

For the 10 months to 30 April 2026

Project Details	YTD @ 30/4/2026	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	-	120,000	120,000
Replace Plant 1304 - Excavator Plant Trailer (for Plant 1303)	-	20,000	20,000
Emergency Evacuation Generator & Trailer (Grant Funded)	2,796	-	(2,796)
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+A115	24,757	45,000	20,243
Plant 1269 - Coastal Crew Truck Tray and Crane Assembly	62,105	116,141	54,036
Plant 1022 - Small Tipper Truck Tray and Chip Bin	58,405	86,141	27,736
Vehicle Management Tracking System	-	30,000	30,000
Waste collection truck	591,690	591,690	0
Fuel Storage Tank - St Helens Depot	60,165	-	(60,165)
Total Plant & Equipment	1,284,696	1,943,933	659,237
Furniture & IT			
CCTV - additional cameras and installation	-	100,000	100,000
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	37,836	127,047	89,211
Buildings			
Hub 4 Health - Internal Renovations as per endorsed management plan	-	30,000	30,000
Refurbish St Marys Sports Complex Main Toilet/Shower Facility	35,149	75,000	39,851
Installation of New Roof Mounted Solar Panels - St Marys	14,826	40,000	25,174
Pyengana Hall Roof Replacement	-	60,000	60,000
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	909	100,000	99,091
St Marys Tip Shop - New Power Supply (Solar)	4,000	35,000	31,000
Portland Hall Upgrades	-	50,000	50,000
Council Chambers additions and improvements	18,421	29,324	10,903
Falmouth - New Toilet design	259,301	250,000	(9,301)
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	30,580	50,000	19,420
St Helens Foreshore - Amenities	-	50,000	50,000
Total Buildings	528,932	976,785	447,853
Parks, Reserves & Other			

Break O'Day Council

Capital Works Revised Budget 2025-2026

For the 10 months to 30 April 2026

Project Details	YTD @ 30/4/2026	Revised Budget 2025/2026	Remaining Budget
Special Project: Scamander Coastal Hazards Project	83,670	236,886	153,216
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
Dog exercise area St Helens Improvements	-	10,000	10,000
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
St Helens Memorial Park - Irrigation system improvements incl groundworks	-	10,000	10,000
Totals Parks, Reserves & Other	282,805	1,654,067	1,371,262
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	112,007	100,000	(12,007)
Lindsay Parade to Sunny Bank Close		30,000	30,000
Binalong Bay Footpaths internal thoroughfares	2,139	100,000	97,861
Total Footpaths	114,146	330,000	215,854
Roads - Kerb & Channel			
Total Kerb & Channel	-		
Roads - Resheeting			
25/26 Road Resheeting - various	258,752	700,000	441,248
Ansons Bay Road- Resheeting	191,399		(191,399)
Total Resheeting	450,151	700,000	700,000
Roads - Reseals			
St Marys - Story Street Esk Main Road to Groom Street	-	60,000	60,000
25/26 Reseals TBC	675,610	800,000	124,390
Totals Reseals	675,610	860,000	860,000
Roads - Reconstructions / Construction			
Mangana Road - Rehabilitation/reconstruction 25/26	182,573	350,000	167,427
Totals - Roads Construction, Digouts & Other	182,573	350,000	350,002
Totals Roads & Footpaths	1,422,480	2,790,000	2,675,858
			0
Bridges			
Bridge 185 - Gilles Road	16,454	307,000	290,546
Bridge 2684 - Pedder Street	163,955	200,000	36,045
Total Bridges	180,409	507,000	507,000
Stormwater			
Minor stormwater Jobs	59,294	150,000	90,706
Penelope Street	9,960	9,960	(0)

Break O'Day Council

Capital Works Revised Budget 2025-2026

For the 10 months to 30 April 2026

Project Details	YTD @ 30/4/2026	Revised Budget 2025/2026	Remaining Budget
Aulichs Lane, St Marys Upgrade	16,123 3,035	90,220 62,744	74,097 59,709
New SW main - Brown Street		90,000	90,000
Renewal of SW Main - Talbot Street, Fingal	84,758	100,000	15,242
Total Stormwater	173,171	502,924	329,753
Waste Management			
Replace Pay Booth - Fingal WTS	-	20,000	20,000
Ansons Bay WTS - Bulk Bin Loading Ramp Upgrade		30,000	30,000
Scamander WTS - Waste Compactor	11,695	1,054,315	1,042,620
Scamander WTS - Landfill Design & Construction	65,085	232,072	166,987
Total Waste Management	76,780	1,336,387	1,259,607
	-		
Total Capital	3,987,108	9,838,143	7,339,781

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Angela Matthews, Corporate Services Coordinator Raoul Harper, Manager Business Services
FILE REFERENCE	018\017\004\
ASSOCIATED REPORTS AND DOCUMENTS	Draft Schedule of Fees & Charges 2026/2027

OFFICER'S RECOMMENDATION:

That Council adopt the Schedule of Fees & Charges 2026/2027 as presented.

INTRODUCTION:

Council's Schedule of Fees & Charges is reviewed annually as part of the budget process. The review is informed by the Council Financial Management Strategy and its principles relating to Fees and Charges.

PREVIOUS COUNCIL CONSIDERATION:

The Schedule of Fees & Charges is reviewed and adopted annually; this draft for 2026/2027 has not previously been considered.

OFFICER'S REPORT:

Council continues to be committed to the implementation of user pays principle. From a merit viewpoint, this approach is correct in that it recognises the situation where certain services are consumed by a discrete part of the community.

The approach of user pay does not necessarily mean that every service or function is subject to this principle, nor does it constrain Council from exempting some sectors of the community from paying for the service where it deems the service to be a community service obligation, or it is uneconomic to provide the service to a given area or cohort.

When determining the level of fees and charges, Council will have regard to the user pays principle and where possible recover the full cost of operating or providing the goods and services in accordance with National Competition Policy guidelines.

Council maintains a register of fees and charges in accordance with section 206 of the *Local Government Act 1993*. The fees and charges contained in the register are reviewed each year as part of the annual budget deliberations. Fees and charges will be increased annually by a minimum of the Consumer Price Index (CPI) except those categorised as Legislated, Government Agency or Council which are set independently.

All Fees and Charges will be increased by a minimum of 6% in response to rising cost-of-living pressures and to ensure the continued application of the user-pays principle.

Below is a summary of changes for 2026/2027

Development Charges

- Application fees for new strata schemes have increased by 20% to more accurately reflect the level of assessment and administrative work involved.
- Building surveying charges have increased by between 25% and 37% to better reflect the cost of service delivery and ensure full cost recovery.
- Extension to building permits (all classes) have increased by 20% in line with the additional assessment and administrative requirements associated with processing extensions.

Animal Control

- Increases to Dog Fees of 6 % was approved at Council at April 2026 Council Meeting.

Waste Transfer Fees

- All waste transfer fees have increased by 6%, with rounding applied to the nearest 50 cents to reflect increased operational and disposal costs.

Facilities Hire

- Bond fees have increased by 6%, with amounts rounded to the nearest \$0 or \$5 to ensure consistency and ease of application.
- Visitor Information fees will increase by 6% in the 2026/2027 financial year, representing the first adjustment in several years. This increase reflects rising operational costs and ensures continued sustainability of service delivery.

STRATEGIC PLAN & ANNUAL PLAN:

Strategic Plan 2017 – 2027 (Amended 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. Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs.

LEGISLATION & POLICIES:

Section 205 of the *Local Government Act 1993*.

Break O'Day Council Financial Management Strategy.

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Fees and charges directly relate to service provision. When setting fees and charges for any given year, Council will have regard to the user pays principle and where possible recover the full cost of operating or providing the goods and services in accordance with National Competition Policy

guidelines. The Schedule of Fees and Charges presented for Council consideration includes increases where the cost of service delivery has occurred.

VOTING REQUIREMENTS:

Absolute Majority



Fees & Charges 2026/2027



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

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ADMINISTRATION

(All fees listed below are inclusive of GST where applicable, *Indicates GST free/exempt items)

Photocopying

		2026/2027
Black & White	Per A4 page	\$0.80
	Per A4 page double sided	\$1.05
	Per A3 page	\$1.25
	Per A3 page double sided	\$1.55
Bulk Runs	Copies in excess of 500 (per A4 sheet)	\$0.55
	Copies in excess of 500 (per A4 sheet double sided)	\$0.65
	Copies in excess of 500 (per A3 sheet)	\$0.75
Binding	1 Plastic Sheet + Comb (bound by Council staff) per copy	
Colour Photocopying	Per A4 page	\$4.35
	Per A3 page	\$6.25
Laminating	Per A4 page	\$5.60
	Per A3 page	\$6.90
Council Agenda & Minutes	Printed copy	Free of Charge
Planning	Planning Scheme Ordinance	\$77.91

Note: Photocopy charges apply to all organisations and individuals, unless they have prior approval from Council for such in-kind support. This must be requested on at least an annual basis. Coloured paper is not available for purchase, and if required is to be supplied by the individual/organisations.

Right to Information

<i>Fees are set as per the Right to Information Act 2009, these fees are listed as a reference only. The Right to Information Act 2009 replaces the Freedom of Information Act 1991 and therefore the associated fees have altered accordingly. There is now one (1) flat fee for these requests and no other expenses are incurred as with the Freedom of Information requests.</i>	2026/2027
Per application (except where excluded under the Act). The fee is based on 25 fee units @ \$1.96 at the 1 July 2026	\$49.00*

Search of Public Information

		2026/2027
\$132 Certificates	Application fee - 30 fee units @ 1.96 at the 1 July 2026	\$58.80*
\$337 Certificates	Application fee - 132.5 fee units @ \$1.96 at the 1 July 2026	\$259.70*

Goods left on Council Controlled Land

	2026/2027
Collection Fee	At Cost – Plus associated legal fees incurred by council
Storage Fee – per week or part there of	At Cost – Plus associated legal fees incurred by council

Note: Additional costs associated with transport or handling to be recovered at cost.

Visitor Information Centre

		2026/2027
Brochure Display for Business outside Break O'Day Municipality	DL Size	\$57.00
	A4/A5 Size	\$68.00
Light Box (Local Businesses)		\$285.00

FACILITIES HIRE

FACILITY HIRE BOOKING FEE - \$25.

This fee is a non-waiver/non-refundable booking fee that is to be paid on ALL bookings (fee waivers may be requested, however, this fee is still payable).

Bonds – All Facilities

	Whether Full Day or Part Day 2026/2027
Portland Hall – General Use	\$220.00*
Portland Hall – Where liquor is consumed	\$325.00*
St Marys Hall – General Use	\$220.00*
St Marys Hall – Where liquor is consumed	\$325.00*
St Marys Hall & Kitchen	\$425.00*
Sports & Recreation Grounds – All Facilities	\$325.00*
Bendigo Bank Community Stadium	\$325.00*
St Helens Foreshore	\$425.00*
St Helens Council Chambers	\$325.00*
Fingal Recreation Ground – General Use	\$220.00*
Fingal Recreation Ground – Where liquor is consumed	\$325.00*

Note: Hirers are required to set up the facility including chairs as they see fit. Setup is not included in the charges listed below.

Not for Profit Organisations

	Full Day 2026/2027	Half Day (Max 4 hours) 2026/2027	Per Hour 2026/2027
Hall Only – Day	\$77.50	\$47.50	\$24.00
Hall Only – Night	\$131.00	\$95.50	\$24.00
Hall Only – Day AND Night	\$191.00	N/A	N/A
Portland Hall Kitchen – Day AND Night	\$53.00	\$29.50	N/A
St Marys Hall Kitchen – Day AND Night	\$53.00	\$29.50	N/A
Fingal Recreation Building - Kitchen – Day AND Night	\$53.00	\$29.50	N/A
Memorial Services	Nil	Nil	Nil
Projector and Screen hire – St Marys	\$26.00	N/A	N/A

Private Functions and Other Non-Commercially Trading Organisations

	Full Day 2026/2027	Half Day (4 hours or less) 2026/2027
Hall Only – Day	\$215.00	\$100.00
Hall Only – Night	\$263.00	\$125.00
Hall Only – Day AND Night	\$433.00	N/A
Portland Hall Kitchen – Day AND Night	\$89.50	\$82.50
St Marys Hall Kitchen – Day AND Night	\$89.50	\$82.50
Fingal Recreation Building - Kitchen – Day AND Night	\$89.50	\$82.50

FACILITIES HIRE CONT...

Commercially Trading Organisations (Sale of Goods)

	Full Day 2026/2027	Half Day (4 hours or less) 2026/2027
Hall Only – Day	\$3,589.00	\$1,794.50
Hall Only – Night	\$2,632.00	\$1,315.50

Miscellaneous

	2026/2027
Public Liability – see hirers agreement (if required)	\$26.50 per day

St Helens Council Chambers (Day use ONLY)

	2026/2027	
Court Sittings	\$417.50	
Other Organisations	\$274.50	
Community Groups	Per Day	\$78.00
	Half Day	\$44.50

Break O'Day Council Internal Meeting Room

	2026/2027	
Community Groups	Per Day	\$159.00
	Half Day	\$74.00
	Per Hour	\$21.00

Sport/Recreation Grounds

	2026/2027	
Bulk Camping Fees – by arrangement with Council (more than 10 users)	POA	
Hire of Sports Grounds (ovals, fields, etc.)	Per hour	\$22.50
Kitchen	Per day	\$41.00
Foreshore	Per day	\$136.50
	Half Day	\$71.00
Foreshore/Sports Ground Power	Per day/Per site	\$19.00

St Helens Sports Complex only

Note: The fees listed below apply to the St Helens Sports Centre Only (Bulk Users Excluded)

	2026/2027	
Toilets Only	Per day	\$41.00
Showers and Toilets Only	Per day	\$82.50
Sports Complex Building (no amenities)	Per day	\$24.00
Sports Complex Building (including amenities)	Per day	\$107.00
New - Sports Complex building (including amenities)	Half Day	\$53.50

Community Hire Equipment

	2026/2027	
Community BBQ Trailer – Community Groups	Daily usage	\$53.50
	Bond	\$318.00*
Community BBQ Trailer – Commercial/Private Hire	Daily usage	\$179.00
	Bond	\$318.00*
Sand Chair Hire	Bond	\$24.00
Projector and Screen hire – St Marys		\$27.50

Multipurpose Stadium

HOURLY RATE HIRE FEES		2026/2027	2026/2027
Day Rates		1 Court	2 Court
Sports (Team)	Casual Hire	\$35.50	\$59.00
	Regular User	\$32.00	\$53.00
	Key User Hire	\$27.50	\$47.00
Sports (Team) Sports (Individual/Doubles)	Casual Hire	\$17.50	\$29.00
	Regular User	\$15.00	\$26.50
	Key User Hire	\$14.00	\$23.00
Sports (Team)Community Activities	Casual Hire	\$28.00	\$47.00
	Regular User	\$25.50	\$42.00
	Key User Hire	\$23.00	\$37.50
Events	Casual Hire	\$70.50	\$118.00

HOURLY RATE HIRE FEES		2026/2027	2026/2027
Night Rates		1 Court	2 Court
Sports (Team)	Casual Hire	\$44.00	\$73.00
	Regular User	\$40.00	\$67.00
	Key User Hire	\$35.50	\$59.00
Sports (Team) Sports (Individual/Doubles)	Casual Hire	\$22.00	\$37.00
	Regular User	\$19.50	\$33.00
	Key User Hire	\$17.50	\$29.00
Sports (Team)Community Activities	Casual Hire	\$35.00	\$59.00
	Regular User	\$32.00	\$53.00
	Key User Hire	\$28.00	\$47.00
Events	Casual Hire	\$88.50	\$148.00

	2026/2027
Day Rate (8 hours)	\$621.50
Half Day Rate (4 hours)	\$310.50
Change Rooms and Showers/Toilets	\$83.00

Bendigo Bank Community Stadium - Kiosk

		2026/2027
Key Users	Per day	\$53.00
Regular User	Per day	\$67.00
Casual User	Per day	\$83.00
One off event	Per day	\$104.00

*The key user amount is set out at the same price, as it is to hire the kitchen at the St Marys and Portland Hall and increases by 25 percent with each classification. Which is similar to the matrix that is used for the court hire of the Stadium.

Hub4Health Building

		2026/2027
Local Service Provider	Full Day	\$67.00
	Half Day	\$33.00
Out of Town Service Provider	Full Day	\$89.00

St Marys Multipurpose and Evacuation Centre – Not for Profit Organisations

	Full Day 2026/2027	Half Day (Max 4 hours) 2026/2027	Per Hour 2026/2027
Function Room – Day	\$78.00	\$48.00	\$24.00
Function Room – Night	\$130.00	\$95.50	\$24.00
Kitchen	\$53.00	\$53.00	N/A
Meeting room / changerooms	\$42.50	N/A	N/A
Toilets Only	\$40.00	N/A	N/A
Showers & Toilets	\$79.50	N/A	N/A

St Marys Multipurpose and Evacuation Centre – Private Functions and Other Non-Commercially Trading Organisations

	Full Day 2026/2027	Half Day (4 hours or less) 2026/2027
Function Room – Day	\$217.00	\$101.00
Function Room – Night	\$263.00	\$125.00
Kitchen	\$89.50	N/A
Meeting room/ changerooms	\$85.00	N/A
Toilets Only	\$79.50	N/A
Showers & Toilets	\$159.00	N/A

Open Space at Flagstaff Trail Head

	2026/2027
Non-Waiverable and Non-Refundable Administration Fee:	\$27.80
Bond <i>The Bond is the same for all bookings no matter what the time frame and will be refunded following an inspection of the area after completion of the event/activity</i>	\$334.00*
Unpowered Site	Per hour \$12.00
	½ Day (4 hours) \$35.50
	Full Day (8 hours) \$72.00
Powered Site	Per hour \$14.50
	½ Day (4 hours) \$43.40
	Full Day (8 hours) \$86.30
Skills Training/Activation Area	Per hour \$17.80
	½ Day (4 hours) \$54.10
	Full Day (8 hours) \$107.45

WASTE TRANSFER STATIONS

DOMESTIC		2026/2027
General Household Garbage	Garbage Bag	\$4.50
	140L Wheelie Bin (max. 2 bags)	\$9.00
	240L Wheelie Bin (max. 3 bags)	\$13.50
	Car Boot	\$13.50
	Station Wagon, Trailer without cage or Utility	\$16.00
	Trailer with Cage	\$21.00
	Tandem Trailer or small Truck	\$25.00
All Clean Green Waste – Domestic & Commercial	Car Boot	\$5.50
	Station Wagon, Trailer without cage or Utility	\$11.00
	Trailer With Cage	\$13.00
	Tandem Trailer or small Truck	\$19.00
	Tree lopping material requiring chipping (greater than 400mm diameter)	\$17.50
	Heavy stumps and oversized timber (greater than 1500mm diameter)	\$31.00
COMMERCIAL		
Commercial Business Waste		\$41.00 m ³
Bulk Waste Scamander WTS – Scamander Only		\$230.00 per tonne
Asbestos Scamander WTS – Scamander Only		\$82.00 m ³
Motorcycle and car tyres		\$11.00 each
Light truck/4WD tyres		\$20.00 each
Truck and larger tyres		\$44.00 each
Tractor tyres		\$217.00 each
GENERAL BUILDING WASTE & RUBBLE		
Bricks, gravel, treated & untreated timber gyprock etc.		\$50.00 m ³
Clean Fill Material		\$11.50 m ³
Unsecured loads (additional charge)		\$9.00 each
MATTRESSES		
Mattresses Double/Queen/King Accepted free of charge If stripped down (e.g. separated material, timber, and steel springs)		\$27.50 each
Mattresses Single Accepted free of charge If stripped down (e.g. separated material, timber, and steel springs)		\$14.00 each
FURNITURE		
Sofa	Single Seat	\$13.00
	2 or 3 Seat	\$27.50
	Large Modular	\$40.50
Laminated Furniture (desks, wardrobes, bathroom/kitchen cabinets)		\$40.50

Waste Transfer Stations – Cont

	2026/2027
RECYCLABLE MATERIAL	
Separated Recycling Material (which is normally accepted in Council Kerbside Recycling Bins)	FREE
Triple Rinsed Chemical Containers (DrumMuster Endorsed)	FREE
Car Batteries	FREE
E Waste (TV's, computers, printers, game stations, etc.)	FREE
Car Bodies/Scrap Steel – St Marys, Scamander & St Helens	FREE
White Goods (Except Fridges and Freezers)	FREE
Cardboard	FREE
Glass	FREE
Paint	FREE
Scrap Metals	FREE
Aluminium & Steel Cans	FREE
OTHER	
Gas Cylinders LPG Only (Must be fully degassed to be accepted)	\$13.00
Fridges & Freezers	\$25.00
Fuel Disposal (Petrol, Diesel, Coolant)	\$2.50 per litre
Waste Oil	\$1.50 per litre
Replacement Wheelie Bin – 140L	\$86.80 each
Replacement Wheelie Bin – 240L	\$100.00 each
Delivery fee for change of bin requirements including replacement of lost or stolen bins	\$37.30

Mulch Fees – St Helens WTS

GREEN WASTE MULCH	2026/2027
Double shredded green waste mulch available for sale	\$28.00m ³
Single shredded green waste mulch available for sale	\$13.50m ³

ENGINEERING SERVICES

Engineering Services – Stormwater Connections

	2026/2027
Stormwater connection to kerb and gutter	POA
Stormwater connection to piped drain	POA
All other stormwater connections	POA

Assessment of Public Works

	2026/2027
Assessment of Engineering Plans & Approval for Construction (excludes inspections)	\$1047.50
Works /Engineering Inspections (per Inspection)	\$200.30

Note: Public works are defined as any works that council is obliged to maintain for the community and include roads, footpaths, drainage (both underground and surface), landscaping, parks and public buildings

Other Fees

	2026/2027
Supply of Traffic Counts, per count, if current data is already available	\$62.50
Supply of Traffic Counts, per count, if data must be obtained	POA
Works Permit / New Crossover Application Fee / Application to Open Road (Includes post inspection fee)	\$273.80
Additional Inspection Fees related to Works Permit	\$136.90
Location Charges (during business hours)	\$136.90

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Road Work

	2026/2027
Road & Footpath Reinstatement	POA
Footpath and Driveway Construction	POA
Stormwater Works	POA

Aerodrome Landing Fees

	2026/2027
To apply to General Aviation (GA) landings	\$13.90 per tonne
Non General Aviation (GA) landings	No charge
Airport Hangar Hire/Lease	POA depending on size

Cemeteries - Site & Reservation Fees

	2026/2027
Land Lawn Cemetery	\$232.70*
Graveyard Land 2.4m x 1.2m	\$232.70*
Land – Child (Birth to 5 years)	Nil
Columbarium Wall	\$105.25*

Cemeteries - Grave Digging

		2026/2027
Lawn Cemetery	Monday to Friday	\$1446.90
	Saturday, Sunday and Public Holidays	POA
	All days (including public holidays) – Children Birth to 5 years	Nil
Ashes Burial	Monday to Friday	\$397.50
	Saturday, Sunday and Public Holidays	POA
	All days (including public holidays) – Children Birth to 5 years	Nil
Other Cemeteries (including old sites requiring manual excavation)	Monday to Friday	\$1602.70
	Saturday, Sunday and Public Holidays	POA
	All days (including public holidays) – Children Birth to 5 years	Nil

Cemeteries - Miscellaneous

	2026/2027
Exhumation	POA
Re-interment	POA
Fee for re-opening grave	POA
Fee for constructing cement layer	POA
Relocation of Ashes	\$101.20*

DEVELOPMENT SERVICES – PLANNING

New Development (Buildings)

		2026/2027
Review of application where No Permit Required	Administration Fee	\$200.00
Advertising Fee	If applicable	\$530.00
Permitted Use/Discretionary Use	Use and/or Development (Class 7 and Class 10 Buildings, Signs, Demolition)	\$334.00
	Use and/or Development (Other excluding subdivision)	\$3.75 per \$1,000 of assessment value - Min \$415.00, Max \$30,000 Note: Development Exceeding a Fee - Value in excess of \$30,000 will be quoted by Council upon application *
ILLEGAL WORKS – RETROSPECTIVE PLANNING APPROVAL		Double the relevant application fee
Development Proposed Within Flood Hazard Category 1 & 2		Double the relevant application fee
Development Proposed Within Flood Hazard Category 3 and above		Double the relevant application fee + Associated Cost of Peer Review

New Development (Subdivision/Adjustment)

		2026/2027
SUBDIVISION Application Fee		\$690* + \$190.00* per lot
BOUNDARY ADJUSTMENT Application Fee		\$390.00*
Development Proposed Within Flood Hazard Category 1 & 2		Double the relevant application fee
Development Proposed Within Flood Hazard Category 3 and above		Double the relevant application fee + Associated Cost of Peer Review

New Development (Other)

		2026/2027
Level 1 Activity <i>EMPCA 1993</i>		\$1620.00*
Level 2 Activity <i>EMPCA 1993</i>		\$1890.00*
Fence (Where not exempt)		\$200.00*
Application where buildings do not form a major part of the Development	Up to \$25,000	\$200.00*
	\$25,001 to \$100,000	\$400.00*
	\$100,001 to \$250,000	\$560.00*
	\$250,001 to \$499,999	\$980.00*
	Where project cost exceeds \$500,000	\$1,900.00* plus \$3.75 per \$1,000 over \$500,000 to a max \$30,000 Note: Development Exceeding a Fee Value in excess of \$30,000 will be quoted by Council upon application
CHANGE OF USE (for all classes of building or use of site)	Plus, fee for any new work associated with application.	\$250.00* Fee set by State Government
Development Proposed Within Flood Hazard Category 3 and above		Double the relevant application fee + Associated cost of peer review

DEVELOPMENT SERVICES – PLANNING CONT...

Plan – Examination & Sealing

	2026/2027
Examination and sealing of final plan of Survey	\$660.00* + \$190* per lot
Application Fee for New Strata Scheme	\$720.00*
Application Fee for Staging of Strata Scheme (fee applies per stage subsequent to approved of Master Scheme)	\$540.00* per stage
Petition to amend a Sealed Plan – (All parties signed petition)	\$1890.00*
Additional Fee where a petition is required to progress to a hearing.	\$1890.00* + Councils Legal Fees at Cost

Sundry Planning Fees

	2026/2027
Extension - application for permit extension	\$200.00*
Minor amendment - application to amend a Section 58 Permit	\$200.00*
Minor amendment – application to amend a Section 57 Permit	\$460.00*
Minor amendment – application to amend a Section 57 Permit with 1-5 Representations	\$920.00*
Minor amendment – application to amend a Section 57 Permit with 6 or more Representations	\$1980.00*
Minor amendment – application to amend a Section 57/Section 58 requiring RMPAT decision	At cost + associated legal fees incurred by council
Adhesion order - application for issue of an adhesion order	\$310.00*
Part 5 agreement – processing and sealing of a Part 5 agreement - s. 70 of LUPAA	\$500.00*
Scheme amendment - application for amendment to Break O’Day planning scheme and processing fee after council approval to proceed	Cost to be negotiated with Applicant upon receipt of Valid Application*
Mediation - organising mediation in accordance with s.57a of LUPAA or any other mediation required by the council in order to determine a planning application	At cost + associated legal fees incurred by council*
Cash in Lieu of car parking – per car parking space	\$7190.00*
Collection of impounded sign	s48(a) of the Land Use Planning & Approvals Act 1993 \$150.00* per sign

Statutory Advertising & Administration

	2026/2027
Advertising	Level 2 Activity Application At Cost
	Application for amendment to the Break O’Day Planning Scheme two adverts required At Cost

Refunds/Remissions – Application withdrawn

	2026/2027	
Planning Fees	Requests for additional information have not been made	75%
	Requests for additional information have been made	25%
Advertising Fees	Not commenced	100% less \$25.00 admin Fee
Application Fee	Project of Regional Significance <u>WHEN</u> declared by Minister	50%
Applications for development by a Community Group on Land Owned or Managed by Council		100%

DEVELOPMENT SERVICES – BUILDING

Building Surveying Charges – Category 3 and 4 Buildings

CLASS 1A Structures (new dwelling/dwelling additions & alterations, change of use (garage to dwelling and dwelling to B&B))		2026/2027
Certificate of Likely Compliance – NOT INCLUDING INSPECTIONS	Up to 150m ² & internal alterations & demolition	\$760.00
	Greater than 151m ²	\$2028.00
CLASS 10A Structures (garage/carport/deck/ pergola/retaining wall/mast/fence/pool)		
Certificate of Likely Compliance – NOT INCLUDING INSPECTIONS	Up to 150m ² including minor structures and pools	\$625.00
	Greater than 151m ²	\$1270.00
Prefabricated Kit shed -Certificate of Likely Compliance – NOT INCLUDING INSPECTIONS	All Sizes	\$625.00
Solar Panel Applications	All Sizes	\$1000.00 includes assessment, any required inspections and administration charge
Other Classes up to 2000m ² (shop, office, warehouse, industrial buildings, assembly buildings schools, etc.)		
Certificate of Likely Compliance – NOT INCLUDING INSPECTIONS	Up to 150m ² (includes internal alterations and Change of Use)	\$1520.00
	Greater than 150m ²	\$3042.00
LEGISLATION OF ILLEGAL STRUCTURES – DOUBLE THE ASSESSMENT FEE AS PERSCRIBED		LEGISLATION OF ILLEGAL STRUCTURES – DOUBLE THE ASSESSMENT FEE AS PERSCRIBED

Inspections

Class 1A - Change of Use (Minimum of two (2) inspections)	2026/2027
Class 1A & 10A - Building Inspections (Minimum of five (6) for class 1-9) (Minimum of two (2) for Class 10A)	\$250.00* per inspection
Additional inspections required will be charged prior to issue of Completion Certificates	Additional inspections required will be charged prior to issue of Completion Certificates

Miscellaneous

		2026/2027
Search for property information (Non-Refundable)		\$70.00*
Staged Building Application Fee		\$200.00* + Associated administration fee per stage
Temporary Occupancy Permit	Annually to maximum of 3 years	\$200.00* + Associated Administration fee*
Re-activation of file (expired building/plumbing permit)	Reassessment required	Assessment and inspection fees as per fee schedule + \$75.00 for each certificate required
	Reassessment not required	\$750.00+ \$75.00 for each certificate required & any required inspections
Commercial Occupancy Permit & Schedule of Health and Safety Features		\$830.00

DEVELOPMENT SERVICES – BUILDING CONT...

Extension to Building Permit – All Classes

		2026/2027
1 st Year		\$300.00*
Subsequent Years	Increase of \$50.00* per year over previous year Capped at \$500.00	

Building Certificates

		2026/2027
Class 10A Structures (Includes Inspection & Administration Costs)		\$260.00*
Class 1A Structures (Includes Inspection & Administration Costs)		\$390.00*

State Government Levies

		2026/2027
Industry Training Levy	Over \$20,000	Fee set by State Government
Building Administration Fee Levy	Over \$20,000	Fee set by State Government

Amendments

		2026/2027
Minor Amendment	Not requiring a reassessment	\$190.00*
Amendment to Building Permit & Certificate of Likely Compliance		Fees applicable to Certificate type (eg. Certificate of Likely Compliance) + Applicable Administration Fee
Amendment to approval for Change from Notifiable Works to Permit Works		Administration Fee of \$200.00* + Permit Authority Assessment Fee

Administration and Notifiable Works and Lodgment fee

		2026/2027
Administration – Category 1		Nil
Administration – Category 2		Nil
Administration – Category 3		\$200.00*
Administration – Category 4	Administration Fee of \$200.00* + Permit Authority Charges	

Administration – Privately Certified Applications Only

		2026/2027
Administration – Category 1		Nil
Administration – Category 2		Nil
Administration – Category 3		\$200.00*
Administration – Category 4		\$200.00*

BUILDING SERVICES – PLUMBING – DOMESTIC & WASTEWATER

Domestic Certificate of Likely Compliance Plumbing (Category 3 & 4 plumbing works)

		2026/2027
Plumbing Permit/Assessment – ALL PRICES INCLUDE INSPECTIONS	Up to 151m ² & Class 10 & Demolition	\$330.00*
	Greater than 151m ²	\$840.00*
Waste Water Assessment and Approvals (Septic Tanks, AWTS etc.)	All Sizes	\$210.00*
Administration Fee – Plumbing Only (Fee applies where not in connection to building work)	All Works	\$200.00*
LEGALISATION OF ILLEGAL STRUCTURES – DOUBLE THE ASSESSMENT FEE AS PRESCRIBED ABOVE.	LEGALISATION OF ILLEGAL STRUCTURES – DOUBLE THE ASSESSMENT FEE AS PRESCRIBED ABOVE.	

BUILDING SERVICES – PLUMBING – COMMERCIAL

Commercial Certificate of Likely Compliance Plumbing (Category 3 & 4 plumbing works)

		2026/2027
Plumbing Permit/Assessment – ALL PRICES INCLUDE INSPECTIONS	Up to 151m ²	\$730.00*
	Greater than 151m ²	\$1670.00*
LEGALISATION OF ILLEGAL STRUCTURES – DOUBLE THE ASSESSMENT FEE AS PRESCRIBED ABOVE.	LEGALISATION OF ILLEGAL STRUCTURES – DOUBLE THE ASSESSMENT FEE AS PRESCRIBED ABOVE.	

BUILDING SERVICES – PERMIT AUTHORITY

Permit Authority Charges – Building & Plumbing Only (Category 4 only)

		2026/2027
LEGALISATION OF ILLEGAL STRUCTURES – DOUBLE THE FEE FOR AN ILLEGAL STRUCTURE, THAT IS, THE CHARGE IDENTIFIED BELOW PLUS 100%		
CLASS 1A Structures (new dwelling/dwelling additions & alterations, change of use (garage to dwelling and dwelling to B&B))		
Building & Plumbing Permit	All sizes	\$440.00*
CLASS 10A Structures (garage/carport/deck/pergola/retaining wall/mast/fence/pool & demolition works)		
Building & Demolition Permit	All sizes	\$210.00*
Other Classes up to 2000m ² (shop, office, warehouse, industrial buildings, assembly buildings schools, etc.)		
Building & Plumbing Permit	All sizes	\$530.00*

ENVIRONMENTAL HEALTH

Licences, Certificates, Permits

		2026/2027
Food Business (Mobile or Premises)	High Risk – P1	\$477.00*
	Medium Risk – P2	\$280.90*
	Low Risk – P3	\$143.10*
	Notifiable – P3N & P4	\$42.40*
Food Business – Not for Profit Community Group	All levels	NIL
Temporary Food Registration	Period not exceeding ten consecutive (10) days	\$42.40*
	Period not exceeding ten consecutive (10) days – not for profit community groups	NIL
Food Sampling		\$68.90 + Cost of Analysis if applicable
EHO Report - Assessment of Plans for Commercial Kitchen (Form 49)		\$143.10*
EHO Report - Occupancy Permit for Commercial Kitchen (Form 50)		\$143.10*
Place of Assembly	Licence application for a mass outdoor public event	\$84.80*
	Not for profit organisations	NIL
Sampling of Swimming Pools/Spa Baths	Public	\$84.80* + Cost of Analysis if applicable
	Public – Resamples	\$143.10* + Cost of Analysis if applicable
	Public not for profit organisations	Cost of Analysis
Water Cartage	Application/Renewal	\$47.70*
Public Health Risk Activities	Licence	\$143.10*
	Renewal	\$143.10*
Caravan Licence		156 fee units per financial year or 12 fee units per month (inclusive of month of application)
Nuisance	Abatement costs associated with non-compliance	Cost of Works + \$201.40*
	Administration costs associated with non-compliance	\$201.40* first hour (minimum fee); \$106.00 per hour or part thereof thereafter, plus compliance costs
Permit for Burial of Human Remains on Private Land		\$254.40*
Environmental Protection Notices	Investigation, issuing and management charges	\$201.40 per hour or part thereof

ANIMAL CONTROL

Registration Type

	IF PAID PRIOR TO 30 JUNE 2026	IF PAID AFTER 30 JUNE 2026
Entire Dog	\$57.90*	\$83.40*
Entire Dog – Pensioner**	\$25.55*	\$38.40*
De-sexed Dog	\$32.20*	\$45.05*
De-sexed Dog – Pensioner**	\$15.05*	\$19.50*
Newly Registered Dog	As above	
Approved Assistance Dogs - Guide/Hearing	Nil	Nil
Registered Breeding Dog	\$39.55*	\$47.80*
Approved Working Dog	\$25.55*	\$45.60*
Declared Dangerous Dog	\$320.55*	\$385.10*

NOTE: **One (1) dog per property on Pensioner Rate. (Pension and Health Care card)

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Impounding

		2026/2027
First Impoundment		\$63.40*
Subsequent Impoundment		Previous impoundment fee +\$63.40*
Daily keeping fee		\$32.20*
Purchase of unclaimed dog **		\$32.20* + registration fee
Microchip implanting of impounded/unclaimed dog (if not already chipped)		At cost
Out of hours release fee ***	Original owner	\$320.55*

NOTE: ** Refundable if returned within two (2) weeks.

ALL FEES MUST BE PAID IN FULL PRIOR TO RELEASE OF ANY DOG

Kennel Licence

		2026/2027
Kennel licence application fee	More than 2 dogs or 4 working dogs	\$90.10*
Kennel licence renewal fee (Applies to working and non-working dogs)		\$63.40*

Miscellaneous

		2026/2027
Replacement Registration Tag		\$6.35*
Dangerous Dog	Collar	\$30.75
	Sign	Cost Price
Dog Waste Bags	Roll	\$19.10

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

This report provides an overview of Works Operations and Capital Projects undertaken in April 2026, along with details of scheduled activities for the coming month.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report to the Council.

OFFICER'S REPORT:

Works Operations	April 2026	May 2026
Aerodrome	Routine inspections.	Routine inspections.
Town Maintenance	Township mowing all towns including playgrounds and recreation grounds. Additional work undertaken due to Easter events in Pyengana and St Helens, and the Pyengana Heritage Football Game on 18 th April. Additional work to be undertaken at Cenotaphs around the municipality in preparation for ANZAC Day services. Kerb and footpath vegetation removal ongoing, all towns.	Boat ramp inspections and cleaning. Stump grinding at the St Marys golf course and reserve near the Old Railway Station. Township mowing and footpath edging where required. Autumn leaf cleanup ongoing.
Road Network	Maintenance grading of Reids Road, Canhams Road, Argonaut Road - Upper Scamander and Loila Tier.	Maintenance grading on Roses Tier Road. Maintenance grading Upper Scamander Road including some minor resheeting where required. Asphalt repairs Ansons Bay Road and around Ansons Bay township.

Stormwater & Drainage	Stormwater work in High Street Mathinna to address nuisance stormwater issues to residents.	
MTB Trails	Routine track inspections & maintenance.	Routine track inspections & maintenance.
Weed Management	<p>Fingal: Thistles, Spanish heath, Broadleaf weeds.</p> <p>Stieglitz: Thistles, mullein, caper spurge, mirror bush, African daisy.</p> <p>St Helens: Blackberry, African boxthorn, mirror bush, thistles.</p> <p>Pyengana: Foxglove, Spanish heath.</p>	
Asset Management	Building & Playground inspections.	

CAPITAL WORKS PROGRAM

Item	Comment
Bridge 185 – Gillies Road	Design and design certification have been completed, and material procurement is underway. Council will deliver the bridge replacement works, with the construction schedule to be confirmed. A temporary bypass will be provided for affected residents and the works schedule notified to residents closer to construction.
Georges Bay Walking Track Extension	In-progress: Design has been finalised. Flora & Fauna study completed. AHT assessment request has been lodged.
Scamander WTS – Waste Compactor	Options report completed. To be discussed further with the Council during the 26/27 budget preparation cycle. Master Plan and Draft Detail design are completed.
Scamander Inert Landfill Development	Documentation to be reviewed and approved by EPA – pending.
Scamander Coastal Hazards Project	Project remains in progress with works scheduled in June.
Storm Water – Aulichs Lane, St Marys	Completed
Lindsay Parade – footpath	Completed
Binalong Bay – footpath	In-progress: Pacific Drive to Highcrest Avenue – Concreting
Road Resealing	Completed
Road Re-sheeting	In-progress.
Mangana Road	Completed
Tully Street – Northern end: Stormwater System Design	In-progress: Engineering design.

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	Month Diff	24/25 MT	25/26 MT	Month Diff	24/25 MT	25/26 MT	Month Diff
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	0	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	TBA		0			51	TBA	
May	198			0			45		
Jun	182			0			38		
Total	2,774	2,690		171	212		590	398	

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.

Green Waste Mulch – St Helens Waste Transfer Station

- Double shredded material – sold out.
- Singel shredded material – in stock.
- Next shredding campaign – confirmed mid-May by contractor.

SUB-DIVISION INSPECTIONS

- Nil

TRANSPORT MASTER PLAN

Master Plan reviewed by Council at the 8th April 2026 Councillor Workshop with proposed endorsement at May 2026 Council meeting.

ST MARYS OFF-STREET PARKING STRATEGY

Strategy drafted for internal management review prior to subsequent review with Councillors.

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 report provides an informational update on Animal Control metrics.

PREVIOUS COUNCIL CONSIDERATION:

Provided as a monthly report.

OFFICER'S REPORT:**Dog registrations YTD 2025/2026**

Month	Dogs Registered	Unpaid Registrations	Total
July	1,073	309	1,382
August	1,206	157	1,363
September	1,277	92	1,369
October	1,299	78	1,377
November	1,311	61	1,372
December	1,324	57	1,381
January	1,324	57	1,381
February	1,346	53	1,399
March	1,355	39	1,394
April	1,361	39	1,400

Summary Statistics, YTD April 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)		1							1	5
Dog -Attack on another animal (Serious)									0	2
Dog -Attack on another animal (Minor)		1							1	3
Dog - Declared Dangerous									0	0
Dog - Barking		1		1			3		5	17
Dog - Chasing a person									0	4
Dog - Impounded						1	1		2	14
Dog - in Prohibited Area									0	0
Dog - Lost Dogs Reported									0	3
Dog - Rehomed									0	2
Dog - Wandering/at large									0	14
Verbal Warnings	1								1	24
Unregistered Dog Notices									0	8
Caution Notices	1	1					1		3	9
Infringement Notices									0	4
Infringement Notice - Disputes									0	6
Written Letter to Dog owners – various matters.				1					1	29
Patrols - Township/Urban Areas	1	1	2			3	3	4	14	90
Patrols - Beaches/Foreshore	1		2			3	3		9	67
Kennel Licence - Issued									0	2
Other animals		1							1	10
Other - RSPCA intervention									0	3
TOTAL	4	6	4	2	0	7	11	4	38	317

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	David Jolly, Manager Infrastructure & Development Services
FILE REFERENCE	033\046\001\
ASSOCIATED REPORTS AND DOCUMENTS	Break O'Day Waste Strategy 2025-2035

OFFICER'S RECOMMENDATION:

That Council endorse the Break O'Day Waste Strategy 2025-2030.

