



COUNCIL MEETING AGENDA

Monday 21 October 2024
Council Chambers, St Helens

John Brown, General Manager
Break O'Day Council
15 October 2024

**This page left blank
intentionally**

NOTICE OF MEETING

Notice is hereby given that the next meeting of the Break O'Day Council will be held at the St Helens Council Chambers on Monday 21 October 2024 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: 15 October 2024

This page left blank intentionally

CONTENTS

NOTICE OF MEETING.....	3
CONTENTS	5
AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL	7
OPENING	7
ACKNOWLEDGEMENT OF COUNTRY.....	7
LIVE AUDIO/VISUAL STREAMING OF COUNCIL MEETINGS.....	7
10/24.1.0 ATTENDANCE	8
10/24.1.1 Present	8
10/24.1.2 Apologies.....	8
10/24.1.3 Leave of Absence	8
10/24.1.4 Staff in Attendance	8
10/24.2.0 PUBLIC QUESTION TIME.....	8
10/24.3.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE	8
10/24.4.0 CONFIRMATION OF MINUTES.....	9
10/24.4.1 Confirmation of Minutes – Council Meeting 16 September 2024	9
10/24.5.0 COUNCIL WORKSHOPS HELD SINCE 16 SEPTEMBER 2024 COUNCIL MEETING	9
10/24.6.0 PLANNING AUTHORITY	10
10/24.6.1 DA103-2024 - Woolcott Land Services Obo A G Swanson - Lot 1 Ocean Drive, Beaumaris - 2 Lot Subdivision	10
10/24.7.0 COUNCIL MEETING ACTIONS	28
10/24.7.1 Outstanding Matters.....	28
10/24.8.0 PETITIONS.....	39
10/24.9.0 NOTICES OF MOTION	39
10/24.10.0 COUNCILLOR’S QUESTIONS ON NOTICE	39
10/24.11.0 COUNCILLOR’S QUESTIONS WITHOUT NOTICE	39
10/24.12.0 MAYOR’S & COUNCILLOR’S COMMUNICATIONS.....	39
10/24.12.1 Mayor’s Communications for Period Ending 21 October 2024	39
10/24.12.2 Councillor’s Reports for Period Ending 21 October 2024	40
10/24.13.0 BUSINESS AND CORPORATE SERVICES.....	41
10/24.13.1 Corporate Services Department Report	41
10/24.13.2 Monthly Financial Report.....	45
10/24.13.3 Visitor Information Centre Report	52
10/24.13.4 Review of LG16 - Corporate Credit Card Policy	55
10/24.14.0 WORKS AND INFRASTRUCTURE	61
10/24.14.1 Works and Infrastructure Report.....	61
10/24.14.2 Animal Control Report	66

10/24.14.3	Waste Transfer Station Voucher System	69
10/24.15.0	COMMUNITY DEVELOPMENT	74
10/24.15.1	Community Services Report.....	74
10/24.15.2	Future use of the old Council offices – 29 Talbot Street, Fingal.....	79
10/24.16.0	DEVELOPMENT SERVICES.....	82
10/24.16.1	Development Services Report.....	82
10/24.16.2	Proposed new electronic scoreboard	91
10/24.16.3	Break O’Day Council Cat Management Actions –2024-2025	102
10/24.16.4	NRM Committee Meeting Minutes – 5 March, 4 June and 3 September 2024	108
10/24.16.5	Appointment of Break O'Day Council Natural Resource Management Committee representatives	139
10/24.16.6	Land Use Planning and Approvals Amendment (Development Assessment Panels) Bill 2024.....	145
10/24.17.0	GOVERNANCE.....	182
10/24.17.1	General Manager’s Report.....	182
10/24.17.2	2023-2024 Annual Plan Quarterly Review	188
10/24.18.0	CLOSED COUNCIL	240
10/24.18.1	Confirmation of Closed Council Minutes – Council Meeting 16 September 2024 ..	240
10/24.18.2	Outstanding Actions List for Closed Council	240
10/24.18.3	Closed Council Item Pursuant to Section 15(2)A of the Local Government (Meeting Procedures) Regulations 2015 - General Manager Annual Leave	240
10/24.18.4	Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015 - Tender – Design & Construct Contract, Bridge 2809 Replacement, Contract 030\001\152	240
10/24.19.0	MEETING CLOSED.....	240

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 to welcome Councillors and staff and declare 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.

10/24.1.0 ATTENDANCE

10/24.1.1 Present

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

10/24.1.2 Apologies

Nil

10/24.1.3 Leave of Absence

10/24.1.4 Staff in Attendance

General Manager, John Brown
Corporate Services Coordinator, Ange Matthews

10/24.2.0 PUBLIC QUESTION TIME

Nil

10/24.3.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE

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

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

10/24.4.0 CONFIRMATION OF MINUTES

10/24.4.1 Confirmation of Minutes – Council Meeting 16 September 2024

OFFICER’S RECOMMENDATION:

That the minutes of the Council Meeting held on the 16 September 2024 be confirmed.

10/24.5.0 COUNCIL WORKSHOPS HELD SINCE 16 SEPTEMBER 2024 COUNCIL MEETING

There was a workshop held 7 October 2024 and the following items were listed for discussion.

- Presentation – Department of State Growth – St Marys Pass Alternate Route Project Briefing
- Pending Development Application Updates
- Proposed new electronic scoreboard
- Scamander – Beaumaris Structure Plan
- Project brief industrial land study
- NRM Committee Meeting Minutes – 5 March, 4 June and 3 September 2024
- Revised Dog Management Policy 2024
- Break O’Day Council Cat Management Actions –2024-2025
- Review of LG16 - Corporate Credit Card Policy
- Request for Rate Remission - 186 Gardens Road, Binalong Bay and Lot 4 Tasman Highway, St Helens
- Animal Control Report
- WTS Voucher System
- Assessment of stormwater drainage in St Helens Industrial Estate
- Future use of the old Council offices – 29 Talbot Street, Fingal
- 2023-2024 Annual Plan Quarterly Review

10/24.6.0 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.

10/24.6.1 DA103-2024 - Woolcott Land Services Obo A G Swanson - Lot 1 Ocean Drive, Beaumaris - 2 Lot Subdivision

ACTION	DECISION
COUNCIL MEETING DATE	21 October 2024
PROPONENT	Woolcott Surveys
OFFICER	Senior Town Planner, D. Szekely
FILE REFERENCE	DA 2024 / 00103
ASSOCIATED REPORTS AND DOCUMENTS	<ol style="list-style-type: none"> 1. Subdivision Plans 2. Natural Values Report 3. Bushfire Hazard Report 4. Onsite Wastewater Report 5. Representation (1) 6. Planning Scheme Assessment

OFFICER'S RECOMMENDATION:

- A. After due consideration of the application received and pursuant to Section 57 of *the Land Use Planning & Approvals Act 1993* and the *Tasmanian Planning Scheme – Break O’Day*, that the application for 2 Lot Subdivision on land situated at Ocean Drive, Beaumaris described in Certificate of Title 141533/1 be APPROVED subject to the following plans / documents and conditions:

Approved Plans / Documents			
Plan / Document Name	Reference Number	Prepared By	Dated
Proposed 2 Lot Subdivision	Edition 1.1 Sheet 1/1	Woolcott Surveys	15/08/2024
Flora and Fauna Report: Lot 1 Ocean Drive	Version 2.0	RM Consulting Group Pty Ltd	3/09/2024
Preliminary On-site Wastewater Disposal and Stormwater Evaluation	GL24114Ab	GEOTON Pty Ltd	09/05/2024
Bushfire Hazard Report	Revision No. 1	Woolcott Surveys	18/03/2024

CONDITIONS

CONDITION		TIMING
1	Approved Plans and/or Document	
	Undertake development in accordance with the approved plans and/or documents. These plans and/or	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan)

	documents will form part of the approval, unless otherwise amended by conditions of this approval.	and to be maintained at all times.
2	Amended Bushfire Hazard Report Required	
A	<p>Submit an amended Bushfire Hazard Management Plan and Bushfire Hazard Management Plan incorporating the following:</p> <ul style="list-style-type: none"> Amended hazard management area for Lot 1 that observes the approved building area for lot 1. 	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
B	Obtain approval from Council for the amended document in accordance with (A) above.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
C	Implement the requirements and recommendations of the approved document including formed internal access. The approved amended document will form part of the approval.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
D	<p>Vegetation removal is restricted to that necessary to form access to lots 1 and 2, including the Right of Way and in accordance with the approved plan of subdivision and amended Bushfire Hazard Management Plan, as it relates to access to each lot only.</p> <p><i>Advice:</i></p> <p><i>Clearance of vegetation within the building area will be considered at the time of application for further development on the 'new' lots.</i></p>	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
E	Provide certification from an accredited Bushfire Hazard Practitioner that all relevant requirements (relevant to the subdivision stage) of the Bushfire Hazard Report and Hazard Management Plan, have been implemented.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
3	Lots	
	Approval is for Lots 1 – 2.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. survey plan).
4	Easements to be created	

A	An Easement must be created over the internal access road (Right of Way) servicing Lot 2	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
B	Such easements must be created on the final plan to the satisfaction of the General Manager.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
5	Building Envelopes	
A	The Final Plan and Schedule of Easements for Lots 1 and 2 must describe a residential building envelope for each lot generally in accordance with the approved subdivision plan (building area) and approved amended Bushfire Hazard Management Area plan.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
B	Such building envelopes must be created on the final plan to the satisfaction of the General Manager and must provide identifying coordinates or similar to ensure the approved building area is identifiable and able to be located for future potential development.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
6	Weed and Disease Hygiene Management	
A	Submit a Weed and Disease Hygiene Management Plan that: <ul style="list-style-type: none"> 1. Is in accordance with the Tasmanian Government's Weed and Disease Planning and Hygiene Guidelines (2015); 2. Minimizes the risk of introducing weeds and pathogens to site during subdivision works including internal access road construction; 3. Machinery and vehicle hygiene protocols; 4. Sourcing gravel and other such materials from a facility certified as weed- and disease- free; and 5. Post-construction monitoring and weed control. 	Prior to commencement of works and to be maintained current at all times during site works.
B	Obtain approval from Council for the Management Plan	Prior to commencement of works and to be maintained current at all times during site works.
C	Carry out works in accordance with the approved Management Plan.	At all times

7	Right of Way	
A	Conduct such works to form the Right of Way to service Lot 2.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
B	Ensure all works is in accordance with the approved Weed and Disease Hygiene Management Plan.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
8	Disposal of Cleared Vegetation	
	<p>Chip, shred or tub grind cleared native vegetation and spread as mulch or dispose of at an authorised waste facility.</p> <p>Any hollows observed in cleared vegetation must be salvaged and installed as nest boxes in trees within the property.</p>	During site works.
9	Temporary Exclusion Fencing	
	Delineate areas where vegetation is proposed to be retained with exclusion fencing to prevent accidental felling. Clearing is to be undertaken in accordance with AS 4970-2009 Protection of Trees on Development Sites as amended.	During site works.
10	Infrastructure Repair	
A	<p>The owner must, at their expense, repair any Council services (e.g. pipes, drains) and any road, crossover, footpath or other Council infrastructure that is damaged as a result of any works carried out by the developer, or their contractors or agents pursuant to this permit. These repairs are to be in accordance with any directions given by the Council.</p> <p>If the owner does not undertake the required repair works within the timeframe specified by Council, the Council may arrange for the works to be carried out at the owner's expense.</p>	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
11	Covenants on Subdivisions	
A	Any restrictive covenants created by this subdivision are not to preclude the use/development of this land for State, Commonwealth or Local Government purpose.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
12	Final Plan Endorsement	

A	The final plan is to be endorsed to the effect that TasWater cannot provide a supply of water nor a means of sewage disposal to the lots on the plan.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
B	The final plan is to be endorsed to the effect that Lot 2 onsite wastewater management requires secondary treated effluent with irrigation or equivalent.	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
13	New Works & Infrastructure Construction	
A	All works, where relevant, must be in accordance with Council Policy No. AM08: Subdivision New Works and Infrastructure Construction	Prior to submitting to the Council any request for approval of a plan of subdivision (i.e. a survey plan).
14	Final Plan of Survey	
A	A copy of the final plan of survey and schedule of easements is to be submitted to Council for assessment of sealing. <i>Advice: the plan will not be sealed until such time as all conditions on this permit have been complied with.</i>	On completion and satisfaction of all conditions on this permit.

ADVICE

1. All works associated with the development should be conducted in accordance with *Guidelines for Soil and Water Management*, Hobart City Council, available on Council's website (<http://www.bodc.tas.gov.au/webdata/resources/files/GuidelinesforSoilandWaterManagement.pdf>). All worked areas not covered by structures must be promptly and progressively stabilised (e.g. revegetated) so that they will not erode and/or act as a source of sediment transfer.
2. Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
3. The introduction of non-native plant species and plant species not of local provenance should be avoided and environmental weeds regularly monitored and targeted for removal.
4. Activities associated with construction works are not to be performed outside the permissible time frames listed:

Mon-Friday 7 am to 6 pm

Saturday 9 am to 6 pm

Sunday and public holidays 10 am to 6 pm

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

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

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

Development Permit Information	Details
<i>Development Description</i>	2 Lot Subdivision
<i>Relevant Period of Approval</i>	2 Years
<i>Other Necessary Permits</i>	Nil
<i>Attachments</i>	Nil
<i>Representations</i>	One

INTRODUCTION:

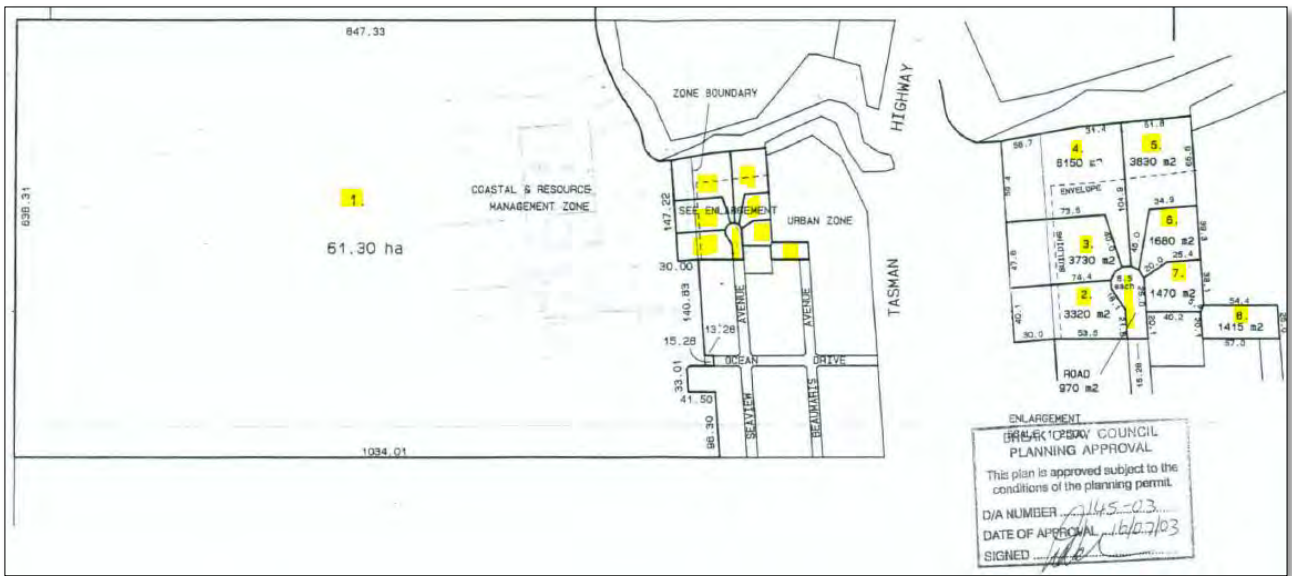
The applicant is seeking approval for the reconfiguration of the existing parent lot (CT141533/1) to form two (2) new lots:

- Proposed Lot 1 – 42.02 hectares; and
- Proposed Lot 2 – 22.80 hectares.

The development site has a land area of 64.85 hectares and was formed as the balance lot in association with an historic subdivision (DA145-2003 – see below) forming 8 residential lots within what is now the Low Density Residential Zone, east of the parent title.

The proposed subdivision is within the Landscape Conservation Zone and the title is subject to a number of planning scheme overlays consisting of:

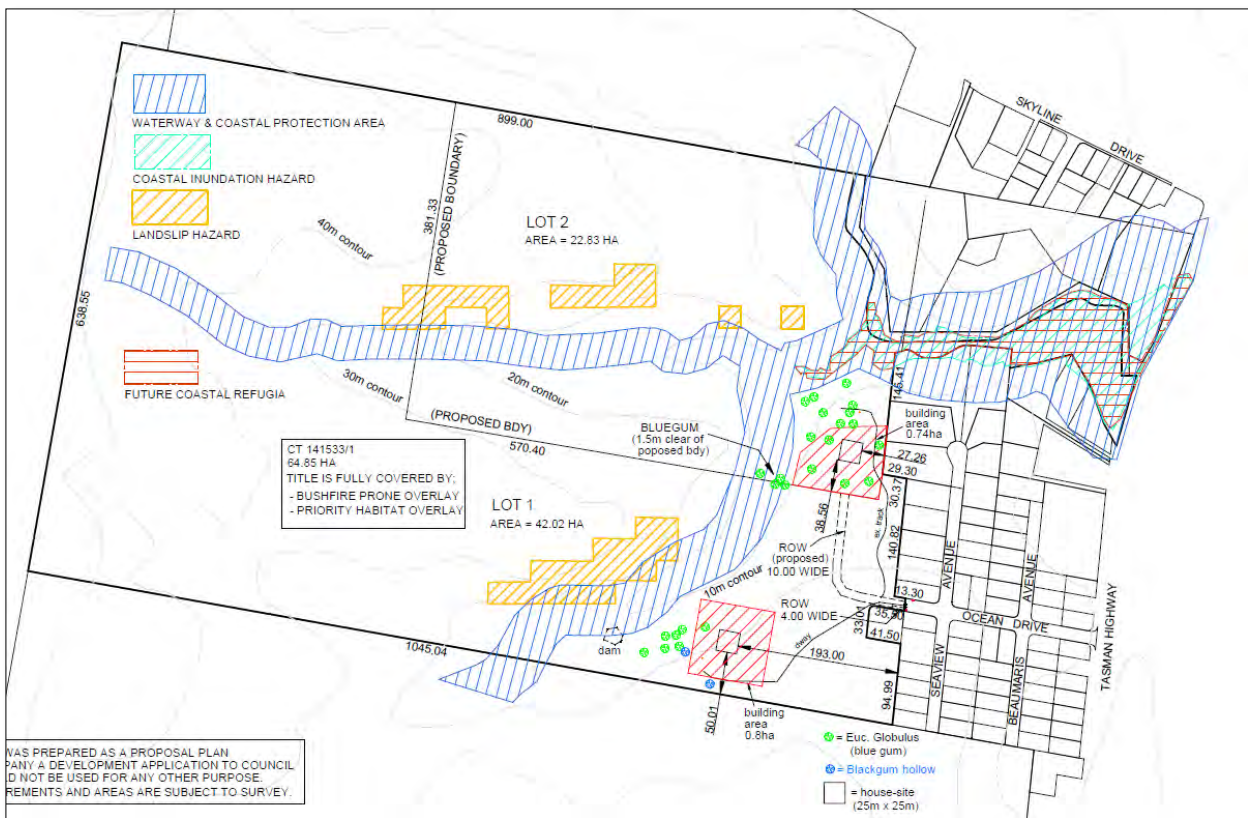
C2.0 Parking and Sustainable Transport Code	C3.0 Road and Railway Assets Code
C7.0 Natural Assets Code	C8.0 Scenic Protection Code
C11.0 Coastal Inundation Hazard Code	C12.0 Flood Prone Areas Code
C13.0 Bushfire-prone Areas Code	C15.0 Landslip Hazard Code



Historic Subdivision DA145-2003



Subject Land



Proposed Subdivision

PREVIOUS COUNCIL CONSIDERATION:

Nil

OFFICER'S REPORT:

1. The Proposal

The proposed development is for a 2 Lot Subdivision at Lot 1 Ocean Drive Beaumaris with title reference 141533/1.

Proposed Lot 1

The proposed subdivision will create Lot 1 with a land area of 42.02 hectares with frontage to Ocean Drive. Lot 1 has a building area identified with an approximate land area of 0.8ha which also contains the required Bushfire Hazard Management Area suitable for residential use. The building area has been sited closer to the eastern frontage and specifically avoids an overlay related to the mapped watercourse.

Proposed Lot 2

Proposed Lot 2 has a land area of approximately 22.8 ha and has frontage to Tasman Highway. The frontage to Tasman Highway is notional only with vehicle access unobtainable due to aquatic environment associated with Yarmouth Creek. Instead Lot 2 will achieve access via Ocean Drive and a Right of Way established burdening Lot 1 in favour of Lot 2. Similarly, Lot 2 has an identified building area which also contains the Bushfire Hazard Management Area suitable for residential use.

Importantly the building areas have been sited further eastward of the parent lot in an area with an existing degree of disturbance and proximity to access onto Ocean Drive thereby limiting the degree

of additional disturbance on the lot. The building area does not represent an area where total clearing will occur but instead provides a flexible area for siting future development, managing vegetation as well as accounting for a required bushfire hazard management area.



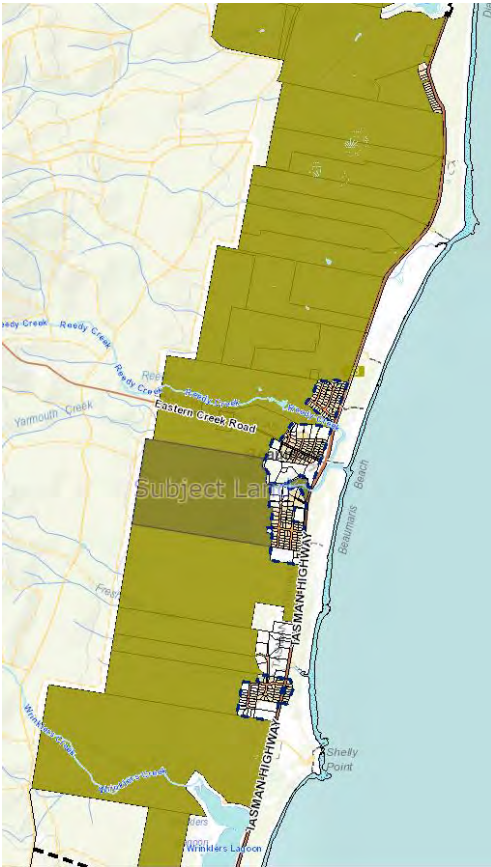
Aerial view of development site.

The development site supports aquatic environments including Yarmouth Creek, minor streams and tributaries and wetlands (see below).



Aquatic environments

The subdivision of the parent title continues a consistent development pattern within this area of coastline and within the Landscape Conservation Zone.



Development pattern

2. Applicable Planning Assessment

- 22.0 Landscape Conservation Zone;
- C2.0 Parking and Sustainable Transport Code;
- C3.0 Road and Railway Assets Code;
- C7.0 Natural Assets Code;
- C8.0 Scenic Protection Code;
- C11.0 Coastal Inundation Hazard Code;
- C12.0 Flood-prone Areas Code;
- C13.0 Bushfire Prone Areas Code; and
- C15.0 Landslip Hazard Code.

3. Referrals

The application was referred internally to the following:

Works Department in relation to access to the property.	The Works Department had no requirements.
Environmental Health Officer in relation to onsite wastewater management.	Acceptance of report suitable for subdivision purposes.

NRM Facilitator – Natural Values Report	Participation in request for further information; Clearance limited to building areas; Maintain vegetation with hollows; Weed management.
---	--

The application was referred to the following State Agencies:

Sustainable Timbers Tasmania	Adjoining land use. No response.
Property Services Assessments – Parks and Wildlife Service	Aquatic Environment / Wetlands and Tenure No requirements.

4. Assessment

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

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

- 22.5.1 Lot Design P1, P2 and P4;
- C7.7.2 Subdivision within a priority vegetation area P1

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

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

Planning Assessment

22.0 LANDSCAPE CONSERVATION ZONE

22.5 DEVELOPMENT STANDARDS FOR SUBDIVISION

22.5.1 LOT DESIGN

Acceptable Solutions	Performance Criteria
<p>A1 Each lot, or a proposed lot in a plan of subdivision, must:</p> <p>(a) have an area of not less than 50ha and:</p> <p>(i) be able to contain a minimum area of 25m x 25m, where native vegetation cover has been removed, with a gradient not steeper than 1 in 5, clear of:</p> <p>a. all setbacks required by clause 22.4.2 A2, A3 and A4; and</p> <p>b. easements or other title restrictions that limit or restrict development; and</p> <p>(ii) existing buildings are consistent with the setback required by clause 22.4.2 A2, A3 and A4;</p>	<p>P1 Each lot, or a proposed lot in a plan of subdivision, must have sufficient useable area and dimensions suitable for its intended use, having regard to:</p> <p>(a) the relevant Acceptable Solutions for development of buildings on the lots;</p> <p>(b) existing buildings and the location of intended buildings on the lot;</p> <p>(c) the ability to retain vegetation and protect landscape values on each lot;</p> <p>(d) the topography of the site; and</p> <p>(e) the pattern of development existing on established properties in the area,</p>

<ul style="list-style-type: none"> b. be required for public use by the Crown, a council or a State authority; c. be required for the provision of Utilities; or d. be for the consolidation of a lot with another lot provided each lot is within the same zone. 	<p>and must have an area not less than 20ha.</p>
--	--

Assessment against the Performance Criteria is required.

Performance Criteria Assessment

The proposed development is unable to satisfy A1(a) and so must demonstrate how it satisfies the performance criteria.

Proposed Lot 1 is to achieve a land area of 42.02 hectares. The location of the building area and in particular the building envelope will achieve a setback from the side boundary of 50m and in excess of 90m to the frontage. Additionally the building envelope is greater than 200m from the rear boundary that is shared with the Rural Zone. This demonstrates that the acceptable solutions for development of buildings on the lots is able to be achieved for Lot 1.

Similarly, proposed lot 2 building area is able to achieve setback from existing and proposed boundaries in excess of 20m and in any case greater than 200m from the western Rural Zone.

There are no existing buildings on proposed Lots 1 or 2. Both lot designs includes a building area and building envelope that designates the intended building location on the lot.

Lot 1 has a land area of 42 hectares with the proposed building area and building envelope located on the eastern portion of the lot and closer to the frontage in a more disturbed area. This ensures that the lot is able to retain significant tract of vegetation in the western, and northern section of the lot. The building area has a land are of approximately 0.8ha representing a minor portion of the 42-ha proposed lot. Utilising the existing disturbed area of the proposed lot for development purposes ensures the retention of vegetation on the remainder of the lot and the protection of landscape values.

Proposed Lot 2 has a land area of just short of 23ha with the building area once again sited further eastward towards the frontage in existing disturbed areas. The remainder of the proposed lot is intersected by a mapped watercourse and is outside the designated building area. The restricted building area within an existing disturbed area of the lot ensures Lot 2 is able to retain the majority of intact vegetation and protect landscape values.

Lots 1 and 2 building area / envelope located closer to the frontage on the eastern portion of the proposed lot, observes the topography of the site by utilising a fairly level disturbed portion of the site and located away from land affected by a watercourse with altering topography. The site rises in elevation as it progresses westward away from the identified building area with the developable portion confined to the proposed building areas and eastern access.

The parent lot is located on a zone boundary between Landscape Conservation Zone and Low Density Residential Zone. This pattern of zoning is represented along this part of the coastline. The proposed subdivision of the parent lot into two lots with a long axis running east – west is consistent with the pattern of development in this area of the coast.

Both lots 1 and 2 have an area not less than 20ha and satisfy this prescriptive element of the performance criteria.

The proposed development is able to satisfy the performance criteria.

Acceptable Solutions	Performance Criteria
<p>A2 Each lot, or a proposed lot in a plan of subdivision, excluding those for public open space, a riparian or littoral reserve or Utilities must have a frontage of not less than 40m.</p>	<p>P2 Each lot, or a proposed lot in a plan of subdivision, must be provided with a frontage, or legal connection to a road by a right of carriageway that is sufficient for the intended use, having regard to:</p>

	<ul style="list-style-type: none"> (a) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access; (b) the topography of the site; (c) the functionality and useability of the frontage; (d) the anticipated nature of vehicles likely to access the site; (e) the ability to manoeuvre vehicles on the site; (f) the ability for emergency services to access the site; and (g) the pattern of development existing on established properties in the area, and is not less than 3.6m wide.
--	---

Assessment against the Performance Criteria is required.

Performance Criteria Assessment

A frontage is a boundary of a lot which abuts a road. The existing parent lot has a 13.3m wide frontage to Ocean Drive with the parent lot essentially an internal lot. The parent lot was formed as a balance lot in relation to an 8 lot subdivision (and road lot) (DA145-2003) with residential lots formed in what is now the Low Density Residential Zone. The balance lot was in the Coastal and Resource Management Zone (Break O’Day Planning Scheme 1996) and is now in the Landscape Conservation Zone. At the time of the subdivision there was existing formed lots within the Urban Zone along Seaview Avenue, that shared their rear boundary with the parent lot. The land to the east of the parent lot was zoned Urban under the 1996 Scheme and was primarily for residential use. The pattern of development established as part of the 1996 Scheme was residential use to the east of the large balance lot and the zone boundary formed between the residential lots to the east and the frontage boundary of the parent lot basically formed as an internal lot. As a result the frontage to this lot and access to a council maintained road has been historically limited in width due to past subdivision and zoning practice.

Subdivision of the parent title will require the establishment of shared access from the existing access point onto Ocean Drive. It should be noted that Lot 2 has frontage to the Tasman Highway but access is restricted by the natural features (aquatic environment and wetlands).

Lot 1 will have direct access to Ocean Drive whilst Lot 2 will benefit from a proposed Right of Way burdening Lot 1.

The building area of both proposed lots is in proximity to access to Ocean Drive and takes advantage of the level lower contours of the parent lot and existing disturbed areas.

The existing access for both lots has a width of 13.3m and the shared access arrangements for both lots satisfies the performance criteria.

Acceptable Solutions	Performance Criteria
<p>A4 No Acceptable Solution.</p>	<p>P4 Each lot, or a lot proposed in a plan of subdivision, must be capable of accommodating an on-site wastewater management system adequate for the intended use and development of the land, which minimises any environmental impacts.</p>

Assessment against the Performance Criteria is required.

Performance Criteria Assessment

The application materials included a preliminary on-site wastewater disposal evaluation. The report was reviewed by Council’s Environmental Health Officer who has advised that both Lots 1 & 2 are suitable for

onsite treatment of effluent with Lot 1 suitable for primary treated effluent and Lot 2 suitable for secondary treated effluent with irrigation. The Permit will be conditioned accordingly.
The proposed development is able to satisfy the performance criteria.

C2.0 PARKING AND SUSTAINABLE TRANSPORT CODE

The proposed development has been determined to satisfy all relevant Acceptable Solutions of the Parking and Sustainable Transport Code.

C3.0 ROAD AND RAILWAY ASSETS CODE

The proposed development has been determined to satisfy all relevant Acceptable Solutions of the Road and Railway Assets Code.

C7.0 NATURAL ASSETS CODE

C7.7 DEVELOPMENT STANDARDS FOR SUBDIVISION

C7.7.2 Subdivision within a priority vegetation area P1

Acceptable Solutions	Performance Criteria
<p>A1 Each lot, or a lot proposed in a plan of subdivision, within a priority vegetation area must:</p> <ul style="list-style-type: none"> a) be for the purposes of creating separate lots for existing buildings; b) be required for public use by the Crown, a council, or a State authority; c) be required for the provision of Utilities; d) be for the consolidation of a lot; or e) not include any works (excluding boundary fencing), building area, bushfire hazard management area, services or vehicular access within a priority vegetation area. 	<p>P1.1 Each lot, or a lot proposed in a plan of subdivision, within a priority vegetation area must be for:</p> <ul style="list-style-type: none"> a) subdivision for an existing use on the site, provided any clearance is contained within the minimum area necessary to be cleared to provide adequate bushfire protection, as recommended by the Tasmania Fire Service or an accredited person; b) subdivision for the construction of a single dwelling or an associated outbuilding; c) subdivision in the General Residential Zone or Low Density Residential Zone; d) use or development that will result in significant long term social and economic benefits and there is no feasible alternative location or design; e) subdivision involving clearance of native vegetation where it is demonstrated that on-going pre-existing management cannot ensure the survival of the priority vegetation and there is little potential for long-term persistence; or f) subdivision involving clearance of native vegetation that is of limited scale relative to the extent of priority vegetation on the site. <p>P1.2 Works association with subdivision within a priority vegetation area must minimise adverse impacts on priority vegetation, having regard to:</p>

	<ul style="list-style-type: none"> a) the design and location of any works, future development likely to be facilitated by the subdivision, and any constraints such as topography or land hazards; b) any particular requirements for the works and future development likely to be facilitated by the subdivision; c) the need to minimise impacts resulting from bushfire hazard management measures through siting and fire-resistant design of any future habitable buildings; d) any mitigation measures implemented to minimise the residual impacts on priority vegetation; e) any on-site biodiversity offsets; and f) any existing cleared areas on the site.
--	---

Assessment against the Performance Criteria is required.

Performance Criteria Assessment

The proposed development is for a 2 lot subdivision with the whole of the parent title affected by the priority vegetation area overlay.

The proposed development is unable to satisfy A1(e) as the proposed subdivision will include works associated with the formation of vehicular access including the Right of Way to service lot 2 and the access to lot 1 as well as the building areas and proposed bushfire hazard management area.

The development relies on satisfying the performance criteria.

P1.1(a) Not applicable as there is no existing use on the site;

P1.1(b) Not applicable as there is no construction of a single dwelling forming part of the development application.

P1.1(c) Not applicable as the site is within the Landscape Conservation Zone;

P1.1(d) Not applicable as no information has been provided demonstrating a significant long term social and economic benefit.

P1.1(e) Not applicable.

P1.1 (f) The development site (parent lot) has a land area of approximately 64.85ha that is predominantly vegetated. The proposed subdivision is to create two lots with:

- Proposed lot 1 approximately 42 ha;
- Proposed lot 2 approximately 23 ha.

The proposed subdivision design has located the building area for each lot on the eastern portion of the site and in proximity to Ocean Drive in a relatively disturbed portion of the large site. Each building area does not exceed 0.8ha on each lot and within the building area is contained the bushfire hazard management area. Internal access, including the ROW will occur in this easternmost portion ensuring disturbance is directed to the east within existing partially disturbed area. This land area equates to over 2 ha or 3% of the site. The permit will be conditioned to limit the scale of clearance to form the internal access ways.

Application materials included a Flora and Fauna Report which has been reviewed internally and an opportunity for an external review by a suitably qualified person has been undertaken.

The Natural Values Report has largely undertaken investigation within the proposed building areas and the dividing boundary between proposed lots 1 & 2. This has largely been done due to no works or development being proposed within the remainder of the site. The report has concluded that the proposed building areas and areas subject to access and modification (eastern portion of site) do not support threatened native vegetation, populations of threatened flora and are not identified as significant habitat for threatened fauna at any reasonable scale. The BOD LPS does not identify native vegetation of local importance. The priority vegetation area overlay affects the entire parent lot, however the Natural Values Report affirms that the vegetation within the building areas and providing

access to both lots does not meet the definition for priority vegetation. Additionally, the amount of clearance of native vegetation is of limited scale relative to the extent of priority vegetation on the site and is able to satisfy P1.1(f). The permit will be conditioned to limit vegetation removal where practicable within the internal access areas.

The proposed development satisfies P1.2 in that the subdivision design has identified the building area for each site which internally provides for a bushfire hazard management area. The building areas are located outside of the waterway and coastal protection area overlay and future coastal refugia overlays. The entire site is mapped as priority vegetation, however the submitted Natural Values Reports has provided information supporting the location of the building areas in an area that does not support threatened native vegetation communities, threatened flora species or significant habitat for threatened fauna species. The development site has not been identified as native vegetation of local importance. The building areas and access to both lots have been sited closer to the access on the eastern side in an area that has a degree of disturbance already. To this extent the development minimised adverse impacts on priority vegetation. Additionally, further development (e.g. residential use) will be limited to the identified building area on each lot in a previously disturbed area and in proximity to existing residential development. The location of the building areas also includes the bushfire hazard management area is an area that is able to be contained and not cause fragmentation within the remainder of the site and is clear of waterways intersecting the site. The identification of a hazard management area provides clarification that broad-scale removal of vegetation from the building area is not necessary.

Identification of the BHMA and building area minimises further impacts on the overall priority vegetation area by limiting the extend to clearance.

Works associated with the subdivision include the formation of the internal access areas, whilst clearance within the building areas is not necessary until such time as further development is proposed. To this extent works associated with the subdivision is limited and clearance of native vegetation is of a limited scale. The identification of building areas as part of the subdivision ensures future development will not lead to unnecessary or unacceptable impact on priority vegetation.

The proposed development is able to satisfy the performance criteria.

C8.0 SCENIC PROTECTION CODE

The proposed development has been determined to satisfy all relevant Acceptable Solutions of the Scenic Protection Code.

C11.0 COASTAL INUNDATION HAZARD CODE

The proposed development has been determined to satisfy all relevant Acceptable Solutions of the Coastal Inundation Hazard Code.

C12.0 FLOOD-PRONE AREAS HAZARD CODE

The proposed development has been determined to satisfy all relevant Acceptable Solutions of the Flood-prone Areas Hazard Code.

C13.0 BUSHFIRE PRONE AREAS CODE

The proposed development has been determined to satisfy all relevant Acceptable Solutions of the Bushfire Prone Areas Hazard Code.

C15.0 LANDSLIP HAZARD CODE

The proposed development has been determined to satisfy all relevant Acceptable Solutions of the Landslip Hazard Code.

5. Representations

The application was advertised 21 September 2024 through to 4 October 2024 in the Examiner Newspaper, notices on-site and at the Council Chambers and notification by mail to all adjoining landowners. One (1) representation was received prior to the closing date and time. The issues raised within the representation are as follows:-

Issue	Response
<p>The Flora and Fauna assessment for the proposal is considered inadequate because:</p> <ul style="list-style-type: none"> a) only a limited and mostly disturbed portion of the land was surveyed. As such there is insufficient ecological information about the natural values of the block and potential for damage in future as result of allowing more development on the land. b) the amount of plant species listed is a lot less than one would expect in this area given that previous surveys in close proximity to this site have revealed significantly more plant species than in this case. c) in the plant list even relatively common species only include their genus but not species name ie Xanthorrhoea spp. which gives the impression the authors botanical skills are limited. d) It is claimed there is no suitable New Holland Mouse habitat present. Incorrect. e) Areas have been assessed as Urban based on a photo showing slashed vegetation. It is often the case such areas contain numerous species if the mowing ceases. f) The recommendations should include the option of slashing rather than clearing vegetation for residential establishment. Numerous landowners unnecessarily strip their land bare of vegetation prior to building leading to erosion, weed invasion and difficulty in re-establishing ground cover on poor sandy soils. 	<p>The application has been assessed against the Tasmanian Planning Scheme – Break O’Day for the development that was applied for, being a two lot subdivision. Areas of the development site, including new boundaries, have been surveyed. The submitted report has been reviewed internally and externally. The planning authority is not able to consider future development that may be proposed in future other than to consider a building envelope for development. Any further development on the new lots will require further assessment under the Scheme.</p> <p>The conditions require the access to the building areas to be formed prior to sealing the plan, however clearing within the building area is not required until such time as a development application is received. At this time, clearing within the building envelope can be considered further in relation to the location of any development, required bushfire hazard management area and minimised clearing of vegetation.</p> <p>Any future residential development under the current scheme will require a development application.</p>

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

6. Mediations

No mediation was entered into.

7. Conclusion

In accordance with 6.10 of the *State Planning Provisions (Tasmanian Planning Scheme – Break O’Day)*, the application has been assessed against the objectives of the Scheme, in particular the Landscape Conservation Zone all relevant Codes and issues. The application has demonstrated compliance with the Acceptable Solutions and four (4) Performance Criterion. The received representation has been considered.

It is recommended for approval with conditions normally set to this type of development.

