



# COUNCIL MEETING MINUTES

Monday 16 December 2024  
Council Chambers, St Helens

John Brown, General Manager  
Break O'Day Council  
16 December 2024

**This page left blank  
intentionally**

## CONTENTS

### CONTENTS 3

AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL .....	5
OPENING 5	
ACKNOWLEDGEMENT OF COUNTRY.....	5
LIVE AUDIO/VISUAL STREAMING OF COUNCIL MEETINGS.....	5
12/24.1.0 ATTENDANCE .....	6
12/24.1.1 Present .....	6
12/24.1.2 Apologies.....	6
12/24.1.3 Leave of Absence .....	6
12/24.1.4 Staff in Attendance .....	6
12/24.2.0 PUBLIC QUESTION TIME.....	7
12/24.2.1 Frank McComas Tribute in Fingal - Hamish Thompson .....	7
12/24.2.2 2024-2025 Annual Budget for weed management – Todd Dudley North East Bioregional Network .....	8
12/24.2.3 St Marys Exhibition Centre – Graeme Wathen.....	9
12/24.2.4 St Marys Exhibition Centre – Annette Wines .....	10
12/24.2.5 St Marys Exhibition Centre – Geraldine O’Connor .....	11
12/24.2.6 St Marys Exhibition Centre – Bronwyn Sullivan.....	12
12/24.2.7 Free Local Green Waste Program to include Ansons Bay Waste Transfer Station – Clr Oldham OBH Graeme Le Brocq, President Ansons Bay Community Group Inc .....	12
12/24.3.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE .....	13
12/24.4.0 CONFIRMATION OF MINUTES.....	13
12/24.4.1 Confirmation of Minutes – Council Meeting 18 November 2024 .....	13
12/24.5.0 COUNCIL WORKSHOPS HELD SINCE 18 NOVEMBER 2024 COUNCIL MEETING.....	14
12/24.6.0 PLANNING AUTHORITY .....	14
12/24.7.0 COUNCIL MEETING ACTIONS .....	14
12/24.7.1 Outstanding Matters.....	14
12/24.8.0 PETITIONS.....	14
12/24.9.0 NOTICES OF MOTION .....	15
12/24.9.1 School bus safety issues near shell service station in Scamander – Clr LeFevre .....	15
12/24.10.0 COUNCILLOR’S QUESTIONS ON NOTICE .....	16
12/24.11.0 COUNCILLOR’S QUESTIONS WITHOUT NOTICE .....	17
12/24.11.1 St Marys Exhibition Building FAQ – Clr Johnstone.....	17
12/24.12.0 MAYOR’S & COUNCILLOR’S COMMUNICATIONS.....	18
12/24.12.1 Mayor’s Communications for Period Ending 16 December2024 .....	18
12/24.12.2 Councillor’s Reports for Period Ending 16 December 2024 .....	18

12/24.13.0	BUSINESS AND CORPORATE SERVICES.....	20
12/24.13.1	Corporate Services Department Report .....	20
12/24.13.2	Monthly Financial Report.....	21
12/24.13.3	Visitor Information Centre Report .....	22
11/24.13.4	Audit Panel Minutes.....	22
12/24.13.5	Reappointment of Audit Panel Chairperson.....	23
12/24.14.0	WORKS AND INFRASTRUCTURE .....	23
12/24.14.1	Works and Infrastructure Report.....	23
12/24.14.2	Animal Control Report .....	24
12/24.14.3	Policy review – EP04 Waste Management Policy .....	24
12/24.14.4	Policy review – AM05 Stormwater Connection Policy.....	25
12/24.14.5	Policy review – AM09 Private Works & Plant Hire Policy .....	25
12/24.14.6	Policy review – AM16 Kerb Profile Policy .....	26
12/24.15.0	COMMUNITY DEVELOPMENT .....	26
12/24.15.1	Community Services Report.....	26
12/24.15.2	Access and Inclusion Action Plan 2024 - 2026 .....	27
12/24.16.0	DEVELOPMENT SERVICES.....	27
12/24.16.1	Development Services Report.....	27
12/24.16.2	Declared areas - Dog Management Policy 2024.....	28
12/24.17.0	GOVERNANCE.....	29
12/24.17.1	General Manager’s Report.....	29
12/24.17.2	2025 – 2026 State Budget Community Consultation.....	30
12/24.17.3	Northern Tasmania Development Corporation Ltd (NTDC) – Receipt of Quarterly Report Jul-Sept 2024.....	31
12/24.17.4	Future of Local Government Review – Final Report Response .....	31
12/24.18.0	CLOSED COUNCIL .....	32
12/24.18.1	Confirmation of Closed Council Minutes – Council Meeting 18 November 2024.....	32
12/24.18.2	Outstanding Actions List for Closed Council .....	32
12/24.18.3	Closed Council Item Pursuant to Section15(2)D of the Local Government (Meeting Procedures) Regulations 2015 Tender - Multi-year Contract – Drilling, Blasting, Crushing, Blending & Stockpiling of Gravel at Halfway Hill Quarry and Merry Creek Quarry .....	32
12/24.19.0	MEETING CLOSED.....	32

## AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

All ordinary meetings, special meetings and annual general meetings will be live streamed using audio/visual technology. A link to the audio/visual recordings will be made available to the public post the meeting on Council's website (within seven (7) days post the meeting in line with the uploading of the minutes from the meeting). The audio/visual recording of Council Meetings will only be retained for six (6) months.