INTRODUCTION:

The Break O'Day Waste Strategy 2025–2030 provides a framework to guide the planning and delivery of Council's waste and resource recovery services over the next five years. It responds to increasing waste volumes and service costs, evolving regulatory expectations, and growing community interest in more sustainable waste management, while recognising the operational constraints of a small, regional municipality.

The Strategy focuses on reducing reliance on landfill, improving system performance and resilience, and supporting a transition towards a circular economy, guided by the waste hierarchy.

PREVIOUS COUNCIL CONSIDERATION:

Councillor Workshop 4 May 2026

Councillor Workshop 1 December 2025

Council Meeting 16 June 2025

06/25.17.4.628 Moved: Clr K Chapple/Seconded: Clr B LeFevre

That Council adopt the 2025-2026 Annual Plan as presented.

CARRIED UNANIMOUSLY

Council Meeting 24 June 2024

06/24.17.2.397 Moved: Clr B LeFevre/Seconded: Clr Wright

That Council adopt the 2024-2025 Annual Plan as presented.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

The Strategy is structured around four interconnected goals with associated targets.

Goal	Targets
<p>Goal 1 Working Towards a Circular Economy</p> <p>This goal focuses on reducing reliance on landfill by improving understanding of local material flows and prioritising waste avoidance, reuse, recycling, and recovery where practical and affordable. It includes reducing waste generated per capita, improving material separation and recovery, and enhancing landfill and waste transfer station operations, infrastructure, and management practices to support improved resource recovery outcomes.</p>	<ul style="list-style-type: none"> • Increase landfill diversion by 23% by 2030. • Improve landfill operations management. • Increase material recovery rate by 23% by 2030. • Ensure MSW, C&I and C&D Recovery Capacity Pipeline is Sufficient to 2050.
<p>Goal 2 Improving Data and Reporting for Waste Operations</p> <p>This goal aims to strengthen data collection, analysis, and reporting to support informed decision-making, regulatory compliance, and transparency. Improved tracking of performance against targets enables accountability and community engagement, while understanding the carbon footprint of waste activities supports sustainability objectives and the evaluation of future waste management options.</p>	<ul style="list-style-type: none"> • Deliver Transparent, Consistent and Regulatory-Compliant Waste Data Reporting. • Ensure the carbon impacts of Councils waste management operations are understood and inform waste initiative business cases. • Improve understanding of Commercial and Industrial (C&I) waste generation and material flows through participation in a coordinated regional C&I audit program.
<p>Goal 3 Leveraging Collaboration to Improve Local Waste Outcomes</p> <p>This goal recognises the value of targeted regional collaboration to improve efficiency, consistency, and access to expertise and services. Participation in regional initiatives is undertaken selectively where it delivers clear benefits for Break O'Day and supports Council's waste management priorities.</p>	<ul style="list-style-type: none"> • Increase Circular Materials Market Access • Leverage Circular North membership to Deliver shared and Local Value. • Provide Ongoing Education and Engagement
<p>Goal 4 Strategic Alignment and Regulatory Readiness</p> <p>This goal ensures Council's waste services, infrastructure planning, and operational practices remain aligned with Councils Strategic Plan, state and national policy directions. It focuses on maintaining compliance, monitoring regulatory and market changes, and ensuring the waste management system remains resilient, adaptable, and fit for purpose over time.</p>	<ul style="list-style-type: none"> • Ensure Strategic Alignment and Long-Term Readiness of Waste Infrastructure • Support and Strengthen Regional Consistency through standards and Procurement. • Adopt regionally consistent standards or procurement approaches only where they support fit-for-purpose local delivery.

The Strategy represents a managed shift toward greater waste avoidance and improved resource recovery, supported by targeted investment in service optimisation, community education, contamination reduction, and potential infrastructure improvements.

Implementation will be integrated into Council's Annual Planning Cycle and aligned with the Long-Term Financial Plan, enabling actions to be prioritised, staged, and adjusted over time.

While some initiatives may increase expenditure, improved diversion is expected to moderate long-term costs through reduced disposal volumes, lower exposure to levy increases, extended landfill lifespan, and delayed future capital investment.

The Strategy does not assume immediate net savings but seeks to slow cost growth and strengthen financial resilience. Major initiatives will be supported by business cases and reviewed annually to ensure alignment with Council's sustainability and affordability objectives.

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:

Waste Management - provide access to affordable services and facilities that foster a circular economy approach to Waste Management.

Break O Day Annual Plan 2025-2026

4.3.2.6 Waste Management Strategy – Complete the development of a strategy aligned with the Circular North strategic Plan 2025-2030 to guide Councils operations, infrastructure development, service delivery & circular economy.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

To be considered in each Annual Planning cycle.

VOTING REQUIREMENTS:

Simple Majority



Waste Strategy 2025-2030



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Executive Summary

The Break O’Day Waste Strategy 2025–2030 provides a strategic framework to guide the planning, delivery, and improvement of Council’s waste and resource recovery services over the next five years. It responds to rising waste volumes, increasing costs, evolving regulatory expectations, and growing community interest in sustainable waste management, while recognising the practical constraints of operating in a small, regional, and geographically dispersed municipality.

The Strategy sets a clear direction to reduce reliance on landfill, improve system performance and resilience, and progressively enable participation in a circular economy, while maintaining fit-for-purpose, affordable, and compliant waste services for the community. All actions are guided by the waste hierarchy, prioritising waste avoidance, reuse, recycling, and recovery ahead of disposal.

Break O’Day Council’s waste system currently manages approximately 6,600 tonnes of material annually, with nearly half still destined for landfill. Municipal Solid Waste is the dominant stream and presents the greatest opportunity for improvement, particularly through reducing recoverable material in the kerbside general waste stream, improving source separation, and addressing high-volume organics. The Strategy uses the 2024–25 financial year as a base year, providing credible evidence base for targets, projections, and future performance monitoring.

The Strategy is structured around four interconnected goals:

Working Towards a Circular Economy - Focused on reducing landfill disposal, improving recovery of priority materials (organics, plastics, timber, textiles, and C&D waste), strengthening infrastructure and operational practices, and extending landfill life. Actions are framed as staged, evidence-based interventions that balance ambition with affordability and feasibility.

Improving Data and Reporting for Waste Operations - Aimed at strengthening the quality, transparency, and usefulness of waste data to support regulatory compliance, informed decision-making, and community reporting. This includes regional data alignment, development of a waste data dashboard, proportionate carbon modelling, and improved understanding of Commercial and Industrial waste through coordinated regional audits.

Leveraging Collaboration to Improve Local Waste Outcomes - Recognising the value of targeted regional collaboration, particularly through Circular North, where Break O’Day Council acts as both a contributor and beneficiary. Participation in governance, technical collaboration, shared data initiatives, and community education programs enables access to expertise, improves consistency, reduces duplication, and delivers locally relevant outcomes.

Strategic Alignment and Regulatory Readiness - Ensuring waste services and infrastructure planning remain aligned with state and national policy directions, emerging regulatory requirements, and market changes. Key priorities include replacing ageing infrastructure at the Scamander Waste Transfer Station, securing long-term inert landfill capacity, and adopting regional standards and procurement approaches where they clearly support local delivery.

Implementation of the Strategy will be integrated through Council’s Annual Planning Cycle and aligned with the Long-Term Financial Plan, allowing actions to be prioritised, staged, and adjusted

over time. Major initiatives will be progressed only where each is supported by robust analysis and Council approval, ensuring financial sustainability and risk is carefully managed.

Overall, the Waste Strategy 2025–2030 provides a practical, evidence-based roadmap for improving waste and resource recovery outcomes in Break O’Day. It balances local capacity with regional collaboration, short-term operational needs with long-term resilience, and environmental responsibility with affordability, positioning Council to respond effectively to change while delivering reliable services and measurable improvement for the community.

Vision

“Deliver fit-for-purpose, affordable waste services and resilient infrastructure that support community wellbeing, reduce reliance on landfill, and enable the municipality to progressively participate in a circular economy.”

This Vision aligns with Council’s Strategic Plan 2022–2027 by supporting responsive, reliable, and affordable waste services that enhance community wellbeing, environmental responsibility, and long-term financial sustainability.

This Strategy adopts a balanced focus across service delivery, system performance, infrastructure, education and behaviour change, data and reporting, and financial management. Service improvements will be guided by the waste hierarchy, prioritising avoidance, reuse, recycling, and recovery before disposal, and supported by validated data and transparent reporting.

Council’s waste services will be progressively improved to reduce landfill disposal, increase material separation, lower contamination, and enhance recovery where feasible and cost-effective. These improvements will be delivered within the framework of Council’s 10-year Long Term Financial Plan.

Education and engagement initiatives will play a central role in reducing waste by promoting reuse and correct recycling. Planning and timely investment in infrastructure underpin effective service design, regulatory compliance, operational improvement, and data-informed decision-making.

All strategic decisions will be guided by safety, compliance, efficiency, affordability, and the waste system’s capacity to adapt over time.

Influence of the Circular North Strategic Plan 2025-2030

Councils Strategy is influenced by the Circular North Strategic Plan 2025–2030 and has been used to guide its development. The Circular North Strategic Plan provides a regional framework for collaboration with NRM North and councils across northern Tasmania. Participation in Circular North benefits Break O’Day Council through access to shared data and modelling, technical expertise, collective learning, and coordinated advocacy on waste and resource recovery issues.

Alignment with the Circular North Strategic Plan does not require the automatic implementation of regional actions. Instead, regional initiatives and strategic directions are considered and applied selectively where relevant to the local context, based on local relevance, cost effectiveness, prioritization, and investment decisions, while actively engaging in regional collaboration where it delivers clear benefits to the municipality.

The Break O’Day Waste Strategy 2025-2030

Approach

This Strategy provides a framework for managing waste and resource recovery in Break O’Day, guided by the waste hierarchy that prioritises avoidance, reuse, recycling, and recovery over disposal.

The waste hierarchy underpins the Council’s decision-making approach and directs planning for waste services, infrastructure investment, and community initiatives. It highlights and supports the idea that landfilling is the least favoured option, and that long-term environmental and financial sustainability are best secured by minimising waste generation and maximising resource recovery whenever feasible and affordable.

Figure 1: Waste Hierarchy



Source: Draft Tasmanian Waste and Resource Recovery Strategy 2022 – 2025

This approach enables Council to reduce reliance on landfill, improve diversion and recycling performance, manage long-term waste costs, and ensure infrastructure and services remain responsive to community needs and regulatory requirements.

The Strategy adopts a balanced approach that considers environmental, social, and economic factors, while also reflecting the scale, geographic characteristics, and service delivery conditions of Break O’Day Council.

Deployment

The Strategy is structured around four interconnected goals, supported by a set of implementation focus areas. Together, these elements ensure that strategy actions and investments are coordinated, targeted, and clearly aligned with the outcomes Council is seeking to achieve.

Table 1: Strategy Goals

<p style="text-align: center;">Goal 1</p> <p style="text-align: center;">Working Towards a Circular Economy</p> <p>This goal focuses on reducing reliance on landfill by improving understanding of local material flows and prioritising waste avoidance, reuse, recycling, and recovery where practical and affordable. It includes reducing waste generated per capita, improving material separation and recovery, and enhancing landfill and waste transfer station operations, infrastructure, and management practices to support improved resource recovery outcomes.</p>	<p style="text-align: center;">Goal 2</p> <p style="text-align: center;">Improving Data and Reporting for Waste Operations.</p> <p>This goal aims to strengthen data collection, analysis, and reporting to support informed decision-making, regulatory compliance, and transparency. Improved tracking of performance against targets enables accountability and community engagement, while understanding the carbon footprint of waste activities supports sustainability objectives and the evaluation of future waste management options.</p>
<p style="text-align: center;">Goal 3</p> <p style="text-align: center;">Leveraging Collaboration to Improve Local Waste Outcomes.</p> <p>This goal recognises the value of targeted regional collaboration to improve efficiency, consistency, and access to expertise and services. Participation in regional initiatives is undertaken selectively where it delivers clear benefits for Break O’Day and supports Council’s waste management priorities.</p>	<p style="text-align: center;">Goal 4</p> <p style="text-align: center;">Strategic Alignment and Regulatory Readiness.</p> <p>This goal ensures Council’s waste services, infrastructure planning, and operational practices remain aligned with relevant state and national policy directions. It focuses on maintaining compliance, monitoring regulatory and market changes, and ensuring the waste management system remains resilient, adaptable, and fit for purpose over time.</p>

Implementation to be facilitated through Councils Annual Planning Cycle

The implementation of this Strategy will be facilitated through the Council's annual planning cycle. The Annual Plan, reviewed and approved by the Council each year, outlines the planning, resource allocation, and monitoring of operational tasks. As a publicly available document, it includes quarterly reports to the Council, promoting transparency and accountability. Actions stemming from the Waste Strategy will be included in future Annual Plans, allowing for phased implementation, ongoing progress monitoring, and alignment with the Council's wider corporate and financial planning frameworks.

Funding and Financial Integration

Strategy deployment will also be funded through the Council's annual operational and capital projects budget, providing the necessary financial resources for priority actions each year. Operational funds will support service enhancements, educational programs, and gradual system modifications, while capital investments will finance infrastructure upgrades, equipment renewals, and the creation of new recovery pathways.

Initiatives outlined in the Strategy will require a cost benefits analysis and decision of the Council to be integrated into the Council's Long Term Financial Plan, ensuring that projected expenses, savings, and asset requirements are considered in future financial planning. This strategy allows the Council to oversee investments responsibly, control long-term operational costs, and facilitate a transition to a more efficient, circular waste system that is both financially viable and strategically aligned.

Results

Goal 1 – Working Towards a Circular Economy

Results: Improved landfill diversion and resource recovery, shown by better performance against diversion and recovery targets (including the 2030 goals), lower recycling contamination, and more efficient, compliant landfill and transfer station operations that help extend landfill lifespan and reduce long-term costs.

Goal 2 – Improve Data and Reporting on Waste Management

Results: Reliable, audit-ready waste data and reporting that complies with regulatory standards, supports transparent community-facing reporting (including dashboards), and enables carbon impacts to be measured and regularly integrated into business cases and service planning.

Goal 3 – Leveraging Collaboration to Improve Local Waste Outcomes

Results: Evident improvements through regional collaboration, such as reduced duplication, greater consistency in procedures and customer information, improved access to tools and expertise, shared services, and measurable cost and performance benefits from joint initiatives (not just participation).

Goal 4 – Strategic Alignment and Regulatory Readiness

Results: Minimise compliance and delivery risks by ensuring local plans and practices align timely with relevant state and national directives, actively monitor regulatory, market, and technology developments, and implement beneficial adjustments that maintain fit-for-purpose local service delivery.

Improvement

The Council recognises that waste management evolves alongside regulations, market changes, technological progress, costs, and community needs. This Strategy highlights ongoing improvement, performance tracking, adjusting priorities, and refining actions to ensure they remain practical, cost-effective, and impactful. Major initiatives require comprehensive cost-benefit analysis and Council approval to keep the Strategy relevant, flexible, and effective

Councils Waste Services

The Council offers an integrated waste management system that includes kerbside waste services, town litter collection, the operation of seven waste transfer stations, and the St Helens Inert landfill.

Kerbside Waste Services

The Council has intentionally chosen an in-house model for delivering kerbside collection services, including general waste, comingled recycling, and town litter collection. This approach is based on consistent analysis showing that self-management offers a more cost-effective and flexible service than contracted options within the municipality's unique context.

Break O'Day's low population density and dispersed townships mean that external contractors generally charge higher premiums to operate in the area. By managing services internally, the Council has avoided these extra costs while maintaining direct control over service quality, staffing, scheduling, and customer responsiveness. This operational flexibility is especially important during peak visitor seasons, emergency situations, and times of rapid change in waste behaviours or policy requirements.

The in-house model also enables the Council to more effectively oversee daily operations and make minor adjustments based on community needs, infrastructure capacity, and emerging waste trends. It promotes local employment, reduces administrative costs linked to contract management, and ensures service delivery meets the expectations and capacity of Break O'Day residents to pay for waste services.

Kerbside General Waste Service

The kerbside general waste service provides a reliable and accessible pathway for the collection of residual household waste that cannot be avoided, reused, recycled, or recovered through other services. It is a core enabling service within Council's waste system, ensuring public health, amenity, and service continuity across a geographically dispersed municipality.

The service operates 30 times annually, comprising 26 regular fortnightly collections and four additional peak-period collections to manage seasonal increases in waste generation. Collected waste is transported to the Scamander Waste Transfer Station for compaction before transfer to the Copping landfill in Southern Tasmania, linking household behaviour directly to landfill demand and long-term disposal costs.

From an operational perspective, kerbside general waste represents a large driver of landfill reliance and therefore the greatest opportunity for system improvement. The average household general waste bin contains 12.6 kg of material per collection, with approximately 1,400 tonnes of kerbside general waste landfilled annually.

Waste composition analysis indicates that this stream comprises approximately 30% recyclable materials, 24% organics, and 46% other residual waste. This profile demonstrates that more than half of the material currently sent to landfill through the kerbside general waste service is potentially recoverable through improved source separation, service design, or behaviour change.

It is interpreted that landfill demand is not primarily driven by unavoidable residual waste, but by recoverable materials entering the general waste stream. This creates a clear, data-driven basis for prioritising strategic interventions focused on household education, contamination reduction, and service optimisation as cost-effective levers to reduce landfill disposal. Rather than expanding disposal capacity, the Strategy therefore positions improvements to kerbside general waste outcomes as central to achieving landfill diversion, extending landfill lifespan, and managing long-term financial exposure.

Under this Strategy, the kerbside general waste service is treated not only as an essential disposal service, but as a key indicator of system performance. Reducing the quantity and recoverable content of general waste is fundamental to transitioning toward a more efficient, fit-for-purpose, and circular waste system for Break O'Day.

Kerbside Recycling Service

Kerbside recycling collection services provide a convenient, accessible, and cost-effective mechanism for recovering recyclable materials from households. From an operational perspective, the service plays an important role in supporting landfill diversion and enabling community participation in the waste hierarchy by reducing barriers to recycling across the municipality.

Kerbside recycling forms a core component of Council's integrated waste management system. When supported by education, contamination reduction initiatives, and access to suitable processing capacity, the service contributes to improved diversion outcomes and overall system sustainability. However, its effectiveness is highly dependent on material quality and household behaviour rather than collection frequency alone.

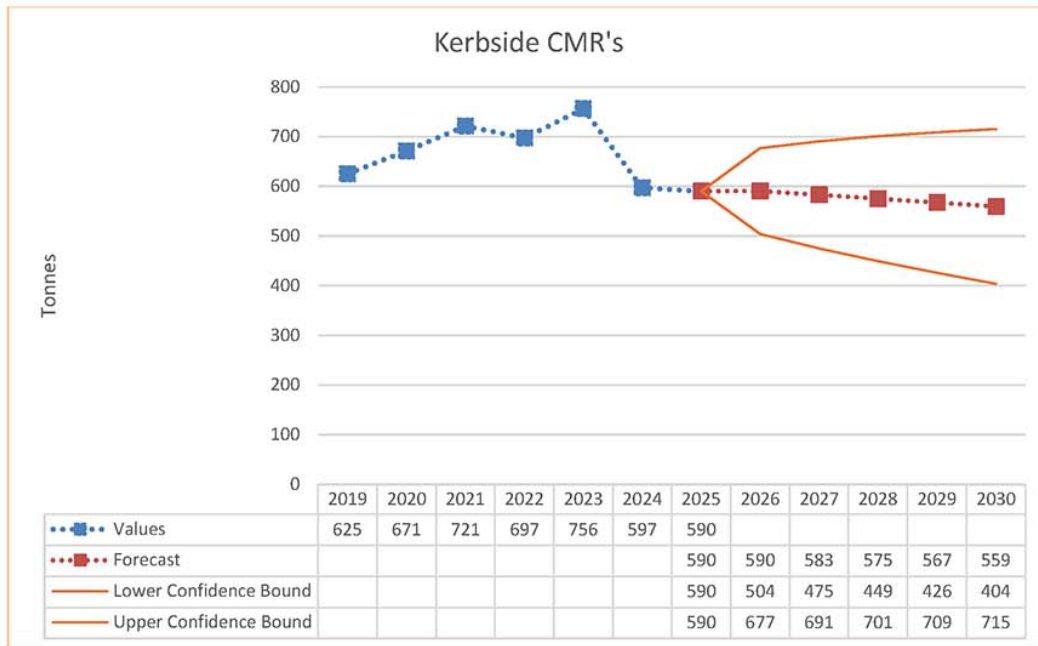
Council's kerbside recyclables collection service operates on a fortnightly schedule, providing 26 collections per household each year. Collected materials are transported to Veolia's Invermay (Launceston) depot for consolidation before processing at Veolia's Materials Recovery Facility (MRF) in Spreyton on the north-west coast. This regional processing arrangement highlights the system's exposure to transport costs, market conditions, and contamination thresholds.

The average household recyclables bin contains 9.9 kg of material per collection, with approximately 78% of recyclables correctly presented. In the base year 2024-2025, contamination was 22% (131 tonnes of 597 tonnes of material collected). Contamination reduces material quality, increases processing costs, and can result in recyclable material being diverted to landfill. The range of materials accepted through the kerbside system is constrained by available processing infrastructure, which can contribute to household confusion and constrained recovery outcomes. Contamination therefore remains a significant and costly issue, driven primarily by incorrect bin use rather than service availability.

From a strategic standpoint, kerbside recycling performance is highly sensitive to household behaviour, contamination rates, transport distances, and fluctuating commodity markets—particularly in a regional context such as Break O'Day. Importantly, kerbside recycling focuses on managing waste after it has been generated and does not directly address waste avoidance or reuse. As such, it must be complemented by education, reuse initiatives, and targeted recovery pathways to support broader circular economy outcomes.

Forecast modelling indicates that kerbside co-mingled recyclables are expected to decline over the Strategy period. Annual tonnages are projected to decrease from approximately 590 tonnes in 2024/25 to around 559 tonnes by 2029/30. This reduction is largely attributable to the introduction of the Container Deposit Scheme in St Helens in May 2025, which is expected to remove a proportion of beverage containers from the kerbside stream.

Figure 2: Kerbside recycling forecast material quantities.



This forecast decline reinforces the strategic need to focus on service quality, contamination reduction, cost control, and appropriate volume growth to reduce pressure on the general waste stream. Under this Strategy, kerbside recycling is therefore positioned as a necessary, stabilising service that must be actively managed to remain fit for purpose, while higher-impact system improvements are pursued through waste avoidance, organics recovery, and targeted material-specific initiatives.

Municipal Town Litter Bin Collection Service

Town litter collection is an essential public service that supports amenity, tourism, and community pride across Break O’Day’s townships and high-visitation areas. The service operates year-round, with collection frequencies adjusted in response to seasonal population increases, peak tourism periods, and major events, ensuring public spaces remain safe, accessible, and presentable.

From a strategic perspective, town litter services represent a significant and largely unmanaged material stream within Council’s waste system. Approximately 450 tonnes of material are collected annually and currently directed to landfill, with limited understanding of waste composition, capture potential, or diversion opportunities. The absence of detailed data means this stream has historically been managed primarily as an amenity service rather than as a contributor to landfill demand and long-term waste costs.

This Strategy identifies improved understanding of town litter waste as a priority system performance issue. Strengthening data collection and analysis—particularly around waste composition, tonnages by location, and seasonal variation—will enable Council to transition from reactive service delivery to informed, evidence-based planning. Improved data will support more targeted decision-making around bin placement, service levels, infrastructure design, and education initiatives in high-use locations. Over time, this evidence base will allow Council to assess whether parts of the town litter stream can be reduced, avoided, or partially diverted through better source separation, improved bin infrastructure, or behavioural interventions. This approach aligns town litter management with the waste hierarchy and Council’s broader objectives to reduce landfill reliance, improve resource recovery, and ensure waste services are fit for purpose, proportionate, and financially sustainable.

Waste Transfer Stations

Break O’Day Council’s network of seven Waste Transfer Stations forms a key component of the municipality’s waste and resource recovery system, providing distributed access to disposal and recycling services across a geographically dispersed community. Transfer stations are located at Ansons Bay, Fingal, Pyengana, Scamander St Helens, St Marys and Weldborough and each separately configured to balance accessibility, service efficiency, and cost effectiveness while responding to local settlement patterns and travel distances.

Waste Transfer Stations are not simply disposal sites, but critical interfaces between the community and Council’s broader waste system. Their location, operating hours, and service offerings directly influence community participation, material separation quality, illegal dumping behaviour, and Council’s ability to divert recoverable materials from landfill.

Transfer Station opening hours and service configurations are therefore subject to periodic review to ensure they remain proportionate to demand, responsive to changing waste behaviours, and aligned with Council’s diversion, efficiency, and financial sustainability objectives. Future adjustments will be guided by usage data, demonstrated community needs, operational performance, and the overarching requirement that infrastructure remain fit for purpose over time.

Table 2: Material streams received at Break O'Day Waste Transfer Stations

Material Stream	St Helens	Scamander	St Marys	Fingal	Pyengana	Ansons Bay	Weldborough
General household waste	✓	✓	✓	✓	✓	✓	✓
Clean green waste	✓	✓	✓	✓	✓	✓	⊘
Glass, cardboard, cans)	✓	✓	✓	✓	✓	✓	⊘
Scrap steel	✓	✓	✓	✓	✓	✓	⊘
Car bodies	✓	✓	✓	⊘	⊘	⊘	⊘
Waste oil	✓	✓	✓	✓	✓	⊘	⊘
Batteries	✓	✓	✓	✓	⊘	✓	⊘
Gas cylinders (LPG degassed)	✓	✓	✓	✓	⊘	✓	⊘
E-waste	✓	✓	✓	✓	✓	✓	⊘
Furniture	✓	⊘	✓	⊘	⊘	✓	⊘
Mattresses	✓	✓	✓	✓	✓	✓	⊘
Tyres	✓	✓	✓	⊘	⊘	✓	⊘
Fridges & freezers	✓	✓	✓	✓	⊘	✓	⊘
Fluoro tubes	✓	⊘	✓	⊘	⊘	⊘	⊘
Inert waste	✓	⊘	⊘	⊘	⊘	⊘	⊘
Treated timber	✓	⊘	✓	✓	⊘	⊘	⊘
Untreated timber	✓	⊘	✓	✓	⊘	⊘	⊘
Builder's waste	✓	⊘	✓	✓	⊘	⊘	⊘
Asbestos – by prior approval	⊘	⚠	⊘	⊘	⊘	⊘	⊘
Paint & containers	✓	✓	✓	✓	⊘	✓	⊘
Fuel	✓	⊘	⊘	⊘	⊘	⊘	⊘
Silage wrap	⊘	⊘	⊘	⊘	⊘	⊘	⊘

Scamander Waste Transfer Station – the General Waste Receiving Hub

The Scamander Waste Transfer Station functions as the primary consolidation point for kerbside general waste, town litter collections, and bulk waste transferred from municipal waste transfer stations. The site also receives waste directly from the community and local business and plays a central role in compacting and transporting general waste to the Copping landfill.

Figure 3: General Waste to Landfill via the Scamander WTS Compactor.



The existing waste compaction equipment at Scamander is owned by Southern Waste Solutions (SWS) and is at the end of its operational life, with planned removal by the corporation in 2026/27. This presents a strategic infrastructure decision point for Council, requiring timely action to ensure continuity of service and operational reliability in handling bulk waste, and regulatory compliance.

Council has undertaken an assessment of replacement options to support long-term system resilience. Two options were considered: replacement of the existing compactor on a like-for-like basis, and the development of a simplified waste loading and transfer facility utilising side-tipping trailers. From a strategic perspective, the latter option is preferred, as it offers greater flexibility, reduces reliance on single-asset infrastructure, and enables staged facility improvements to proceed independently of compaction operations. Importantly, this approach also creates opportunities to support improved material separation and limited on-site recovery, contributing to reduced landfill disposal where practical.

The Scamander facility upgrade is identified as a high-priority infrastructure investment within the Strategy, given its system-wide importance and the operational risks associated with the potential for compactor failure. Delivering site works in the first half of the 2026/27 financial year is essential to maintaining reliable waste services, managing peak seasonal demand, and supporting Council's

broader objectives for landfill diversion, fit-for-purpose infrastructure, and long-term financial sustainability.

“Tip Shops”

Tip shops play a supporting role in Break O’Day Council’s waste and resource recovery system by facilitating the reuse of materials and goods, reducing landfill disposal of bulky and reusable items, and reinforcing community understanding of the waste hierarchy. Where fit for purpose and cost-effective, tip shops provide a practical, low-cost mechanism to deliver landfill diversion; social and community benefits; and circular economy outcomes.

From a strategic perspective, tip shops operate at the top end of the waste hierarchy, prioritising waste avoidance and reuse ahead of recycling and disposal. By intercepting reusable items before they enter the residual waste stream, tip shops extend product life, preserve embedded resource value, and deliver greater environmental benefit than downstream recovery options. Items commonly captured through tip shops include household goods, furniture, tools, building materials, and other durable items suitable for reuse.

Tip shop facilities currently operate at three Council waste transfer stations:

- St Helens Waste Transfer Station
- Scamander Waste Transfer Station
- St Marys Waste Transfer Station

The St Helens and St Marys tip shops are operated by volunteer-led community organisations, being the St Helens Hospital Auxiliary and the St Marys Hospital Auxiliary respectively. These volunteer-run models deliver strong local social value by supporting hospital fundraising and community participation, while contributing to waste avoidance and reuse outcomes. The Scamander tip shop is currently operated directly by Council and is integrated within Council’s waste transfer station operations.

In addition to diversion benefits, tip shops deliver important community and social outcomes, including access to affordable goods, support for local volunteer organisations, and reinforcement of reuse behaviours within the community. These outcomes align with Council’s broader objectives to support community wellbeing while improving environmental performance.

Operationally, tip shops are most effective when integrated with waste transfer station operations and scaled appropriately to local demand, staffing or volunteer capacity, safety considerations, and site constraints. Not all transfer stations are suitable for tip shop operations, and Council does not assume a uniform model across the municipality. The continuation, expansion, or modification of tip shop operations will therefore be guided by site-specific assessment of operational efficiency, material turnover, safety, and cost-effectiveness.

Under this Strategy, tip shops are not treated as a standalone solution to waste reduction, but as a complementary measure supporting broader initiatives focused on waste avoidance, education, improved source separation, and fit-for-purpose infrastructure. Where implemented, tip shops will be monitored to ensure they deliver genuine diversion and community benefit without creating disproportionate operational or financial burden.

Council will continue to consider tip shops as part of an integrated, evidence-based waste system, using them selectively where they demonstrably contribute to reduced landfill reliance, improved reuse outcomes, and long-term system sustainability.

Inert Landfill Capacity

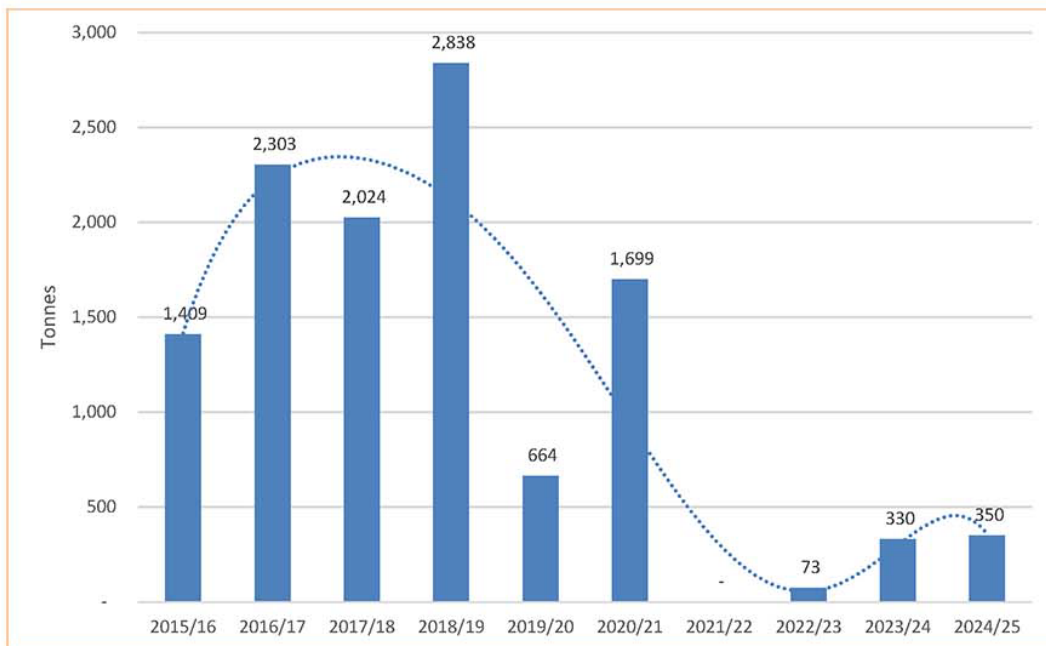
St Helens Inert Landfill

The St Helens Inert Landfill plays an important role in Council’s waste management system by providing a compliant local disposal pathway for inert and low-risk materials. The landfill primarily receives construction and demolition materials and other non-putrescible wastes and supports the wider waste transfer station network by acting as an approved endpoint for inert materials generated within the municipality.

The landfill’s value extends beyond disposal capacity. The site enables the separation, stockpiling, and eventual recovery of clean fill materials—such as concrete, soil, and gravel—supporting waste hierarchy principles and reducing unnecessary consumption of landfill airspace. The landfill operates under an Environmental Protection Notice issued by the Tasmanian Environmental Protection Agency and is subject to ongoing regulatory reporting and audit requirements, reinforcing its role as a regulated and managed component of Council’s critical infrastructure network.

Historically, inert landfill data shows significant year-to-year variability, driven largely by changes in material composition rather than overall system performance.

Figure 4: St Helens Inert Landfill – Waste Quantities 2015/16 to 2024/25



In 2021/22, Council implemented a strategic operational shift to extend the landfill's effective life by separating recoverable clean fill materials from the inert waste stream and stockpiling them for recovery and reuse through planned campaign processing. Since this change, materials directed to landfill have predominantly comprised non-recoverable or difficult-to-process streams, including treated timber, composite timber laminate products, and cement sheeting. Clean Gyprock materials (containing calcium sulphate dihydrate (gypsum) – a valuable soil enhancer) have also been progressively diverted from landfill since 2021/22 and instead mulched with green waste.

These measures have reduced demand on landfill airspace, improved control over disposed material quality, and delivered greater operational stability. Importantly, these practices are now embedded as standard operating procedures, reflecting a strategic shift from disposal-centric management toward proactive asset life extension and recovery-led system optimisation.

While these initiatives have improved performance, the St Helens Inert Landfill remains a finite asset. Based on current inflows and the continuation of clean fill recovery campaigns, the remaining operational life is estimated to be 10 years. This forecast, however, is contingent on maintaining strict material controls and avoiding reliance on landfill expansion as a primary system response.

Strategic Need for Additional Inert Materials Disposal Capacity

To maintain long-term system resilience and avoid future capacity constraints, Council has progressed the development of an additional inert landfill at the Scamander Waste Transfer Station, that is to be located over the closed putrescible landfill. This development represents a strategic investment in future disposal capacity, providing an additional inert waste option with an anticipated lifespan more than 30 years.

The proposed inert landfill development was evaluated and approved by EPA Tasmania and Break O'Day Council in late 2022, with permit approval granted to proceed to detailed design. The design has been finalised and includes additional capping of the closed putrescible landfill, construction of new inert landfill cells, and installation of supporting site-wide water and leachate management infrastructure.

From a strategic planning perspective, the Scamander development enables Council to stage future investment, manage long-term disposal risk, and maintain system redundancy without prematurely committing capacity or capital. Regulatory design approval will allow Council to sequence development in line with actual demand, diversion performance, and financial planning, ensuring inert landfill infrastructure remains fit for purpose, proportionate, and aligned with the Strategy's objectives to minimise landfill reliance while safeguarding service continuity.

Baseline Waste & Resource Recovery Performance

The 2024–25 financial year has been adopted as the Base Year for this Strategy, providing a stable and credible reference point against which future performance, investment decisions, and system changes can be assessed over the Strategy period.

In the Base Year, Council’s waste management system handled a total of 6,609 tonnes of material across Municipal Solid Waste (MSW), Commercial and Industrial (C&I), and Construction and Demolition (C&D) streams. MSW dominates the system, accounting for 69.2% (4,576 tonnes) of all material managed, reflecting the central influence of household behaviour and kerbside services on overall system performance. C&D materials comprise a further 17.9%, while C&I waste represents 12.9% of total throughput.

Table 3: Waste Stream disposition

2024-25 Base Year	Unit	MSW	C&D	C&I	Total	Proportion
Landfilled	t	2,602	105	539	3,246	49.1%
Recovered	t	1,521	4	219	1,744	26.4%
Stockpiled for Recovery	t	30	1,073	-	1,103	16.7%
Landfill Cover	t	423	-	93	516	7.8%
Total	t	4,576	1,182	851	6,609	100%
Proportion		69.2%	17.9%	12.9%	100%	

This baseline profile highlights where the greatest leverage for system improvement exists. The predominance of MSW underscores the importance of interventions targeting household waste generation, source separation, and service design, while the scale of C&D and C&I streams reinforces the need for fit-for-purpose infrastructure, recovery pathways, and periodical campaign-based processing to manage peaks and variability. Together, these baseline metrics frame the strategic priorities of the Waste Strategy and inform where effort and investment are most likely to deliver meaningful reductions in landfill reliance and long-term cost exposure.

Overall performance indicates significant potential for improvement. Nearly half of the total material—3,246 tonnes or 49.1% was landfilled, while resource recovery efforts are limited to 26.4% (1,744 tonnes). An additional 516 tonnes (7.8%) are used as landfill cover, and 1,103 tonnes (16.7%) are stored for future recovery. The combined diversion rate, including recovery and cover, is 34.2%, which falls short of the targets set by both state and national circular economy commitments.

Performance varies significantly across waste streams. MSW accounts for approximately 80% of all landfilled material (2,602 t), with a recovery rate of 33.2%, highlighting general waste streams as the most influential area for intervention.

C&I waste relies heavily on landfilling at 63.3% and has a low recovery rate of 25.7%, highlighting the need for improved commercial services and greater business involvement.

C&D waste shows the lowest recovery rate at just 0.3%, but it also offers the greatest opportunity since 1,073 tonnes—97.3% of the total stockpiled material—are from the C&D stream. Processing the full 1,103 tonnes could technically boost the strict diversion rate from 26.4% to 43.1% and the broad diversion from 34.2% to 50.9%, marking a significant improvement in system performance. Although processing the accumulated C&D stockpiles can provide an immediate increase in diversion results, the costs involved must be carefully considered. The Council plans to process stockpiled material in campaigns once the stockpile reaches 5,000–7,000 tonnes, as crushing and screening become economically feasible due to the high setup costs for each campaign.

Similarly, even modest gains in MSW recovery could lead to significant benefits: recovering 20% of MSW’s landfilled material (~520 t), when combined with stockpile processing, could push strict diversion beyond 50%, achieving key strategic thresholds.

What’s Driving the Tonnage

Figure 4: Summary of Material Flows and Key Insights (Base Year 2024-25)

Material Category	Landfilled	Recovered	Stockpiled for Recovery	Landfill Cover	Total
	(t)	(t)	(t)	(t)	(t)
Tyres	0	10			10
Hazardous Waste	1	51			52
Textiles, leather & rubber	228				228
Plastics	333	32			365
Metals	111	254			365
Timber	361	10			371
Glass	139	202	30		371
Paper & cardboard	277	251			528
Food Organics	1,095				1,095
Building & demolition materials	229		1,073		1,302
Garden organics & green waste	472	934		516	1,922
TOTALS	3,246	1,744	1,103	516	6,609

The big three waste streams

Three material streams account for most of the total tonnage—garden organics and green waste (29.1%), building and demolition residue (19.7%), and food organics (16.6%)—collectively making up nearly two-thirds of all waste.

Recovery outcomes differ widely. Metals (69.6%), glass (54.4%), and paper/cardboard (47.5%) perform well due to established processing markets. Conversely, major streams like food organics (1,095 t landfilled), timber (361 t landfilled), and plastics (333 t landfilled out of 365 t total) show very low recovery.

C&D Waste.

A key operational issue in the base year was the accumulation of 1,103 t of stockpiled material, with 97% being C&D waste. Although intended for recovery, these amounts do not count towards diversion until they are processed, presenting both an opportunity for future improvement and a risk if processing capacity stays limited.

Garden organics and green waste.

Organics management remains a key strategic challenge. Garden organics and green waste total approximately 1,922 tonnes annually, with around 472 tonnes currently disposed of as general waste to the Copping landfill, representing a significant missed diversion opportunity.

Green Waste alone.

Green waste is shredded in large quantity at the St Helens, Scamander and St Marys Waste Transfer Stations. At St Helens, green waste received on site, together with material transported from the Ansons Bay Waste Transfer Station, is mulched to produce two grades of saleable mulch (coarse and fine), at cost price to the public. In the base year 2024-25, 934 tonnes of green waste was recovered as mulch.

At St Marys, green waste received on site and material transported from the Fingal Waste Transfer Station is coarse-mulched. At both St Marys and Scamander, higher contamination levels limit mulch quality, and the processed material is therefore used primarily as landfill cover.

Reducing green waste contamination at the Scamander and St Marys sites in the base year would have enable Council to produce an additional 516 tonnes as saleable mulch, improving the overall resource recovery outcome. Improving material quality, reducing contamination at source, and expanding mulching capacity where feasible would support improved circular economy outcomes while lowering long-term landfill reliance.

The total base year diversion from landfill —when measured solely as recovered material plus landfill cover, excluding stockpiles—is 34.2%, $[(1744 \text{ tonnes} + 516 \text{ tonne green waste}) / 6,609 \text{ tonnes}]$ highlights the reliance on landfill and the limitations of unprocessed green waste stockpiles.

Other High-volume waste streams.

High-volume landfilled streams such as food organics, timber, and C&D waste pose a risk to the municipality by increasing landfill costs and making it difficult to meet policy and community expectations.

Material streams with negligible or zero recovery

Material streams with negligible or zero recovery—particularly textiles, leather, and rubber (228 t with 0% recovery)—reveal substantial gaps in available recycling pathways.

Opportunities identified

The following opportunities have been identified for the Councils waste operations because they build on existing services, infrastructure, data, and operational practices, rather than assuming wholesale system change or significant new capital investment. Where system improvements are proposed, they are framed as investigations, staged interventions, or targeted enhancements, allowing Council to assess feasibility, affordability, and risk before committing resources. This approach reflects the scale and capacity of Council's waste operations, acknowledges regional market and processing constraints, and ensures actions can be delivered within existing governance, staffing, and financial frameworks while maintaining flexibility to adapt over time. On this basis, these opportunities are more broadly detailed below and have been aligned with various targets Actions section of this Strategy for consideration and phased implementation.