STRATEGIC PLAN & ANNUAL PLAN:

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

Goal

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

Key Focus Area

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

LEGISLATION & POLICIES:

Tasmanian Planning Scheme – Break O’Day

Land Use Planning and Approvals Act 1993

Local Government (Building and Miscellaneous Provisions) Act 1993

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

Simple Majority

The Mayor 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

10/24.7.0

COUNCIL MEETING ACTIONS

10/24.7.1

Outstanding Matters



COUNCIL RESOLUTIONS - MEETINGS - PUBLIC
14/10/2024



COUNCIL RESOLUTIONS PLAN

COUNCIL RESOLUTIONS - SEPTEMBER 2024

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	16/09/2024	21/10/2024	09/24.13.4.449 Policy Review – LG30 – Public Interest Disclosure Policy	That Policy LG30 Public Interest Disclosure be amended as recommended.	Policy updated in Council records and website.	Corporate Services Coordinator
100%	16/09/2024	21/10/2024	09/24.13.5.450 Request for General Rate Remission – 14 Mangana Road, Fingal	That Council, in accordance with the provisions of s.129 of the <i>Local Government Act 1993</i> , approve a remission as requested for the property known as 14 Mangana Road, Fingal identified as PID 6413332.	Ratepayer notified of Council's decision.	Corporate Services Coordinator
100%	16/09/2024	21/10/2024	09/24.14.3.453 Phasing out Problematic Single Use Plastics in Tasmania - Discussion Paper	That Councils Manager Infrastructure & Development Services compile Councillor and officer feedback including comment on the likely implementation challenges and submit to LGAT by the required deadline of Monday 23 September 2024.	Comment and feedback as distributed to Councillors was submitted to LGAT on 23/09/24	Manager Infrastructure and Development Services
10%	16/09/2024	28/02/2025	09/24.16.2.456 Proposed Options for St Marys Exhibition Building	<ol style="list-style-type: none"> 1. That Council develop a community engagement strategy which informs the community in relation to the asset conditions and limitations of the building in its current form; 2. That the community engagement is targeted to inform Council regarding the communities proposed uses; 3. Develop initial estimates based on the outcomes of the consultation to enable Council to make a fully informed decision in relation to the future of the building. 	Council officers will draft a community engagement strategy which is consistent with the Council decision.	Development Services Coordinator

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	16/09/2024	21/10/2024	09/24.16.3.457 Revised Dog Management Policy 2024	That Council receive a report on the status of its <i>Dog Management Policy (EP05)</i> adopted in July with dog zones yet to be formally Declared, pending feedback from Tasmania Parks and Wildlife Service, and review progress again at its October Meeting.	Council recieved an update at its October Workshop, with some progress being made by Tasmania Parks and Wildlife Service (PWS) on dog zones in Council's <i>Dog Management Policy</i> (adopted in July but not yet Declared by Council). Formal feedback from PWS may be available in time for Council's November meetings. If not Council would need to consider extending the life of the dog zones currently in force. A report will be made to Council in November.	NRM Facilitator
100%	16/09/2024	21/10/2024	09/24.17.3.460 Council Meeting Minutes Procedures	<ol style="list-style-type: none"> That Council note the General Manager's recommendation that the following information be provided in Council Minutes: <ul style="list-style-type: none"> - Officer's Recommendation - Officer's Report Introduction - Council Decision That Council Officer's be authorised to purchase an appropriate software application to be able to transcribe the audio of a Council Meeting. 	Changed approach to be implemented from October 2024 Council meeting.	General Manager

COUNCIL RESOLUTIONS - AUGUST 2024

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
100%	19/08/2024	16/09/2024	08/24.14.4.430 Relocation of Ashes at Cemeteries	<ol style="list-style-type: none"> 1. That Policy AM04 Cemetery Management be accepted with the minor amendment to incorporate "relocation of ashes". 2. That a new fee to cover administration costs associated with the relocation of ashes be approved. 	Updated and placed on website and in trim.	Corporate Services Coordinator
100%	19/08/2024	16/09/2024	08/24.15.2.433 Safeguarding Children and Young People – Statement of Commitment	<ol style="list-style-type: none"> 1. That Council adopt the Statement of Commitment which shows that we are collectively and individually committed to improving the way we work with children and young people: <i>Break O'Day Council is committed to regularly training and educating our Councillors, employees and volunteers on child abuse risks.</i> <i>We are committed to the safety of all children; the cultural safety of Aboriginal children; the safety of children from culturally and/or linguistically diverse backgrounds; and to providing a safe environment for children with a disability.</i> <i>We have specific policies and procedures in place that support our Councillors, staff and volunteers to achieve these commitments.</i> 2. That Council include the Statement of Commitment into Policy CB09 – Interim Safeguarding Children and Young People Policy. 	Updated and placed on website and in trim.	Corporate Services Coordinator

COUNCIL RESOLUTIONS - JULY 2024

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
92%	15/07/2024	31/08/2024	07/24.16.3.418 Revised Dog Management Policy 2024	That Council adopt the revised <i>Dog Management Policy 2024</i> including dog zones (Declared areas), having considered public submissions on a draft and noting the Declared areas it identifies are subject to the Parks and Wildlife Service agreeing to authorise the same on Reserves they manage.	Pending agreement from the Parks and Wildlife Service to authorise the same access for dogs under their Reserve management legislation. The revised Policy was adopted in July with new dog zones subject to formal Declaration by Council under the Dog Control Act. Current dog zones (2018) continue to apply. Their Declaration expires on 14 January 2025	NRM Facilitator
15%	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 the Department of Communities Tas regarding Council's request.	General Manager

COUNCIL RESOLUTIONS - JUNE 2024

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
90%	24/06/2024	31/07/2024	06/24.14.3.391 Speed Limits – North Ansons Bay Road and Ansons Bay	That Council adopt the recommendations made by Traffic & Civil Services as stated in this report.	Recommendations made by TCS were endorsed by the Council at the June 2024 Council meeting. State Growth officers have reviewed the changed speed limit proposals. Submission is in progress.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS - MAY 2024

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
90%	20/05/2024	24/06/2024	05/24.9.1.358 Developing walking trails around and within the Scamander Complex precinct – Clr Carter	A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation: That Council considers options to develop walking trails around and within the Scamander Complex precinct.	The Council received this report and endorsed the following steps for developing the project: • Assess and review matters related to flora and fauna at the site. • Lodge an Aboriginal Heritage Tasmania Assessment in accordance with prescribed Assessment Process. • Approach the Department of Natural resources and Environment in relation to upgrading part of the short track segment located on Crown Land. 08/24.14.3 Scamander Sports Complex – Walking Trails 30 • Identify grant funding opportunities. • Report outcomes to the Council.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS - MARCH 2024

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
75%	04/03/2024	30/04/2024	03/24.9.1.323 Speed limit reduction – Clr Le Fevre	<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>The Break O'Day Council petition the Department of State Growth for a speed limit reduction (60kmh-50kmh) from the Golden Fleece Bridge in St. Helens to the intersection of the Tasman Highway and St. Helens Point Rd.</p>	<p>n June 2024, the Manager of Infrastructure & Development Services forwarded correspondence from a local Atlas Drive resident to State Growth about safety concerns along the Tasman Highway between St Helens Point Road and Medeas Cove Road and the junctions with Atlas Drive. The Department has subsequently advised that the section of the Tasman Highway between St Helens Point Road and Medeas Cove Road follows the coastline, and its width and alignment are constrained by a steep embankment on one side and the waterfront on the other. Any widening or straightening works would be prohibitively expensive and would have dramatic environmental impacts. The department currently has no plans to upgrade this section of the highway. The department has previously considered that the existing 60 km/h speed limit on this section of the Tasman Highway is appropriate but would welcome the Council's views on whether a 50 km/h speed limit would be supported by the community—workshop report to be prepared for Council information and discussion a future workshop</p>	<p>Manager Infrastructure and Development Services</p>
	04/03/2024	30/09/2024	03/24.9.3.325 Decision to demolish the Exhibition Hall at St Marys Recreation Ground – Clr 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 rescind any former decision to demolish the Exhibition Hall at St Marys Recreation Ground and provide an assurance that the Exhibition Hall will not be demolished.</p>	<p>Superseded By New Council Meeting decision - 09/24.16.2.456 Proposed Options for St Marys Exhibition Building</p>	<p>Development Services Coordinator</p>

COUNCIL RESOLUTIONS - JANUARY 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.	Manager Infrastructure and Development Services

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
75%	26/06/2023	31/07/2023	06/23.9.2.131 Online Access Centre Funding – Clr Carter	<p>That Council write to the State Government requesting:</p> <ol style="list-style-type: none"> 1. A definitive answer about the future funding of Online Access Centres in the Break O'Day area beyond the completion of the current funding contract expiring on 30 June 2024. 2. An explanation of the Hub approach that the Minister mentioned in a meeting with the Mayor and Acting General Manager in February 2023. 3. Clear articulation to the affected communities and relevant service providers of the State Government's plans for the future delivery of services currently delivered by Online Access Centres at St Helens, St Marys and Fingal including how and who will be delivering these services and what services may be lost under the new approach. The articulation should include the financial consequences of establishing Hubs and the efforts that will be undertaken to seek ratepayer and service provider input 	Following numerous items of correspondence to a number of Ministers, Council was advised on 7/8/24 that the Centres will continue to receive annual funding until 30 June 2025. The Minister has also advised that the Government is planning to undertake an independent review to investment in digital inclusion programs, including the Digital Connections Grant program. The General Manager has advised of Council's interest in participating in the review. Request followed up with Department on 8/10/24.	General Manager
20%	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>	Initial response received from PWS. Council's approach to dual naming has been raised as part of the Reconciliation Action Plan process with the discussion being about an all encompassing approach rather than adhoc naming	General Manager

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
75%	18/12/2023	31/01/2024	12/23.9.3.267 Community landscape plan or policy for our townships– Deputy Mayor K Chapple	<p>A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:</p> <p>That Council develop a community park / garden landscape plan / and or policy for our townships.</p>	Policies by other LGAs have been researched and a draft policy has been written for internal review prior to being workshopped with Councilors.	Manager Infrastructure and Development Services

COUNCIL RESOLUTIONS 2022

Current Co...	Meeting ...	Due Date	Goal	Resolution / Action	Update	Owner
75%	21/02/2022	31/03/2022	02/22.16.5.39 - Management of Freshwater Resources and Water Quality	Council show leadership on freshwater management arrangements and seek input and advice from state water managers and independent experts on freshwater management arrangements and development initiatives in Tasmania, and their adequacy for ensuring the ecologically sustainable use and development of freshwater systems and resources in Break O'Day.	Freshwater water resources and water quality management issues in the state and for Break O'Day are an on-going topic for Council's NRM Committee. Opportunities to address with Council developments in management of them by Tasmanian Government agencies and bodies will continue to be sought.	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

10/24.8.0 PETITIONS

Nil

10/24.9.0 NOTICES OF MOTION

Nil

10/24.10.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil

10/24.11.0 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.

10/24.12.0 MAYOR'S & COUNCILLOR'S COMMUNICATIONS

10/24.12.1 Mayor's Communications for Period Ending 21 October 2024

17.09.2024	St Helens	– Reconciliation Action Plan Working Group meeting.
18-19.09.2024	St Helens	– Neighbourhood House Tasmania Conference.
20.09.2024	MS Teams	– Communities of Practice for Local Government.
25.09.2024	Hobart	– Local Government Association of Tasmania (LGAT) review.
27.09.2024	Canberra	– Australian Local Government Association (ALGA) Annual General Meeting.
07.10.2024	St Helens	– Council Workshop
09.10.2024	Hobart	– Pathways to Politics for Women at Government House.
15.10.2024	Hobart	– LGAT - General Management Committee meeting.
16.10.2024	St Marys	– Judging the Christmas Artwork Competition at St Marys District School.
17.10.2024	St Helens	– Emerging Community Leaders Panel meeting.
21.10.2024	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 Janet Drummond
- East Coast Tasmania Tourism (ECTT) – Clr Barry LeFevre
- Mental Health Action Group – Clr Barry LeFevre
- Access and Inclusion Advisory Committee – Clr Janet Drummond
- Bay of Fires Master Plan Steering Committee – Clr Ian Carter

10/24.13.0 BUSINESS AND CORPORATE SERVICES

10/24.13.1 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 Service Department since the previous Council Meeting.

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

Annual Audit Process

The Tasmanian Audit Office finished their work plan for the period with all assessments now complete. The Independent Auditors Report (Opinion) for the year ended 30 June 2024 has now been issued, Memorandum of Audit Findings delivered and the Financial Statements for the year signed off and finalised.

Audit Panel

The October Audit Panel meeting was held in accordance with the annual work plan. The minutes of the meeting are included separately in the agenda. Information relating to management oversight of asset revaluations and an assessment of AASB 124: Related Party Disclosures - categorisation of key management personnel presented to the Audit Panel will be also be included in the November Council workshop agenda.

Digital Transformation

Council switched over to its new telephone system – Teams Calling on Monday 14 October 2024. Council provided communications by social media to alert the community that this was taking place and to be patient just in case any issues were encountered. As this report has been prepared prior to the switch over a verbal report as to how things went will be provided at the Council Meeting if required.

Policy

The Corporate Credit Card Policy (LG16) has been reviewed during the reporting period. The revised policy has been assessed by the Audit Panel and discussed at the Council workshop. The policy is presented for Council endorsement separately in the agenda.

Investments

The investment portfolio continues to perform in line with budget expectations. The strategy of rolling term deposit maturity sustains operational cash flow requirements while maximising interest returns.

Investments

Date Rolled Over	Maturing	Term (Mths)	Principle Amount	Interest	Total Amount	Interest Rate	Bank	STATUS
01.02.24	01.07.24	5	1,000,000.00	20,188.49	\$ 1,020,188.49	4.88%	CBA	MATURED
02.04.24	01.08.24	4	1,000,000.00	15,779.73	\$ 1,015,779.73	4.76%	CBA	MATURED
21.09.23	20.09.24	12	2,000,000.00	106,200.00	\$ 2,106,200.00	5.31%	CBA	MATURED
20.03.24	21.10.24	7	1,000,000.00	24,250.00	\$ 1,024,250.00	4.85%	CBA	CURRENT
10.11.23	08.11.24	12	1,000,000.00	54,100.00	\$ 1,054,100.00	5.41%	CBA	CURRENT
19.04.24	19.12.24	8	1,000,000.00	32,466.67	\$ 1,032,466.67	4.87%	CBA	CURRENT
09.05.24	09.01.25	8	1,000,000.00	34,000.00	\$ 1,034,000.00	5.10%	Bendigo	CURRENT
30.08.24	29.01.25	5	1,000,000.00	20,750.00	\$ 1,020,750.00	4.98%	Westpac	CURRENT
09.05.24	07.02.25	9	1,500,000.00	57,600.00	\$ 1,557,600.00	5.12%	Bendigo	CURRENT
26.08.24	26.02.25	6	3,000,000.00	73,196.71	\$ 3,073,196.71	4.84%	Bendigo	CURRENT
01.07.24	01.03.25	8	1,000,000.00	34,904.11	\$ 1,034,904.11	5.20%	Bendigo	CURRENT
11.09.24	11.03.25	6	1,000,000.00	24,650.00	\$ 1,024,650.00	4.93%	Bendigo	CURRENT
01.07.24	01.04.25	9	1,000,000.00	39,035.62	\$ 1,039,035.62	5.20%	Bendigo	CURRENT
04.10.24	03.04.25	6	1,500,000.00	37,043.01	\$ 1,537,043.01	4.98%	Bendigo	CURRENT
02.08.24	02.05.25	9	1,500,000.00	56,656.85	\$ 1,556,656.85	5.05%	Bendigo	CURRENT
			\$19,500,000.00	\$630,821.19	\$20,130,821.19			

2024/2025 Rates Summary - 1 October 2024

	2024/2025		2023/2024	
	%	\$	%	\$
Rates Brought Forward				
Outstanding Rate Debtors		813,906.84		695,682.00
Less Rates in Credit		-296,603.81		-271,007.13
Net Rates Outstanding at 30 June 2024	3.65	517,303.03	3.41	424,674.87
Rates and Charges Levied	96.04	13,611,140.93	96.29	11,986,086.30
Interest and Penalty Charged	0.31	44,308.60	0.29	36,660.54
Total Rates and Charges Demanded	100.0	13,655,449.53	100.0	12,022,746.84
Less Rates and Charges Collected	54.22	7,684,601.43	56.92	7,085,679.41
Less Credit Journals and Supp Credits	1.15	162,458.26	0.82	102,495.07
Remissions and Discount	4.51	638,855.80	4.87	606,742.31
Unpaid Rates and Charges as at 1 October 2024	40.13	5,686,837.07	37.38	4,652,504.92

Remissions and Discounts

	2024/2025	2023/2024
Early Payment Discount	121,588.87	116,837.35
Pensioner Rebates	517,266.93	489,904.96
	638,855.80	606,742.31

Number Rateable Properties	6,879	6,784
Number Unpaid Rateable Properties	3,716	3,391
% Properties Not fully paid	54.02	49.99

Right to Information (RTI) Requests

Nil

132 and 337 Certificates

	132	337
September 2024	34	15
August 2024	37	20
September 2023	47	16

Debtors/Creditors @ 8 October 2024

DEBTORS INFORMATION

Invoices Raised

Current			Previous Year	
Month	Mth Value	YTD 24/25	Month	YTD 23/24
57	\$ 75,455.35	223	77	258

CREDITORS INFORMATION

Payments Made

Current			Previous Year	
Month	Mth Value	YTD 24/25	Month	YTD 23/24
358	\$ 1,066,646.86	1053	321	914

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

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

LEGISLATION & POLICIES:

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 September 2024 be received:

1. Profit and Loss Statements
2. Balance Sheet
3. Statement of Cash Flows
4. Capital Works 2023-2024

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 of 30 September 2024

Profit and Loss

Break O'Day Council

For the 3 months ended 30 September 2024

Account	Actual YTD	Budget YTD	Budget Variance YTD	Budget Variance % YTD	Annual Budget	Notes
Trading Income						
Rates	13,430,662	13,385,406	45,256	0%	13,385,406	
User Fees	376,508	412,828	(36,320)	-9%	1,481,549	
Operating Grants	539,935	919,029	(379,095)	-41%	4,335,240	1
Interest & Investment Income	119,352	68,745	50,607	74%	1,133,512	2
Contributions	49,253	2,691	46,562	1730%	10,765	
Other Revenue	17,058	23,478	(6,420)	-27%	93,907	
Total Trading Income	14,532,767	14,812,177	(279,410)	-2%	20,440,379	
Gross Profit	14,532,767	14,812,177	(279,410)	-2%	20,440,379	
Capital Grants						
Grants - Commonwealth Capital	149,837	150,000	(163)	0%	1,495,767	
Grants - Roads to Recovery	0	0	0	0%	854,579	
Grants - State Capital	524,099	150,000	374,099	249%	720,000	
Total Capital Grants	673,936	300,000	373,936	125%	3,070,346	3
Other Non Operating Income						
Net Gain/Loss on Disposal of Assets	11,977	0	11,977	0%	100,000	
Total Other Non Operating Income	11,977	0	11,977	0%	100,000	
Total Non Operating Revenue	685,914	300,000	385,914	129%	3,170,346	
Operating Expenses						
Employee Costs	1,580,717	1,718,409	(137,692)	-8%	6,511,003	
Materials & Services	2,091,858	2,670,344	(578,486)	-22%	8,689,785	4
Interest	4,020	4,020	0	0%	143,732	
Depreciation	1,224,706	1,202,970	21,736	2%	4,811,927	
Other Expenses	54,955	73,554	(18,599)	-25%	294,210	
Total Operating Expenses	4,956,257	5,669,297	(713,040)	-13%	20,450,657	
Operating Net Profit	9,576,510	9,142,880	433,630	5%	(10,278)	
Net Profit (Including Non Operating Revenue)	10,262,424	9,442,880	819,544	9%	3,160,068	
Work in Progress						
Capital Work in Progress	1,369,609	0	1,369,609	0%	0	
Total Work in Progress	1,369,609	0	1,369,609	0%	0	

Notes

1. Operating grants are down \$379k (41%) on budget YTD, which primarily relates to receiving of the 24/25 Financial Assistance Grants in the prior financial year.

2. Interest & Investment Income is \$51k higher than budget YTD, which is due to timing of matured investments.

3. Capital grants are \$374k higher than budget YTD, which is due to grant funds carried forward from the prior year.

4. Materials and services are \$578k (22%) below budget YTD, which relates to a combination of timing of some payments and some areas currently recording a lower level of spending than forecast for the YTD, primarily related to strategic and grant funded projects.

Balance Sheet
Break O'Day Council
As at 30 September 2024

Account	30-Sep-24	30 June 2024
Assets		
Current Assets		
Cash & Cash Equivalents	4,192,967	4,725,768
Investments	13,000,000	9,500,000
Trade & Other Receivables	5,878,327	1,206,440
Inventory	79,860	78,421
Other Assets	2,838	2,838
Total Current Assets	23,153,992	15,513,467
Non-current Assets		
Trade and Other Receivables	14,392	14,392
Property, Plant & Equipment	227,480,008	228,385,548
Right of Use Asset	760,143	760,143
Intangible Assets	14,611	20,918
Investment in Water Corporation	35,744,578	35,744,578
Other Investments	30,000	30,000
Total Non-current Assets	264,043,731	264,955,579
Westpac Term Deposit	1,000,000	0
Total Assets	288,197,724	280,469,046
Liabilities		
Current Liabilities		
Trade & Other Payables	700,674	1,114,574
Contract Liabilities	0	1,029,936
Lease Liability	58,498	58,498
Interest Bearing Loans & Borrowings	2,571,881	278,055
Provisions	885,062	885,062
Trust Funds and Deposits	561,664	561,053
Total Current Liabilities	4,777,780	3,927,179
Non-current Liabilities		
Lease Liabilities	701,645	701,645
Interest Bearing Loans & Borrowings	993,986	3,321,488
Provisions	871,026	558,261
Total Non-current Liabilities	2,566,656	4,581,395
Total Liabilities	7,344,436	8,508,574
Net Assets	280,853,288	271,960,472
Equity		
Accumulated Surplus	54,105,218	45,084,211
Reserves	226,748,070	226,876,262
Total Equity	280,853,288	271,960,472

Statement of Cash Flows

Break O'Day Council

For the 3 months ended 30 September 2024

Account	YTD	2024
Operating Activities		
Receipts from customers	585,187	1,412,395
Receipts from rates	8,254,742	11,824,140
Receipts from Operational Grants	539,935	3,566,931
Contributions	51,118	264,095
Interest received	22,352	947,098
Dividends received	97,000	465,600
Payments to employees	(1,706,992)	(6,005,239)
Payments to suppliers	(2,187,580)	(7,655,770)
Finance Costs	(18,205)	(252,112)
Cash receipts from other operating activities	360,963	28,312
Cash payments from other operating activities	(2)	(2)
Net Cash Flows from Operating Activities	5,998,516	4,595,449
Investing Activities		
Payment for property, plant and equipment	(1,645,368)	(4,578,654)
Payment for investments	(4,500,000)	(884,134)
Capital Grants received	(353,200)	2,255,298
Net Cash Flows from Investing Activities	(6,498,568)	(3,207,490)
Financing Activities		
Proceeds of trust funds and deposits	926	(171,476)
Repayment of loans	(33,676)	(2,267,279)
Repayment of lease liabilities	0	(42,522)
Net Cash Flows from Financing Activities	(32,750)	(2,481,276)
Net Cash Flows	(532,801)	(1,093,318)
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	4,725,768	5,819,086
Net change in cash for period	(532,801)	(1,093,318)
Cash and cash equivalents at end of period	4,192,967	4,725,768

Break O'Day Council				
Capital Works 2024-2025				
For the 3 months ended 30 September 2024				
Project Details	YTD @ 30/9/2024	Estimated Carried Forward 30/06/2024	New Budget Items	Budget Estimates 2024/2025
Plant & Equipment				
Replace 1358 H66ZW - Kia Sportage		40,000	-	40,000
Replace 1404 - K70GB Works Operations Manager	50,112		50,000	50,000
Replace 1374 - I65JH Animal Control Vehicle	40,271		40,000	40,000
Replace 1269 - Coastal Crew truck	-		170,000	170,000
Replace 1099 - Mack truck	-		300,000	300,000
Vehicle Management Tracking System	-	30,000		30,000
Small Plant - VARIOUS	15,223		45,000	45,000
Replace 1360 - Dmax 4x4 Crew Cab with HIHAB lift	-		80,000	80,000
Replace 1226 - WTS Ute	-		35,000	35,000
Replace 1022 - Small tipper truck	-		140,000	140,000
Replace Turf mower	24,959		27,000	27,000
Waste collection truck	-		400,000	400,000
Total Plant & Equipment	130,565	70,000	1,267,000	1,337,000
Furniture & IT				
Total Furniture & IT				-
Buildings				
Fingal Community Shed (Old Tas Hotel)	151,926	50,000		50,000
St Marys Indoor & Evacuation Centre	523,793	150,000	250,000	400,000
Portland Hall Upgrades	-	10,000	10,000	20,000
Scamander Sports Complex	43,090		80,000	80,000
Council Chambers additions and improvements	13,712	20,000	10,000	30,000
Falmouth - New Toilet design	-		10,000	10,000
Falmouth Community Centre - Internal Alterations	-		5,000	5,000
Pyengana Recreation Ground Improvements	-			-
Binalong Bay - Village Green BBQ Replacements	3,688		60,000	60,000
Memorial Park Toilet Block Replacement	-		15,000	15,000
Water Fountains (memorial Park plus other locations)	-		15,000	15,000
Marine Rescue Building Renovations				
Service Tasmania Replace Carpet & Repaint	16,480			
St Marys Sports Complex - Small Shed & Security System	24,010		30,000	30,000
St Helens Sports Complex - Athletics Building	-	48,589		48,589
History Room Upgrades	6,822		12,000	12,000
Total Buildings	783,519	278,589	497,000	775,589
Parks, Reserves & Other				
Special Project: Scamander Coastal Hazards Project	-	98,349	128,151	226,500
Rec trails strategy implementation - stage 1	-		100,000	100,000
Fingal Youth Playground/recreation hub	-	345,767		345,767
Pump Track/s	225,777	150,000		150,000
Playground equipment replacement program	-	44,378	5,622	50,000
Dog exercise area St Helens Improvements	-	1,913	3,087	5,000
St Marys Dog Park	-	6,546	13,454	20,000
St Helens Cemetery Master Plan improvements	194		50,000	50,000
St Helens Rec Ground water meters	-		20,000	20,000
Totals Parks, Reserves & Other	225,970	646,953	320,314	967,267
Roads - Streetscapes				
Cecilia Street/Georges Bay Esplanade junction	13,863	37,500		37,500
Quail St Parking Bay	-	50,000		50,000
Total Streetscapes	13,863	87,500	-	87,500
Roads - Footpaths				
Footpath - segment replacement various locations	-		30,000	30,000
Parkside Foreshore Footpath	12,192			

Project Details	YTD @ 30/9/2024	Estimated Carried Forward 30/06/2024	New Budget Items	Budget Estimates 2024/2025
Lindsay Parade to Sunny Bank Close	-		30,000	30,000
Binalong Bay Footpaths internal thoroughfares	-		100,000	100,000
Total Footpaths	12,192		160,000	160,000
Roads - Kerb & Channel				
Total Kerb & Channel	-			
Roads - Resheeting				
24/25 Road Resheeting to be confirmed	-		510,000	510,000
Total Resheeting	-		510,000	510,000
Roads - Reseals				
St Marys - Story Street Esk Main Road to Groom Street	-	55,084		55,084
24/25 Reseals TBC	-		500,000	500,000
Totals Reseals	-	55,084	500,000	555,084
Roads - Construction, Digouts & Other				
Digouts and road edge remediation to be allocated	141		250,000	250,000
Circassian/Medeas Sts Intersection	124,006			
Road Network - Sign Replacement	10,761		25,000	25,000
LRCI Program - Phase 4 Projects	-			
- LRCI 4: Rehabilitation of Alexander Street - Cornwall	205		300,000	300,000
- LRCI 4: Ansons Bay Road Sealing	205	223,438	126,562	350,000
- LRCI 4: Gray Road - Pathway Extension	75		50,000	50,000
Scamander Avenue - Pedestrian Footpath Improvements	4,893			
Sealing of Tasman Highway, Seymour LCRI4	205	-		
Shoulder Widening, St Columba Falls Rd - LCRI4	15,060			
Upper Scamander Road, Scamander (Flood Oct 2022)	675			
Mangana Road - Rehabilitation/reconstruction	4,051	-	300,000	300,000
Totals - Roads Construction, Digouts & Other	160,278	223,438	1,051,562	1,275,000
Totals Roads & Footpaths	186,333	366,022	2,221,562	2,587,584
Bridges				
B2293 - Cecilia St	900	156,785		156,785
B7027 - Mathina Plains Road	-	40,000	10,000	50,000
Culvert 5539 - Mathinna Road	-	40,000		40,000
Lower Germantown Road B1675	11,797			
B1243 Binns Road	3,947			
B1245 Clelands Road	3,777			
St Columba Falls Road (B1605)	394			
B2809 - Argyle St - replacement	5,550		294,192	294,192
Total Bridges	26,364	236,785	304,192	540,977
Stormwater				
Minor stormwater Jobs	14,662		150,000	150,000
Treloggens Track Stormwater	95			
Osprey Drive	-	10,000		10,000
Beaumaris Ave to Tasman Highway SW pipe	-		30,000.00	30,000.00

Project Details	YTD @ 30/9/2024	Estimated Carried Forward 30/06/2024	New Budget Items	Budget Estimates 2024/2025
Penelope Street	113	76,002	16,479	92,481
Aulichs Lane, St Marys	-		80,000	80,000
Tully Street / Northern end of Cecilia St Stormwater System Upgrade	-		70,000	70,000
SD Victoria Street, Fingal	1,988			
Total Stormwater	16,857	86,002	346,479	432,481
	-			
Waste Management	-			
Ansons Bay WTS - Bulk Bin Loading Ramp Upgrade	-		30,000	30,000
Scamander WTS - Waste Compactor	-	10,000	50,000	60,000
Scamander WTS - Inert Landfill study	-	2,976	157,024	160,000
Total Waste Management	-	12,976	237,024	250,000
	-			
Total Capital	1,369,609	1,697,327	5,193,571	6,890,898

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	Raoul Harper, Manager Business Services
FILE REFERENCE	040\028\002\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update 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 VIC and QLD.
- 2 new brochure displays from local operators.
- Received doors counts for 2023-2024 for all Information Centres across Tasmania. Out of the 18 Information Centres we were ranked no. 9
- Dealt with a lot of phone and in person queries helping travellers with road closures, power outages when we experienced the bad weather.
- Have had a lot of enquiries regarding when St Columba Falls will reopen. Emailed Parks & Wildlife and they were unsure, hopefully back open for our busy season as it is one of our most popular tourist destinations.

The History Room Curator Report:

- **St Helens Library School Display:** Approached by Library staff about arranging a display at the Library on St Helens school for their forthcoming celebrations of 150 years. This is now complete.
- **St Helens Schoolhouse Display:** Transferred the St Helens History Room's school display into the St Helens original school house for their forthcoming celebrations for October 2024.
- **'The Earth Provides – A Retrospective' Exhibition:** The launch for this exhibition is scheduled for Saturday 19th October 2024 from 2 pm at the St Helens History Room. Article included for Council newsletter.

- **MOSAIC Training:** This is scheduled for 18th – 21st November 2024. There are a number of volunteers that would benefit from this training. This is the cataloguing software program that is used for collection management in the St Helens History Room.
- **Travelwise Tour:** This coach tour is visiting the museum on Tuesday 8th October 2024 and a Bay of Fires commentary is being provided as part of their visit there on Weds 9th October 2024.
- **Statistics:** We had the best September on record for the St Helens History Room as far as income is concerned. People continue to appreciate our research efforts here making sales and/or donations very good. September saw income of \$ 700.25 (2023: \$396.20; 2022: \$389.50; 2021: \$363.20; 2020: \$299.10). Visitation was comparable to previous years and voluntary hours also continues to be consistent at 26.65 hours per week for the month.

Statistics:

Door Counts

Month/Year	Visitor Numbers	Daily Average	History Room
September 2012	1,417	47.23	77
September 2013	1,598	53.27	72
September 2014	1,570	52.33	71
September 2015	2,148	71.60	63
September 2016	1,720	57.33	82
September 2017	1,689	56.30	78
September 2018	1,508	50.27	76
September 2019	1,479	49.30	89
September 2020	866	28.87	27
September 2021	1,014	33.80	77
September 2022	1568	52.26	79
September 2023	1875	62.50	83
September 2024	1741	58.03	78

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

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

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	Raoul Harper, Manager Business Services Angela Matthews, Corporate Services Coordinator
FILE REFERENCE	002\024\007\
ASSOCIATED REPORTS AND DOCUMENTS	Draft LG16 – Corporate Credit Card Policy

OFFICER’S RECOMMENDATION:

That Policy LG16 – Corporate Credit Card Policy as amended be adopted.

INTRODUCTION:

Council’s Corporate Credit Card Policy is to be reviewed every three (3) years and due to changes in staffing this policy has not been reviewed as per the policy schedule, however it has now been reviewed and being presented to Council for consideration.

PREVIOUS COUNCIL CONSIDERATION:

Adopted 19 March 2012 – **Minute No 03/12.15.4.069**

Amended 25 June 2012 – **Minute No 06/12.15.8.169**

Amended 17 March 2014 – **Minute No 03/14.11.10.055**

Amended 20 April 2015 – **Minute No 04/15.11.14.97**

Amended 14 December 2015 – **Minute No 12/15.11.5.319**

Amended 15 May 2017 – **Minute No 05/17.12.4.112**

Amended 21 January 2019 – **Minute No 01/19.12.4.11**

This amendment presented to the Audit Panel Meeting and the Council Workshop on Monday 7 October 2024

OFFICER’S REPORT:

Through the review there was nothing identified as requiring review or amending however position titles have been changed to reflect Council’s current structure and process.

The other amendment that has been suggested is in regards to the wording of “entertainment expenses” where a more suitable and self-explanatory statement has been included in regards to this.

The Audit Panel recommended that section 3.7 be amended from four (4) weeks to two (2) weeks as per below:

“Full statement reconciliation, acquittal and approval for payment must be completed within two (2) weeks of receiving the statement.”

This recommended change has been reflected in the attached policy to be adopted by Council.

Although these matters raised above have not been identified as issues for Break O’Day Council and the way in which credit cards are and have been utilised Officer’s thought it was timely that it be reviewed and updated accordingly as these do add clarity to the Policy for ongoing, future use.

STRATEGIC PLAN & ANNUAL PLAN:

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

LEGISLATION & POLICIES:

N/A

BUDGET AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

**POLICY NO LG16
CORPORATE CREDIT CARD POLICY**

DEPARTMENT:	Corporate Services
RESPONSIBLE OFFICER:	Corporate Services Coordinator
LINK TO STRATEGIC PLAN:	Maintain financial viability and accountability in budgeting and administration.
STATUTORY AUTHORITY:	N/A
OBJECTIVE:	The purpose of this policy is to provide guidance on how Council corporate credit cards are to be allocated, used and administered to ensure that they assist in efficient delivery of local government services while minimising the potential for misuse and fraud.
POLICY INFORMATION:	Adopted 19 March 2012 – Minute No 03/12.15.4.069 Amended 25 June 2012 – Minute No 06/12.15.8.169 Amended 17 March 2014 – Minute No 03/14.11.10.055 Amended 20 April 2015 – Minute No 04/15.11.14.97 Amended 14 December 2015 – Minute No 12/15.11.5.319 Amended 15 May 2017 – Minute No 05/17.12.4.112 Amended 21 January 2019 – Minute No 01/19.12.4.11

POLICY

1. ALLOCATION AND ISSUE OF CREDIT CARDS AND CREDIT CARD LIMITS

The following table identifies potential organisational roles that may be issued a credit card, the allocation process and the approved credit card limit:

Role	Authorisation	Limit
Mayor	Approved by Council, subject to being requested by the Mayor	\$5,000
General Manager	Approved by Council, subject to being requested by the General Manager	\$5,000
Other Senior Managers	Subject to the specific approval of the General Manager	\$4,000

Credit cards are authorised for these positions but may not necessarily be taken up. Similarly, issued credit cards may be relinquished if there is no longer an organisational procurement benefit.

As well as, or instead of issuing credit cards for specific Senior Managers, the General Manager may authorise the issue of credit cards for more general use. These cards, could, for example, be retained by the Manager Business Services, Corporate Services Coordinator or Executive Officer.

Changes to credit card limits above these thresholds will only be by amendment to this Policy, by Council. Lower limits may be adopted at any time if justified by purchasing history while still facilitating efficient procurement.



2. TOP UPS

A Cardholder may apply for a top-up of funds to the monthly credit. Top-up applications are decided according to the following procedure:

Top-ups of the General Manager's credit card account are always reviewed by the Mayor and authorised by the Corporate Services Coordinator. Top ups of all other Cardholders are authorised by the General Manager.

Authorisers review the Cardholder's purchasing and top-up history for adherence to this policy and justification of purchases. For any given month, the total top-up amount for an account should generally not exceed 50% of the monthly credit limit.

3. CORPORATE CREDIT CARD REVIEW AND RECONCILIATION PROCEDURES

1. Corporate Credit Card statement accounts will be issued to the relevant cardholder who will ensure the acquittal of the transactions on the account.
2. Transactions will be supported by appropriate documentation (eg tax invoice/receipt or signed purchase statement) clearly identifying the nature of the procurement.
3. Transactions shall be accompanied by a job number for costing purposes.
4. A designated Council finance officer will review and reconcile the transactions and confirm compliance with this Policy. Any potential non-compliance will be reported to the Corporate Services Coordinator or General Manager for investigation.
5. When appropriately reviewed and reconciled, the cardholder shall sign and date the credit card statement
6. The Mayor will review and the Corporate Services Coordinator confirm the reconciliation and approve the payment of the General Manager's credit card. The General Manager will confirm the reconciliation and approve the payment of all other credit cards.
7. Full statement reconciliation, acquittal and approval for payment must be completed within two (2) weeks of receiving the statement
8. Credit cards are paid by automatic direct debit as the reconciliation and confirmation process is undertaken in parallel with any payment process and transactions can be reviewed, queried and challenged regardless of payment.

4. CORPORATE CREDIT CARDHOLDER RESPONSIBILITIES

1. Ensure corporate credit cards are maintained in a secure manner and guarded against improper use.
2. Corporate credit cards are to be used only for Break O'Day Council official activities; there is no approval given for any private use.
3. All documentation regarding a corporate credit card transaction is to be retained by the cardholder/designated Council finance officer and produced as part of the monthly reconciliation procedure. In the absence of a valid tax invoice or original receipt, sufficient information regarding the transaction to confirm that the transaction is a valid work-related purchase that complies with this policy must be provided.
4. Credit limits are not to be exceeded (See - 2. TOP UPS).
5. Purchases on the corporate credit card are to be made in accordance with Break O'Day Council's Procurement Policy - Code of Tenders and Contracts.
6. All cardholder responsibilities as outlined by the card provider are to be complied with.
7. Credit cards issued to specific staff are only to be used by that specific staff member and not, for example, by the staff member's spouse or other family members

8. Credit cards issued for more general office use may be used by other staff members but always with the specific approval of the designated staff member. Appropriate documentation of the use must be provided. The designated staff members retain responsibility for all transactions and their compliance with Council's Policy.

5. SPECIFIC CREDIT CARD TRANSACTIONS

Credit cards are for Council business use only and therefore no personal transactions are permitted. On that basis, cash advances and withdrawals are prohibited.

Fuel purchases – wherever possible, fuel purchases should be made with Council's issued fuel card and not credit card as this ensures an ongoing record of fuel consumption for tracking fuel economy, etc. Although, in an emergency (eg need for fuel without an accessible designated fuel card supplier) credit card payment is permissible, this should be avoided if possible.

Business Hospitality and Event Expenses – Such expenses encompass the purchasing of tickets to functions as well as food and beverage purchases for legitimate meetings, maintaining a professional focus on business-related hospitality and events with the appropriate documentation provided.

Fines, such as parking and traffic offences, are considered a personal cost and not a business expense as they are generally avoidable by appropriate action taken by the staff member. Fines are therefore not a permissible credit card transaction.

Any refunds for purchases made on a Council credit card must be refunded back to the credit card account. Refunds must not be accepted in cash.

Where a payment for necessary goods or services can only be made through a payment/e-commerce system, and that system requires the storage of credit card details or linking to a credit card account, this will be authorised by the Corporate Services Coordinator and managed by the designated Council finance officer. This policy applies for the online account, as for the credit card itself:

- (1) The online account is restricted for use by the Cardholder;
- (2) The online account is for work-related purchases only, in accordance with this policy;
- (3) The online account is to be set up with Council's 2creditors@bodc.tas.gov.au email address and details and any log on details and passwords also managed by the designated Council finance officer. These accounts are to be managed separately from any personal online payment/e-commerce accounts.

6. PROCEDURE FOR LOST, STOLEN AND DAMAGED CARDS

The loss or theft of a credit card must be immediately reported by the cardholder to the card provider regardless of the time or day discovered. The cardholder must also formally advise the Corporate Services Coordinator of the loss or theft on the next working day.

Advice of a damaged card is to be provided to the Corporate Services Coordinator who will organise replacement.



7. RENEWAL OF CARDS

Cards that are due to expire will receive a replacement in advance. Old cards must be returned to the Corporate Services Coordinator and the replacement card signed by the cardholder.

8. DISPUTED TRANSACTIONS

Disputed transactions must be resolved with the supplier and the card provider by the cardholder. The cardholder must notify the bank immediately for resolutions and the Corporate Services Coordinator should be advised promptly.

9. TERMINATION OF EMPLOYMENT

Prior to departure or termination of duties, the cardholder must acquit all expenditures on his/her card account.

It is the responsibility of the departing staff member to ensure that his/her account is settled prior to departure. Accounts in arrears will be liable for legal action.

The card must be surrendered upon termination of employment to the Corporate Services Coordinator.

10. MONITORING AND REVIEW

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

10/24.14.0 WORKS AND INFRASTRUCTURE

10/24.14.1 Works and Infrastructure Report

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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


PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:

Works Operations – General

Boat Ramps	Monthly inspections and cleaning undertaken.
Bridge 422 – Evercreech Rd	Superstructure repair due to fire damage in progress.
Road Network	<ul style="list-style-type: none">• Maintenance grading of Ansons Bay Road, North Ansons Road, Eddystone Point Road completed.• Guidepost and traffic signs replaced.• August storm event – clean-up activity completed.
Town & Parks	<ul style="list-style-type: none">• Mowing/ground maintenance.• Garden/tree maintenance and weeding.• Footpath maintenance and repairs.• Routine playground inspections.• Removal and chipping of fallen trees from parks and reserves.
MTB	<ul style="list-style-type: none">• Routine track maintenance.• Removal of fallen trees from the August storm event.