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 33 of the Local Government (Meeting Procedures) Regulations 2015, these audio files will be retained by Council for at least six (6) months and made available for listening online within seven (7) days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the audio recording of the meeting and a transcript of the recording will not be prepared.*

## OPENING

*The Mayor welcomed Councillors and staff and declared the meeting open at 10.00am.*

## 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.*

## **12/24.1.0 ATTENDANCE**

### **12/24.1.1 Present**

Mayor Mick Tucker  
Deputy Mayor Kristi Chapple  
Councillor Ian Carter  
Councillor Janet Drummond  
Councillor Liz Johnstone  
Councillor Barry LeFevre  
Councillor Vaughan Oldham

### **12/24.1.2 Apologies**

Councillor Gary Barnes  
Councillor Kylie Wright

### **12/24.1.3 Leave of Absence**

Nil

### **12/24.1.4 Staff in Attendance**

General Manager, John Brown  
Corporate Services Officer, Linda Singline  
Corporate Services Coordinator, Angela Matthews (*Item 1.0 – 17.4*)  
Business Services Manager, Raoul Harper (*Item 1.0 – 15.0, 16.0 – 17.4*)  
Executive Officer, Jayne Richardson (*Item 1.0 - 17.4*)  
Manager Infrastructure and Development Services, David Jolly (*Item 1.0 – 17.4*)  
Development Services Coordinator, Jake Ihnen (*Item 13.1 – 16.2*)  
NRM Facilitator, Polly Buchhorn (*Item 14.1-17.0*)

## 12/24.2.0 PUBLIC QUESTION TIME

Four people in the gallery.

*In accordance with Section 31(1) of the Local Government (Meeting Procedures) Regulations 2015 the following questions were submitted in writing prior to the Council Meeting.*

### 12/24.2.1 Frank McComas Tribute in Fingal - Hamish Thompson

Dear Council

I'm writing to ask whether you will consider naming something in Fingal after Frank McComas the famous Fingal-born Australian artist who was world renowned in the early 20th century.

McComas made a huge contribution to the spread of modernist art beyond Europe, having studied in Paris and visited the famous Cezanne and Braque salons of 1907.

McComas was born in Fingal in 1874 (150 years ago this year) and moved to Sydney to study art. He later moved to California where he became a famous watercolourist, friend to Chaplin, the Hearst family and a collaborator on Cecil B. de Mille films. He was at one stage ranked amongst the twenty most important painters in the world.

I have a theory (which will be the subject of an arts Tasmania grant application) that influences in McComas's early life in Fingal may have contributed to his modernist art leanings.

I think it would be a fitting and enduring tribute if the council would agree to name something in the town - perhaps a building, a street or a significant landmark - after this famous, important and influential artist in this the 150th anniversary of his birth.

I'm conscious that there is very limited time remaining in this year, but I'd be grateful if the council would consider agreeing in principle in order to make a connection with the 150th anniversary of McComas's birth.

Best regards

Hamish Thompson

#### **Reply**

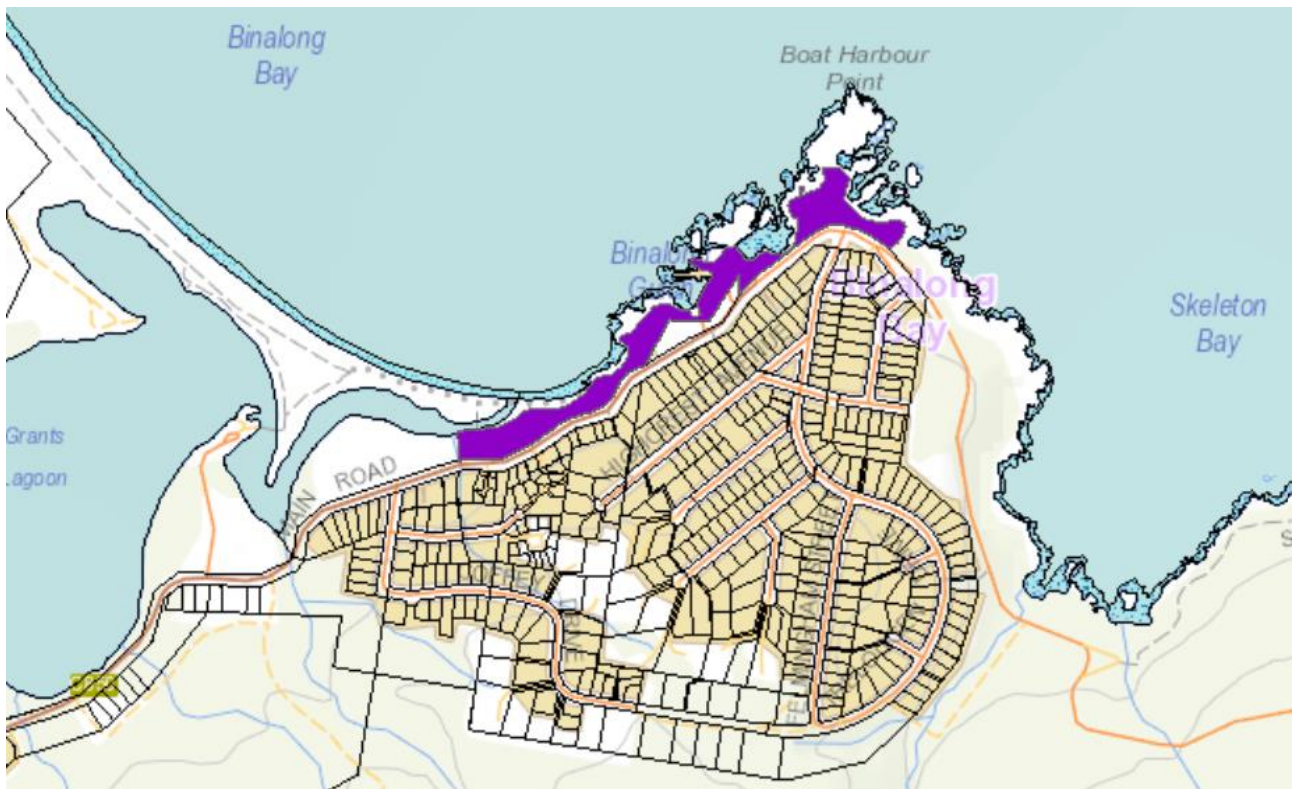
Council greatly appreciates you bringing this very interesting piece of information to our attention and following further investigation we can look at options for recognition of Frank McCormas. Wikipedia lists his birth date as 1 October 1875 which if this is correct provides us time to work on this prior to the 150 year mark.