- **Construction & Demolition and Recoverable Materials Stockpiles:** Implement a structured, campaign-based approach to managing and processing (C&D) and other recoverable material stockpiles at the St Helens Waste Transfer Station, supported by strengthened long-term planning and governance arrangements. Stockpiles will be processed once economically viable thresholds are reached to recover materials for reuse, reduce reliance on landfill, and minimise long-term environmental, operational, and financial risks, while preserving flexibility to respond to changes in recovery pathways and market conditions.
- **Municipal Solid Waste (MSW) Recovery:** Prioritise initiatives that improve household waste outcomes by reducing recoverable material entering the general waste stream, through targeted education, service optimisation, and improved source separation where practical and affordable.
- **Organics Management:** Undertake feasibility and cost-benefit analysis of options to increase food and garden organics diversion, including assessment of kerbside and non-kerbside service models, processing pathways, and affordability impacts.
- **Low-Performing Material Streams:** Develop and trial targeted interventions to improve recovery of low-performing material streams—such as plastics, timber, and textiles—by strengthening separation practices, supporting reuse and collection pathways, and engaging with regional or market-led solutions where available.
- **High-Performing Material Streams:** Maintain and incrementally improve recovery of high-performing materials, including metals, glass, and paper/cardboard, by reinforcing correct separation behaviours, minimising contamination, and ensuring waste transfer station infrastructure remains fit for purpose.

Population and Landfill Waste Projections

Landfill-bound waste is the main challenge in Break O’Day’s waste system and offers the greatest opportunity for improvement, prompting long-term financial, environmental, and operational pressures.

Without intervention, current trends indicate that:

- Landfill demand will outpace population growth, increasing pressure on infrastructure.
- Overall waste generation will keep adding to landfill volumes.
- The increase in per-capita waste emphasises behavioural and systemic challenges.
- Small reductions in recycling contamination offer opportunities but are not enough to substantially reduce reliance on landfills.

Table 5: Population and Landfill Waste Projections

	Base Year (2024–2025)	Forecast (2029–2030)
Municipal population	7,127	7,307
Total waste to landfill (tonnes)	3,246	3,562
Per-capita landfill waste generation (t/capita)	0.455	0.488
Waste to landfill:		
• General waste	2,774	3,105
• Kerbside Recyclables contamination	122	117
• Inert waste	350	340

Addressing dependence on landfills by boosting recovery, enhancing separation, and cutting waste production is key to this Waste Strategy. With targeted actions and a more streamlined system, the Council can significantly reduce landfill volumes, improve resource recovery, and reduce future operational expenses.

Risk implications of maintaining the status quo

Maintaining current waste management arrangements presents increasing strategic risk for Council.

Continued reliance on existing approaches risks misalignment with evolving national and state waste policies, particularly expectations for reduced landfill reliance, increased recovery, and progress toward a circular economy.

Community expectations are also rising. Residents increasingly expect modern, transparent, and environmentally responsible waste services. Failure to improve current systems risks declining community confidence, lower satisfaction with services, and missed opportunities to improve diversion outcomes.

Ongoing dependence on landfill exposes Council to escalating financial pressures, including rising gate fees, transport and levy costs, increasing compliance and reporting requirements, and reduced

competitiveness for state and federal grant funding. Collectively, this creates a dual financial risk of higher operating costs alongside diminished access to external funding.

The waste sector is also undergoing structural change, with growing investment in advanced sorting technologies, organics processing, waste-to-energy solutions, and stronger recovery markets. Delayed engagement increases the risk of Council falling behind technological and infrastructure advancements, limiting future options and increasing long-term costs.

Without improvements to collection systems, source separation, and recovery pathways, landfill volumes will continue to rise. This undermines long-term environmental performance, increases emissions, accelerates landfill airspace consumption, and heightens reputational risk as expectations for responsible waste management continue to grow. Demonstrating consistent progress in recovery and landfill reduction is therefore critical to maintaining community trust, environmental credibility, and financial resilience.

Quantitative Targets

Quantitative targets represent Break O’Day Council’s strategic goals, but not all actions or results can be fully achieved within the strategy timeframe. Certain targets—like significantly decreasing food and garden organics sent to landfill—may face limitations due to high implementation costs, processing capacity restrictions, regulatory demands, and other external influences. Consequently, these targets should be seen as aspirational benchmarks aimed at fostering ongoing improvement, exploring new opportunities, guiding investments and behaviour changes, and staying aligned with regional expectations, even if full achievement isn't always possible.

Table 6: Strategy Goals and Targets

Goal	Targets
<p>Goal 1 Working Towards a Circular Economy</p> <p>This goal focuses on reducing reliance on landfill by improving understanding of local material flows and prioritising waste avoidance, reuse, recycling, and recovery where practical and affordable. It includes reducing waste generated per capita, improving material separation and recovery, and enhancing landfill and waste transfer station operations, infrastructure, and management practices to support improved resource recovery outcomes.</p>	<ul style="list-style-type: none"> • Increase landfill diversion by 23% by 2030. • Improve landfill operations management. • Increase material recovery rate by 23% by 2030. • Ensure MSW, C&I and C&D Recovery Capacity Pipeline is Sufficient to 2050.
<p>Goal 2 Improving Data and Reporting for Waste Operations.</p> <p>This goal aims to strengthen data collection, analysis, and reporting to support informed decision-making, regulatory compliance, and transparency. Improved tracking of performance against targets enables accountability and community engagement, while understanding the carbon footprint of waste activities supports sustainability objectives and the evaluation of future waste management options.</p>	<ul style="list-style-type: none"> • Deliver Transparent, Consistent and Regulatory-Compliant Waste Data Reporting. • Ensure the carbon impacts of Councils waste management operations are understood and inform waste initiative business cases. • Improve understanding of Commercial and Industrial (C&I) waste generation and material flows through participation in a coordinated regional C&I audit program.

<p>Goal 3</p> <p>Leveraging Collaboration to Improve Local Waste Outcomes.</p> <p>This goal recognises the value of targeted regional collaboration to improve efficiency, consistency, and access to expertise and services. Participation in regional initiatives is undertaken selectively where it delivers clear benefits for Break O’Day and supports Council’s waste management priorities.</p>	<ul style="list-style-type: none"> • Increase Circular Materials Market Access • Leverage Circular North membership to Deliver shared and Local Value. • Provide Ongoing Education and Engagement
<p>Goal 4</p> <p>Strategic Alignment and Regulatory Readiness.</p> <p>This goal ensures Council’s waste services, infrastructure planning, and operational practices remain aligned with Councils Strategic Plan, state and national policy directions. It focuses on maintaining compliance, monitoring regulatory and market changes, and ensuring the waste management system remains resilient, adaptable, and fit for purpose over time.</p>	<ul style="list-style-type: none"> • Ensure Strategic Alignment and Long-Term Readiness of Waste Infrastructure • Support and Strengthen Regional Consistency through standards and Procurement. • Adopt regionally consistent standards or procurement approaches only where they support fit-for-purpose local delivery.

Financial Considerations

The Council's current 10-year Long Term Financial Plan (LTFP) reflects the continuation of existing waste operations and service levels. Under this business-as-usual approach, waste volumes are expected to increase broadly in line with population growth and consumption patterns, leading to higher landfill disposal costs, increased levy exposure, and periodic capital investment needs. While the LTFP indicates short-term financial stability, this trajectory continues to put upward pressure on waste service charges and heightens the Council's exposure to external cost drivers.

This Waste Strategy outlines a managed shift towards greater waste avoidance and enhanced resource recovery. Achieving these aims will require targeted investment in service optimisation, community education, contamination reduction, and potential infrastructure improvements. Consequently, the LTFP will need periodic updates to reflect the operational and capital costs of implementing the Strategy's actions.

Although these initiatives might increase expenditure over time, better diversion performance is expected to offset costs to different degrees through:

- Reduced landfill disposal volumes
- Less exposure to rising levy costs
- Extending the operational lifespan of landfill airspace
- Delaying significant future capital investment for new landfill cell development

The Strategy does not assume immediate net savings; instead, it aims to slow longer-term cost increases and strengthen financial resilience. Major initiatives will be supported by detailed business cases and endorsed by the Council before being included in future LTFP revisions. Financial performance and diversion outcomes will be reviewed each year to ensure they align with the Council's sustainability and affordability goals.

Waste & Resource Recovery in 2030

A series of targets and actions has been created based on the Council's priority materials and waste projection modelling to boost capture rates, enhance resource recovery, and lower waste generated per person.

Goal 1: Working Towards a Circular Economy

Target: Increase Landfill Diversion by 23% by 2030		
Action	Impact if achieved	Context
1.1 Reduce waste generation per capita in Break O’Day by 9% by 2030 by prioritising waste avoidance and improved separation of high-volume material streams, supported by targeted education, service optimisation, and behaviour-change initiatives.	Achieving a 9% per-capita reduction would avoid approximately 320 tonnes of waste being generated and sent to landfill by 2030, reducing landfill demand, extending landfill life, and lowering long-term disposal and transport costs.	The 2024–25 base year analysis identifies food organics (35%) and garden organics (17%) as the primary drivers of landfill demand, together accounting for more than half of all general waste sent to landfill. Other significant contributors include plastics, paper and cardboard, and textiles. This action focuses on system-wide waste avoidance and improved source separation across these priority materials and provides the foundation for assessing higher-impact recovery options, including food organics and FOGO services, through subsequent feasibility analysis (Actions 1.2).
1.2 Undertake a feasibility study and cost-benefit analysis to assess food organics and combined Food Organics and Garden Organics (FOGO) service options, including service models, processing pathways, affordability impacts, and behaviour-change requirements, to inform future Council decisions.	Provides Council with a robust, evidence-based assessment of organics recovery options, enabling informed decisions that could significantly reduce landfill disposal, extend landfill life, lower emissions, and support circular economy outcomes without committing to unaffordable service changes.	In the 2024–25 base year, approximately 1,095 tonnes of food organics and 472 tonnes of garden organics were landfilled, representing the largest single contributor to municipal landfill disposal. Council does not currently provide a kerbside garden organics service due to the high cost and service delivery challenges associated with a low-density, dispersed municipality. While fee-based green waste disposal is available at waste transfer stations, this limits overall diversion potential. Food organics represent a higher-impact diversion opportunity, delivering significant environmental and landfill life benefits. This action ensures any consideration of food organics or FOGO services is guided by affordability, service practicality, regulatory requirements, and long-term financial sustainability, rather than assumed implementation.
1.3 Implement a green waste diversion awareness program supported by community education, contamination controls, to maximise recovery of green waste and production of low impurity mulch for garden use.	Significant reductions in landfill disposal and long-term costs would be realised, alongside improved resource recovery, increased availability of saleable mulch, lower greenhouse gas emissions, and stronger circular-economy and sustainability outcomes for the community.	Council currently manages significant volumes of green waste at St Helens, Scamander and St Marys waste transfer stations, with a material proportion still disposed of as landfill cover due to contamination, limited source separation, and variable processing capacity. While St Helens successfully produce saleable mulch, inconsistent material quality and reliance on landfill cover at Scamander and St Marys, represent missed opportunities to recover resources, reduce disposal costs, and support circular-economy outcomes. A more consistent, source-separated approach to green waste management is required to improve material quality, and reuse potential and strengthen the environmental and operational performance of Council’s waste services.
1.4 Increase plastics capture by 36% by improving source separation and recovery of non-kerbside and low-value plastics currently entering landfill, supported by targeted education, improved segregation and drop-off arrangements at waste facilities, and participation in regional or product-stewardship programs where practical and cost-effective.	General waste sent to landfill currently contains an estimated 333 tonnes of mixed plastics annually. Achieving a 36% plastics capture rate would divert approximately 120 tonnes of plastics from landfill each year.	In the 2024–25 base year, plastics were distributed across the waste system as follows: 333 tonnes in general waste to landfill and 32 tonnes captured through kerbside recycling, resulting in total plastic generation of approximately 365 tonnes. Kerbside recycling currently accepts only PET (PIC 1), HDPE (PIC 2), and PP (PIC 5). While the introduction of the Container Deposit Scheme in May 2025 has begun reducing recyclable beverage containers in landfill, significant volumes of plastics remain outside the kerbside system. Plastics not accepted through kerbside recycling—PVC (PIC 3), LDPE (PIC 4), PS/EPS (PIC 6), and other plastics (PIC 7)—represent a priority diversion opportunity where consistent separation and viable recovery pathways exist. Key challenges include contamination risks and low commodity value for soft plastics, limited processing capacity, under-utilisation of existing programs such as DRUM MUSTER, and emerging issues associated with agricultural and film plastics.
1.5 Increase recovery of construction and demolition materials recovery by 29% by implementing a structured, campaign-based approach to processing recoverable clean-fill stockpiles when economically viable, prioritising reuse in Council civil construction projects to reduce landfill reliance and extend landfill life.	Implementation would lift C&D material capture by 29%, diverting approximately an additional 30 tonnes per year from landfill and improving the efficiency of material re-use in Council civil construction projects.	Construction and Demolition (C&D) waste represents a significant component of Break O’Day Council’s overall waste stream. In 2024–2025, 1,182t of C&D waste was handled, with 105t landfilled, 4 t recovered, and 1,073t stockpiled for future campaign recovery. Materials landfilled predominantly consisted of cement sheeting, porcelain, gyprock, treated timber, and laminated - particle board products. C&D materials recovery from existing stockpiles provides an immediate opportunity for the Council to increase capture rate and recover for use in civil construction projects.

Target: Increase Landfill Diversion by 23% by 2030 continued.		
Action	Impact if achieved	Context
1.6	Increase textile diversion from landfill by 15% by delivering targeted education and promoting State Government-supported and community-led repair, reuse, and recovery initiatives, improving community awareness and participation using low-risk, cost-effective approaches rather than new processing infrastructure.	<p>If achieved, this action would increase textile diversion from landfill by 15%, diverting approximately 34 tonnes of material per year from disposal based on 2024–25 baseline data. Improved participation in reuse and repair pathways would reduce landfill demand, conserve embedded resources, and support broader circular economy outcomes. By leveraging education and existing State Government-supported and community-led initiatives, this approach would deliver environmental and social benefits while minimising financial risk and avoiding the need for new processing infrastructure.</p> <p>Textiles contribute 228 t of Break O’Day Council’s landfill waste each year. Textile waste presents growing environmental, social, and economic challenges due to slow decomposition, greenhouse gas emissions from natural fibres, microplastic generation from synthetics, and the loss of valuable resources embedded in clothing and household fabrics. Nationally and statewide, textile consumption and disposal continue to rise, contributing to landfill pressure and lost economic value.</p> <p>Tasmania is beginning to address textile waste through the Waste and Resource Recovery Strategy, community repair initiatives, grants, and investment in circular economy programs. In 2023–24, reuse networks across Tasmania diverted 11,000 t of items from landfill and supported significant social benefits, including job creation and community reinvestment. However, textile specific recycling infrastructure remains limited, and most unwanted textiles still enter landfill.</p> <p>For Break O’Day Council, opportunities exist to reduce textile disposal by enhancing reuse pathways by supporting repair and recovery initiatives, expanding local drop off points, promoting improved donation quality, and community education through programs such as Rethink Waste Tasmania. Strengthening these actions will support broader strategic goals to reduce landfill reliance, increase resource recovery, and build local circular economy capacity.</p>
1.7	Increase paper and cardboard recovery by 31% by addressing identified system gaps through fit-for-purpose waste transfer station infrastructure, improved drop-off arrangements, and targeted education, reducing landfill reliance and improving long-term system efficiency.	<p>If achieved, this action would increase paper and cardboard recovery by 31%, diverting approximately 86 tonnes of material per year from landfill based on 2024–25 baseline performance. Improved capture of this high-volume, readily recyclable material would reduce landfill demand, lower disposal and levy costs, and improve the efficiency of existing recovery systems. Over time, strengthened infrastructure, clearer drop-off pathways, and improved source separation would contribute to extended landfill life, better use of recovery capacity, and a more reliable and fit-for-purpose waste system.</p> <p>Paper and cardboard represent a significant recoverable material stream within Break O’Day Council’s waste profile, with 277 tonnes landfilled in the 2024–25 Base Year. While existing recovery systems capture material through kerbside recycling and bulk-bin collections at waste transfer stations, current infrastructure and drop-off arrangements limit correct source separation, particularly for bulky cardboard generated by households and businesses.</p> <p>To address these system gaps, Council will install a cardboard and paper compactor at the St Helens Waste Transfer Station in the 2026/27 financial year. This investment will encourage the direct placement of clean paper and cardboard into dedicated recovery infrastructure, rather than disposal via bulk general-waste bins destined for landfill. Improving access to fit-for-purpose infrastructure at this site, alongside clearer drop-off arrangements at Scamander, St Marys Waste Transfer Stations and targeted education, will support improved source separation, reduce avoidable landfill disposal, and strengthen the efficiency and reliability of existing recovery pathways.</p>
1.8	Progress an 80% increase in timber recovery by improving separation and supporting reuse and recovery pathways for clean timber where practical and cost-effective.	<p>If achieved, this action would significantly reduce the volume of timber entering landfill by improving the capture of clean, recoverable timber through better separation, reuse, and recovery pathways. While Council does not currently have detailed data distinguishing timber by type (e.g. treated, untreated, composite), improved separation practices would enable higher-value timber streams to be diverted from disposal, reducing landfill demand and extending landfill life. Over time, strengthened timber recovery would lower disposal costs, support broader construction and demolition waste recovery outcomes, and improve Council’s understanding of timber material flows, enabling more refined data collection and future performance measurement.</p> <p>Timber represents a significant portion of Break O’Day Council’s C&D waste stream, with large volumes of recoverable material currently being landfilled due to limited separation and processing pathways. Clean, untreated timber—including furniture, cabinetry, packaging, and industrial off cuts—can be readily diverted for reuse, mulching, biofuel production, or regional value adding opportunities.</p> <p>Improving timber recovery would substantially reduce landfill inputs and support circular economy outcomes. Key barriers include inconsistent source separation, limited on site sorting practices, and a lack of accessible processing facilities. To address this, opportunities exist to strengthen demolition site separation requirements, enhance collection points at waste facilities, support regional timber recovery operators, and expand reuse partnerships with community organisations and local businesses.</p> <p>Increasing clean timber capture aligns with broader waste reduction objectives and provides environmental, economic, and social benefits through reduced disposal costs, extended landfill life,</p>

Target: Increase Landfill Diversion by 23% by 2030 continued.		
Action	Impact if achieved	Context
1.9	Increase hazardous waste capture by 9% by strengthening data collection, clarifying service pathways, expanding accessible drop-off options where feasible, and improving community awareness through targeted education and collection initiatives, prioritising safety, risk reduction, and regulatory compliance.	<p>If achieved, this action would increase the capture of hazardous waste by approximately 4.7tonnes, improving the safe handling and lawful disposal of higher-risk materials and reducing the likelihood of hazardous substances entering landfill or the wider environment. While Council currently has limited data on the total quantity of hazardous waste generated across the municipality or disposed of through informal pathways, stronger service clarity, improved data collection, and increased community awareness would enable more hazardous materials to be intercepted through approved programs. Over time, this would reduce environmental and public health risks, strengthen regulatory compliance, improve planning confidence, and enhance Council's ability to monitor hazardous waste trends and target future risk-reduction initiatives.</p>
1.10	Progress a stretch target of reducing kerbside recycling contamination to below 14% (National Average) through improved community education, clearer recycling guidance, and ongoing performance monitoring.	<p>Hazardous waste represents a small but higher-risk component of Break O'Day Council's waste stream. These materials—ranging from e-waste, solvents, pesticides, batteries (including lithium ion), medical sharps, sanitary products, waste oil, and asbestos—pose risks to human health and the environment due to their ignitable, corrosive, reactive, toxic, or biological properties. Improper disposal can lead to soil and water contamination, air pollution, ecological harm, and serious public health impacts.</p> <p>Current hazardous waste services are delivered through a combination of contracted providers and state-supported programs, for household hazardous waste collection. While some streams have established arrangements, others lack clear data or consistent service levels, limiting Council's ability to plan, monitor, and optimise recovery.</p> <p>Strengthening hazardous waste management is essential for compliance, risk reduction, and community safety. Improved data collection expanded drop off options, clearer service pathways, and increased community awareness will support safer handling and ensure alignment with broader waste strategy objectives.</p>
	<p>If achieved, this action would reduce kerbside recycling contamination from approximately 22% to less than 14%, decreasing the amount of material rejected or diverted to landfill from around 130 tonnes per year to less than 83 tonnes. Cleaner recyclables would improve material quality, reduce processing and transport costs, and lower the risk of rejected loads, strengthening reliability with recycling contractors and markets. Overall, reduced contamination would improve system efficiency, reduce operational and financial risk, extend landfill life, and support the delivery of affordable, fit-for-purpose recycling services over time.</p>	<p>In the 2024–25 base year, kerbside recyclables in Break O'Day Council had a contamination rate of approximately 22%, resulting in an estimated 130 tonnes per annum of material being rejected or diverted to landfill. High contamination undermines recycling performance by increasing sorting and disposal costs, reducing material quality, and limiting recovery outcomes at processing facilities. Contaminated loads place additional pressure on landfill capacity, increase exposure to transport and levy costs, and heighten the risk of rejected loads and service inefficiencies. Reducing contamination is therefore a critical system performance improvement, fundamental to delivering cleaner material for reprocessing, lowering operational costs, strengthening contractor and market confidence, and ensuring kerbside recycling services remain affordable and fit for purpose over time.</p>

Target: Improve Landfill Operations Management		
Action	Impact if achieved	Context
1.11 Develop and maintain emergency waste management plans aligned with state and national preparedness frameworks to ensure continuity of waste services, protect public health and the environment, and enable rapid and coordinated recovery following natural disasters and emergency events.	If achieved, this action would ensure waste services can continue safely and reliably during natural disasters and emergency events, protecting public health, minimising environmental harm, and supporting faster community recovery. Clearly defined procedures and responsibilities would improve coordination, reduce the risk of illegal dumping and hazardous waste mismanagement, and strengthen Council's preparedness and resilience. Over time, this would lower operational and financial risk, improve compliance with state and national preparedness expectations, and increase community confidence in Council's ability to maintain essential services under disruption.	Break O'Day Council is exposed to a range of natural hazards, including bushfires, storms, floods, and other emergency events that can disrupt normal waste services and generate sudden increases in waste volumes, including hazardous materials. Effective emergency waste management planning is essential to protect public health, maintain environmental standards, and support timely community recovery. Aligning local emergency waste plans with state and national preparedness frameworks ensures Council is ready to respond in a coordinated, safe, and compliant manner while maintaining critical waste service continuity during and after emergency events.
Target: Increase Material Recovery Rate by 23 % by 2030		
Action	Impact if achieved	Context
1.12 Increase the overall material recovery rate by 23% in 2030 by improving source separation, strategically processing recoverable stockpiles through campaign-based recovery when economically viable, enhancing community education, and optimising existing waste services, thereby reducing landfill reliance, conserving resources, and supporting progress toward the 2030 target.	Reaching this level would represent a significant step change from the 2024/25 base year from 1744 tonnes to 2,145 tonnes and establish a strong foundation for progressively moving toward higher recovery performance over a longer 10-plus-year timeframe, as recovery pathways, markets, infrastructure, and community behaviours continue to mature.	Break O'Day Council's 2024/25 base year recovery performance reflects the municipality's small scale, dispersed population, limited local processing capacity, and reliance on regional markets and campaign-based recovery. While state and national policy directions set longer-term expectations for recovery rates approaching 80%, an 80% target is not realistically achievable within the 2025–2030 strategy period given current service configurations, infrastructure constraints, market availability, and affordability considerations. Within this context, achieving a recovery rate of approximately 23% by 2030 represents a more realistic outcome that balances ambition with practicality. This level of recovery would require measurable improvements in source separation, periodic processing of recoverable stockpiles when economically viable, stronger community participation, and optimisation of existing services, rather than wholesale system change. Framing 23% recovery as an interim milestone provides a credible pathway toward higher recovery performance over a longer 10-plus-year timeframe, as recovery pathways, infrastructure, markets, and community behaviours continue to mature and adapt.

Target: Ensure MSW, C&I and C&D Recovery Capacity Pipeline is Sufficient to 2050		
Action	Impact if achieved	Context
1.13 Ensure recovery capacity for Municipal Solid Waste (MSW), Commercial and Industrial (C&I), and Construction and Demolition (C&D) waste streams is sufficient to 2050 through staged infrastructure planning, strategic management of recoverable material stockpiles, and diversion of recoverable materials from landfill to support long-term system resilience and landfill life extension.	If achieved, this action would ensure Break O’Day Council’s waste recovery infrastructure and systems remain capable of managing future waste volumes to 2050 without premature reliance on landfill expansion. Improved planning and staged development of recovery capacity would optimise resource allocation, enhance service reliability, and reduce long-term disposal and compliance risks. By diverting recoverable materials from landfill and strategically managing recovery pipelines, Council would extend landfill lifespan, strengthen system resilience, and maintain flexibility to respond to changing markets, regulatory requirements, and recovery technologies over time.	<p>Ensuring adequate recovery capacity for MSW, C&I, and C&D waste streams to 2050 is a core requirement of long-term waste management planning for Break O’Day Council. Each waste stream relies on an integrated recovery capacity pipeline—including waste transfer station layouts, recycling infrastructure, processing systems, stockpiling arrangements, and reuse pathways—that must be able to adapt to future waste volumes, regulatory changes, and evolving circular economy expectations.</p> <p>Break O’Day Council already has an established foundation for material recovery, including clean-fill stockpiling, glass recovery, white-goods recycling, and mulching of untreated timber and gyprock. However, constraints remain, including limited recovery options for composite and laminated materials and the finite capacity of inert landfills. While the approved Scamander Inert Landfill will provide additional disposal capacity, its long-term operational life is dependent on reducing inflows through improved diversion and recovery.</p> <p>This action focuses on maintaining flexibility and resilience by planning recovery capacity in stages, avoiding premature capital investment, and ensuring landfill infrastructure is complemented by effective recovery pathways. Doing so enables Council to manage disposal risk, extend landfill life toward the mid-2050s, and remain aligned with longer-term state and national recovery objectives without over-committing to fixed infrastructure in advance of demonstrated need.</p>

Goal 2: Improving Data and Reporting for Waste Operations

Target: Deliver Transparent, Consistent and Regulatory-Compliant Waste Data Reporting		
Action	Impact if achieved	Context
2.1 Work collaboratively with regional partners to improve alignment and shared understanding of waste data collection and reporting requirements, adopting proportionate, practical, and compliant approaches that support regulatory reporting, operational decision-making, and regional planning while avoiding unnecessary administrative burden for councils.	Improved consistency, accuracy, and reliability of waste data reporting across the region, enabling Council to meet regulatory obligations with greater confidence while reducing duplication and unnecessary administrative effort. A targeted, proportionate approach to regional alignment will support better-informed operational and strategic decision-making, improve the quality of shared regional datasets, and strengthen Council's ability to participate effectively in regional planning, benchmarking, and advocacy without imposing undue resourcing pressures.	<p>Consistent and reliable waste data is essential for regulatory compliance, performance monitoring, and informed decision-making. However, waste data collection and reporting requirements continue to evolve and can vary across jurisdictions, creating challenges for smaller regional councils.</p> <p>As a member of Circular North, Break O' Day Council benefits from regional collaboration to align data definitions, methodologies, and reporting expectations. A targeted, proportionate approach to regional alignment supports compliance and shared understanding while recognising local service scale, operational capacity, and resource constraints. This ensures waste data reporting remains accurate, efficient, and fit-for-purpose without imposing unnecessary administrative burden.</p>
2.2 Develop and maintain a fit-for-purpose waste data dashboard that consolidates key waste, diversion, recovery, and carbon information into a clear and accessible format to support Council decision-making, regulatory reporting, and transparent community communication.	Improved transparency, accountability, and confidence in Council's waste management performance through the availability of clear, consistent, and accessible waste and carbon information. A centralised waste data dashboard will support evidence-based decision-making, streamline internal and external reporting, and enhance community understanding of waste impacts, contributing to improved engagement, trust, and participation in waste reduction and resource recovery initiatives.	<p>Clear, accessible, and timely information is essential for effective waste management planning, transparent governance, and meaningful community engagement. While Break O' Day Council collects a range of waste-related data to meet regulatory and operational requirements, this information is currently dispersed across multiple systems and reports, limiting its usefulness for decision-making and public communication.</p> <p>Developing a centralised waste data dashboard will provide a single, trusted source of information on waste generation, diversion performance, recovery outcomes, and associated carbon impacts. Presenting this information in a clear and consistent format will improve internal understanding of system performance, support evidence-based service planning, and streamline reporting to Council and external stakeholders.</p> <p>A community-facing dashboard will also strengthen transparency and trust by enabling residents to better understand how waste is generated and managed locally, the environmental impacts of different waste streams, and how individual behaviours influence system outcomes. Over time, improved visibility of waste and carbon data will support education initiatives, encourage positive behaviour change, and reinforce shared responsibility for reducing landfill reliance.</p> <p>The dashboard will be developed at a scale and level of detail appropriate to Council's operational capacity, using validated data and proportionate reporting methods. It will complement—not replace—statutory reporting obligations and will be updated regularly to ensure information remains current, reliable, and relevant to strategic decision-making and community engagement.</p>
2.3 Establish and maintain consistent, reliable, and scalable waste data reporting mechanisms by using validated estimation methods, standardised reporting templates, and coordinated regional practices where appropriate, to support regulatory compliance, operational planning, and regional data sharing without requiring unnecessary investment in new infrastructure.	A consistent framework will streamline the process of data collection and reporting, ensuring consistency and efficiency across the region's waste data reporting.	This Action aims to establish a consistent regional framework for waste data collection and reporting to improve accuracy, comparability, and efficiency across councils. For BODC, supporting this action means adopting standardised reporting templates, using validated estimation methods, and participating in regional coordination efforts—while avoiding unnecessary investment in costly infrastructure. By focusing on data quality, transparency, and scalable practices suited to a low volume council, BODC can contribute reliable data to the regional strategy and help shape a framework that is practical, inclusive, and aligned with available resources.

Target: Ensure the carbon impacts of Councils waste management operations are understood and inform waste initiative business cases.		
Action	Impact if achieved	Context
2.4 Undertake proportionate carbon modelling of Break O'Day Council's waste management activities and future service options to improve understanding of emissions associated with waste services and ensure carbon impacts are transparently considered in business cases, investment decisions, and service planning.	Improved understanding of the carbon emissions associated with Council's waste management activities, enabling carbon impacts to be transparently and consistently considered alongside cost, service, and regulatory factors in business cases and investment decisions. Proportionate carbon modelling will strengthen strategic planning, support more informed choices between waste management options, and improve Council's ability to demonstrate environmental responsibility and alignment with broader state and national sustainability objectives without imposing excessive resource demands.	<p>Waste management activities contribute to greenhouse gas emissions through landfill disposal, transport, processing, and operational practices. As state and national policy directions increasingly emphasise emissions reduction and climate-informed decision-making, councils are expected to understand and demonstrate how their waste services influence carbon outcomes.</p> <p>Break O'Day Council currently has limited, consolidated information on the carbon footprint of its waste management activities. Without a clear understanding of emissions associated with different waste streams and service options, it is difficult to transparently compare alternatives or fully assess trade-offs in business cases and long-term planning.</p> <p>This action focuses on undertaking proportionate and fit-for-purpose carbon modelling that reflects Council's scale, operational capacity, and data availability. Rather than pursuing complex or resource-intensive reporting frameworks, the emphasis is on practical modelling that provides meaningful insight into emissions trends and relative impacts of future service or infrastructure options. Integrating carbon considerations into waste planning will strengthen Council's ability to make informed, balanced decisions that consider environmental, financial, and service outcomes together. It will also support transparent governance, improve alignment with broader sustainability objectives, and position Council to respond confidently to future regulatory, funding, and community expectations related to climate and emissions management.</p>
Action: Improve understanding of Commercial and Industrial (C&I) waste generation and material flows through participation in a coordinated regional C&I audit program		
Action	Impact if achieved	Context
2.5 Participate in and support a coordinated regional Commercial and Industrial (C&I) waste audit program, using a shared and scalable approach to improve understanding of C&I waste generation, material flows, and sector-specific behaviours, and to inform regional planning, targeted education, and future waste reduction and resource recovery initiatives without placing undue resourcing demands on Council.	Improved understanding of C&I waste generation, material flows, and sector-specific behaviours across the region, enabling more informed planning, targeted education, and future waste reduction and resource recovery initiatives. Participation in a coordinated regional audit program will improve the quality and consistency of C&I waste data, support evidence-based decision-making, and reduce duplication of effort, allowing Council to access meaningful insights without placing disproportionate resourcing or financial demands on local operations.	Commercial and Industrial (C&I) waste represents a less well-understood component of Break O'Day Council's overall waste profile. Limited local data on C&I waste generation, material composition, and sector-specific behaviours constrains Council's ability to plan targeted services, education initiatives, and recovery pathways.

Goal 3: Leveraging Collaboration to Improve Local Waste Outcomes

Target: Increase Circular Materials Market Access		
Action	Impact if achieved	Context
3.1 Support Circular North initiatives by contributing to and utilising annual material flow reports to improve understanding of Break O’Day Council’s waste and resource recovery material flows, informing infrastructure planning, service design, and regional market development decisions.	Greater confidence in infrastructure planning, service design, and investment decisions through improved understanding of local and regional material flows. Enhanced access to reliable, shared material flow data will support better-targeted infrastructure development, more efficient resource allocation, and stronger market signals for circular economy investment, helping to improve circular materials market access over time.	Understanding material flows at a local and regional scale is essential for effective waste planning, infrastructure investment, and market development. As a small regional council, Break O’Day Council benefits from participating in shared regional analysis rather than developing standalone material flow assessments. Contributing to and using Circular North annual material flow reports enables Council to access consistent, credible data that supports evidence-based decision-making, improves alignment with regional market development, and helps identify priority materials and opportunities to improve circular materials market access.
Target: Leverage Circular North Membership to Deliver shared and Local Value		
Action	Impact if achieved	Context
3.2 Continue to actively participate in Circular North technical committee and governance meetings to support coordinated decision-making, technical collaboration, information sharing, and the effective delivery of regional circular economy initiatives.	Stronger regional coordination, improved information sharing, and enhanced access to technical expertise, supporting more consistent, efficient, and well-informed waste management outcomes. Active participation in Circular North governance and technical forums will strengthen Council’s capability, reduce duplication of effort, and help ensure regional initiatives are practical, inclusive, and aligned with Break O’Day Council’s local priorities.	Strong regional governance and technical collaboration are essential to achieving consistent, effective, and efficient waste management outcomes across northern Tasmania. As a small regional council, Break O’Day Council benefits from structured access to shared expertise, peer learning, and coordinated decision-making through established regional forums. Ongoing participation in Circular North technical and governance meetings ensures Council remains informed of emerging policy, regulatory, market, and service developments, while contributing local insights to regional initiatives. This engagement supports inclusive program design, reduces duplication of effort, and helps ensure regional initiatives remain practical, relevant, and aligned with local priorities and capacity.
3.3 Participate in regular regional technical knowledge-sharing and peer-support sessions to strengthen capability, support consistent program delivery, and ensure shared regional initiatives remain accurate, adaptive, and responsive to emerging waste management challenges.	Improved organisational capability and confidence through regular access to shared technical knowledge, peer support, and emerging best practice. Ongoing regional knowledge-sharing will support consistent program delivery, reduce the risk of errors or misalignment, improve the quality and accuracy of regional initiatives, and strengthen Council’s ability to respond effectively to changing policy, regulatory, and market conditions while maintaining alignment with local priorities.	The waste and resource recovery sector is evolving rapidly in response to regulatory change, market volatility, and emerging technologies. For a small regional council, maintaining up-to-date technical knowledge and capability can be challenging without access to shared expertise. Regular participation in regional technical knowledge-sharing and peer-support sessions enables Break O’Day Council to learn from the experience of other councils, access emerging best practice, and resolve operational and compliance issues efficiently. This collaborative approach supports consistent program delivery, reduces reliance on single-person expertise, and strengthens Council’s ability to respond to change while remaining aligned with local priorities and capacity.
Target: Provide Ongoing Education and Engagement		
Action	Impact if achieved	Context
3.4 Deliver an ongoing community education and engagement program to improve waste avoidance, correct source separation, and participation in waste and resource recovery services, supporting improved system performance and long-term waste reduction outcomes.	Reduced contamination and landfill disposal, improved recovery outcomes, and stronger community participation supporting long-term system sustainability.	Community behaviour plays a critical role in waste avoidance, correct source separation, and overall system performance. In a dispersed, low-density municipality, clear, consistent, and ongoing education is essential to minimise contamination, maximise recovery from existing services, and ensure services remain affordable and fit for purpose. Targeted engagement supports shared responsibility for reducing landfill reliance and reinforces long-term waste reduction outcomes.

Goal 4: Strategic Alignment and Regulatory Readiness

Target: Ensure Strategic Alignment and Long-Term Readiness of Waste Infrastructure		
Action	Impact if achieved	Context
4.1 Replace ageing compaction infrastructure at the Scamander Waste Transfer Station with a flexible waste transfer facility in 2026–27 to support regulatory readiness, operational resilience, and improved system performance.	This action will ensure the continued safe, compliant, and reliable operation of a system-critical waste transfer facility by addressing end-of-life infrastructure risk and maintaining service continuity. Replacing the ageing compactor with a flexible waste transfer facility would reduce reliance on single-asset infrastructure, improve operational resilience, and strengthen Council’s ability to respond to changing service demands, seasonal peaks, and emergency events. Over time, the investment would reduce operational and regulatory risk, support long-term financial sustainability through a more adaptable infrastructure model and ensure the waste system remains fit for purpose and aligned with evolving regulatory and service expectations.	Replace ageing compaction infrastructure at the Scamander Waste Transfer Station with a flexible waste transfer facility in 2026–27 to support regulatory readiness, operational resilience, and improved system performance. This project is identified as a high-priority capital investment for Council in the 2026–27 financial year due to its system-critical role and end-of-life infrastructure risk.
4.2 Achieve Tasmanian EPA design approval in 2026–27 for an additional inert landfill at the Scamander Waste Transfer Station, and plan for a staged development to provide long-term, compliant disposal capacity, manage future disposal risk, and maintain system resilience in line with demand, diversion performance, and Council’s financial planning.	Achieving this action would secure compliant long-term inert disposal capacity, reduce future disposal risk, and allow landfill development to be staged in line with demand, diversion performance, and financial planning, improving system resilience and long-term sustainability.	<p>The St Helens Inert Landfill is a finite asset with an estimated remaining operational life of around 10-15 years based on current inflows and continued clean-fill recovery practices. To maintain long-term disposal resilience and avoid future capacity constraints, Council has progressed planning for an additional inert landfill at the Scamander Waste Transfer Station, located over the closed putrescible landfill. The proposed development has received preliminary approval and requires formal Tasmanian EPA design approval to enable future delivery.</p> <p>Securing design approval in 2026–27 provides regulatory certainty and allows Council to plan and sequence landfill development in a controlled and staged manner. This approach ensures additional capacity can be delivered in line with actual demand, diversion performance, and financial planning, rather than committing to premature capital investment. The action supports long-term system resilience by maintaining compliant inert disposal capacity while reinforcing the Strategy’s objective to minimise landfill reliance through improved recovery and diversion outcomes.</p>

Target: Support and Strengthen Regional Consistency through Standards and Procurement		
Action	Impact if achieved	Context
4.3 Support the development and adoption of regionally consistent waste management operating standards through Circular North, where they demonstrably improve service quality, material outcomes, regulatory compliance, and stakeholder confidence while remaining fit-for-purpose for local delivery.	Operating standards and processed material outputs are standardised, increasing regional stakeholder confidence in waste management processes	<p>The Circular North region is working to improve the consistency and quality of waste management practices across its member councils. Currently, variations in operating procedures, processing methods, and material output standards can limit efficiency and undermine stakeholder confidence. Establishing consistent operating standards provides a shared framework that strengthens collaboration, ensures more predictable service outcomes, and supports compliance with evolving state and national waste management expectations.</p> <p>For BODC, aligning local practices with regional standards will enhance operational reliability, improve the quality of recovered materials, and build greater trust among residents, businesses, and service providers. A coordinated regional approach also enables better data reporting, more efficient resource use, and clearer communication about waste management expectations and performance. Ultimately, consistent standards position the Circular North region to deliver more transparent, efficient, and future focused waste management outcomes.</p>
4.4 Support the development of standardised procurement specifications across the Northern Region to support efficiency and the development of a Circular Economy.	Reduced duplication of effort, streamlined procurement processes, enhanced efficiency in waste management services, cost savings through standardised purchasing, easier comparison and evaluation of services and improved consistency in service quality across northern regional Councils.	<p>Standardising procurement specifications across the Circular North region is an important step toward improving the efficiency, quality, and sustainability of waste management services. Currently, each council often develops its own specifications for waste services, equipment, and infrastructure, leading to duplication of effort, inconsistent service levels, and missed opportunities for cost savings. By adopting shared procurement standards, councils can work from a common framework that simplifies purchasing, reduces administrative workloads, and supports more consistent expectations for contractors and suppliers.</p> <p>A coordinated approach also strengthens the region's ability to embed circular economy principles into procurement. Standard specifications that require recycled content, product durability, resource recovery options, or end of life considerations help shift the market toward more sustainable solutions. This alignment not only improves environmental outcomes but also supports industry innovation and regional leadership in circular procurement practices.</p> <p>For BODC, adopting regionally consistent procurement standards will help ensure waste services and infrastructure align with best practice and regional priorities. It also provides opportunities to participate in joint tenders or bulk purchasing arrangements, which can reduce costs and improve the quality and reliability of contracted services—demonstrated by previous successful shared procurement initiatives such as the Veolia MRF contract. Clear, shared standards make it easier to evaluate suppliers, compare service offerings, and ensure consistent service quality across the region.</p> <p>Ultimately, standardised procurement delivers benefits beyond efficiency: it promotes transparency, strengthens collaboration between councils, and builds the foundation for a more coordinated and sustainable regional waste management system.</p>

Glossary

Capture rate - The capture rate is the percentage of material that is captured from the residual waste stream for lawful storage, reuse or reprocessing for recovery based on 2018 National Waste Data.

Circular Economy - An economic system aimed at eliminating waste and the continual use of resources through principles of reuse, repair, refurbishing, and recycling.

Circular North - A regional initiative established in 2007, now hosted by NRM North, coordinating waste management efforts among eight local councils to achieve significant improvements in resource recovery.

Commercial and Industrial Waste (C&I) - Waste is produced through commercial and industrial activities.