Weed Management	
Area	Weeds treated
St Helens Aerodrome	Spanish heath
Anson's Bay	Spanish heath, capeweed, gorse
St Marys	Flat weeds
Binalong Bay	Mirror bush, broom, flat weeds
Scamander	Pampas, thistles
St Helens	Pampas, Spanish heath
Pyengana	Foxglove, thistles
	Pampas (Cortaderia) is a declared weed and widespread in Tasmania, occurring in coastal and bushland vegetation, silvicultural operations, quarries, neglected areas, road and rail corridors, and creek and swamp verges. Introduced to Tasmania in the 1800s for use as a garden plant, windbreak and source of fodder. Highly flammable, pampas grass creates a significant fire hazard when established in large populations. The seeds are produced in tall, feathery plumes and can spread by wind for a distance of more than 25km.

Waste Management – General Information

General/Commercial & Industrial Waste (MSW) to Copping Landfill													
Year	Jul	A	S	O	N	D	J	F	M	A	M	Jun	YTD
2024/25 (T)	222	224	167										613
2023/24 (T)	187	232	224	214	240	274	361	233	228	301	222	185	2,901
Difference	35	-8	-57										

Kerbside Comingled Recyclables Collection – JJ's Waste													
Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
2024/25 (T)	43	64	40										147
2023/24 (T)	49	45	49	38	45	58	55	50	57	47	54	50	597
Difference	-6	19	-9										

Hazardous Waste Collection

The Hazardous Waste Collection program is coordinated through Circular North. The free collection program enables the chemicals used in and around the home that are flammable, toxic, explosive, or corrosive to be dropped off at various waste transfer stations across the northern region, including at the St Helens Waste Transfer Station.

What can be disposed of?

- Solvents and household cleaners.

- Floor care products.
- Ammonia based cleaners.
- Pesticides and herbicides.
- Vapes.
- Poisons.
- Pool chemicals.
- Hobby chemicals.
- Acids and alkalis.

Regional Collection locations and dates

Exeter | Saturday 19 Oct 2024 | 10am – 1pm | Biboo St, Exeter
 Deloraine | Saturday 19 Oct 2024 | 2pm – 5pm | 54 Tip Rd, Deloraine
 Scottsdale | Saturday 26 Oct 2024 | 9am – 12pm | 750 Bridport Rd, Jetsonville
 George Town | Saturday 26 Oct 2024 | 1:30pm – 4pm | 111 Mount George Rd, George Town
 Longford | Saturday 2 Nov 2024 | 9am – 11:30am | 291 Marlborough St, Longford
St Helens | Saturday 2 Nov 2024 | 1:30pm – 4pm | Eagle Street, St Helens
 Launceston | Saturday 9 Nov 2024 | 9am – 4pm | 19 Cavalry Rd, Mowbray

CAPITAL WORKS

Activity	Update
Alexander Street Rehabilitation - Cornwall	Design Phase. The project is a part funded Local Road and Community Infrastructure Program project, commencing October 2024 with completion due prior to June 30, 2025. The project includes stormwater improvements and rehabilitation of existing sections of road pavement and resealing.
Ansons Bay Road - Sealing	Design Phase. The project is a part funded Local Road and Community Infrastructure Program project, commencing November 2024 with completion due prior to June 30, 2025. The projects scope includes pavement storm water drainage improvements, pavement preparation, and sealing the next 1,200m of road from the end of seal (north of Priory) to Charlies Marsh.
Medea St/Circassian St Junction Upgrade	In-progress – Installation of traffic islands pending contractor availability.
Storm water – Penelope Street	Installation of new stormwater main rescheduled to Feb/Mar 2025 to enable ground conditions to improve over the summer period.
Scamander Footpath - LRCI Round 4	In-progress. Works include upgrade of footpath segments and installation of new pedestrian

	crossovers. The project is a Local Roads and Community Infrastructure- Phase 4 fully funded project.
Bridge 2293 – Cecilia Street	Design completed and precast superstructure components have been manufactured. Abutment works and bridge installation pending arrival of bridge barrier components. Bridge 2293 replacement will occur prior to Bridge 1675 being replaced.
Bridge 1675 – Lower German Town Road	Design completed and precast superstructure components have been manufactured. Abutment works and bridge installation pending arrival of bridge barrier components and completion of Bridge 2293 works.
Bridge 2809 Argyle Street, Mangana	Tender in progress. Practical Completion for this project is end of May 2025.
Scamander WTS – Waste Compactor	In-progress. NPV analysis for replacement options have been prepared and information presented for Councillor information and discussion at the September 20204 Councillor Workshop.
Scamander Inert Landfill Development	Tender awarded to GHD Pty Ltd for Detailed Design. Project commenced mid-September.
2024-2025 Road Resealing	Tender awarded to Crossroads Civil Contracting. Reseal activity to commence from end of October.

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

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

LEGISLATION & POLICIES:

N/A

BUDGET AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

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

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

OFFICER'S REPORT:**Dog Registrations**

Item	YTD ⁽¹⁾ Sept 2024	YTD ⁽¹⁾ Sept 2023
Dogs Registered	1,281	1,350
Dog registrations pending	135	111
Total	1416	1461
Dogs – Registered	90.4%	92.4%

Note ⁽¹⁾ YTD refers to the current month of financial year 1 July to 30 June.

General Information

Part B: Summary Statistics Reporting Period 1st September to 30th September 2024

Category/Area	Binalong Bay, The Gardens, Ansons	Fingal, Mathinna	Falmouth, 4 Mile	Seymour, Denison	Beaumaris, Diana B	Scamander	St Helens, Stieglitz Pyengana	St Marys, Cornwall	REPORTING PERIOD TOTAL	2024- 2025 YTD
Dog - Attack on a person (Serious)									0	0
Dog - Attack on another animal (Serious)									0	0
Dog – Attack on another animal (Minor)									0	0
Dog – Attack on a person (Minor)									0	0
Dog - Declared Dangerous									0	0
Dog - Dangerous Dogs Euthanized									0	0
Dog - Barking		1			1		3		5	12
Dog - Chasing a person							1		1	2
Dog - Impounded							1		1	2
Dog - in Prohibited Area									0	2
Dog - Lost Dogs Reported									0	1
Dog - Rehomed/kennel for rehoming									0	0
Dog - Wandering/at large			1				1		2	5
Verbal Warnings					1	1			2	7
Notice Issued - Unregistered Dog					1		2		3	4
Notice Issued - Caution Notice						2			2	2
Notice Issued - Infringement Notice									0	0
Infringement Notice - Disputes									0	2
Infringement Notice - Revoked									0	0
Written Letter - Various matters to Dog		1	1		2		2		6	14
Patrols - Township/Urban Areas		1					3		4	26
Patrols - Beaches/Foreshore			2		4	4	4		14	32
Kennel Licence - Issued									0	1
Other - Cat complaints									0	0
Other - Livestock									0	1
Other - Poultry									0	0
Other - RSPCA intervention		1							1	1
TOTAL	0	4	4	0	9	7	17	0	41	114

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

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	Nil

OFFICER'S RECOMMENDATION:

That Council does not introduce a Waste Transfer Station Voucher System.

INTRODUCTION:

At the February 2022 Council meeting Clr Wright raised a Notice of Motion requesting a report for Council to consider the introduction of a tip voucher system.

This report outlines the financial implications around the intent of the notice of motion as understood by Council officers.

PREVIOUS COUNCIL CONSIDERATION:**Council Workshop 7 October 2024****Council Workshop 19 September 2022****Council Meeting 21 February 2022**02/22.9.1 Notice of Motion – Tip Voucher System – Clr K Wright

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 consider the introduction of a tip voucher system in one of two (2) forms. Plus a separate provision for those living outside of the wheelie bin collection area. Strictly limited to one (1) annual voucher per household.

1. That all "RESIDENTS" qualify to receive a card or voucher system which allows them a number of free tip trip/loads per calendar year. This could be done as responsibility of the resident to apply for and receive at Council office, on an annual basis. "LIMITED TO ONE (1) PER HOUSEHOLD".

Or

2. That all “Pensioners and Health Care Card holders” qualify to receive a card or voucher system, which allows them a number of free tip trip/loads per calendar year. Again, this could be done a responsibility of the HHC holder to apply for and receive at Council office on an annual basis. “LIMITED TO ONE (1) PER HOUSEHOLD”.

Plus

All “RESIDENTS” outside of the wheelie bin collection area receive 12 free tip trip/loads per calendar year. Available on application only.

OFFICER’S REPORT:

The notice of motion seeks a report for Council to consider the introduction of a tip voucher system with a number of alternate models put forward for review and consideration.

Break O’Day Council provides efficient, cost effective and fit for purpose waste management services to the community. This includes kerb side collection and recycling services (where available) end the operation of seven (7) waste transfer stations. Council does provide no cost green waste disposal days (on weekends throughout November to February) to the community as part of its commitment to seeing green waste processed on site and not disposed of illegally.

Council has in place a waste management strategy and is a member of the Northern Tasmanian Waste Management Group (NTWVG). Through this membership, Council is a party to NTWVG Strategy 2017-2022. The over-arching principle guiding this strategy is the waste hierarchy, an internationally accepted guide for prioritising waste management practices. The waste hierarchy specifies waste practices that are most preferable through to those least preferred.

The principles of ecologically sustainable development (ESD) also guide this strategy. ESD principles are included in many Australian state and federal environmental laws and provide guidance on managing waste and the facilities that recover, treat or contain it. The principles of ESD are:

1. The precautionary principle
2. Intergenerational equity
3. Conservation of biological diversity & ecological integrity
4. The polluter pays principle.

These four principles govern how we manage our waste by ensuring:

- Waste does not cause negative or unintended consequences to the wider environment
- Any waste generated is the burden of the current generation and not shifted into the future
- Waste does not negatively affect Tasmania’s biodiversity and ecological integrity
- The generator of the waste bears the full cost of the treatment and management, both now and in the future.

The motion put forward, seeks consideration of residents being able to dispose of waste “for free”. While a number of models are put forward for review and consideration, Councillors are advised that the implications of supporting such a concept does not come without cost. Put simply any new

service such as ‘free tip vouchers’ will cost a given amount and that figure will need to be raised from increasing rates and/or user fees or charges in other or related areas. Nothing is ‘free’ when a direct cost is associated with providing it.

Of particular concern is point No 3 where those outside of a waste collection area would be afforded 12 free vouchers to dispose of their waste. Some services such as kerbside collection can be delivered at a lower cost due to economies of scale. The concept that those who choose to reside outside a collection area should also receive the same economies of scale/ cost of disposal to those that do is simply not reflective of basic economics and reality. If Council is to distort the true cost of providing services by providing ‘free services’ to residents that reside outside of collection areas then that will transfer costs from those that should be paying them across to the entire rate base, many of whom already pay for a kerbside collection service.

This matter has been modelled previously. Costs continue to increase year on year as the management and disposal of waste becomes more costly and problematic. All of the models assessed have unbudgeted financial implications for Council. These financial impacts are explored in detail below:

Notice of Motion Part 1: Card or Voucher System

Cost estimate options with assumptions tabled.

Developed Properties	5,500	5,500	5,500
Waste	1 * 140L MGB or 2 large garbage bags)	1 * 140L MGB or 2 large garbage bags)	1 * 140L MGB or 2 large garbage bags)
Vouchers per developed property	3	5	7
Value per voucher (24/25 fee)	\$8.00	\$8.00	\$8.00
Cost to Council	\$132,000	\$220,000	\$308,000

Note: Cost estimates to administer a card/voucher system not included.

Notice of Motion Part 2: Pensioner Rate Remission

Cost estimate options with assumptions tabled.

Estimated Eligible properties currently qualifying for pension rate remission	1,200	1,200	1,200
Waste	1 * 140L MGB or 2 large garbage bags)	1 * 140L MGB or 2 large garbage bags)	1 * 140L MGB or 2 large garbage bags)
Vouchers per developed property	3	5	7
Value per voucher (24/25 fee)	\$8.00	\$8.00	\$8.00
Cost to Council	\$28,800	\$48,000	\$67,200

Notes:

- i) The Eligible properties currently qualifying for pension rate remission is an estimate. The number of persons renting properties and who may be eligible to participate in the system may be higher than the current estimate of 1,200, resulting in additional cost to the council to operate the said system.
- ii) Cost estimates to administer a card/voucher system not included.

Notice of Motion Part 2- Plus: All “RESIDENTS” outside of the wheelie bin collection area receive 12 free tip trip/loads per calendar year. Available on application only.

Developed properties that fall outside of the current kerbside waste collection service area.	1,300
Waste	1 * 140L MGB or 2 large garbage bags)
Vouchers per developed property	12
Value per voucher (24/25 fee)	\$8.00
Cost to Council	\$124,800

Note: Cost estimates to administer a card/voucher system not included.

There are administrative costs and challenges in the implementation and ongoing management of card/voucher systems. These as yet have not been modelled or considered in detail.

Moreover, Council need to consider the implications of providing waste management services “for free”. It is now well recognised globally that generators of waste should bear the cost of the treatment and management, both now and in the future. As the cost of providing waste management services continue to escalate, moving away from a user pays model is not in line with Councils financial and environmental responsibilities.

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

Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle.

Key Focus Area:

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

LEGISLATION & POLICIES:

Local Government Act 1993

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

No allocation for a card/voucher system exists in the current 2024/2025 budget or Long Term Financial Plan. In addition, there will be a level of revenue which is foregone through the provision of vouchers. The full amount of revenue foregone is modelled in the report above though it is not expected that this will be the actual amount, it is impossible to provide anything approaching a reasonable estimate at this time and it will vary depending on the approach taken by Council (if any) . Needless to say, the costs incurred by Council will not reduce and any 'free' service provision to specific sections of the community will presumably be offset by increases in costs to others in the community. Further modelling would be required if Council was of a mind to explore this matter further.

Introducing such a system outside of the annual budget process is high risk and should be avoided.

VOTING REQUIREMENTS:

Simple Majority

10/24.15.0 COMMUNITY DEVELOPMENT

10/24.15.1 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 approaches all our work through a lens of access and inclusion and we advocate for this in the networks and meetings that we participate in both internally and externally.

2024 - 2025 Programs and Initiatives

Community Services	2024-2025 Budget	
Community Grants	30,000	
Youth Services	8,000	
Misc Donations & Events	7,500	
School Prizes	1,000	
Community Event Funding		
Seniors Day	3,000	
Australia Day Event	5,000	
Swimcart	1,000	
St Helens Athletic Carnival	2,500	
Carols by Candlelight	1,600	
Australia Day Event (including Woodchopping)	15,000	

Fingal Valley Coal Festival	2,000	
Pyengana Endurance Ride -	500	
St Helens Game Fishing Comp	2,000	
Wellbeing Festival	3,500	
Marketing Valley Tourism	2,500	
Volunteer Week	2,500	
Bay of Fires Art Prize	10,000	
Bay of Fires Winter Arts Market –	4,000	
St Marys Community Car & Bike Show	2,000	
East Coast Masters Golf Tournament	2,500	
International Disability Day Events	1,000	
Mental Health Week	500	
BODRA Winter Lights – name change from Barn Dance	2,000	
Suicide Prevention	1,000	1,000.00
Pyengana Easter Carnival	1,000	
Mannalargenna Day	2,500	2,500.00
Christmas Donations	6,000	
Council Sponsorship		
Funding for BEC Directory	2,000	
St Helens Marine Rescue	3,000	
Business Enterprise Centre (BEC)	28,000	
Welcome to Town Christmas Signs	1,500	

Below are updates on current projects being managed by Community Services:

Reconciliation Action Plan (RAP)

Council staff have now completed a second workshop in relation to the development of the Reconciliation Action Plan with Reconciliation Tasmania. As part of the development of the Reconciliation Action Plan, an expression of interest will be opened seeking a form of art work which will tell the story of reflection – considering the past, the present and the future. The art work can be either outdoor/indoor mural, visual artwork or a sculpture.

Bay of Fires Master Plan

Hansen Partnership have been appointed to undertake the development of the Bay of Fires Master Plan. The first meeting of the consultants with the steering committee will take place in the week beginning 14 October, 2024.

Pump Track Project

The track is ready for the laying of the asphalt. The contractors are delaying this step until it can be guaranteed of suitable daytime temperatures. Their specifications state a minimum ambient air and ground temperature of at least 15 degrees Celsius for asphaltting. Asphaltting in cold conditions cools the mix too quickly which can result in a brittle and crumbly surface as opposed to a dense

and tight surface finish. With winter almost finished, temperatures are moving in the right direction and they are hoping to be able to lay asphalt late October.

Community Events/Activities

Community Services staff have been working with community members to ensure 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.

October 2024

- 5-6 – A Festival Called George – St Helens Foreshore
- 7 – School holiday program – St Marys Hall
- 9 – Live4Life Forum – Portland Hall
- 10 -The Festival of Wellbeing – Bendigo Bank Community Stadium
- 15- Break O’Day Council Seniors week – bus trip
- 31 – St Helens DHS Athletics Carnival – St Helens Sports Complex

November 2024

- 7-11 – Military Brotherhood – Bendigo Bank Community Stadium
- 11 – Remembrance Day Service – St Helens
- 11 – Remembrance Day Service – St Marys

Learner Driver Mentor Program

The Get In2Gear program is running smoothly and has been for the past 8 months, reaching well over the required 60 on-road hours each month. Mentors and coordinators attended a mentoring upskilling day with a successful turnout with five mentors attending.

Total on-road hours – 71 Hours

Total Mentors - 10

Learner in car - 41

Waiting list – 4

Graduated – 1

Community Wellbeing Project

Games Night was a joyful success in Fingal on 2 October. Over 20 people enjoyed a casual fun vibe to play board games together and enjoy the mini quiz sessions organised by Fingal Valley Neighbourhood House. The House was a wonderful host and the volunteers from the Wellbeing Certificate catered with delicious homemade soup. Another action from this group of participants saw them re organise the display area at the Fingal Valley Neighbourhood House which now boasts a new noticeboard to promote activities at the House and uncluttered spaces to promote community events and programs.

The Festival of Wellbeing was a fun, vibrant celebration and showcase of ways we care for wellbeing in Break O’Day. 60 contributors, our wellbeing champions, gave their time generously to create interactive wellbeing spaces for festival visitors and over 350 people enjoyed activities from pilates and yoga, massage, to art, and a fun relay race. There really was something for everyone.

Our upcoming free ‘Wellbeing Summit – A place we love to live’, on Friday 1st November 10am-2pm at Panorama is fast approaching. If you have a great idea to grow good things for the community you love. Seed it here. Can you encourage or support others to attend too?

We have just over 20 registrations, thank you if you are one of them. Tell your friends and family if you can’t make it yourself. It really is for everyone and the more voices in the room, the more opportunity for cross pollinating ideas, building on what we already do well, and learning and being inspired by each other. It will be a fun session led by the lovely Anna Tayler, who can’t wait to guide us to come up with actions we can take together as a community that will help us feel even more proud to call Break O’Day home and love where we live! Register here <https://wellbeingaction.org/wellbeing-summit>

Youth

The Amplify Youth Collective continues to meet and plan for their future direction. The Collective continues to be an important touchstone for youth stakeholders and a collective voice for advocacy and an opportunity to collaborate on potential activities.

The Live4life Break O’Day Partnership Group is meeting regularly and the project is doing a great job delivering the mental health first aid training in our community.

Health and Wellbeing

Health and Social Services Network received their Spring e-news and this inspired some to join in at this year’s Festival. Attendance at these blended meetings continues to be strong both online and in person.

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

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

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	004\003\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

1. That Council call for Expressions of Interest for the use of the building located at 29 Talbot Street, Fingal which more recently was leased to Integrated Living.
2. That Council allow the SES response vehicle to be parked in the garage located on the property at 29 Talbot Street, Fingal to ensure quick response to incidents in the Fingal Valley.

INTRODUCTION:

In April 2007, Council leased to Family Based Care Association (Northern Region) Inc. the old Fingal Council Offices for the purposes of the provision of community-based care and related activities.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop

OFFICER'S REPORT:

In November 2023, Council was advised that Integrated Living (formerly Family Based Care Association (Northern Region) Inc was closing its Fingal Learning Centre due to increasing costs and diminishing demand for these specific services.

The building has now been handed back to Council and is currently vacant.

The building was built in 1974 and has had many uses over the years, Council offices, doctors' surgery, library and Fingal Online Centre as well as the main area being used as an activities centre by Integrated Living.

The building comprises of a large open plan office area with three rooms off that and also a small kitchen. Adjacent to this area is another larger room with a smaller storeroom off it. There are a number of office spaces and two amenities comprising of toilets and showers. The majority of the office spaces are carpeted and there is some heat pumps and a wood heater located in the old council office area. The building also has a security system installed but not currently used. Outside in the grounds there is a double garage.

The land behind this building has been earmarked for social housing.

Overall, the facility is in good condition and current valuation for this property is \$520,000.

Clr Carter has identified some uses for the facility:

“Happy that an emergency control centre is to be considered and storage/ garaging for a vehicle is part of that possibility. The room that seemed likely for that use is a good size and therefore should be flexible to be available for community meetings/ fundraisers and might even be part of any activation of the frontage for markets etc

I believe that despite the complexity of managing emergency/ crisis housing this is an opportunity to provide something so necessary for our community. The existing infrastructure and the simple renovations that would be possible means the financial input is eased and if an agency could be enticed to manage the facility all the better.

I am happy that there are initiatives like an Op Shop that could use space and ease pressure on the Neighbourhood House but would see the Comms Centre and emergency housing as priorities. I would like to see activation of the front green space especially food vans/ seating and possible market. I would also think an arts focus [mural/ sculpture would be a ‘reason to stop’ enticement for travellers] and would brighten a tired frontage

The existing garden at the rear would be easy to reactivate – however I think there is one at Neighbourhood House?? If it is a replication I recommend that fencing etc be removed so that it is easier to maintain and that shrubs and trees are part of the renovation – or a native garden especially if it is constructed by local aboriginals [KW] as a community feature.”

Clr Drummond has provided her thoughts/ideas below on a new use for the building:

“I would be delighted so see it become some sort of Emergency Control Centre.

The green space is a wonderful resource and if we can perhaps place some seating and shade into that space it could be a good use of space, we could potentially encourage food vans to set up there and create some kind of market space.

This could really be a topic for conversation if we do hold a community conversation about tourism in the area do you think? Maybe we could look at creating some murals or public art in the area?

Is there any way we can partner with another agency to consider some form of emergency accommodation in that space? I know the House tried to set up the two rooms on the second floor and maybe this is something that can be worked in conjunction with each other? Just a thought. This might not be a palatable option to some residents I understand.

There are so many options but I think as we said the other morning, approaching people to come to a community conversation about tourism and how we might increase that in the area would be a good option.”

Council staff have also been contacted by other groups expressing an interest in the use of the facility. So to be transparent in the process, we believe that it is important that we call for expressions of interest for the future use of the facility located at 29 Talbot Street, Fingal.

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.

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:

There are no funds in the budget to cover any proposed works on this building.

VOTING REQUIREMENTS:

Simple Majority

10/24.16.0 DEVELOPMENT SERVICES

10/24.16.1 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

1. Key staff participated in Reconciliation Action Plan work;
2. Staff attended information session and provided feedback provided in relation to the consultation paper in relation to Regulation of long-term residency in Tasmanian caravan parks;
3. Senior Town Planner participated in Improving Residential Standards Project working group;
4. Key staff attended information session on Tasmanian Flood Mapping Project provided by the State Emergency Service;
5. Building Staff attended training on Liveable Housing regulatory requirements implemented on 1 October 2024 and further impending changes;
6. Building Staff attended training on mandatory inspection of waterproofing and further changes to approved forms implemented on 1 October 2024.

PLANNING REPORT

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

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	EOFY 24/25
NPR	4	5	4										13	
Permitted	1	4	1										6	
Discretionary	14	6	8										28	
Amendment	4	2	2										8	
Strata	1												1	
Final Plan		2	1										3	
Adhesion														
Petition to Amend Sealed Plan			1										1	
Boundary Rectification														
Exemption														
Total applications	24	19	17										60	242

Ave Days to Approve Nett *	21.87	20.21	22.94										21.67	
-----------------------------------	-------	-------	-------	--	--	--	--	--	--	--	--	--	-------	--

* 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:

September 2024

DA NO.	LOCATION	DESCRIPTION	SECTION	Day to Approve Gross	Days to Approve Nett
119-2024	Beaumaris	Construction of Dwelling Additions, New Shed & Wastewater System	NPR	63	6
154-2024	St Marys	Dwelling Alterations (New Ensuite) & New Deck/Veranda	NPR	14	14
123-2024	Ansons Bay	Extension to Shed, New 2 x Visitor Accommodation Units, Amenities Building & Widen Crossover	S57	41	40
126-2024	Scamander	Demolition of Existing Shed & Carport and Construction of a New Shed & Attached Carport	S57	57	6
144-2024	Ansons Bay	Addition to Fire Station	S57	27	27
145-2024	St Helens	Carport	S57	26	26
133-2024	Binalong Bay	Petition to Amend Sealed Plan	PETITION	41	41
162-2024	Stieglitz	Spa	NPR	6	6
023-2023 AMEND	Avoca	Minor Amendment - Relocation of the proposed dwelling on the subject site and adjustment of the building orientation for the proposed dwelling	S56	3	3
137-2024	Falmouth	Construction of a Dwelling	S57	42	36
160-2023	St Helens	3 Lot Subdivision and Road Lot	S57	428	41
098-2024 AMEND	St Marys	Minor Amendment - Adjustment of common boundary between proposed lots 1 and 2 to reflect the existing boundary fence line.	S56	33	16
146-2024	Stieglitz	Shed	S57	41	41
136-2024	Binalong Bay	Dwelling Alterations and Addition	S57	44	41
233-2020 FINAL	Ansons Bay	Final Plan of Survey - 2 Lot Subdivision	FINAL	927	29
177-2024	Beaumaris	Dwelling	NPR	2	2
168-2024	Cornwall	Shed	S58	15	15

TOTAL 17

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

Strategic Planning Projects in the 2024/2025 financial year

Description	Percentage Complete	Current Update
Scamander/Beaumaris Township Structure Plans - Develop Project Brief and engage consultancy to undertake the work.	20%	Project Brief was presented to Council at its Workshop on 7/10/2024. Final modification of the brief to occur during October to ensure draft TPPs and review of the NTRLUS is considered.
Break O'Day Council Land Use Strategy 2015 - Project Brief to be developed for implementation	10%	<p>Review of the Land Use Strategy has been completed.</p> <p>Review of Low Density Residential and Rural Living land has commenced. Currently on hold as we progress the Structure Plan and Industrial Land use study.</p>
Regional Land Use Strategy - Actively participate in and support the review of the Northern Tasmania Regional Land Use Strategy.	10%	<p>Break O'Day is actively participating in the review of the Northern Tasmania Regional Land Use Strategy (NTRLUS) through the Regional Planning Group (RPG).</p> <p>Phase 1 has commenced with Ethos Urban and Irenelnc appointed to deliver Phase 1. Phase 1 Establishes the Strategic Direction for the NTRLUS</p> <p>Project Brief for Phase 2 is currently underway and is concerned with a Regional Infrastructure Analysis and identified planning. Aims to provide a comprehensive understanding of current infrastructure capacity and recommendations for managing growth impacts.</p>
Industrial Land Use Study - Complete the 'Scoping Study' and progress the study to identify future demand, land analysis, constraints and opportunities.	30%	The project brief for the Industrial Land Study was presented to Council at the Workshop on 7/10/2024. Further internal discussion prior to releasing for quotes.

BUILDING PROJECTS REPORT

Projects Completed in the 2024/2025 financial year

Description	Location	Updates
Nil		

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

Description	Location	Updates
Building upgrades	St Marys Railway Station	<ul style="list-style-type: none"> Repainting identified as priority which has commenced however completion delayed pending availability of contractor.
Old Tasmanian Hotel Site – New Community Shed	20 Talbot Street, Fingal	<ul style="list-style-type: none"> Practical Completion reached; Variations approved for driveway, hardstand and fencing; Revised completion date for new scope of work – 29th November 2024
St Marys Indoor & evacuation Centre	St Marys Sports Complex	<ul style="list-style-type: none"> Pending approval of variation to decks/veranda; Expected Completion is December 2024.
New Toilet Addition & Further Design work	Scamander Sports Complex	<ul style="list-style-type: none"> Works now commenced in relation to Toilet addition expected to be completed by end October 2024.
Air-conditioning upgrades & completion of external painting	Council Office	<ul style="list-style-type: none"> Finishing external repainting end of September 2024; External Signage Upgrades complete; Pending expert advice in relation to required air-conditioning upgrades. Internal lighting upgrades currently being quoted.
Small storage shed & Security System installation	St Marys Sports Centre	<ul style="list-style-type: none"> Security system upgrades now completed;

		<ul style="list-style-type: none"> • Store Shed design to be determined in consultation with committee
New Water Refill Stations	Various Locations, including Memorial Park	<ul style="list-style-type: none"> • Memorial Park identified as 1st priority – refill stations ordered. • Locations to be confirmed.

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

Description	Location	Updates
Repair Render & Repaint Front Fascade	Portland Hall, St Helens	<ul style="list-style-type: none"> • Works scoping to be conducted.
Re-Roof and Weatherproofing of athletics building	St Helens Sports Complex	<ul style="list-style-type: none"> • Next phase of works pending outcomes of St Helens Sports Complex Masterplan consultation.
Community Consultation, Design & Development Approval Phase – Public Toilet	Falmouth Township	<ul style="list-style-type: none"> • Community engagement phase to commence as priority in conjunction with consultant designer to be appointed.
Internal Alterations – Design only.	Falmouth Community Centre	<ul style="list-style-type: none"> • Community engagement phase to commence as priority in conjunction with consultant designer to be appointed.
Demolition & Construction of New Public BBQ Facility and Associated work	Village Green, Binalong Bay	<ul style="list-style-type: none"> • Community Consultation phase completed; • Community feedback to be reviewed and recommendation to be provided to Council.
Community Consultation, Design & Development Approval Phase – Public Toilet Replacement	Memorial Park, St Helens	<ul style="list-style-type: none"> • Community engagement phase to commence as priority in conjunction with consultant designer to be appointed.

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

--

<h2 style="margin: 0;">Building Services Approvals Report</h2> <h3 style="margin: 0;">September 2024</h3>


No.	BA No.	Town	Development	Value
1.	2024/00054	Falmouth	Change of Use Shed to Dwelling and Alterations (Portico and Deck)	\$30,000.00
2.	2022/00276	Binalong Bay	Alterations & Additions (Dwelling)	\$550,000.00
3.	2024/00130	St Helens	Alterations & Additions (Dwelling) & New (Carport)	\$40,000.00
4.	2023/00231	Akaroa	Demolition & New Dwelling & Deck	\$800,000.00
5.	2024/00147	Akaroa	New Shed with Veranda	\$50,000.00
6.	2021/00215-STAGE 2	Beaumaris	New Dwelling, Carport, Deck & Veranda	\$360,000.00
7.	2024/00086	Stieglitz	New Shed with Amenities	\$45,000.00
8.	2022/00291	Binalong Bay	Demolition & New Outbuilding & Retaining Wall	\$150,000.00
9.	2023/00195	St Helens	New Visitor Accommodation & Deck	\$120,000.00
10.	2024/00175	Lottah	New Installation - Solar Installation	\$27,000.00
11.	2024/00172	The Gardens	New Installation - Solar Panels	\$5,000.00
12.	2022/00180	Ansons Bay	New Dwelling	\$70,000.00
13.	2024/00182	The Gardens	New Installation - Solar Installation	\$18,142.00
14.	2024/00083	Akaroa	New Dwelling, Decks & Garage	\$344,000.00
15.	2024/00145	St Helens	New Shed/Carport	\$40,000.00
16.	2024/00185	St Helens	Internal Alterations – Replacement of Floor - School Building - Building 6	\$200,000.00

ESTIMATED VALUE OF BUILDING APPROVALS FINANCIAL YEAR TO DATE	2023/2024	2024/2025
	\$5,795,409.00	\$6,623,142.00

ESTIMATED VALUE OF BUILDING APPROVALS FOR THE MONTH	MONTH	2023	2024
	September	\$652,609.00	\$2,849,142.00

NUMBER BUILDING APPROVALS FOR FINANCIAL YEAR TO DATE	MONTH	2023/2024	2024/2025
	September	43	31

ENVIRONMENTAL REPORT

Description	Updates
Dog Management	<p>The Break O'Day Shorebird Working Group met to coordinate activities for the shorebird nesting season, including signage and temporary fencing, communication and education and enforcement. The Parks and Wildlife Service (PWS) and Council coordinated increased enforcement during the holidays and river and bay mouth sites are being monitored where fair terms may settle and establish a nesting colony that will need protection.</p> <p>Review by PWS of the new dog zones shown in the revised Dog Management Policy (2024) is has progressed but continues. Dog zones from the 2018 Policy continue remain in force.</p>
Land Management	<p>The George River Farmer Landcare Group held another successful event at Pyengana with 20 odd producers learning about interpreting soil tests and the complex biology and chemistry of their soils, which determines the nutrition of crops, pastures, then livestock and ultimately our own health.</p> 
Climate Change	<p>Attended meetings of the Steering Committee for Northern Tasmania Alliance for Resilient Councils (NTARC), the Working Group for the Local Government Association of Tasmania’s Local Government Climate Change Capability Program, and Northern Regional Drought Resilience Project Advisory Group.</p> <p>NTARC is providing individual support to Break O'Day Council and other Councils in the region, bringing specialists in local government climate risk and adaptation and carbon emissions accounting and reduction to work with staff for 2 days. NTARC has also applied for a Tasmanian Community Climate Action Grant to provide support to residents and businesses across the region with design and evaluation of solar electricity systems.</p>
Cat Management	<p>Cats must be desexed and microchipped and planning is underway to offer support to owners needing help with the costs. Council is also working with the RSPCA to support their continuing work to reduce a significant cat colony</p>

in Break O'Day. Regional funding from the Tasmanian Government's Cat Management Plan implementation program has been offered to support this work.

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	2024/2025		2023/2024	
	Persons	Vaccinations	Persons	Vaccinations
July - December	5	5	19	20
January - June	0	0	153	154
TOTAL	5	5	172	174

Sharps Container Exchange Program as of 8 October 2024

Current Year	Previous Year
YTD 2024/25	YTD 2023/24
20	17

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

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

LEGISLATION & POLICIES:

N/A

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

ACTION	DECISION
PROPONENT	St Helens Football Club T/A East Coast Swans
OFFICER	Development Services Coordinator
FILE REFERENCE	040\027\002\
ASSOCIATED REPORTS AND DOCUMENTS	Project Filter Form Quotation Photo Montage

OFFICERS RECOMMENDATION:

1. That Council grant permission, as landowner for the lodgement of planning and building approvals (if required) on Council owned land, 117 Tully Street, St Helens (St Helens Sports Complex), and
2. Subject to Planning and Building approval being obtained that Council grant permission to carry out the proposed installation of a new electronic scoreboard, and
3. That the Lease between the St Helens Football Club and Break O' Day Council be amended to ensure that all ongoing maintenance and insurance requirements are the sole responsibility of the St Helens Football Club as it relates to the Electronic Scoreboard.

INTRODUCTION:

The East Coast Swans Football Club propose to install a fixed electronic scoreboard which is planned to be located adjacent to the existing scoreboard building and conducted aligning to the St Helens Sports Complex Master Plan.

PREVIOUS COUNCIL CONSIDERATION:**Council Workshop 7 October 2024****Council Meeting 18 October 2021****10/21.15.2.227**

Moved: Clr B LeFevre / Seconded: Clr M Osborne

1. That Council provides in-principal support as landowner to the East Coast Swans Football club to seek external funding for:
 - Trailer Electronic Scoreboard
 - Re-establishing and upgrading of football oval fencing
2. That Council provides in principle support for a financial commitment of
 - \$5,000 for the Trailer Electronic Scoreboard – application to be made to the Community Grants; and
 - \$15,000 for Re-establishing and upgrading of football oval fencing.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

The East Coast Swans football club have been successful in obtaining grant funding for the installation of a new electronic score board. This project is consistent with Council overall master plan which identified that the existing scoreboard is proposed to be upgraded.

Over time there has been ongoing conversations about various types of electronic scoreboards. After two previously unsuccessful grant applications a recent AFL facilities grant opportunity specifically identifying the funding of electronic scoreboards has been sourced and \$20, 000 has been secured through a Telstra/AFL grant.

The Video Board size is 3840mm X 2880mm (Pitch 10mm) with the overall frame size proposed at 6m X4m to allow for future expansion/provision of additional video boards.

The remaining funds required to complete the project will be provided by the East Coast Swans. The estimates below involve a significant amount of in-kind labour provided by volunteers and sponsors:

The quotation for supply of the proposed is attached:	\$47 410
Locally sourced framing and footing wiring and installation:	\$20 000
Total Estimate with a small contingency:	\$70, 000

There is no funding proposed by the proponent from Council for the capital cost and it is proposed that the lease between the the St Helens Football Club and Break O' Day Council be amended, as it relates to the electronic scoreboard to ensure that all ongoing maintenance and insurance requirements are the sole responsibility of the St Helens Football Club.

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:

No capital contribution or maintenance responsibilities are proposed.

VOTING REQUIREMENTS

Simple Majority

PROJECT FOR COUNCIL CONSIDERATION

Proponent Name & Contact Details:	<u>East Coast Swans</u> President Stephen Walley 0408502290 stephen.walley0@gmail.com
Project/Activity Name:	<u>Installation of an Electronic Scoreboard at the St Helens Sports Complex</u> adjacent to the existing manual operated scoreboard.
Project Description/Outline:	A new electronic scoreboard will be erected adjacent to the existing manual operated scoreboard and timekeepers box. The total size of the framing that the scoreboard sits within will be 7m high x 5m wide. All footings and construction will be according to engineering approved specifications. See supporting documentation and specifications.
Project History (any previous actions/ deliberations in Break O'Day or elsewhere):	Over time there has been ongoing conversations about various types of electronic scoreboards. After two previously unsuccessful grant applications a recent AFL facilities grant opportunity specifically identifying the funding of electronic scoreboards has been sourced.
Budget/Cost Estimate (provide any documentation/evidence):	See recent quotation from Electronic Signage Australia used to apply for the grant. ESA supply and support \$47 410 Locally sourced framing and footing wiring and installation \$20 000 Estimated total project costs \$65K – 70K
Alignment with any Council Strategies/Plans (eg Strategic Plan, Annual Plan)	The installing of the electronic scoreboard will be planned and conducted aligning to the St Helens Sports Complex Master Plan -
Has a preliminary risk assessment been undertaken?	A current risk assessment is in the process of being developed.
Any identified funding options/opportunities:	A 20K Telstra/AFL grant has been approved. The remaining funds will be provided by the East Coast Swans

Any identified time frames/constraints (eg funding opportunities):	Nil
Involvement of other government departments or entities, or legislation (state, federal or local):	Local Council development approval.
Expected role of Break O'Day Council (funding/lobbying/support):	Approval and of development approval and guidance through project completion.
Any identified community support/consultation:	The project is an upgrading of an existing facility already identified in the sports complex master plan.
Any other stakeholders (business, not-for-profits groups):	Nil
Any other relevant comments:	Nil

Attach any additional information or provide links to relevant websites:

.....