12/24.2.2

**2024-2025 Annual Budget for weed management – Todd Dudley  
North East Bioregional Network**

Can Council please advise how much money has been allocated in their 2024-2025 Annual Budget for weed management on the Crown Land leased to them located on the Binalong Bay Foreshore?

*See map below with relevant land in purple*



**Reply**

The Council allocates budget funding for weed management across its functional operational areas. Money allocated under the Parks and Reserves budget must be spent on a priority basis across the municipality. There is not a specific allocation or limit for the Binalong Bay foreshore area. Activity will be based on the previously adopted Weed Management Plan and will also include resources from Parks & Wildlife Service.



In the BODC's public consultation document St Marys Exhibition Building FAQ, works mentioned under Option 3A are said to be required "to ensure the building is a legally fully compliant workplace".

In a Council officer's report to Council last September it is claimed that without air-conditioning it makes "the building unsuitable as any form of workplace and restricts the building use to storage purposes only."

However under the Australian Building Classification system, the Exhibition Building would be a **Class 9b** which are "assembly buildings in which people may gather for social, theatrical, political or religious or civil purposes."

**Class 5** buildings are office buildings used for professional or commercial purposes. Understandably, a Class 5 building may need to be air-conditioned, and this would require a building to be fully lined.

My questions:

1. Why does the Council insist of re-classifying the Exhibition Building, which is a Class 9b building, to a workplace classification such as a Class 5 building, which required air-conditioning, when it is essentially a large indoor space suitable for a variety of community activities and purposes.
2. What was the brief provided to Collective Consulting for their report in June this year? Was the brief written; if not why not? As only a limited structural assessment was undertaken does Council insist the advice provided is sound, that is, the building has exceeded its design life and is no longer economically viable? Is the Council interested in other advice?

**Reply**

1. Council is not insisting that the building be reclassified. Council, as the property owner is required to ensure buildings occupied are compliant with the National Construction Code when new work requiring a building approval are being conducted. As the building requires building work, whether utilised for storage or any other use class then the National Construction Code must be met. Both class 5 and class 9 buildings are required to comply with Part J of the National Construction Code. There are various ways in which the performance criteria of the code can be met, this has not been explored in any detail by Council officers and will be dependent upon the final decision of Council.
2. A written brief was not provided given the limited nature of the engagement. The information provided to the structural engineers was to provide an assessment to Council relating to its structural adequacy and 'fit for purpose' assessment. Council would consider other engineering advice from suitably qualified practitioners who hold a Tasmanian licence.

1. I have been attending the gym in the Exhibition Hall in St Marys since Hub for Health and Well for Life started almost a decade ago. In its present form gym classes have never had to be cancelled for any reason, including bad weather.  
Why is it now said to be unsafe, unfit for purpose and unfit for future community use? Why would it need to have air conditioning?  
I have seen inside the new Evacuation Centre, it is fantastic! I don't think all of the gym equipment used now is going to fit into the new space though!
2. Reading the engineers reports it seems that storm water is an issue. Rainwater tanks would surely improve these issues. Having lived on the road in a motor home for many years, I know that travellers would also benefit from rainwater tanks. Can Council please consider some water tanks to benefit saving the Exhibition Hall as well as benefiting visiting travellers to have access to water for their grey and black water tanks.

**Reply**

1. Council has monitored the building for several years and carried out improvements to the building including rectifying wall cladding, installing new roof and flashings and new windows to extend the life of the building. As part of Council's community engagement for the construction of the new indoor centre it was flagged with the community that this building was reaching the end of its useful life. Council, as the property owner is required to ensure buildings occupied are compliant with the National Construction Code when works are being conducted. As the building requires building work, whether utilised for storage or any other use class then the National Construction Code.
2. This would be subject to the final Council decision in relation to the future of the building. This should be proposed in a response to the current community consultation phase.