Construction and Demolition Waste (C&D) - Waste produced through construction and demolition activities.

Kerbside Collection - A service provided by local councils for the collection of household waste, recyclables, and organics.

Landfill - A site for the disposal of waste materials for burial.

Material Flow Analysis (MFA) - A method to track material inputs, outputs, and transformations within a system for resource management.

Municipal Solid Waste (MSW) - Waste produced through municipal activities (i.e. residential or household waste).

Resource recovery - The process of extracting useful materials or energy from waste.

Waste diversion rate - The percentage of waste materials diverted from landfill through recycling and recovery processes.

Waste category - A group of similar types of waste categorised for management and recycling purposes, such as paper, glass, plastic, metal, or organics.

Waste stream - A specific type of waste produced by different activities.

END OF DOCUMENT

05/26.15.0 COMMUNITY DEVELOPMENT

05/26.15.1 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.

2025 – 2026 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	2025-2026 Budget	Funds expended on project or forwarded to community group
Community Grants	60,000	
Art & Culture Community Grants	30,000	
School Prizes	1,000	\$2,000

Contributions to Events		
Swimcart	1,000	1,000
St Helens Athletic Carnival	2,500	\$2,500
Carols by Candlelight	1,600	1,067.76
Fingal Valley Coal Festival	2,000	
Pyengana Endurance Ride -	500	
St Helens Game Fishing Comp	2,000	2,000
Marketing Valley Tourism	2,500	
Bay of Fires Art Prize	10,000	\$10,000
Bay of Fires Winter Arts Event – Sandcastle Building	4,000	\$4,000
St Marys Community Car & Bike Show	2,000	2,000
East Coast Masters Golf Tournament	2,500	2,500
BODRA Winter Lights	2,000	\$2,000
Suicide Prevention	1,000	\$1,000
Pyengana Easter Carnival	1,000	\$1,000
Australia Day Event – Woodchopping	\$5,000	2,000
Misc Donations & Events	7,500	
Wellbeing Festival	3,500	
Mannalargenna Day	2,500	2,500
Council Sponsorship		
Funding for BEC Directory	2,000	
St Helens Marine Rescue	3,000	3,000
Business Enterprise Centre (BEC)	28,000	14,000
Council Sponsorship		
Seniors Day	3,000	2,000
Australia Day event	5,000	
Volunteer Week	2,500	
Mental Health Week	500	
International Disability Day event	1,000	292.97
Christmas Decorations	6,000	1,602.47
Specific Programs & Initiatives		
Youth Services	8,000	
Welcome to Town Christmas Signs	1,500	\$1,500

Updates on current projects being managed by Community Services:

Bay of Fires Master Plan

The draft Bay of Fires Master Plan is open for community feedback from the 8th April, 2026 until the 29^h May, 2026.

There are different ways that community members can provide feedback on the draft document:

1. “Have your Say” PWS website; and
2. Provide a written submission to c.hughes@bodc.tas.gov.au

Attached is the link to the consultants Bay of Fires Master Plan website – this provides access to the draft Bay of Fires Master Plan, the online survey and a place where you can provide comments.
<https://bayoffiresmasterplan.org/>

Any queries/questions, please do not hesitate to contact Chris Hughes
chris.hughes@bodc.tas.gov.au or 6376 7900.

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.

May 2026

- 7-8 – Ochre Flu Clinic – Bendigo Bank Community Stadium
- 9 – BODRA – theatre play – St Marys Hall
- 18 – Para quad Tasmania – Bendigo Bank Community Stadium
- 19 – Variety Children’s Charity – Sports Day – Bendigo Bank Community Stadium

June 2026

- 6-7- Sand Sculpture workshop – St Helens Foreshore
- 4-6- Bay of Fires Youth Arts Prize – Portland Hall
- 6- Country Women’s Association – Fingal Recreation Grounds
- 7 – Northern Game Fishing Club – Annual Dinner – Portland Hall
- 7- St Marys Car & Bike Show – Main Street, St Marys
- 20- St Marys Winter Lights Festival – St Marys Sports Complex

Learner Driver Mentor Program

The Learner Driver Mentor Tasmania State Coordinator will be meeting with the Program Coordinator next month to discuss potential volunteer opportunities for the program and explore ways to further support and strengthen the initiative within the local community.

Total on-road hours – 16

Total Mentors - 2

Learner in car - 9

Waiting list – 13

Graduated – 0

Community Wellbeing

Renee Dunn commenced in the role on the 4th May 2026. She has made the following connections to date:

- Teams meeting with Amanda Aitkin, Project Officer, Mental Health Council of Tasmania. Discussed current project, Youth Mental Health Pathways, which has been developed in conjunction with 18 Tasmanian youths aged between 15-24. Project will be launched mid-late June.
Amanda would also like to be a speaker at the upcoming Festival of Wellbeing, which will be held in Mental Health Week which is 3-11 October. Date of Wellbeing Festival TBA.
- Young People Lead, training will be completed Friday, which is run by Life4Life, Casey Musicka.
- Registered to attend meeting on 13/05 at St Helens District Hospital, run by the Break O'Day Mental Health Network.
- Registered to also attend Future of Volunteering Symposium 2026 with Jenna Barr which is held in Launceston on the 14th May, 2026
- Enrolled for a free Domestic Violence Course held at Panorama through Lifeline on the 29-30 June.
- Lifeline meeting Monday via Teams.
- Spoken to St Helens District High School – have been advised that Allison Hyland or Kaylene Crossingham are the best youth contacts. Will make an appointment in the coming weeks.
- Introduced myself via email to Nikki Long, Head of Community Engagement at St. Lukes. Have been given some dates for proposed in person meeting in the next few weeks.

Council staff have submitted the final report for the Wellbeing Project. It is currently with WLF who are undertaking an external audit.

Youth

No report at this time

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 Qld, WA, VIC and overseas tourists from New Zealand, Canada and UK
- Had a few phone calls from mainlanders asking if they come to Tasmania will there be an issue with fuel shortage.
- Staff members attended the Bay of Fires Masterplan Sessions at Binalong Bay and St Helens
- Compiled a list of changes and suggestions for the upcoming re-printing of the A3 Area Tourist Map and forwarded to Chamber of Commerce

The History Room Curator Report:

- **40th Anniversary Exhibition:** This is complete.
- **'Night at the Museum':** Friends committee in full swing with the event. All invitations have been sent out with RSVPs now being returned.
- **St Helens Heritage Walk booklet and bollards:** This project is ready for the printers.
- **Street Banners:** Ready for printers & awaiting invoice.
- **Foyer Cabinet display:** Had a lovely ANZAC display in place for the week leading up to Anzac Day and now this has changed over to **'Hats Off' that shows some of the History Room's hat collection.**
- **Research requests:** Numerous walk ins and emails requesting information.
- **Lock up Cell at Depot:** Contacted regarding the possibility of having a cell in our collection by an author based in NSW. He was staggered when we answered yes and that it was a single cell with a hip roof. No further contact from him but I have sent images of the lock up languishing at the depot to him for reference.

Statistics:

Door Counts

Month/Year	Visitor Numbers	Daily Average	History Room
April 2013	3,297	109.90	115
April 2014	3,344	115.31	152
April 2015	4,030	138.97	149
April 2016	2,847	94.90	100
April 2017	2,849	94.96	87
April 2018	2,958	98.60	114
April 2019	2,850	98.28	123
April 2020	NIL	NIL	NIL
April 2021	2,224	76.69	111
April 2022	2,278	78.55	99
April 2023	2,103	70.1	87
April 2024	2,602	86.7	101
April 2025	2,579	85.9	87
April 2026	2,327	77.56	86

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			
June			

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	Chris Hughes, Manager Community Services
FILE REFERENCE	018\019\086\
ASSOCIATED REPORTS AND DOCUMENTS	N/A

OFFICER'S RECOMMENDATION:

That Council note the total funding requested of \$5,500, of which \$2,500 has been paid, and approve the release of the remaining \$3,000 previously withheld from this application, resulting in a total allocation of \$5,500 under the Art & Culture Grant Program 2025–2026 to support the delivery of community workshops.

INTRODUCTION:

Council has received a request from the facilitators of the project-Ocean Creatures with Plastic Features to reconsider not paying the full amount requested within the grant application lodged under the Art & Culture program.

PREVIOUS COUNCIL CONSIDERATION:**Council Meeting 20 April 2026****04/26.15.6.744**Moved: Clr L Johnstone/ Seconded: Clr K Chapple

1. 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.

2. 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.

CARRIED UNANIMOUSLY**OFFICER'S REPORT:**

Council received a funding application for a community workshop-based project aimed at delivering a structured program of facilitated sessions. The project is dependent on facilitators to design, coordinate, and deliver the workshops in accordance with the stated objectives and expected outcomes.

The funding request includes costs associated primarily with facilitator fees, which represent the essential operational component of the project delivery model.

The applicant has advised that the engagement of qualified facilitators is critical to the delivery of the project.

The facilitators are responsible for:

- Designing and structuring workshop content
- Leading and managing workshop delivery
- Ensuring participant engagement and safety
- Achieving the intended project outcomes and reporting requirements

Without the requested level of funding, the organisation will be unable to engage facilitators at the required professional standard, or at all. As a result, the workshops cannot be delivered in the format proposed, and the project objectives would not be achievable.

A reduced funding allocation would therefore not partially deliver the project but rather prevent its implementation entirely. This presents a risk that Council investment at a lower level would not result in any measurable or reportable outcomes.

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

Foster and support leadership within the community to share the responsibility for securing the future we desire.

Key Focus Area:

Break O Day Annual Plan 2023 – 2024

Actions:

5.2.2.1 Foster Opportunities - Provide leadership and work in partnership with community and service providers to create inclusive and equitable opportunities for everyone to feel valued and contribute meaningfully to their community.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Council has allocated \$30,000 in the current budget for Community Grants. A total of \$3,000 is being requested from the 2025–2026 budget, which is within the approved funding allocation at this stage.

VOTING REQUIREMENTS:

Absolute Majority / Simple Majority

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	Chris Hughes, Manager Community Services
FILE REFERENCE	002\017\022\
ASSOCIATED REPORTS AND DOCUMENTS	Pathways to Connection – Walking Together Strategy

OFFICER’S RECOMMENDATION:

That Council adopt the Pathways to Connection – Walking Together Strategy.

INTRODUCTION:

Break O’Day Council worked with Reconciliation Tasmania to explore the development of an organisational reconciliation framework.

PREVIOUS COUNCIL CONSIDERATION:**Council Workshop 4 May 2026****OFFICER’S REPORT:**

Pathways to Connection: Walking Together Strategy outlines Break O’Day Council’s commitment to reconciliation through improving its internal practices, decision-making, and relationships with Tasmanian Aboriginal communities. The Strategy emphasises that reconciliation is an ongoing journey grounded in listening, learning, and respect rather than fixed outcomes.

It prioritises building cultural understanding among staff, embedding respectful engagement processes, and supporting Aboriginal self-determination. Key focus areas include respect through cultural awareness and protocols, opportunities through employment pathways, and governance through stronger inclusion of Aboriginal perspectives in Council processes. Overall, the Strategy serves as a flexible, evolving framework aimed at fostering meaningful relationships and ensuring Council actions are guided by Aboriginal voices and community priorities.

The following actions have been developed to better reflect the values, needs and aspirations of our local community, but are subject to engagement with our local indigenous community.

RESPECT

Action: Increase understanding, value, and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning in Break O’Day.

Deliverables:

- In partnership with local Tasmanian Aboriginal people in our region, work together to increase Elected members and Council staff’s cultural awareness through training.

- Collaborate with local Aboriginal community partners to identify how Council can respectfully access and benefit from local cultural knowledge.
- Work with Aboriginal community partners and the Aboriginal Heritage Council of Tasmania to strengthen internal processes that ensure understanding and compliance with cultural heritage protection laws.
- Conduct a cultural learning needs review across Council staff and elected members.
- Collaborate with the local Aboriginal community, if they choose to, to explore and support the use and formal recognition of Tasmanian Aboriginal place names within our municipality, providing assistance as needed.

Timeline:

Responsibility: Community Services Manager

Action: Demonstrate respect by observing local cultural protocols.

Deliverables:

- Build understanding of the local Traditional Owners and Custodians of the land, waters, and skies of Break O’Day.
- Develop a framework document for Acknowledgment of Country and Welcome to Country, informed by the Working Group research and consultation with local aboriginal community.
- Develop resources to build staff understanding of cultural safety and culturally respectful engagement.

Timeline:

Responsibility: General Manager supported by Community Services Manager

OPPORTUNITIES

Action: Improve employment outcomes for Aboriginal people in Break O’Day.

Deliverables:

- Work with BODEC to support Aboriginal employment, training, and career development within Council and local businesses
- Work with local Aboriginal organisations to identify and address employment enablers and barriers.

Timeline:

Responsibility: Human Resources

GOVERNANCE

Action: Strengthen Aboriginal participation in Council

Deliverables:

- Collaborate with local Aboriginal communities to ensure their perspectives are meaningfully and respectfully reflected in Council initiatives and planning.

- Explore the establishment of an Aboriginal working group or committee to provide ongoing cultural guidance and input into Council activities.

Timeline:

Responsibility: General Manager and Community Services Manager

Strengthening the Plan through localised actions demonstrates Council’s commitment to reconciliation, self-determination, and shared future-building. These actions are a step toward embedding reconciliation into the everyday operations and identity of the Break O’Day 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

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There are no costs associated with Council adopting the Strategy. Any projects associated with this Strategy will need to be costed and funding provided in further budget processes.

VOTING REQUIREMENTS:

Simple Majority



Break O'Day
COUNCIL

Pathways to Connection

Walking Together Strategy



Version: 1 – Date: March 2026

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

Foreword from the Mayor

Reconciliation is about relationships — how we listen, how we learn, and how we work together as a community.

Pathways to Connection reflects Break O'Day Council's commitment to strengthening those relationships in a meaningful and practical way. This Strategy focuses on how we operate as an organisation — building understanding, improving how we engage, and ensuring our decisions are informed by respect and inclusion.

Through our work with Reconciliation Tasmania, we have taken the time to listen, reflect and better understand the experiences, history and perspectives of Tasmanian Aboriginal people. This has been an important step in recognising where we can improve and where we can make a genuine difference within our role.

This is not about having all the answers. It is about being willing to learn, to reflect, and to continue building respectful relationships over time.

As a Council, we are committed to walking this path thoughtfully and respectfully — guided by Aboriginal voices and grounded in our local community.

Mayor Mick Tucker

What is this Plan about?

This Plan is an organisational plan focused on how Break O'Day Council operates, makes decisions and builds internal capability. It is not a community reconciliation plan and does not speak on behalf of Aboriginal communities.

The actions reflect Council's commitment to listening, learning and building respectful relationships, while recognising that reconciliation is led by Aboriginal people and communities themselves.

While informed by guidance and learning through Reconciliation Tasmania, this Strategy reflects a locally developed approach tailored to the Break O'Day context.

Introduction: Our Reconciliation Journey

Break O'Day Council worked with Reconciliation Tasmania to explore the development of an organisational reconciliation framework. Through this process, Council participated in facilitated workshops and learning activities designed to build understanding, support reflection, and strengthen internal capability.

Reconciliation Tasmania facilitator Marina Campbell guided Council's Working Group through a structured series of workshops, supported by self-directed learning tasks completed during work time. This approach ensured the Strategy is grounded in education, reflection and practical application within Council's local context.

Workshops

The workshops explored the historical and ongoing impacts of invasion and colonisation in Tasmania, the Uluru Statement from the Heart and its core elements, as well as contemporary priorities identified by Tasmanian Aboriginal communities, including Pathway to Truth-telling and Treaty and Closing the Gap.

This learning was then considered in relation to Break O'Day's local context, including Council's activities, responsibilities, and areas where it has practical influence.

This process also highlighted that reconciliation is not a single outcome, but an ongoing journey requiring respectful relationships, cultural understanding, and the willingness to listen, including when conversations require openness and care. As part of this development, Council also sought staff input through an organisational survey focused on Council's relationships with the Aboriginal community, which reinforced a clear theme: staff support reconciliation, but many want greater confidence, guidance and cultural awareness training to engage appropriately and genuinely in their roles.

The actions in this Strategy are therefore not standalone tasks — they are the practical steps Council will take to strengthen internal understanding, improve how we engage and consult, and ensure our decisions and processes reflect respect, inclusion and better outcomes over time.

What we learnt

- Acknowledgement of Country holds deep cultural, historical and spiritual significance. It is a practice that recognises and pays respect to the traditional custodians of the land on which an event or activity takes place.
- The term "Country" is not merely a reference to land as a physical space but is central to their spirituality, culture, and identity. Acknowledging Country emphasises the deep, ongoing connection between the land, environment and the Indigenous peoples.
- Through our engagement in developing this document, we have learnt that storytelling is a vital bridge for understanding, respect, and genuine connection. Storytelling is more than a means of sharing history—it is a living practice that carries culture, values, and identity across generations. By listening to and valuing these stories, we have gained a deeper insight into Country, heritage, and community perspectives. It has reminded us that meaningful engagement happens when we create space for voices to be heard, and when we approach dialogue with openness, patience, and humility. Storytelling has helped strengthen relationships, build trust, and guide our actions toward reconciliation and culturally respectful decision-making.

How were the actions developed:

Through facilitated workshops with Reconciliation Tasmania and staff consultation, Council focused on identifying actions within its organisational control and influence.

The Working Group recognised that meaningful reconciliation must be grounded in understanding, respectful processes and genuine relationships.

As a result, the actions in this Strategy prioritise learning, governance and employment — areas where Council can make practical, sustained contributions, while respecting the autonomy and voices of Tasmanian Aboriginal people.



Local Aboriginal flints and Maireener shell necklace – Courtesy of the St Helens History

Main Themes

1. RESPECT

Through its learning journey with Reconciliation Tasmania, Council recognised that respect is foundational to all reconciliation efforts. Workshops highlighted that while there is strong goodwill across Council, levels of understanding and confidence vary, particularly in relation to Tasmanian Aboriginal history, cultural safety, and appropriate engagement.

Staff feedback reinforced a desire for practical, locally relevant cultural learning that supports respectful interactions and informed decision-making, while avoiding tokenistic approaches. Council also recognised the importance of working in ways that respect Aboriginal self-determination, including engaging only where invited and guided by Aboriginal community members themselves.

For these reasons, Council has prioritised building internal understanding, strengthening processes, and embedding respect into how it operates before expanding outward-facing commitments.

ACTION 1.1:

Increase understanding, value, and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning in Break O'Day.

Deliverables:

1.1.1 In partnership with local Tasmanian Aboriginal people in our region, work together to increase Elected Members' and Council staff's cultural awareness through training.

1.1.2 Collaborate with local Aboriginal community partners to identify how Council can respectfully access and benefit from local cultural knowledge.

1.1.3 Work with Aboriginal community partners and the Aboriginal Heritage Council of Tasmania to strengthen internal processes that ensure understanding and compliance with cultural heritage protection laws.

1.1.4 Conduct a cultural learning needs review across Council staff and elected members.

1.1.5 Collaborate with the local Aboriginal community, if they choose to, to explore and support the use and formal recognition of Tasmanian Aboriginal place names within the municipality, providing assistance as needed.

Responsibility:

Community Services Manager

ACTION 1.2:

Demonstrate respect by observing local cultural protocols.

Deliverables:

1.2.1 Build understanding of the local Traditional Owners and Custodians of the land, waters and skies of Break O'Day.

1.2.2 Develop a framework document for Acknowledgement of Country and Welcome to Country, informed by Working Group research and consultation with local Aboriginal community members.

1.2.3 Develop resources to build staff understanding of cultural safety and culturally respectful engagement.

Responsibility:

Community Services Manager

2. OPPORTUNITIES

Council identified employment as one of the most practical and meaningful ways it can contribute to reconciliation within its organisational role. Workshop discussions reinforced that improving outcomes should be done through collaboration with existing organisations and community-led initiatives, rather than creating parallel or prescriptive programs.

This action reflects Council's intent to support pathways that are locally relevant, respectful, and sustainable, while recognising that Aboriginal organisations and communities are best placed to define what meaningful opportunity looks like.

ACTION 2.1:

Improve employment outcomes for Aboriginal people in Break O'Day.

Deliverables:

2.1.1 Work with BODEC to support Aboriginal employment, training and career development within Council and local businesses.

2.1.2 Work with local Aboriginal organisations to identify and address employment enablers and barriers.

Responsibility:

Human Resources

Governance

Throughout the Strategy development process, Councillors and staff consistently highlighted the importance of Aboriginal perspectives being considered early in Council processes, rather than retrospectively. Strong governance was identified as essential to ensuring engagement is meaningful, respectful and appropriately timed.

This theme focuses on strengthening how Council listens, reflects and incorporates Aboriginal voices where appropriate, while recognising that participation should be guided by Aboriginal communities themselves.

ACTION 3.1:

Strengthen Aboriginal participation in Council.

Deliverables:

3.1.1 Collaborate with local Aboriginal communities to ensure their perspectives are meaningfully and respectfully reflected in Council initiatives and planning.

3.1.2 Explore the establishment of an Aboriginal working group or committee to provide ongoing cultural guidance and input into Council activities.

Responsibility:

General Manager and Community Services Manager



An example of an Aboriginal midden found in Tasmania. Many of these are located along the East Coast of Tasmania

Implementation

This Strategy will be implemented as an organisational plan, guiding internal practice, learning and decision-making across Break O'Day Council. Responsibility for delivery of individual actions sits with nominated positions to ensure accountability is clear and embedded within existing roles and functions.

Implementation will be supported by the Working Group, which will act as internal champions for the plan, support learning across the organisation, and provide advice on culturally respectful practice as Council continues its reconciliation journey.

Importantly, implementation will remain flexible and responsive, recognising that meaningful reconciliation is not linear and must be guided by respectful relationships, learning, and Aboriginal community priorities.

Governance & oversight

Working Group

The Working Group will continue to play an important role in supporting implementation of this plan. The group brings together staff from across the organisation and provides a space for reflection, learning and shared responsibility.

The Working Group's role includes:

- supporting delivery of Strategy actions
- acting as champions for respectful practice and learning
- assisting with internal communication and awareness
- providing advice to leadership as required

The Working Group does not replace Aboriginal voices or leadership. Rather, it supports Council to engage appropriately, respectfully and within its organisational role.

Measuring progress & reporting

How Council will know this Strategy is working

Progress against this Strategy will be monitored through existing organisational reporting mechanisms. Rather than focusing solely on completion of actions, Council will also reflect on changes in understanding, confidence and practice across the organisation.

Reporting will focus on:

- progress against agreed deliverables
- lessons learned through implementation
- areas where Council's approach may need to evolve

This approach recognises that reconciliation is not measured only by outputs, but by how Council's culture, decision-making and relationships develop over time.

Continuous learning & evolution

A living document

This Strategy represents a starting point, not an end point. Council recognises that reconciliation requires ongoing learning, reflection and adaptation.

As Council's understanding deepens and relationships develop, actions may evolve, new opportunities may emerge, and approaches may change. Future iterations of this Strategy will build on the learning and foundations established through this work.

Closing statement

Break O'Day Council acknowledges that reconciliation is a shared journey that requires humility, honesty and respect. Through this Strategy, Council commits to continuing its learning, strengthening respectful relationships, and embedding reconciliation into the way it works — guided by Aboriginal voices and grounded in genuine intent.



The St Helens History Room houses an impressive display of local aboriginal artifacts. Pictured above, flints and shell necklace.

05/26.16.0 DEVELOPMENT SERVICES

05/26.16.1 Development Services Report

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

PUBLIC HEALTH REPORT

KEY DEPARTMENT STRATEGIC OR OPERATIONAL MATTERS

Recruitment process for Environmental Health Officer remains underway;
Recruitment process for Senior Planner Officer remains underway;
Recruitment process for Technical Officer now commenced.

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	Ma y	Jun	YTD	EOFY 2024/ 2025
NPR	2	6		5	10	1	3	7	1	4			35	
Permitted		4	4	2	1		2	4	3	6			20	
Discretionary	15	15	5	11	21	22	4	10	9	8			112	
Amendment	1		1	1	3	2	2	4	4	3			18	
Strata										1				
Final Plan	1	2	4	1				4	2				14	
Adhesion														
Petition to Amend Sealed Plan									1				1	
Boundary Rectification														
Exemption														
Total applications	19	27	14	20	35	25	11	29	20	22			222	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			32.70	

* 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
023-2026	Ansons Bay	Residential - Change of Use of Outbuilding to Dwelling including Additions and Alterations AND Additions to Existing Shed	S57	65	45
188-2024	St Marys	Minor Amendment	S56	27	27
052-2026	Binalong Bay	Visitor Accommodation - Additional Use for Visitor Accommodation	S58	24	7
044-2026	Scamander	Residential - Alterations and Change of Use Shed to Ancillary Dwelling	NPR	9	0
086-2025	St Helens	Minor Amendment	S56	6	6
072-2026	Binalong Bay	Partial Demolition and Alterations/Additions to Dwelling	NPR	1	1
043-2026	St Helens	Residential - Awning over Existing Deck	S58	30	29
034-2026	Beaumaris	Residential - Construction of a New Dwelling and Separate Garage and Water Tanks	S57	52	50
049-2026	Binalong Bay	Residential - Construction of a New Dwelling, Second Vehicle Access, Associated Driveway and Water Tank	S57	31	30
060-2026	Falmouth	Construction of a Shed	S57	31	26
050-2026	Weldborough	Demolition of Existing Infrastructure	S58	16	15
019-2026	Stieglitz	Residential - Retrospective - Tiny Home & Shipping Container Proposed - Carport & Deck	NPR	1	0
031-2026	Gray	Subdivision - Boundary Adjustment (Subdivision)	S57	60	59

080-2026	Stieglitz	Construction of a Garage and Retaining Wall	NPR	4	4
063-2026	St Helens	Additional Use for Visitor Accommodation	S58	4	3
043-2019	Falmouth	STRATA LOT 12	STRATA	7	7
059-2026	Akaroa	Additional Use for Visitor Accommodation	S58	32	31
229-2025	Four Mile Creek	Subdivision - 3 Lot Subdivision	S57	77	76
228-2025	Scamander	Visitor Accommodation - New Front and Side Fence	S57	78	70
157-2025	Akaroa	Minor Amendment	S56	14	14
194-2025	Falmouth	Minor Amendment	S56	15	15
058-2026	St Helens	Additional Use for Visitor Accommodation	S58	1	0


Denotes Applications Requiring a Planning Authority Decision due to representations being received.

Strategic Planning Projects in the 2025/2026 financial year

Description	Percentage Complete	Current Update
Scamander-Beaumaris Structure Plan - Progress the project with the aim of addressing land use needs and development planning strategies for the Scamander-Beaumaris area; adoption by Council and commence progression of recommendations.	90%	Final Scamander – Beaumaris Structure Plan underway. Minor edits being undertaken and final report is planned to be presented to Council in June/July Council meeting.
Regional Land Use Strategy - Participate in the development of the new Northern Tasmania Regional Land Use Strategy, resulting in adoption by Council	Ongoing	Break O'Day participation in the review of the NTRLUS continues with Stage 3 (The Final Stage) nearing completion. 1. RPG meetings are now fortnightly in anticipation of a 30 June completion date.
Industrial Land Use Strategy - Finalise the Industrial Land Use Study resulting in adoption by Council, progress any Immediate Recommendations of the report/findings	90%	The Final Report has now been drafted with Final Endorsement to Council to be undertaken. Awaiting resource to finalise the report due to vacant Senior Planner Position.
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. This project work will continue into the 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	<p>Completed August 2025.</p> 
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.

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

Description	Location	Updates
Air-conditioning upgrades & Commencement of Internal Painting	Council Office	<ul style="list-style-type: none"> • Internal lighting upgrades to LED fittings Completed; • Air Conditioning Upgrades Completed; • Commencement of internal repainting to commence in May 2026.
Additions & Internal Alterations	Falmouth Community Centre	<ul style="list-style-type: none"> • Open to public; • Meeting completed to discuss completion of final scope of work (Carpark, Front door alterations & painting) • Final works to be scheduled
Demolition of Existing Toilet & Construction of New Facility	Beach Reserve, Falmouth	<ul style="list-style-type: none"> • Open to Public; • Minor works still outstanding (Signage, external seat and landscaping works remain outstanding)
Internal Renovations	Hub 4 Health, Portland Court, St Helens	<ul style="list-style-type: none"> • Minor works have commenced with final works scope still being undertaken • Meeting scheduled for 13th May 2026
Installation of Roof Mounted Solar Panels & New Electric Heaters	St Marys Hall	<ul style="list-style-type: none"> • Electric Heaters have been completed; • Thomas Wolf Energy have been appointed as successful contractor to complete work. Scheduled for Completion prior to 30th June 2026
Replacement of Roof Cladding & Fence & Installation of Garden Shed.	St Marys Tennis Club	<ul style="list-style-type: none"> • Re-Roofing Works now completed; • New Garden Shed, Fence and Associated works currently being scheduled pending advice from committee.
New Solar Powered Power Supply & Electrical Fit-out	St Marys Waste Transfer Station	<ul style="list-style-type: none"> • The process of seeking quotations determined that connection to the Grid is the most viable option as opposed to off-grid; • Thomas Wolf Pty Ltd have been engaged for the work for works to

		be completed prior to 30 th June 2026.
Installation of Roof Mounted Solar Panels	(Various sites being considered)	<ul style="list-style-type: none"> • Thomas Wolf Energy have been appointed as successful contractor to complete work to St Marys Hall & St Marys Indoor & Evacuation Centre. Scheduled for Completion prior to 30th June 2026
Improvements to St Helens Dog Exercise Yard	St Helens Sports Complex	<ul style="list-style-type: none"> • Estimates current being finalised. • Scope of work to include small shade shelter & drinking fountain.
Community Consultation, Design & Development Approval Phase – Public Toilet Replacement	Memorial Park, St Helens	<ul style="list-style-type: none"> • Community engagement phase commenced; • Concept & Structural Plans completed pending building and plumbing approval; • To be presented to May Council Meeting for final endorsement.
Replacement of Roof Cladding	Pyengana Hall	<ul style="list-style-type: none"> • Moorey Constructions were successful in securing the contracted works; • Works scheduled to commence mid-may and be complete prior to 30th June 2026.

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

Description	Location	Updates
Repair Render & Repaint Front Facade	Portland Hall, St Helens	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • Budget approved in capital works program.
Structural Stabilisation Works	St Marys Exhibition building	<ul style="list-style-type: none"> • First meeting conducted 4th February 2026. • Engineer now engaged and further committee meeting held 22nd April 2026. • Final Engineering brief completed and quotation for engineering drawings under assessment.

New Public BBQ Facility – Design Phase	Pyengana Recreation Ground	<ul style="list-style-type: none"> • Budget approved in capital works program.
Toilet/Amenities Replacements – Design Phase	St Helens Foreshore	<ul style="list-style-type: none"> • Budget approved in capital works program. • On Hold – Pending outcome of Liveability strategy.

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 April 2026


No.	BA No.	Town	Development	Value
1.	2026/00015	Stieglitz	Demolition & New Dwelling, Deck & Alfresco	\$400,000.00
2.	2025/00114	Scamander	New Non-habitable Annex with Amenities & Attached Deck	\$70,000.00
3.	2025/00172	Mathinna	New Shed	\$73,000.00
4.	2025/00198	St Helens	New Visitor Accommodation & Deck	\$200,000.00
5.	2025/00236	Scamander	New Shed	\$70,000.00
6.	2015/00026- UNIT 3 - AMEND	Binalong Bay	Amended approval – New Dwelling, Deck/Veranda & Entry	N/A
7.	2022/00003	Mathinna	Change of Use & 3 x New Shipping Containers - Workshop, storage & processing	\$15,000.00
8.	2024/00200	Binalong Bay	New Dwelling Decks & retaining wall	\$400,000.00
9.	2025/00149	Fingal	New Shed	\$38,000.00
10.	2024/00065	St Helens	Legalisation - Installation of Demountable Building & Storage Containers (3)	\$25,000.00
11.	2022/00030	St Marys	New Dwelling, Carport & Deck (Shed low risk)	\$325,000.00
12.	2025/00136	St Helens	Addition to Dwelling	\$24,000.00
13.	2025/00175	St Helens	New Secondary Dwelling & Deck	\$200,000.00
14.	2025/00180	St Helens	New Dwelling	\$405,000.00
15.	2025/00101- STAGE 2	Stieglitz	New Shed	\$75,000.00
16.	2026/00009- STAGE 1	St Marys	New Shed	\$28,000.00
17.	2026/00086	St Helens	Repair work to Commercial Retail Shop	\$30,000.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2024/2025	2025/2026
	\$24,546,642.00	\$23,516,580.00
		0

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2025	2026
	April	\$310,000.00	\$2,378,000.00

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2024/2025	2025/2026
	April	115	134

ENVIRONMENTAL REPORT

Description	Updates
Cat Management	<p>Control of stray cat populations at Dianas Basin and in Scamander by the Parks and Wildlife Service are being supported by NRM North and Council. Coordinated with this, another limited round of desexing and microchipping subsidies is being organised and community information and communications will promote 'responsible cat ownership'.</p> <p>A Council submission on a new Tasmanian Cat Management Plan is being prepared with input from Council's NRM Committee.</p>
Climate Change Action	<p>Attended Working Group meeting of the with representatives from other councils. Outputs from the Local Government Association's Local Government Climate Change Capability Program are being completed after development and testing by other councils. Significant for Council will be a structured process tool for rational climate change action decisions, and a spreadsheet tool for evaluating financial risks to assets and services.</p>
Break O'Day Council NRM Committee	<p>The NRM Committee met on 5 May and considered a discussion paper on cat management amongst other issues.</p>
Scamander Coastal Hazards and Flood Risk Management project	<p>The final stage of the project, following completion of the <i>Scamander Coastal Pathways Adaptation Plan</i>, is undertaking short-term 'no regrets' mitigation works for immediate risks. Design and preparations for works are advanced for works to be undertaken in June, focussing on the southern River mouth shorelines. These include repair and maintenance of degraded rock protection in front of the River mouth park, stabilisation of an erosion bank close to Dune Street, and improved protocols for barway opening to reducing inundation and wave attack risks.</p> 
Biosecurity	<p>Worked with Communication team to share information about Biosecurity Tasmania's rabbit calicivirus releases in the municipality, particularly for pet rabbit owners, which generated community response beyond Break O'Day. Pursuing pampas grass cases on public and private land at Scamander and engaging with a new Biosecurity Tasmania northern Inspector.</p>

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 [P	2025/2026		2024/2025	
	Persons	Vaccinations	Persons	Vaccinations
July - December	0	0	5	5
January - June	34	67	134	136
TOTAL	34	67	139	141

Sharps Container Exchange Program as at 7 May 2026

Current Year YTD 2025/26	Previous Year YTD 2024/25
63	62

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	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Northeast Coast Shorebird Working Group - Terms of Reference - November 2025

OFFICER’S RECOMMENDATION:

Council endorse the *Northeast Coast Shorebird Working Group Terms of Reference*.

INTRODUCTION:

Council has been participating in and supporting the *Northeast Coast Shorebird Working Group* for several years and the group has agreed on Terms of Reference to clarify and formalise its role.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 4 May 2026

Council Meeting 18 August 2025

08/25.16.2.565 Moved: Clr I Carter / Seconded: Clr K Wright

That Council, having considered the DRAFT Terms of Reference V1.2 of the Northeast Coast Shorebird Working Group, refer its proposed revised draft to the Working Group for a final Terms of Reference to be returned to Council for consideration.

CARRIED UNANIMOUSLY

OFFICER’S REPORT:

Council has been part of an informal working group that formed following the 2014 review of Council’s Dog Management Policy and has met regularly on implementation of the Policy and other issues.

In recent years the Tasmania Parks and Wildlife Service (PWS) has taken a leading role in convening the working group, meetings and in drafting of some terms of reference to move it to a more formal footing.

Council reviewed draft Terms of Reference in 2025 and its comments have been incorporated in the final *Northeast Coast Shorebird Working Group - Terms of Reference - November 2025*. The Terms of Reference are recommended for Council’s endorsement.

STRATEGIC PLAN & ANNUAL PLAN:

Break O' Day Council 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.

Key Focus Area:

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

Break O Day Annual Plan

Actions:

3.3.1.5 Dog Management - Implement the Dog Management Policy collaboratively with Parks & Wildlife Service, interest groups and the community to achieve balanced outcomes.

LEGISLATION & POLICIES:

Break O' Day Dog Management Policy

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

Northeast Coast Shorebird Working Group

Terms of Reference

5 November 2025

Version 2



I. Background

The Shorebird Working Group (SWG) is comprised of local stakeholder groups and land managers that has been established to provide a platform to enable greater coordination and collaboration to better achieve on ground actions towards the conservation and protection of shorebirds and small terns (seabirds).

Tasmania's coastal fauna includes significant populations of birds that are dependent on the beach for breeding and the littoral zones for foraging and roosting. The habitats in Tasmania that are used by beach nesting (resident shorebirds and small terns) and migratory shorebirds are the non-forested open habitats around the coastline including spits, estuaries, tidal areas, salt marsh and sandy beaches (Bryant 2002), all of which are represented along the northeast coast.

Shorebirds and seabirds are exposed to continual human-sourced threats such as disturbance from beach walking and off-leash dogs, off road vehicles and from the loss of habitat due to invasive weeds. Managing these threats are critical to ensuring the greatest chance of shorebird survival in Tasmania, which is an important refuge with many species decreasing or having disappeared on mainland Australia.

Federal and state governments have the responsibility of providing a framework for migratory birds and threatened shorebirds and as such, have produced policy documents including the *Threatened Species Action Plan 2023-32*, *Towards Zero Extinctions*, the *National Recovery Plan for the Australian Fairy Tern*, the *Wildlife Conservations Plan for Migratory Shorebirds*, and the *Fairy Tern Response Plan*.

Shorebirds have an intrinsic value contributing to biodiversity and ecosystem maintenance vital for the Tasmanian economy, the environment and way of life essential for maintaining environment, ecosystems and landscapes for biodiversity, recreation and tourism and Aboriginal cultural values.

These Terms of Reference define the roles, functions, and operations of the SWG.

NOTE – Shorebirds and seabirds are disparate taxonomic groups that overlap in their use of coastal areas for nesting, feeding and roosting. They are two very different families of birds that share habitats and encounter the same location-based threats and pressures.

2. Roles and responsibilities of the SWG

The SWG will enable land manager and key regulatory agencies, the Parks and Wildlife Service and the Environment, Heritage and Land Branch of the Department of Natural Resources and Environment (NRET), and the Break O'Day Council to collaborate, at an operational level, with key stakeholder representatives.

The SWG will include representatives of organisations who are leaders in bird conservation and who can contribute skills and experience towards maintaining shorebird ecosystems.

Headline activities of the SWG include:

- Informally monitoring shorebird activity on a seasonal basis drawing upon more formal surveys provided by Australasian Wader Study Group and Australasian Seabird Group (BirdLife Australia) and Birdlife Tasmania
- Informal monitoring of trends in pressures and threats to shorebirds and their feeding, breeding and resting.
- Coordination of multiple stakeholders activities and support to individual stakeholder activities that support the goals of relevant policy and procedure, where resources permit.
- Regular reporting by regulatory agencies of compliance activities in bird habitat areas with data that enables monitoring and evaluation of levels of regulatory compliance.
- Coordination and support for the delivery of public information and education materials and activities for diverse groups such as beach goers, the general public, schools, commercial operators and event organisers.
- Providing a forum to enhance two-way communication and developing relationships for the benefit of managing shorebirds along the northeast coast.
- Providing an opportunity to support and advise on broader stakeholder engagement, including input to community and stakeholder engagement approaches and communications activities.

The SWG provides opinion, advice and perspectives and is not a decision-making body. Because the SWG is not a decision-making body, there is also no requirement for consensus within the group. Decision making should be deferred to the PWS Regional Manager and the BODC General Manager or executives of partner organisations, depending on the context of the situation.

3. Shorebird Working Group Membership

3.1 Shorebird Working Group - Chair

The SWG will be chaired by the PWS Regional Manager North (proxy to be the PWS Parks and Reserves Manager North East Coast or Regional Operations Manager North).

The Chair is responsible for scheduling and facilitating meetings, preparing and distributing materials before meetings, and completing appropriate records of meetings. Materials and records must be provided to members within 14 days of completed meetings. Meeting agendas are developed by the Chair in consultation with other Shorebird Working Group representatives. The administrative functions of this role may be shared among the members of the Shorebird Working Group representatives.

3.2 Membership

Organisations will be invited by the Regional Manager North, PWS NRE Tas. Organisations should be represented on the roundtable by one nominated senior executive level person from

that organisation. Representatives are expected to understand the views of their stakeholders and be knowledgeable about shorebird management and the issues associated with same.

The member organisations of the SWG are:

- Parks and Wildlife Service (PWS) – Regional Manager North (Chair), PRM Northeast Coast and St Helens Field Centre representative,
- Break O’Day Council (BODC) – NRM Officer and 1x Elected Member (Councillor),
- Natural Resource Management – North (NRM) – Biodiversity Coordinator, Biodiversity and Strategy,
- Australasian Wader Study Group and Australasian Seabird Group (BirdLife Australia)–nominated representative, and Birdlife Tasmania nominated representative
- Northeast Bioregional Network (NEBN) – nominated representative and NEBN Shorebird project officer, and

The SWG Chair may invite additional persons or staff and/or external guests, and other representatives of government and non-government agencies to provide input on relevant issues from time to time on an as-needs basis.

4. Meetings

Meetings will be conducted formally with a meeting agenda issued at least one week before the meeting. The agenda will have a standing item relating to disclosure of any conflict of interest or matters that could be perceived as creating the opportunity for conflict of interest or perception of advantage.

A call for agenda items will be put to SWG members a least three weeks prior to a meeting of the SWG.

Five SWG members constitute a quorum for meetings.

A high-level summary of each meeting in the form of minutes and a record of required actions will be prepared by PWS and distributed to members within 2 weeks of the meeting.

The SWG will meet quarterly (dates below may be adjusted as required) or as required for no more than two hours duration. Meetings may be held in person (preferred) or via the electronic meeting platform, Microsoft TEAMS. Additional meetings may occur on an as needs basis with prior consultation.

Month	Date
February	2nd Wednesday of month
May	2nd Wednesday of month
August	2nd Wednesday of month
November	2nd Wednesday of month

Informal operations based meeting to occur pre-season (September – October) to ensure all logistics in place before 1 November.

Delegation of meeting attendance may only occur with the prior approval of the Chair of the SWG. The SWG members and other attendees are responsible for their own travel and associated expenses.