OFFICE USE ONLY

Responsible Officer:

Identified Regulatory/Approval Processes:



Electronic Signage Australia
 P.O. Box 368,
 Nunawading LPO, Vic, 3131
 Unit 10, 56 Norcal Road,
 Nunawading, Vic, 3131
 (03) 9894 1963
 www.esignsaus.com • info@esignsaus.com

QUOTATION
 12/4/2024

QUOTATION / ESTIMATE NUMBER: BM012343

To: East Coast Swans FC
 Tully Street, St Helens Tasmania 7216



	DESCRIPTION	TOTALS
LED Video Board (3840mm w X 2880mm h with a 10mm pitch)	Full Colour LED Video Board 3840mm wide X 2880mm high with a 10mm pitch	\$33,950.00
Laptop & sender box + remote connectivity	Laptop & sender box for scoreboard control + wireless connectivity up to 1km	\$4,950.00
Steel frame	Steel frame to engineers' specification (Galvanised – extra cost two pack painted)	\$10,950.00
Installation	Please see page 3 for installation requirements and inclusions	\$16,475.00
Electrical & Data work	Please see page 4 for detailed electrical and data work requirements	Undertaken by Club / Council
Commissioning & Training	On-site commissioning and training for user groups	Included
Delivery	Delivery of video board to St.Helens	\$850.00
	Subtotal	\$67,175.00
	GST 10%	\$6,717.50
	TOTAL	\$73,892.50



Payment Terms: 50% deposit required upon order / 40% required once video board is ready for delivery / 10% required upon commissioning
Lead Time: 10-12 weeks from deposit date





Electronic Signage Australia
 P.O. Box 368,
 Nunawading LPO, Vic, 3131
 Unit 10, 56 Norcal Road,
 Nunawading, Vic, 3131
 (03) 9894 1963
 www.esignsaus.com • info@esignsaus.com

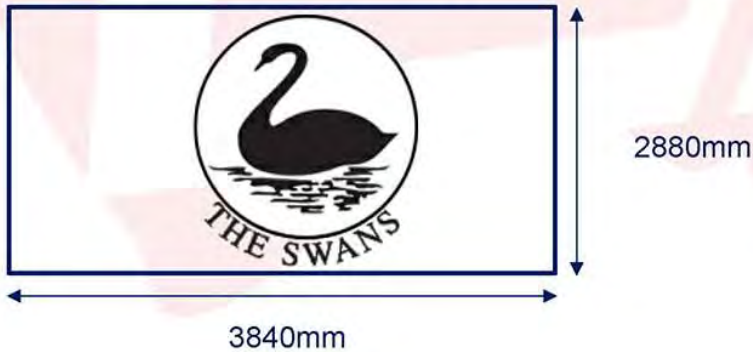


EAST COAST SWANS			
17	10	112	21:38
BRIDPORT FC			Q 3
17	9	111	1:17pm
WELCOME TO EAST COAST SW			



Example of 4m x 3m LED Video Board

Video Board size 3840mm X 2880mm (Pitch 10mm)



A screen with a 10mm pitch has a pixel density of 10,000 dots/m²



Electronic Signage Australia
P.O. Box 368,
Nunawading LPO, Vic, 3131
Unit 10, 56 Norcal Road,
Nunawading, Vic, 3131
(03) 9894 1963
www.esignsaus.com • info@esignsaus.com

Video Board Inclusions:

- Laptop controller
- Electronic Signage Australia scoring software for AFL including:
 - Screen 1 – Gameplay mode**
 - Screen 2 – Sponsor display**
 - Screen 3 – Player display**
 - Screen 4 – Full screen mode**
- Control screen through the **ESA app** from anywhere on the field
- Electronic Signage Australia scoring software for Cricket
- Video board compatibility for **Play HQ – score directly from your iPad, iPhone or Tablet**
- Ability for users to input any message or content required (club/sponsor videos, etc.)
- Electronic Signage Australia 3D Animations (automatically played following a goal in AFL and following a 4, 6, wicket or duck in cricket).
- Scoreboard setup (includes calibration with control system)
- Training and operator instruction manual

Servicing:

- 24 hour on-call support (phone and email)
- 24-month warranty on all equipment supplied and works performed by ESA
- Inspections for repairs to be attended to within 1-3 business days of first call-out
- Repairs to be performed within 3-5 business days of first inspection
- Cost of replacement LED panels depends on size of area needing replacement

Installation Requirements:

The following is what is needed for installation of the scoreboard and is included in the quote:

- Building permit (including permit fee) to council requirements
Note: Extra charges will apply if a registered or commercial builder is required by the Council
- Soil test at proposed scoreboard location
- Engineering certification and documentation for steel structure
- Excavation for and concreting of footings
Note: Price dependent on soil test results and engineer specifications for certification. Extra charges will apply for excavation and removal of rock.
- HD Bolts installation into footings
- Installation of steel structure and video board
- Crane truck & boom lift hire
- Temporary fencing to be positioned around worksite
- Labour & travel



Electronic Signage Australia
P.O. Box 368,
Nunawading LPO, Vic, 3131
Unit 10, 56 Norcal Road,
Nunawading, Vic, 3131
(03) 9894 1963
www.esignsaus.com • info@esignsaus.com

Electrical & Data Requirements:

The following electrical and data works are required and can be priced on assessment;

- Any works required to upgrade the power at the source of supply
- Running of power from the proposed scoreboard location to the source of power
- Electrical and data works at scoring location, that is where the scoreboard will be operated from
- Supply and fitting of power distribution box and comms box on scoreboard structure
- Fitting off and connecting power and data to video board once installed

Note: A scoreboard size of 4m wide X 3m high requires 30 amps upon in-rush (start-up) and D-Curve circuit breakers to allow for start-up current. A certificate of electrical safety will be provided upon completion of all electrical works.

Terms

- This quotation is valid for a period of 30 days and is subject to our trading Terms and Conditions as displayed on our website (www.esignsaus.com)
- Payment terms are 50% deposit required upon order / 40% required once video board is ready for delivery / 10% required upon commissioning

PREFERRED SUPPLIER OF

Kind Regards

Paul Hudson
National Sales Manager
paul@esignsaus.com
0413 797 412







Electronic
Scoreboard



ACTION	DECISION
PROPONENT	Officer
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	003\001\003\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That Council undertake cat management activities in Break O'Day this year by accepting an offer of \$4,000 funding from the Tasmanian Cat Management Plan, to provide a microchipping and de-sexing subsidy for Break O'Day cats and manage a colony of stray and roaming cats in Weldborough by partnering with the RSPCA, local veterinarian and other stakeholders.

INTRODUCTION:

Council has an opportunity with state funding being offered and its own budget to implement cat management priorities in Break O'Day:

- To encourage microchipping and de-sexing of cats by offering a subsidy to offset costs, and
- Undertaking targeted cat population management activities in cooperation with other cat management stakeholders in the municipality.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 7 October 2024

Council Meeting 20 April 2022

04/22.16.3.78 Moved: Clr B LeFevre / Seconded: Clr K Chapple

That Council endorses plans for two (2) cat management activities in Break O'Day: offering a Council microchipping and de-sexing subsidy for Break O'Day cats, and partnering with the RSPCA and local veterinarian to trial a mobile Cat Management Facility for targeted management of stray and roaming cat populations.

CARRIED UNANIMOUSLY

Council Meeting 16 September 2019

09/19.15.9.235 Moved: Clr K Wright / Seconded: Clr K Chapple

That Council consider changes proposed in the draft Bill to amend the Cat Management Act 2009 and note the following:

- Council receive and support the changes but note Council’s concerns around any financial implications on Council arising.

CARRIED UNANIMOUSLY

OFFICER’S REPORT:

In 2022 Council ran a limited but successful subsidy program to support concession card holders to have their cats microchipped and desexed. Plans for targeted management of stray and roaming cat populations did not eventuate due to the RSPCA and Just Cats, our nearest Cat Management Facility, being fully committed to control of cat colonies elsewhere in the north.

The Tasmanian Government’s Cat Management Plan has, through the Northern Region Cat Management Strategy Council participates in, offered \$4000 of funding for cat management actions in 2024 in Break O’Day.

Cat management actions for 2024/25 proposed using this funding and Council’s budget for cat management are a subsidy for microchipping and de-sexing of owned cats and cooperative cat colony management actions.

These are the two priority activities for Break O’Day that contribute to the regional Strategy and a regional Implementation Plan with the broad aim of *Responsible Cat Ownership*. The *Northern Tasmania Regional Cat Management Strategy* was adopted by Councils across the region and is implemented regionally through a working group and the regional coordinator for the Tasmanian Cat Management Plan.

Priority	Achieving
<p>Microchipping/de-sexing Shared costs subsidy for local cats, targeting semi-owned cats. Partner with local Vet.</p>	<p>Microchipping and de-sexing of an estimated 25 Break O’Day cats and encouraging others. Reduces unowned cat population and cat breeding.</p>
<p>Trapping, holding and managing seized cats Trial population management focused on stray and roaming cats - humane, practical and affordable for Break O’Day. A collaboration between Council, the RSPCA, Just Cats and local Vet. Working at Weldborough to consolidate progress the RSPCA and the local Vet have made recently with multi-cat owners.</p>	<p>Cooperation between Council, RSPCA, Just Cats and the veterinarians to address challenges of managing remote cat colonies, such as at Weldborough. Reduce stray and roaming cat colonies, rehoming to Responsible Cat Ownership. Develop models for humane cat population control in remote areas of the region.</p>
<p>Problem cat populations</p>	<p>Population factors of local large stray/roaming populations and colonies,</p>

Characterize and identify cat colonies and problem populations. Supports population management actions.	including social issues and land, identified for management actions.
Education and Information Responsible Cat Ownership campaign and coordinated with regional issues. Coordinate with other cat management actions and with partners and region.	Local engagement in Responsible Cat Ownership increased regionally.
Protecting assets Criteria and prioritizing natural, economic and social values at risk. Regional activity and lead.	Identify priority locations in Break O'Day.

Microchipping/De-sexing Subsidy

Aim is to encourage owners of cats to take responsibility for their companion animal and have them de-sexed and microchipped. Unlike Councils previous subsidy offer a concession card will not be required.

The law requires cats older than four months to be de-sexed and microchipped. This will ultimately become an accepted and expected obligation and cost with 'Responsible Cat ownership'. Providing a subsidy initially will help facilitate this shift, particularly for those who find them hard to afford. To encourage responsible ownership the subsidy will come with a small contribution from owners to share in the cost.

The subsidy is also an opportunity to encourage people close to stray and roaming 'semi-owned' cats to step up and take one in as their own pet, kept at home. With media communications it will also help engage the wider community on Responsible Cat Ownership.

Subsidy rates 2024/25

	Vet Cost	Council Subsidy	Owner pays
Microchipping (required)	\$25	\$20	\$5
Male cat neuter	\$80	\$70	\$10
Female cat spay	\$110	\$100	\$10

Eligibility and design

1. Subsidy voucher issued by Council for Break O'Day resident cats, redeemed when taking the cat to the Vet.
2. Open offer resident Break O'Day cats.
 - Consideration for cases of demonstrated hardship and where companion cat/s help support challenged lives.
3. Adoption of semi-owned cats.

- Encourage residents willing to take responsibility for stray/roaming cats and take them in at home as their pet.
4. Costs shared between cat owners, Council and with the Vet's support as well.
 - Microchip a prerequisite for the subsidy.
 - Two cat limit per residence initially, but 3 or 4 cats may be considered in cases of multi-cat ownership being reduced to four or less 4
 - Not for registered breeders or for cats being sold or given away (requiring a permit).
 - Offer made available in 2024, using Tasmanian Cat Management Plan funds while they last. A follow-up subsidy offer is possible in autumn 2025.
 - Assistance provided with pet crates for owners with cats that need one, to get to the Vet safely and securely.
 5. Owner and cat information provided to Vet and Council and collected for animal management purposes.

Cat colony management

The focus for population management is stray, roaming and 'semi-owned' cats. Removing them from contact with the naturalized feral cat population and where possible finding them homes and owners to care for them responsibly.

Weldborough residents and businesses have complained about stray and roaming cat problems in recent years. The township has had several multi-cat owners and progress has been made recently in encouraging them to reduce numbers down to the legal limit (without a Permit) of four cats.

The RSPCA has been assisting multi-cat owners in Weldborough to reduce the number of cats around them. This spring there may be 40 cats needing veterinary treatment, temporary housing and rehoming. Council can contribute to the costs of this work with the regional funding offered by the Cat Management Plan.

There will be more stray and roaming cats in Weldborough to manage and follow-up population control activities for 2025 would be developed with the RSPCA, local veterinarian and Cat Management Facilities such as Just Cats in Launceston. Community engagement and support would be needed as cat numbers are reduced to achieve 'responsible cat management' and may need Council to make use of tools such as declaring a *Cat Management Area* under the *Cat Management Act*.

Implementation

Council should accept the Tasmanian Cat Management Plan funding offer of \$4000 to use with its budget for cat management in 2024/25.

Community promotions, information and education will be coordinated around the actions with the aim of increasing *Responsible Cat Ownership*.

2024 - Cat Management Plan funding

1. Microchipping and desexing subsidy available as soon as possible following a Council decision in October and run until 15 December, with a nominal budget of \$2900.
2. Support cat management activities in Weldborough this spring with up to \$1900, being led by the RSPCA and with the local vet. Use as an opportunity to increase knowledge and capacity of Break O'Day land managers and owners if possible.

2025 – Council budget

3. Depending on the outcome in 2024, a follow-up microchipping and desexing subsidy offer would for autumn 2025 proposed to Council.
4. Follow-up cat colony management activities in Weldborough in cooperation with the community, RSPCA, vets and Cat Management Facilities. Activities planned around progress and priorities. Used also as an opportunity to increase knowledge and capacity of Break O'Day land managers and owners.

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.
4. Recognise and alleviate the issues and risks to the environment from our use, and the risk to us from a changing environment.

Break O'Day Annual Plan 2024 – 2025

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.

Actions:

3.3.1.4 Cat Management - Implement local priorities with community and regional partners to achieve Responsible Cat Ownership outcomes using the Northern Tasmania Regional Cat Management Strategy.

Break O'Day Environment and NRM Strategy 2019

1.2 Biosecurity:

Aim 1.2.3: Domestic cats are cared for responsibly, enabling management of stray and feral cats at priority locations.

LEGISLATION & POLICIES:

Cat Management Act 2009,
Cat Management Amendment Act 2019
Northern Tasmania Regional Cat Management Strategy 2021

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

In addition to the \$4000 funding offer from the Tasmanian Cat Management Plan, Council's 2024/25 budget has \$5000 available for community grants for a microchipping/de-sexing subsidy and cat population management activities. Council budget remaining after 2024 activities would be used for follow-up activities in early 2025.

VOTING REQUIREMENTS:

Simple Majority

ACTION	DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Minutes - as amended - NRM Special Committee Meeting - 5 Mar 2024 Minutes - as amended - NRM Special Committee Meeting - 4 June 2024 Draft Minutes - NRM Special Committee Meeting - 3 Sept 2024

OFFICER'S RECOMMENDATION:

That Council receive the Minutes of the NRM Committee Meetings held on 5 March, 4 June and 3 September 2024 and consider any matters for further Council attention.

INTRODUCTION:

The purpose of this report is to present Minutes of Meetings of the Break O'Day Council NRM Special Committee held on 5 March, 3 June and most recently, 4 September 2024.

PREVIOUS COUNCIL CONSIDERATION:**Council Workshop 7 October 2024****OFFICER'S REPORT:**

Council has not previously received Minutes of the NRM Committee's Meetings on 5 March, 3 June and most recently, 4 September 2024.

The March meeting was held at the Surfside Motel Beaumaris and was preceded by a field trip to inspect forest restoration works on Skyline Tier.

The June meeting was preceded by a field trip to inspect coastal sites at Binalong Bay and campgrounds to the north. Attending the June meeting, as a guest, was Mr Robin Dickson, of Timberland Pacific Pty. Ltd., who had expressed an interest in joining the Committee as Forest Industry representative. The June Meeting also considered recommending to Council it appoint Mr Dickson as Forest Industry representative.

At the Committee's 3 September Meeting it received a presentation on the *Glamorgan Spring Bay Natural Resource Management & Climate Resilience Strategy 2023* from Mel Fazakerley of the Landscape Recovery Foundation. It also adopted amended Minutes of the previous Meeting, to record it had moved, but not yet decided on recommending to Council it appoint Mr Dickson as Forest Industry representative.

The table below summarises current outstanding items to be noted and considered for further attention by Council after the NRM Committee’s 3 September Meeting. They include several items of Advice to Council.

Current outstanding NRM Committee actions

	Item	Status
4 August 2020		
6.2.1	Seek to fill remaining representative vacancies on Council’s NRM Committee	Maintaining membership continues as an on-going matter for the Committee.
5 March 2024		
6.4.1	Council at least double its strategic weed control resources from 2024-25	To refer Advice to Council
6.4.2	Council write to the Minister for Tasmania Parks and Wildlife Service to ask for PWS to be better resourced to manage pest plants and animals on Reserves	To refer Recommendation to Council
6.4.3	Council prioritise control of the invasive weed <i>Kunzea ericoides</i> on its properties	To refer Advice to Council
4 June 2024		
4.2.1	Council write to the Parks and Wildlife Service asking they fund and prepare statutory Reserve Management Plans for Reserves in Break O’Day municipality.	To refer Recommendation to Council
4.3.1	The appointment of Mr Robin Dickson to the NRM Committee as representative of the forest industry is to be further discussed and voted on, at the Committee’s next formal Meeting in 2025.	NRM Committee to action.
4.4	Draft a 3-year NRM Action Plan, to update the Break O’Day Environment and NRM Action Plan.	To action
8.8.1	Council should employ contractors dedicated to foreshore reserve weed control at Binalong Bay.	To refer Advice to Council

A separate item is included at this Council Meeting to consider appointment of representatives to its NRM Special Committee, including a forest industry representative (regarding 4.3.1 from 4 June above) and a new Public Land Manager representative from the Parks and Wildlife Service.

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.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees
Local Government (Meeting Procedures) Regulations 2015

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority



Minutes

NRM SPECIAL COMMITTEE MEETING

Tuesday 5 March 2024

Field trip

SKYLINE TIER

11am from *Surfside Motel,*
Tasman Highway, Beaumaris

Regular meeting

1:30pm

SURFSIDE MOTEL
Junc. Tas. Hwy & Skyline Drv., Beaumaris

1 Attendance

Note members present and apologies.

Present:

Councillor Janet Drummond (Break O'Day Council - Chair); Clr Liz Johnstone (Break O'Day Council); Clr Ian Carter (Break O'Day Council); Brian French (Parks and Wildlife Service); Howard Jones (Community Representative); Anne Bennet (Education sector); Liese Fearman (Community Representative); Fay Harding (Aboriginal Community Representative); Todd Dudley (NE Bioregional Network).

Apologies:

Tim Rhodes,

Meeting note taking: Polly Buchhorn, NRM Facilitator.

1.1 Acknowledgement of Country

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

We acknowledge that the land we are on is, was and always will be traditional aboriginal land. And we thank the elders for allowing us to meet on their land today.

2 Confirmation Minutes of Meeting

2.1 Minutes of Meeting

- 2.1.1 Decision: That the Minutes of the Meeting held on Tuesday 5 December 2023 at Break O'Day Council Chambers are confirmed.

Moved: Liz Johnstone

Seconded: Liese Fearman

3 Declaration of interest of a member or close associate

Nil

4 Business arising from the previous meeting

4.1 Committee Membership

Newly formally appointed members were welcomed and Brian French, as new PWS representative, was introduced around the table.

Ian Carter offered to look into representation from the agricultural sector for the northern parts of the municipality.

4.2 Review of the Break O'Day Environment and NRM Action Plan 2018-2023

The NRM Facilitator reported he had not completed work on a simplified 3-year action plan for the Committee to discuss.

The new Action Plan would also inform Council's plans and budgeting for 2024/25. Liz Johnstone asked about again pushing for an increase to Council's weed control budget.

Janet Drummond pointed out the revision of the Action Plan will be important opportunity for newer members to catch up with strategy and priorities. Todd Dudley asked about availability to people of the underlying *Break O'Day Environment & NRM Strategy 2019* and the *Break O'Day Council Strategic Plan 2017-2027*. Both are available on Council's website.

Progressing the revised Action Plan was discussed. The NRM Facilitator would draft a revised 3-year plan and circulate it via email to members.

5 Outstanding Committee items

The status of outstanding items is reported below to track their progress and close completed items.

Members felt representation and vacancies was an on-going matter for the Committee. Rather than remove it they agreed it should remain on the outstanding items list.

Brian French noted Future Potential Production Land is an issue likely to return before long.

	Item	Status
2020		
6.2.1	Seek to fill remaining representative vacancies on Council's NRM Committee	While near complete, one vacancy remains (forest industry), and one representative is inactive.

5.1.1 Decision: Committee receives the report on Outstanding Committee items and updates to their status.

Moved: Fay Harding

Seconded: Todd Dudley

Carried

6 Issues

6.1 Foxglove - proposed Declaration and Biosecurity Management Program

The Committee discussed the proposal from Biosecurity Tasmania to list all sexually reproductive species, sub-species, varieties, hybrids and cultivars of foxglove (*Digitalis* spp.) as a declared (scheduled) weed.

- Todd Dudley and others welcomed the prospect of having this serious environmental weed listed. Todd felt there are many others should be also, such as sweet pittosporum, bluebell creeper and more
- Brian French noted listing increased exposure and status of the weed in the public; more information and then awareness follows
- Brian also pointed out control measures in the draft *Weed Management Biosecurity Program* proposed (under the new Biosecurity Act) are limited to designated areas
- Todd Dudley preferred the all-land approach of the previous Weed Management Act, which zoned municipalities as Contain or Eradicate
- The NRM Facilitator noted that the Biosecurity Act includes a statutory *General Biosecurity Duty*, which applies to everyone, everywhere.
- The Committee's comments would be helpful when considering implications for Council and the municipality of the proposal draft Weed Management Biosecurity Program for foxgloves and any submission.

6.2 Reform of the *Reserve Activity Assessment* process

The Committee discussed at some length the reforms proposed by the Department of Natural Resources and Environment Tasmania (NRE) to their Reserve Activity Assessment (RAA) process. They noted the wide influence of this currently administrative process on development and activities in reserves, its interaction with the Tasmanian Planning Scheme (including our Local Provisions Schedule) and planning approvals, and that submissions were due by the end of the month (March).

Todd Dudley noted

- a RAA that supported a development or reserve activity proposal was considered an 'Acceptable Solution' by the planning scheme, with little scope for scrutiny
- and while the reforms were claiming to increase public transparency, they included changes to reduce state planning system (LUPPA) scrutiny of proposals for development and activity in reserves
- another change proposed was for development proposals to obtain approvals via amendments to a reserve's statutory Management Plan. Making amendments would also be made too easy, including Management Statements to avoid having a Reserve Management Plan and invoking lesser 'Master Plans
- there are too few Reserve Management Plans for reserves as it is.

Faye Harding commented that she and Anty Gloria Andrews had been concerned about the Irapuna / Bay of Fires region was not getting managed well and activities were impacting it.

Howard Jones said the Anglers Alliance of Tasmania had been following the RAA reforms. The National Parks Association considered it a process for fast tracking development in Parks with the assessment panel being proposed. And reduce accountability of the Minister and managers of reserves.

Brian French noted it would move some reserve management decisions away from PWS staff.

The Committee was concerned but unable to come to clear conclusions on complexities and implications for Council and the municipality. A key concern was good planning and scrutiny of use and development proposals in reserves, where nature conservation objectives are paramount.

- 6.2.1 Motion: NRM Committee members provide summaries of their concerns with the RAA process and Reserve Management reforms to the NRM Facilitator, to recommend them to Council, to consider them and making a submission to the RAA reforms consultation.

Moved: Ian Carter

Seconded: Liz Johnstone

Carried

Time was very short. Council representatives would seek an urgent opportunity to bring consideration of a submission to Council's March Workshop and Meeting.

6.3 Dog Management Policy

The NRM Facilitator outlined some of the key changes for a draft revised policy, such as prohibiting dogs at Dianas Basin, Dora Point and on mountain bike trails. The report was noted by members.

6.4 Weed Management

The report on weed control, management activity and projects since the previous meeting was noted. Several weed issues were raised by members and discussed.

1. Council weed management and resources

In relation to getting more done and resources, Liz Johnstone asked about how weed management was organized in Council. The NRM Facilitator explained Council's Weed Program officer coordinated control of Council's weeds, on its land and operated out of the Works and Infrastructure Department (Depot) two days a week. As one of the NRM Dept. priorities, he covered weed strategy and weeds on private and other land (not Council's responsibility) - support and coordination for landholders, community and land management agencies, including education, information and compliance.

Committee members recalled it had recommended Council increase its weed control resources in previous years and more weed control was needed.

- 6.4.1 Recommendation: Council at least double its strategic weed control resources from 2024-25.

Moved: Liz Johnstone

Seconded: Anne Bennet

Carried

2. PWS Reserve management

Howard Jones added that locally PWS was not well resourced either, and not just for weed management. PWS already struggled to keep up with pressures on reserves from camping and providing facilities and access. There were two new ferries coming and this would only increase tourism pressure, numbers of RVs, ghost camping and campers opening up new areas.

Committee members discussed seeking increased resources for PWS from the Tasmanian Government. The current Bay of Fires Master Plan project was also raised as an opportunity, and that it should extend its coverage to Ansons Bay. Ian Carter offered to raise this in the project steering group.

6.4.2 Recommendation: Council write to the Minister for Tasmania Parks and Wildlife Service to ask for PWS to be better resourced to manage pest plants and animals on Reserves.

Moved: Janet Drummond

Seconded: Fay Harding

Carried

3. *Kunzea ericoides*

Todd Dudley reported he had asked Council to control this very invasive weed. He was not happy enough was being done on the several sites it is present at Beaumaris, St Helens aerodrome, Stieglitz, near Jeanneret Beach and others.

6.4.3 Recommendation: That Council prioritise control of the invasive weed *Kunzea ericoides* on its properties.

Moved: Todd Dudley

Seconded: Howard Jones

Carried

4. Other weed issues

- Ian Carter reported control of holly in the Council reserve at Weldborough was raised as an issue on a recent visit by some Councilors to Weldborough. A resident was concerned about control plans by others and to know more.
- Liese Fearman reported she had had mirror bush grow out of the composted green waste mulch Council has supplied to the community. And it was double-screened mulch. Composting methods and the need to have weed-free product were discussed. The NRM Facilitator noted he had inspected an earlier batch and found it to be weed-free apart from a few garden wattle seedlings and herbaceous weeds typical of the tip site on the edges. He would look into Council's green waste mulching processes and Council's duty to manage weed risks with the product.

- Liese Fearman was also concerned about the amount of boxthorn along the multiuser path around Georges Bay and asked if there were any biological controls for it.
- Brian French reported PWS was working with the Ansons Bay Community Group to engage them as a volunteer weeding group there.

6.5 Cat Management program

The report on the training and awareness raising visit by Biosecurity Tasmania and the Northern Regional Cat Management Coordinator was noted.

Liz Johnstone asked that this be well and widely promoted. The NRM Facilitator reported that plans included a flyer, social media posts and emailing to Council's township contact lists.

7 NRM staff update

The NRM Facilitators report was noted.

Regarding the Lower George Floodplain Impact Assessment project, Todd Dudley commented it was important the river and natural values of the floodplain were protected with any river management options the project identifies and actions that follow. Ian Carter added possible impacts on aquaculture also needed to be considered.

8 Committee Members update and other business

8.1 21 February Storm event, sewerage spill and Georges Bay Recreational Water Quality

The NRM Facilitator provided an overview of the intense rainfall event. Stormwater systems and several of TasWater's rising-main sewage pump stations on the edge of the Bay had been overwhelmed. Sewage contamination had led to signs being erected warning people to avoid contact with Bay waters until testing could show they were within recreational water quality guidelines.

Howard Jones was concerned we were getting more extreme weather and more sewage spills. Which impacted recreational fishing and tourism. Other Committee members noted hearing similar concerns in the community.

8.2 Skyline Tier and Native Forest Restoration Tour

Committee members discussed the morning tour of the Skyline Tier Restoration project.

The tour stopped at and viewed several locations on Skyline Tier and the coastal plain below at various stages of active restoration by the North East Bioregional Network and regeneration from native remnants following pine plantation harvests. On the field trip were Todd Dudley (guiding the group), Councilors Janet Drummond, Liz Johnstone and Ian Carter, and Howard Jones, Liese Fearman, Anne Bennet and the NRM Facilitator.

Liz Johnstone thanked Todd Dudley for the tour.

Members had gained a good appreciation of the restoration work and patchwork of forest covers in the Skyline plantations area, after harvesting of most of the first pine plantations and the range of reforestation that has followed.

The tour focused on the award-winning restoration work done by the North East Bioregional Network over many years to actively restore native forest to parts of the plantations area. This work has actively promoted recovery of diverse native forest by controlling pine wildlings and regrowth and other weeds, to encourage remnants of the original forests to return. These are dominantly ironbark (*Eucalyptus sieberi*) forest, but the group also visited patches of black gum (*E. ovata*) along creeks and drainage lines, which is a defining species of a national listed threatened vegetation community.

- 8.2.1 Recommendation: That Council supports ongoing ecological restoration of pine plantation to native forest in the catchments of from Wrinklers Lagoon to Dianas Basin.

Moved: Janet Drummond

Seconded: Liz Johnstone

Carried

9 Next meeting dates

Committee members agreed at the December 5 meeting in 2023 to continue with first Tuesdays in the month and scheduled meetings in 2024 for

- 5 March
- 4 June
- 3 September
- 3 December

(Meetings are normally on Tuesdays early in the month at the Child and Family Learning Centre at St Helens, starting at 12:30pm for BYO light lunch, with business starting 1pm, or sooner with agreement of those attending.)



Minutes

NRM SPECIAL COMMITTEE MEETING

Tuesday 4 June 2024

Field trip

*BAY OF FIRES/BINALONG BAY
10am from Council office, St Helens*

Meeting

BREAK O'DAY CHILD & FAMILY LEARNING CENTRE

Meeting room, 1 Groom St. St Helens

(12:30 for) 1:00pm – 3:30pm

Child Safety is very important at the CFLC.

1 Attendance

Present:

Councillor Janet Drummond (Break O'Day Council - Chair); Clr Liz Johnstone (Break O'Day Council); Clr Ian Carter (Break O'Day Council – proxy); Todd Dudley (NE Bioregional Network); Tim Rhodes (Agriculture Industry); Liese Fearman (Community Representative).

Guest: Robin Dickson of forest management company Timberlands Pacific.

Apologies:

Anne Bennet (Education sector); Howard Jones (Community Representative); Fay Harding (Aboriginal Community Representative); Craig Lockwood (Marine Aquaculture)

1.1 Acknowledgement of Country

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

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

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

2 Confirmation Minutes of Meeting

2.1 Minutes of Meeting

Liese Fearman asked for the Minutes to clarify where the boxthorn was, that she raised as a problem during discussion of weed management (6.4).

Todd Dudley commented, in regard to the Lower George Floodplain Impact Assessment project (7. NRM staff update), his point was that native vegetation should be restored over the floodplain to manage the river and floodplain.

- 2.1.1 Decision: That the Minutes of the Meeting held on 5 March 2024 at Surfside Motel Beaumaris are confirmed, with amendment to Item 6.4 - 4 (Other weed issues) to note Liese Fearman's concern for boxthorn was its occurrence along the multiuser path around Georges Bay.

Moved: Todd Dudley

Seconded: Liese Fearman

Carried

3 Declaration of interest of a member or close associate

Nil

4 Business arising from the previous meeting

4.1 Skyline Tier Ecological Restoration Program

The Committee discussed this again at length and with the benefit of having as a guest Mr Robin Dickson from Timberlands Pacific P/L. Discussion ranged across the Scamander Plantation areas forest composition, management by Timberlands Pacific (through the Forest Right until 2066, held by Taswood Estate and New Forests, a global investment firm), the range of forest restoration work that has occurred, future forest management and community information and engagement.

Todd Dudley was disappointed to see in a Council Meeting report that NE Bioregional Network's (NEBN) concerns for harvested plantation areas being proposed for pine plantation reestablishment rather than native forest restoration were described as a 'campaign'. The group had a long and successful working relationship with Timberlands Pacific (TPPL). It had disagreed with them regarding the best future for these areas (including growing plantation for biofuel production) and convened a community to provide information. A recent article in the Valley Voice was by the newspaper, who had sought information from the NEBN for their story. The NE Bioregional Network was currently talking with TPPL's CEO about more areas NEBN could work on to restore native forest to.

Janet Drummond reported the community continues to raise with her concern for forest restoration and catchment impacts and she senses there is no 'social license' to replant with pines.

Liz Johnstone had been at the community information session which was very well attended by people interested in these forests and catchments, since before TPPL. And it was to raise people's awareness of these forests and catchments, rather than a campaign launch.

Robin Dickson from Timberlands Pacific commented he didn't attend the community meeting but had listened to a recording of it and had three friends who attended. The implications of what people attending heard was forest production on the Skyline Forest areas by TPPL end. He felt the decision of Council to offer support was fair in acknowledging the work of both NEBN and TPPL for ecological restoration and native forest regeneration on the Skyline Tier on areas of pine plantation harvested in the past. He noted TPPL was also not happy to not have been invited to contribute to the NRM

Committee's earlier field trip. Robin confirmed NEBN and TPPL were negotiating to do more restoration work together but needed to check insurance cover details.

In further discussion Robin Dickson confirmed TPPL intends to proceed with the approx. 300Ha of plantation reestablishment and would share information with stakeholders but didn't expect a public meeting would be helpful.

Robin mentioned TPPL's work to control pine wildlings and encourage native regrowth and on streamside reserves and high conservation value areas on the 85% of the Scamander Forest returning to native forest at present. Differences emerged between this work and the 'ecological restoration' method of NEBN on parts of that 85% they had taken on for TPPL. In response to a query from Ian Carter, Robin Dickson also noted continuing with pine growing on the balance area was a New Forests decision on investment mix between native forest and plantation timber production.

Janet Drummond welcomed the interest from the forest industry, TPPL and Robin, in joining the NRM Committee and contributing to the discussion.

4.2 Reform of the Reserve Activity Assessment process

A copy of the submission Council made was provided for the information of the Committee.

Councilor Drummond was disappointed, after a lot of urgent work to prepare a submission and get it to Council to consider, only then did she hear that an extension of time had been granted. It should have been a more orderly process.

The NRM Facilitator indicated the extension of time had been a last-minute thing, on the morning of the Council Meeting, and was sorry for that. It did mean further information to clarify the reform proposals was obtained and there was further consultation with Council's Senior Town Planner. The original submission and its points remained, with additional points addressing further aspects of the reform proposal such as changes to Reserve Management Plan processes.

Todd Dudley felt the final submission did not fully address some concerns, such as a range of changes to reserve planning processes.

- 4.2.1 Recommendation: Council write to the Parks and Wildlife Service asking they fund and prepare statutory Reserve Management Plans for Reserves in Break O'Day municipality.

Moved: Todd Dudley

Seconded: Liz Johnstone

Carried

4.3 Committee Membership

After discussing procedure for this item, Robin Dickson agreed to leave the room to allow Committee members to consider the proposal freely. Robin noted Timberlands Pacific was not involved in all parts of forest industry but did have contact with other forest managers.

Each member spoke to Timberlands Pacific's and Robin Dickson's interest in joining the Committee to represent the forest industry. General discussion followed.

- 4.3.1 Recommendation: Council appoint Mr Robin Dickson to the NRM Committee as representative of the forest industry.

Moved: Ian Carter

Seconded: Liese Fearman

4.4 Review of the Break O' Day Environment and NRM Action Plan 2018-2023

The NRM Facilitator reported, and it was noted by members there still had not been progress with revised *Action Plan* with other work priorities in the way. In the meantime activities had been drafted into the 2024/25 Council Annual Plan and provision made in the draft 2024/25 budget.

Work to develop a draft 3-year NRM Action Plan for the Committee to discuss remains outstanding.

5 Outstanding Committee items

The status of outstanding items is reported below to track their progress and close completed items.

	Item	Status
2020		
6.2.1	Seek to fill remaining representative vacancies on Council's NRM Committee	Maintaining membership continues as an on-going matter for the Committee.
5 March 2024		

6.2.1	NRM Committee members provide summaries of their concerns with the RAA process and Reserve Management reforms to the NRM Facilitator, to recommend them to Council, to consider them and making a submission to the RAA reforms consultation	Completed - Council made a submission.
6.4.1	Council at least double its strategic weed control resources from 2024-25	To refer Advice to Council
6.4.2	Council write to the Minister for Tasmania Parks and Wildlife Service to ask for PWS to be better resourced to manage pest plants and animals on Reserves	To refer Recommendation to Council
6.4.3	Council prioritise control of the invasive weed <i>Kunzea ericoides</i> on its properties	To refer Advice to Council
8.2.1	Council supports ongoing ecological restoration of pine plantation to native forest in the catchments of from Wrinklers Lagoon to Dianas Basin	Council has determined that it will provide a statement of support for ecological restoration and native forest regeneration on the Skyline Tier.

5.1.1 Recommendation: That the Committee receives the report on Outstanding Committee items and updates to their status.

Moved: Todd Dudley

Seconded: Liz Johnstone

Carried

6 Issues

6.4 Dog Management Policy

The Committee noted the report on the review of the Dog Management Policy, which was now analysing community submissions on a draft revised policy. What is known about shorebirds and their conservation in Break O' Day and how that should be applied to dog policy of Council was not discussed.

Liese Fearman commented there seemed to be increasing numbers of dogs in Break O' Day. Todd Dudley was concerned about the proposal in the consultation draft of provision in On Lead areas for dogs to be allowed off lead for a 'brief' swim as impractical and putting wildlife and people at risk. Janet Drummond noted community input had also flagged a need to find options for greyhounds to have access to off lead Exercise areas.

6.5 Weed Management

21/08/2024

6

The Committee noted the report on weed management activity. Committee members asked for more detail to be provided, including where in towns, how much weed was controlled and how.

Todd Dudley commented on the poor community attendance at the Binalong Bay bridal creeper and bushland weeding day – it should have had more promotion. Liz Johnstone reported the bridal creeper event at Falmouth with volunteer weeders later that day was a success.

7 NRM staff update

The Committee noted the NRM Facilitator's report on weed management activity, which focused on completion of the Lower George Floodplain Impact Assessment project, Dog Policy review and Climate Change Action.

8 Committee Members update and other business

8.1 Field trip to Bay of Fires coastal sites - Binalong Bay foreshore

Tim Rhodes commented the field trip before the Meeting was again very enlightening and was supported by other members who went. The field trip spent some time looking at the Binalong Bay foreshore reserve, its weeds and other issues. And also visited campgrounds at the Sloop Lagoon mouth and Cosy Corner (north).

All agreed visiting sites and seeing management the issues firsthand was very valuable and looked forward to then continuing.

Tim prompted discussion by members on the Binalong Bay foreshore's weed and problems and other issues, and what next?

8.1.1 Recommendation: Council should employ contractors dedicated to foreshore reserve weed control at Binalong Bay.

Moved: Tim Rhodes

Seconded: Liz Johnstone

Carried

8.2 Scamander beach access (Dune Street)

Leise Fearman noted access to the beach south of Scamander river mouth was quite difficult for people due to beach erosion and property access. It was agreed to discuss this at a future meeting.

8.3 New Residents Kits – land clearing information

Todd Dudley asked if there was information in Council's information packs for new residents addressing clearing of vegetation in Break O'Day? Loss of vegetation cover through illegal and incremental clearing is an on going problem.

The NRM Facilitator would look into the information kit.

8.4 Dianas Basin electricity network substation

Todd Dudley reported NE Bioregional Network was working with TasNetworks to restore native vegetation clearing around the substation compound beside Tasman Highway at Dianas Basin.

8.5 Thank you for welcome – Robin Dickson

Robin thanked the meeting for welcoming him to the meeting and including him in it's open discussion of topics.

9 Next meeting dates

Committee members agreed at the December 5 meeting in 2023 to continue with first Tuesdays in the month and scheduled meetings in 2024 for

- 5 March
- 4 June
- 3 September
- 3 December

(Meetings are normally on Tuesdays early in the month at the Child and Family Learning Centre at St Helens, starting at 12:30pm for BYO light lunch, with business starting 1pm, or sooner with agreement of those attending.)



Minutes

NRM SPECIAL COMMITTEE MEETING

Tuesday 3 September 2024

*BREAK O'DAY COUNCIL CHAMBERS (COURT ROOM)
32-34 Georges Bay Esp. St Helens*

12:50 – 3:00pm

1 Attendance

Present:

Councillor Janet Drummond (Break O'Day Council - Chair); Clr Kylie Wright (Break O'Day Council); Clr Liz Johnstone (Break O'Day Council); Howard Jones (Community Representative); Anne Bennet (Education sector); Fay Harding (Aboriginal Community Representative); Craig Lockwood (Marine Aquaculture); Tim Rhodes (Agriculture Industry).

Apologies:

Todd Dudley (NE Bioregional Network); Brendon Meulders (Parks and Wildlife Service); Tim Rhodes (Agriculture Industry); Liese Fearman (Community Representative); Clr Ian Carter (Break O'Day Council - proxy); Mr Robin Dixon (guest, Forest Industry).

1.1 Acknowledgement of Country

Fay Harding provided an Acknowledgement of Country for the Committee Meeting.

Presentation - Glamorgan Spring Bay Council NRM Strategy

Mel Fazakerley, from the Landscape Recovery Foundation, had already joined the meeting by video link. The Meeting started with her presentation: an overview of the *Glamorgan Spring Bay Natural Resource Management & Climate Resilience Strategy 2023*.

A summary and Committee discussion is recorded latter in the Minutes (6.1).

2 Confirmation Minutes of Meeting

2.1 Minutes of Meeting

The draft Minutes of the previous NRM Committee Meeting on 4 June 2024 at the Break O'Day Child & Family Learning Centre were discussed by Members.

Clr. Liz Johnstone was concerned that no formal decision was voted on regarding item 4.3 and a recommendation to Council to appoint Mr Robin Dickson as forest Industry representative on the Committee. She recalled the motion had been moved and

seconded, as the draft Minutes show, but not decided or voted on, to decide and 'carry' the motion.

This concern and the circumstances of the previous meeting and the Committee's meeting process were discussed. It was noted that of Committee Members, only Janet Drummond, Liz Johnstone and Tim Rhodes, present at this September Meeting, were at the previous meeting. As the June Minutes note, Mr Dickson had attended as a guest in June and agreed to leave the room while Members discussed his interest in being the Forest Industry representative.

The Committee's process for decisions at Meetings was discussed. Noting it had until now been on a consensus basis, with agreement being found before a motion for an action or recommendation was then made and taken as 'Carried'. That there had been differing views in this case was noted.

It was agreed that no formal vote had been held on the motion to decide on recommending the appointment to Council and the motion stood and was yet to be formally decided by the Committee, and the 4 June Minutes should be amended.

- 2.1.1 Recommendation: That the draft Minutes of the Meeting held on Tuesday 4 June 2024 at the Break O'Day Child & Family Learning Centre be amended at item 4.3.1 to delete the word "Carried" and at 4.3 to delete the words "and concluded with a decision", and be confirmed as amended.

Moved: Clr. Liz Johnstone Seconded: Tim Rhodes

For: Clrs. Liz Johnstone, Janet Drummond and Tim Rhodes

Against: Nil (No others having attended on 4 June)

Carried

3 Declaration of interest of a member or close associate

Nil

4 Business arising from the previous meeting

4.1 Skyline Tier Ecological Restoration Program

Members had the opportunity to raise further information, news on recent developments or concerns.