Given that Council has been aware of the historical and cultural significance of the Exhibition Hall from at least 2007, when it accepted the Report of the St Marys Recreational Ground Facilitation Committee; and

Given the suitability of the building for the range of community activities contemplated by Council’s own Arts and Cultural Strategy, examples of which are said to be projected for the new Evacuation Centre in the community consultation documents;

1. Why has Council allowed the structure to deteriorate to its present condition?
2. In that connection, I ask the Council to itemise expenditure subsequent to 2007 to maintain and preserve the building.
3. How much does it currently cost to maintain the Hall?

### Reply

1. The building’s structural condition is relatively un-changed and remedial works have been conducted since 2007 which has included repainting cladding, flooring, upgrading windows, replacement of roof cladding and electrical upgrades. Any timber clad and constructed building will deteriorate over time.
2. The total amount spent on the asset to maintain the building and carry out previously recommended works since 2007 are:

Salaries including on-costs: \$16, 624.00

Contractors: \$4190.00

Materials: \$14, 622.00

Plant Hire: \$6570.00

Other costs (electrical etc) \$1217.00

Depreciation \$10, 168.00

TOTAL: \$53, 391.00

3. The basic routine maintenance costs are predicted to be around \$3000 per year, an additional \$1000 a year is estimated in depreciation. This excludes any additional works beyond basic routine maintenance and repairs such as repainting, replacement of timber cladding when required etc.

## 12/24.2.6

### St Marys Exhibition Centre – Bronwyn Sullivan

Under the Local Government Act 1993, the functions of providing for the health, safety and welfare of the community and representing and promoting the interest of the community, are conferred on the Council along with commensurate powers to discharge those functions, including the acquisition and management of assets, including buildings for community use.

I therefore ask why questions 11-13 of the matters that must be addressed in any submission in the community consultation that Council has purported to conduct about the future of St Marys Exhibition Building, seek to impose on the community the very administrative functions that are what a submitter is entitled to “require of Council”, in answer the Question 14.

Why must a community group, almost inevitably comprising volunteers, do Council’s work for it in order to utilise a community facility?

#### Reply

1. Council has received expert advice from a consulting engineer and Councils Building Surveyor that the building in its current form is reaching the end of its useful life. It is therefore prudent for Council, as per our obligations under the *Local Government Act 1993* to consider the necessary upgrades to the building or demolition. Council made a decision to seek the communities feedback in relation to future use of the building and this is the purpose of Councils current consultation process.

## 12/24.2.7

### Free Local Green Waste Program to include Ansons Bay Waste Transfer Station – Clr Oldham OBH Graeme Le Brocq, President Ansons Bay Community Group Inc

Would Council be able to consider a report into the feasibility of Ansons Bay being added to the list of towns that have a free local green waste program over summer. I mention the following reasons:

- To help reduce fire hazards, as many properties border National Parks.
- To prevent illegal dumping.

#### Reply

The Council's Infrastructure & Development Services Manager will prepare a report for the Council on the feasibility of introducing free green waste days at the Ansons Bay Waste Transfer Station.

## 12/24.3.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE

Deputy Mayor Kristi Chapple

Date – 16 December 2024

Agenda Item Number – 12/24.18.3

Subject – Tender, Drilling Blasting

Interest Type – Perceived

The Nature of Interest – Non-Pecuniary Interest (Conflict of Interest)

Details of Interest – My husband works for St Helens Concrete who is one of the tenderers.

*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.*

## 12/24.4.0 CONFIRMATION OF MINUTES

### 12/24.4.1 Confirmation of Minutes – Council Meeting 18 November 2024

#### OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 18 November 2024 be confirmed.

#### COUNCIL DECISION:

12/24.4.1.502 Moved: Clr V Oldham/ Seconded: Clr I Carter

That the minutes of the Council Meeting held on the 18 November 2024 be confirmed.

**CARRIED UNANIMOUSLY**

## **12/24.5.0 COUNCIL WORKSHOPS HELD SINCE 18 NOVEMBER 2024 COUNCIL MEETING**

There was a workshop held 2 December 2024 and the following items were listed for discussion.

- 2025 – 2026 State Budget Community Consultation
- Pending Development Application Updates
- Declared areas - Dog Management Policy 2024
- Financial Statements 2023-2024
- Animal Control Report
- Policy review – EP04 Waste Management Policy
- Policy review – AM05 Stormwater Connection Policy
- Policy review – AM16 Kerb Profile Policy
- Access and Inclusion Action Plan 2024 - 2026
- Update on the Break O’Day Council Reconciliation Action Plan
- Dragon Boat Club seeking Council support for boat storage
- Northern Tasmania Development Corporation Ltd (NTDC) – Receipt of Quarterly Report Jul-Sept 2024

## **12/24.6.0 PLANNING AUTHORITY**

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

Nil

*The Mayor advised the Council that it had now concluded its meeting as a Planning Authority under Section 25 of the Local Government (Meeting Procedures) Regulations 2015.*

## **12/24.7.0 COUNCIL MEETING ACTIONS**

### **12/24.7.1 Outstanding Matters**

Nil

## **12/24.8.0 PETITIONS**

Nil

## 12/24.9.0 NOTICES OF MOTION

### 12/24.9.1 School bus safety issues near shell service station in Scamander – Clr LeFevre

#### **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:*

Council provides a letter of support and raise with the Department of State Growth and the Department of Education the need to quickly review the location of the School Bus Stops near the Scamander Shell Service Station due to safety concerns.