5. Communication protocols and values

The membership of the SWG commit to:

- Attending scheduled meetings.
- Freely and respectfully sharing information and thoughts with members of the SWG.
- Being open and honest in passing on the views, interests, concerns, and ideas of group members being represented.
- Respecting the ideas, questions and comments of all members and providing an atmosphere where all members feel comfortable and safe to participate.
- Conducting ongoing relationships with fellow group members and the project team with courtesy and sensitivity.
- Communicating in a manner that is non-confrontational and collaborative in approach.
- Providing and circulating relevant scientific and other literature so the groups considerations are based on contemporary science and management practices.
- Contributing in a positive way to finding solutions to issues or concerns and that support the overall implementation of the relevant policy and procedure.
- Remaining focused on issues and opportunities that are within scope, as associated with relevant policy and procedure.
- Provide timely decision making.
- Work responsibly to implement SWG initiatives, delivering outputs effectively (financial, policy and procedures, approvals and reputational) and managing associated implementation risks and opportunities.
- Escalate issues, decisions or approvals to the GM BODC and the PWS Northern Region RM, where appropriate.

ACTION	DESCISION
PROPONENT	NRM Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	003\001\002\
ASSOCIATED REPORTS AND DOCUMENTS	Easy Read Cat Management in Tasmania - Discussion Paper

OFFICER’S RECOMMENDATION:

That Council submit comments on the Tasmanian Government’s Cat Management in Tasmania – Discussion Paper (Biosecurity Tasmania).

INTRODUCTION:

Biosecurity Tasmania is developing a new Cat Management Plan and released a Discussion Paper in March on issues and options to build on the previous Tasmanian Cat Management Plan (2017-2022).

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop May 2026

Council Meeting 15 February 2021

02/21.15.2.45 Moved: Clr M Osborne / Seconded: Clr K Chapple

That Council endorse the Northern Tasmania Regional Cat Management Strategy (2020—2030) Draft V10.1 for it’s management of cats in cooperation with other councils and stakeholders in the region.

CARRIED UNANIMOUSLY

Council has previously made submissions to the Tasmanian Government on its first Cat Management Plan (in 2016) and Amendment of the Cat Management Act (2019) and its Regulations (2022).

OFFICER’S REPORT:

The purpose of this report is to present points of Council feedback to be submitted to Biosecurity Tasmania in response to its *Cat Management in Tasmania – Discussion Paper*.

using the consultation questions withing the Discussion Paper. feedback for a submission,

Council’s NRM Committee considered the Discussion Paper at its Meeting the day after the Council discussed the Paper at Workshop earlier this month. Council has been granted an extension of time to provide a submission after its May Meeting.

A copy of an 'easy read' version of Biosecurity Tasmania's Discussion Paper is attached to the agenda. The full [Discussion Paper](#) and further background is available on their website at nre.tas.gov.au/invasive-species/responsible-cat-ownership/cat-management-consultation.

Background

The first Cat Management Plan came with Tasmanian Government funding to implement it, from which Council benefited. It led to the tassiecat.com information website and development of the *Northern Regional Cat Management Strategy (2020 - 2030)* and regional cooperation that continues to have an impact in Break O'Day since the plan and state funding ended last year.

Cat management has also been raised in the Local Government Association of Tasmania. LGAT is preparing a submission on the Discussion Paper, prompted by a November 2024 member resolution that it develop and advocate for a sector wide position on a range of current issues affecting local government and its role and responsibilities.

Council has gradually increased its cat management activity over this period and in the last few years, with an information and education program, subsidised desexing and microchipping and recently control of colonies of cats that grow around people feeding of strays. The Discussion Paper illustrates the significant policy and operational challenges of cat management. For which Council has gained valuable experience, networks of cooperation and capacity in recent years.

Council feedback for a submission

The current Discussion Paper includes questions on the issues and options it considers, which are used in an online comments survey (Appendix 10 on page 27 of the 'Easy Read' version attached). These have been used to structure comments by Council, recommended to be submitted to Biosecurity Tasmania. They are informed by discussion by Council and its NRM Committee.

A Council submission using the following comments is recommended.

1. General and 'other' comments. (Qu 21.)

- The Tasmanian Government should continue funding integrated and strategic cat management by the Government and its partners, including through the regional collaboration with councils and other stakeholders, started by the first Cat Management Plan, and with funding to undertake regional actions.
- More state funding support is also needed for capacity and costs of Cat Management Facilities and other key organisations providing cat management services. Support to 'responsible cat owners' and rehoming of cats should also be provided.
- Council supports a focus on the 'stray cat' cohort, to leave only 'responsibly owned cats' and feral cats, with stronger integrated measures and more effective resourcing.

<i>Discussion Paper Questions</i>	<i>Submission</i>
Domestic cats	
Qu 1. Registration versus microchips	Compulsory registration can formalise cat ownership, differentiating responsibly owned cats from others. Registration fees can off-set administration and cat management costs. However, registration creates another layer of administration and fees may not cover that cost, compliance and more. Microchips are already required and store cat and owner information.
Qu 2, 3 & 4. Compulsory Registration	Registration could be supported where revenue from fees recovers administration and compliance costs and contributes to implementation of cat management programs generally. However, that may be unrealistic, and microchips offer existing and easier opportunities.
Qu 5 & 6. Breeding and selling	Yes, breeders, sellers and traders of young cats should be held liable for lawful requirements. And that should be consistent – the breeder or owner of young cats should be responsible for the next generation of cats being microchipped and desexed. Containment should be a requirement for recognised breeders.
Qu 7. Role of owners in reducing impacts on wildlife, neighbours, and the broader community	Containing their cat on their property is the obvious and most significant thing people can do, and many do successfully. Reducing their cat's freedom to roam would help, but less or not at all. Owners that have not yet meet their legal requirement to desex and microchip their pet can help by doing so.
Qu 8 9. Challenges for households of stronger cat management and alternatives	Finding options for containment at home, implementing modifications and their costs would be a challenge for many. While there may be degrees to 'containment', impacts on wildlife and neighbourhoods would not be controlled without containment.
Qu 10. Monitoring and compliance for additional cat management approaches.	Fostering higher community expectations for 'responsible ownership' would help. Regulatory enforcement would be needed to maintain that, requiring substantial resources to help overcome operational challenges.
Qu. 11. Reasonable circumstances for stronger cat management	Tasmania's cat management should be improved further to consolidate and build on the progress made to date. And there remain too many stray cats, impacts from feral cats, poor 'cat ownership' and greater resources for cat management are needed.
Stray cats	
Qu 12.	Yes. Feeding without owning (homing), welfare without responsibility, creates more and more problems. Generating poorer cat welfare

Prohibit feeding of strays	outcomes, and impacts on responsibly owned cats, people and neighbourhoods, businesses and helps sustain feral cat populations.
Qu 13 & 14. Challenges and solutions for stopping feeding of stray cats	<p>Shifting misplaced perceptions that it is helping stray cats by feeding them is a key challenge, but one many in the community would support and others respond to with help. As widespread societal issue it needs a statewide effort, including education, enforcement and social support for people deliberately feeding stray cats.</p> <p>The resources of human origin that stray cat populations depend on need to be managed and removed. It includes food for owned cats and other animals that is carelessly left where stray cats can access it. While Local government By Laws have been suggested, the issue is statewide, where regulatory measures would be provide a consistent response for the Tasmanian community.</p>
Qu 15. Managing cat colonies.	<p>Ideally, wherever possible colony cats should rehomed and cared for responsibly after being sized. Free feeding of them would have to be stopped, and access to other sources of food and shelter controlled. Which would also mean addressing well-meaning community support for the feeding that ironically creates them.</p> <p>Opportunities and capacity to control colonies on <i>Prohibited areas</i> and with <i>Cat Management Area</i> declarations could be enhanced. Land managers should have more information, resources and support to implement colony control programs. And that should be supported by a public education and information program.</p>
Feral cats	
Qu 16. Support for landowners/managers to manage feral cats impacting conservation values and agricultural assets.	<p>Land owners and managers need easier options for feral cat control and support to coordinate the long term efforts that will be required. That would include information on and access to control methods, funding support for control programs, and coordination and resourcing for all land managers so there is a consistent management approach across all connected land areas</p> <p>Development of practical and humane control methods, such as the Felixer, should be accelerated and trialled at priority sites with high conservation or production values at risk.</p>
Qu 17 & 18. Distance from nearest residence for humane euthanasia of cats on private property.	<p>Yes it should be less than 1km.</p> <p>Variation of the distance could be according to urban, peri-urban, and rural land categories, for vulnerable land (nature conservation, agriculture, human welfare), or where there is agreement in communities or between neighbours. If cat containment were required it could hypothetically be 0km.</p> <p>Reduction of the distance should be considered to balance the impacts and problems associated with roaming cats, with the owning a cat, responsibly. For example to 500m and less in significant situations.</p>

Other	
Qu 19. What education, incentives, or support programs to encourage responsible cat ownership	The effective program, and funding, implementing the first Cat Management Plan should be continued. To build on its successful education and information activities, support of regional collaboration and strategic action. There should also be direct financial support and incentives to achieve widespread 'responsible cat ownership'. For example for desexing and microchipping, Cat Management Facilities, containment at home, and to help communities, animal welfare, industry and government organisations to undertake cat management activities. Remote areas such as ours need additional assistance to access opportunities and services for these.
Qu 20. Varying approaches on urban, peri-urban, and rural areas.	Yes they could be, as discussed regarding Questions 17 and 18 above.

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. (For example flood and fire.)

Key Focus Area:

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

Break O Day Annual Plan

Actions:

3.3.1.4 Cat Management - Implement local priorities with community and regional partners to achieve Responsible Cat Ownership outcomes

LEGISLATION & POLICIES:

Cat Management Act 2009,

Cat Management Amendment Act 2019

Cat Management Regulations 2022

Biosecurity Act 2019

Northern Tasmania Regional Cat Management Strategy 2021

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

Cat Management in Tasmania – Discussion Paper

Easy Read

March 2026

Biosecurity Tasmania

Department of Natural Resources and Environment Tasmania



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1 Introduction

Many Tasmanians love cats as pets. People also value them for helping to control mice and rats. But cats can also annoy neighbours, spread disease, and harm native wildlife and farms. These different views make cat management a challenging and emotional issue.

The [Tasmanian Cat Management Plan \(2017-2022\)](#) set out a plan to improve how we manage cats. It includes goals to protect the environment, farming, and human health. Cat welfare is an important part of every action in the Plan.

Everyone has a role in managing cats. To reach the Plan's goals, it needs ongoing effort and teamwork from the whole community.

Together, we have made good progress, but there are still challenges. This means we need to keep looking for ways to improve. This discussion paper presents options to build on the current Plan.

This discussion paper asks for your ideas and feedback. We will review what you tell us and use it to help shape the new Tasmanian Cat Management Plan.

2 Background

2.1 CAT LAWS IN TASMANIA

Laws about cat management in Tasmania

Cats in Tasmania are managed under two main laws:

- the [Cat Management Act 2009](#) and,
- the [Biosecurity Act 2019](#).

Who is responsible for these laws

The Tasmanian Government is responsible for putting these laws into action. They:

- make sure people follow the rules,
- provide information to the community,
- issue permits.

Some council officers are also allowed to check that people follow these laws.

Cat Management Act 2009

The *Cat Management Act 2009* aims to:

- support responsible cat ownership,
- keep cats healthy and safe, and
- reduce harm to the environment.

Biosecurity Act 2019

The *Biosecurity Act 2019* allows the development of programs to help control feral cats.

Other Tasmanian laws related to cats

Other laws include:

- The [Firearms Act 1996](#). This law sets the rules for the use of firearms in Tasmania.
- The [Animal Welfare Act 1993](#). This law sets the rules to protect animals and ensure their welfare.

2.2 CAT GROUPS

All cats belong to the same species, called *Felis catus*. That's their scientific name. In this paper, cats are grouped into three types based on the Cat Management Act 2009. A cat can move between these groups during its life.



Domestic cat: A cat that someone owns or looks after.



Stray cat: A cat that lives near people and may get some food, water, or shelter from them.



Feral cat: A cat that lives in the wild and does not rely on people.

2.3 ROLE OF CAT MANAGEMENT FACILITIES

Who can run a cat management facility

A person or a group can run a cat management facility in Tasmania. But they must be approved under the *Cat Management Act 2009*.

The Act also states that a council facility used to hold cats is considered a cat management facility. But most councils do not have resources, such as funding, vets, staff, or space, to run one.

What these facilities do

These places help cats in many ways. They:

- Take in cats that people give up.
- Find new homes for cats.
- Help lost cats get back to their owners.
- Look after cats in boarding or emergencies.
- Teach people how to care for cats.
- Help sick or hurt cats.

- Vaccinate, desex, and microchip cats in their care.
- Offer cheap desexing and microchipping for pet cats.

What happens when a cat arrives

Cats that come into a facility must be desexed and microchipped before being returned to their owners.

Facilities can charge owners for caring for the cat and for these services.

When a cat arrives, staff scan it for a microchip as soon as they can. If the cat has a microchip, staff contact the owner. If the owner does not pick up the cat within the holding time (3–5 days), the facility may rehome the cat or euthanise it.

How facilities support

These facilities help the community comply with the Act because anyone who traps a cat must take it to one of them. This rule is in place to protect the welfare of trapped cats. It is not an offence for a cat to roam beyond its owner's property.

Cat management facilities accept trapped or surrendered cats by appointment only. This helps them make sure they have the right staff and space to care for the cat.

How facilities decide what happens to cats

Staff at cat management facilities decide what to do with each cat based on the cat's needs and best practices.

Putting down healthy, friendly cats does not fix the long-term problem of too many cats in the community. It also does not reduce the problems caused by roaming cats.

Studies show that putting down cats can have serious effects on the mental health of the staff and volunteers who work in these facilities^{1 2}. It can also affect the wider community's well-being.

How do they help the community

Cat management facilities work to keep cats from coming into their care. They help by:

- Teaching people how to care for their cats.
- Offering low-cost desexing and microchipping.
- Helping councils with cat programs.

How these facilities are funded

The government does not run cat management facilities. These facilities are not-for-profit community services. They rely on donations and fundraising to cover their costs. They may also:

- Ask for a donation when someone surrenders a cat.
- Ask for a small fee to take a trapped stray or feral cat.

Where the facilities are in Tasmania

There are two cat management facilities in Tasmania:

- [Ten Lives](#) in the South, and
- [Just Cats](#) in the north.

Just Cats received State Government funding to build a new facility in Burnie, in Tasmania's north-west.

Tasmania's access challenges

Even with a third facility in the northwest, many people will still find it hard to reach a cat management facility because the state is so spread out. People may still need to travel long distances, and those living on King Island or Flinders Island will still need to fly or take a ferry. People in rural areas will also have limited transport options, which continues to make access difficult.

3 Building on the first Plan

What has been done so far

The first Tasmanian Cat Management Plan started in 2017. Since then, many groups and people have worked together to improve cat management.

Some key improvements are:

- More people caring for their cats properly.
- Better ways to manage feral cats.
- More education in communities.

Why cat management is still challenging

Uncontrolled breeding of stray cats has created large cat groups in every council area. Many of these cats have poor welfare. They can cause problems in neighbourhoods and harm native wildlife and public health. Most of the cats that enter cat management facilities are strays. This puts a lot of pressure on these organisations and their resources.

What still needs to improve

There are still gaps in responsible cat ownership. Improving how people care for their cats will help cat welfare. It will also reduce illegal breeding and the sale of animals. It will also reduce problems caused by cats in neighbourhoods.

We also need better ways to manage feral cats on farms and in the natural environment. These ways must be practical, humane, and long-lasting.

What this paper covers

This discussion paper has three parts. The three parts are: domestic cats, stray cats, and feral cats.

Each part explains the main issues. Each part also gives possible ways to manage cats. These ideas build on the first Tasmanian Cat Management Plan.

Where to find the full laws

This paper uses plain English to help explain the laws. For complete details, please refer to the [Cat Management Act 2009](#) and the [Cat Management Regulations 2022](#). You can find these, along with the [Biosecurity Act 2019](#), at www.legislation.tas.gov.au.

4 Domestic Cats

4.1 MICROCHIPPING AND DESEXING OF CATS

What the laws require

In Tasmania, the law says cat owners must microchip and desex their cats by the age of 4 months. There are some exceptions to this law. These rules are important parts of responsible cat ownership.

Why desexing is important

Female cats can have many litters each year. Desexing is a surgical procedure that prevents both female and male cats from having kittens. This prevents unwanted kittens.

Why microchipping is important

Microchipping is when a tiny chip is put under the cat's skin so it can be identified if it is lost. The microchip stores the owner's details in a database. Cat management facilities, vets, and other authorised people can read the microchip and find the owner.

What changed in 2022

Cats can start breeding at around four months of age. Because of this, the law changed in 2022 to support better responsible cat ownership. Cat owners must now desex and microchip their cats by four months old, rather than six months.

Who is helping and how

The State Government has worked with many groups to increase desexing and microchipping. These groups include councils, vets, and animal welfare groups.

They work together to teach people how to care for their cats. They also offer cheaper desexing and microchipping. These programs run in the places that need the most help.

4.2 CAT REGISTRATION

Dog registration

For many years, local councils in Australia have needed dog owners to register their pets. This helps manage animals and makes it easier to find and return lost dogs to their owners.

Cat registration

Cat registration rules are different across Australia (see Appendix, Table 1). Some states or territories require you register your cat. In some places, the local council makes the rules. Some areas do not need cat registration at all.

When a cat is registered, the state or council adds the cat's details to a database. They use the cat's microchip number to link the cat to its owner and home address.

Why registration helps

If people renew their cat registration on time, it helps keep their owner's contact details up to date. It also helps the state or council know how many pets live in the area. This makes it easier to enforce animal management laws ³.

Cat registration in Tasmania

In 2020, the Tasmanian Government changed the law, but still did not make cat registration compulsory. Councils were already allowed to make their own local rules, called by-laws. A by-law is a rule made by a council that only applies in that local area. For example, Kingborough Council made a Bruny Island Cat By-law in 2018. This rule allowed the council to require people to register their cats, but they chose not to charge a fee.

Cat registration fees

Councils in Tasmania can choose how much people pay to register a cat. Each council has different costs, so prices vary. Some councils in Australia give cheaper fees to people with concession cards. But when you also must pay for microchipping and desexing, it can still be too much money for some families.

How registration fees are used

Some councils in other states use cat registration money to help the community. In Victoria, this money helps run pounds and shelters, pay staff, and support programs that encourage good pet care. There is also a small state fee that helps pay for research into dog and cat welfare.

Cost of registration

Councils in Australia say looking after cats costs a lot of money. Some councils say it costs 7 to 10 times more than the money they get from registration fees ¹⁴. In Queensland, the rule requiring cats to be registered was removed in 2013 because it

was too costly and difficult for councils to manage ([Agriculture and Forestry Legislation Amendment Act 2013 \(QLD\)](#)).

Most councils in Australia require cat registration, but only about one-third of cats are registered³. This is likely because there are not many checks or penalties, so many people do not register their cats.

Questions 1 - 4:

1. What do you think are the good and bad things about making cat registration compulsory, compared with only microchipping?
2. Do you think cat owners should have to register their cat, like dog registration?
Yes or No. If you said No, skip to Question 5.
3. If you said Yes, should owners have to pay a fee to register their cat? **Yes or No. If you said No, skip to Question 5.**
4. If you said Yes, what should the fee be used for? (Examples: registering cats, cat welfare research, managing cat issues)

4.3 BREEDING AND SELLING OF CATS

Who can breed cats

The *Cat Management Act 2009* (the Act) sets the law for breeding cats in Tasmania. A person may only breed a cat if they are a registered cat breeder or hold a valid Cat Breeding Permit.

Becoming a registered breeder

To be a registered cat breeder, a person must join an approved cat organisation. They must follow the rules under the Act and those of their organisation.

Approved organisations give each breeder an ID number. Breeders use this number when selling cats. People can contact the organisation to check that the breeder is real and that the cats are purebred.

Breeding with a permit

A person who is not a registered breeder and wishes to breed a cat may apply for a permit to breed a cat. They can apply to either the State Government or their council.

Each permit has its own number. A permit is for one cat only, lasts for a set time, and has strict rules. Some of these rules include:

- desexing the breeding cat,
- desexing and microchipping the kittens, and
- showing proof of these things.

Illegal breeding

Even with these rules, illegal cat breeding still happens in Tasmania. Teaching people and giving support can help improve this. Some owners cannot afford to desex their cat or do not have access to the service.

Helping a cat owner with costs

The Tasmanian Government and other groups have run low-cost desexing and microchipping programs. These programs are offered to people in communities that need the most support.

“Last litter” programs help reduce the number of unwanted kittens. In these programs, a cat management facility desexes a mother cat after she has given birth. This means she cannot have any more litters. The owner must give the kittens to the facility, where they can be cared for and rehomed.

Sale of cats

A person does not need to be a registered breeder or hold a cat breeding permit to sell a cat in Tasmania. The definition of sell under the *Cat Management Act 2009* includes:

- trade,
- give away,
- take consideration for,
- transfer ownership of, and
- offer for sale.

Definition of a buyer and seller

For this section, a person who sells, gives away, rehomes, or otherwise transfers ownership of a cat is referred to as a *seller*. A person who buys a cat, acquires or obtains ownership of a cat, is referred to as a *buyer*.

Requirements for sale

The law says that if someone sells a cat, the cat must be:

- Desexed (cannot have kittens).
- Microchipped (has an ID chip).
- At least eight weeks old.
- Free from external parasites.
- Treated for worms once.
- Vaccinated.

Advertising a cat for sale

When advertising a cat, the seller does *not* have to say:

- the microchip number,
- if the cat is desexed,
- its vaccination history.

The seller also does not have to give any proof to the buyer.

Many cats do not meet the requirements of sale. Cats are often sold on online platforms. This makes enforcement difficult because sellers can stay anonymous.

Buying from illegal sources

Buyers do not have to check whether a seller is following the law when selling a cat. This may tempt some people to buy cats from illegal sellers or breeders. This is because the cats may be cheaper than those from trusted sources.

Some buyers may think they are helping the cat by giving it a good home. But buying from illegal breeders supports these unlawful practices. It gives these sellers money to keep breeding and selling cats in the wrong way. Also, if the seller has not microchipped or desexed the cat, the buyer will have to pay for these costs.

Laws in Victoria

In Victoria, cats and kittens can only be sold or given away through the [Pet Exchange Register](#). Anyone who wants to sell a cat must register and obtain a special source number. This source number and the cat's microchip number must be shown in every advert. The source number is also needed when a cat gets a microchip so it can be traced.

Questions 5-6:

5. What could help make sure that people who breed and sell cats are doing it legally?
6. Should people selling cats have to say in their ads that the cat meets all legal requirements?

4.4 CONTAINMENT OF A CAT TO AN OWNER'S PROPERTY

What is cat containment

Cat containment means keeping a pet cat on its owner's property. This can be indoors or in outdoor enclosures, cat runs, or cat-proof fencing⁵.

Benefits of cat containment

Keeping cats contained helps protect them from:

- getting hurt in fights,
- being hit by cars,
- being attacked by other animals, and
- catching diseases^{5 6 7}.

Containment also helps:

- reduce behaviour like roaming,
- protect native wildlife, and
- make the community safer and cleaner^{8 9}.

These benefits make containment an important part of being a responsible cat owner.

Containment laws in Tasmania

In Tasmania, the Cat Management Act 2009 does not make cat owners keep their cats on their own property. In 2020, the Greens and an independent member suggested adding a rule to make containment compulsory. Parliament did not agree, so the law did not change.

The Act can require cats to be contained by using:

- Multiple-cat permits.
- Cat breeding permits.
- Council by-laws.

By-laws let local councils make their own cat containment rules. For example, the Kingborough Council made the [Bruny Island Cat By-Law 2018](#). This rule says that people living on Bruny Island must always keep their cats contained. The aim is to protect wildlife, livestock, cats, and the community, and to reduce the number of unwanted and stray cats on the island.

Cat containment in Australia

Across Australia, councils are making rules to keep cats at home. These rules aim to reduce problems caused by roaming pet cats. Some rules include nighttime curfews, rules for certain suburbs, and 24-hour containment.

Many councils in Victoria have nighttime cat curfews⁴. These curfews mean cats must stay on their owner's property during certain night hours. Nighttime curfews can help protect animals that are active at night. But they do not help animals that are active during the day^{6 9}.

Cats that roam during the day can still get hurt. They can also catch diseases and cause problems on other people's properties. Because of these issues, some places have stricter rules to keep cats contained.

The Australian Capital Territory has a rule that cats must always be contained. The law has a "grandfather" rule. This means cats born before 1 July 2022 are allowed to roam in some areas.

How containment laws are enforced

Councils often trap and impound cats after receiving reports of illegal roaming ¹. The traps often must be set and left. Council officers must check the trap, usually within 24 hours. Some councils let residents hire traps to catch roaming cats on their property. The person who traps the cat is often responsible for taking the cat to a council pound or facility ^{1 2}. If no one collects the cat within the legal holding period (usually 3–8 days), the council may rehome it or euthanise it.

Challenges

Councils have many problems enforcing cat containment rules, such as:

- roaming cats are hard to catch, and
- some community expectations are hard to meet ¹⁰

It can also be hard to prove a cat was roaming during a nighttime curfew

More than half of the cats taken to shelters or pounds have no ID, like a microchip, collar, or tag. Without an ID, councils cannot find the owner or give fines.

Why do some owners not follow the rules

Communities only see the benefits of cat containment when owners follow the rules.

But some things make this hard ¹¹ (see Appendix, Table 2), such as

- the cost of building cat enclosures or cat-proof fences, and
- rental rules that stop tenants from making changes to contain their cat ^{1 10}.
- what people believe about responsible cat ownership, and
- whether owners think they can keep their cat contained ^{5 6 11}.
- the cat's behaviour - some cats may escape through doors, windows, or garages ¹.

What we still don't know

Many places use laws to address problems caused by roaming cats and improve cat welfare. But in Australia, there are limited studies that show how well these laws work ^{1 10}. More research is needed to fill these gaps.

Questions 7- 11:

7. What role do you think cat owners should have in reducing impacts on wildlife, neighbours, and the community?
8. What challenges might households face if stronger cat management rules were introduced in the future?
9. Are there other ways to encourage responsible cat ownership without keeping cats contained?
10. If new cat management rules were introduced, what monitoring or enforcement methods would be fair and practical?
11. When, if ever, do you think stronger cat management rules would be reasonable?

5 Stray cats

5.1 FEEDING STRAY CATS AND CAT COLONIES

Stray cats are common

Stray cats are common in most Australian cities and towns ¹².

Surveys show that 9% to 22% of people feed a stray cat (or a cat they don't think they own) every day ^{13 14 15}.

Feeding leads to more stray cats

Feeding stray cats makes the problem worse. When stray cats are fed, they survive longer and have more kittens ¹². This leads to large groups of cats, called colonies. In Tasmania, some colonies have 150–200 cats. Cat colonies are found in every council area, but no single group oversees managing them.

Welfare and community impacts

Stray cats often have poor welfare because they lack safe shelter, regular food, and vet care ^{16 17}. They can suffer from disease, injuries, and hunger.

Stray cats can also:

- harm native wildlife by hunting and competing for food,
- spread diseases to animals and people, and
- cause nuisance in the community ¹⁴.

Feeding does not stop cats from hunting; they are natural hunters and may still hunt wildlife ¹⁸.

Laws about feeding in Tasmania

The Cat Management Act 2009 does not ban feeding stray cats.

But councils can use the Local Government Act 1993 or their own by-laws to address health and nuisance issues, including feeding bans.

Examples:

- Kingborough Councils [Bruny Island Cat By-Law 2018](#): feeding stray or feral cats is banned.
- [Glenorchy City Council Animal Management By-Law 2025](#) people must not feed or encourage pest animals, including unowned cats.

Feeding ban in other states

Feeding stray cats is common across Australia. But Queensland is the only place with a statewide ban (under the [Biosecurity Act 2014](#)). Enforcing this rule is hard when many people feed stray cats. For example, an estimated 60,000 people in Brisbane feed an average of 1.5 cats they do not own, totalling 90,000 cats ¹⁵.

Enforcement challenges

Many people feed stray cats, so it can be hard for authorities to prove who is doing it. It is easier to enforce feeding bans in areas where cat colonies gather because feeding occurs in one spot, making evidence easier to collect ¹⁵.

Even when feeding bans are enforced, fines often do not stop the behaviour. In Queensland, some people kept feeding stray cats even after being fined many times ¹. This is because people feed stray cats for many reasons, such as:

- kindness or pity,
- wanting company,
- feeling responsible for the cats, and
- not trusting authorities to manage the cats well ¹⁹.

Why penalties aren't enough

Fines may stop some feeding, but they do not manage the cats themselves.

Cats often stay in the area if they have been fed for a long time, unless they are trapped and removed.

When people feed stray cats on private property, they should take responsibility for trapping and surrendering the cats.

In practice, many people are unwilling to do this because of:

- costs,
- the emotional difficulty of surrendering the cats, or
- a belief that it is not their job to manage the situation.

Why a coordinated approach is needed

Some agencies must keep returning to the same properties because people continue to feed stray cats. This creates a cycle that costs a lot of money and time. It is hard to fix the problem unless the person feeding the cats cooperates.

To solve the problem in the long term, different organisations need to work together and plan their actions. Ongoing, coordinated work is needed for real success.

Questions 12- 15:

12. Do you think feeding stray cats should be banned? Yes or No.
13. What do you think are the biggest challenges or problems with banning the feeding of stray cats?
14. What are some solutions to those challenges or problems?
15. How do you think cat colonies should be managed?

6 Feral cats

6.1 FERAL CAT MANAGEMENT

What are feral cats

Feral cats live and breed in the wild. They survive on their own and do not rely on people for food, water, or shelter. Feral cats are hard to find because they are mostly active at night. People often see signs of them, like tracks or prey remains, rather than seeing the cats themselves.

Feral Cats in Tasmania

Feral cats are found in many parts of Tasmania. Right now, they cannot be removed from the main island.

The government is working to remove feral cats from smaller islands where it can be done. These islands include:

- Three Hummock Island.
- King Island.
- Maria Island.
- Bruny Island.
- Little Dog Island.

How Felixer Grooming Traps Work

On some offshore islands, feral cat programs use Felixer grooming traps. These are special devices designed to target feral cats.

Felixer devices:

- are easy to move around,
- use AI, lasers, and cameras to recognise animals,
- only fire when they identify a cat,
- spray a toxic gel onto the cat's side, and
- the cat then grooms itself, licks the gel, and dies soon after.

These traps are only used on islands where native animals like devils, quolls, and wombats are not present, so that they won't be mistaken for cats.

As technology improves, Felixer traps may be used in more places because they will be better at telling cats apart from other wildlife.

6.2 TAKING PART IN NATIONAL FERAL CAT MANAGEMENT

Biosecurity Tasmania and NRE Tas

Biosecurity Tasmania is part of the Tasmanian Government. It works to protect Tasmania from pests and diseases. It is part of the Department of Natural Resources

and Environment Tasmania (NRE Tas). This department looks after Tasmania's natural environment and cultural heritage.

National Groups

Biosecurity Tasmania is part of the National Feral Cat Taskforce. This group shares ideas and plans to manage feral cats.

National Plans

NRE Tas helped write the [Threat abatement plan for predation by feral cats 2024](#). This plan explains how Australia can reduce problems caused by feral cats. It also lists actions to protect native animals so they can survive for a long time.

6.3 HUMANE EUTHANASIA OF FERAL CATS

Feral cat control must be justified, humane, and targeted. It must also minimise the risk of harm to wildlife and other animals.

When human euthanasia is allowed

Under the Cat Management Act 2009, a cat may be humanely euthanised:

- on primary production land by the person managing or occupying the land, or someone acting for them, and;
- on private property, if the cat is found more than 1 km from any home. A cat cannot be trapped and then moved to meet the 1 km requirement.

Why the 1km rule exists

The 1 km rule is designed to protect roaming pet cats, as research shows pet cats usually do not travel more than 1 km from home²⁰. Reducing the distance could increase the chance that a pet cat is mistaken for a feral cat and destroyed.

Areas where cats are not allowed

The Tasmanian Government recognises the serious threat that cats pose to native wildlife. Cats are banned from certain places, including:

- National Parks.
- Conservation Areas.
- State Forests.

- Private land with a conservation covenant.
- Areas declared prohibited under the *Cat Management Act 2009*.

Authorised people can trap, seize, or humanely destroy cats found in these places.

Councils can also declare prohibited areas or cat management areas. Authorised people can carry out cat management activities in these areas.

Questions 16-18:

16. How can rural landowners or managers be supported to better manage feral cats in areas that are important for wildlife or farming?
17. Should the allowed distance from a house for humane euthanasia of cats on private land be reduced to less than 1 km? **Yes or No. If you said No, skip to Question 18.**
18. If you said Yes, what distance do you think is suitable?

7 Other

Questions 19-21:

19. What kinds of education, rewards, or support programs would help people be responsible cat owners?
20. Should cat management be different in urban, peri-urban, and rural areas? If yes, how?
21. Is there anything else you would like to say about improving cat management in Tasmania?

8 Next Steps

You can respond to the discussion questions in three ways:

1. **Online**
Use the [online response form](#)
2. **Email**
Send your responses to: catmanagement@nre.tas.gov.au
3. **Mail**
Post your written responses to:
Biosecurity Tasmania

Department of Natural Resources and Environment Tasmania
GPO Box 44
Hobart TAS 7001
Attn: Cat Management Discussion Paper

We need your submission by **5:00 pm** on **Friday 15 May 2026**.

For more information on the discussion paper go to our website: [Cat Management in Tasmania - Discussion Paper](#)

9 References

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10 Appendix

The Discussion Paper asks these questions for you to think about and share your thoughts on:

Domestic cats

1. What do you think are the good and bad things about making cat registration compulsory, compared with only microchipping?
2. Do you think cat owners should have to register their cat, like dog registration?
Yes or No. If you said No, skip to Question 5.
3. If you said Yes, should owners have to pay a fee to register their cat? **Yes or No. If you said No, skip to Question 5.**
4. If you said Yes, what should the fee be used for? (Examples: registering cats, cat welfare research, managing cat issues)
5. What could help make sure that people who breed and sell cats are doing it legally?
6. Should people selling cats have to say in their ads that the cat meets all legal requirements?
7. What role do you think cat owners should have in reducing impacts on wildlife, neighbours, and the community?
8. What challenges might households face if stronger cat management rules were introduced in the future?
9. Are there other ways to encourage responsible cat ownership without keeping cats contained?
10. If new cat management rules were introduced, what monitoring or enforcement methods would be fair and practical?
11. When, if ever, do you think stronger cat management rules would be reasonable?

Stray cats

12. Do you think feeding stray cats should be banned? **Yes or No.**

13. What do you think are the biggest challenges or problems with banning the feeding of stray cats?
14. What are some solutions to those challenges or problems?
15. How do you think cat colonies should be managed?

Feral cats

16. How can rural landowners or managers be supported to better manage feral cats in areas that are important for wildlife or farming?
17. Should the allowed distance from a house for humane euthanasia of cats on private land be reduced to less than 1 km? **Yes or No. If you said No, skip to Question 19.**
18. If you said Yes, what distance do you think is suitable?

Other

19. What kinds of education, rewards, or support programs would help people be responsible cat owners?
20. Should cat management be different in urban, peri-urban, and rural areas? If yes, how?
21. Is there anything else you would like to say about improving cat management in Tasmania?

Summary of the domestic animal laws in each state/territory of Australia

The Northern Territory does not have territory-wide companion animal laws, so it is not included below.

Tasmania

- **Desexing:** Yes - by 4 months old or before the cat is sold
- **Microchipping:** Yes - by 4 months old or before the cat is sold
- **Registration:** No
- **Containment:** No
- **Feeding stray or feral cats:** No ban
- **Laws:**
 - [Cat Management Act 2009](#)
 - [Cat Management Regulations 2022](#)

Victoria

- **Desexing:** No
- **Microchipping:** Yes - by 3 months old or before the cat is sold
- **Registration:** Yes - by 3 months old
- **Containment:** No
- **Feeding stray or feral cats:** No ban
- **Laws:**
 - [Domestic Animals Act 1994](#)
 - [Domestic Animals Regulations 2015](#)

New South Wales

- **Desexing:** Yes by 4 months old
- **Microchipping:** Yes - by 3 months old, or before the cat is sold
- **Registration:** Yes - by 3 months of old

- **Containment:** No
- **Feeding stray or feral cats:** No ban
- **Laws:**
 - [Companion Animals Act 1998](#)
 - [Companion Animals Regulation 2018](#)

Australian Capital Territory

- **Desexing:** Yes - by 3 months old or before the cat is sold
- **Microchipping:** Yes - by 3 months old or before the cat is sold
- **Registration:** Yes - by 2 months old
- **Containment:** Yes
- **Feeding stray or feral cats:** No ban
- **Legislation:**
 - [Domestic Animals Act 2000](#)
 - [Domestic Animals Regulation 2001](#)

Queensland

- **Desexing:** No
- **Microchipping:** Yes - by 3 months old or before the cat is sold
- **Registration:** No
- **Containment:** No
- **Feeding stray or feral cats:** Yes - feeding feral cats is banned under the *Biosecurity Act 2014*
- **Laws:**
 - [Animal Management \(Cats and Dogs\) Act 2008](#)
 - [Animal Management \(Cats and Dogs\) Regulation 2019](#)

Western Australia

- **Desexing:** Yes - by 6 months old or before the cat is sold
- **Microchipping:** Yes - by 6 months old or before the cat is sold
- **Registration:** Yes – by 6 months old
- **Containment:** No
- **Feeding stray/feral cats:** No ban
- **Laws:**
 - [Cat Act 2011](#)
 - [Cat Regulations 2012](#)

South Australia

- **Desexing:** Yes - by 6 months old or within 28 days after being sold.
- **Microchipping:** Yes - by 3 months old or before the cat is sold
- **Registration:** No
- **Containment:** No
- **Feeding stray/feral cats:** No ban
- **Laws:**
 - [Dog and Cat Management Act 1995](#)
 - [Dog and Cat Management Regulations 2017](#)

Table 1 Barriers that stop people from keeping their cats contained: categories, types, and what they mean.

Category	Barrier	Description
Ability	Physical	It is too hard to stop the cat from roaming

Category	Barrier	Description
Ability	Psychological	The cat acts like the boss, so it gets what it wants
External barriers	Time	Too busy; no time to set things up
External barriers	Cost	It is too expensive to keep the cat contained or build an enclosure
External barriers	Resource	They do not have what they need to keep the cat contained
Social norms	History	People have let their cats roam for a long time
Social norms	Current norm	Other people do not contain their cats, so they don't feel like they need to either
Social norms	Regulation	It's not the law, so people don't have to
Beliefs	Cat nature	People think cats need to roam to be happy and that keeping them inside is cruel
Beliefs	Roaming	People think its fine because their cat doesn't roam far
Beliefs	Issue	People believe pet cats aren't the problem – only feral cats are

Category	Barrier	Description
Beliefs	Locality	People think roaming is more okay in rural areas than in cities
Beliefs	Pest control	People think roaming cats are needed to control mice and rats
Beliefs	Predation	People believe their cat doesn't hurt wildlife
Awareness	Knowledge	They don't know to keep a cat contained
Awareness	Consequence	They don't see roaming as a problem for wildlife, cat welfare, or disease
Motivation	Enthusiasm	They are not interested or don't want to put the effort in
Motivation	Convenience	It feels inconvenient, like having to clean litter trays
Motivation	Emotional detachment	They care about the cat, but don't feel strongly connected to it

Source: McLeod, L.J., Hine, D.W., & Bengsen, A.J. (2015). Born to roam? Surveying cat owners in Tasmania, Australia, to identify the drivers and barriers to cat containment. *Preventative Veterinary Medicine*, 122, 3



Biosecurity Tasmania

Department of Natural Resources
and Environment Tasmania

Email: catmanagement@nre.tas.gov.au

<http://nre.tas.gov.au/cat-management>

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:**Meeting and Events attended:**

21.04.2026	Binalong Bay	– Bay of Fires Master Plan consultation, participated in the community engagement session regarding the draft Plan. Interesting listening to the range of views on the Plan and the questions posed by the consultant.
24.04.2026	Launceston	– Northern Region General Managers, key discussion points included the Fuel Supply Chain Order by Fair work Commission, NTDC population strategy work, regional procurement activities, NTDC Governance Review and Climate Change projects
28.04.2026	St Helens	– Tasmania Parks and Wildlife Service (PWS) and Department of Natural Resources and Environment Tasmania (NRE), meeting involving the Mayor and representatives from PWS and NRE to review camping in Break O' Day. The meeting included on-site visits, providing first-hand insight into current conditions, usage patterns and local challenges.
29.04.2026	St Helens	– Special Budget Workshop.
30.04.2026	Hobart	– Australian Electoral Commission (AEC) public consultation, attended session with the Mayor to provide feedback on the proposed redistribution of electoral boundaries, with a particular focus on the changes affecting the Division of Lyons electorate. The session provided an opportunity to represent local perspectives and ensure the community's interests are considered as part of the review process.

30.04.2026	Hobart	– The Hon. Kerry Vincent, Minister for Infrastructure and Transport, Local Government and Housing and Planning, meeting involving the Mayor to discuss the St Marys Pass Alternative Route investigation, discussion occurred on State Highway maintenance and Local Government legislative changes.
04.05.2026	St Helens	– Council Workshop.
04.05.2026	St Helens	– Break O’Day General Valuation, presentation by the Valuer General in relation to the outcomes of the valuation process.
05.05.2026	MS Teams	– Eastern Strategic Regional Partnership, meeting with Department of State Growth and Department of Education, Children and Young People to discuss progression of the St Marys Childcare Centre project and St Helens District High School Options Assessment for future upgrading.
07.05.2026	Campbell Town	– Regional Jobs Hub Learning Development Network forum.

Meetings & Events Not Yet Attended:

13.05.2026	Launceston	– Regional Climate Resilience through Collaboration Workshop, organised by Northern Tasmanian Alliance for Regional Councils (NTARC), this workshop focuses on building a shared understanding of what matters across the region, including how climate risk intersects with council responsibilities, economic drivers, community expectations and long-term strategy.
14.05.2026	MS Teams	– East Tas Education and Employment (ETEE), meeting of Interim Board to progress matters relating to the Study Hub Centre.
18.05.2026	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 included Sheridan Van Asch (St Helens Neighbourhood House); Tim Gowans (Break O’Day Business Enterprise Centre); Nicola Stevens, Rosina Gallace and Samantha Pini (St Helens Online Access Centre)

Brief Updates:

AEC Electoral Redistribution

It was interesting to participate in the public hearing session held by the Australian Electoral Commission Redistribution Committee. Whilst we were provided with a very short period of time to present additional information, we took full advantage of creating uncertainty in their proposed model for the future. Interestingly, other presenters who participated provided additional supporting arguments to what we had to say. We now await the outcome of their deliberations. It seems to be a numbers game for them but hopefully we created enough alternatives to shift their thinking.