Liz Johnstone was concerned about uncertainty with plantation forest operations. Timberland Pacific has foreshadowed with 'Notices of Intent' sent to nearby landholders and Council. Since then there had been community responses to the Notices and a public information meeting. And Timberland Pacific has indicated it will make some changes to its planned forest operations.

4.2 Dog Management Policy

The NRM Facilitator outlined his report and explained further the situation with the PWS reviewing the Declared areas identified in the Policy and is developing a statewide approach to dog management, including with Local Government.

It was noted the delay meant current dog zones in Break O'Day will continue to apply until Council formally Declares the new ones under the Dog Control Act. These were declared in January 2019 for six years and expire on 14 January 2025.

Janet Drummond commented Council may need to consider extending the life of current dog zones, depending on how the PWS review unfolds.

4.3 New Residents Kits – land clearing information

The report was noted by the Committee.

Janet Drummond related having experienced the vegetation clearing problem, observing a large old tree lost through ill-informed and poorly skilled new land owners and occupiers.

Tim Rhodes raised the need for compliance effort where clearing was unauthorized. That there was lack of enforcement to back up education was discussed.

The NRM Facilitator commented that the information packs were '*Welcome to Break O'Day*' information for new residents. Including information to help curb problems like vegetation clearing would need to be pitched from a positive angle but would address the problem.

There were numerous other environmental and NRM topics and issues that could be addressed also. And they are relevant for current residents and other audiences also. Besides 'welcome packs' there was Council's website and other means of sharing information and communicating these same issues and to these diverse audiences.

The challenge of simply reaching people with information and messages was noted – the ‘welcome packs’ was a good example. Janet Drummond recalled the Summary document for the Glamorgan Spring Bay NRM Strategy as another good example.

Weed management was raised as a high priority issue. Liz Johnstone was concerned Council’s ‘Weed of the Month’ information in its Newsletter didn’t include a phone or other further information contact for people to use. She suggested there be regular weed working bees held by Council using local volunteers.

4.4 Committee Membership

The report was noted, including staff changes in PWS, and followed the earlier discussion to confirm the previous Meetings Minutes, with an amendment regarding a Forest Industry representative.

4.5 Review of the Break O’Day Environment and NRM Action Plan 2018-2023

The report and inclusion of drafting an updated 3-year NRM Action Plan as an outstanding action was noted.

5 Outstanding Committee items

The Committee reviewed the list of outstanding items.

In response to the earlier amendment of the previous Meetings Minutes (2.1.1), Members discussed a corresponding amendment to the item listed for 4.3.1 from that June Meeting, regarding a decision on recommending to Council appointing a.

- 5.1.1 Decision: That the Committee receives the report on Outstanding Committee items and updates to their status, but amending 4.3.1 from 4 June 2024 to recognise the proposed Forest Industry representative appointment is to be further discussed and voted on, at the Committee’s next formal Meeting in 2025.

Moved: Faye Harding

Seconded: Liz Johnstone

Carried Unanimously

The subsequent list of outstanding items follows.

	Item	Status
2020		
6.2.1	Seek to fill remaining representative vacancies on Council's NRM Committee	Maintaining membership continues as an on-going matter for the Committee.
5 March 2024		
6.4.1	Council at least double its strategic weed control resources from 2024-25	To refer Advice to Council
6.4.2	Council write to the Minister for Tasmania Parks and Wildlife Service to ask for PWS to be better resourced to manage pest plants and animals on Reserves	To refer Recommendation to Council
6.4.3	Council prioritise control of the invasive weed <i>Kunzea ericoides</i> on its properties	To refer Advice to Council
4 June 2024		
4.2.1	Council write to the Parks and Wildlife Service asking they fund and prepare statutory Reserve Management Plans for Reserves in Break O'Day municipality.	To refer Recommendation to Council
4.3.1	The appointment of Mr Robin Dickson to the NRM Committee as representative of the forest industry is to be further discussed and voted on, at the Committee's next formal Meeting in 2025.	NRM Committee to action.
4.4	Draft a 3-year NRM Action Plan, to update the Break O'Day Environment and NRM Action Plan.	To action
8.8.1	Council should employ contractors dedicated to foreshore reserve weed control at Binalong Bay.	To refer Advice to Council

6 Issues

6.1 Glamorgan Spring Bay Natural Resource Management & Climate Resilience Strategy

Mel Fazakerley from the Landscape Recovery Foundation presented to the Committee (earlier at the Meeting) an overview of the *Glamorgan Spring Bay Natural Resource Management & Climate Resilience Strategy 2023*. The following are key points from the briefing.

- The Landscape Recovery Foundation came to Glamorgan Spring Bay to help fill a gap in NRM strategy. It is a not-for-profit organisation associated with Enviro Dynamics, a land management, ecology and agricultural best practice business based in Hobart.

- Worked with stakeholders, community, NRM leaders and the Council to gather a large body of previous work, such as Catchment Management Plans and other programs, with current issues, to develop and finalise the NRM strategy late last year.
- The strategy addresses Cultural Landscapes, Water, Land, Biodiversity, People and the implications climate change has for them.
- Work with stakeholders is prioritising actions, with the first workshop identifying water and weeds as top priorities.
- Glamorgan Spring Bay Council has adopted the strategy and it, a summary document and extract of goals and actions, can be viewed on Glamorgan Spring Bay Council's website at gsbc.tas.gov.au/council/strategic-plans/.

The Committee thanked Mel Fazakerley for her presentation and making it aware of current NRM activity in Glamorgan Spring Bay.

Janet Drummond commented on the 'Summary' of the Strategy as a well presented and helpful way to access the Strategy. Something similar would be useful for Break O'Day also.

Regarding implementation of the Glamorgan Spring Bay Council NRM strategy, Mel Fazakerley indicated a broad stakeholder group remains engaged, and the Council has also appointed a part time NRM officer. The Landscape Recovery Foundation is continuing to support this group with the focus on prioritising actions and finding resources, including funding opportunities.

6.2 NRM North Association Group 'A' Representation

The NRM Facilitator outlined the opportunity to update Break O'Day delegates to the Northern NRM Association and to attend and vote at its AGM on 25 September. Members discussed last year's delegates and their interest this year.

No one available to take up the place to represent Break O'Day Council NRM Committee. Liese Fearman was suggested as a possibility and the NRM Facilitator offered to ask if she would represent the Committee as a Group A member of the Northern NRM Association.

6.2.1 Motion: Clr. Liz Johnstone represent Break O'Day Council in the NRM North Association, with Clr. Janet Drummond as Proxy.

Moved: Faye Harding Seconded: Howard Jones

Carried Unanimously

- 6.2.2 Motion: If Liese Fearman is willing to accept, she represent Break O'Day Council NRM Committee in the NRM North Association.

Moved: Janet Drummond Seconded: Howard Jones

Carried Unanimously

6.3 Weed Management

The report on weed control, management activity and projects since the previous meeting was noted.

Janet Drummond asked about the development of a volunteer weeders model for Council with a Weldborough Landcare Group wanting to work on holly and other weeds on Council's reserves and roads.

The NRM Facilitator explained the Weldborough example was hopefully a pilot for planning and agreement between Council and organized volunteer weeding groups for weeding work they want to do on Council land. Weeding and other land conservation works on Council land involve particular works specification, supervision and safety challenges for volunteers and Council, compared to many other community volunteering roles. Engaging formal groups of volunteers who have things like work safety measures and insurance in place would be easier than with individuals wanting to volunteer directly under Council auspices. Unfortunately work on the Weldborough example is being held up.

Liz Johnston looked forward to having something that can be extended to other groups and volunteers to help manage weeds in townships and other issues.

7 NRM staff update

The NRM Facilitators report was noted.

7.1 Reconciliation Action Plan

As some Committee Members needed to leave the Meeting soon, and it was running out of time, the NRM Facilitator suggest this item shared with Members for their input via email.

It was seeking Committee discussion and feedback on questions arising from Council's current work with Reconciliation Tasmania to develop a Council *Reconciliation Action Plan*. The NRM Committee's interest in the natural environment and 'management' of its 'resources', sits alongside the cultural and life resources and importance of 'Country' and 'Seas' for the first Aboriginal Tasmanians.

In the Break O'Day Environment and NRM Strategy includes:

3 OUR USE

Achieving sensible and sustainable development

3.3.3 Aim

Aboriginal people and their deep cultural connection and traditions on the land and sea take a respected role in natural environment and resources management.

Strategic Activities

Opportunities with Aboriginal people to share with the wider community connections between the land and culture, identity and respect.

Some questions arising from the Reconciliation Action Plan work for the Committee could reflect on from a natural environment and NRM perspective are:

- What are we reconciling?
- What do you understand about Aboriginal Tasmanian history, experience and contemporary issues?
- What might be important in a 'vision' for reconciliation in Break O'Day?
- What is our 'sphere of influence'?
- For a 'reconciliation artwork', how might natural environment/Country in Break O'Day be included?

8 Committee Members update and other business

8.1 Plantation Coastal Catchments around Dianas Basin

Janet Drummond raised this topic on behalf of Todd Dudley, who is an apology. It will be listed for a future Meeting.

8.2 Volunteering arrangements - North East Bioregional Network (NEBN)

Janet Drummond asked about formalising of volunteer arrangements with between Council and NEBN and progressing them.

The NRM Facilitator referred to the earlier discussion of a template still being developed at Weldborough. He acknowledged NEBN had done a lot of good work on many reserves and public sites and the Weldborough pilot, when done, would provide a model for establishing a broad arrangement with NEBN on Council properties.

8.3 Dumping of waste

Howard Jones reported on a case of waste being dumped on the floodplain at the end of Cecila St., St Helens that had been noticed and raised by concerned members of the community.

The matter has ended up at the Environment Protection Authority (EPA) after complaints bounced around from the Parks and Wildlife Service and Council, before arriving at the EPA. He was concerned people raising the problem with Council and PWS did not get good help addressing their concerns and it required a lot of effort and persistence to eventually arrive at the EPA.

With little time remaining for this Meeting, it was agreed to look at the issues at the next meeting.

9 Next meeting dates

Committee members agreed at the end of 2023 to continue with first Tuesdays in the month and scheduled meetings in 2024 for.

- 5 March
- 4 June
- 3 September
- 3 December

The NRM Facilitator advised the Committee he will be on annual leave for the next meeting date on 3 December 2024 and suggested it consider a different date, or meeting without him.

Also considering another field trip Members decided to just have a field trip on 3 December and cancel the formal Meeting.

Fay Harding offered to lead a field trip to 'tell her story', locally in St Helens. The NRM Facilitator would assist in organising that day with Members.

2025 Meetings would otherwise continue to be: Tuesdays early in the month at the Child and Family Learning Centre at St Helens, starting at 12:30pm for BYO light lunch and business starting 1pm (or sooner with agreement of those attending).

2025 dates to be confirmed.

ACTION	DECISION
PROPONENT	NRM Special Committee
OFFICER	Polly Buchhorn, NRM Facilitator
FILE REFERENCE	010\028\003\
ASSOCIATED REPORTS AND DOCUMENTS	Charter for the Break O'Day Council Natural Resource Management Committee - September 2021.

OFFICER'S RECOMMENDATION:

That Council appoint to its NRM Committee Mr Steve Towner (Tasmania Parks and Wildlife Service) as Public Land Management representative and Mr Robin Dickson (Timberland Pacific Pty. Ltd.) as Forest Industry representative.

INTRODUCTION:

The Council's Charter for its NRM Committee provides for appointment of representatives from various sectors of natural environment and resources management.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 7 October 2024

Council Meeting 19 February 2024

02/24.16.3.314 Moved: Clr K Wright / Seconded: Clr L Johnstone

That Council appoint to its NRM Special Committee Mrs Fay Harding as Aboriginal community representative, Mrs Liese Fearman as Community representative (individual or local interest group) and Mr Brian French as Public Land Management representative (Parks and Wildlife Service).

CARRIED UNANIMOUSLY

Council Meeting 17 April 2023

04/23.16.3.98 Moved: Clr K Chapple/ Seconded: Clr I Carter

That Council appoint Mrs Anne Bennet to its Natural Resource Management (NRM) Committee, as a new member representing the Education sector.

CARRIED UNANIMOUSLY

OFFICER'S REPORT:

The Break O'Day Council NRM Committee provides a formal forum to deliberate and advise Council on the challenges of sustainable management and care of the natural environment 'to ensure it is available to future generations to enjoy as we do'. Council convenes the Committee as a Special Committee under the Local Government Act. Council's Charter for the NRM Committee includes a membership representing different sectors and Terms of Reference and Responsibilities for the Committee, some of which are:

- To promote the protection, effective management and sustainable use of Break O'Day Municipality's natural resources, including flora and fauna, coastal and marine assets, soils, water and atmosphere ...
- To represent the views of the Break O'Day community or sections of the community as they relate to social, economic and environmental implications of natural resource management activities.
- Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative's differing points of view, focus on the issues and accept the consensus of the Committee.

At its June 2024 Meeting the Break O'Day Council NRM Committee considered recommending to Council appointing Mr Robin Dickson of Timberland Pacific Pty. Ltd. as Forest Industry representative, filling a longstanding vacancy. The Committee considered a motion to recommend the appointment but did not vote on it in June.

Mr Dickson expressed his interest to Council in representing the industry on the Committee in May 2024. That followed the Committee's field trip in March to the Scamander Forest, which Timberland Pacific manages, and he attended the Committee's June meeting as a guest. In his role as Tree Crop Manager for Timberland Pacific he has knowledge and experience in forest management and Tasmania's Forest Practices System and connection with other private and public forest managers in the state.

In addition to the Forest Industry representative the Public Land Manager representative is also vacant after staff changes in the Tasmania Parks and Wildlife Service (PWS). PWS has nominated their new Parks and Reserves Manager in their Northern Region, Mr Steve Towner, for appointment as Public Land Manager representative on the Committee.

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.

LEGISLATION & POLICIES:

Local Government Act 1993 – Section 24 Special Committees
Local Government (Meeting Procedures) Regulations 2015

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority



CHARTER

FOR THE

BREAK O'DAY COUNCIL NATURAL RESOURCE MANAGEMENT COMMITTEE

This Charter¹ sets out the terms for the establishment and operation of Break O'Day Council's Natural Resource Management (NRM) Committee as *Special Committee of Council* under the Local Government Act 1993, Section 24.

NRM Committee

The composition and representation of the NRM Committee is as follows:

Council	three Councillor representatives	3
Community	two individual or local interest group representatives	2
Community conservation	one local conservation interest representative	1
Aboriginal community	one representative	1
Agricultural sector	two representatives	2
Public land management	one representative from the Parks and Wildlife Service and one representative from the forest industry	2
Marine and aquaculture	one local industry representative	1
Education sector	one representative from schools or early or higher education	1
		13

Skill base required

- Primary production
- Community group on-ground expertise
- Conservation management
- Public Reserve management and Forestry expertise
- Marine management
- Environmental projects design and implementation

¹ This Charter is based on the *Charter for Meander Valley Council Natural Resource Management Committee*, which Break O'Day Council gratefully acknowledges.

Council representatives appointed for four year terms following normal four yearly Council elections. All other representatives appointed for two year terms. Nominating bodies to review their representation accordingly, every four and two years respectively.

Nominations of proxies for members, that are consistent with their representation on the Committee, may be recommended by the Committee for appointment by Council.

All appointments are at the discretion of Council.

The Chairperson of the Committee shall be a member appointed by Council.

Terms of Reference

1. To promote the protection, effective management and sustainable use of Break O' Day Municipality's natural resources, including flora and fauna, coastal and marine assets, soils, water and atmosphere, through implementation of the Break O' Day Environment and NRM Action Plan and Strategy.
2. To evaluate progress towards the objectives of the Break O' Day Environment and NRM Action Plan and Strategy.
3. To provide support and advice to Council on issues referred to the Special Committee by Council.
4. To bring before Council significant matters relating to management of natural resources which require attention and/or are not incorporated in the Break O' Day Environment and NRM Action Plan and Strategy.
5. To represent the views of the Break O' Day community or sections of the community as they relate to social, economic and environmental implications of natural resource management activities.

Natural Resource Management Committee Responsibilities

1. To undertake its Terms of Reference
2. To provide timely information to the General Manager, or Council as requested through the General Manager
3. To comply with statutory requirements, State Government policies and Council policies
4. Work together as a positive and proactive team, treating all people fairly and with respect, to hear representative's differing points of view, focus on the issues and accept the consensus of the Committee
5. Hold at least three NRM Committee meetings every year unless otherwise determined by the NRM Committee. Additional meetings may be convened if and when required by members;
6. The business for meetings shall include confirmation of minutes, review of any outstanding business, reports from NRM and relevant officers and to consider NRM projects or issues and recommended actions
7. Members to attend at least three (3) meetings of the Committee each year
8. A quorum for decision-making is six members with one at least being a Councillor member. However in the absence of a quorum being present at a meeting, urgent matters relating to the agenda of that meeting can be determined
 - by at least six (6) members communicating their agreement at that meeting and/or by written or electronic communication subsequently
 - and where these decisions are ratified at the next meeting.

Council responsibilities

1. Provide a meeting venue for the Committee as required to fulfil its functions;
2. Provide support to the Committee;
3. To give appropriate and timely consideration to Committee recommendations;
4. Allow the formation of Subcommittees under Committee guidance where special circumstances warrant it; and
5. Consult prior to and provide reasonable notice of any changes it intends to make with respect to the NRM Committee and Charter.

ACTION	DISCUSSION
COUNCIL MEETING DATE	21 October 2024
OFFICER	Senior Town Planner, D. Szekely
FILE REFERENCE	23/5310
ASSOCIATED REPORTS AND DOCUMENTS	<ol style="list-style-type: none"> 1. Council Workshop Report 8 November 2023 2. Council's Response to initial consultation 3. Report on Consultation Development Assessment Panel (DAP) Framework Position Paper – Access online https://www.stateplanning.tas.gov.au/data/assets/pdf/file/0030/382935/Report-on-Consultation-DAP-Framework-Position-Paper-October-2024.pdf 4. Fact Sheet for Consultation. 5. Draft LUP&A Amendment (DAPS) Bill 2024 – Access online https://www.stateplanning.tas.gov.au/data/assets/pdf/file/0025/382705/Land-Use-Planning-and-Approvals-Amendment-Development-Assessment-Panels-Bill-2024.pdf

OFFICER'S RECOMMENDATION:

For the information of Council and preliminary discussion with the intent of further consideration and discussion to occur at Council Workshop 6 November 2024.

INTRODUCTION:

The State Planning Office has released the draft Land Use Planning and Approvals Amendment (Development Assessment Panels) Bill 2024 (draft Bill) for consultation. Development Services became aware of this release on Thursday 9 October 2024. The State Planning Office website advises that consultation is open for 5 weeks from 7 October to 12 November 2024.

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop 8 November 2023

Council Meeting 20 November 2023

11/23.16.2.256 Moved: Clr L Johnstone / Seconded: Clr K Chapple

The proposed draft submission, with any required amendment by the Break O’Day Council, be forwarded to the State Planning Office and a copy sent to the Local Government Association of Tasmania in response to their request for comment on the Position Paper – DAP Framework.

CARRIED UNANIMOUSLY

OFFICER’S REPORT:

PREVIOUS CONSIDERATION OF DEVELOPMENT ASSESSMENT PANELS

The introduction of Development Assessment Panels was considered by Council at a Workshop in November 2023 and a formal response given to the State Government (attachment 2). The main themes of this response were:

1. Inadequacy of consultation period;
2. Mandatory referrals to be considered within the existing frameworks for matters of state significance e.g. major infrastructure or projects of state significance;
3. Introduction of new uncertainty within the development assessment process with respect to time frames, ability to appeal a decision and likely conditions – process;
4. Council requested further consideration be given to:
 - how matters of state interest are best handled and perhaps pathways for Projects of State Significance and Major Infrastructure Development, need to be explored more. An amendment to the pathways and eligibility requirements for matters of state interest should be explored further;
 - removing the ability for DAP decisions to be appealed is concerning and consideration needs to be given to consistency in decisions based on interpretation. The introduction of a new decision making entity may introduce conflicting interpretation of use standards and development standards. There appears the possibility of procedural unfairness when those applications that do not meet the criteria for referral to the DAP must exercise appeal through the TASCAT, whilst more complex applications avoid appeal through the DAP;
 - The eligibility of applications to be referred to the DAP needs to be clearly articulated and if a proposal meets the eligibility requirements, the DAP should not have the ability to reject the application for assessment through the DAP;
 - State interference in the request for further information process is not supported. There is clear information available to assist a planning authority in preparing a request for further information in relation to a development application;
 - Any new Ministerial direction in the development assessment process or the amendment of planning schemes, must not be an avenue for political interference;
 - The role of PlanBuild must be incorporated into any new pathway and the urgency of furthering PlanBuild needs to be realised and acted upon to ensure all planning reform progresses together.

Common concerns were expressed by other Northern local governments and these included concern over:

- Loss of merit-based appeal process;
- Potential DAP process is longer and more complicated than the existing assessment process.
- Lack of clarity as to when applications can be referred to a DAP for decision and whether this should require the approval or advice of Council.
- Monetary value of a proposal should not be the determining factor in referring an application;
- Concern over the proposal for DAPs to initiate amendments to the Local Provision Schedules (LPS) due to Council's role to undertake strategic planning;
- Location as to where DAPs should be convened i.e. local area to ensure local context.
- Process of council assessment prior to public exhibition does not allow representation to be considered in assessment.
- Need for the DAPs as Councils are processing applications in a timely manner currently with a relatively low proportion of applications going to appeal.
- Current system of TASCAT and TPC being independent arbitrators is appropriate. The Minister as decision maker introduces new political intervention.

It is recognised that the introduction of DAPs would provide an opportunity for elected members to provide representation and advocate on behalf of constituents where currently it is unable to do so as a planning authority.

CURRENT

The State Government has released the Land Use Planning and Approvals (Development Assessment Panels) Bill 2024 (draft Bill) for public comment. The draft Bill is open for consultation for 5 weeks – **7 October to 12 November 2024**. It is anticipated that the Bill will be tabled in Parliament at the end of **November 2024**.

To support the draft Bill, the state government has also released the [Report on Consultation](#) on the DAP framework Position Paper, as well as an [information sheet](#) (attachment 4).

It is recommended that Council, first read the Information Sheet (link above and attached) to gain an overview of the proposed DAP assessment process. The Information Sheet also identifies that the proposed legislative amendments aim to:

- Introduce DAPs as an alternate assessment pathway which are determined by an independent panel within the Tasmanian Planning Commission; and
- Provide for the Minister to direct a planning authority to prepare a draft amendment to its Local Provisions Schedule (LPS).

As reported previously, reasoning by the State Government regarding the need for a DAP is because of potential conflicts of interest between Councillors having to act as a Planning Authority, while also having been elected to represent their constituents. The DAP was identified as a possible solution. Interestingly, now that the State has clarified the circumstances under which an application is referred to the DAP, it is primarily based on monetary value and Council can only refer

the application with the applicant's consent. Additionally, the application can be referred to the DAP under certain circumstances, with Ministerial consent.

This provides a brief notification of the proposed legislative changes and a refreshment of past considerations. This matter will be further discussed at the 6 November Workshop with the aim of submitting comments prior to the close of consultation.

STRATEGIC PLAN & ANNUAL PLAN:

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

Goal

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

Key Focus Area

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

LEGISLATION & POLICIES:

*Tasmanian Planning Scheme – Break O'Day
Land Use Planning and Approvals Act 1993*

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

Development Assessment process.

VOTING REQUIREMENTS:

Simple Majority

9.4 Draft Land Use Planning and Approval (Development Assessment Panel) Amendment Bill 2023

ACTION	DISCUSSION
COUNCIL WORKSHOP DATE	8 November 2023
OFFICER	Deb Szekely, Senior Town Planner
FILE REFERENCE	23/5310
ASSOCIATED REPORTS AND DOCUMENTS	<ol style="list-style-type: none"> 1. Development Assessment Panel (DAP) Framework – Position Paper 2. Tasmanian planning system at a glance. 3. Approval Process for amendments of LPSs

OFFICER’S RECOMMENDATION:

Development Services formulate a submission to the State Planning Office regarding the proposed Draft Land Use Planning and Approval (Development Assessment Panel) Amendment Bill 2023. The contents of the submission are to reflect the provided report and workshop discussion with a draft response provided for Council consideration at their meeting on 20 November 2023.

INTRODUCTION:

In July 2023, the State Government advised of its intention to develop legislation to allow certain development applications to be determined by independent Development Assessment Panels (DAPs). The reasoning behind this approach by the State Government was reported as intending to take the politics out of planning by providing an alternate approval pathway and this was mainly directed at complex or contentious development applications.

“Minister for Planning, Michael Ferguson, said this will ensure that politics is taken out of planning decisions and much needed projects are properly assessed and approved where appropriate in a timely way.”

**Press release by Michael Ferguson, Minister for Infrastructure and Transport
19 October 2023.**

The State Government has now released a Position Paper that proposes a framework that provides an alternative legislative pathway for certain development applications. Those identified development applications utilising the alternative pathway, are proposed to be determined by an independent development assessment panel. The State Government is seeking comment on the proposal prior to the consultation period closing 5pm on Thursday 30 November 2023.

The Break O’Day Council, as a planning authority, is directly affected by the proposal. Workshop discussion seeks to identify relevant comments and concerns to be included in any submission for consideration by the State Government.

Following this consultation period, the advice provided is that the DAP framework will be modified and the Government will prepare a draft amendment to the Act. There will be a further consultation phase at this stage (legislative amendments). The State Government expect to present a Bill to Parliament in early 2024.

PREVIOUS COUNCIL CONSIDERATION:

Nil

OFFICER'S REPORT:

Current Planning System

In considering the proposed role of Development Assessment Panels (DAPs), it is important to understand the existing model for determining development applications within Tasmania. Overarching the Tasmanian Planning System is the framework called the Resource Management and Planning System (RMPS). The *Land Use Planning and Approvals Act 1993* (LUPAA) is one of the core pieces of legislation within the RMPS. Please refer to the attachment "Tasmanian Planning System at a Glance" to further understand other key pieces of legislation that make up the RMPS.

Development Control

The LUPAA defines the planning authority to mean a council (same meaning as in the *Local Government Act 1993*) and places the responsibility of development control (requirement for a permit) on the planning authority, which administers the scheme (s51). The planning system also provides for permits issued by the Commission or Tribunal where relevant.

Where Council is the planning authority, it is incumbent on the elected Council to decide development applications. This is varied by identifying a delegate to which its functions or powers under the LUPAA in deciding development applications is transferred. Currently delegation for LUPAA is extended to the:

- General Manager;
- Manager Infrastructure and Development Services;
- Development Services Coordinator; and
- Senior Town Planner; under varying circumstances.

The circumstances under which delegation is assigned to Council officers, across the state and within Local Government, varies considerably and is at the determination of each local authority. There is very little consistency to the same. Development Services has provided a report previously into matters surrounding delegation and options to consider.

Amendments to Local Provisions Schedules (LPS)

As we now perform our functions as a planning authority by assessing development applications against the Tasmanian Planning Scheme, what was previously referred to as a planning scheme amendment is now referred to as an amendment to the LPS. The procedure to amend a LPS also includes a pathway to consider a combined permit and amendment process (S40T). An example would be a combined application to amend the LPS by altering the zoning of a development site in combination with an application for use and development on that site in accordance with the proposed zoning. Any person may make application to amend the LPS (S37). Additionally a planning authority may of its own motion prepare a draft amendment of an LPS. LUPAA also provides for the Minister directing a planning authority to amend an LPS with identified purposes (S40C).

The approval process for an amendment to the LPS (see attached flowchart) or a combined permit and amendment to the LPS culminates in a decision made by the Tasmanian Planning Commission to either approve or reject an amendment to the LPS e.g. zone change.

Proposed Amendment to LUPAA

The State Government is now considering an amendment to the LUPAA to include:

- Development assessment panels as an alternate approval pathway for decision making of more complex or contentious development applications; and
- Consideration of whether under certain circumstances there is a role for the Minister to direct a Council to initiate a planning scheme amendment.

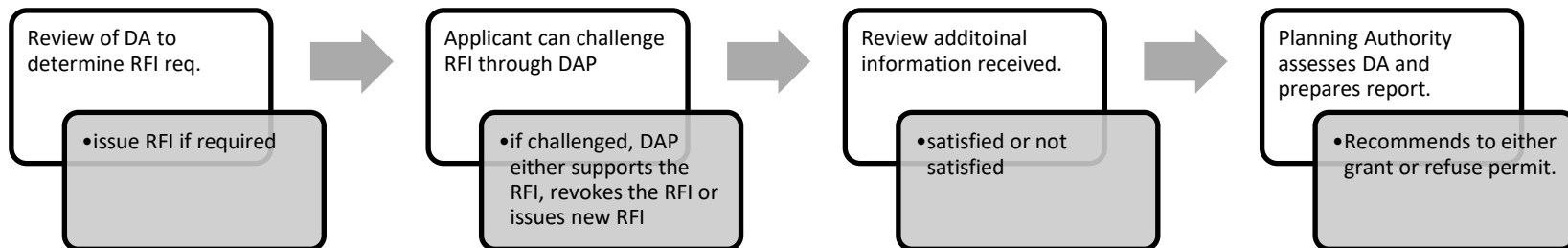
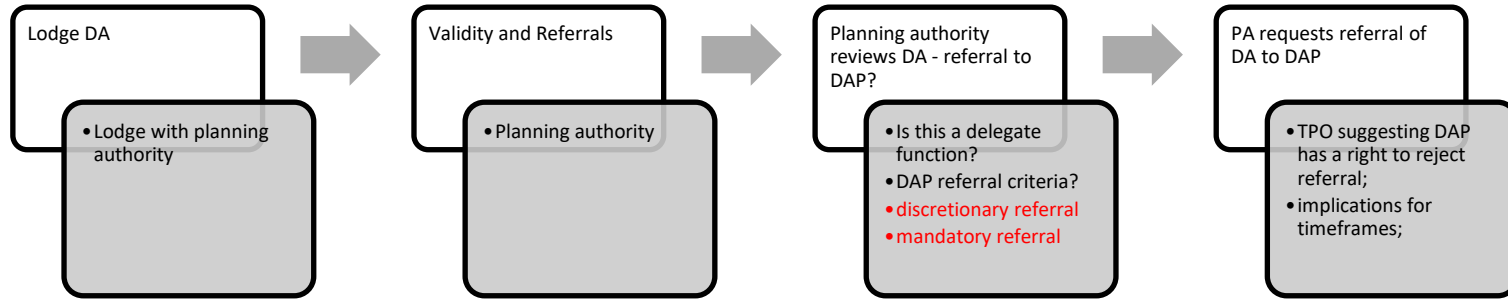
The position paper has been released by the State Government and is open for consultation until **30 November, 2023**.

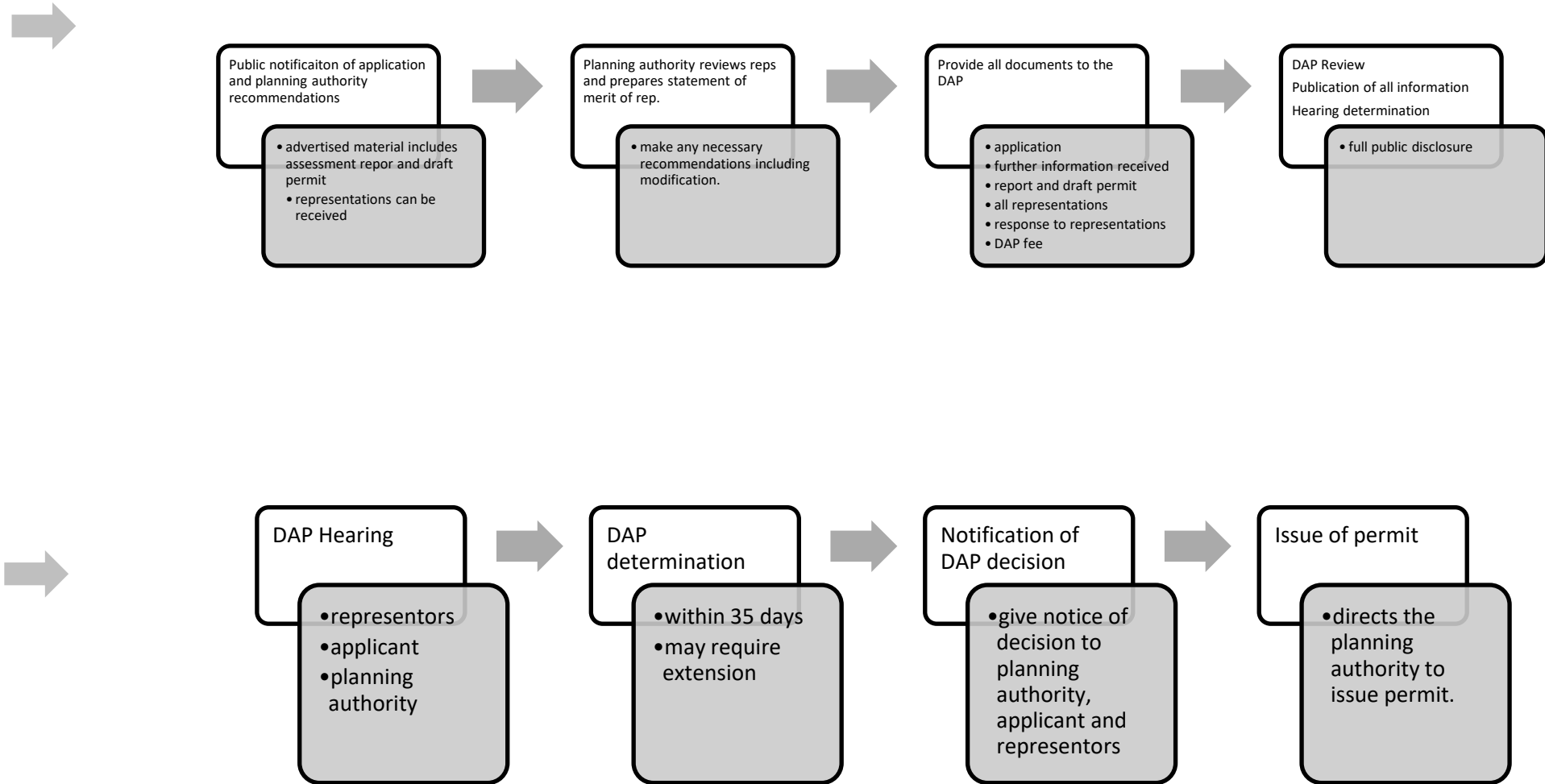
Development Assessment Panels

Development Assessment Panels (DAPs) are an alternative pathway for determining development applications. DAPs are utilised in other states and territories as an alternative pathway for specific types of development applications, but take on a different format in different jurisdictions limiting ability to compare.

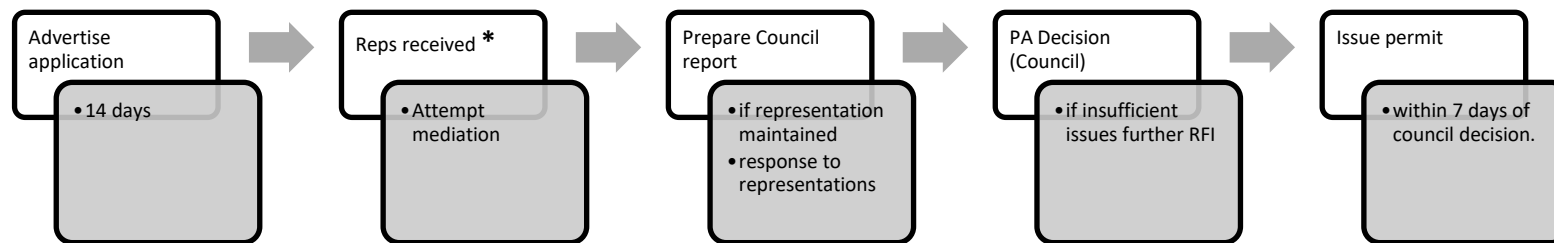
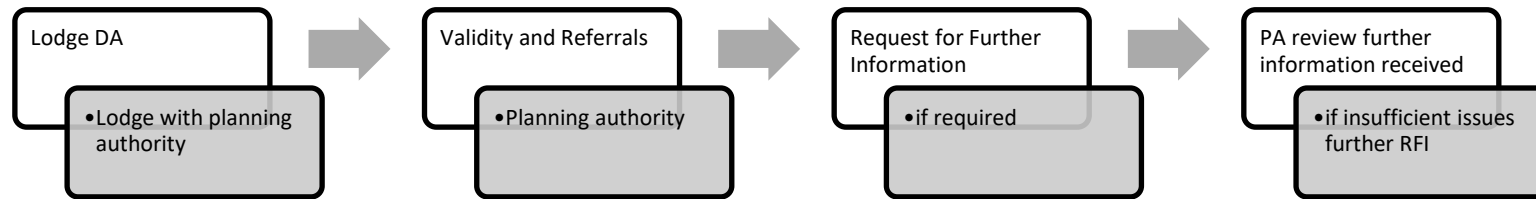
The Tasmanian Planning Office has released a position paper on the introduction of DAPs in Tasmania. The DAP is proposed to take the form of the delegate panel already established within the Tasmanian Planning Commission. The DAP is expected to travel to the Local Government areas to conduct hearings with the final decision delivered by the DAP.

The proposed assessment pathway (DAP)





Existing pathway



*If no reps received report and decision prepared by delegate.

RECOMMENDATION

Development Services formulate a submission to the State Planning Office regarding the proposed Draft Land Use Planning and Approval (Development Assessment Panel) Amendment Bill 2023. The contents of the submission are to reflect the provided report and workshop discussion with a draft response provided for Council consideration at their meeting on 20 November, 2023.

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

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

Key Focus Area:

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

Break O Day Annual Plan 2023 – 2024

Actions:

Participate in planning reforms.

LEGISLATION & POLICIES:

Land Use Planning and Approvals Act 1993

BUDGET; FUNDING AND FINANCIAL IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

Consultation Matter	Options	Conflict	Comment
CONSULTATION ISSUE 1			
Types of Das to be referred to DAP	Applications for social and affordable housing	Community opposition NIMBY	Very specific parameter; Does this make it more a project of state significance and utilise existing DAP in terms of Tasmanian Planning Commission – declaration of state interest due to housing crisis.
Workshop discussion:			
Types of DAs	Critical Infrastructure	Expansion of settlements NIMBY	Specific parameter; Could this be addressed as a matter of state significance
Workshop discussion:			
Types of DAs	Council is the applicant	The development assessment report will come with the planner's recommendation.	Utilisation of an external planning professional delivering the decision recommendation, provides Council with the separation of interest. TPC could automatically review a Council decision if it goes against the recommendation of an independent planning professional as a matter of course.