Council also advocates for a more encompassing review of School Bus stops in Break O’Day, especially North of Scamander to St. Helens.

#### **SUBMISSION IN SUPPORT OF MOTION:**

Recently I was approached by a concerned ratepayer about safety issues concerning the school bus drop off/pick up locations for St. Marys and St. Helens School students close to the Shell Service Station at Scamander. On attending the scene one afternoon I was extremely concerned about the safety of students and the wellbeing of drivers as well. Speaking with several parents waiting to pick up children they were all relieved that someone might act and the area become safer. All agreed it is an unsafe location and nothing has been done before this, probably because no one has formally complained through the correct channels.

I spoke with the proprietors of the Shell Service Station and they expressed their grave concerns for the safety of all. They and the parents outlined;

1. Unsuitable location of bus stops ie too close to Shell, corner of Campbell St. and buses blocking visibility and not being able to get sufficiently off the road
2. Garbage and Fuel vehicle increase the danger
3. The traffic outlets ie Service Station x 2, Campbell St and Main Road ensure congestion and safety concerns
4. Increased danger when roads are wet as some children wait under the service station awning which provides safety issues for not only the children but also clients accessing the station. There have been incidents of vehicles sliding through the Main Rd.-Campbell St. intersection when unable to stop driving East on Campbell St.
5. Students running across roads with restricted visibility
6. Increased volume of traffic
7. A bus pull off area and shelter is required at a suitable location nearby

The St. Helens School have provided a letter of support requesting a review as have parents of both the St. Helens and St. Mary’s Schools and the Proprietors of Shell Scamander. I have spoken with the bus operators and they are supportive of the situation being investigated as the safety of the children is paramount.

Everyone I communicated with can see the potential dangers and all have a common goal-safety.

Similar issues appear to exist in other school bus stop locations, particularly North of Scamander to St. Helens, so it would be logical and proactive for these to be reviewed in the near future, before an accident occurs.

#### **COUNCIL DECISION:**

**12/24.9.1.503**      Moved: Clr B LeFevre/ Seconded: Clr V Oldham

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

Council provides a letter of support and raise with the Department of State Growth and the Department of Education the need to quickly review the location of the School Bus Stops near the Scamander Shell Service Station due to safety concerns.

Council also advocates for a more encompassing review of School Bus stops in Break O'Day, especially North of Scamander to St. Helens.

**CARRIED UNANIMOUSLY**

#### **12/24.10.0      COUNCILLOR'S QUESTIONS ON NOTICE**

Nil



## 12/24.11.0 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

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

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

### 12/24.11.1 St Marys Exhibition Building FAQ – Clr Johnstone

On the Break O'Day website there is an information page on "St Marys Exhibition Building FAQ".

Under the heading of PAST ENGINEERING REPROTS there are links to 2 engineering reports and a link to a detailed report by the "St Marys Recreational Ground Facilitation Committee 23 October 2006".

The engineering reports are from Dale Luck & Associates 2007 and Collective Consulting 2024. These reports are mentioned in the "St Marys Exhibition FAQ", which also refers to other engineering reports:

"The community also commissioned Graeme Wathen to develop reports on the status of the building, unfortunately, these reports cannot be relied on as professional advice by Council."

Accordingly, my questions are:

1. What is the reason for mentioning reports by Graeme Wathen on the BODC website and in the FAQ document but then not providing links to these reports for public information?
2. Is the omission of links to these community commissioned reports an oversight?

#### Reply

1. The information provided by Mr Wathen is important and provides useful feedback for Councils information however, the purpose of excluding the report was due to Mr Wathen not being a currently licenced practitioner as required through Tasmanian legislation and Occupational Licencing requirements. Therefore it's likely that Mr Wathen is not covered by adequate professional indemnity insurance to provide the information publicly as expert advice which can be relied upon.
2. No, for reasons as stated above.

## 12/24.12.0

## MAYOR'S & COUNCILLOR'S COMMUNICATIONS

### 12/24.12.1

### Mayor's Communications for Period Ending 16 December 2024

20.11.2024	<b>Launceston</b>	– Local Government Association of Tasmania (LGAT) Mayor and Deputy Mayor Workshop.
21.11.2024	<b>Launceston</b>	– LGAT General Management Committee Meeting.
02-06.12.2024	<b>Perth, Western Australia</b>	– Australian Local Government Association (ALGA) - National Local Roads Transport and Infrastructure.
10.12.2024	<b>St Helens</b>	– Meeting with the General Manager with Troy and Kristy Rainbird.
10.12.2024	<b>St Helens</b>	– Tasmania Police, meeting involving the General Manager and Manager Community Services with Commander Ghedini & Inspector Manhood from Tasmania Police.
12.12.2024	<b>Hobart</b>	– LGAT General Management Committee Meeting.
12.12.2024	<b>Hobart</b>	– Premier's Local Government Council Meeting with the Premier and Minister for Local Government.
13.12.2024	<b>MS Teams</b>	– LGAT Communities of Practice for Mayors: Psychological Safety
14.12.2024	<b>St Helens</b>	– Official opening of Pumptrack at the Flagstaff Trailhead
16.12.2024	<b>St Helens</b>	– Council Meeting.