ESRP - St Marys Childcare Centre Project

Following the recent announcement regarding funding, the Department of Education, Children and Young People (DECYP) now have responsibility for delivery of the project. The initial step will be to engage professional assistance to design and deliver the project through a procurement process. It is likely that this process will take at least 12 months and construction will potentially start mid-late 2027 with construction being completed in 2028. That is a reasonable timeframe given the current starting point. Milestones have been agreed between the Federal and State Governments. It is

important to maintain a close watching brief on this project to ensure that the best outcome is delivered for the community.

ESRP - St Helens District High School Options Assessment

The initial step to progress this project highlighted the importance of providing an assessment of options for the High School when the next major upgrade for the school is approaching. The Department have a well established priority identification process which is published annually with a focus on Priority 1 projects. Where St Helens sits in the scheme of things is not apparent at the moment but should be clearer over the next few months. Timing on the assessment of options will be resolved through discussions with DECYP.

Communications Report

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS	BODC Newsletter	Sent out 1 week ago. Included stories on: <ul style="list-style-type: none"> • Cat Trapping In Scamander and Dianas Basin • Eftpos machines now available at waste transfer stations • St Columba Falls Walk Closed 18-25 May 2026 • Update On Scamander Sports & Community Complex • St Marys Exhibition Building Update • Shipping Containers - Know the Rules • BODEC Management Committee - EOI
	BODC Website	<ul style="list-style-type: none"> • Bay of Fires Winter Arts Festival – Sand Sculpture Workshop and Competition, 5-7 June 2026. • The Great Loz, staged play reading, 9 May 2026. • Variety Kids Sports Day, 19 May 2026 at Bendigo Bank Community Stadium, St Helens. • Public Trustee – When Life Happens: Be Ready Seminar, 21 May 2026. • Winter Lights – Solstice Celebration, 20 June 2026 at St Marys Recreation Ground.
	Valley Voice: Five minutes with the Mayor	<ul style="list-style-type: none"> • Break O’Day Comes Together on ANZAC Day • Aquatic Facility Survey – Results
	North Eastern Advertiser	<ul style="list-style-type: none"> • Swans Shine - 10th Anniversary Heritage Match • Biosecurity Tasmania. A new calicivirus (RHDV1-K5) has been

		released in the Scamander and St Helens.
SOCIAL MEDIA	Break O’Day Council	<ul style="list-style-type: none"> • Rabbit Control Update • Bendigo Bank Community Stadium – New Sponsor, St Helens Newsagency and Lucky Lotto. More information: https://www.bodc.tas.gov.au/.../bendigo-bank-community.../ • GetIn2Gear Program – Volunteer opportunity.
	Shared Social Media Posts	<ul style="list-style-type: none"> • St Helens Library – Autumn School Holiday Program. • TasAlert – Fuel Supply Update. • Fingal Valley Neighbourhood House – Standard Mental Health First Aid. • Tasmania SES – Update to Storm Warnings in Tasmania. • RoadsTas – Repairs to ESK Main Road 5-15 May 2026. • St Helens Online Access Centre (OAC) – Buy a star to help keep the OAC open.
SURVEY	Bay of Fires Master Plan	<ul style="list-style-type: none"> • Read the Draft Report and you’re your say at https://bayoffiresmasterplan.org/
EMPLOYMENT	Technical Officer	<ul style="list-style-type: none"> • Council is looking for a motivated and experienced Technical Officer to join our Development Services team. https://www.bodc.tas.gov.au/cou.../employment-opportunities/
	Senior Town Planner	<ul style="list-style-type: none"> • Seeking an experienced Senior Town Planner. https://www.bodc.tas.gov.au/cou.../employment-opportunities/ Applications will be reviewed weekly until the position is filled.
	Environmental Health Officer	<ul style="list-style-type: none"> • Seeking a skilled and proactive individual to take on this important role within our Development Services team. https://www.bodc.tas.gov.au/cou.../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.

Actions Approved under Delegation:

Nil

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

DATE	DOCUMENT	ADDRESS	PID OR DA
02.04.2026	337 Certificate	58 Parnella Drive, Stieglitz	2253474
08.04.2026	337 Certificate	32 Peron Street, Stieglitz	6785355
08.04.2026	337 Certificate	4 Franks Street, St Marys	3046370
09.04.2026	337 Certificate	169 Tully Street, St Helens	7731420
09.04.2026	337 Certificate	Lot 1 MacQuarie Street, Seymour (CT 141922/1)	2527826
09.04.2026	337 Certificate	19 George Street, Scamander	6782867
09.04.2026	337 Certificate	7 Fleming Street, Fingal	6410545
09.04.2026	337 Certificate	229 St Helens Point Road, Stieglitz	2036429
09.04.2026	337 Certificate	50 Gray Road, St Marys	6402895
13.04.2026	337 Certificate	3 King Street, Binalong Bay	6797049
15.04.2026	337 Certificate	1-15 Poseidon Street, St Helens (CT 244229/1)	3076801
16.04.2026	337 Certificate	7 Archie Court, St Helens	9748290
16.04.2026	337 Certificate	85 Kohls Road, Pyengana	6806048
16.04.2026	337 Certificate	5 Newman Street, St Marys	6404903
16.04.2026	337 Certificate	56 Scamander Avenue, Scamander	2844696
20.04.2026	337 Certificate	Unit 2, 9 Annabel Drive, St Helens	9911325
20.04.2026	337 Certificate	22 Petrel Place, Stieglitz	7828089
20.04.2026	337 Certificate	12 Coffey Drive, Binalong Bay	6809409
21.04.2026	337 Certificate	11 Mill Court, St Helens	2988761
21.04.2026	337 Certificate	2 Kiama Parade, Akaroa	7610784
21.04.2026	337 Certificate	Unit 2, 49 Quail Street, St Helens	9925607
21.04.2026	337 Certificate	29 Clive Street, St Marys	7434055
21.04.2026	337 Certificate	200 Scamander Avenue, Scamander	7884945
22.04.2026	337 Certificate	36 Cameron Street, St Helens	2277505
22.04.2026	337 Certificate	2 Story Street, St Marys	2866027
27.04.2026	337 Certificate	75 St Helens Point Road, Stieglitz	1913573
29.04.2026	337 Certificate	37 Clive Street, St Marys	6402123
30.04.2026	337 Certificate	25 Hammond Street, Falmouth	7846922

Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded To
Friday 13 March 2026	Hino 921 Truck	Tas Trucks

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
OFFICER	John Brown, General Manager
FILE REFERENCE	002\036\002\
ASSOCIATED REPORTS AND DOCUMENTS	2025 - 2026 Annual Plan Update at 31 March 2026

OFFICER'S RECOMMENDATION:

That Council receive the Review as at 31 March 2026 of the 2025-2026 Break O'Day Council Annual Plan.

INTRODUCTION:

Council's management team prepared the 2025 – 2026 Annual Plan based on discussions, which occurred through Council workshops and the normal budget/planning process. The Annual Plan was prepared to take into account broader factors which are impacting Council; and reflecting continuity of existing projects, and activities where this exists.

PREVIOUS COUNCIL CONSIDERATION:

The Annual Plan was adopted at the 16 June 2025 Council Meeting.

OFFICER'S REPORT:

This plan is generally based on the 10 Year Strategic Plan 2017 – 2027 (Revised March 2022).

This Report provides a quarterly update on progress with the activities detailed in the 2025-2026 Annual Plan as at 31 March 2026. As to be expected, there is variability in progress with some items but overall progress for the start of the year remains solid. From an overall perspective, we are at 68% completion vs a target of 75%. Looking at individual Key Focus Areas, progress sits at:

GOAL- Community

Communication	65% (Deferral of Communications Survey)
Events & Activities	75%
Volunteering	88% (Completion of Volunteer Training)
Community & Council Collaboration	88% (Completion of Arts and Cultural Strategy)
Wellbeing	75%

GOAL – Economy

Opportunities	81% (ESRP Childcare Needs Analysis completion)
Brand	75%
Population	62% (Population Strategy on hold)
Housing	75%

GOAL - Environment

Appropriate Development	71%
Land & Water Management	68% (Weed Action Plan delay)
Climate Change	75%

GOAL - Infrastructure

Community Facilities	19% (Liveability Strategy delay)
Towns	33% (Liveability Strategy delay)
Recreational Facilities	50% (Community Facility review and Liveability Strategy delay)
Roads & Streets	82% (Transport Master Plan progress)
Waste Management	87% (Strategic work well progressed)

GOAL - Services

Youth	25% (Resource constraints, now resolved)
Health & Mental Health	75%
Education, Skills and Training	75%
Access & Inclusion	69%

Councils are required each financial year, under Section 71 of the *Local Government Act 1993*, to prepare an Annual Plan.

STRATEGIC PLAN & ANNUAL PLAN:

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

LEGISLATION & POLICIES:

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

An Annual Plan is to –

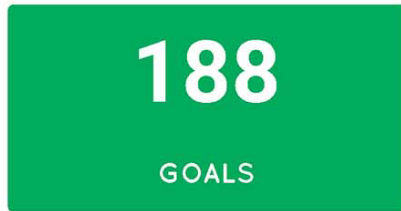
- (a) be consistent with the strategic plan; and*
- (b) include a statement of the manner in which the Council is to meet the goals and objectives of the strategic plan; and*
- (c) include a summary of the estimates adopted under section 82; and*
- (d) include a summary of the major strategies to be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

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority



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

BREAK O'DAY COUNCIL PLAN

COMMUNITY

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
65%	01/07/2025	30/06/2026	Strategy 1.1 Create an informed and involved community by developing channels of communication. : 100%	John Brown	-	
65%	01/07/2025	30/06/2026	↳ Key Focus Area 1.1.1 Communication: Improve and develop communication processes that lead to the community feeling more informed and involved. : 100%	Jayne Richardson	-	Activities have commenced on the majority of the activities and during the last quarter the Website review and redevelopment has progressed with a Tender process for a new website. It was decided to delay one of the engagement activities due to the large number of engagement activities which have been underway <i>27/04/2026</i>
75%	01/07/2025	30/06/2026	↳ 1.1.1.1 Newsletter - Undertake a review of the newsletter with the aim of improving the design and understanding how many hard copies need to be provided vs digital	Jayne Richardson	Molli Brown	Work is continuing on reviewing the Council newsletter. At the moment, the focus is on redesigning and improving the Council website. Once the website work is finished, we will move into broader community engagement around Council communications, including the newsletter. A draft survey has already been prepared to get feedback on things like readership, accessibility, design, layout and how often the newsletter is released. <i>15/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
0%	01/10/2025	01/01/2026	→ 1.1.1.2 Undertake a communications community survey to gain a greater understanding of how best to communicate with our community	Jayne Richardson	Molli Brown	<p>Due to the large amount of consultation work being undertaken as well as the resources required to undertake this, we have postponed this survey and instead focus on the development of the website which is a higher priority. This project will include community consultation elements.</p> <p>Through the website redevelopment we will also be looking at community engagement tools that will allow more effective communication with our community.</p> <p>09/04/2026</p>
75%	01/02/2026	30/06/2026	→ 1.1.1.3. Website Redevelopment - Implement the website redevelopment plan with community input and a focus on online service delivery and accessibility	Jayne Richardson	-	<p>A tender was developed and released. Tenders will be opened and assessed on April 14. Following this, a report will be taken to council to approve formal contracting of a consultant to undertake this work.</p> <p>Included in the tender brief were aspects around community engagement and increasing community accessibility and features to the website.</p> <p>The development of the website project is scheduled to start in May.</p> <p>09/04/2026</p>
75%	01/07/2025	30/06/2026	→ 1.1.1.4 Social Media Following - Implement the campaign encouraging residents and ratepayers to follow our facebook page as an important source of community information	Jayne Richardson	Molli Brown	<p>The Governance Officer has developed a tile that is regularly advertised in the Council newsletter, encouraging the community to follow our Facebook page.</p> <p>The Governance Officer has also developed a new email signature that is now being used by staff in correspondence which includes prompts to follow our Facebook page and sign up to Council email databases.</p> <p>The website redevelopment will also provide an opportunity to promote our social media pages.</p> <p>The Facebook page now has more than 5500 followers with our interactions from June 30 2025 to March 31 2026 increased by 24.2%.</p> <p>09/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
100%	01/07/2025	30/06/2026	→ 1.1.1.5 Council Brand - develop a communications campaign building off the LGAT Lift the Tone Campaign that showcases elected members, Council's employees and Council activities to facilitate a deeper understanding of Council	Jayne Richardson	Molli Brown	<p>The Executive Officer and Governance Officer ran the "Kinder Break O'Day" Campaign from November 2025 - February 2026.</p> <p>The social media posts were aimed at encouraging respectful engagement and strengthening community-Council relationships by "using your words".</p> <p>Comments were intentionally left open to allow for transparent community discussion.</p> <p>There were six different tiles that covered; Waste, Rates, Speaking with the GM or Mayor, Customer Service, Potholes, and Planning and building permits.</p> <p>The posts were well received by the community with LGAT expressing support for the campaign.</p> <p>The Waste posts generated the most interest receiving more than 2400 views.</p> <p>09/04/2026</p>
81%	01/07/2025	30/06/2026	Strategy 1.2 Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge. : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	→ Key Focus Area 1.2.1 Events and Activities: Create a culture of volunteering and support to enable vibrant and sustainable events, activities and community groups. : 100%	Chris Hughes	-	<p>Activity in this area has been progressing as planned with the highlight being the successful delivery of a range of community events over the last four months coinciding with the peak visitor season. Related activities have also progressed as planned.</p> <p>27/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 1.2.1.1 Environmental Awareness: Promote and educate the community about sustainable enjoyment and care of the natural environment	Jayne Richardson	Polly Buchhorn	<p>The Executive Officer and the Governance Officer have been working with the NRM Officer to ensure activities and information in this space is shared as broadly as possible across the Break O'Day community.</p> <p>Some events and activities promoted through the Newsletter and Facebook include:</p> <ul style="list-style-type: none"> · Shore Bird Nesting Awareness · Weed of the month promotion · Big Beach Clean -Up promotion · Citizen Science opportunities · Responsible cat and dog ownership · Rabbits and feral deer <p>The Governance Officer and Executive Officer have also established relationships with a Beach Clean-up group who we will be supporting to undertake community beach clean-ups and monitoring.</p> <p><i>09/04/2026</i></p>
75%	01/07/2025	30/06/2026	→ 1.2.1.2 Community Event Support - Assist the community with event delivery by providing support and assistance with planning, approvals processes, compliance and arrangements for Council assistance and resources	Chris Hughes	Jenna Barr	<p>Community Services staff continue to actively support local communities, groups, and event organisers to deliver safe and well-managed events. Efforts have focused on enhancing and streamlining event processes through the provision of clear guidance on planning, approvals, and compliance, alongside improved access to Council resources and support. Early engagement between Council staff and community groups has shown positive outcomes; however, increased collaboration with some groups is required to achieve a more coordinated approach and further improve the efficiency of the approvals process.</p> <p><i>02/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 1.2.1.3 Event Attraction - Actively promote the Break O'Day Municipality as an event destination and work with event organisers and organisations to develop and attract new events to the area	Chris Hughes	-	<p>Work to strengthen Break O'Day's profile as a premier events destination is progressing, supported by ongoing collaboration between Council and organisers of major events planned for 2026 and 2027. These significant events remain in the planning phase and are expected to showcase the region's unique attractions, drawing visitors for longer stays and generating positive economic outcomes for the municipality.</p> <p>This momentum is already being demonstrated through new local initiatives, including a recent boxing event held at the Stadium, which featured both local and visiting boxers. The inaugural event proved a strong success, with 522 tickets sold, highlighting community interest and the potential for future sporting events to contribute to the region's growing events calendar.</p> <p>Council continues to work closely with organisers throughout the planning process to support effective coordination and successful delivery.</p> <p>01/04/2026</p>
75%	01/07/2025	30/06/2026	→ 1.2.1.4 Sustainable Events - Promote and support best practice sustainable events and implementation of the Soft Plastics policy on Council land	Chris Hughes	Jayne Richardson	<p>We have continued to promote and support sustainable practices across all events held within the municipality, with a strengthened emphasis on reducing waste and improving environmental outcomes. Event organisers are being actively encouraged to minimise single-use materials and comply with Council's Soft Plastics Policy. A particular focus has been placed on supporting community groups and organisers who are transitioning to serving food in recyclable containers, helping to reduce landfill waste and improve recycling outcomes. These initiatives continue to protect our natural environment while supporting the delivery of responsible, future-focused events that prioritise the use of recyclable and environmentally conscious products.</p> <p>01/04/2026</p>
75%	01/07/2025	30/06/2026	→ 1.2.1.5 Actively promote the Festival of Wellbeing - and support the Wellbeing Collective to deliver the Festival of Wellbeing	Chris Hughes	-	<p>Following recent discussions and a review of current capacity, the Wellbeing Collective has advised that it will not be proceeding with the Festival of Wellbeing this year. While there has been strong interest and positive early momentum, the group has identified resourcing, planning, and timing constraints that would impact the successful delivery of the event in 2026.</p> <p>Council is currently recruiting a staff member who will support the Wellbeing Collective, as well as work more broadly with the community on a range of wellbeing projects and initiatives.</p> <p>01/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 1.2.1.6 Mountain Bike Events - Work with interested organisations to develop a sustainable Mountain Bike event for the St Helens Network	Chris Hughes	-	Work has commenced with local and regional organisations to explore the development of a sustainable event leveraging the St Helens Mountain Bike Network. The intent is to build on the success of the trails, increase visitation, and ensure any event delivers community benefit, environmental protection, and long-term tourism growth. This includes collaboration with a new mountain bike business operator, who has also assumed management of the café, and consideration of opportunities to expand trail use through additional activities such as trail running. We have also worked with the organisers of the Trans Tasmania event, which was successfully held in Tasmania over a number of bike trails. <i>02/04/2026</i>
75%	01/07/2025	30/06/2026	→ 1.2.1.7 Fingal 200 Year Celebration - work with the local community to develop a plan to celebrate the 200 Year anniversary for Fingal	Chris Hughes	-	Council staff have supported the planning of events to celebrate this milestone occasion and have continued to empower the local community to take a lead role in the organisation and delivery of associated activities. <i>02/04/2026</i>
88%	01/07/2025	30/06/2026	→ Key Focus Area 1.2.2 Volunteering - Build community sustainability and inclusion through a culture of volunteering and support within our community. : 100%	Chris Hughes	-	This KFA is a small area of activity, the primary item still to be dealt with is a review of the Volunteer Strategy which will occur when resources are available. <i>27/04/2026</i>
75%	01/07/2025	30/06/2026	→ 1.2.2.1 Volunteer Strategy - Review the Volunteer Strategy to ensure it reflects the evolving needs of volunteers	Chris Hughes	Jenna Barr	The Volunteering Strategy continues to guide how Council supports, recognises, and works with volunteers now and into the future. The review of the Strategy is scheduled to commence in a future quarter, subject to the availability of resources. <i>02/04/2026</i>
100%	01/07/2025	30/06/2026	→ 1.2.2.2 Emergency Management Volunteers - Develop Council's base of volunteers to provide support in an emergency situation including provision of training	Chris Hughes	Angela Matthews	Staff have continued to work with external agencies such as RAW to train and develop volunteers who can support the community during emergency situations, including fires, floods, and severe weather events. Community members volunteered to assist Council staff during the Stieglitz fire response, providing administrative support, catering services, and general care for community members who were displaced over an extended period. This demonstrated strong community resilience and coordination during an emergency response. <i>02/04/2026</i>
88%	01/07/2025	30/06/2026	Strategy 1.3 Foster and support leadership within the community to share the responsibility for securing the future we desire. : 100%	John Brown	-	

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
88%	01/07/2025	30/06/2026	↳ Key Focus Area 1.3.1 Community and Council Collaboration: Work within a community engagement framework which defines the relationship between the community and Council in decision making and project delivery. : 100%	John Brown	-	A small area of activity, finalisation of the Arts and cultural strategy was an important achievement and reporting back on Township Plans is nearing completion. <i>27/04/2026</i>
75%	01/07/2025	30/06/2026	↳ 1.3.1.1 Local Township Plans - Implement the activities from the Township Plans, report back to the community on progress	Chris Hughes	-	We continue to work with our local communities to progress the actions outlined in the Township Plans. These plans, covering nine of our communities, provide a roadmap for guiding improvements across the municipality. As we enter the final year of the current Township Plans, we are close to finalising a report back to communities on progress, with updates scheduled for the first half of 2026. <i>27/04/2026</i>
100%	01/07/2025	30/06/2026	↳ 1.3.1.2 Arts and Cultural Strategy - Work with the community group to complete the review of the Strategy including addressing group cohesion and arts and cultural funding	Chris Hughes	-	Council has worked closely with Break O'Day Regional Arts to review the draft Arts and Cultural Strategy, and the group provided positive feedback on the draft. The Strategy, now formally adopted by Council, will guide how we support arts and culture across the municipality, including fostering stronger collaboration within the community. <i>13/01/2026</i>
75%	01/07/2025	30/06/2026	Strategy 1.4 Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community. : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	↳ Key Focus Area 1.4.1 Wellbeing - Support and enhance community wellbeing through shared understandings, and opportunities for people to get involved, connect, build on strengths, and feel a sense of belonging in Break O\\Day. : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	↳ 1.4.1.1 Wellbeing Actions - Support the Wellbeing Collective in the effective implementation of projects and associated initiatives	Chris Hughes	-	Council staff have held initial discussions with interested community members to explore the re-establishment of the Collective. Due to capacity constraints, further work is planned to formally reform the Collective and progress planning for the return of the Wellbeing Festival in 2027. <i>02/04/2026</i>

ECONOMY

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
81%	01/07/2025	30/06/2026	Strategy 2.1 Develop and highlight opportunities which exist and can be realised in a manner that respects the natural environment and lifestyle of the Break O'Day area. : 100%	John Brown	-	
81%	01/07/2025	30/06/2026	↳ Key Focus Area 2.1.1 Opportunities - Identify and realise opportunities that develop and support the Break O'Day economy in a sustainable manner. : 100%	John Brown	-	<p>A large area of activity covering a wide range of activities. Strong progress in the first half of the year with a focus around implementing the Economic Development Strategy actions and during the 2nd quarter the ESRP St Marys and East Coast Childcare Needs Analysis was completed which has ultimately resulted in \$4 million to construct a new Centre at St Marys. Progress in this area has slowed with the Economic Development & Projects Officer being on maternity leave however will start picking back up in the last quarter. A major area requiring attention has been the transition of BODEC from Fingal Valley Neighbourhood House to East Tas Education and Employment.</p> <p><i>27/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 2.1.1.1 Economic Development Strategy - commence implementation of high priority items from the Economic Development Strategy that reflects a shared vision for Break O' Days Economic future	Dilara Bedwell	-	<p>Work on this activity has slowed with the Economic Development Officer being on maternity leave for the quarter, work will resume in the next month or so.</p> <p>Developed and worked on the "Economic Loops" of our region to summarise how all parts of our economy are interlinked: housing, education, aged care, investment, businesses and workforce. Using these as a basis for conversations with stakeholders and community to outline key issues and encourage moving to a more positive economic loop.</p> <p>One to one chats with business owners continuing to gauge key issues and opportunities. A local business forum was hosted at Council Chambers this quarter with 12 businesses in attendance - key issues in the region were discussed as well as ideas for improving the business landscape. A follow up local business survey is out to the business community for input.</p> <p>A speed careering event to took place on 4th November at St Helens District High School and a presentation of Break O' Day's Economic Development Action Plan to Chamber of Commerce and members of the public on the 4th November.</p> <p>Regular meetings ongoing with TasTAFE to look at VET qualifications, free courses etc which could be hosted in Break O'Day.</p> <p>Researching the issue of housing in Break O' Day which includes workers accommodation, renting and buying affordability. Continuing research on housing including Rental Affordability Index which was released this quarter with follow up webinars and Live Q&A.</p> <p>Initiated a project with DSG on updating housing data at local levels to drive change and policies with the view to encouraging the right type of housing and accommodation diversification.</p> <p>Researching New Aged Care Act 2024 which came into force in Nov 2025 and how this will affect future aged care opportunities and operations going forward.</p> <p>15/04/2026</p>
75%	01/07/2025	30/06/2026	→ 2.1.1.2 Economic Leadership - nurture and support development of local leadership as outlined within the Economic Development Strategy	Dilara Bedwell	-	<p>Engagement with Chamber of Commerce to promote leadership has slowed temporarily over the last quarter. As a result of presenting the Economic Development Strategy to the Chamber of Commerce and other members of the public, the Chamber now has interest from a new member. The new member was inspired by the presentation and wants to actively contribute to the business community and is working on developing a collaboration initiative which will involve all local businesses.</p> <p>15/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 2.1.1.3 Circular Economy - Identify and examine initiatives that promote the Circular Economy, by engaging in local or regional projects that focus on recycling, reusing materials, and creating sustainable practices that benefit the environment and the community	David Jolly	Dilara Bedwell	<p>As a member council of Circular North, Break O'Day Council actively participates in regional initiatives that enhance circular economy outcomes and directly contribute to improved waste diversion and resource recovery performance. These initiatives build on and supplement Council's existing waste operations, which already achieve strong diversion results across multiple material streams.</p> <p>Council facilitates the recovery of a broad range of materials, including metals, e-waste, lead-acid car batteries, oil and fuel, cardboard, paper, a range of plastics, and glass, substantially reducing reliance on landfill disposal. Clean fill material is no longer landfilled and is instead stockpiled for recovery and reuse in civil construction projects, delivering both environmental benefits and cost efficiencies. Green waste is diverted from landfill through on-site mulching and is sold to the public at the St Helens Waste Transfer Station, further supporting reuse outcomes and operational sustainability.</p> <p>During the 2025/26 financial year to date, Council's diversion and recovery performance has been further strengthened through participation in the following Circular North regional initiatives:</p> <ul style="list-style-type: none"> • Regional funding support for the national Garage Sale Trail program, delivered over two weekends in November, encouraging reuse and waste avoidance at the household level • Delivery of Household Hazardous Waste collection events in October 2025 and March 2026 at the St Helens Waste Transfer Station, removing high-risk materials from the general waste stream • Access to targeted Waste Transfer Station and Circular Economy grants, through which Council secured co-funding for a cardboard and paper compactor at the St Helens Waste Transfer Station, with potential landfill avoidance in excess of 100 tonnes per annum • Ongoing education and engagement activities aimed at improving community awareness and participation in waste minimisation and recycling programs <p>15/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 2.1.1.4 Employment Barriers - Support the activities of Break O'Day Employment Connect (BODEC) Regional Jobs Hub Board which focusses on facilitating employment outcomes and addressing the barriers to employment	John Brown	Dilara Bedwell	Support for the operations of BODEC continues to be provided through the General Manager being Chairperson of the Board. Council officers are providing meeting administration support at the moment and the transfer of this responsibility to the BODEC team will occur in the future is being explored. Operations of BODEC are relatively stable and a substantial amount of effort has been required to transfer BODEC from the Fingal Valley Neighbourhood House to East Tas Education & Employment Ltd, the entity which operates the Study Hub. The transition date was 31 March 2026 and there will be some tidy up after this time. Other activity has been relating to the broader Regional Jobs Hub network and advocacy for funding beyond October 2027, the General Manager has been at the forefront of this activity working with other RJH Chairpersons and Jobs Tasmania. <i>15/04/2026</i>
90%	01/07/2025	30/06/2026	→ 2.1.1.5 Bay of Fires Master Plan - Support and participate in the process to develop a Master Plan for the Bay of Fires area	Chris Hughes	-	Consultants have prepared a draft Master Plan, which has been reviewed by the Steering Committee. The final community engagement sessions have now been confirmed and locked in, and the draft plan is ready to be presented to the community for feedback. The next phase will involve consultants returning to meet with community members to gather input on the draft Bay of Fires Master Plan. <i>02/04/2026</i>
100%	01/07/2025	31/12/2025	→ 2.1.1.6 ESRP Childcare Analysis - complete the investigation into the childcare needs of St Marys and the broader east coast, support key stakeholders to implement the outcomes of the analysis	John Brown	-	The St Marys and East Coast Childcare Needs Analysis has been completed. A Summit was undertaken at Swansea on 27 August with approximately 30 people in attendance. This was one of the final steps in developing the solutions to the challenges facing this important service within our communities. The draft final report is virtually finalised and a summary document is being prepared. An online presentation event open to any interested persons was held on 24 November 2025 to conclude the project. Final Report and information submitted to the Department of State Growth. Following completion of this project, \$4 million was secured for a new St Marys Childcare Centre. <i>15/04/2026</i>
75%	01/07/2025	30/06/2026	→ 2.1.1.7 Business Diversification - Engage regionally with the Chamber of Commerce, Regional Development Australia, Northern Tasmania Development Corporation, Break O'Day Employment Connect and the wider community to support business diversification and partnership working	Dilara Bedwell	-	Engagement with stakeholders such as NTDC, Chamber of Commerce, RDA, Business Tasmania, Aus Industry and TasTAFE has reduced due to the resource availability, this will increase over the next few months. Businesses who need assistance with one-to-one advice are continually being referred to Business Tasmania and I have been receiving excellent feedback from the referrals. Any programs or initiatives being run by organisations are also being promoted to business owners to help support their diversification and to stay equipped with up-to-date skills involving marketing and online presence. <i>15/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	Strategy 2.2 Provision of relevant training and skills development programs to create a workforce for the future that meets the changing needs of business. : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	Strategy 2.3 Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses to live and work in Break O' Day. : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	↳ Key Focus Area 2.3.1 Brand - Understand and communicate the unique characteristics and differences of our communities and the Break O' Day area to foster a sense of pride and authenticity. : 100%	John Brown	-	
68%	01/07/2025	30/06/2026	Strategy 2.4 Support and encourage innovation and growth in the economy through local leadership; infrastructure provision; support services and customer focused service delivery. : 30 to 100 : 100% : 100%	John Brown	-	
62%	01/07/2025	30/06/2026	↳ Key Focus Area 2.4.1 Population - Monitor changes in an ageing population in order to understand and address challenges and opportunities this creates. : 100%	John Brown	-	Progress in this area is primarily linked to activities reliant on other agencies, pressure has been brought to bear on the Department of State Growth to progress the Strategic Regional Partnership Activity. Activity in this area has also been impacted to an extent by Council's Economic Development & Project Officer being on maternity leave. 27/04/2026
10%	01/07/2025	30/06/2026	↳ 2.4.1.1 Population Strategy - develop a strategy to respond to the ageing population of Break O' Day which encompasses the key initiatives required to slow the rate of ageing	Dilara Bedwell	John Brown	Work on this activity has been on hold pending the return of the Economic development Officer from Leave. Previous updates noted that following the Future Population Network workshops delivered by Lisa Denny, it is understood that State Growth need to work on a Population Strategy which will help shape regional Population Strategies. It should also be noted that it is not possible to "slow the rate" of ageing in Break O' Day. The region is expected to have minor population growth due to internal migration however the population will continue to age with the median age increasing from 56.5years to 61.1 years by 2038 (significantly above the Tasmania average). A larger proportion of the population will be 85 or older, moving from 2.8% (June 2024) to 7.1% by 2038. Equally, people aged 65 or older will move from 33.9% to 43.4% by 2038. When considering key initiatives to "slow the rate" of ageing, the region needs to focus on what the drivers of internal migration are i.e. why people leave BODC. From the Population Network workshops, it has been identified that the reason people leave BODC is mainly due to economic factors i.e. better jobs, better education, better housing elsewhere. These are deep economic issues which require a collaborative approach and actions from all levels involving community, Council, State and Fed government. 15/04/2026

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 2.4.1.2 ESRP Population - participate in the Eastern Strategic Regional Partnership (ESRP) analysis of the population on the East Coast	John Brown	Dilara Bedwell	The matter was raised with the ESRP Steering Committee, as noted in the previous item work is occurring through the Department of State Growth relevant to this action. There have been no ESRP meetings over the last quarter <i>15/04/2026</i>
100%	01/07/2025	31/12/2025	→ 2.4.1.3 Regional Population - participate in the NTDC Regional Population Strategy project	Dilara Bedwell	-	Council have provided feedback and participated in the project. Latest advice from NTDC is that the project is on hold pending the State Population Strategy. <i>27/04/2026</i>
75%	01/07/2025	30/06/2026	→ Key Focus Area 2.4.2 Housing - Develop an understanding of housing needs; advocate for and facilitate the construction of a range of housing solutions. : 100%	John Brown	-	Progress in this item is always slow due to the reliance on other agencies and organisations and progress is not readily visible. It was hoped that progress would pick up in the most recent quarter but Homes Tasmania have been abolished and are now being integrated into Building Tasmania and seem to be focussed on larger projects. We continue to be frustrated by Tasrail requirements with the Fingal Housing Project. <i>27/04/2026</i>
75%	01/07/2025	30/06/2026	→ 2.4.2.1 ESRP Housing - participate in the development of a housing needs analysis for the East Coast through the Eastern Strategic Regional Partnership (ESRP)	John Brown	-	The State Government is responsible for progressing this ESRP item, no discernible action is evident. The General Manager pushed for clarity on the direction at the last ESRP Steering Committee meeting with minimal response received. There have been no ESRP meetings in the last quarter. <i>15/04/2026</i>
75%	01/07/2025	30/06/2026	→ 2.4.2.2 Aged Housing - Pursue investment in construction of housing which meets the needs of our ageing population	Dilara Bedwell	-	The need for aged related housing was part of a discussion during a recent meeting between Council officers and Medea Park Residential Care. Discussions with Medea Park are currently on hold as they are focussed on a major upgrade project. <i>15/04/2026</i>
75%	01/07/2025	30/06/2026	→ 2.4.2.3 Council Investment - Examine and pursue opportunities for greater Council involvement in the provision of housing	Dilara Bedwell	-	Council officers continue to work with Homes Tasmania in relation to housing opportunities involving Council owned property. The proposed Fingal project is close to a valid Development Application and should progress further in the next few months, it continues to be delayed due to stormwater design requirements as a result of Tasrail position on this matter. Council officers are investigating an alternative approach. <i>15/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	↳ 2.4.2.4 Public and Emergency Housing - Lobby and work with the State Government and housing providers to build new affordable housing and emergency housing	John Brown	Dilara Bedwell	Council officers continue to work with Homes Tasmania in relation to housing opportunities involving Council owned property, it seems to be low on their priority list and has been affected by the internal changes in Department of State Growth and Homes Tasmania which has now been disbanded. 15/04/2026

ENVIRONMENT

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
71%	01/07/2025	30/06/2026	Strategy 3.1 Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions. : 100%	John Brown	-	
71%	01/07/2025	30/06/2026	↳ Key Focus Area 3.1.1 Appropriate Development: Encourage sensible and sustainable development through sound land use planning, building and design. : 100%	Jake Ihnen	-	Solid progress has been made by Council in relation to progressing key strategic planning work which will inform policy into the future. The Industrial Land Use Strategy and Scamander - Beaumaris Structure Plan are both close to finalisation and should be completed in the next few months. The Senior Town Planner vacancy will affect progress with new activities in the short term. <i>27/04/2026</i>
75%	01/07/2025	30/06/2026	↳ 3.1.1.1 Flood Prone Areas - Actively Participate in the State Emergency Service Flood Mapping Policy work and Update Flood Mapping data where appropriate to reflect climate change analysis	Jake Ihnen	Deb Szekely Polly Buchhorn	An update of Council's municipal flood model for Climate Change in 2100 with a medium-high emissions pathway was completed and mapping prepared, ahead of Council considering its implementation and use procedures in land use planning for future flood risks. At a state level, policy options for state <i>Land Use Planning and Building Control Policy for Flood Risk Management</i> are being finalised by the State Emergency Service and working group Council's Development Services Coordinator is part of. This follows the SES's Tasmanian Strategic Flood Mapping project. This cooperation and sharing of information enhance Council's work for flood resilience in Break O'Day. <i>22/04/2026</i>
75%	01/07/2025	30/06/2026	↳ 3.1.1.2 Regional Land Use Strategy - Participate in the development of the new Northern Tasmania Regional Land Use Strategy, resulting in adoption by Council	Jake Ihnen	-	Break O'Day participation in the review of the NTRLUS continues with Stage 3 (The Final Stage) nearing completion supported by fortnightly RPG meetings in anticipation of a 30 June completion date. Regional Workshop occurred on 18 March 2026 with a focus on settlement hierarchy and growth. Community consultation on the Strategic Directions closed on 15 March and feedback is being summarised to inform the strategy. Work is underway to review infrastructure capacity across the region to understand where future growth can be supported. Consultants are mapping land constraints and opportunities to help guide where future housing and development may occur. The RPG is reviewing this analysis and providing feedback. <i>27/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
90%	01/07/2025	31/05/2026	→ 3.1.1.3 Scamander-Beaumaris Structure Plan - Progress the project with the aim of addressing land use needs and development planning strategies for the Scamander-Beaumaris area; adoption by Council and commence progression of recommendations	Jake Ihnen	-	<p>The Final Report has now been drafted with Final Endorsement to Council to be undertaken. Awaiting resource to finalise the report due to vacant Senior Planner Position.</p> <p>The project progressed with the following milestones completed:</p> <ol style="list-style-type: none"> 1. Discussion paper received and review by staff and councillors; 2. Stage 1 Engagement completed and Engagement report received and reviewed by staff and councillors; 3. Draft Structure Plan received on 29/09/2025. 4. Era presented the draft Structure plan and Engagement report at the Workshop on 6/10/2025 5. Comment on the draft Structure Plan considered by Council at its meeting on 20 October. <p>The draft Structure Plan was released for public consideration with the Round 2 Engagement period being 3/11 to 30/11 27/04/2026</p>
90%	01/07/2025	30/06/2026	→ 3.1.1.4 Industrial Land Use Strategy - Finalise the Industrial Land Use Study resulting in adoption by Council, progress any Immediate Recommendations of the report/findings	Jake Ihnen	-	<p>Spatial Data Analysis has now been completed in consultation with the consultants (REMPPLAN) who are nearing completion of the report to be presented to Council at a future workshop and meeting for final endorsement. 09/04/2026</p>
25%	03/11/2025	30/06/2026	→ 3.1.1.5 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	Jake Ihnen	-	<p>The project plan and draft Project brief was discussed at the February Workshop. Further work is required in understanding the potential overlay and should include specific training to understand how the overlay is derived and utilised. The project work is progressing with further consideration of the scope of the project. Progress with the project now awaits resourcing to finalise the brief due to vacant Senior Planner Position. This project work will continue into the 2026/2027 Financial Year. 27/04/2026</p>
75%	01/07/2025	30/06/2026	Strategy 3.2 Increase the community's awareness of the natural environment, the pressures it faces and actions we can take to sustain it and what it provides. : 100%	John Brown	-	
68%	01/07/2025	30/06/2026	Strategy 3.3 Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it. : 100%	John Brown	-	

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
68%	01/07/2025	30/06/2026	→ Key Focus Area 3.3.1 Land and Water Management - Develop and implement strategies and activities that prevent land degradation and improve water quality within our rivers, estuaries and coastal areas. : 100%	Jake Ihnen	-	Good progress is being made across a wide variety of activity occurring in line with Annual Plan timeframes. Securing a resource to support the NRM Officer has been a great outcome enabling the NRM Officer to concentrate on high value activities. <i>27/04/2026</i>
75%	01/07/2025	30/06/2026	→ 3.3.1.1 Land and Water Management Activities - Facilitate and secure financial and human resources for activities to repair land and water resources and safeguard their health and productivity	Polly Buchhorn	-	After helping develop the Northern Drought Resilience Plan we continue to support its four-year implementation program. Two Break O'Day projects received funding in the first round of <i>QuickWins</i> grants for the program. Assistance was provided to projects working on local priorities including regional Weed Action Fund projects (tackling foxglove, serrated tussock and spiny rush) and a Davies waxflower conservation project. And new grant programs to be monitored and other resourcing opportunities sought. <i>22/04/2026</i>
75%	01/07/2025	30/06/2026	→ 3.3.1.2 Weed Management and Biosecurity - Manage weeds on Council properties; coordinating with other land managers and providing weed and biosecurity advice, information and compliance services and support	Polly Buchhorn	Jayne Richardson	Control of Council's weeds across the municipality has included treating foxglove, broom, mirror bush, blackberry, caper spurge, Spanish heath, thistles, fleabane, capeweed, gorse, and other weeds. Control work is conducted along our roads, at parks and reserves, waste transfer stations and MTD Trails. And we work with others to coordinated efforts, such as with the Parks and Wildlife Service and others to support volunteers who removed over 30,000 sea spurge plants from the beaches of Irapuna. Biosecurity and weed information, such as a monthly "Weed of the Month", and advice is provided to the community and landholders on weeds, feral cats, rabbits, deer and other pests. Landholders are supported with obligations to control their weeds such as pampas grass and foxglove, and including prospective property buyers receiving Declared weed information. Work on a formal process for volunteer weeding agreements on Council land is progressing. <i>22/04/2026</i>
20%	01/01/2026	30/06/2026	→ 3.3.1.3 Weed Action Plan - Complete review and update of weed priorities and strategies for Break O'Day and the community	Polly Buchhorn	David Jolly	Work on this strategic review and update, scheduled for the last half of the year, has been delayed. Weed strategy and control program management are being considered by Council's NRM Committee in relation to information and reporting for oversight. <i>22/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 3.3.1.4 Cat Management - Implement local priorities with community and regional partners to achieve Responsible Cat Ownership outcomes	Polly Buchhorn	David Jolly	<p>Council, working with the RSPCA and the local Vet, removed over 30 semi-owned and stray cats at Weldborough, adding to 40 cats the RSPCA had removed earlier. Further cat management actions are being planned for a second colony at Scamander and stray cat reports along the coast and conjunction with the Parks and Wildlife Service.</p> <p>A social media campaign on a range of issues, such as free feeding of strays, is part of our community information and education work to encourage 'responsible cat ownership'. The community response, with further conversation and comment, and raising neighbourhood stray cat problems, indicates its impact.</p> <p>22/04/2026</p>
75%	01/07/2025	30/06/2026	→ 3.3.1.5 Dog Management - Implement the Dog Management Policy collaboratively with Parks & Wildlife Service, interest groups and the community to achieve balanced outcomes	Polly Buchhorn	David Jolly	<p>We continue to work in conjunction with the North East Shorebird Working Group over the busy summer season, providing community information and advice on responsible dog ownership and enforcement. The Parks and Wildlife Service confirmed that Council's 2024 declared dog zones would be also authorised by them under their regulations and planning for new signage was started. Council hosted a BirdLife Australia workshop sharing their shorebird and dog management research, experience and education tools with community members and agencies in the northeast.</p> <p>22/04/2026</p>
75%	01/07/2025	30/06/2026	→ 3.3.1.6 George River and Bay Water Quality Management - Facilitate action in catchments and waterways of Georges Bay with landholders and community for sustainable production, rivercare, soil and Bay management	Polly Buchhorn	-	<p>Activity for this action and with the George River Farmer Landcare group continues to be low. The Australian Government has postponed its deadline for deciding on the proposed listing of native oyster reefs, which occur in Georges Bay, as a threatened marine ecological community to the end of April.</p> <p>22/04/2026</p>
75%	01/07/2025	30/06/2026	→ 3.3.1.7 Natural Resource Management Committee - Support the Committee to address objectives and priorities of the Environment and NRM Strategy and Action Plan	Polly Buchhorn	-	<p>A significant boost for the NRM Committee is new Council resources to support its work in future. Despite low numbers at Meetings the Committee has been active, considering weed management, the Scamander/Beaumaris Structure Plan project and participating in a workshop with the community for the Scamander Coastal Hazards and Flood Risks Adaptation Pathways project. Council was considering new appointments to the Committee following a public invitation for new members to join the Committee.</p> <p>22/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 3.3.1.8 Coastal Management – Work with community, landholders and government agencies on coastal management issues such as shorebird conservation, coastal access and use, cultural heritage and environmental awareness and skills	Polly Buchhorn	-	Progress continued on several fronts including participation in the Bay of Fires Master Plan project, responding to algal bloom reports, the threat of High Pathogenicity Avian Influenza to coastal wildlife and coastal hazards awareness. We made a submission on proposed amendment of the 'actively mobile landforms' provisions in the State Coastal Policy. Promoting community engagement and agency collaboration in shorebird management we hosted a regional workshop with BirdLife Australia and NRM North, and revised draft Terms of Reference to formalise the North East Shorebird Working Group. 22/04/2026
75%	01/07/2025	30/06/2026	Strategy 3.4 Recognise and alleviate the issues and risks to the environment from our use and the risk to us from a changing environment (for example flood and fire). : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	↳ Key Focus Area 3.4.1 Climate Change - Understand, address and evaluate the challenges of climate change in Break O'Day and develop and implement mitigation strategies. : 100%	John Brown	-	Our focus in the area of Climate Change continues to develop in a logical manner supported by the activities occurring at a regional level through NTARC. Excellent progress with the Scamander Coastal Hazard and Flood Management project has occurred with Council to receive the Final Report for adoption in April. 27/04/2026
75%	01/07/2025	30/06/2026	→ 3.4.1.1 Scamander Coastal Hazard and Flood Management - Implement coastal adaptation and flood risk mitigation and pathways planning project with community at Scamander River mouth	Polly Buchhorn	David Jolly	The Scamander River Mouth project has progressed, engaging over 120 participants and completing a Coastal Hazards and Pathways Adaptation Plan. A community workshop on the dynamic coastal and flood processes and hazards at the River Mouth, was followed by further workshops exploring risk mitigation options for the around \$70M of public and private assets and values potentially be exposed. And further consultation helped developed an pathways adaptation plan from an evaluation of the selected mitigation scenarios. The Plan recommends early no-regrets mitigation options and planning of these immediate on-ground works is underway. 22/04/2026
75%	01/07/2025	30/06/2026	→ 3.4.1.2 Council Climate Change Action - Pursue Council's mitigation and adaptation priorities, such as reducing carbon emissions, climate risk management, asset management and reducing future natural disaster risks	Polly Buchhorn	-	Progress continues across the Climate Action priorities of Council. A start to electrification of the vehicle fleet and new solar power generation are underway to reduce our carbon emissions account. Flood maps have been remodelled for future Climate Change to underpin planning to avoid development being flood prone. This and other activity on the priorities across the organisation, for example climate-ready asset management, is being followed by Council's Management Team. We are also engaged in cross-government capacity and policy initiatives and opportunities. 22/04/2026