Consultation Matter	Options	Conflict	Comment
			Council has already identified methodology to maintain separation. Having identified that, referral to a DAP would provide even further separation from the DA which is a positive element. To this end, referral to a DAP would be irrespective of project cost.
Workshop discussion:			
Types of DAs	Conflict of interest - Quorum not reached and unable to decide	Unable to decide – administrative.	This is an issue for the conduct of Council in any case. If Council meets without a quorum this would be dealt with in the normal procedures for council meeting.
Workshop discussion:			
Types of DAs	Conflict in role – elected representative vs planning authority	Community representative	<p>Would this need to relate to a quorum as not all elected members may feel conflicted;</p> <p>Would the DAP have a right of rejection;</p> <p>Is this not a matter for S59 LUPAA and TASCAT.</p> <p>Is this something education of role of Councillors and education of public could resolve? That is community needs to understand how their elected</p>

Consultation Matter	Options	Conflict	Comment
			<p>representative must decide applications as their role as planning authority and adjust their expectations. State wide education program delivered regularly to Councillors to better understand the role of the planning authority. State-wide consistent information available to the public.</p> <p>Further thought needs to be given as to the circumstances for referral i.e. majority feel conflicted or is it adequate if only one feels conflicted.</p>
Workshop discussion:			
Types of DAs	Where an applicant considers there is bias on part of Council or Councillors.	Bias or perceived bias	The existing system has a right of appeal. Perhaps this existing system of right of appeal needs a less formal and less costly review process available to cater for these instances.
Workshop discussion:			
Types of DAs	Complex application and access to skills and resources.	Access to professional expertise e.g. engineering, planning, environmental health	This is an issue state-wide regardless of the complexity of the application. Shared resourcing across local government is an issue that needs addressing regardless of whether a DAP becomes part of the system. The

Consultation Matter	Options	Conflict	Comment
			<p>DAP is only concerned with procedural fairness (hearings) and decision making. The planning authority still needs to prepare the report for the DAP and so if the issue is regarding access to skills and resources, the DAP is not able to assist in this area other than identify professional deficiencies in the report. The responsible planner for any report will ensure all matters are addressed adequately prior to bringing a report to the planning authority or DAP for decision.</p>
Workshop discussion:			
<p>Process – referral of DA to DAP for decision</p>	<p>Applicant</p>	<p>Intrinsically tied to timing.</p>	<p>If the applicant is able to nominate there needs to be guidance notes to determine the availability of this option in terms of both timing and reasoning. It would be reasonable to limit this to at the time of application being lodged and is something that could be built in to PlanBuild. It should be limited to types of applications and most likely to a \$ value.</p> <p>If the applicant elects to have the matter considered by the DAP and it meets the referral guidelines, then the planning authority opinion shouldn't</p>

Consultation Matter	Options	Conflict	Comment
			be relevant and is a matter for the applicant.
Workshop discussion:			
Process	Applicant with consent of the planning authority	Intrinsically tied to timing	Not supported
Workshop discussion:			
Process	Planning Authority	Intrinsically tied to timing	<p>If the planning authority elects to have the matter considered by the DAP and it meets the referral guidelines, then the applicant opinion shouldn't be relevant and is a matter for the planning authority.</p> <p>The question for BOD is that if the delegates have identified upon receipt of the application, that it should be determined by the DAP in any case, how much involvement does the planning authority (council) want to have in this decision.</p> <p>If the delegates identify after advertising that it may need to go to the DAP we could build in a provision for the Workshop to gauge planning authority support. Noting all this adds to time frames.</p>

Consultation Matter	Options	Conflict	Comment
			Is referral to DAP a matter for delegation and if so under what circumstances? Is this a matter for each local government or does it require standardisation across the state?
Workshop discussion:			
Process	Planning authority with consent of applicant	Intrinsically tied to timing	Not supported
Workshop discussion:			
Process	Minister Ministerial Call in Powers Ministerial referral of DA to DAP		Not supported provided there are clear guidelines and the referral must occur in accordance with those guidelines. If the Minister directs a development application to be assessed by the DAP it should be considered as a matter of State Significance and considered via that pathway.
Workshop discussion:			
<p>General – Draft Framework</p> <p>Reference 4A – Discretionary Referral – Proposal for planning authority (including delegation) to refer application to DAP and/or applicant request supported by planning authority.</p>			

Consultation Matter	Options	Conflict	Comment
<p>Consideration should be given to including – Level 2 Activities within Schedule 2 of the <i>Environmental Management and Pollution Control Act 1994</i> within discretionary referrals due to the political nature of for example Extractive Industries – new coal mines.</p> <p>Removal of Councillor conflict at this stage as that is largely unknown and will require another consultation / workshop phase to be added to the timeframes. Councillor conflict is often realised due to representations received. Reference 4A occurs prior to advertising / consultation. At this stage any referral to DAP should be limited to complexity of application, council as the applicant, lack of professional expertise. Issues of bias, contention will be largely unknown. If the delegate has bias or contention this is addressed in assigning the responsible office and deciding delegate.</p> <p>If this is a true alternative pathway open to applicants in accordance with DAP criteria agreed to as a result of this consultation process, then neither the applicant nor the planning authority should be able to dispute the referral. The relevance of the DAP criteria will be important. Referral to the Minister at this point in the application process will make the process, lengthy, complicated and inefficient.</p> <p>Reference 4B- Mandatory Referral</p> <p>If a referral to DAP is mandatory, it could be assumed that the application has State interest and should be considered via existing pathways for Major Infrastructure or Projects of State Significance in which case removal out of local government planning process is most efficient. The inclusion of mandatory referral could be viewed as a way of utilising local government resources for matters of state interest and should be considered under existing pathways and legislation.</p> <p>With regard to applications where council is the proponent, the dollar value is irrelevant and Council is scrutinised over all levels of expenditure. This can be addressed in Council delegations ensuring all applications of which Council is the proponent are considered by the DAP as a discretionary referral or considered by Council with the assessment completed by an independent planning professional.</p> <p>Consideration should be given to identifying an application from Homes Tas for subdivision for social or affordable housing or development of dwellings for social and affordable housing as a matter of State Interest given the political and administrative climate around this issue.</p> <p>Reference 21 & 22 Other opportunities for a DA to be referred to a DAP</p> <p><u>Ref. 21 Ministerial Call in Powers</u></p> <p>At any stage the applicant or planning authority may refer – this necessity may arise when a discretionary application with representation has not been referred to the DAP and the assessment has proceeded to presenting a report to Council for decision. Council may identify issues of conflict and wish to defer to the DAP. Whilst this is a possibility, with increased training and improvement in workshop presentations and how discussions occurs, any issue of conflict may be resolved at the Workshop. At this point Council may advise following the workshop item that they wish to refer the application to the DAP. The introduction of the DAP may support a change in how we organise and conduct development application workshop items but for the purpose of providing comment to the Tasmanian Planning Office, Council would consider it appropriate to work towards identifying at the workshop stage, whether referral to the DAP was required. The Break O’Day Council is of the opinion that it is not appropriate for the applicant to make a request for referral to the DAP at this late stage. The period of time the applicant is able to refer the application to the DAP should be within seven (7) days after the advertising period has concluded and Council has advised the applicant of any representations made and the nature of the same. Legislative changes could address the requirement for extension of time to decide.</p>			

Consultation Matter	Options	Conflict	Comment
<p>As one of the intents of introducing the DAP to the development assessment process was to take the politics out of decision making, it is not appropriate for the Minister to have the power to call in a development application at any stage of the development and it is also not appropriate to require the applicant and planning authority to have to collectively agree to any request. Each party must be able to participate independently.</p> <p><u>Ref. 22 Ministerial referral of DA to DAP</u></p> <p>The position paper is suggesting that the Minister may refer a DA to a DAP for determination at any stage of the process. The position paper also outlines the reasoning for the introduction of a DAP as an alternative assessment pathway by providing examples where development applications are problematic. Specifically the introduction of a DAP is seen as a way of taking the politics out of the decision making process. It is therefore reasonable to conclude that by providing for Ministerial referral of a DA to a DAP, is putting the politics back in the equation. Consultation issue 1 looks at situations where a DA may become problematic and at each point the applicant or the planning authority is able to address and take the appropriate course of action in utilising a DAP. The requirement for Ministerial referral is not seen to be warranted. It also stands to reason that any application requiring Ministerial intervention is a matter of State significance and there is an existing pathway for the same.</p>			
CONSULTATION ISSUE 2			
Initiating a planning scheme amendment – Ministerial direction	Circumstances broadly	Politics in decision making.	This should be limited to matters of State interest and separately legislated procedure with checks and balances.
	Specifically when Council refuses to initiate a planning scheme amendment post TPC direction to reconsider request.	Council’s decision is based on sound planning matters.	State guidance / guide notes on when a refusal to initiate a planning scheme amendment is appropriate may address any perceived problem in this area.
Workshop discussion:			
	Other threshold tests.		More direct evidence should be provided by the State demonstrating

Consultation Matter	Options	Conflict	Comment
			<p>the nature of any perceived problem in this area.</p> <p>More work needs to be done by the state in terms of progressing the review of the regional plans and developing a supporting system to regional planning in terms of data collection and strategic projects that will ensure regional plans are robust and responsive to emerging trends. Comprehensive work in this area would then likely negate the need to have ministerial powers in directing planning scheme amendments. Their focus should be one of a strategic nature unless it is a matter of state interest. Then there needs to be clear guidelines and protocols for ministerial direction.</p>
Workshop discussion:			
CONSULTATION ISSUE 3			
Incorporating local knowledge in DAP decision making	Council continues to be the primary contact, engage in pre-lodgement discussions, receive applications and check validity, request further information and assess the application.	-	<p>If local government is to continue acting as a planning authority it is relevant that it also continues these historical roles.</p> <p>How PlanBuild interacts with this process will be important both in terms of administrative efficiencies,</p>

Consultation Matter	Options	Conflict	Comment
			collection of fees, process monitoring and procedural fairness. Additional DAP fees could easily be built into PlanBuild.
	Question of suitability of S40T of LUPAA process for referral.	-	No comment.
Existing processes (TPC)	Effectively the DAP would be the structures utilised within the TPC		No comment. Seems reasonable to use an existing structure noting no local government elected representative involvement.
Workshop Discussion:			
CONSULTATION ISSUE 4			
Reviewing further information requests - DAP	The position paper is seeking input in providing an opportunity for the DAP to review any request for information put out by the planning authority.	A request for further information can currently be appealed to the Tasmanian Civil and Administrative Tribunal (TasCAT) during the development application process.	We have no experience in this regard. However see below comments.
Workshop Discussion:			
General Draft Framework:			
Reference 6 & 7			
The planning authority should issue the request for further information at the same time as the referral to the DAP if possible if either the applicant or the planning authority deems required. The DAP should participate in the request for further information as it will be the deciding body. It would be inefficient to reach the decision stage and the DAP requested further information. When the planning authority issues a request for further information it is ensuring it has all the required			

Consultation Matter	Options	Conflict	Comment
<p>information to assess the application in accordance with the planning instruments. The DAP consideration should be no different and participate in the RFI process by reviewing the RFI and adding to it if required. At present the BODC will issue an RFI to get the process started but alerts the applicant that referral agencies may also request further information and they will be advised as soon as practicable. The DAP would be no different as it must ensure it has the right information to decide the application. If the DAP is part of this process, there should be no requirement for the DAP to revoke the planning authority request for additional information. This inclusion similar to S40V of the Act, introducing the DAP to revoke a planning authority RFI and issue a new RFI has the potential to exacerbate time frames. A more efficient approach would be for the DAP to act as planning authority and participate in the RFI process rather than seeing itself as a quasi-appeal process. In this instance the RFI would be issued by the DAP essentially, albeit administratively out of the local government office.</p> <p>General – Draft Framework</p> <p>Reference 9 & 10</p> <p>The position paper proposes that following the satisfaction of the request for further information, the planning authority assesses the application and prepares the planning report prior to advertising the application. The advertised application would then include the planning authority assessment report. A recommendation to approve or refuse the application is included within the advertised report. The DAP should be required to review all the information and direct the planning authority to advertise. This would ensure the DAP continues to play a role in the process, maintain continuity and accountability. The position paper attempts to keep the DAP at arm’s length to the entire process until the decision stage other than elements of scrutiny. As the deciding body, it is important their role is consistent through the assessment process and hence it is the DAP that should direct the planning authority to advertise (similar to Level 2 EPA process).</p> <p>Reference 11</p> <p>The position paper suggest that consideration of representations occurs after the planning report and recommendation for approval or refusal, is advertised. Currently the Break O’Day Council does not prepare the planning report and certainly not finalise the same prior to the closing of the advertising period. It is not uncommon for the planning authority to undergo informal mediation as a result of representations received and revised plans that respond to those representation. If those revisions are significant we will re-advertise the application, however often the changes are relevant only to the representor and re-advertising is not warranted. However under this process all matters have already been advertised and a response to the representation is for the purposes of the DAP and is not focussed on getting a better planning outcome for the representor. Additionally, there is no opportunity to consider modification with or without re-advertising to address the representation. Discussions with representors and applicants can often resolve any issues resulting in withdrawal of the representation.</p>			
Proposed changes	General request for advice on any changes that could be made to the Act or planning scheme to improve requests for and responses to additional information.		External referral agencies such as DSG, Heritage Tasmania should be a part of the request for further information process. Consideration needs to be given to including within LUPAA

Consultation Matter	Options	Conflict	Comment
			<p>identification of statutory referrals and advice referrals that form part of the whole process, including time frames and providing referral agency conditions.</p> <p>Requests for information (valid applications) often include the requirement for title reference documents (folio text, folio plan etc.). Council has access to these documents already and there needs to be consideration of council/planning authority being able to access these as part of receiving an application (charging the applicant for the same) to resolve the issue of invalid applications and RFI based on title documents. Having said this, it is hopeful PlanBuild will resolve this issue as applicants will be able to download the documents or upload current documents as part of lodging the application.</p>
Workshop discussion:			
CONSULTATION ISSUE 5			
Appeal rights	DAP not subject to appeal;		The Hearings are proposed to occur after advertising and noting that the planning authority assessment and

Consultation Matter	Options	Conflict	Comment
	<p>TPC holds hearings and provides all parties the opportunity to make submissions and test evidence</p>		<p>report forms part of the advertised material. In this regard all parties have had a chance to be heard. Removing appeal rights however would only be supported if the DAP hearing and decision making was comparable to a TASCAT hearing. This would require legal scrutiny to determine whether any rights have been removed for both applicant and planning authority.</p> <p>The Hearings by the TPC associated with the Draft LPS process allowed new material to be introduced that the planning authority had not yet had an opportunity to consider. There needs to be strict guidelines as to what information can be introduced or considered during a Hearing.</p>
Workshop discussion:			
Timeframes			<p>Proposed timeframes are lengthy and does not include the time taken for the applicant to provide further information as directed.</p> <p>Applications that receive representations and are considered at a Council meeting provide shorter time frames and so it must be asked, is it really necessary to provide an alternative pathway and perhaps</p>

Consultation Matter	Options	Conflict	Comment
			another option is to provide a less litigious version of TASCAT (possibly TPC) to provide an independent review of a decision that an applicant is not satisfied with. This will be a much smaller number of DAs than those going through formal referral to the DAP.
Workshop Discussion:			
<p>General – Draft Framework:</p> <p>Reference 5</p> <p><i>“Should the time taken for an application that has been referred to a DAP for determination that, in the opinion of the DAP, does not satisfy the relevant referral criteria or is not for a prescribed purpose, count towards the relevant period referred to in s57(6)(b) of the Act given the assessment will continue in accordance with a s57 application if it is not eligible for DAP referral?”</i></p> <p>If the applicant or the planning authority has elected (discretionary) to refer the application to the DAP and it has been referred in accordance with the Guidelines, the DAP should not have discretion as to whether to decide the application or not. The State Government is proposing an alternative pathway for decision making based on the reasoning put forward in the discussion paper and is required to identify the circumstances under which a referral can be made. If the applicant and the planning authority satisfy the circumstances under which a referral can be made (discretionary) then that alternative pathway shouldn’t be reneged upon.</p> <p>As mentioned previously, we do not support mandatory referrals as there is an existing pathway for matters of State interest and major infrastructure that does not draw upon council resources.</p> <p>Reference 13</p> <p>General support for the option to dispense with the requirement for a DAP to hold a hearing in situation where there are no representations, all representations are in support, representations have been revoked or there are no representations that want to attend a hearing. This may or may not assist timeframes as the applicant must have an opportunity to be heard in relation to conditions imposed. This will be a lengthy, resource intensive development assessment pathway that will further stretch local government and state government resources in an environment that experiences difficulty in securing professional staff especially in the areas of planning and engineering.</p> <p>Reference 14</p>			

Consultation Matter	Options	Conflict	Comment
<p>It is the position of the Break O’Day Council that the DAP hearings into representations <u>must</u> be held locally within the boundaries of the local government area. Remote, regional local authorities cannot afford professional staff time to travel with any regularity.</p> <p>Reference 15</p> <p>The TPC is proposed to be afforded 35 days from receiving all documentation and in any case, after the hearings have occurred. The DAP referral process is lengthy in terms of time frames. For this reason, referral to the DAP should only consider discretionary referrals, that is a referral made by the decision of either the planning authority or the applicant in accordance with guidelines. The DAP referral process should not include mandatory referrals but instead utilise existing state government processes such as projects of state significance or major infrastructure for matters of state interest (mandatory referral).</p>			
<p>CONSULTATION ISSUE 6</p>			
Roles of planning authority post DAP	Post DAP – issue permits		Relevant task of planning authority.
<p>Workshop Discussion:</p>			
Roles of planning authority post DAP	Enforcement		Relevant task of planning authority.
<p>Workshop Discussion:</p>			
Roles of planning authority post DAP	S 56 Minor Amendments to be determined by the planning authority.		Relevant task of planning authority.
<p>Workshop Discussion:</p>			
<p>General – Draft Framework:</p> <p>Reference 18, 19 & 20.</p> <p>No further consideration. It is appropriate for the planning authority to be responsible for the issuing of permits, matters relating to enforcement and Section 56 minor amendments.</p>			

Consultation Matter	Options	Conflict	Comment
DAP MEMBERSHIP	TASMANIAN PLANNING COMMISSION	No elected councillor opportunity to participate in the process.	Given the reasoning for the introduction of the DAP, this appears reasonable. The TPC is an existing functioning decision making body. It is worth mentioning however that a common criticism of the TPC is their literal interpretation of planning instruments and difficulty interacting with on strategic planning matters. This is mentioned to highlight that there are demonstrated concerns by other councils when having to interact with the TPC. Our only recent experience with the TPC is through the preparation of the BOD LPS and the hearings involving the same. This was a generally positive experience, however we were concerned regarding the ability to introduce new material at a hearing that had not been reviewed by the planning authority prior. This has been raised previously in this document.
DAP Membership discussion:			
DEVELOPMENT APPLICATION FEES	Planning Authority collects fees	Development Application No change	No change and no loss of fees. This needs to be integrated into PlanBuild

Consultation Matter	Options	Conflict	Comment
DEVELOPMENT APPLICATION FEES	Planning Authority collects fees Additional fee for DAP	Additional application fee	<p>The position paper has identified that the planning authority will take carriage of acquiring the additional fee once the DAP notifies that the referral has been accepted. My position is still that if the applicant or the planning authority refers the application to the DAP in strict accordance with referral guidelines (that is under what circumstances an application can be referred to the DAP as an alternative pathway), then the DAP is not in a position to reject the referral.</p> <p>Whoever makes the referral, i.e. the applicant or the planning authority, then they are responsible for the payment of the fee and the invoice is issued by the planning authority.</p>
Application fee discussion:			
<p>General Matters for state government to address:</p> <ul style="list-style-type: none"> • Delegations may need to be standardised across the state. Currently there is large variation in the circumstances satisfying delegation. Delegation determines the applications to be determined by the planning authority. • Consideration given to the requirement for a code of conduct (legislative provisions); • Hearings – use of expert witnesses, introduction of new information. • Concern regarding time frames and the opportunity for planning officers to resolve representation issues prior to Hearings and DAP; • Increased time frames and cost. • PlanBuild and its administrative role. 			

¹ For matters of State significance could an alternate pathway be a State Assessment Referral Agency similar to Queensland i.e. TPC continue to act as a state assessment body

Our Reference: 23/5310
Enquiries: Deb Szekely

27 November, 2023

State Planning Office
Department of Premier and Cabinet
GPO Box 123,
HOBART TAS 7001

E: yoursay.planning@dpac.tas.gov.au

E: michael.edrich@lgat.tas.gov.au

Dear Brian,

Position Paper – Development Assessment Panel (DAP) Framework

Thank you for the opportunity to provide comment on the draft Development Assessment Panel (DAP) Framework. Council became aware of the Position Paper on 19 October, 2023 through the State Planning Officer and Local Government Association Tasmania.

The proposal to introduce an alternative pathway for Development Assessment represents a significant departure from the current framework. Following a recent Workshop, the Council conveyed a resolute message to the State Government, expressing commitment to respectful and purposeful engagement in the ongoing process. This commitment was evident as the Council promptly considered the matter during its first available workshop on November 8, highlighting its importance.

The Council deems the current consultation period as disrespectful and inadequate, lacking an understanding of Council processes and meaningful local government participation in reforming the development assessment process. To address this, the Council urges the State Government to extend the consultation period until mid-2024. This extension would provide local government with the necessary time to thoroughly assess the proposal, engage meaningfully, and contribute to the much-needed reform in the Tasmanian planning system.

The position paper outlines the State Planning Office's expectation of the next consultation phase in early 2024, with a Bill tabled in Parliament later that year. The Council finds this timeframe unacceptable, given the significant impact on local government as a planning authority. An extension until mid-2024 is advocated to allow local government to engage responsibly and meaningfully, respecting the complexity of the process and community expectations in development assessment.

Having expressed our concerns regarding the inadequacy of the consultation period, Council wishes to remain open-minded to ensure the proposal is considered in its entirety. The Break O'Day Council is proud of how it has fulfilled its role as a planning authority and like any Council understands there are complexities in the decision making. This planning authority, like many others, has managed to keep the politics out of the process and observe its role as a decision maker. We would like the State to observe the same and consider that if a development

application requires mandatory referral due to the type of application e.g. Social and affordable housing, then this should be considered further within existing decision making frameworks i.e. Major Infrastructure or Projects of State Significance. Additionally, Ministerial referrals of DAs to the DAP and Ministerial direction to initiate a planning scheme amendment provides public perception of increased political interference in decision making.

It is important that any proposed decision making framework doesn't introduce new uncertainty within the process. The range of referral avenues has the potential to introduce greater uncertainty with respect to time frames, ability to appeal a decision and likely conditions. Assessment of discretionary matters have consistency within local government and are informed by Tribunal decisions. There is opportunity within the proposal for increased uncertainty within the process. The proposed DAP framework will introduce extraordinary increases in time frames for the development assessment process which appear to be unnecessary as -

- only a very small percentage of applications are decided in the TASCAT;
- Council has procedures in place to ensure transparency in decision making of Council projects and is not aware of any issues in that regard;
- Is proud of its time frames for decision making and seeks to continually improve the same;
- Ensures every decision on development applications is based on the relevant planning instruments;
- Council seeks to mediate meaningfully with the public with regard to development conflicts.

Further consideration needs to be given to:

- how matters of state interest are best handled and perhaps pathways for Projects of State Significance and Major Infrastructure Development, need to be explored more. An amendment to the pathways and eligibility requirements for matters of state interest should be explored further;
- removing the ability for DAP decisions to be appealed is concerning and consideration needs to be given to consistency in decisions based on interpretation. The introduction of a new decision making entity may introduce conflicting interpretation of use standards and development standards. There appears the possibility of procedural unfairness when those applications that do not meet the criteria for referral to the DAP must exercise appeal through the TASCAT, whilst more complex applications avoid appeal through the DAP;
- The eligibility of applications to be referred to the DAP needs to be clearly articulated and if a proposal meets the eligibility requirements, the DAP should not have the ability to reject the application for assessment through the DAP;
- State interference in the request for further information process is not supported. There is clear information available to assist a planning authority in preparing a request for further information in relation to a development application;
- Any new Ministerial direction in the development assessment process or the amendment of planning schemes, must not be an avenue for political interference;
- The role of PlanBuild must be incorporated into any new pathway and the urgency of furthering PlanBuild needs to be realised and acted upon to ensure all planning reform

progresses together.

Once the State Government has provided a more realistic, considered and respectful consultation time frame, the Break O'Day Council intends to conduct further discussion and consideration with both staff and elected members, in order to provide more targeted and helpful response to the proposal.

I trust you will consider the response by the Break O'Day Council and further consider the need for extending the consultation period to mid-2024 prior to drafting amendments to the Act. The Break O'Day Council maintains an open mind about the proposal and looks forward to contributing meaningfully.

Yours sincerely,

John Brown

GENERAL MANAGER

CC: michael.edrich@lqat.tas.gov.au

Development Assessment Panel (DAP) Fact Sheet



Overview

The government is proposing to introduce the Land Use Planning and Approvals Amendment (Development Assessment Panels) Bill 2024 (the draft Bill) which provides for an alternate assessment pathway for development applications to be determined by an independent Development Assessment Panel established by the Tasmanian Planning Commission (the Commission).

The draft Bill also provides for the Minister to direct a planning authority to prepare a draft amendment to its Local Provisions Schedule (LPS) under certain circumstances where a review under section 40B of the *Land Use Planning and Approvals Act 1993* (the Act) has been exhausted.

DAP Framework - Eligible development applications

A development application may be eligible for DAP determination if it is for a discretionary permit, is not subject to the *Environmental Management and Pollution Control Act 1994*, and meets one of the following:

1. is an application for subdivision to accommodate social and affordable housing or the development of social and affordable housing, that is endorsed by Homes Tasmania as being suitable for DAP determination;
2. where an applicant, or the planning authority with the consent of the applicant, chooses that the development application be determined by a DAP subject to satisfying the following value thresholds:

State Planning Office
Department of Premier and Cabinet



- a. over \$10M;
 - b. over \$5M in a non-metropolitan area; or
 - c. over \$1M if council is the applicant and the planning authority;
3. Upon request to the Minister from either the applicant or the planning authority, where the Minister determines that the development application is suitable for DAP determination because it satisfies one or more of the following criteria:
- a. the application is considered to be of significance to the local area or State;
 - b. the application is overly complex and the planning authority does not have the expertise to assess it;
 - c. the application is controversial, or likely to be controversial;
 - d. the planning authority has, or is likely to have a conflict of interest, or there is perceived bias on the part of the planning authority.

When can applications be referred to a DAP?

Development applications can be referred to a DAP at the beginning of the assessment or anytime during the planning authority's assessment. An application that is referred at the beginning of the assessment follows the process and timeframes outlined in the flowchart in *figure 1*, with the DAP overseeing and coordinating the assessment.

Applications that enter the DAP process partway through the planning authority's assessment has the remaining assessment processes and timeframes determined by the DAP, including the possibility of repeating elements of the assessment.

DAP to seek advice from 'reviewing entities'

The DAP refers all development applications to relevant 'reviewing entities', including the planning authority, Heritage Council and regulated entities. Reviewing entities may request further information through the DAP. The DAP consolidates and coordinates requests and responses to further information.

Planning authority to advise DAP on certain matters

The Planning authority is to provide the DAP with advice on the following:

- any matters relevant under the *Local Government (Building and Miscellaneous Provisions) Act 1993*;

State Planning Office
Department of Premier and Cabinet



- issues or concerns regarding the impact of the proposed use and development on council's assets or infrastructure;
- suggested draft permit conditions that should be imposed to address the impact of the use and development on council infrastructure and assets;
- any other matter that the planning authority would like to bring to the DAP's attention.

DAP undertakes preliminary assessment and exhibits draft report

Once the DAP has advice from the reviewing entities and any further information provided by the applicant, it undertakes a preliminary assessment of the application against the planning scheme provisions. Where the DAP's preliminary assessment is for approval, the draft report will include a draft permit and conditions.

The DAP exhibits the application, advice from reviewing entities, any additional information provided by the applicant and the DAP's preliminary report, including any draft permit, for a period of 14 days. The exhibition notice also includes notification of a hearing date, which is to be not less than 10 days after the close of the exhibition period.

The DAP publishes all representations received during the exhibition period within 3 days of it closing.

DAP to hold public hearings

The DAP is to hold a hearing into the matters raised in the representations. This allows all parties to present their evidence and test the evidence of others.

The DAP can only dispense with holding a hearing if it is satisfied that no representations were received or the representations support the preliminary assessment, and no parties to the proceeding wish to attend a hearing.

DAP to determine development application

Following the hearing, the DAP considers all the information presented and makes a decision on the application. The DAP is to give notice of its decision to the applicant, reviewing entities and representors within 4 weeks of the close of exhibition unless an extension of time has been granted.

If the DAP's decision is to approve the application and grant a permit, the DAP must, in its notice to the planning authority, direct it to issue a permit in accordance with the DAP's decision.

Statutory assessment timeframes

An application involving the provision of social and affordable housing is determined by the DAP within 91 days. The timeframe for determination of other applications is 112 days.

Other statutory timeframes are shown in Figure 1.

Post DAP decision

The planning authority is responsible for enforcing the permit.

Because the assessment has involved a public hearing and the DAP is bound by the rule of natural justice and procedural fairness, there is no right of appeal on the grounds of planning merit to the DAP's decision.

The planning authority can receive and determine applications for a minor amendment to a permit for an application that has been determined by a DAP.

Fees

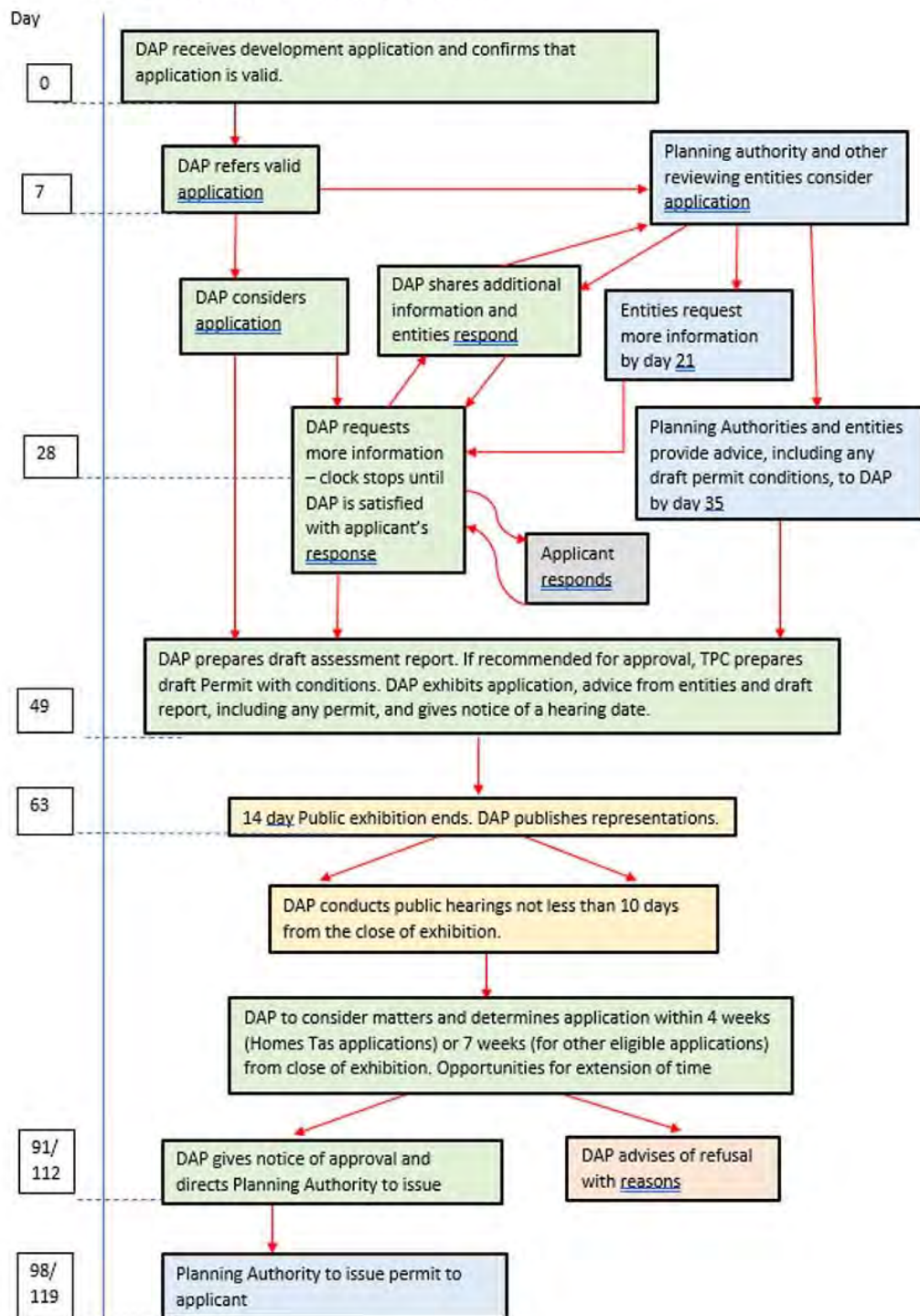
Fees for the assessment of the application by the DAP and the provision of advice by reviewing entities will be prescribed in the Regulations.

Ministerial Direction to prepare draft amendment to an LPS

Section 40B of the Act allows an applicant to request the Commission to review the planning authority's decision to refuse an application to amend its LPS. The Commission can direct the planning authority to reconsider its decision. Where that has occurred, and the planning authority still does not agree to prepare an amendment, the draft Bill allows the Minister to direct the planning authority to prepare a draft amendment of its LPS in accordance with section 40C of the Act, subject to being satisfied that the LPS criteria is met.

An LPS amendment that has been prepared by a direction of the Minister is subject to the usual independent assessment by the Commission.

Figure 1. Proposed DAP Framework Flow Chart



10/24.17.0 GOVERNANCE

10/24.17.1 General Manager's Report

ACTION	INFORMATION
PROPONENT	Council Officer
OFFICER	John Brown, General Manager
FILE REFERENCE	002\012\001\
ASSOCIATED REPORTS AND DOCUMENTS	Nil

OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various 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:

17.09.2024	St Helens	– Reconciliation Action Plan Working Group meeting.
18.09.2024	St Helens	– Break O' Day Employment Connect, monthly meeting of the Board which oversees this project with a focus on operational updates and strategic projects such as future funding of BODEC and the Youth Connector program.
19.09.2024	St Helens	– Economic Development Strategy, participated in the Workshop which was considering the feedback received and prioritising the actions under consideration
19.09.2024	St Helens	– East Coast Regional Study Hub Working Group, presentation from consultants undertaking the investigation into the need for education and training pathway support. Very informative initial findings workshop, further information below.
20.09.2024	Launceston	– Northern region GMs meeting, matters covered included: <ul style="list-style-type: none">○ Northern region Population Strategy review○ Regional Planning Group activities including Regional Land Use projects○ NTARC Climate Change activities
25.09.2024	Launceston	– House of Representatives Standing Committee into local – government sustainability, participated in the public hearing which provided an opportunity to address the submission Council had made and discuss key

		matters of interest to the Committee. Good opportunity to highlight the challenges that we face, whether it makes any difference time will tell.
26.09.2024	Scottsdale	– Dorset Job Fair, attended as Chairperson of the BODEC Board providing an opportunity to connect with organisations supporting the event and the Commissioner and General Manager of Dorset Council
26.09.2024	St Helens	– St Helens RSL Club – official opening of their newly refurbished kitchen and dining areas.
27.09.2024	MS Teams	– Councillor Learning & Development Framework, meeting of the Working Group who are supporting the Office of Local Government in developing the framework..
30.09.2024	MS Teams	– Economic Development Strategy with Stantec consultants for a progress update.
01.10.2024	St Helens	– ESRP Study Hub, participated in a Strategic Planning session to develop a strategic plan to guide the development and implementation of a Study Hub should an application for funding be successful
01.10.2024	St Helens	– Regional Jobs Hub Chairs meeting, led by Stuart Hollingsworth, Director of Jobs Tasmania key items discussed were: <ul style="list-style-type: none"> ○ State Budget and Hub Funding ○ Youth Jobs Strategy (release imminent) ○ National Agenda for Employment Services Reform and the Outcomes Fund
03.10.2024	St Helens	– Regional Development Australia (RDA) Tasmania – meeting with CEO James McKee to discuss the range of activities contained within the Eastern Strategic Regional Partnership and what resources might be required to support progression of activities.
07.10.2024	St Helens	– Audit Panel Meeting
07.10.2024	St Helens	– Council Workshop
09.10.2024	MS Teams	– East Coast Strategic Regional Partnership, meeting with John Dawson – Department of State Growth and James Francis-Smith Department of Premier & Cabinet) to provide an update on progress with the items which Council is connected with and other items relating to the Break O’Day area..
11.10.2024	St Helens	– East Coast Regional Study Hub Working Group meeting.

Meetings & Events Not Yet Attended:

16.10.2024	St Helens	– Break O’Day Employment Connect – monthly meeting of the Board which oversees this project with a focus on operational updates and strategic projects such as future funding of BODEC and the Youth Connector program.
18.10.2024	Scamander	– East Coast Tasmania Tourism (ECTT) Annual General Meeting.
21.10.2024	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 Steve Walley and Andrew MacGregor, Ian Boyce, Michael Seymour (Scamander Bowls Club)

Brief Updates:

ESRP - Study Hub Consultancy update & presentation

The investigation into the nature and extent of need for a Study Hub on the East Coast has been progressing quickly due to the Federal Government opening the Cohort 5 funding round for the Regional Universities Centre program. The project oversight group for the project has received an initial presentation on Part A of the project from the consultants undertaking the project which provided some enlightening information on the local situation, quite sobering. The General Manager has suggested that a presentation to Council on the project would be very informative and ties in directly to the focus that Council has in areas such as population; economic development; community wellbeing and youth. The General Manager will provide a more detailed item on the Study Hub project at the next Council meeting.

Break O'Day Population Analysis

Following on from the presentation that Council received from Dr Lisa Denny, demographer, at the September Council workshop and in line with what Council has done previously, arrangements have been made to hold an online event for interested members of the community.

Arrangements are in place through Eventbrite for interested community members to register for the event which is happening on November 14th.

Communications Report

TOPIC	ACTIVITY	PROGRESS
GENERAL COMMS	BODC Newsletter	Sent out 1 week ago. Included stories on: <ul style="list-style-type: none">• Festival of Wellbeing - 10 October, Come along to this FREE event• New Accessible Toilets and Upgrades at the Scamander Sports Complex• Aquatic Facility Community Sessions - Come along to have your say!• Test your Recycling Knowledge for a chance to win a \$25 gift card
	Five minutes with the Mayor	Mayor's piece about: <ul style="list-style-type: none">• State Growth's St Marys Pass Alternative Route Project and community consultation opportunities.• Garage Sale Trail Campaign to help reduce waste in landfill. Host a garage sale or shop at one over two big weekends in November.• Veterans of Vietnam War service which was attended by Minister Barnett.
	North Eastern Advertiser	Mayor's piece about: <ul style="list-style-type: none">• State Growth maintenance on the Tributary of Wardlaws Creek Bridge.

		<p>This has been completed.</p> <ul style="list-style-type: none"> • Storm-related waste is free to drop off at the St Helens Waste Transfer Station until November 30. • The Man Walk and Mr Perfect event here in St Helens to raise awareness about Mental Health. • Youth Voice to Council for 12-25 year olds.
SOCIAL MEDIA	Break O’Day Council	<ul style="list-style-type: none"> • Storm-related updates and clean-up information. • Festival of Wellbeing • Wellbeing Summit. • Shorebird Breeding Season. • Seniors Week – Bus trip. • Garage Sale Trail. • Australian Citizenship Ceremony. • Aquatic Facility Feasibility Study - community consultation. • Bridal Creeper in Tasmania Project. • Lisa Denny – Break O’Day Future Thinking Demographic Change presentation.
	Shared Social Media Posts	<ul style="list-style-type: none"> • State Growth – St Marys Pass Alternate Route Project community sessions and online survey. • Tasmania Fire Service – Bushfire-Ready Challenge. • The Man Walk and Mr Perfect event for mental health. • Women for Election workshop. • Palliative Care Tasmania – Free screening event. • With One Voice - Big Spring Sing with Jane Christie-Johnston. • St Helens Scout Group – Trivia Night. • A Festival called George. • Break O’Day Christmas Festivities – Expression of Interest: Christmas Carols 2024. • Kentish Regional Clinic – LGBTIQ+ Forum. • St Helens Arts Market. • Circular North – Free disposal of hazardous chemicals. • Bureau of Meteorology – Community workshop. • Beyond Blue – Big blue table.

		<ul style="list-style-type: none"> St Helens Cricket Club Inc – 10-week Cricket Blast program. Relationships Australia Tasmania – Free workshops to celebrate 75 years. Services Australia – Mobile Service Centre visiting service.
JOB OPPORTUNITIES	Break O’Day Council	Environmental Health Officer.
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:

NAME/DETAILS	DESCRIPTION OF USE OF DELEGATION	DESCRIPTION	DELEGATION NO / ACT
DA 233-2020 83-85 North Ansons Road, Anson Bay	Affixing Common Seal	Final Plan of Survey	Number 21 – Miscellaneous Powers and Functions to the General Manager

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

DATE	DOCUMENT	ADDRESS	PID OR DA
04.09.2024	337 Certificate	24293 Tasman Highway, Beaumaris	6792248
06.09.2024	337 Certificate	27 Gray Street, Fingal	6411185
10.09.2024	337 Certificate	51 Quail Street, St Helens	6795094
10.09.2024	337 Certificate	89 Parnella Drive, Stieglitz	1653492
11.09.2024	337 Certificate	Unit 4, 18 Tully Street, St Helens	2818105
11.09.2024	337 Certificate	27 Fraser Street, Fingal	6410772
12.09.2024	337 Certificate	Unit 200 (Lot 16) 36 Franks Street, Falmouth`	9084933
12.09.2024	337 Certificate	6 Lindsay Parade, St Helens	7731746
17.09.2024	337 Certificate	59 Argonaut Road, St Helens	7797673
20.09.2024	337 Certificate	3 Grant Street, St Marys	3180705
20.09.2024	337 Certificate	55 Acacia Drive, Ansons Bay	7319524
24.09.2024	337 Certificate	Dilgers Hill Road, Mathinna	6416584
24.09.2024	337 Certificate	70 Parnella Drive, Stieglitz	2215574
25.09.2024	337 Certificate	P2382 Tully Street (CT186813-45)	7731885

Tenders and Contracts Awarded:

Tender Closing Date	Description of Tender	Awarded To
2pm, Friday 26 July, 2024	Contract 030\002\013 Bay of Fires Master Plan	Hansen Partnership
12pm, Friday 30 August, 2024	Contract 030\001\151 2024/2025 Bituminous Surfacing Program	Crossroads Civil Contracting Pty Ltd

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

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

LEGISLATION & POLICIES:

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	2023 - 2024 Annual Plan Update at 30 June 2024

OFFICER'S RECOMMENDATION:

That Council receive the Review as at 30 June 2024 of the 2023-2024 Break O'Day Council Annual Plan.