### 12/24.12.2

### Councillor's Reports for Period Ending 16 December 2024

*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

The next meeting is scheduled for February 2025.

#### NRM Special Committee – Clr Janet Drummond

An informal meeting was held at the Council Chambers with eight members in attendance. Members shared their stories which brought cohesion to the group.

#### East Coast Tasmania Tourism (ECTT) – Clr Barry LeFevre

Parks provided an overview of what is happening within the Break O'Day area:

- St Columba Falls remains closed while they assess and plan for the landslips. There are concerns for the flow on to businesses in the area but they are encouraging visitors to visit and view the falls from the car park and also promoting other attractions in the area such as Halls Falls and the Blue Tier.
- Evercreech grand white knights are no more since the storm event which caused significant tree falls. They are going to be upgrading the BBQ area and toilets for days use and revisiting the track routes and what alignments remain. There are currently OHS hazards at the site.
- Infrastructure upgrades 2025 (subject to approval)
  - Dora Point toilet upgrade
  - Goblin Forest walk repairs

- Mt Pearson Dam Wall access track repairs
- Chain of Lagoons, Dianas Basin and Deep Creek, new toilets
- Replace Shelly Point viewing platform
- Fire restrictions are now in place.

The Telstra Cell Tower on wheels is now in place in St Helens. It will remain in St Helens until 30 January 2025.

Grace Keath, CEO ECTT, is taking six months leave in 2025. An interim CEO position will be advertised.

Episteme has won the tender to lead the Positive Impact Plan, with Alison Anderson as the main contact.

Clr Johnstone asked how the OHS hazards at Evercreech will be identified for visitors, to which Clr LeFevre responded that Parks will be erecting signage to advise of hazards.

#### Mental Health Action Group – Clr Barry LeFevre

Nil

#### Access and Inclusion Advisory Committee – Clr Janet Drummond

They have recruited four new members to the Committee. There were two events held for the International Day of People with Disability:

- St Helens – A Celebration through Art event was held and had over 20 people in attendance. Thank you to Sue Gofton for hosting this event at her home.
- St Marys – A viewing of the movie ‘Live the Life You Please’ was held and had 16 people in attendance. The St Marys Day Centre has requested the film be shown and this will happen in the New Year.

#### Bay of Fires Master Plan Steering Committee – Clr Ian Carter

Community consultation is underway and good progress has been made.

**12/24.13.0 BUSINESS AND CORPORATE SERVICES**

**12/24.13.1 Corporate Services Department Report**

<b>FILE REFERENCE</b>	018\018\001\
-----------------------	--------------

**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 Service Department since the previous Council Meeting.

**COUNCIL DECISION:**

**12/24.13.1.504** Moved: Clr K Chapple/ Seconded: Clr B LeFevre

That the report be received.

**CARRIED UNANIMOUSLY**

**12/24.13.2 Monthly Financial Report**

<b>FILE REFERENCE</b>	018\018\001\
-----------------------	--------------

**OFFICER’S RECOMMENDATION:**

That the following reports for the month ending 30 November 2024 be received:

- 1. Profit and Loss Statements
- 2. Balance Sheet
- 3. Statement of Cash Flows
- 4. Capital Works 2024-2025

**INTRODUCTION:**

Presented to Council are the monthly financial statements.

**COUNCIL DECISION:**

**12/24.13.2.505**                      Moved: Clr I Carter/ Seconded: Clr K Chapple

That the following reports for the month ending 30 November 2024 be received:

- 1. Profit and Loss Statements
- 2. Balance Sheet
- 3. Statement of Cash Flows
- 4. Capital Works 2024-2025

**CARRIED UNANIMOUSLY**

### 12/24.13.3 Visitor Information Centre Report

FILE REFERENCE	040\028\002\
----------------	--------------

#### 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.

#### COUNCIL DECISION:

**12/24.13.3.506** Moved: Clr L Johnstone / Seconded: Clr V Oldham

That the report be received.

**CARRIED UNANIMOUSLY**

### 11/24.13.4 Audit Panel Minutes

FILE REFERENCE	018\005\024
----------------	-------------

#### OFFICER'S RECOMMENDATION:

That Council receive the minutes of the Audit Panel meeting of 2 December 2024.

#### INTRODUCTION:

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

#### COUNCIL DECISION:

**12/24.13.4.507** Moved: Clr B LeFevre / Seconded: Clr V Oldham

That Council receive the minutes of the Audit Panel meeting of 2 December 2024.

**CARRIED UNANIMOUSLY**

## 12/24.13.5 Reappointment of Audit Panel Chairperson

FILE REFERENCE	018\005\024\
----------------	--------------

### OFFICER'S RECOMMENDATION:

Council agree to reappoint and Mr Grey for a period of 3 (three) years as an independent member and Chair of the Audit Panel and direct the General Manager to negotiate a suitable independent contractors agreement for the delivery of the services required for the period authorised by Council.