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 3.4.1.3 Climate Change and the Community - Collaborate with the community, industry and governments to raise awareness and secure resources to act together on the shared challenges and risks facing everyone	Polly Buchhorn	Jayne Richardson	<p>Rooftop owners in Break O'Day will be supported to increase energy generation in Break O'Day by using the 'SunSPOT' online calculator to design and plan solar PV systems independently. Addition of LiDAR data to improve the mapping capabilities of the service in Break O'Day has been delayed.</p> <p>Tasmanian Councils <i>Climate Healthy Communities Project</i> produced a Blueprint for community resilience. The project was an initiative of the Northern Tasmania Alliance of Resilient Councils partnership (NTARC), with the Department of Health, Menzies Institute and others with a state Healthy Focus Grant. We are also participating in NTARC's regional <i>Building Climate Resilience</i> project, contributing to its early work on the local government roles and responsibilities in Climate Change and measuring organisational resilience.</p> <p>22/04/2026</p>
75%	01/07/2025	30/06/2026	→ 3.4.1.4 Climate Change and Council - Work actively in the Northern Tasmania Alliance of Resilient Councils partnership to advance Council's climate governance, support local climate action and participate in regional and state initiatives	Jayne Richardson	Polly Buchhorn	<p>The Executive, Governance and NRM Officers continue to work with the Northern Tasmania Alliance of Resilient Councils (NTARC) and its Project Manager to supporting the partnership and its activities, including council cooperation on climate action priorities across the northern region and advice on communication activities.</p> <p>The Tasmanian Councils <i>Climate Healthy Communities Project</i>, an NTARC initiative, was completed with a \$100,000 grant. We are also pursuing our Climate Action Plan priorities by participating in NTARC's <i>Northern Tasmanian Councils Building Climate & Disaster Resilience Project</i>, which has \$450,000 of funding from the Drought Resilience Fund (DRF). And we work with wider local government networks on climate resilience, including the Local Government Association of Tasmania and joining a coastal hazards project by several Tasmanian councils to improve coastal erosion and inundation risk assessments, using a \$420,000 DRF grant.</p> <p>22/04/2026</p>

INFRASTRUCTURE

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
19%	01/07/2025	30/06/2026	Strategy 4.1 Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area. : 100%	John Brown	-	
19%	01/07/2025	30/06/2026	↳ Key Focus Area 4.1.1 Community Facilities: Provide community facilities that encourage participation and supports the lifestyle of residents and growing visitor numbers. : 100%	John Brown	-	As noted within the reporting for individual activities, many of them rely on progressing the St Helens - Binalong Bay Liveability Strategy. Resources have been secured to progress the Liveability Strategy and work has commenced on a Project Plan and process to develop a Consultants Brief. Work on the project will accelerate in May as the external resource becomes more available. <i>27/04/2026</i>
0%	01/07/2025	30/06/2026	↳ 4.1.1.1 St Helens Sports Complex Master Plan - incorporate progress of this within the ESRP St Helens - Binalong Bay Liveability Strategy and the ESRP St Helens District High School investigation	Chris Hughes	-	No progress was made on this project during the third quarter. <i>02/04/2026</i>
75%	01/07/2025	30/06/2026	↳ 4.1.1.2 Georges Bay Activation Strategy - commence implementation of the Strategy in line with identified priorities	Chris Hughes	David Jolly	Council has completed the installation of the solar lights along the foreshore shared pathway, from St Helens Wharf to O'Connors Beach. The solar lights have been installed to improve safety and usability of the pathway during evening and early morning hours. This project demonstrates progress toward the broader goals of the Activation Strategy, creating a more welcoming and activated foreshore area for both residents and visitors. Extension of the lighting on O'Connors Beach has been considered by Council and will form part of the 2026-27 Budget. Resurfacing works on the Foreshore Track has been undertaken. Council officers are having preliminary discussions regarding infrastructure requirements and design for O'Connors Beach given the increased use which is occurring. <i>15/04/2026</i>
0%	01/07/2025	30/06/2026	↳ 4.1.1.3 Georges Bay Activation Strategy - incorporate progress of this within the ESRP St Helens - Binalong Bay Liveability Strategy	David Jolly	-	The development of the Liveability Strategy is yet to commence. Progress on the Georges Bay Activation Strategy will be incorporated as it advances. <i>15/04/2026</i>
0%	01/07/2025	30/06/2026	↳ 4.1.1.4 St Helens Foreshore Master Plan - incorporate progress of this within the ESRP St Helens - Binalong Bay Liveability Strategy	David Jolly	Chris Hughes	The development of the Liveability Strategy is yet to commence. Progress on the St Helens Foreshore Master Plan will be incorporated as it advances. <i>15/04/2026</i>
33%	01/07/2025	30/06/2026	Strategy 4.2 Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle. : 100%	John Brown	-	

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
33%	01/07/2025	30/06/2026	→ Key Focus Area 4.2.1 Towns: Create townships that are vibrant and welcoming through improvements to infrastructure such as streetscapes, parking, safety and signage. : 100%	John Brown	-	As noted within the reporting for individual activities, many of them rely on progressing the St Helens - Binalong Bay Liveability Strategy. Resources have been secured to progress the Liveability Strategy. <i>27/04/2026</i>
75%	01/07/2025	30/09/2025	→ 4.2.1.1 St Marys Parking Strategy complete the car parking strategy for St Marys providing a long term plan for off-street parking	David Jolly	-	The DRAFT St Marys Parking Strategy was written during the quarter ending March 2026 and will undergo internal management review during April, and subsequent review by Councillors. <i>15/04/2026</i>
0%	01/07/2025	30/06/2026	→ 4.2.1.2 St Helens Parking Strategy - Ensure long term plan for off-street parking is incorporated within the ESRP St Helens - Binalong Bay Liveability Strategy	David Jolly	-	At quarter end, March 2026, the development of the Liveability Strategy has not yet commenced. The St Helens Parking Strategy will be incorporated as it progresses. <i>15/04/2026</i>
25%	01/07/2025	30/06/2026	→ 4.2.1.3 ESRP St Helens - Binalong Bay Liveability Strategy - develop scope of the project through the engagement of consultants to undertake the project with commencement to follow this engagement process	John Brown	-	Initial steps have been taken to progress this substantial work through the engagement of a Strategic Project Lead to move the project forward. Work on this activity will accelerate in April. <i>15/04/2026</i>
73%	01/07/2025	30/06/2026	Strategy 4.3 Develop and maintain infrastructure assets in line with affordable long-term strategies. : 100%	John Brown	-	
50%	01/07/2025	30/06/2026	→ Key Focus Area 4.3.3 Recreational Facilities: Support an outdoor, active and healthy lifestyle for residents and visitors through a range of recreational facilities including walking trails, bike trails and other identified infrastructure. : 100%	John Brown	-	Variable progress in this KFA with the finalisation of the draft Aquatic Facility Feasibility Analysis occurring in April which is a significant achievement. This project has taken very substantial internal resources over the last 6 months and will continue to do so in coming months. The Liveability Strategy progress is also partly affecting progress. <i>27/04/2026</i>
0%	01/07/2025	30/06/2026	→ 4.3.3.1 St Helens to Binalong Bay Link - Incorporate within the ESRP St Helens - Binalong Bay Liveability Strategy and complete project planning preliminaries	David Jolly	-	At quarter end, March 2026, the development of the Liveability Strategy has not yet commenced. The St Helens to Binalong Bay Link will be incorporated as it progresses, with updated route options and costings provided to Council during the 2024–25 financial year. Preliminary project planning is yet to commence. <i>15/04/2026</i>
75%	01/07/2025	30/06/2026	→ 4.3.3.2 Recreational Trails Strategy - continue implementation of the outcomes of the Strategy with an initial focus on the- St Marys to Cornwall Trail detailed investigation and activating community assistance with activities listed in the Recreational Trails Strategy	Chris Hughes	Jayne Richardson	Council continues to implement the Recreational Trails Strategy, with a current focus on the St Marys to Cornwall Trail. The draft Scope of Works and Construction documents have been reviewed; however, the project is currently on hold until harvesting operations in the vicinity of the rail trail are complete. <i>02/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
100%	01/07/2025	31/03/2026	→ 4.3.3.3 Aquatic Facility - finalise report to Council on the feasibility of the establishment of a centre incorporating a swimming pool and hydratherapy pool to enable Council to make a decision on whether to progress	Raoul Harper	-	<p>Since the previous update, the community consultation process for the Aquatic Facility Feasibility Study has been completed. Feedback received through the consultation is being consolidated into a formal Consultation Outcomes Report to be presented to Council.</p> <p>An agenda item will be brought to the April Council meeting to present the consultation outcomes and supporting officer analysis, and to seek a Council decision on whether to progress to Phase 2 of the adopted Project Methodology—being the development of a detailed Business Case - or to conclude the project at the feasibility stage.</p> <p>The Annual Plan action related to completion of the Aquatic Facility Feasibility Study and associated community consultation has now been delivered in full. Any future work, including the potential development of a Business Case, is subject to a separate Council decision and would constitute a new and distinct phase of work.</p> <p>02/04/2026</p>
25%	01/07/2025	31/12/2025	→ 4.3.3.4 Recreation and Community Facility Review - develop the scope and process to undertake the review	Raoul Harper	-	<p>Progress on this project has remained largely unchanged during the reporting period. Efforts to date have continued to focus on the collection, validation and consolidation of condition data for community and recreational assets, together with systems development required to support future asset management activities.</p> <p>In progressing the development of the Strategic Asset Management Plan, it has become evident that Parks, Reserves and Open Space assets require comprehensive condition assessments, the development of maintenance schedules, and an up-to-date revaluation prior to a formal review being undertaken. While the importance of the Community and Recreational Facilities review is recognised, other asset management related priorities have taken precedence during the year to date.</p> <p>10/03/2026</p>
82%	01/07/2025	30/06/2026	→ Key Focus Area 4.3.1 Roads and Streets: Develop a well-maintained road network that recognises the changing demands and requirements of residents and visitors. : 100%	John Brown	-	<p>The main area of focus during the first six months has been the development of the Transport Master Plan which is now very close to being presented for final consideration by Council.</p> <p>23/01/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 4.3.1.1 State Road Network - State Road Network - participate in the Tasman Highway Corridor Strategy project, advocating for outcomes that benefit the Break O'Day community	David Jolly	-	Progress with the Corridor Strategy rests with the Department of State Growth at the current time. The Department published a Consultation and Feedback Findings Summary – <i>Tasman Highway Corridor Strategy</i> in February 2025 (refer: https://www.transport.tas.gov.au/_data/assets/pdf_file/0008/565154/Attachment-1-Tasman-Highway-Corridor-Strategy-Consultation-and-Feedback-Findings-Feb-2025-FINAL.pdf). As at 31 March 2026, the Department has not yet released the Corridor Strategy and which is expected during 2026, noting that the strategy aims to identify opportunities for improvement to meet the expected needs of road users and communities along the corridor and includes the identification of safety issues, active and public transport opportunities, and investment opportunities. 15/04/2026
75%	01/07/2025	30/06/2026	→ 4.3.1.2 St Marys Pass - actively participate in Department of State Growth processes to examine the replacement of the St Marys Pass	David Jolly	-	State Growth launched the options assessment for the Esk Main Road at St Marys Pass project in 2023, evaluating seven potential routes—two retaining St Marys Pass and five proposing alternatives, including the 'S' Road. Council's advocacy ahead of the 2025 Federal Election secured \$10 million in commitments from both major parties, marking a key step toward implementation. No further updates or correspondence have been since the end of June 2025 . 15/04/2026
95%	01/07/2025	31/12/2025	→ 4.3.1.3 Transport Master Plan - Develop the Transport Master Plan 2025-2030	David Jolly	-	Development of the Transport Master Plan 2025–2035 is progressing. During the September quarter, work focused on confirming objectives and priorities and aligning the plan with broader strategic directions, including consideration of current and forecast transport issues and closure of the 2013–2018 Transport Master Plan. Councillor feedback was sought at the August Council workshop and has informed minor amendments to the plan's initial scope. At the end of March 2026, the FINAL Draft Transport Master Plan 2025-2035 was included in the Councillor Workshop papers for information and discussion at the April Workshop and will flow through to the April Council meeting. 27/04/2026
87%	01/07/2025	30/06/2026	→ Key Focus Area 4.3.2 Waste Management - Provide access to affordable services and facilities that foster a circular economy approach to Waste Management. : 100%	John Brown	-	Excellent progress continues to be made across a range of activities in this KFA with a lot of focus on strategic work and important strategic infrastructure items which will shape Council's waste management activities for coming decades.. Importantly a permanent location for the Recycle Rewards facility has been secured. 27/04/2026

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 4.3.2.1 Waste Education - Implement communications activities to effectively promote the principles of Reduce, Reuse and Recycle	Jayne Richardson	David Jolly	<p>The Works Department has just implemented Waste Tags that indicate whether a resident has contamination in their recycling or waste bins. The Communications Team (The Executive Officer and Governance Officer) will be working with the works team to develop an appropriate education campaign using the tags as a new platform to rediscuss waste contamination.</p> <p>The Governance Officer and the Executive Officer have been working with the Works Team and the Manager for Infrastructure and Development Services to share waste education and information with our community. Activities in this space to date include:</p> <ul style="list-style-type: none"> • Promoting and sharing information about the Garage Sale • Hazardous Waste Collection Days • Changes to the Kerbside Collection Services which included information on recycling • Promoting the Recycle Rewards Program • Promotion of the Waste Not Awards <p>Facebook posts about waste collection over the holidays were scheduled in advance for the Christmas period.</p> <p>Posts using resources from Recycle Coach were also scheduled to provide guidance on disposing of specific items during the holidays, such as gift wrapping, Christmas lights, and food scrap</p> <p>09/04/2026</p>
75%	01/07/2025	30/06/2026	→ 4.3.2.2 Northern Tasmanian Waste Management Partnership - Participate at a regional level to implement the Regional Strategic Plan 2024-2028 progressing State Government and regional resource recovery initiatives that support and drive a Circular Economy	John Brown	David Jolly	<p>Council Officers are representing Council on the Steering and Technical Committees of Circular North (CN). CN resources were used to assist with developing the BODC Waste Strategy.</p> <p>15/04/2026</p>
90%	01/07/2025	31/03/2026	→ 4.3.2.3 Scamander Inert Waste Landfill - Develop Scamander Waste Transfer as an Inert Landfill Site - Complete the detailed engineering design phase for the landfill site and submit the finalised design for approval to the Tasmanian Environmental Protection Agency	David Jolly	-	<p>Design work for the development of the Scamander Waste Transfer Station as an Inert Landfill progressed significantly during the period. An update report was provided to the July Council Workshop, and the Scamander Landfill Master Plan was finalised in August, allowing the project to move into the detailed engineering design phase. A draft final design, consistent with legislative requirements and best-practice guidelines, was presented to a Council workshop in early December. As at the end of March 2026, the final design documentation is undergoing peer review in preparation for submission to the Tasmanian Environmental Protection Authority (EPA) in the coming quarter.</p> <p>15/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
90%	01/07/2025	30/04/2026	→ 4.3.2.4 Scamander Waste Handling Facility - Conduct a detailed cost analysis to within 15% accuracy of the approved compactor replacement options as determined by the Council in the 2024-2025 financial year	David Jolly	-	<p>Council officers have completed a detailed cost analysis of two preferred options for replacing the compactor at the Scamander Waste Handling Facility. Over the past twelve months, several bulk waste handling solutions were assessed from both operational and cost perspectives. From this review, two options emerged as the most viable:</p> <p>Option 1: Replace the existing compactor with similar equipment.</p> <p>Option 2: Construct a trailer loading bay to accommodate 90 m² side-tipping trailers, similar to the arrangement at the Lantana Waste Facility.</p> <p>These options were further refined in the quarter ending December 2025, with detailed Net Present Value (NPV) cost models developed and presented to Councillors for review at the February Council Workshop. As at the end of March 2026, Option 2 (the preferred option from an NPV perspective) and its associated financial implications on the Long Term Financial Plan have yet to be considered as part of the 2026/27 capital budget preparations, with construction proposed to commence in the early part of the 2026–27 financial year, subject to budget endorsement. Implementation of Option 2 is considered a high priority, given the existing compactor is rapidly approaching the end of its useful operating life and is planned to be removed by Southern Waste Solutions prior to December 2026.</p> <p><i>15/04/2026</i></p>
100%	01/07/2025	31/12/2025	→ 4.3.2.5 Container Deposit Scheme - Partner with State Government endorsed CSR Network operators for the establishment of a permanent receiving site at St Helens in alignment with the State Governments implementation schedule	David Jolly	-	<p>Pre-December 2025 - Council guided and worked with State Government-endorsed Container Refund Scheme (CRS) Network operators to establish a permanent container receiving site at St Helens, in alignment with the State Government's implementation schedule. In August 2025, Council officers, including the General Manager, met with TOMRA representatives to discuss potential locations for a receiving container kiosk at the St Helens Recreation Ground. Following this meeting, TOMRA delivered a workshop presentation to Council outlining available options and key considerations. Council officers subsequently met with TOMRA on site in December 2025 to discuss the detailed requirements for establishing a permanent kiosk at the location.</p> <p>Update – Quarter ending March 2026 - During the quarter ending March 2026, a workable agreement was reached with TOMRA for the placement of the container receiving kiosk at the St Helens Recreation Ground, with the associated development being approved. TOMRA is now progressing arrangements and is working towards installation of the kiosk in the next quarter.</p> <p>The above effectively closes this Annual Plan action</p> <p><i>15/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
90%	01/07/2025	31/12/2025	↳ 4.3.2.6 Waste Management Strategy - Complete the development of a Strategy aligned with the Circular North Strategic Plan 2025-2030 to guide Council operations, infrastructure development, service delivery & circular economy	David Jolly	-	<p>Significant resources have been allocated to the development of the Waste Management Strategy during the year to date. Strategy development has been influenced by the Circular North Strategic Plan 2025–2030 and is intended to guide Council operations, inform infrastructure planning, and support the transition to a circular economy at a local level. Draft goals and actions for councils Strategy were prepared during the September quarter, informed by analysis of Council's current and forecast waste management operations, and were subsequently reviewed by Councillors in December 2025. During the quarter ending March 2026, the final draft Strategy was reviewed internally by Council's Management Team and is intended to be presented to Councillors for consideration in May 2026.</p> <p>15/04/2026</p>

SERVICES

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
50%	01/07/2025	30/06/2026	Strategy 5.1 Improve accessibility to a range of quality services and programs by advocating and pursuing for local delivery. : 100%	John Brown	-	
25%	01/07/2025	30/06/2026	→ Key Focus Area 5.1.1 Youth - Understand the needs of Break O'Day young people to better support and advocate for them. : 100%	John Brown	-	Slow progress has happened in this KFA due to resource constraints. T has been addressed through the recruitment of a replacement for the Mental Health & Wellbeing Coordinator who is about to start in the role. <i>27/04/2026</i>
0%	01/07/2025	30/06/2026	→ 5.1.1.1 Youth Voice to Council - Establish a youth voice to Council, to enable the Youth Collective to share youth voices about issues important to young people and their advocates	Chris Hughes	-	This project has been delayed due to limited staff resources. Council remains committed to delivering these programs, and work will resume as soon as the necessary staffing capacity and support are available. <i>02/04/2026</i>
0%	01/07/2025	31/03/2026	→ 5.1.1.2 Youth Strategy - Co-Design a Youth Strategy with the community for Break O'Day	Chris Hughes	Jenna Barr	This project has been delayed due to limited staff resources. Council remains committed to delivering these programs, and work will resume as soon as the necessary staffing capacity and support are available. <i>02/04/2026</i>
75%	01/07/2025	30/06/2026	→ 5.1.1.3 Live4Life – Support and promote the work of Youth Live4Life in Break O'Day as a member of the Partnership Group and contribute to program outcomes as appropriate	Chris Hughes	-	Council continues to support and promote the Youth Live4Life program in Break O'Day. As a member of the Partnership Group, Council contributes to initiatives that enhance the health, wellbeing, and resilience of young people across the municipality. <i>02/04/2026</i>
75%	01/07/2025	30/06/2026	→ Key Focus Area 5.1.2 Health and Mental Health - Improve health and mental health outcomes by ensuring programs reflect community needs and are accessible and inclusive. : 100%	John Brown	-	Activities in this area continue to tick along as planned as they are generally ongoing activities. <i>27/04/2026</i>
75%	01/07/2025	30/06/2026	→ 5.1.2.1 Local Services - Strengthen relations with all service providers to ensure the number of services to be delivered within our community continues to grow	Chris Hughes	-	Council continues to strengthen relationships with service providers to support the growth and availability of services within the community through the facilitation of Network Meetings. These meetings foster strong partnerships and collaboration across sectors, and the information gathered is shared with the community via the Support Services Directory on Council's website. <i>02/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ 5.1.2.2 Mental Health - Participate in networks and activities to advocate for, and support delivery of, mental health initiatives and outcomes for our community	Chris Hughes	-	Council staff continue to participate in networks and initiatives that support mental health within the community. This work focuses on advocacy for improved services, the sharing of information, and support for the delivery of programs and initiatives that enhance mental health outcomes for residents of Break O'Day. <i>02/04/2026</i>
75%	01/07/2025	30/06/2026	→ 5.1.2.3 Leadership and Advocacy - Provide local leadership, advocacy and connection for service providers and community on health, mental health and wellbeing to ensure provision of services reflects community needs	Chris Hughes	Jenna Barr	Support continues for health, mental health, and wellbeing service providers through local network meetings that facilitate connection and collaboration across the sector. These sessions provide an opportunity to identify service gaps and explore ways to adapt or expand existing programs to better meet the needs of the community. <i>02/04/2026</i>
72%	01/07/2025	30/06/2026	Strategy 5.2 Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community. : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	→ Key Focus Area 5.2.1 Education Skills and Training - Improve employment pathways and outcomes and greater personal development through delivery of programs locally which meet the needs of Industry and the community. : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	↳ 5.2.1.1 Education Pathways - Leverage findings from the East and Northeast Coast Education, Training and Employment Pathways report and workshop to identify priority next steps. Support the establishment and operation of a Study Hub to meet educational needs	John Brown	Dilara Bedwell	Council is providing support to establishment of the Study Hub through the General Manager being the Interim Chairperson of the Board and bookkeeping assistance through the Corporate Services Department. The Study Hub is operational with the fitout and installation of equipment completed. A Community Open Day occurred on 22 October with the official opening occurring on 18 February involving the Federal Minister for Skills, Andrew Giles, and Premier Jeremy Rockliff officiating. Recruitments have now been completed for the Study Hub team. The Board is working on policy development and a range of relationship establishment activities. <i>15/04/2026</i>
69%	01/07/2025	30/06/2026	→ Key Focus Area 5.2.2 Access and Inclusion - Foster a culture of inclusion within our community by facilitating equitable access to opportunities, information and services. : 100%	John Brown	-	Progress in this KFA has been impacted by the situation regarding the Reconciliation Action Plan and Local Action Plan, this will move forward over the next few months. <i>27/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
50%	01/07/2025	30/06/2026	→ 5.2.2.1 Foster Opportunities - Provide leadership and work in partnership with community and service providers to create inclusive and equitable opportunities for everyone to feel valued and contribute meaningfully to their community	Chris Hughes	Jenna Barr	Council staff continue to collaborate with community members and service providers to support projects and programs that are inclusive and equitable. Through active listening, partnership in local initiatives, and the provision of guidance and resources, Council aims to ensure that all residents of Break O'Day feel valued and are able to participate in activities that contribute meaningfully to their community. <i>02/04/2026</i>
75%	01/07/2025	30/06/2026	→ 5.2.2.2 Reconciliation Action Plan - monitor situation with Reconciliation Tasmania	Chris Hughes	-	Council is currently reviewing the draft Plan, with a focus on identifying and incorporating additional local actions. A draft document has been prepared for Council adoption, with the aim of ensuring it reflects the needs and priorities of Break O'Day and supports meaningful reconciliation outcomes. <i>02/04/2026</i>
75%	01/07/2025	31/12/2025	→ 5.2.2.3 Local Action Plan - determine the approach with the Council towards working with the local Aboriginal community to develop a Local Action Plan	Chris Hughes	Jenna Barr	Council has identified the development of a Local Action Plan as a key step in working in partnership with the local Aboriginal community. The Plan will guide initiatives that strengthen relationships, foster respect, and create opportunities for Aboriginal and Torres Strait Islander peoples in Break O'Day. The document is currently awaiting adoption by Council. <i>02/04/2026</i>
75%	01/07/2025	30/06/2026	→ 5.2.2.4 Equitable Access - Advocate for, support, and facilitate actions to improve access to services, information and opportunities	Chris Hughes	Jenna Barr	Council continues to advocate for, support, and facilitate initiatives that improve access to services, information, and opportunities for the community. Council staff continue to support Access 2 Health and its initiatives, which aim to improve communities' ability to obtain timely, affordable, and appropriate health services and support when needed. <i>02/04/2026</i>
75%	01/07/2025	30/06/2026	Strategy 5.3 Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs. : 100%	John Brown	-	

2025 – 2026 CORPORATE PLANNING ACTIVITIES PLAN

FINANCIAL ACCOUNTABILITY

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
81%	01/07/2025	30/06/2026	Financial Management	Raoul Harper	-	<p>Council's financial management continues to be undertaken within a structured governance and reporting framework that supports informed decision-making, transparency and long-term financial sustainability.</p> <p>Council receives regular financial performance reporting, including operating results, capital works delivery and budget variations, with oversight provided through Council meetings and the Audit Panel. Financial assumptions and longer-term affordability are informed by the Long-Term Financial Plan, which is being progressively refined alongside the Strategic Asset Management Plan to strengthen alignment between asset condition, renewal priorities and financial capacity.</p> <p>Strong internal controls, active cash and investment management, and ongoing monitoring of financial risks support Council's day-to-day financial operations. External advice and independent assurance processes are utilised where appropriate to support compliance, audit outcomes and good governance.</p> <p>Financial management activities continue to focus on maintaining service delivery, managing financial risk and ensuring Council's resources are applied in a sustainable and responsible manner.</p> <p><i>02/04/2026</i></p>
75%	01/07/2025	30/06/2026	→ Audit Panel - Meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel : 100%	Raoul Harper	-	<p>The October, December and March Audit Panel meetings occurred in line with the agreed meeting schedule.</p> <p><i>15/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ Long Term Financial Plan - Strengthen the integration of financial and asset management systems and processes to ensure the Long-Term Financial Plan is informed by accurate asset data, lifecycle costs, and renewal priorities : 100%	Raoul Harper	David Jolly	<p>The Strategic Asset Management Plan has progressed to near-finalisation, informed by an updated Long-Term Financial Plan as at 1 January 2026. The LTFP and SAMP have been developed in parallel, with asset condition data, lifecycle costs, renewal profiles and service-level considerations directly informing long-term financial modelling.</p> <p>This process has materially strengthened the integration between Council's financial planning and asset management frameworks. Renewal and capital investment assumptions within the LTFP are now aligned with asset condition, risk and priority information contained within the SAMP, providing a more robust and defensible basis for long-term financial decision-making.</p> <p>Once the SAMP has completed management review and finalisation, the Long-Term Financial Plan will be updated to fully reflect the finalised asset management assumptions. This update will occur as part of Council's normal planning and budget refinement processes.</p> <p>The intent of the Annual Plan action - to strengthen the integration of financial and asset management systems and ensure the Long-Term Financial Plan is informed by accurate asset data, lifecycle costs and renewal priorities is close to finalisation.</p> <p><i>02/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
50%	01/07/2025	30/06/2026	→ Internal Audit - Complete Council's internal audit schedule and implement high-priority recommendations to strengthen financial controls and risk oversight : 100%	Raoul Harper	Angela Matthews	<p>Council's internal audit activity over recent years has been deliberately focused on addressing long-standing Tasmanian Audit Office (TAO) findings, which have now materially reduced as a result of sustained management effort and Audit Panel oversight. This work has directly strengthened financial controls, governance maturity and compliance outcomes.</p> <p>Given the scale and complexity of these legacy matters, internal audit resources have been prioritised toward remediation and closure of high-risk TAO findings rather than completion of the broader internal audit schedule. This has resulted in tangible risk reduction but has limited capacity to progress lower-priority audits within the original program.</p> <p>Oversight of this work continues through the Audit Panel, which regularly reviews outstanding findings, management responses and progress achieved. With the majority of legacy TAO issues now substantially addressed, Council is well positioned to transition internal audit activity from remediation-focused work to a more structured and forward-looking assurance program.</p> <p>The next phase of internal audit will focus on establishing a more formal, outsourced internal audit model, designed to deliver planned audits and follow-up with minimal direct input from management. This approach will support consistency, independence and sustainability of internal audit activity while maintaining strong Audit Panel oversight.</p> <p><i>02/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ Service Level Agreements - Establish and implement service level agreements and contracts for Financial, Asset Management, and IT services to clarify responsibilities, performance expectations, and support consistent service delivery : 100%	Raoul Harper	Angela Matthews	<p>Council has continued to strengthen the use of service level agreements and contractual arrangements to clarify responsibilities, performance expectations and accountability across key corporate service functions.</p> <p>Service delivery arrangements for Strategic Asset Management services are in place and operating effectively. Financial management services are not yet subject to a detailed SLA although the support and standard of the services aligns with the requirements of Council at this time. The services combined support the delivery and ongoing maintenance of core planning and governance instruments including the Long-Term Financial Plan and the Strategic Asset Management Plan. These arrangements provide high-quality, specialist external support to management and Council decision-making and support more informed funding and investment allocations.</p> <p>In relation to IT services, Council has progressed an open procurement process for a new Managed IT Services Agreement to an advanced stage. The Request for Proposal process has required respondents to clearly articulate service delivery models, service level commitments, performance reporting, escalation arrangements and accountability mechanisms. Evaluation of submissions is nearing completion, with the preferred service model and service level framework now clearly defined.</p> <p>Once the Managed IT Services procurement process is finalised and the agreement executed, Council will have formalised service level arrangements in place. Ongoing performance monitoring and contract management will occur through normal business as usual governance arrangements.</p> <p>02/04/2026</p>
100%	01/07/2025	31/03/2026	→ Depreciable Lives - Review depreciable lives for all major asset classes to ensure consistency with updated asset condition data and align depreciation charges with realistic asset consumption and report as required to Audit Panel and GM : 100%	Raoul Harper	Angela Matthews	<p>The Strategic Asset Management Plan has progressed to near-finalisation, with validated condition and valuation information now embedded across relevant asset classes. This confirms that the depreciable lives review is not dependent on further SAMP development.</p> <p>The annual depreciable lives review has been completed, with material asset classes reviewed and depreciation assumptions updated where supported by evidence. Remaining work associated with asset register integrity and condition data validation—particularly for Buildings and Unsealed Roads is being addressed through normal business-as-usual asset management and annual financial reporting processes.</p> <p>No further action is required to complete the depreciable lives review at this time.</p> <p>02/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ Financial Governance - Review and update key financial management policies to ensure alignment with current legislation, risk appetite, and long-term financial strategy	Raoul Harper	-	<p>Since the previous update, the key asset planning documents that inform Council's long-term financial decision-making have progressed substantially. The Transport Master Plan has been finalised and the Strategic Asset Management Plan is now nearing completion, providing a clearer and more robust picture of asset risks, renewal pressures and future investment requirements.</p> <p>This progress materially strengthens the basis for reviewing Council's Financial Management policies. With a more complete and reliable asset evidence base now available, updates to the Financial Management Strategy and Long-Term Financial Plan can be undertaken with greater confidence that financial settings are aligned to Council's actual service obligations, asset profile and funding capacity.</p> <p>The review of Financial Management policies will therefore proceed following final Council endorsement of the Strategic Asset Management Plan, ensuring consistency and alignment across Council's asset management, financial planning and governance frameworks. The delay created through the Building Asset Class data requiring a significant internal review to the delivery of the SAMP will create a challenge for the update of the Financial Management Strategy to be complete in time for Council Budget deliberations.</p> <p><i>02/04/2026</i></p>
75%	01/07/2025	28/02/2026	→ Capital Project Scoping - Work with teams to ensure capital projects are properly scoped before budget consideration taking into account asset condition, usage & funding constraints. Embed consistent scoping standards to support better project planning & long-term decision-making	Raoul Harper	David Jolly	<p>The draft Capital Projects Scoping Template is complete and will be taken to the upcoming management meeting for review.</p> <p><i>02/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
100%	01/07/2025	30/06/2026	→ Climate Risk - Integrate climate risk and resilience considerations into long-term asset and financial planning to ensure future service sustainability under changing environmental conditions	Raoul Harper	David Jolly	<p>Climate risk and resilience considerations are now embedded within Council's long-term asset and financial planning frameworks. The Transport Master Plan incorporates climate exposure, resilience and network integrity as core planning themes, explicitly addressing risks associated with flooding, landslip, bushfire, coastal exposure and extreme weather events.</p> <p>These considerations are being integrated with the Strategic Asset Management Plan and Long-Term Financial Plan, ensuring that asset renewal priorities, capital investment decisions and long-term funding assumptions reflect climate-related risk and service continuity requirements.</p> <p>As a result, climate risk is no longer considered in isolation but is addressed through Council's mainstream asset management, financial planning and prioritisation processes, materially reducing the risk of unplanned service disruption and financial pressure arising from changing environmental conditions.</p> <p><i>02/04/2026</i></p>
85%	01/07/2025	30/06/2026	→ Asset Revaluations - Plan and deliver Council's scheduled asset revaluations to ensure accuracy in financial reporting, alignment with condition data, and integration with depreciation and long-term planning	Raoul Harper	-	<p>Revaluation data for Council's Building asset class is currently being finalised by Council's Strategic Asset Management contractor. This work focuses on completing validation of the most recent revaluation using updated condition assessment information and reconciled asset records, prior to submission to the Audit Panel and General Manager.</p> <p>No further revaluations of the Building asset class are planned for the current financial year, other than standard end-of-financial-year indexation in line with Council's established revaluation framework.</p> <p>Across other asset classes, revaluations have been undertaken in accordance with Council's documented end-of-financial-year revaluation approach. This ensures asset values remain appropriate for financial reporting purposes and are consistently reflected in depreciation, asset management planning and long-term financial planning.</p> <p><i>02/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
81%	01/07/2025	30/06/2026	Financial Sustainability : 100%	Raoul Harper	-	<p>Council's financial sustainability position was independently assessed through the Auditor-General's Report – Volume 4 (Local Government), which was presented to Council through a workshop during the current reporting period. The report provides an objective assessment of Council's financial position relative to the broader rural local government sector.</p> <p>The Auditor-General's analysis indicates that Break O'Day Council is not among councils facing the highest financial sustainability or liquidity risk. Council's cash and investment holdings were assessed as sound when compared with the broader rural cohort, and Council was not identified among those with critically low levels of available cash. The report also noted that Council has significantly reduced its borrowings over the reporting period, resulting in a relatively low debt position and reduced exposure to financial risk and interest costs.</p> <p>The assessment also observed that Council's level of capital delivery reflects a more active approach to asset renewal than that of many peer councils, providing an important foundation for long-term sustainability when combined with ongoing improvements to asset management planning.</p> <p>Since the conclusion of the 2024–25 financial year, Council's financial position has continued to strengthen, supported by ongoing operating stability, active cash management and a continued focus on aligning long-term financial planning with asset condition and renewal priorities through the Long-Term Financial Plan and Strategic Asset Management Plan.</p> <p>02/04/2026</p>
20%	01/07/2025	30/06/2026	→ Grant Funding Target - Coordinate and oversee the effective delivery of grant funding secured through competitive processes totalling \$250,000, with a target success rate of 75% to support Council's strategic priorities	Angela Matthews	-	<p>During the current financial year the following grant applications have been lodged:</p> <ul style="list-style-type: none"> • Circular North - Cardboard Compactor, \$50,000 - SUCCESSFUL <p>15/04/2026</p>
75%	01/07/2025	30/06/2026	→ Grant Funding Strategy - Work with and support key staff to identify and target grant funding opportunities that reduce reliance on own-source revenue and support strategic infrastructure delivery	Raoul Harper	-	<p>Council continues to progress a more structured and coordinated approach to grant funding, with Management supporting service areas to improve project readiness and alignment with Council's strategic priorities. Work during the year has focused on strengthening the underlying planning, costing and financial frameworks that sit behind potential grant applications, ensuring future submissions are supported by robust business cases, co-contribution clarity and long-term financial sustainability considerations.</p> <p>A number of priority projects remain in the concept development phase. As these projects mature, they will be better positioned to pursue external grant funding opportunities that support strategic infrastructure delivery and reduce reliance on own-source revenue.</p> <p>15/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
50%	01/07/2025	31/03/2026	→ Strategic Cost Recovery Initiatives - Develop and cost a stormwater upgrade plan for the St Helens Industrial Area, and explore long-term cost recovery options to inform any future charge modelling	David Jolly	Raoul Harper	<p>There are three projects being scoped. Progress for each has advanced to different levels. (i) Beaulieu Street / Tasman Highway Junction - The Department of State Growth has agreed to upgrade culvert pipes on the Tasman Highway near the junction and to redirect a highway swale drain that currently discharges onto private property at the northern end of Beaulieu Street. Timing of this work is yet to be confirmed by the Department. (ii) Beaulieu Street - Council is scoping a capital project to improve stormwater flow along Beaulieu Street and to raise sections of the road that are prone to periodic flooding and to upgrade roadside swale drains and (iii) Stormwater System Design - In 2024/25, Council's Engineer developed a draft concept plan and cost estimate to manage overland stormwater flow from the catchment area. The proposed design would redirect flow from the western side of Beaulieu Street to the Golden Fleece Rivulet via a piped stormwater main. However, the estimated cost is high, and long-term cost recovery options—such as future charge modelling—are yet to be explored further. Additional engineering resources are required to progress each project. Project (i) and (ii) are the immediate priorities for reducing flooding risk.</p> <p>15/04/2026</p>
100%	01/07/2025	30/06/2026	→ WTS Operational Analysis - Undertake operational analysis of Council's Waste Transfer Stations to assess service cost, recovery levels, and alignment with the Waste Management Strategy and Waste AMP development	David Jolly	Raoul Harper	<p>During the first quarter ending September 2025, the Manager Infrastructure & Development Services completed a comprehensive operational analysis of Council's Waste Transfer Stations and bulk waste handling services. The analysis assessed service costs and recovery performance for the 2023/24 and 2024/25 financial years, providing a clear evidence base to assess operational efficiency, cost recovery and opportunities for improvement. The outcomes of this analysis directly informed the 2025/26 Waste Operations budget and the development of the Waste Management Strategy 2025–2030. A Strategy Development Report was presented to Councillors at the December 2025 Councillor Workshop. The Draft Waste Management Strategy 2025–2030, currently under internal review by the Management Team, establishes clear goals and actions to deliver fit-for-purpose waste management infrastructure and provides a strategic framework to guide future infrastructure planning and investment decisions. Implementation of the Strategy is expected to deliver measurable improvements in waste recovery and operational efficiency through targeted infrastructure and layout improvements at Waste Transfer Stations, when implemented.</p> <p>15/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ Financial Performance & Oversight - Maintain close oversight of Council operations to deliver the best possible underlying operating result, supported by quarterly reviews of financial performance, capital delivery, and key variances	Raoul Harper	-	<p>Council maintains close oversight of its financial performance through regular monitoring and reporting arrangements that support timely decision-making and financial discipline.</p> <p>Council receives detailed monthly financial reports, including operating performance, balance sheet position, cash flows and capital works delivery, with key variances to budget identified and reviewed. These reports enable early identification of emerging issues and provide the basis for management action where required.</p> <p>In addition, capital delivery and budget performance are subject to periodic review, with revised capital budgets brought to Council for consideration where project scopes, timing or cost estimates change. This approach supports effective control over capital expenditure and alignment with funding capacity.</p> <p>Financial performance and oversight are further supported through quarterly Audit Panel reviews, which consider Council's operating results, capital works progress, key variances, financial risks and management responses. Together, these processes provide assurance that Council's financial performance is being actively monitored and managed to support the best possible underlying operating result.</p> <p><i>02/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
80%	01/07/2025	30/06/2026	→ Rates & Other Revenue - Model and evaluate rating and revenue options to improve fairness, enhance cost recovery, and build long-term revenue resilience in line with Council's financial planning objectives	Raoul Harper	-	<p>Council has continued work on refining its rates and revenue framework to support fairness, transparency and long-term financial sustainability. Modelling undertaken to date indicates that Council's current rating strategy is mature, well understood and has delivered a more equitable redistribution of rates across land-use classes over time.</p> <p>The upcoming Municipal Revaluation introduces a material external variable into Council's rating environment. Changes in property values are determined independently through the valuation process and are not within Council's control. While revaluation is intended to maintain equity across the rating base, it can result in significant shifts in relative property values that are not directly linked to changes in service demand, infrastructure use or household capacity to pay.</p> <p>As a result, the strategic question for Council following the revaluation will be whether to maintain the existing rating model, which has to date performed well, or to consider adjustments to rating settings in response to valuation-driven impacts. Until the revaluation outcomes are received, validated and fully modelled, this question cannot be meaningfully assessed from a management perspective.</p> <p>Under Council's current Rates and Charges Policy, rates are fundamentally a property-value-based tax. In this context, increases in property values flow through to increased rates revenue to support the delivery of services and infrastructure to those properties. Whether the post-revaluation outcomes continue to deliver fairness across the community will depend on the distributional impacts revealed through modelling once valuation data becomes available.</p> <p>At this point in time, Council's ability to undertake that modelling has been materially constrained by delays in receiving the valuation file from the Valuer-General. Once the data is available, Council will resume detailed analysis to inform future consideration through its normal budget, policy review and community consultation processes.</p> <p><i>02/04/2026</i></p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ Financial Oversight - Maintain oversight of operational and capital expenditure to ensure value for money, alignment with strategic priorities, and support for long-term financial sustainability	Raoul Harper	-	<p>Council maintains close oversight of its financial performance through regular monitoring and reporting arrangements that support timely decision-making and financial discipline.</p> <p>Council receives detailed monthly financial reports, including operating performance, balance sheet position, cash flows and capital works delivery, with key variances to budget identified and reviewed. These reports enable early identification of emerging issues and provide the basis for management action where required.</p> <p>In addition, capital delivery and budget performance are subject to periodic review, with revised capital budgets brought to Council for consideration where project scopes, timing or cost estimates change. This approach supports effective control over capital expenditure and alignment with funding capacity.</p> <p>Financial performance and oversight are further supported through quarterly Audit Panel reviews, which consider Council's operating results, capital works progress, key variances, financial risks and management responses. Together, these processes provide assurance that Council's financial performance is being actively monitored and managed to support the best possible underlying operating result.</p> <p>02/04/2026</p>
20%	01/07/2025	30/06/2026	→ Value for Money Reviews - Conduct targeted value for money reviews to identify savings, improve process efficiency, and support service realignment, with a target of \$40,000 in savings and 500 staff hours reallocated	Raoul Harper	-	<p>A number of items have been identified through the Management team including review of Land Tax, Rates & Other Notice printing, and motor vehicle procurement which are currently being assessed to quantify the value.</p> <p>1. Conversion of traditional Vehicle to EV (March 2026) \$7,986</p> <p>27/04/2026</p>