INTRODUCTION:

Council's management team prepared the 2023 – 2024 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 26 June 2023 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 2023-2024 Annual Plan as at 30 June 2024. 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 92% completion. Looking at individual Key Focus Areas, progress sits at:

GOAL- Community

Communication	100%
Events & Activities	100%
Volunteering	100%
Community & Council Collaboration	100%
Wellbeing	100%

GOAL – Economy

Opportunities	97%
Brand	63% (clarification being sought from Council)
Population	70% (Predominately timing of Activity)
Housing	100%

GOAL - Environment

Appropriate Development	89% (Residential land activities delayed by staff resource availability)
Land & Water Management	100%
<u>GOAL - Infrastructure</u>	
Community Facilities	90% (Incorporation of some activities into Liveability Strategy reset timeframes)
Towns	85% (Incorporation of some activities into Liveability Strategy reset timeframes)
Recreational Facilities	88% (Linkage to St Helens Foreshore Master Plan is affecting timing on the foreshore Pump Track project)
Roads & Streets	83% (Transport Master Plan delayed by staff resource availability)
Waste Management	97%
<u>GOAL - Services</u>	
Youth	100%
Health & Mental Health	100%
Education, Skills and Training	100%
Access & Inclusion	100%

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

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	Strategy 1.1 Create an informed and involved community by developing channels of communication. : 30% to 100%		John Brown	
100%	01/07/2023	30/06/20	Key Focus Area 1.1.1 Communication: Improve and develop communication processes that lead to the community feeling more informed and involved.	<p>John Brown: Communications activities are progressing well in general with the embedding of the Community Engagement Strategy in our day-to-day activities becoming more ingrained. The key activity this year is a major review of Council's website has now been completed and the findings are going to the April Council workshop.</p> <p>29/04/2024</p>	John Brown	

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 1.1.1.1 Community Engagement Strategy - Ensure that the Community Engagement strategy is embedded into Council activities, understood by the community and review for efficiencies.	<p>Jayne Richardson: The Community Engagement Strategy is now being used when ever we undertake community engagement.</p> <p>The internal templates created are being utilised by staff and is resulting in a consistent approach to our engagement.</p> <p>The Community Engagement page on the website is being used to not only promote opportunities for engagement but also to provide updates on where we are at with our engagement activities.</p> <p>As part of the Digital Transformation project and Review of the website, we will look for ways to better present and promote community engagement opportunities. <i>29/07/2024</i></p>	Jayne Richardson	Chris Hughes
100%	01/07/2023	30/06/20	→ 1.1.1.2 Communications - Review communication methods to ensure they are diverse so as to reach a broad range of community members.	<p>Jayne Richardson: The internal templates developed for staff through the implementation of the Community Engagement Strategy has significantly assisted staff in determining which communication platforms are most appropriate for their audience.</p> <p>We continue to focus on a balance of both digital and hardcopy communications to ensure that we have a broad reach within our community.</p> <p>After a community engagement activity is completed, we use this as an opportunity to refelct on how our communications plan went and whether we need to make any changes for future communications.</p> <p>We have scheduled a full website review for the 24-25 Finacial Year which will include a community survey around accessing council information. <i>29/07/2024</i></p>	Jayne Richardson	

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/11/2023	30/04/20	→ 1.1.1.3 Website - Undertake a review of the entire Break O'Day Council website to look for improvements that will lead to a more accessible and easy to navigate website.	<p>Jayne Richardson: The Executive Officer developed a Review Plan for BODC's website which will be implemented in the 24/25 Financial Year with the purpose of:</p> <ol style="list-style-type: none"> 1. Considering the use of the website from a community perspective 2. Offering a platform for the digital delivery of online services 3. Ensuring that all information is easy to access and understand 4. Considering any added functionality tools that will improve the community's User Experience (UX) and User Interface (UI) <p>The Plan and required funds were approved by Councillors at the April 2024 workshop and will be implemented in the 24-25 FY as part of the larger Digital Transformation Program. Considerations 29/07/2024</p>	Jayne Richardson	Anna Williams
100%	01/07/2023	30/06/20	Strategy 1.2 Build community capacity by creating opportunities for involvement or enjoyment that enable people to share their skills and knowledge. : 30 to 100		John Brown	-
100%	01/07/2023	30/06/20	→ 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.	<p>John Brown: A number of events have occurred towards the end of 2023 and early into 2024 which is the normal situation as the event season is typically spread through this period through into January. A number of other events are spread through the remainder of the year with Council officers assisting with their delivery. A solid program around environmental awareness has been underway which has also included a number of smaller events and activities. Progress is as expected and planned. 29/04/2024</p>	Chris Hughes	-

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 1.2.1.1 Environmental Awareness - Encourage and improve the sustainable enjoyment, use and care of the natural environment with communications and support for activities.	<p>Polly Buchhorn: Efforts to inform and engage the community actively in the natural environment ran throughout the year. As well as information and education services to the community, we collaborated and shared information with other agencies like Tasmania Parks and Wildlife Service, Biosecurity Tasmania, the Shore Bird Working Group, the Environment Protection Authority, NRM North and other community groups active in this space.</p> <p>Some of the activities undertaken this year include:</p> <ul style="list-style-type: none"> · Support for a farmer group in the George catchment to share new ideas and knowledge for sustainable production · Responsible cat management information sessions and DIY 'catio' display · Sponsoring Break O'Day volunteers to attend the 2023 Landcare Tasmania Conference · Working with the <i>Hands on Learning</i> students at St Helens District High School to plan and then implement a National Trees Day native understory project at the St Helens dog park · Collaborating in the Irapuna Community Weekend, a National Science Week event, which saw over 100 volunteers walk over 50km of the Irapuna coastline help keep it free of sea spurge and marine debris during five clean-up beach walks in August · Weed of the month promotion in Council's monthly newsletter and biosecurity alert social media posts · Waste education posts - aimed at encouraging community to <i>reduce, reuse and recycle</i> · Working with PWS and the Shore bird group around dogs on beaches <p>16/07/2024</p>	Jayne Richardson	Polly Buchhorn
100%	01/07/2023	30/06/20	→ 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.	<p>Chris Hughes: Council staff have continued to work with community and commercial groups who are running events in our community throughout the year. This year we have seen some new events occurring through the municipality. Council staff continue to work with the organisers of these events to ensure that all relevant licences etc are in place.</p> <p>03/07/2024</p>	Chris Hughes	Jenna Barr
100%	01/07/2023	30/06/20	→ 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.	<p>John Brown: Ongoing discussions with East Coast Tasmania Tourism regarding even activities and promotion across Winter. Support provided to Easy Tiger for the Festival of Voices event held on 20 June 2024 in St Helens.</p> <p>02/08/2024</p>	Erica McKinnell	Anna Williams

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 1.2.1.4 Sustainable Events - Promote and support best practice sustainable events and implementation of the Soft Plastics policy on Council land.	<p>Chris Hughes: Council staff continue to work with event organisers encouraging them to practice sustainable practices when running events. For example, using biodegradable packaging, ensuring that there is the option for recyclable rubbish and encouraging them as part of their planning to have 'bin monitors' close by to ensure that the recycling bins are not contaminated.</p> <p>09/07/2024</p>	Chris Hughes	Jayne Richardson
100%	01/07/2023	30/06/20	→ 1.2.1.5 Festival of Wellbeing - Support the development and delivery of the Festival of Wellbeing, designed with our community to meet shared aims.	<p>John Brown: the 2023 Festival of Wellbeing saw about 350 people take part in the Festival on Saturday 14 October including 48 contributors. Some came along for the first time. Lots of people returned to enjoy our Wellbeing Day in Break O'Day. This year saw both indoor and outdoor wellbeing spaces, with a windy day creating a few challenges. It was fabulous to see the Royal Flying Doctors Bus, StarFM, local sports clubs and our local emergency services hosting games and spaces outdoors alongside the Wellbeing Project reinventing our octopus mascot 'Octo' as a pebble sculpture. A highlight was watching a small group of festival goers following With One Voice Choir around as they moved about the venue!</p> <p>Planning is well underway for the 2024 Festival of Wellbeing is held annually in Mental Health Week in October. Planning for the annual event involves supporting a working group, the Wellbeing Collective. The Collective seek community input and meet regularly to plan the Festival and other activities associated with the Wellbeing Project. In 2024 the Festival will be followed by a Wellbeing Summit. An inclusive community conversation about a thriving Break O'Day.</p> <p>07/08/2024</p>	Leah Page	-
100%	01/07/2023	30/06/20	→ 1.2.1.6 Mountain Bike Events - Work with interested organisations to develop a sustainable Mountain Bike event for the St Helens Network.	<p>Erica McKinnell: Geocentric Outdoors have re-assed their business model and cancelled all future Dragon Trail events.</p> <p>04/07/2024</p>	Erica McKinnell	-
100%	01/07/2023	30/06/20	→ Key Focus Area 1.2.2 Volunteering - Build community sustainability and inclusion through a culture of volunteering and support within our community.	<p>John Brown: A small but important area of focus, and it was very pleasing to see the volunteers which came together to deliver the Christmas Festivities across the Break O'Day area. It had been expected that our Emergency Services volunteers would have a busy period during the Summer period, fortunately this did not eventuate.</p> <p>29/04/2024</p>	Chris Hughes	-

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 1.2.2.1 Strategy Implementation - Implement the Volunteer Strategy and build the volunteer base through promoting opportunities to volunteer.	<p>Chris Hughes: Council continues to actively engage with potential volunteers, informing them about community groups that need assistance with their projects. Council staff have collaborated with a volunteer group to review the Arts & Cultural Strategy, leveraging the volunteers' skill sets to benefit both community events and strategic document reviews. An achievement was the formation of the Break O'Day Festivities Committee, where volunteers organised events and decorations for the entire municipality during the festive season, with support from Council staff. This initiative included volunteer representatives from across the municipality working together. Additionally, volunteers have been recruited to assist event organisers, such as during the Wellbeing Festival, where a call for volunteers was made to support the event's operations.</p> <p>09/07/2024</p>	Chris Hughes	Jenna Barr
100%	01/11/2023	20/04/20	→ 1.2.2.2 Emergency Management Volunteers - Develop Council's base of volunteers to provide support in an emergency situation including provision of training.	<p>John Brown: Council over the years has developed a list of community members who have undertaken some training in relation to managing and maintaining evacuation and recovery centres. Council staff are now able to call on these volunteers to step up and assist if there is an emergency event impacting on our community. Council staff have continued to work with Red Cross Australia in offering training opportunities for those in our community who have shown an interest in assisting our community when it is impacted by an emergency event.</p> <p>29/08/2024</p>	Chris Hughes	Angela Matthews
100%	01/07/2023	30/06/20	Strategy 1.3 Foster and support leadership within the community to share the responsibility for securing the future we desire. : 30 to 100		John Brown	-
100%	01/07/2023	30/06/20	↳ 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.	<p>John Brown: Activity is picking up in relation to a couple of the key activities in this KFA with the work which is now happening with the Arts & Cultural Strategy as well as the Portland Court Building. Township Plan reporting also occurred during the last 3 months which is important to support the collaboration work of the community and Council.</p> <p>29/04/2024</p>	John Brown	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 1.3.1.1 Customer Feedback - Develop and promote methods for easy customer feedback and contact with Council.	<p>Jayne Richardson: Council Officers continue to encourage community to sign up to our email databases. This is done everytime we undertake community consultation as well as through the promotion of the newsletter on social media and in the newsletter itself. We are also still collecting new resident emails when they take our New Resident Survey.</p> <p>A review of the New Resident pack has been completed. Through this review it has been decided to redevelop the new resident survey through survey monkey to allow easier and more concise collation of the data recorded.</p> <p>Through the website review process, potential engagement tools will be researched with the aim of increasing engagement between council and the community as well as access to Council information.</p> <p>29/07/2024</p>	Jayne Richardson	-
100%	01/07/2023	30/06/20	→ 1.3.1.2 Local Township Plans - Finalise Plans and implement the activities from the Township Plans, report back to the community on progress.	<p>John Brown: Nine local Township Plans were completed and signed off by Council early in the reporting year. Council has provided its first round of feedback to the community in April 2024 and received favourable comments from the community. Council staff continue to work on the identified actions within the Township plan documents.</p> <p>05/08/2024</p>	Chris Hughes	-
100%	01/07/2023	26/04/20	→ 1.3.1.3 Arts & Cultural Strategy - Work with the community group to review the Strategy and reflect changes in an update of the document.	<p>Chris Hughes: The Art & Cultural Committee, comprising of ten community members, was established to review the Art and Culture Strategy. The committee has identified opportunities for growth and reviewed existing community initiatives. They have been actively reviewing the current strategic document and planning future events. The Terms of Reference was incorporated into the committee structure.</p> <p>09/07/2024</p>	Chris Hughes	Leah Page
100%	01/07/2023	30/06/20	→ 1.3.1.4 Portland Court Building - Develop the use of the former Hub 4 Health building through a co-design process with the community.	<p>Chris Hughes: Council staff have been seeking Expressions of Interest to develop a management plan for the Hub4Health facility. The Council has actively participated in the Local Government of Tasmania workshops relating to the Lift Local Grant for Health and Wellbeing planning. The network also receives a quarterly electronic newsletter and has identified a need for improved promotion and cross-referral of services. This network remains a valuable forum for identifying health and wellbeing needs, gaps, and opportunities, fostering connections and collaborations.</p> <p>09/07/2024</p>	Chris Hughes	Leah Page
100%	01/07/2023	30/06/20	Strategy 1.4 Foster a range of community facilities and programs which strengthen the capacity, wellbeing and cultural identity of our community. : 30 to 100		John Brown	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 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.	<p>John Brown: Activity in this KFA is very much focussed in the front end of the year with the delivery of the Wellbeing Certificate. The redesigned approach has been very successful and provides a blueprint for the future. Activities are continuing to spin out from the Wellbeing Certificate participants which importantly includes the coming together of a group of people as the Wellbeing Collaborative.</p> <p>29/04/2024</p>	John Brown	-
100%	01/07/2023	30/06/20	→ 1.4.1.1 Wellbeing Pilot Project - Refine the project delivery approach to reflect participant feedback and support the implementation of the Break O'Day Community Wellbeing Pilot Project and related project activities.	<p>John Brown: The Wellbeing Project variation and extension was finalised with the Tasmanian Community Fund. The new project end date is June 2025. A revised agreement with the University of Tasmania for the Project Evaluation was also finalised.</p> <p>The Wellbeing in Break O'Day website www.wellbeingaction.org continues to be updated with content and showcases the local actions underway.</p> <p>The 2023 Wellbeing Certificate was reviewed with the assistance of past participants leading to a redesign of the Wellbeing Certificate for 2023. This included changing to a face-to-face 8 week program with less content and the development of a wellbeing website to support the sharing of information. The refinements include more focus on co-creating wellbeing wisdom together and planning for community actions.</p> <p>Delivery saw two wellbeing groups undertaking the program culminating in a dinner together on 23 November to connect, learn more about each other's activities and wellbeing actions, and to celebrate all they learned and achieved in 2023. They generously shared reflections about their participation in the program.</p> <p>Nine new impact projects are underway (at various stages of development) from the 2023 cohort. Coaching by the 2023 trainers is ongoing. 2021-22 projects continue to be developed and implemented.</p> <p>Refinements were undertaken for the delivery of the 8-week 2024 Wellbeing Certificate starting July in St Helens and Fingal. The training package was updated to include a 'Community Action Planner' to support people to design their own community actions to create wellbeing for others. A Consultant has been contracted to co-deliver the sessions with Council. This year's programs will be hosted at the St Helens and Fingal Valley Neighbourhood Houses.</p> <p>07/08/2024</p>	Leah Page	-

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	1.4.1.2 Wellbeing - Partner with the community to identify, design and deliver wellbeing actions and activities.	<p>John Brown: The Wellbeing Collective are meeting monthly to review past activities and co-design new activities. They are also connecting with past participants to continue to support the development and implementation of their community actions. Community led projects and actions are showcased on the wellbeing website. www.wellbeingaction.org.</p> <p>Projects are underway from the 2022 and 2023 Wellbeing Certificate participants including a Women's surfing group, wellness directory, mindfulness workshops, play it forward cards, gratitude tree, and positive psychology messaging being included in a youth outdoor experience.</p> <p><i>07/08/2024</i></p>	Leah Page	-

ECONOMY

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
97%	01/07/2023	30/06/20	Strategy 2.1 Develop and highlight opportunities which exist and can be realised in a manner that respects the natural environment and lifestyle of the Break O'Day area. : 30 to 100		John Brown	-
97%	01/07/2023	30/06/20	↳ Key Focus Area 2.1.1 Opportunities - Identify and realise opportunities that develop and support the Break O'Day economy in a sustainable manner.	<p>John Brown: This is a large area of activity for the year ahead. Completion of the Tourism Strategy review was a good task to complete and we have now reached the stage of bringing a consultant on board to complete the Economic Development Strategy Review. Some planned activities are linked to this review process.</p> <p>Some activities are being affected by a reliance on external parties to play a role, i.e. Visitor Information Provision (we may need to consider deleting this activity) and Bay of Fires Master Plan which we have now secured the required additional funding to undertake.</p> <p>29/04/2024</p>	John Brown	-
100%	01/07/2023	30/06/20	→ 2.1.1.1 Opportunity Promotion - Identify platforms to promote Break O'Day as a desirable location for economic development.	<p>John Brown: The updated Investment prospectus has been uploaded to the website. Council officers continue to discuss opportunities available with RDA Tasmania.</p> <p>02/08/2024</p>	Anna Williams	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 2.1.1.3 Business Opportunities - Research and examine opportunities that could create jobs in Break O'Day (BOD).	<p>Jayne Richardson: This financial year we started the process of developing an Economic Development Strategy for Break O'Day which will inform where council and the community place their focus when considering employment opportunities for the region. Consultants Stantec were appointed and started undertaking stakeholder consultation in late June. The aims of the Economic Development Strategy are:</p> <ul style="list-style-type: none"> - Establish a shared Vision for the economic future through - o Developing a detailed understanding of what the community sees as important characteristics of the economic future; and o Developing a detailed understanding of the existing economic activities occurring within the region, including strengths, weaknesses, opportunities, and challenges. - Details directions and opportunities which align with this Vision to develop the economy of the Break O'Day area through - o Consideration of where the area is placed and the role it plays in the context of the East Coast of Tasmania, the northern Tasmania region, and the State; o Examination of key economic drivers of the area and trends potentially affecting these drivers; and o Identifying opportunities which can strengthen and diversify the economy. - Consideration of how economic leadership can be fostered in the Break O'Day area. <p>29/07/2024</p>	Anna Williams	Jayne Richardson
100%	01/07/2023	30/06/20	→ 2.1.1.4 Economic Leadership - Nurture and support development of local leadership and participation in projects which support this including the Gastronomy project.	<p>John Brown: February business workshop was successful with 16 businesses registered and follow-up one-on-one meetings between workshop provider and business'. The consultation process during the Economic Development Strategy shall include local business and entrepreneurs acting as a mechanism for networking and collaboration of ideas to stimulate activity within the region. Workshops have provided an opportunity for local leadership to commence coalescing.</p> <p>02/08/2024</p>	Anna Williams	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/12/20	→ 2.1.1.5 Understanding Local Business - Assess the usefulness of a regular business survey regarding the needs of businesses and local economic trends and decide whether to continue.	<p>Anna Williams: It has been determined that the survey should be considered as part of a potential action of the future Economic Development Strategy. Given the ongoing stakeholder consultations within the business community pertaining to the Strategy, it is deemed advisable to capitalise on this process to delineate the potential direction, if any, for the business survey. This approach aligns with the objective of optimising our resources and ensuring efficiency in our strategic planning endeavors.</p> <p>09/01/2024</p>	Anna Williams	-
100%	01/07/2023	30/06/20	→ 2.1.1.6 Circular Economy - Examine opportunities to participate in projects focused on developing the Circular Economy at the regional and local level.	<p>David Jolly: The Northern Tasmanian Waste Management Partnership has drafted the Circular North Strategic Plan 2023-2028, and the public engagement process has concluded. The Plan will be finalised early in the 2024-2025 financial year. The Plan is aligned with the Tasmanian Government "Draft Tasmanian Waste and Resource Recovery Strategy 2024-2025 and sets a vision, goals, and actions for reducing waste generation, increasing resource recovery, and creating a circular economy in Tasmania. The Partnership currently utilises opportunities presented under the National Product Stewardship Schemes (PSS) for collecting and recycling a range of waste materials. Break O Day has used the scheme for e-waste, tyres, batteries, agricultural herbicides, and pesticide containers through the Drum Muster Program.</p> <p>26/07/2024</p>	Anna Williams	David Jolly
100%	01/07/2023	30/06/20	→ 2.1.1.7 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.	<p>Erica McKinnell: BODEC provides support to the activities of BODEC through the General Manager and Human Resource Coordinator participation on the BODEC Board. Operational activities focus on the core business of achieving sustainable employment matches and addressing barriers to employment.</p> <p>The inaccessibility to Childcare and Transport continue to be the main barriers to employment in Break O'Day. BODEC are a stakeholder in the State Government Free Child Care Policy implementation for 0-32 year old, with St Helens having been selected as a trial site.</p> <p>Addressing the impact of the shortage of worker accommodation is an increasing focus of Jobs Tasmania and DPAC due to the impact on the hospitality and Tourism sector. It forms part of the East Coast Strategic Regional Partnership.</p> <p>BODEC led the development of a submission to the State Budget Community consultation as part of the Regional Jobs Hub network as well as leading the lobbying activities during the recent State election.</p> <p>04/07/2024</p>	John Brown	Erica McKinnell

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
90%	01/07/2023	30/03/20	→ 2.1.1.8 Industrial Land Use Study - Complete Industrial Land Use Strategy which identifies Demand, Needs, Limitations and Opportunities for Industrial Expansion for Break O'Day Council.	<p>John Brown: During the year the focus has been on completion of the Scoping Study to provide information of the current state of play for industrial land in the Break O'Day area with a draft completed and with management for review. During the 2024-25 year the project will take this information further to identify future needs.</p> <p>05/08/2024</p>	Deb Szekeley	Anna Williams
100%	01/07/2023	30/06/20	→ 2.1.1.9 Marketing - Work with East Coast Tourism, Tourism agencies and Break O'Day Chamber of Commerce and Tourism to promote our area as a desirable tourism destination.	<p>Jayne Richardson: This Financial Year the Chamber of Commerce Executive Committee changed. This is a big change for the Chamber and ECTT and ourselves we continue to watch the space carefully looking for opportunities to collaborate and support Chamber's activities moving forward.</p> <p>Activities in this space include:</p> <ul style="list-style-type: none"> • Regular meetings with East CTT CEO • Promotion of Business related workshops etc • Development of a Business Survey • Development of an entry for Binalong Bay in the Tiny Tourism Town with ECTT for Tassie's Top Tourism Town competition <p>During our regular meetings with East Coast Tasmania Tourism, we discuss state and regional marketing opportunities which have included local business inclusions in the Off Season campaign as well as ensuring they are listed on the Australian Tourism Data Warehouse which is an online platform that is used by tourism agencies across the nation to promote activities and attractions.</p> <p>29/07/2024</p>	Jayne Richardson	Anna Williams
100%	01/07/2023	30/06/20	→ 2.1.1.10 Visitor Information Provision - Work with East Coast Tasmania Tourism (ECTT) to complete a review of the St Helens Visitor Information Services having regard to the review initiated by the Tasmanian Government.	<p>John Brown: Throughout the year Council officers followed up this activity with East Coast Tasmania Tourism as it needed to be driven by them taking into account the State context. The matter was discussed with Council during the formulation of the 2024-25 Annual Plan and it was decided to not pursue the review process.</p> <p>In the meantime, Council continues to relay to ECTT the door figures of our VIC which have continued to show strong usage over the year showing how important the Centres are to the visitor economy.</p> <p>02/08/2024</p>	John Brown	Jayne Richardson

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	05/01/20	→ 2.1.1.11 Bay of Fires Master Plan - Support and participate in the process to develop a Master Plan for the Bay of Fires area, lobby for increased funding.	Chris Hughes: Council successfully secured funding through the East Coast Strategic Regional Partnerships for the Bay of Fires Master Plan project, which was included in its State Election priorities and NTDC Regional Priority Projects process. All consultants who previously expressed interest are eager to participate in the next phase of the project. 09/07/2024	Chris Hughes	-
75%	01/07/2023	30/06/20	→ 2.1.1.2 Economic Strategy - Develop new Strategy based on the review completed in 2022 - 2023 and the process agreed by Council.	John Brown: A review of the Economic Development strategy was commenced during the year with a consultant engaged in April 2024 to undertake the review process. An initial round of stakeholder and community engagement was undertaken towards the end of the 2023-24 year with further engagement and strategy development happening in the 2024-25 year. 07/08/2024	Anna Williams	-
100%	01/07/2023	30/12/20	→ 2.1.1.12 Tourism Strategy - Undertake a review of the existing Tourism Strategy for Council consideration.	John Brown: A review was provided to the September Council workshop for consideration with a recommendation to remove the Tourism Strategy as a strategic document and ensure tourism is considered within Economic Development Strategy which is being developed. 26/10/2023	Anna Williams	-
0%	01/07/2023	30/06/20	Strategy 2.2 Provision of relevant training and skills development programs to create a workforce for the future that meets the changing needs of business. : 30 to 100		John Brown	-
63%	01/07/2023	30/06/20	Strategy 2.3 Create a positive brand which draws on the attractiveness of the area and lifestyle to entice people and businesses to live and work in Break O'Day. : 30 to 100		John Brown	-
63%	01/07/2023	30/06/20	→ 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.	John Brown: Activity in this KFA has not progressed as planned, consideration needs to be given to the direction which needs to be followed. 29/04/2024	John Brown	Jayne Richardson
25%	01/01/2024	30/06/20	→ 2.3.1.1 Township Brand - Engage with Township communities in order to understand the uniqueness of their communities and develop a brand identity.	John Brown: Initial work was undertaken scoping out the nature and purpose of why a Brand would be established. Progress with this activity was impacted due to the availability of resourcing. This activity has been included in the 24/25 Annual Plan and the responsible officer will be seeking clarification from Councillors around what their expectations and outcomes are of this activity. Once this is clarified, the relevant officer will progress this activity. 07/08/2024	Jayne Richardson	Anna Williams

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/01/2024	30/06/20	→ 2.3.1.2 Communications - Communicate individual township identities to Tourism bodies and other stakeholders.	<p>Jayne Richardson: Council Officers continue to work with East Coast Tasmania Tourism to understand the brand of our region and individual townships.</p> <p>As Tourism bodies market the region and state, individual township brands are not of a lot interest to them, however, the uniqueness of our individual townships is shared with these organisations.</p> <p>29/07/2024</p>	Jayne Richardson	Anna Williams
85%	01/07/2023	30/06/20	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		John Brown	-
70%	01/07/2023	30/06/20	→ Key Focus Area 2.4.1 Population - Monitor changes in an ageing population in order to understand and address challenges and opportunities this creates.	<p>John Brown: As noted in previous updates, resources were focussed on the Housing activities and Economic Development Strategy review. Soon after we commenced progressing these activities the Strategic Regional Partnership for the East Coast has come along to throw a bit of a curve ball with the work that will be undertaken through this process.</p> <p>29/04/2024</p>	John Brown	-
90%	01/07/2023	30/09/20	→ 2.4.1.1 Population Analysis - Complete review of information from 2021 Census with presentation to Council, stakeholders and the community.	<p>John Brown: Dr Lisa Denny completed an analysis of the population in June 2024 providing a report, Future Thinking: Demographic change in Break O'Day. This report is being used as part of the Feasibility Analysis for the Break O'Day Aquatic Facility and the Economic Development Strategy Review. Presentations to the Council, key stakeholders and the community are being scheduled for August and September.</p> <p>05/08/2024</p>	John Brown	-
50%	01/07/2023	31/03/20	→ 2.4.1.2 Population Strategy - Develop Strategy to address Break O'Day Council's Ageing Population.	<p>John Brown: The review of Break O'Day population undertaken by Dr Lisa Denny is a precursor to completion of the Strategy and provides important direction for consideration. The signing of the Strategic Regional Partnership MoU for the East Coast will impact timing to progress this activity due to inclusion of Population as an item to be addressed.</p> <p>06/08/2024</p>	John Brown	Anna Williams
100%	01/07/2023	30/06/20	→ 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.	<p>John Brown: The affordable housing project has now substantially progressed through the process and the resources required have been very substantial. At a more strategic level this KFA forms part of the Strategic Regional Partnership MoU for the East Coast by developing an understanding of housing needs along the coast. This also ties back to the population work which needs to occur.</p> <p>29/04/2024</p>	John Brown	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 2.4.2.1 Housing Needs Assessment - Advocate for the Tasmanian Government to complete a housing needs assessment for the East Coast which feeds into developing a housing strategy.	<p>John Brown: Development of localised regional Housing Needs analysis forms part of the State Housing Strategy. The development of an East Coast Housing Needs Analysis will form part of the Strategic Regional Partnership MoU for the East Coast which was signed in early February.</p> <p>06/08/2024</p>	John Brown	Anna Williams
100%	01/07/2023	30/03/20	→ 2.4.2.2 State Housing Strategy - Participate in the development of the Tasmanian Government's Housing Strategy.	<p>John Brown: The Tasmanian Housing Strategy has been released, of which the Break O'Day Council provided a submission during the consultation stage.</p> <p>06/08/2024</p>	Anna Williams	-
100%	01/07/2023	30/03/20	→ 2.4.2.3 Aged Housing - Pursue investment in construction of Independent Living Units in the area.	<p>John Brown: Initial discussion has happened with CEO of Medea Park, and now the current extension project has been completed the focus can return to this opportunity.</p> <p>05/08/2024</p>	Anna Williams	-
100%	01/07/2023	30/03/20	→ 2.4.2.4 Council Investment - Examine and pursue opportunities for greater Council involvement in the provision of housing.	<p>John Brown: Following completion of the Public Land process for the Fingal project with no Appeals to the disposal being received, discussions are now progressing with CentaCare Evolve on the project to finalise the Lease arrangements to Council's satisfaction. Discussions with Homes Tasmania are ongoing in relation to other land owned by Council</p> <p>05/08/2024</p>	Anna Williams	-
100%	01/07/2023	30/06/20	→ 2.4.2.5 Public and Emergency Housing - Lobby and work with the State Government and housing providers to build new affordable housing and emergency housing.	<p>John Brown: Affordable housing projects are being pursued at Fingal with CentaCare Evolve and at St Marys with Homes Tasmania. Additional focus will come through the Strategic Regional Partnership for the East Coast. Emergency housing needs are raised during ongoing discussions</p> <p>05/08/2024</p>	John Brown	Anna Williams

ENVIRONMENT

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
89%	01/07/2023	30/06/20	Strategy 3.1 Ensure the necessary regulations and information is in place to enable appropriate use and address inappropriate actions. : 30 to 100		John Brown	-
89%	01/07/2023	30/06/20	↳ Key Focus Area 3.1.1 Appropriate Development: Encourage sensible and sustainable development through sound land use planning, building and design.	<p>John Brown: A very large area of activity with a lot of work relating to the strategic level and Policy development. The LPS coming into effect early in the year has been a highlight and involved a subsequent public exhibition and hearing process. The Strata Policy that was developed will greatly assist in controlling Strata developments. A number of items of strategic work have reached a point ready to progress as resources and time permits.</p> <p>29/04/2024</p>	Jake Ihnen	-
100%	01/07/2023	30/06/20	↳ 3.1.1.2 Regional Land Use Strategy - Actively participate in and support the review of the Northern Tasmania Regional Land Use Strategy.	<p>Jake Ihnen: Participation in the review of the Regional Land Use Strategies continues and will continue into the 2024/2025 financial year. The strategic work undertaken has included a proposed Scamander/Beaumaris Structure Plan which will feed into this process. A report on the Scamander Beaumaris Structure Plan has been presented to a Council Workshop (October) and Council has directed Development Services to progress this work.</p> <p>The State Planning Office has progressed the review of the framework with the release of Regional Planning Framework Consultation Report – Summary of submissions. A report is presented to Council separately. At the same time or shortly after the State Government will commence the review of the existing regional land use strategies.</p> <p>03/07/2024</p>	Deb Szekely	Jake Ihnen
100%	01/07/2023	30/06/20	↳ 3.1.1.3 Local Provisions Schedule (LPS) - Progress the Approval of the LPS in accordance with requirements of the Tasmanian Planning Commission, and subsequent implementation actions once approved.	<p>Jake Ihnen: The Tasmanian Planning Commission has now approved the latest's proposed amendments to the scheme, including the local Provisions schedule which forms part of the Tasmanian Planning Scheme. The process has now been finalised.</p> <p>03/07/2024</p>	Deb Szekely	Jake Ihnen
100%	01/07/2023	30/11/20	↳ 3.1.1.4 Strata Policy - Implement a Strata Policy including Communication Strategy which provides inclusion of appropriate development controls.	<p>John Brown: The Strata Policy No EP11 was approved by Council at its meeting on 21 August 2023 following a targeted consultation within the development community and legal counsel review.</p> <p>06/08/2024</p>	Deb Szekely	Jake Ihnen

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/04/20	→ 3.1.1.5 Low Density Residential Review - Review land area within the Low Density Residential Zone and quantify impact of State Planning Policy in relation to minimum lot size on supply.	<p>Jake Ihnen: In the first 6 months of the financial year, vacant residential land within the Low Density Residential Zone has been investigated for the St Helens area and surrounds. An overlay has been incorporated into Council mapping software showing vacant residential land in St Helens, Binalong Bay, Stieglitz, Akaroa, Beaumaris, Scamander, St Marys, Falmouth and Fingal. This will be further refined and scrutinised. The project will be further developed through the Break O Day council Land Use strategy review.</p> <p>03/07/2024</p>	Deb Szekely	Jake Ihnen
100%	01/07/2023	30/06/20	→ 3.1.1.6 Scamander/Beaumaris Township Structure Plans - Commence process for a detailed examination of the structure of this area to address growth which is occurring.	<p>Jake Ihnen: A report was prepared and presented to Council at its Workshop on Monday 2 October 2023. Council instructed Development Services to progress the preparation of a Project Brief to further this body of work and to discuss with the State Planning Office opportunities for funding contributions. The State Planning Office and Council staff are working towards a final brief and this now forms a new action in the 2024/2025 financial year.</p> <p>03/07/2024</p>	Deb Szekely	Jake Ihnen
50%	01/07/2023	30/06/20	→ 3.1.1.7 Break O'Day Council Land Use Strategy 2015 - Review Strategy including progression of recommendations applicable to the Low Density Residential and Rural Living Zones.	<p>John Brown: During the year a number of activities were undertaken which will feed into the Land Use Strategy Review</p> <ul style="list-style-type: none"> Review of the Land Use Strategy has been completed. Review of Low Density Residential land has commenced. Review of Rural Living Zone has commenced and modifications during the LPS phase have been implemented. <p>06/08/2024</p>	Deb Szekely	Jake Ihnen
50%	01/07/2023	30/06/20	→ 3.1.1.8 Vacant Residential Land - Complete a comprehensive review to gain an understanding of life cycle of current lots and development trends.	<p>Jake Ihnen: Development Assessment activities have taken priority over this strategic work, however, data analysis and capturing has commenced and further work is being developed as time permits. The review of the Land Use Strategy (2015) will be a key activity in the 2024/2025 financial year and the work completed to date will form part of this review process.</p> <p>03/07/2024</p>	Deb Szekely	Jake Ihnen
100%	01/07/2023	30/06/20	→ 3.1.1.9 State Planning Policy - Participate in review of State Planning Policy by providing comments associated with the review of Regional Land Use Strategy (RLUS), State Planning Provisions and State Planning Policies.	<p>Jake Ihnen: The State Planning Office (SPO) continues to work through the review of the State Planning Provisions (SPPs). Action Groups have been created and the Senior Town Planner continues to participate in Action Group 1 and Action Group 2 - Improving Residential Standards. This work is now considered 'business as usual' and Council officers will continue to participate in the action groups that are closely relates to Break O Day Council issues.</p> <p>03/07/2024</p>	Deb Szekely	Jake Ihnen

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 3.1.1.1 Flood Prone Area Procedures - Work with the State Emergency Service to improve flood risk mapping for land use development and incorporate in strategy, controls and associated procedures to ensure flood-prone hazard areas are developed and used appropriately.	<p>Jake Ihnen: The State Emergency Service provided a briefing on flood modelling statewide completed by the Tasmanian Flood Mapping project and next steps to apply the improved flood risk information to the Tasmanian Planning Scheme (TPS). This discussion has informed interpretation of 'tolerable risk' as a benchmark in the TPS and needs for more municipal flood data on higher and future risks. Further work is still planned to improve local flood risk information and strategic controls to ensure flood-prone hazard areas are developed and used appropriately through the TPS and a coordinated approach and implementation with statewide actions</p> <p>03/07/2024</p>	Jake Ihnen	David Jolly Deb Szekely Polly Buchhorn
0%	01/07/2023	30/06/20	Strategy 3.2 Increase the community's awareness of the natural environment, the pressures it faces and actions we can take to sustain it and what it provides. : 30 to 100		John Brown	-
100%	01/07/2023	30/06/20	Strategy 3.3 Undertake and support activities which restore, protect and access the natural environment which enables us to care for, celebrate and enjoy it. : 30 to 100		John Brown	-
100%	01/07/2023	30/06/20	→ 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.	<p>John Brown: Actions are proceeding as planned in this large area of activity. Review of the Dog Management Policy is underway and will be finalised before the end of the financial year if not early next financial year.</p> <p>30/04/2024</p>	Jake Ihnen	-
100%	01/07/2023	30/06/20	→ 3.3.1.1 Land and Water Management Activities - Secure financial and human resources for projects to repair land, water and coastal resources and safeguard their health and productivity.	<p>Polly Buchhorn: The George River catchment and Georges Bay have been a focus late in the year with a farmers group mobilising with support from NRM North's Land program, holding a soil health and diverse pastures field day at St Helens, followed by one at Pyengana to plan future landcare and productivity activities. Marine stakeholders and emergency services are working with the Environment Protection Authority to build local capacity to deal with marine oil-spills and protect Georges Bay from oil pollution incidents.</p> <p>Council has led or partnered in a number of grant funded projects completed: Jubilees Trees project, the Weed Action Fund (WAF) funded Drought Weeds, serrated tussock and bridal creeper projects. And grant flood/coastal hazard risk management projects on the George River floodplain and at Scamander river mouth, worth around \$300,000.</p> <p>Opportunities for resources and capacity were explored with national funding programs for the <i>Indigenous Rangers Program, Urban Rivers and Catchments Program</i>, partnering in a <i>Saving Native Species</i> program application, <i>Forestry Industry Support Plantation Establishment</i>, and <i>Volunteer Grants 2023-24</i>.</p> <p>16/07/2024</p>	Polly Buchhorn	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 3.3.1.2 Weed Management and Biosecurity - Undertake priority weed control on Council properties; coordinating with other land managers; providing weed and biosecurity advice, education, communication and compliance services and support.	<p>Polly Buchhorn: Strategic control of Council's weeds along our roads and in townships across the municipality has continued, treating gorse, holly, broom, Spanish heath, periwinkle, blackberry, Patersons curse and herbaceous weeds such as hemlock and mullein on roadsides, at waste transfer stations, quarries, old tip sites and on parks and reserves. Some locations are Mangana Road, Fingal, St Marys, Scamander waste transfer station, Binalong Bay foreshore, Goshen, St Helens, Town Link MTB trail, Seymour and Denison Rivulet. Weed control and restoration work was undertaken with PWS for the Binalong Bay foreshore Weed Management Plan, interest from the Weldborough community to tackle holly is providing a model for volunteer weeders to work with Council and better control weed problems communities face.</p> <p>Landholders were engaged and provided advice and support for their obligations to the control of Spanish heath, gorse and Patersons curse. We provided biosecurity and weed information to the community answering enquiries and requests and with our Weed of the Month in Council's Newsletter - including Pampas grass, 'garden escapes' and weed hygiene and prevention.</p> <p>16/07/2024</p>	Polly Buchhorn	Jayne Richardson
100%	01/07/2023	30/06/20	→ 3.3.1.3 Weed Action Plan - Update and review weed priorities and strategies for Break O'Day and the community and deliver programs such as the serrated tussock control project.	<p>Polly Buchhorn: The three year Break O'Day Serrated Tussock Eradication project was completed. It included two visits by a detection dog last spring and in autumn and contractor weed control, to support the follow-up work by the landholders. The project leaves the two landholders in a strong position to see this serious agricultural weed eliminated from the municipality. Weed control activities for the Break O'Day Drought Weeds project were also completed, with weed control activities by farmers and landholders from across the municipality. Review of the Weed Action Plan for Break O'Day has been delayed until the next financial year.</p> <p>16/07/2024</p>	Polly Buchhorn	-
100%	01/07/2023	30/06/20	→ 3.3.1.4 Cat Management - Implement local priorities with community and regional partners to achieve Responsible Cat Ownership outcomes using the Northern Tasmania Regional Cat Management Strategy.	<p>Polly Buchhorn: A successful series of cat management information sessions for the community and staff was staged with visiting experts from <i>Tassie Cat</i> and Biosecurity Tasmania and included a 'catio' display in Council's office and communications campaign.</p> <p>Reducing cat colonies found in many Break O'Day townships continues to be frustrated by a lack of regional capacity to undertake cat population management actions with Council. The cat colony problem is a regional one that the Northern Regional Cat Management working group Council is part of is working on to address resourcing challenges for the RSPCA, cat shelters, veterinary services and councils, which have been struggling with colonies elsewhere.</p> <p>16/07/2024</p>	Polly Buchhorn	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 3.3.1.5 Dog Management - Review Dog Management Policy collaboratively with Parks & Wildlife Service, interest groups and the community and continue implementation.	Polly Buchhorn: Council has been considering 77 submissions it recieved in May on a Draft Revised Dog Management Policy. It includes a new dog zoning map based on land extents rather than lines along the coast with a limited changes to existing policy settings. The Parks and Wildlife Service is being consulted with regard to Reserves they manage and a revised policy is expected early in the next financial year. 16/07/2024	Polly Buchhorn	-
100%	01/01/2024	30/06/20	→ 3.3.1.6 Catchment and River Management - Identify priorities and facilitate action in catchments, including for Georges Bay, to improve water quality, rivercare, soil management and landholder involvement and action.	Polly Buchhorn: A George River catchment and Georges Bay farm producers and landcare network mobilised , holding a soil health and diverse pastures field day with support from NRM North. Oil-spill pollution risks to the Bay have also been addressed with the Environment Protection Authority organising local capacity with an oil-spill response training day. A storm related sewage spill leading to recreational water quality warnings. Council's NRM Committee has also investigated the significance and management of the Bay's remnant native oyster reefs. The Tasmanian Dairy Industry Authority (TIDA) engaged Council in management of dairy effluent, which affects our dairy farms at Pyengana in the George catchment, to better coordinate Environment Protection Authority, TIDA and local government regulatory roles. 16/07/2024	Polly Buchhorn	-
100%	01/07/2023	31/12/20	→ 3.3.1.7 Lower George Flood Risks - Complete Impact Assessment Project with community to identify consequences and management options for likely changes in river course over the floodplain.	Polly Buchhorn: This project was completed with a final Impact Assessment report that reviews likely 'avulsion' scenarios for the river breaking out over the floodplain, and appraises the risks they pose to landholders, businesses and infrastructure. It followed consultation with residents, farmers, tourism operators, and managers of the sewage treatment plant and Binalong Bay Road and the wider community on the consequences of the different scenarios. The relative risks of the scenarios have been assessed, to identify priorities for risk management and mitigation actions and a supplementary report has prepared the way for funding work on them in future. 16/07/2024	Polly Buchhorn	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	3.3.1.8 Natural Resource Management Committee - Support activities of Committee to address objectives and priorities of the Environment and NRM Strategy and five (5) Year Action Plan.	<p>Polly Buchhorn: Break O'Day Council NRM Special Committee meetings were held in June, September (including a field trip to investigate issues around the Scamander River mouth), December (exploring peri-urban deer threats and management), March (visiting the Restore Skyline Tier project by North East Bioregion Network) and June (visiting the Binalong Bay cpoastal recreation area and issues). During the year three new members were appointed to the Committee, representing the Aboriginal community, Parks and Wildlife Service and the general community, and a forest industry representative has been recommended to Council.</p> <p>16/07/2024</p>	Polly Buchhorn	-
100%	01/11/2023	30/04/20	3.3.1.9 Coastal Management - Work with community and government agencies on coastal issues such as shorebird conservation and off road vehicle management.	<p>Polly Buchhorn: Collaboration through a 'shorebird working group' convened by the Parks and Wildlife Service (PWS) that includes community shorebird advocates such as North East Bioregional Network, Council and NRM North, collaborated on public education activities, breeding area protection and enforcement activities and off road vehicle (ORV) management during the year. Fairy terns attempted to nest again in Break O'Day but a colony at Scamander was lost to the river. While many beach goers, ORVs and dog walkers are hearing and heeding messages about hooded plovers and other shorebirds, there are many that do not. Successful efforts by PWS to engage the ORV community during the <i>Enduro</i> event at Peron Dunes were supported in Council's Newsletter with a story on responsible off road vehicle use.</p> <p>16/07/2024</p>	Polly Buchhorn	-
88%	01/07/2023	30/06/20	Strategy 3.4 Recognise and alleviate the issues and risks to the environment from our use and the risk to us from a changing environment (for example flood and fire). : 30 to 100		John Brown	-
88%	01/07/2023	30/06/20	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.	<p>John Brown: An important area of focus this year with much of the activity in this KFA is linked to the northern region Councils project NTARC which is taking a regional approach and securing significant resources to progress activities. The Scamander River project is working through the initial steps and should increase pace in the coming months.</p> <p>30/04/2024</p>	Jake Ihnen	Polly Buchhorn