### COUNCIL DECISION:

**12/24.13.5.508** Moved: Clr J Drummond/ Seconded: Clr K Chapple

Council agree to reappoint and Mr Grey for a period of 3 (three) years as an independent member and Chair of the Audit Panel and direct the General Manager to negotiate a suitable independent contractors agreement for the delivery of the services required for the period authorised by Council.

**CARRIED UNANIMOUSLY**

## 12/24.14.0 WORKS AND INFRASTRUCTURE

### 12/24.14.1 Works and Infrastructure Report

FILE REFERENCE	014\002\001\
----------------	--------------

### OFFICER'S RECOMMENDATION:

That the report be received by Council.

### INTRODUCTION:

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

### COUNCIL DECISION:

**12/24.14.1.509** Moved: Clr V Oldham/ Seconded: Clr B LeFevre

That the report be received by Council.

**CARRIED UNANIMOUSLY**

## 12/24.14.2 Animal Control Report

FILE REFERENCE	003\003\018\
----------------	--------------

### OFFICER'S RECOMMENDATION:

That the report be received by Council.

### INTRODUCTION:

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

### COUNCIL DECISION:

**12/24.14.2.510** Moved: Clr K Chapple/ Seconded: Clr I Carter

That the report be received by Council.

**CARRIED UNANIMOUSLY**

## 12/24.14.3 Policy review – EP04 Waste Management Policy

FILE REFERENCE	002\024\003\
----------------	--------------

### OFFICER'S RECOMMENDATION:

That Policy EP04 Waste Management Policy be accepted with minor amendment.

### INTRODUCTION:

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

### COUNCIL DECISION:

**12/24.14.3.511** Moved: Clr B LeFevre/ Seconded: Clr K Chapple

That Policy EP04 Waste Management Policy be accepted with minor amendment.

**CARRIED UNANIMOUSLY**



**12/24.14.4 Policy review – AM05 Stormwater Connection Policy**

<b>FILE REFERENCE</b>	002\024\003\
-----------------------	--------------

**OFFICER’S RECOMMENDATION:**

That Policy AM05 Stormwater Connection Policy be accepted with minor amendment.

**INTRODUCTION:**

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

**COUNCIL DECISION:**

**12/24.14.4.512** Moved: Clr I Carter/ Seconded: Clr K Chapple

That Policy AM05 Stormwater Connection Policy be accepted with minor amendment.

**CARRIED UNANIMOUSLY**

**12/24.14.5 Policy review – AM09 Private Works & Plant Hire Policy**

<b>FILE REFERENCE</b>	002\024\003\
-----------------------	--------------

**OFFICER’S RECOMMENDATION:**

That Policy AM09 Private Works & Plant Hire Policy be accepted without amendment.

**INTRODUCTION:**

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

**COUNCIL DECISION:**

**12/24.14.5.513** Moved: Clr B LeFevre/ Seconded: Clr V Oldham

That Policy AM09 Private Works & Plant Hire Policy be accepted without amendment.

**CARRIED UNANIMOUSLY**

## 12/24.14.6 Policy review – AM16 Kerb Profile Policy

FILE REFERENCE	002\024\003\
----------------	--------------

### OFFICER'S RECOMMENDATION:

That Policy AM16 Kerb Profile Policy be accepted without amendment.

### INTRODUCTION:

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

### COUNCIL DECISION:

**12/24.14.6.514** Moved: Clr K Chapple/ Seconded: Clr I Carter

That Policy AM16 Kerb Profile Policy be accepted without amendment.

**CARRIED UNANIMOUSLY**

## 12/24.15.0 COMMUNITY DEVELOPMENT

### 12/24.15.1 Community Services Report

FILE REFERENCE	011\034\006\
----------------	--------------

### 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.

### COUNCIL DECISION:

**12/24.15.1.515** Moved: Clr K Chapple/ Seconded: Clr I Carter

That the report be received.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	011\034\006\
----------------	--------------

**OFFICER'S RECOMMENDATION:**

That Council adopts the Access and Inclusion Plan 2024-2026 developed by the Access and Inclusion Committee.

**INTRODUCTION:**

The Access and Inclusion Committee have undertaken a review of the Disability Action Plan 2021 – 2024. The name of the document has been changed to ensure that Council in its business is inclusive of everyone – the document is now called the Access and Inclusion Action Plan.

**COUNCIL DECISION:**

**12/24.15.2.516**                      Moved: Clr K Chapple/ Seconded: Clr J Drummond

That Council adopts the Access and Inclusion Plan 2024-2026 developed by the Access and Inclusion Committee.

**CARRIED UNANIMOUSLY**

*Meeting adjourned at 11:02am for morning tea.*

*Meeting resumed at 11:12am.*

**12/24.16.0                      DEVELOPMENT SERVICES****12/24.16.1                      Development Services Report**

FILE REFERENCE	031\013\003\
----------------	--------------

**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.

**COUNCIL DECISION:**

**12/24.16.1.517**                      Moved: Clr K Chapple/ Seconded: Clr B LeFevre

That the report be received.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	003\003\014\
----------------	--------------

**OFFICER'S RECOMMENDATION:**

That Council Declare, in accordance with Section 25 of the Dog Control Act 2000, the dog zones (Declared areas) described in its revised Dog Management Policy 2024 (EP05) Dog to replace previous Declared areas and to apply for the duration from 15 January 2025 to 1 July 2030.