HUMAN RESOURCES

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	Elected Members : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	→ Professional Development - Facilitate participation of Councillors in Professional Development through the program being developed by the Local Government Division and the development of a training plan for individual Councillors : 100%	John Brown	Molli Brown	Councillor professional development activities for the year so far includes: <ul style="list-style-type: none"> • 26/7/25 Elected Members Professional Development Day - Mayor Tucker, Deputy Mayor Kristi Chapple and Clr Vaughan Oldham • 17/9/25 LGAT Mayors Workshop - Mayor Tucker • 18-21/11/25 LGAT Annual Conference and General Meeting - Mayor Mick Tucker, Deputy Mayor Kristi Chapple, Clr Barry Lefevre and Clr Vaughan Oldham. 15/04/2026
75%	01/07/2025	30/06/2026	→ Financial Management Capability - Support Councillors to build financial management knowledge and understanding financial management through strengthening budget ownership, cost awareness, and alignment with long-term financial goals across the organisation	John Brown	Raoul Harper	Councillors were provided with a detailed session on the Long-Term Financial Plan (LTFP), asset management, and key financial management principles in February. A further workshop will be delivered in April as new information and data becomes available, supporting improved financial literacy, stronger budget ownership, and alignment with long-term financial goals across the organisation. 15/04/2026
88%	01/07/2025	30/06/2026	Council Advocacy : 100%	John Brown	-	
100%	01/09/2025	31/12/2025	→ State Budget - Provide a submission to the 2026-2027 State Budget community consultation process advocating for local priorities : 100%	John Brown	-	Submission provided to the 2026-27 Pre-budget consultation process focussed on the priorities of St Marys Childcare Centre replacement and Tasman Highway upgrade program 14/01/2026
75%	01/07/2025	30/06/2026	→ Election Priorities - develop and maintain a priority projects document which would be pursued when a State or Federal election is called : 100%	John Brown	-	Council priorities reviewed during 2024-25 year, further review will occur as the year progresses. 15/04/2026
75%	01/07/2025	30/06/2026	Wellbeing Program : 100%	John Brown	-	

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ Workplace Wellbeing - Ongoing review of the Mental Health and Wellbeing Plan for Council staff that creates a mentally safe workplace : 100%	Erica McKinnell	Simone Ewald-Rist	<p>Council progressed its Mental Health and Wellbeing Plan through targeted initiatives that support a mentally safe workplace, aligned with obligations under Safe Work Australia guidance and WHS legislation.</p> <p>A pilot workplace massage program delivered in the first half of the year achieved strong participation and overwhelmingly positive feedback, with staff reporting reduced stress, improved mood, better sleep, increase in productivity and decreases in muscle tension. A mid-year evaluation confirmed the program's value and cost effectiveness, supporting its continuation as an ongoing, budget-funded wellbeing initiative endorsed by the Management Team.</p> <p>In addition, fortnightly stretching sessions incorporating yoga and physical activity were delivered for outdoor and indoor staff from March to October 2026. These sessions supported improved physical health, injury prevention, focus, and emotional wellbeing.</p> <p>Collectively, these initiatives demonstrate Council's continued commitment to proactive wellbeing strategies and a supportive workplace culture.</p> <p>14/04/2026</p>
75%	01/07/2025	30/06/2026	→ Employee Wellbeing - Ongoing consultation with workers to identify and implement actions to support wellbeing and a mentally safe workplace by following the Mental Health and Wellbeing Plan and the People Matter survey : 100%	Erica McKinnell	Simone Ewald-Rist	<p>Every second year, Council undertakes an organisation wide People Matter Survey, providing employees with the opportunity to share their perspectives on their roles and overall experience at Council. The survey has now closed, and the insights gathered will play an important role in shaping a workplace where people feel valued, supported, and heard.</p> <p>Phase two of the process was completed in December, with one-on-one conversations providing employees the opportunity to expand on their survey responses and discuss their experiences, ideas, and aspirations in greater depth.</p> <p>A draft report consolidating all findings will be finalised and will be presented to the Management Team in May 2026. The outcomes will inform strategies aimed at addressing current workforce needs and supporting Council's future organisational priorities.</p> <p>14/04/2026</p>
42%	01/07/2025	30/06/2026	Workforce Development : 100%	John Brown	-	

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
50%	01/07/2025	31/03/2026	→ HR Plan - Develop an HR Plan on a Page, which establishes the overall vision for our HR system, identifying and prioritising the components which Council requires to meet organisational needs over the next 5 years : 100%	John Brown	Erica McKinnell	<p>Council is in the early stages of developing a new HR Strategic Plan on a Page, with a current focus on listening, gathering input from staff, and aligning priorities with broader organisational goals through the People Matter Survey process.</p> <p>The People, Safety and Culture team is in developing a list of key priority and risk areas to inform an upcoming planning session, where these insights will be used to draft the Plan.</p> <p>This foundational work will establish a clear and practical roadmap, identifying priority areas to support people and Council, both now and into the future.</p> <p>14/04/2026</p>
0%	01/07/2025	30/06/2026	→ HR Plan Implementation - Commence implementation of the HR Plan in line with the identified priorities : 100%	Erica McKinnell	-	<p>The HR Implementation plan will be developed in conjunction with the HR Strategic plan on a page</p> <p>14/04/2026</p>
75%	01/07/2025	30/06/2026	→ Psychosocial Safety - continue to develop and build our approach within the workplace responding to this change to WHS : 100%	Erica McKinnell	Simone Ewald-Rist	<p>The Employee Helpdesk group has commenced development of an organisational Psychosocial Hazard Management Plan, focused on identifying hazards and implementing appropriate mitigation strategies in line with the Safe Work Australia Code of Practice: Managing Psychosocial Hazards at Work.</p> <p>The framework applies the four-step risk management process of identifying, assessing, controlling, and reviewing psychosocial risks, with structured consultation planned with managers, senior management, and workers to support implementation and ongoing annual review.</p> <p>An emerging priority is the need to educate and upskill Council's people leaders in their responsibilities, legal obligations, and effective mitigation strategies to ensure consistent and compliant management of psychosocial risks across the organisation.</p> <p>14/04/2026</p>

CORPORATE RISK

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	Risk Management/Work Health & Safety : 100%	Raoul Harper	-	
75%	01/07/2025	30/06/2026	→ Risk Register - Review risk register items twice a year for high and annually for all other risks : 100%	Simone Ewald-Rist	-	<p>Risk Register reviews were conducted by the designated risk owners either every six months or every twelve months. Most risk owners completed their reviews promptly and updated their goals accordingly.</p> <p>Goals were reviewed in April 2026.</p> <p>Upcoming reviews for May 2026 will be updated in June 2026 when the Health & Safety Coordinator is back from long service leave.</p> <p>The next report will be submitted to the Audit Panel for their meeting in July 2026.</p> <p>17/04/2026</p>
75%	01/07/2025	30/06/2026	→ Workplace Safety - Guide managers through risk management processes that identify psychosocial hazards, assess associated risks, and ensure controls are implemented to eliminate/minimise these risks. Control measures should be regularly reviewed : 100%	Simone Ewald-Rist	-	<p>There are currently no changes to the previous proposal, other than it is estimated that the rollout of the Psychosocial Hazard Management Plan for each department will take approximately 6 to 12 months, due to annual leave and other delays.</p> <p>17/04/2026</p>

ORGANISATIONAL EFFICIENCY

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	Local Government Reform : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	→ Local Government Reform - Participate actively in the Future of Local Government Review process with a focus on achieving the best outcome for the Break O'Day area : 100%	John Brown	-	Participation has been focussed on legislative change which is occurring resulting from the FoLGR Review process. No activity has occurred in relation to the East Coast Council arrangement. The State Government appear to have provided limited resources to progress this activity. <i>15/04/2026</i>
75%	01/07/2025	30/06/2026	→ Northern Region Shared Services - Pursue joint procurement and shared services opportunities involving Northern Region Councils : 100%	John Brown	-	The northern region General Managers met in late August to focus on the opportunity for shared services and resource sharing as part of a broader focus on key regional activities. The approach has been developed for discussion with Councils in the near future. The approach has also been canvassed with NTDC who are supportive of working with Councils on this project. <i>15/04/2026</i>
75%	01/07/2025	30/06/2026	Break O'Day Organisation : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	→ Development Services - Undertake a Service Delivery Review focused on structure, systems and processes : 100%	Jake Ihnen	Erica McKinnell	Development Services have continued to consider resourcing and adapting to some staff changes including continued efforts in the recruitment of Environmental Health Officer, Senior Planner Vacancy, restructure of administration resource to facilitate maternity leave and additional support to Councils Natural Resource Facilitator. Further work is continuing in relation to resourcing Compliance & Education activities. More work is required in this space and will inform future reports to Council <i>09/04/2026</i>
75%	01/07/2025	31/12/2025	→ Works Department - Implement the next stage of the Works Department Services Delivery Review : 100%	David Jolly	Erica McKinnell	During the quarter ending September 2025, a comprehensive review of technical service delivery roles was undertaken, establishing a clear foundation for role clarity and capability alignment. Initial draft position descriptions for engineering and asset management roles were developed during the quarter ending December 2025 and progressed through internal review. By the end of the March 2026 quarter, the position descriptions had reached final draft stage and were ready for final review, positioning Council to implement the updated role structure in the next quarter. <i>15/04/2026</i>
85%	01/07/2025	30/06/2026	Management Systems : 100%	John Brown	-	

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ Digital Transformation - Progress with implementation of Digital Transformation systems and processes to both assist and enhance the customer experience both internally and externally as per the Digital Transformation Operational Plan 2023 - 2025 : 100%	Angela Matthews	Raoul Harper	Implementation of the Digital Transformation Operational Plan 2023–2025 is progressing, with systems and processes being rolled out to improve efficiency and enhance the customer experience both internally and externally such as moving some of Councils key operating systems to Cloud based systems to enhance flexibility. Current focus is on aligning digital initiatives with service priorities and integrating them with the IT Strategy. This work is directly linked to the Request for Proposal (RFP) for Managed IT Services by an external provider, which will secure a modern managed service platform to support ongoing digital transformation. The Request for Proposals (RFP) that have been received are currently being evaluated with a recommendation to Council to be made in due course. 15/04/2026
75%	01/07/2025	30/06/2026	→ PlanBuild - Carry out Live Testing & Implementation of State Government PlanBuild Project : 100%	Jake Ihnen	-	The Plan Build Project has taken a different direction at State Government Level and there has been no further engagement from the state government department due to complex issues with Hobart City Councils implementation. Actions on hold and unlikely to progress further at this stage. 09/04/2026
75%	01/07/2025	30/06/2026	→ Digital Platforms - Pursue simplification of digital platforms by minimising duplication of applications & reduce the use of applications that have similar capacity by consolidating 3rd party solutions into Office 365 licensing where possible : 100%	Angela Matthews	-	Council is pursuing simplification of digital platforms by minimising duplication of applications and consolidating third-party solutions into Office 365 licensing where possible. The Request for Proposal (RFP) for Managed IT Services by an external provider is a key step in this process to provide guidance and advice with a roadmap moving forward in relation to all of Council's platforms to rationalise systems and ensure better integration, cost efficiency, and user experience. 15/04/2026
100%	01/07/2025	31/12/2025	→ IT Strategy - Develop an IT Strategy that sets clear priorities for system integration, digital service delivery, cybersecurity, and infrastructure renewal –aligned with Council's long-term service, risk, and financial planning objectives	Raoul Harper	-	Council endorsed the <i>Information Technology Strategy 2025–2029</i> and supporting <i>Cybersecurity and IT Governance Roadmap</i> , setting a clear direction for modernising systems, strengthening cybersecurity and improving service resilience. Together, these initiatives establish a managed and accountable approach to IT service delivery, ensuring secure, efficient and future-ready digital operations for the organisation. 22/10/2025

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
100%	01/07/2025	31/03/2026	↳ Cyber Security - Prepare a Cyber Security Plan that defines roles, risk controls, and response protocols to improve system resilience and protect Council's data and digital infrastructure	Raoul Harper	-	<p>Since the previous update, Council has considered and approved the Cyber Security Policy at its March Council meeting. The policy establishes Council's cyber security governance framework, clearly defines roles and responsibilities, and aligns Council's approach with the Australian Cyber Security Centre Essential Eight and contemporary industry standards.</p> <p>The approved policy provides one key element of the governance foundation for Council's cyber security arrangements and will be directly supported by the Managed IT Services procurement (once finalised), which embeds cyber security controls, monitoring and incident response requirements within contractual obligations. This ensures the Cyber Security Plan is practical, enforceable and integrated into Council's operational environment. Other elements of the IT governance road map will be progressed with the assistance of the IT Service Provider.</p> <p>With the Cyber Security Policy now formally adopted by Council, the development of Council's cyber security framework has progressed to the point intended by the Annual Plan action. Ongoing implementation, monitoring and continuous improvement will occur through normal business-as-usual governance, contract management and audit processes.</p> <p>02/04/2026</p>
10%	01/07/2025	30/06/2026	Customer Service : 100%	John Brown	-	
10%	01/07/2025	30/06/2026	↳ Customer Service - implement and review processes to follow up with customers and listen to their feedback to guide processes and options for improving customer service : 100%	Angela Matthews	-	<p>Due to staffing resources there has been limited activity in this area of implementation and review, however Council staff continue to monitor actions and follow up as required.</p> <p>15/04/2026</p>
68%	01/07/2025	30/06/2026	Asset Management : 100%	David Jolly	-	
75%	01/07/2025	30/06/2026	↳ Council's Works Program - Integrate revised asset management system improvements using Modelve for informed decision-making into Council operations : 100%	David Jolly	Raoul Harper	<p>Asset management system enhancements delivered through the Modelve platform are now embedded within Council's works planning and prioritisation processes. These improvements have resulted in more consistent project prioritisation, clearer alignment between asset condition, risk and capital investment, and improved transparency in capital works decision-making.</p> <p>The enhanced use of asset condition and risk data is supporting better targeting of renewal investment, helping to reduce long-term maintenance risk and improve service reliability. Further work is focused on embedding consistent organisational use to ensure these benefits are sustained and continue to translate into improved day-to-day planning and delivery outcomes.</p> <p>15/04/2026</p>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
85%	01/01/2026	28/02/2026	→ Strategic Asset Management Plan - Update the Strategic Asset Management Plan in alignment with the LTFP and Financial Management Strategy and consolidated asset registers : 100%	Raoul Harper	David Jolly	The SAMP is now in the final stages of data validation before a detailed internal review process can be undertaken by Management. The recently completed work on the Building Asset Class has been incorporated in to the SAMP. The draft version now includes the latest available data on the current state of the asset portfolio, along with the updated 10-year LTFP figures . The detailed management review will occur in late April. <i>02/04/2026</i>
75%	01/07/2025	31/12/2025	→ Asset Management Plans - Revise infrastructure asset management plans to facilitate the update of the Strategic Asset Management Plan 2025-2035	David Jolly	Eddie Biernat	Asset management plan updates for most asset classes are complete or nearing completion, including finalisation of the St Helens Aerodrome Asset Management Plan. The Mountain Bike Trail Asset Management Plan has been reviewed, with the update pending. During the period, priority attention was directed to updating the Strategic Asset Management Plan 2025–2035, which is now approaching completion, providing a consolidated framework to support ongoing asset planning and decision-making. <i>15/04/2026</i>
90%	01/07/2025	30/09/2025	→ Building Asset Management Plan - Develop a Building Asset Management Plan to facilitate the update of the Strategic Asset Management Plan 2025-2035	David Jolly	Jake Ihnen	At quarter end December 2025, completion of the Building asset class condition inspections, prioritised operational works program and revaluation data established a robust evidence base to support accurate asset valuation and forward planning. By quarter end March 2026, a final data review and managerial oversight process had been completed, providing assurance over the proposed revaluation outcomes and enabling the fixed asset register and associated depreciation rates to be updated with greater confidence and financial accuracy. The building asset management plan is yet to be finalised and incorporated into the strategic Asset Management Plan 2025-2035 <i>15/04/2026</i>
25%	01/07/2025	30/09/2025	→ Unsealed Roads Assessment - Seek professional services to under take an unsealed roads condition assesment to inform the development of Unsealed Roads Asset Management Plan	Raoul Harper	David Jolly	Work underway through the Transport Master Plan includes a strategic review of the unsealed road network to assess ongoing purpose, usage, climate exposure and network relevance. This work will inform whether certain unsealed roads should be retained, reclassified or removed from Council's asset base. Given this sequencing, commissioning a detailed unsealed roads condition assessment at this stage would be premature. Existing data is sufficient to support development of the Strategic Asset Management Plan, with a targeted condition assesment to be undertaken in a later phase once the future extent of the unsealed network has been clearly defined. <i>22/01/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
50%	01/07/2025	31/12/2025	→ Unsealed Roads Asset Management Plan - Develop an Unsealed Roads asset Management Plan based on the latest condition assessment to facilitate the update of the Strategic Asset Management Plan	David Jolly	-	Existing unsealed road data and information is sufficient to support preparation of the Strategic Asset Management Plan. A targeted condition assessment will be undertaken in a later phase, once the future extent of the unsealed road network has been clearly defined. The Plan is yet to be developed and is current constrained by resource availability. <i>15/04/2026</i>
85%	01/07/2025	31/12/2025	→ Waste Infrastructure Asset Management Plan - develop a Plan for Council's Waste infrastructure for incorporation in an update of the Strategic Asset Management Plan	David Jolly	-	The Draft Waste Strategy 2025–2030, currently under internal review by the Management Team, establishes clear goals and actions to deliver fit-for-purpose waste management infrastructure and provide a robust strategic framework to guide future infrastructure planning and investment decisions. Implementation of the Strategy is expected to result in measurable improvements to waste recovery and operational efficiency through planned layout changes at waste transfer stations that support increased drop-off and improved segregation of recoverable materials. Key outcomes include the installation of a cardboard compactor at the St Helens Waste Transfer Station, construction of a bulk waste tipping and loading facility at the Scamander Waste Transfer Station, and progression of regulatory approvals required for development of the Scamander Inert Landfill. Collectively, these initiatives support increased diversion from landfill, improved service delivery, and long-term infrastructure resilience. <i>15/04/2026</i>
100%	02/02/2026	30/04/2026	→ Toilet Replacement Program - Review and update the 10 Year Toilet Replacement program	Jake Ihnen	-	This body of work is being completed concurrently with a broader review of all Building Assets which will inform the Strategic Asset Management Plan and upcoming Capital Works Programs. The focus on Toilet replacement program is of a lower priority now that the higher priority facilities have been completed with the exception of Memorial Park and the St Helens Foreshore Projects which are approved in the current Capital Works Program for design work. <i>09/04/2026</i>
25%	01/07/2025	30/06/2026	→ St Helens Aerodrome - undertake a review of the current Master Plan for the Aerodrome	David Jolly	-	The review of the current Aerodrome Master Plan commenced during the quarter ending March 2026. This work has included a PANS-OPS (Procedures for Air Navigation Services – Aircraft Operations) review, along with a review of Council's Aerodrome Manual undertaken by Airport Surveys. The Aerodrome Manual is based on the CASA Manual of Standards Part 139 and underpins the existing Master Plan. Resource requirements for this action are high, and the action is proposed to be carried forward into 2026-2027. <i>15/04/2026</i>
88%	01/07/2025	30/06/2026	Public & Environmental Health : 100%	Jake Ihnen	-	

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	→ Food Premises - Deliver a regular program of Food Premises inspections : 100%	Jake Ihnen	-	Food inspections and annual licensing are occurring in accordance with legislative requirements with nothing significant to report. <i>09/04/2026</i>
100%	01/12/2025	31/03/2026	→ Water Quality Monitoring - Undertake monitoring and reporting in recreational waters : 100%	Jake Ihnen	-	Recreation Water Quality testing has now been completed for the 2026/2026 Financial Year and results are reported within Councils Meeting Agenda. Nothing significant to report and results were within the normal range for the reporting period. <i>09/04/2026</i>
75%	01/07/2025	30/06/2026	Stakeholder Management : 100%	John Brown	-	
75%	01/07/2025	30/06/2026	→ Local Government Association of Tasmania (LGAT) and Australian Local Government Association (ALGA) - Participate actively at the State and National level in Local Government matters including policy development : 100%	John Brown	-	Participation in activities during the year have included: <ul style="list-style-type: none"> • 25/7/25 LGAT AGM and General Meeting - Mayor Tucker, Clr Oldham, General Manager • 10-12/11/25 ALGA National Roads Congress - Mayor Tucker, General Manager • 20-21/11/25 LGAT General Meeting and Annual Conference - Mayor Tucker, Deputy Mayor Chapple, Clrs Lefevre and Oldham, General Manager <p>Mayor Tucker was re-elected as LGAT President in July which places him on the ALGA Board <i>15/04/2026</i></p>
75%	01/07/2025	30/06/2026	→ Northern Tasmania Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy : 100%	John Brown	-	The Mayor and General Manager are participating in NTDC activities through the Members Representative Group which meets on a quarterly basis. NTDC representatives attended the December 2025 Council Workshop. Quarterly Reports are received from NTDC which are considered by Council. The June 2025 Quarterly Report was considered by Council at the September Council Meeting and September Quarterly Report at the November Council Meeting. The General Manager attended the NTDC AGM on 6/11/2025. At the February 2026 Council meeting it was agreed to sign a membership Agreement for a further 3 years from 1/7/2026. <i>15/04/2026</i>

Current Complet...	Start Date	Due Date	Goal	Owner	Co-owners	Update
75%	01/07/2025	30/06/2026	↳ Legislative Reviews - Participate in reviews of legislation affecting Local Government : 100%	John Brown	-	<p>Council have provided responses to the following legislative reviews:</p> <ul style="list-style-type: none"> • Reforms to Councillor Numbers and Allowances Discussion Paper • Local Government Amendment (Targeted Reform) Bill 2025 • Local Government Amendment (Electoral reforms) Bill - Feb 2026 • Local Government Electoral Bill - Feb 2026 <p>In addition, Council has provided submissions in relation to the following processes:</p> <ul style="list-style-type: none"> • Integrity Commission - Misconduct, risks and the regulation of gifts and donations in local government - Feb 2026 • Proposed Redistribution of Tasmania's Electoral Divisions - March 2026 <p>15/04/2026</p>
90%	01/07/2025	30/06/2026	Emergency Management : 100%	John Brown	-	
90%	01/07/2025	31/12/2025	↳ Municipal Emergency Management Plan - Review the current plan to ensure it is in line with the Tasmanian Emergency Management Plan - 2 year review : 100%	Chris Hughes	-	<p>Council staff have completed the review of the Break O'Day Municipal Emergency Management Plan, which is now with the Commissioner for Police awaiting approval.</p> <p>02/04/2026</p>
0%	01/07/2025	30/06/2026	Strategy & Corporate Planning : 100%	John Brown	-	
0%	01/01/2026	30/06/2026	↳ Break O'Day Council Strategic Plan - establish the process to be followed in developing the Strategic Plan to replace the current Break O'Day Council Strategic Plan which will expire in 2027	John Brown	-	<p>Activity will start in the first half of 2026.</p> <p>15/04/2026</p>

ACTION	DECISION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	039\002\008\
ASSOCIATED REPORTS AND DOCUMENTS	Call for Motions Application – Review of Section 11(3) Land Use Planning and Approval Regulations

OFFICER’S RECOMMENDATION:

That Council agree to submit the motion *Review of Section 11(3) Land Use Planning and Approval Regulations* to the Local Government Association of Tasmania (LGAT) to be discussed at LGAT’s General Meeting in August 2026.

INTRODUCTION:

The Call for Motions has been advertised for the General Meeting of the Association to be held on Wednesday 19 August 2026.

PREVIOUS COUNCIL CONSIDERATION:**Council Workshop 4 May 2026****OFFICER’S REPORT:**

This call for motions is an opportunity for Council to discuss and consider any aspects of Local Government, which could be listed for debate/discussion at the General Meeting of LGAT on Wednesday 19 August 2026.

Closing date for submissions to LGAT is Monday 25 May 2026.

STRATEGIC PLAN & ANNUAL PLAN:2025-2026 Break O’Day Council Annual Plan

Stakeholder Management - Local Government Association of Tasmania (LGAT) and Australian Local Government Association (ALGA) - Participate actively at the State and National level in Local Government matters including policy development.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

There would be no financial implications for Council.

VOTING REQUIREMENTS:

Simple Majority



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

Name of Council : Break O'Day

Contact person (name, title) John Brown, General Manager

Phone: 03 6376 7900..... Email: admin@bodc.tas.gov.au

Date of General Meeting for Motion to be included 19 August 2026

Motion Requirements:

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

- Addresses the objectives of the Association¹.
- Concerns a local government matter.
- Is a matter of common concern to councils and not a specific local issue.
- Is linked to LGAT's current Annual Plan, available [here](#)
- It not an existing resolution of the sector (please refer to the Follow up of Resolutions Report in the preceding General Meeting for a list of current resolutions).
- Has not been considered at a General Meeting in the 12 months prior.
- Relates to existing, or sought activities/policy of the Tasmanian Government and would benefit from members understanding the Tasmanian Government position prior to considering².

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

Please attach –

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

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

Email to admin@lgat.tas.gov.au

¹ The objectives of LGAT are

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

Details of Motion

Motion Title **Review of Section 11(3), Land Use Planning and Approvals Regulations**

Decision Sought

That Local Government Tasmania:

1. Advocate to the Tasmanian Government for the review and amendment or removal of Section 11(3) of the Land Use Planning and Approvals Regulations 2024; and
2. Support a framework that enables councils to set cost-reflective fees for permitted visitor accommodation applications.

Background Comment

Purpose

To seek the support of Local Government Tasmania to advocate to the Tasmanian Government for the review and potential removal or amendment of Section 11(3) of the Land Use Planning and Approvals Regulations 2024.

Section 11(3) of the Land Use Planning and Approvals Regulations 2024 prescribes a maximum application fee of \$250.00 for permitted change of use applications for visitor accommodation within specified zones.

This provision was introduced to reduce barriers to entry for short-stay accommodation and streamline lower-risk applications.

Issue

Permitted applications for visitor accommodation:

- Still require full statutory assessment against the planning scheme
- Often involve site-specific considerations, including access, parking, servicing, and amenity
- Regularly generate community concern, even where no discretion exists
- Require Compliance Resource where complaints are received.

Despite this, councils are legislatively restricted to a maximum fee of \$250.00 for these applications.

Discussion

The current framework results in a structural inequity within the planning fee system, where:

- Councils retain flexibility to set fees for other application types
- But are constrained in charging a fee for service relating to additional use application of existing dwelling to be used for Visitor Accommodation Use class.

Importantly:

- The volume of permitted visitor accommodation applications has increased significantly
- Even where applications are “permitted”, they are not impact-free in terms of workload
- The capped fee does not scale with demand or complexity

This is particularly relevant in municipalities experiencing:

- Growth in short-stay accommodation
- Increased pressure on housing availability
- Heightened community sensitivity to land use change

Proposal

That Local Government Tasmania:

1. Advocate to the Tasmanian Government for a review of Section 11(3) of the Land Use Planning and Approvals Regulations 2024
2. Seek amendment to:
 - o Remove the prescribed maximum fee, or
 - o Provide discretion for councils to set fees for permitted visitor accommodation applications through their adopted Fees and Charges

Financial and Resource Implications

- The capped fee results in a consistent cost to Council's operations due to the maximum fee;
- With increasing application volumes, the cumulative financial impact is increasing.
- Reform would:
 - o Improve cost recovery
 - o Reduce reliance on ratepayer subsidy
 - o Support sustainable resourcing of Development Services

Conclusion

While Section 11(3) of the Land Use Planning and Approvals Regulations 2024 was intended to streamline applications, it now creates an unintended inequity within the fee framework.

A review is warranted to ensure:

- Fairness and consistency across application types
- Appropriate cost recovery
- Long-term sustainability of local government service delivery

ACTION	DECISION
PROPONENT	Break O' Day Council
OFFICER	John Brown, General Manager Jayne Richardson, Executive Officer
FILE REFERENCE	004\008\032\
ASSOCIATED REPORTS AND DOCUMENTS	Scamander Beaumaris Structure Plan

OFFICER'S RECOMMENDATION:

That Council:

1. Endorse the release of a Request for Tender for the preparation of a Master Plan for the Scamander Sports and Community Complex; and
2. Note that a budget of \$20,000 (ex GST) has been allocated for this project; and
3. Authorise the General Manager to undertake the procurement process in accordance with Council's procurement framework and return a report to Council with a recommended tenderer for appointment.

INTRODUCTION:

This report seeks Council endorsement to proceed with a Request for Tender (RFT) for the preparation of a Master Plan for the Scamander Sports and Community Complex.

PREVIOUS COUNCIL CONSIDERATION:

Council has previously considered matters relating to the future planning and governance of the Scamander Sports Complex and has identified the need for a coordinated, strategic approach to guide future development and investment.

OFFICER'S REPORT:**Background**

The Scamander Sports and Community Complex is a key recreational and community asset servicing the Scamander–Beaumaris area and the broader Break O' Day municipality. The site accommodates multiple user groups, including golf, bowls, cricket, tennis and broader community functions.

Recent research and community engagement undertaken through the Scamander–Beaumaris Structure Plan process has identified the need for a clear, long-term strategic direction for the Complex. Council has also previously considered the future planning of the site and identified the need for a structured recreational planning exercise to guide future investment.

Based on this feedback we have identified a number of risks facing the facility:

- Misalignment between user group expectations and strategic direction
- Future infrastructure duplication or inefficiencies if planning is not coordinated
- Limited funding opportunities without a clear, evidence-based Master Plan

These risks can be mitigated through a structured planning approach, clear scope definition, and requirement for targeted stakeholder engagement.

Council has prepared a Request for Proposal (RFP) to engage a suitably qualified consultant to develop a strategic Master Plan for the Scamander Sports and Community Complex .

The purpose of the Master Plan is to establish a clear, consolidated and financially sustainable long-term direction for the site over a 10–15 year horizon. The plan will provide a framework to guide future infrastructure investment, grant applications and asset planning.

The proposed Master Plan will be strategic in nature and proportionate to the allocated budget, focusing on high-level planning outcomes rather than detailed design.

Key elements of the scope include:

- Whole-of-site planning, including interfaces, access, parking and circulation
- A strong focus on multi-purpose, shared-use infrastructure to reduce duplication and improve efficiency
- Consolidation of built form to minimise long-term maintenance and operational costs
- Review of existing facilities including clubrooms, amenities, sporting infrastructure and community spaces
- Identification of opportunities for improved functionality, accessibility and activation
- Consideration of complementary infrastructure opportunities, including camping and RV facilities
- Development of a staged implementation plan, including priority sequencing and order-of-magnitude cost estimates

The Master Plan will also align with key strategic documents, including the emerging Scamander–Beaumaris Structure Plan, Council’s open space and recreation planning, Township Plans, and the 10 year Strategic plan.

Importantly, the RFP requires consultants to utilise existing community engagement findings and undertake targeted stakeholder validation, rather than duplicating consultation processes.

The expected deliverables include concept options, a preferred Master Plan, staging and costing, and a presentation to Councillors.

The project timeframe anticipates delivery of a draft Master Plan within 12 weeks of commencement and finalisation by 31 December 2026.

The development of a Master Plan will support:

- Improved long-term planning and coordination of the Complex
- More efficient use of Council resources through shared infrastructure
- Enhanced ability to attract external funding through project readiness
- Alignment with broader regional planning and community development objectives
- Alignment with the evolving needs of the Scamander community, supporting the transition from a primarily sport-focused facility to a more inclusive, multi-purpose community hub

Conclusion

The preparation of a Master Plan for the Scamander Sports and Community Complex represents a critical next step in establishing a clear, coordinated and financially sustainable future for the site. Proceeding to tender will enable Council to engage a suitably qualified consultant to deliver this work and position the Complex for future investment and development.

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:

Community Facilities: Provide community facilities that encourage participation and supports the lifestyle of residents and growing visitor numbers.

Recreational Facilities: Support an outdoor, active and healthy lifestyle for residents and visitors through a range of recreational facilities including walking trails, bike trails and other identified infrastructure.

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Council has allocated \$20,000 (ex GST) within the current budget for the preparation of the Master Plan.

The Master Plan will provide indicative costings and staging to inform future long-term financial planning and external funding applications.

VOTING REQUIREMENTS:

Simple Majority

Scamander Sports Complex

Master Plan Brief

REQUEST FOR PROPOSAL

SCAMANDER SPORTS AND COMMUNITY COMPLEX – MASTER PLAN

1. Background

Break O’Day Council seeks submissions from suitably qualified consultants to prepare a Master Plan for the Scamander Sports and Community Complex (the Complex).

The Complex is a key recreational and community asset servicing the Scamander–Beaumaris area and the broader Break O’Day municipality. It accommodates multiple sporting codes including golf, bowls, cricket and tennis, as well as community functions and hospitality operations. Recent research and community engagement undertaken in conjunction with the Scamander–Beaumaris Structure Plan has confirmed the need for a clear long-term strategic direction for the Complex.

Council has also considered the future planning of the Complex in recent reports and has resolved to undertake a structured recreational planning exercise to guide future investment.

2. Purpose

Break O’Day Council seeks a strategic Master Plan that establishes a clear, consolidated and financially sustainable long-term direction for the Scamander Sports and Community Complex. Council’s strategic preference is for an integrated, shared-use community hub model that strengthens collaboration between user groups and maximises whole-of-site functionality.

The Master Plan must:

- Establish a 10–15 year vision for the Complex
- Prioritise multi-purpose, shared infrastructure over single-user facilities
- Consolidate built form wherever feasible to minimise duplication
- Improve site functionality, circulation and accessibility
- Provide staged, realistic infrastructure priorities
- Align with the emerging Scamander–Beaumaris Structure Plan

The intent of this Master Plan is to provide Council and the community with a clear, achievable and financially responsible framework to guide future investment, grant applications and asset planning.

The Master Plan is to be strategic in nature and proportionate to the allocated budget.

3. Scope of Services

The Master Plan must address:

3.1 Site Coverage

The Master Plan must consider:

- The entire existing Complex footprint
- Surrounding land interfaces

- Car parking and traffic circulation
- Pedestrian access and safety
- The relationship to adjacent land including vacant Crown land opposite the site (noting previous identification for potential golf expansion)
- Opportunities for complementary infrastructure such as camping and an RV dumpsite

3.2 Multi-purpose Infrastructure Principles

Tenderers must demonstrate how proposed facilities:

- Maximise shared use across multiple clubs and community groups
- Support organised sport, informal recreation, youth activity and community functions
- Reduce duplication of infrastructure
- Improve operational efficiency and long-term maintenance outcomes
- Provide flexibility for seasonal use and evolving community needs

Built form should be rationalised and consolidated wherever feasible to ensure:

- Efficient building footprint
- Reduced long-term liability exposure
- Improved activation of shared spaces
- Financial sustainability

Proposals that introduce stand-alone or single-user infrastructure must clearly demonstrate how such development improves whole-of-site efficiency and does not increase long-term operational or maintenance burden to Council.

3.3 Facilities and Infrastructure Review

The Master Plan must review and provide strategic direction on:

- Multi-purpose clubrooms and community meeting spaces
- Change facilities and amenities
- Storage and administration areas
- Sporting infrastructure (golf, bowls, cricket, tennis and emerging recreation)
- Playground and recreation opportunities
- Hospitality and shared social areas

The Master Plan is not required to produce detailed architectural drawings, but must provide clear spatial relationships and development envelopes.

3.4 Traffic & Access

The Master Plan must:

- Review and rationalise existing car parking
- Assess traffic movement (including the current circular vehicle flow)
- Improve pedestrian safety
- Provide high-level recommendations for future access improvements

3.5 Staging and Costing

The Master Plan must include:

- A staged implementation framework (minimum 3 stages)
- Order-of-magnitude capital cost estimates
- Priority sequencing
- Identification of potential funding alignment opportunities

Cost estimates are to be indicative and proportionate to the strategic level of the document.

4. What is NOT Required

- Detailed architectural design
- Development application documentation
- Governance review
- Full business case preparation

5. Strategic Alignment

The Master Plan must align with:

- Scamander–Beaumaris Structure Plan (in development)
- Break O’Day Open Space and Recreation planning frameworks
- Council’s climate adaptation and resilience objectives
- Relevant State sporting and recreation participation trends

6. Community & Stakeholder Engagement

Council has recently undertaken comprehensive research and engagement to inform this project. Relevant findings will be provided to the successful consultant.

Tenderers are expected to:

- Review and incorporate existing engagement outcomes
- Undertake targeted validation engagement (not full-scale new consultation)
- Engage key user groups and the Complex Committee
- Provide a transparent engagement summary in the final report

7. Deliverables

The successful consultant will provide:

- Site analysis report
- Concept master plan option(s) sufficient to test alternative spatial arrangements prior to development of a preferred Master Plan
- Preferred Master Plan (illustrated)
- Staged implementation plan
- Order-of-magnitude cost estimates
- Funding alignment overview
- Executive summary suitable for public release
- Presentation to Councillors

8. Timeframe

Project commencement: Upon award

Draft Master Plan: Within 12 weeks of commencement

Final Master Plan: No later than 31 December 2026

9. Budget

Council has allocated \$20,000 (ex GST) for the completion of this Master Plan. Submissions must demonstrate a methodology proportionate to this allocation.

10. Consultant Requirements

Tenderers must demonstrate:

- Experience in recreational or community master planning
- Experience working with multi-user sporting facilities
- Understanding of regional and coastal planning challenges
- Demonstrated capacity to deliver staged, costed infrastructure plans
- Ability to complete the project within the required timeframe

11. Evaluation Criteria

Submissions will be assessed on:

- Relevant experience (30%)
- Methodology & understanding of brief (30%)
- Capacity & timeframe (20%)
- Value for money (20%)

Pursuant to Regulation 17(1) of the Local Government (Meeting Procedures) Regulations 2025 Council will move into Closed Council.

IN CONFIDENCE

05/26.18.0 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.

05/26.18.1 Confirmation of Closed Council Minutes – Council Meeting 20 April 2026

05/26.18.2 Outstanding Actions List for Closed Council

05/26.18.3 Closed Council Item Pursuant to Section 17(2)E of the Local Government (Meeting Procedures) Regulations 2025 - Purchase of 3.5 tonne excavator and trailer

05/26.18.4 Closed Council Item Pursuant to Section 17(2)H of the Local Government (Meeting Procedures) Regulations 2025 - Request for Waiver – Penalties and Interest - Irishtown Road, St Marys

Pursuant to Regulation 17(1) of the Local Government (Meeting Procedures) Regulations 2025 Council will move out of Closed Council.

05/26.19.0 MEETING CLOSED

Mayor Tucker thanks everyone for their attendance and declared the meeting closed at ...pm.

.....
MAYOR

.....
DATE