**INTRODUCTION:**

Council completed its review of its Dog Management Policy and Declared areas in July and adopted a new Policy and dog zones (Declared areas described in it). Council has postponed declaring the new dog zones formally, awaiting confirmation from the Parks and Wildlife Service that it will authorise the same dog access rules under its legislation on the Reserves it manages.

**COUNCIL DECISION:****12/24.16.2.518**Moved: Clr B LeFevre/ Seconded: Clr J Drummond

That Council Declare, in accordance with Section 25 of the Dog Control Act 2000, the dog zones (Declared areas) described in its revised Dog Management Policy 2024 (EP05) Dog to replace previous Declared areas and to apply for the duration from 15 January 2025 to 1 July 2030.

**CARRIED UNANIMOUSLY**

**12/24.17.0 GOVERNANCE**

**12/24.17.1 General Manager's Report**

<b>FILE REFERENCE</b>	002\012\001\
-----------------------	--------------

**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.

**COUNCIL DECISION:**

**12/24.17.1.519**                      Moved: Clr V Oldham/ Seconded: Clr K Chapple

That the General Manager's report be received.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	018\019\001\
----------------	--------------

**OFFICER'S RECOMMENDATION:**

That Council provide a submission to the 2025-2026 State Budget consultation process covering the following items:

1. Relocation of St Helens District High School
2. St Helens Wharf – Ownership and assessment
3. Purpose built Early Learning Centre for St Marys
4. St Marys Pass Alternative Route

**INTRODUCTION:**

The State Government has commenced the community consultation process as part of developing the 2025 -2026 State Budget, this provides an opportunity for Council to provide a submission advocating for projects, services, activities or policy changes. The closing date for submissions is Sunday 22 December 2024.

**COUNCIL DECISION:****12/24.17.2.520**Moved: Clr L Johnstone/ Seconded: Clr K Chapple

That Council provide a submission to the 2025-2026 State Budget consultation process covering the following items:

1. Relocation of St Helens District High School
2. St Helens Wharf – Ownership and assessment
3. Purpose built Early Learning Centre for St Marys
4. St Marys Pass Alternative Route
5. St Marys to Cornwall Trail

**CARRIED UNANIMOUSLY**

### 12/24.17.3

## Northern Tasmania Development Corporation Ltd (NTDC) – Receipt of Quarterly Report Jul-Sept 2024

FILE REFERENCE	039\011\003\
----------------	--------------

#### OFFICER'S RECOMMENDATION:

That Council receive the quarterly report of the Northern Tasmania Development Corporation (NTDC) for the period Jul-Sept 2024.

#### INTRODUCTION:

The Northern Tasmania Development Corporation (NTDC) has been formed as an enterprise under the *Local Government Act*. Accordingly, NTDC provides quarterly reports to its shareholders including Break O'Day Council.

#### COUNCIL DECISION:

**12/24.17.3.521**                      Moved: Clr I Carter/ Seconded: Clr K Chapple

That Council receive the quarterly report of the Northern Tasmania Development Corporation (NTDC) for the period Jul-Sept 2024.

**CARRIED UNANIMOUSLY**

### 12/24.17.4

## Future of Local Government Review – Final Report Response

FILE REFERENCE	014\006\001\
----------------	--------------

#### OFFICER'S RECOMMENDATION:

That the information be noted

#### INTRODUCTION:

The Future of Local Government Review process has now been completed and the Tasmanian Government have released their response to the Local Government Board's Final Report.

#### COUNCIL DECISION:

**12/24.17.4.522**                      Moved: Clr B LeFevre/ Seconded: Clr K Chapple

That the information be noted

**CARRIED UNANIMOUSLY**

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

# IN CONFIDENCE

**12/24.18.0**      **CLOSED COUNCIL**

**12/24.18.1**      **Confirmation of Closed Council Minutes – Council Meeting 18 November 2024**

**OFFICER’S RECOMMENDATION:**

That the minutes of the Closed Council Meeting held on the 18 November 2024 be confirmed.

**COUNCIL DECISION:**

**12/24.18.1.CC**      Moved: Clr L Johnstone/ Seconded: Clr V Oldham

That the minutes of the Closed Council Meeting held on the 18 November 2024 be confirmed.

**CARRIED UNANIMOUSLY**

**12/24.18.2**      **Outstanding Actions List for Closed Council**

***Deputy Mayor Kristi Chapple left the closed Council Meeting 11:52am***

**12/24.18.3** **Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015 Tender - Multi-year Contract – Drilling, Blasting, Crushing, Blending & Stockpiling of Gravel at Halfway Hill Quarry and Merry Creek Quarry**

<b>FILE REFERENCE</b>	030\001\144
-----------------------	-------------

**DECISION TO APPEAR IN THE PUBLIC MINUTES:**

That Council award Contract 030\001\144 "Drilling, Blasting, Crushing, Blending & Stockpiling of Gravel at Halfway Hill Quarry and Merry Creek Quarry" to Fieldwicks Crushing & Screening.

**CARRIED UNANIMOUSLY**

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

***Clr Chapple returned to the meeting at 11:55am***

**12/24.19.0**      **MEETING CLOSED**

Mayor Tucker thanked everyone for their attendance and declared the meeting closed at 11:57am.