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 3.4.1.1 Climate Change Action Plan - Coordinate implementation of mitigation and adaptation priorities, including carbon emissions accounting, corporate risk and liability review, climate ready asset management and flood-safe land development.	<p>Polly Buchhorn: A start was made on Council carbon with staff collating data for a regional councils emissions footprinting project reporting on four years from 2019. Detailed monitoring of later years will help identify actions to reduce energy costs and emissions.</p> <p>The Program Manager for Northern Tasmanian Alliance for Resilient Councils (NTARC) visited early in the year, working with teams within Council addressing priorities in Council's Climate Change Action Plan. As well as accounting for Council carbon emissions, they include corporate risk and liability, climate ready asset management, natural hazard risks like flood and supporting climate action in the community and industry. Late in the year they briefed Council on regional priorities and grant-funded projects. Regional work on these has slowed activity and support of Council's working groups addressing priorities of its Climate Change Action Plan.</p> <p>16/07/2024</p>	Polly Buchhorn	Jake Ihnen
50%	01/07/2023	30/06/20	→ 3.4.1.2 Scamander Coastal Hazard and Flood Management - Implement first stage of coastal adaptation and flood risk mitigation and pathways planning project with community.	<p>Polly Buchhorn: Work on this project has suffered delays through the year. An information session in November introduced the challenges of coastal hazards common to Australia's east coast, including Scamander, to the community. Plans for this project to address the challenges at Scamander were outlined and people were invited to participate in the project. The project will be picked up actively in 2024/25, starting with recruiting specialist expertise, to engage the community in the coastal hazards and flood management planning and risk mitigation works.</p> <p>16/07/2024</p>	Polly Buchhorn	David Jolly Jake Ihnen
100%	01/10/2023	30/06/20	→ 3.4.1.3 Activating Break O'Day - Communicate with the community, industry and governments to raise awareness of Climate Change challenges facing everyone and the strategies, cooperation needed and shared risks.	<p>Polly Buchhorn: A draft Communications Strategy for the Northern Tasmanian Alliance for Resilient Councils (NTARC) has been developed by its Program Manager with support from Council. The strategy aims to promote NTARC's work and local government climate action in the community, to councils and state and other stakeholders. This activity is related a priority in Council's Climate Action Plan (3.4.1.1). Confidence in climate change information has been identified as a key issue by the Council working group addressing communications to support our community and industry. Calls in the community to declare a 'climate emergency' were addressed during the year and the 'urgency' with climate change is an on-going issue for this climate change communication priority.</p> <p>16/07/2024</p>	Polly Buchhorn	Jayne Richardson Jake Ihnen

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	3.4.1.4 Responding to Climate Change - Participate in the Northern Councils Climate Change Action Partnership to develop local priorities and opportunities for climate change mitigation and adaptation projects locally and regionally.	<p>Polly Buchhorn: Late in the year Council involvement in climate action and through the Northern Tasmanian Alliance for Resilient Councils (NTARC) has been to join a Working Group of a \$0.5M Local Government Climate Capability Program. The program is hosted by the Local Government Association of Tasmania for the Tasmanian Climate Action Plan and followed a proposal from NTARC. Council has been providing input to designing how and what engagement with local governments will be effective. It also contributed to earlier program design with the Tasmanian Government, to ensure it serves Council and the northern regional councils climate action partnership well.</p> <p>Council also recieved a briefing on regional climate action from NTARC's Program Manager. And hosted for east coast councils and partners NTARC workshops on coastal hazard management strategy for local government and another statewide project on community climate change health priorities for councils. Council contributed to the Tasmanian Government's Tasmanian Climate Change Risk Assessment at a northern workshop.</p> <p>16/07/2024</p>	Polly Buchhorn	-

INFRASTRUCTURE

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
90%	01/07/2023	01/07/20	Strategy 4.1 Be proactive infrastructure managers by anticipating and responding to the growing and changing needs of the community and the area. : 30 to 100		John Brown	-
90%	01/07/2023	30/06/20	Key Focus Area 4.1.1 Community Facilities: Provide community facilities that encourage participation and supports the lifestyle of residents and growing visitor numbers.	<p>John Brown: Progress in this area has been slower than anticipated which is not unusual where projects of a strategic nature are involved. Development of the St Helens - Binalong Bay Liveability Strategy through the East Coast Strategic Regional Partnership will slow progress with the strategically focussed projects in this KFA.</p> <p>It is very likely that progress with the Georges Bay Activation Strategy and St Helens Foreshore Activation Master Plan will continue into next year.</p> <p>29/04/2024</p>	David Jolly	
90%	01/07/2023	26/04/20	4.1.1.1 St Helens Sports Complex Master Plan - Engage a landscape architect to design connectivity between all users identifying what amenities are required to service this area and to address vegetation management.	<p>John Brown: Council staff have worked on finalising the Brief for this project. The project will be built into the East Coast Strategic Regional Partnership project - St Helens & Binalong Bay Liveability Strategy. Issues that need to be addressed through the Brief but not limited to are improve the visual amenity of the St Helens Sports Complex such as paving, landscaping and street furniture and improve the attractiveness of the Complex for the community and visitors, whilst retaining the existing vegetation where appropriate and include as many natural features.</p> <p>06/08/2024</p>	Chris Hughes	David Jolly Jake Ihnen
100%	01/07/2023	30/06/20	4.1.1.2 Georges Bay Activation Strategy - Commence Implementation of the Strategy in line with identified priorities.	<p>John Brown: Work on the activation of Georges Bay have commenced with some projects being focussed on including:</p> <ul style="list-style-type: none"> Beauty Bay, privacy screens for shower Lighting improvements, securing \$350,000 for lighting of the Georges Bay Multi-user Track Community Boating Club Facility Renewal, work with Georges Bay Sailing club on plans for a facility Georges Bay Foreshore Multi-user Track extension to Stieglitz, updating of information and inclusion in Federal Election Projects. Secured \$1M commitment from the State Government for this project. <p>This project has become linked to the East Coast Strategic Regional Partnership - St Helens and Binalong Bay Liveability Strategy.</p> <p>06/08/2024</p>	Chris Hughes	David Jolly Jake Ihnen

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
75%	01/09/2023	30/06/20	4.1.1.3 St Helens Foreshore Activation Plan - Complete a review of existing St Helens Foreshore Master Plans and consolidate taking into account the outcome of the Georges Bay Activation Strategy.	<p>John Brown: The review will form part of the East Coast Strategic Regional Partnership through the St Helens - Binalong Bay Liveability Strategy. A draft consultancy brief has been written for the review which aims to consolidate existing plans and identify opportunities to activate and enhance the foreshore area. This updated plan, developed in consultation with stakeholders and the community, will provide a clear direction for the future development of the St Helens foreshore with a 10-year planning horizon. It will align with the community's needs and expectations and identify potential funding requirements and sources. The scope of work includes an assessment of the current infrastructure, facilities, amenities, and user groups in the area. Additionally, it will review the economic, social, environmental, and cultural considerations that should inform the planning process. The plan will consolidate the 2014 St Helens Foreshore Master Plan with the currently built infrastructure. It will also incorporate recommendations and findings of the previously completed 2023 Georges Bay Activation Strategy related to the St Helens Foreshore and the feasibility of implementation.</p> <p>06/08/2024</p>	David Jolly	Chris Hughes
95%	01/07/2023	30/06/20	4.1.1.4 Black Summer Bushfire Recovery (BSBR) Program: New Community Shed, Fingal - Undertake procurement processes and complete construction.	<p>Jake Ihnen: The tender was awarded to Moorey Contructions with a delayed start due to some delays with obtaining regulatory approvals and requirements to achieve cost savings. The project reached "lock-up" stage and is now expected to be completed by the end of August 2024.</p> <p>03/07/2024</p>	Jake Ihnen	-
85%	01/07/2023	30/06/20	Strategy 4.2 Work with stakeholders to ensure the community can access the infrastructure necessary to maintain their lifestyle. : 30 to 100		John Brown	-
85%	01/07/2023	30/06/20	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.	<p>John Brown: Progress in this KFA has kicked along in the last 3 months. Completion of the St Helens Parking Strategy is going to go into a holding pattern pending progress with the St Helens - Binalong Bay Liveability Strategy.</p> <p>29/04/2024</p>	John Brown	-
100%	01/10/2023	30/11/20	4.2.1.1 St Helens Streetscape - Undertake construction of the next stage of the St Helens Streetscape Project, the upgrade of The Esplanade / Cecilia Street road junction.	<p>David Jolly: The project was completed in June 2024. Funded by the Australian Government's Local Roads and Community Infrastructure Program - Phase 4 works included realigning the Georges Bay Esplanade/Cecilia Street road junction, providing a pedestrian refuge island, and establishing footpath connectivity between the foreshore and the existing pathway at the front of the Bayside Hotel.</p> <p>02/08/2024</p>	David Jolly	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	31/12/20	→ 4.2.1.2 Streetscape Design - Develop a streetscape design and costing for the northern end of Cecilia Street, St Helens.	<p>David Jolly: Community feedback was invited during June 2024 for the Streetscape concept drawing developed earlier in the year. Only one person provided a comment in relation to the shape of the parking bays in the existing streetscape. A project cost estimate with a margin of +/-30% has been prepared. A report has been prepared for Councillor information and discussion at the Council Workshop in August.</p> <p>02/08/2024</p>	David Jolly	-
90%	01/07/2023	31/03/20	→ 4.2.1.3 St Marys Parking Strategy - Develop a car parking strategy for St Marys providing a long term plan for off-street parking.	<p>David Jolly: During the February Councillor Workshop, a report was presented to the councillors regarding developing a parking strategy for St Marys. Land availability to create more off-street parking is limited and owned by private landowners, the State Government, and the Council. To date, township business owners have been consulted and have provided their insights into parking issues in the town. Traffic impact assessments for potential off-street parking sites have also been completed. The draft strategy has yet to be finalised.</p> <p>26/07/2024</p>	David Jolly	-
50%	01/07/2023	31/03/20	→ 4.2.1.4 St Helens Parking Strategy - Develop a car parking strategy for St Helens providing a long term plan for off-street parking.	<p>John Brown: The St Helens Parking Strategy will be part of the St Helens - Binalong Bay Liveability Strategy. A draft consultancy brief has been prepared to outline the current state of off-street parking and identify opportunities for additional development. The Council considers the development of this strategy to be of high importance, as the town experiences high demand for both on-street and off-street parking during peak seasonal holiday periods. The aim is to create a long-term strategy for off-street parking, extending beyond ten years, that will help the Council balance parking supply and demand and make well-informed decisions regarding infrastructure investment. Furthermore, this strategy will be the foundation for developing policies and guidelines to ensure greater certainty and consistency in managing parking issues.</p> <p>Following the March Council workshop a presentation was received from Steven Burgess, <i>People, Places and Parking</i> which provided a very thought provoking perspective on how CBD spaces can be activated.</p> <p>06/08/2024</p>	David Jolly	-
89%	01/07/2023	30/06/20	Strategy 4.3 Develop and maintain infrastructure assets in line with affordable long-term strategies. : 30 to 100		John Brown	-

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
88%	01/07/2023	30/06/20	→ 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.	John Brown: A large area of focus with progress being variable depending on timing of the activity. Critically progress is being made with the Flagstaff Pumptrack which now has a contractor engaged and the Binalong to St Helens pathway project costing review being completed. <i>29/04/2024</i>	John Brown	-
100%	01/07/2023	31/10/20	→ 4.3.3.1 St Helens to Binalong Bay Link - Update project cost estimates completing the project to a shovel ready stage and pursue funding opportunities to enable construction.	John Brown: Initial project costs have been reviewed, updated, and reported to the Council. To facilitate the project's preliminary phase, the Council has allocated funding in the 2024-2025 budget to assist with progressing the project through the various phases towards shovel ready. <i>06/08/2024</i>	David Jolly	-
100%	01/07/2023	30/06/20	→ 4.3.3.2 St Helens MTB Network - Work with The Collective and key stakeholders to examine opportunities to evolve the network to enhance its attractiveness.	John Brown: During the year a number of trail development projects have been examined and prioritised by the Trails Collective and other stakeholders. No capital funding has been provided in the 2024FY for these works and the projects will require refinement this year for consideration by Council in the next budget estimates process. The construction of the Pumptrack at the Trailhead is an important addition to the Network. During the year a transition occurred within the Executive of the Collective bringing a fresh focus to ideas and priorities. <i>06/08/2024</i>	Raoul Harper	-
95%	01/07/2023	30/04/20	→ 4.3.3.3 St Helens MTB Flagstaff Pump Track - Undertake design and construct a pump track at the Flagstaff Trailhead.	Jayne Richardson: A public tender process was undertaken in the early part of the year for a design and construct procurement. World Trail were appointed as the preferred contractor for the project at the Flagstaff Trailhead. Designs for the track were completed in June. These designs were based on the feedback of both the community and the MTB industry. Initial construction works and ground conditions proved challenging with unsuitable soil requiring a significant variation to the on ground works and an unexpected delay in the progress of the project. As the pumptrack will need to be asphalted, the project was delayed while we wait for appropriate weather conditions to lay the asphalt. <i>29/07/2024</i>	Jayne Richardson	Raoul Harper

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
95%	01/07/2023	30/06/20	→ 4.3.3.4 Black Summer Bushfire Recovery (BSBR) Program: St Marys Recreation & Evacuation Building - Undertake procurement process and complete construction.	John Brown: A public procurement process was undertaken in the latter part of 2023 and at the conclusion of this process, the contract was awarded to Moorey Contructions with a delayed start due to some delays with achieve cost savings. The project reached "lock-up" stage and was substantially completed prior to the end of June. Following securing \$500,000 from the State Government, previously excluded works due to budget restraints were reincluded and it is now expected to be completed by the end of December 2024. <i>06/08/2024</i>	Jake Ihnen	-
100%	01/07/2023	30/06/20	→ 4.3.3.5 Recreational Trails Strategy - Commence implementation of the outcomes of the Strategy including seeking external grant funding to commence activities listed in the Recreational Trails Strategy identified as a high priority.	John Brown: Council staff commenced the investigation and implementation of the Strategy in the second half of the year. During the process to develop the 2024-25 Council budget, funding was requested and agreed to by Council to commence preliminary works for the trails that have been identified in the Recreation Trails Strategy. <i>06/08/2024</i>	Chris Hughes	Jayne Richardson
100%	01/08/2023	30/06/20	→ 4.3.3.6 Aquatic Facility - Develop a feasibility analysis of the potential project including community engagement and a review of the options for the establishment of a centre incorporating a swimming pool and hydratherapy pool	John Brown: The investigation into the feasibility analysis started during the year following the establishment of the working group comprising community and council representatives. A consultancy brief was developed and endorsed and a public tender process undertaken to secure a consultant to undertake the project. In late June, OTIUM were selected as the consultant to undertake the work with this progressing during the 2024-25 year. <i>06/08/2024</i>	Raoul Harper	-
25%	01/07/2023	12/12/20	→ 4.3.3.7 St Helens Pump Track - Complete engagement process for the siting and design of a pump track in St Helens, progress with design and construction.	John Brown: The project remains on hold pending the Foreshore Masterplan review process which is linked into the St Helens - Binalong Bay Liveability Strategy. <i>06/08/2024</i>	Raoul Harper	Jayne Richardson
83%	01/07/2023	30/06/20	→ 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.	John Brown: The focus on the St Marys Pass alternative route has been an important area of attention as Council lobbies for this replacement at the State and Federal level. The Transport Master Plan updating has just commenced due to resource constraints. <i>29/04/2024</i>	John Brown	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/2024	<p>→ 4.3.1.1 State Road Network - Pursue upgrades to State Government road infrastructure assets (Tasman Highway, Esk Main Road & Binalong Bay Road) to improve safety and reliability.</p>	<p>David Jolly: St Marys Pass: In August 2023, the Department of State Growth received the necessary funding to conduct a feasibility study for St Marys Pass. The Department prepared a consultancy project brief, which the Council Officers reviewed and provided feedback on. It's important to note that this information was shared after the Council Officers met with Department Officials in March 2023, during which the Council's Project Engineer presented a proposed greenfield route.</p> <p>The Department's study has progressed substantially. Several route options, including existing State and Council Roads and different greenfield alignments, have been assessed. State Growth will engage the community on options during the next financial year.</p> <p>Tasman Highway Strategy: The Department of State Growth is developing a corridor strategy for the Tasman Highway between Sorell and Launceston, which extends along Tasmania's east coast and inland from St Helens to Launceston. The plan aims to identify opportunities for improvement to meet the expected future needs of road users and communities along the corridor and provide Corridor strategies that make planning decisions transparent to the community, councils and other stakeholders. The Department undertook a community engagement process in March/April 2024 to identify safety issues, active and public transport opportunities, and investment opportunities. Councils Manager Infrastructure & Development Services has participated in strategy development workshop forums to develop investment and benefit mapping plans. The timing of the following phases of the strategy development is unknown. However, the Council will be provided with updates as they occur.</p> <p><i>26/07/2024</i></p>	David Jolly	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
90%	01/02/2024	30/04/20	→ 4.3.1.2 Blackspot Projects - Complete funded project at Circassian Street / Medea Street, St Helens, prepare submissions for funding where opportunities exist.	<p>David Jolly: The junction upgrade is fully funded under the Australian Government Black Spot Program for \$200,000. The project involves the construction of a roundabout designed to mitigate accident risk, which has been historically problematic at the junction. In May, preparatory work was completed to install the stormwater infrastructure needed to service the junction. The central part of the project to upgrade the intersection was delayed until early August 2024 due to design approval delays and challenges in aligning contractors to undertake various parts of the upgrade work. The Australian Government has announced that the next Black Spot Funding Program round will occur in the early part of the 2024-2025 financial year, and the Council will consider potential projects that may meet funding criteria.</p> <p>During the year, the Council successfully sought funding for the new crash barrier installations on major culverts at Mathinna Road and Mathinna Plains Road under the Safer Rural Roads Program. These barriers will be installed in the new financial year.</p> <p>02/08/2024.</p>	David Jolly	-
50%	01/07/2023	30/04/20	→ 4.3.1.3 Transport Master Plan - Update the Transport Master Plan 2013-2018.	<p>David Jolly: The Council's Infrastructure & Development Services Manager is developing a strategy development brief. This action has been extended into the 2024-2025 financial year, and a budget allocation has been assigned to achieve completion.</p> <p>26/07/2024</p>	David Jolly	-
90%	01/09/2023	30/06/20	→ 4.3.1.4 Road Asset Management Plan - Update the Plan based on new condition data and information.	<p>David Jolly: Updating the Road Asset Management Plan has been delayed pending the revaluation of assets by an independent body. A critical review is in progress at the end of June, and the deadline for revaluation is at the end of July. Work completed to date includes updating the road register, reviewing condition monitoring data for the sealed road network, and determining the component value and operational useful life of unsealed and sealed roads.</p> <p>02/08/2024</p>	David Jolly	Raoul Harper
97%	01/07/2023	30/06/20	→ Key Focus Area 4.3.2 Waste Management - Provide access to affordable services and facilities that foster a circular economy approach to Waste Management.	<p>John Brown: A substantial area of focus for Council with a number of activities being of importance to progress, Scamander Waste Compactor replacement and Scamander Inert Waste Landfill which are progressing solidly. The Waste Management Strategy is linked to the completion of the Regional Waste strategy which has been delayed due to challenges with the consultancy.</p> <p>29/04/2024</p>	John Brown	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 4.3.2.1 Waste Education - Undertake communication activities that foster the principles of Reduce, Reuse and Recycle.	<p>Jayne Richardson: This is an ongoing activity throughout the year as we look for opportunities to encourage the community to reduce, reuse and recycle.</p> <p>Communications in this space to date include continued awareness about our single use plastics policy when groups hire council facilities.</p> <p>This year we launched the Week In The Life Of Council (WITLÖC) which included taking the student participants to the St Marys Waste Transfer station where they learned what happens to our waste.</p> <p>Just before the Christmas New Year break - Council ran a social media campaign focussing on the increase of waste at this time of year and shared tips on what to do with various waste items. In total we ran five posts between 21/11/2023 and 18/12/2023.</p> <p>We have also run some Waste related articles in the Council Newsletter including:</p> <ul style="list-style-type: none"> November - December 2023- Article on Waste Truck Safety October -Article on the Single Use Plastics Policy September - Recycling Reminder pointing to the A-Z of recyclables listed on our website as well as promoting the Recycle Coach App. <p>We have also implemented a Communications Plan concerning the 2025 waste and recycling calendars which will now be included with Rates Notices.</p> <p>When we sent out our Rates Notices this year we also sent them with some additional Recycling information.</p> <p>29/07/2024</p>	Jayne Richardson	David Jolly
100%	01/07/2023	31/03/20	→ 4.3.2.2 Re-Use and Recycling Options – Investigate the feasibility and cost effectiveness to recover bulk rubble and clean materials and re-use in civil construction activity.	<p>David Jolly: The St Helens Waste Transfer Station accepts clean fill types 1 and 2. There is not an immediate need to recover these materials, as stockpile quantities are minimal and would likely be recovered on a campaign basis. Type 1 materials generally comprise soil, sand, and gravel and can be reused for landscaping, structural fill, general fill, and fill for embankments and mounds within a short haulage distance of the WTS. Type 2 material comprises concrete and rock. The default end-of-life scenario for concrete rubble is crushing and reusing it as an aggregate for road sub-base material and drainage bedding. Two Tasmanian Companies have been identified as having the capability to crush/screen Type 1 and Type 2 materials every 4 to 6 years at a cost comparable to purchasing equivalent quarried rock aggregate. A report has been prepared for the Council.</p> <p>02/08/2024</p>	David Jolly	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 4.3.2.3 Northern Tasmania Waste Management Group - Participate at a regional level to develop and implement the Northern Tasmanian Waste Management Group five (5) year strategic plan.	<p>David Jolly:</p> <p>The Manager of Infrastructure and Development Services has contributed to developing the regional plan under NRM's management by attending workshops and reviewing proposed objectives, goals, and actions. NRM has completed the public engagement phase and will finalise the Plan early in the 2024-2025 financial year. Council Waste Management's approach and operations will align with the Plan where operationally and financially feasible.</p> <p>26/07/2024</p>	John Brown	David Jolly
100%	01/07/2023	30/06/20	→ 4.3.2.4 State Waste Action Plan – Participate at a regional level to progress resource recovery initiatives that support and drive a Circular Economy.	<p>David Jolly:</p> <p>The Northern Regional Waste Management Partnership's new five-year strategy is under development and strongly focuses on circular economy development and product stewardship. The council presently utilises the Australian Government product stewardship program through the Partnership for e-waste, paint buy-back, and waste oil. During the year, we introduced small battery drop-off bins at each WTS in response to several customer requests. The Drum Muster Program for receiving farm chemical containers is active at the Scamander WTS. Council officers are investigating options for recovering fluoro-light tubes and LEDs and cost-effective alternatives for polystyrene.</p> <p>02/08/2024</p>	David Jolly	-
100%	01/04/2024	30/06/20	→ 4.3.2.5 Scamander Inert Waste Landfill - Complete development of the Scamander Waste Transfer Station as an Inert Landfill Site and commence operations.	<p>David Jolly:</p> <p>In late 2022, the Tasmanian Environmental Protection Agency issued a permit to progress the development of an inert landfill at the Scamander Waste Transfer Station. Given fiscal constraints, no work was done to progress the project in 2022_2023, and the EPA was notified that activity to progress the project was to be delayed until at least April 2024. In April 2024, a design service tender inviting qualified consultants to undertake detailed design by permit conditions was developed. At the June 2024 council meeting, the council approved a capital allocation to progress the detailed engineering design for the first two cell fields. The tender was advertised on 28 of an inert lan June 2024. The tender requires that detailed design and construction cost estimates be prepared by mid-April 2025, which will inform decisions about future capital works at the site. This action continues into 2024-2025.</p> <p>02/08/2024</p>	David Jolly	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	4.3.2.6 Container Deposit Scheme - Partner with State Government endorsed CSR Network operators for the establishment of a receiving site at St Helens.	<p>David Jolly: The Tasmanian Government announced it would deliver a Container Refund Scheme in 2024, an initiative to increase recycling, reduce landfills and reward Tasmanians for participating. The scheme is not yet operational, and the Council has yet to receive advice on how the scheme would operate in the BoD municipality.</p> <p>10/07/2024</p>	David Jolly	-
100%	01/07/2023	31/03/20	4.3.2.7 Scamander Waste Compactor - Prepare a funding submission for the replacement of the Scamander WTS waste compactor in 2024 / 2025.	<p>David Jolly: This project extends over three financial years to the end of 2025/2026. The 2023/2024 action has advanced as far as practicable, and a new phase of the project will commence in the 2024-2025 financial year. The compactor located at the Scamander WTS, owned and maintained by Southern Waste Solutions, is nearing the end of its operational lifespan. The equipment is used to compact landfill bound waste for efficient transportation to the Copping landfill. The subsequent need to replace the compactor or introduce alternative options for handling bulk waste at the site is of high priority and a project of strategic importance to the Council. Council officers with our contract accountant have developed extensive NPV models for various replacement options. In the first quarter of the 2024-2025 financial year, Council will be briefed as to what feasible options are available to the Council including required future capital and operational expenditure and strategy implementation to meet project deadlines falling in the 2025-2026 financial year.</p> <p>15/07/2024</p>	David Jolly	-
75%	01/07/2023	31/05/20	4.3.2.8 Waste Management Strategy - Develop a Waste Management Strategy to guide Council's operations and overall direction including infrastructure, service delivery and circular economy approach.	<p>David Jolly: Creating a strategy for managing municipal waste requires, in part, the completion of the "Northern Tasmanian Waste Management Partnership Strategic Plan 2023-2028" under the management of NRM. This Plan development is nearing completion and will form the framework for the development of the Council's Waste Management Strategy. During the year, a review of our waste operations enabled the separation of the costs of handling each waste stream and identified areas where cost savings could be made and material recovery opportunities, such as clean fill and concrete rubble. In addition, there are some significant challenges to address in the next two years relating to bulk waste handling due to the ageing infrastructure at the Scamander Waste transfer station. The development of the Council's waste Management Strategy will continue into the 2024-2025 financial year with a focus on how material recovery can be increased, how modern composite materials can be collected and recycled, and how circular economy principles can be fostered.</p> <p>26/07/2024</p>	David Jolly	-

SERVICES

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
0%	01/07/2020	01/07/20	Strategy 5.1 Improve accessibility to a range of quality services and programs by advocating and pursuing for local delivery. : 30 to 100		John Brown	-
100%	01/07/2023	30/06/20	→ Key Focus Area 5.1.1 Youth - Understand the needs of Break O'Day young people to better support and advocate for them.	<p>John Brown: Good solid progress has been occurring in this area through working with other stakeholders and the community. Flexibility in approach has been needed due to other activities and processes happening in the community which Council staff are participating in but do not have any degree of control.</p> <p>29/04/2024</p>	Chris Hughes	-
100%	01/07/2023	30/06/20	→ 5.1.1.1 YCONNECT & Council - Establish a youth voice to Council, learning the functions of Local Government and how to influence Council decisions. Work in partnership with YCONNECT and support youth network meetings in Break O'Day.	<p>Leah Page: The development of a Youth Voice to Council is underway and ongoing. Youth stakeholders have provided valuable feedback. feedback. The approach aligns with national strategy 'Engage! A Strategy to include young people in the decisions we make', the Child and Youth Safe Framework, and Council's Youth Policy.</p> <p>Council has been working closely with Youth Networks to support activities and plan for the future of youth support. Council continues to bring youth stakeholders together with health, wellbeing and social service stakeholders at quarterly Health and Social Service Network meetings. The Council organised Scooter Jam in St Marys in November Provided a day of youth activities and fun attended by 85 people and Council supported the delivery of the 2024 Youth Week event, Glow party in April attended by 35 young people.</p> <p>06/08/2024</p>	Leah Page	Jenna Barr
100%	01/07/2023	30/05/20	→ 5.1.1.2 Youth Strategy - Co-Design a Youth Strategy with the community for Break O'Day.	<p>Leah Page: Council agreed to revise the goal to produce a Community Youth Commitment Statement. The Statement was co-designed with youth stakeholders in the community and is available on the Council website. The statement provides a shared foundation for the development Youth Strategies and youth-focused documents in our community.</p> <p>16/07/2024</p>	Chris Hughes	Leah Page
100%	01/07/2023	30/06/20	→ 5.1.1.3 THRIVE - Work with the community to reform THRIVE to deliver activities which benefit the community.	<p>John Brown: During the year there have been no meetings of the THRIVE group. Two of the projects that THRIVE had initiated have been picked up by the St Helens Neighbourhood House and the St Helens District High School.</p> <p>06/08/2024</p>	Chris Hughes	Leah Page

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 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.	John Brown: The reinvigoration of the Health Service Provider network continues to be a standout activity which is greatly appreciated by stakeholders and service providers. Partnering with other organisations around mental health activities is important to our community and provides access to resources, <i>29/04/2024</i>	John Brown	-
100%	01/07/2023	26/04/20	→ 5.1.2.1 Local Services - Strengthen relations with Royal Flying Doctor Service (RFDS) to ensure the number of services to be delivered within our community continues to grow.	John Brown: Council staff have been engaging with Royal Flying Doctors staff and their workers who are delivering the service to our community to ensure that services are continuing to be delivered within our community and where possible partner with them at events for the community. <i>06/08/2024</i>	Chris Hughes	-
100%	01/07/2023	30/06/20	→ 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.	Leah Page: Council continues was represented on the Mental Health Professionals Network, the Suicide Prevention Network, and the Partnership Group for Live4Life - Break O' Day. Council convenes the quarterly Health and Social Services Network meetings and e-news, which provides connection and peer support for a range of mental health, health and social services active in Break O' Day. <i>06/08/2024</i>	Leah Page	Chris Hughes
100%	01/07/2023	30/06/20	→ 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.	Leah Page: The Health and Social Services Network continues to meet quarterly and then receives an electronic newsletter. The Health e-news. This network is providing connection and identifying health, social service and wellbeing needs, gaps and opportunities. Some new collaborative efforts have been nurtured through connections made at network meetings. New members continue to join. The Network currently represents more than 58 entities and has over 120 members. This work is ongoing. <i>16/07/2024</i>	Chris Hughes	Leah Page Jenna Barr
0%	01/07/2020	01/07/20	Strategy 5.2 Work collaboratively to ensure services and service providers are coordinated and meeting the actual and changing needs of the community. : 30 to 100		John Brown	-
100%	01/07/2023	30/06/20	→ 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.	John Brown: Activity in this area is primarily linked to BODEC though Council has played a key role through the delivery of the WITLOC program. The investigation of a Study Hub concept is an increasing focus in a few different areas and features in the Strategic Regional Partnership MoU. <i>29/04/2024</i>	John Brown	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 5.2.1.1 Skills Delivery - Work with Break O'Day Employment Connect (BODEC) in relation to the delivery of skills training needed to support job seekers and industry.	<p>John Brown: The idea of a Study Hub to support access to education and training on the East Coast has been discussed for a few years and as part of the Strategic Regional Partnership for the East Coast, funding was provided by the State Government to enable an investigation into the nature and extent of need to be undertaken. The project brief for the Study Hub brief was finalised with a focus on better addressing local needs, focussing on gaps in local training delivery, the RTO system complexities, as well as emphasising the need for local delivery. A Study Hub feasibility working group has formed and involves Break O'Day Employment Connect (BODEC) partnering with Jobs Tasmania, Department of Education, Tas Tafe, Break O'Day Council, Glamorgan Spring Bay Council and other stakeholders.</p> <p>In collaboration with St Marys District High School, BODEC, and Area Connect, Council staff successfully designed and delivered the "Week in the Life of Council" program, which was highly successful. Additionally, the BODEC team has been actively supporting training organizations in delivering industry-specific training within the Break O'Day region.</p> <p>In the first quarter Break O'Day Employment Connect (BODEC) facilitated a Work & Training information session in conjunction with Council's Environmental Health Officer, promoting the new training requirements for Food Safety Supervision to local food businesses.</p> <p>05/08/2024</p>	John Brown	Erica McKinnell
100%	01/07/2023	30/06/20	→ 5.2.1.2 Trade Training Centre - Work with stakeholders and local High Schools to establish a range of Vocational Education & Training (VET) programs and other training delivery in line with the intended purposes of this Centre.	<p>John Brown: Work with the Trade Training Centre has been limited to connection through BODEC, though this ceased in the early part of 2024. A larger conversation is likely relating to a Study Hub concept which will incorporate the TTC activities.</p> <p>06/08/2024</p>	John Brown	-
100%	01/07/2023	30/06/20	→ 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.	<p>John Brown: The key activity in this KFA is the development of a Reconciliation Action Plan which was intended to commence early in 2024, challenges have been experienced getting this process to progress. Other activities are occurring as planned.</p> <p>29/04/2024</p>	John Brown	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 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.	<p>Leah Page: The Health and Social Services Network quarterly meetings and e-news continue to create spaces and opportunities for community supporters and service providers to be seen and feel valued.</p> <p>Council demonstrates Access and Inclusion practices in our work such as having an Access and Inclusion Statement on our Festival of Wellbeing website.</p> <p>The Wellbeing Project activities continue to strive to create opportunities and conversations about supporting an inclusive and thriving community where people feel valued and supported.</p> <p>Council continues to support the development of programs and activities in our community, by our community, as capacity allows.</p> <p>This work is ongoing.</p> <p>16/07/2024</p>	Chris Hughes	Leah Page Jenna Barr
100%	01/07/2023	30/06/20	→ 5.2.2.2 Equitable Access - Advocate for, support, and facilitate to improve access to services, information and opportunities.	<p>Chris Hughes: Council remains committed to promoting accessible and inclusive opportunities, ensuring that all everyone has equal access and participation in various programs and access to services.</p> <p>10/07/2024</p>	Chris Hughes	Leah Page Jenna Barr
100%	01/07/2023	30/06/20	→ 5.2.2.3 Reconciliation Action Plan - Work with Reconciliation Tasmania to develop a Local Reconciliation Action Plan for Break O'Day.	<p>Chris Hughes: Council staff have begun collaborating with Reconciliation Tasmania to develop a Reconciliation Action Plan for the community.</p> <p>09/07/2024</p>	Chris Hughes	Leah Page Jenna Barr
0%	01/07/2020	01/07/20	Strategy 5.3 Ensure Council services support the betterment of the community while balancing statutory requirements with community and customer needs. : 30 to 100		John Brown	-

2023 – 2024 CORPORATE PLANNING ACTIVITIES PLAN

FINANCIAL ACCOUNTABILITY

Current %	Start Date	Due Date	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	Financial Management	<p>Raoul Harper: Financial management has been reviewed and significant changes made to investments, segregation of duties, process improvements and management oversight. <i>28/05/2024</i></p>	Raoul Harper	-
100%	01/07/2023	30/06/20	→ Audit Panel - Meetings facilitated in accordance with legislative requirements, responding to all recommendations of the Panel.	<p>John Brown: Audit Panel meetings were undertaken as scheduled during the 2023-24 year with four meetings occurring with follow up action occurring through Council meetings. <i>06/08/2024</i></p>	Raoul Harper	-
100%	01/02/2024	30/04/20	→ Long Term Financial Plan (LTFF) - Refine the Long Term Financial Plan (LTFF) and the four (4) year Capital Works & Projects Budget.	<p>John Brown: Data was gathered and refined during the year to inform the development of the 4 year capital works program. This component of the action will carry over to next FY given the work being undertaken relating to asset management systems and processes. Following this exercise the LTFF has been updated and presented to Councilors as part of the 2024-25 budget process. <i>06/08/2024</i></p>	Raoul Harper	David Jolly
100%	01/07/2023	30/06/20	→ Internal Audit - System audits scheduled are completed, recorded, reported and implemented for Cyber Security, Risk Management and IT.	<p>Raoul Harper: An external review of the Risk Management Framework is now complete. A number of key actions have been highlighted to improve systems, culture and training. An action plan for delivery will be developed early in the new financial year. Work on IT and Cyber Security has been ongoing and will continue to be a focus for the year ahead. A detailed internal audit program will also require concerted effort in the period ahead. <i>19/07/2024</i></p>	Raoul Harper	Angela Matthews
50%	01/07/2023	30/06/20	→ Contracts and Service Level Agreements - Review existing contractual arrangements and establish where necessary Contracts and Service Level Agreements for all key contractors including Financial and IT Services.	<p>John Brown: The status of our Service Level Agreement reviews are: <ul style="list-style-type: none"> Financial Services is nearing completion. Asset Management Services is being negotiated. IT Services is still under review and as yet incomplete. <i>29/08/2024</i></p>	Angela Matthews	Raoul Harper
100%	01/07/2023	31/10/20	→ Community Grants Program - Undertake a review of the Community Grants Program and Guidelines.	<p>John Brown: A review of the Community Grants program was undertaken in the early part of the year which has resulted in some minor amendments to forms and processes. <i>06/08/2024</i></p>	Chris Hughes	Raoul Harper

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	↳ Depreciable Lives - Undertake a review of depreciable lives for all assets and report as required to Audit Panel and General Manager.	<p>John Brown: A consultant has been engaged who will provide asset revaluations by the end of the financial year which will incorporate a review of depreciable lives. The processes underway in asset management and financial management system refinement will provide expert advice and ongoing updates as required.</p> <p>06/08/2024</p>	Angela Matthews	Raoul Harper
100%	01/07/2023	30/06/20	Financial Sustainability	<p>Raoul Harper: The Budget Estimates 2024/2025 were endorsed by Council at its June Ordinary Meeting. The approved budget aligns with the LTFP and continues a steady and considered return to financial sustainability.</p> <p>27/06/2024</p>	Raoul Harper	-
100%	01/07/2023	30/06/20	↳ Grant Funding - Secure grant funding through competitive processes totaling \$250,000 which assists Council to achieve its identified priorities with an overall success rate of 75%.	<p>John Brown: Grant funding secured for the 2023 - 2024 financial year to date is as follows:</p> <ul style="list-style-type: none"> • Mental Health Week - \$1,800 • Learner Driver Mentor Program - \$19,640 • Mathinna Plains Road - Infrastructure Treatments - \$40,000 • Mathinna Road - Infrastructure Treatments - \$16,000 • Georges Bay Foreshore Multi-user Track Lighting - \$350,000 <p>06/08/2024</p>	Angela Matthews	-
100%	01/07/2023	30/11/20	↳ Revenue Generation - Identify opportunities to generate alternative revenue sources and secure a better return on the Cash holdings of Council.	<p>John Brown: The structured approach to term deposit investments continue to generate returns in excess of expectations and this is now the strategy being pursued in relation to Council's investment portfolio.</p> <p>07/08/2024</p>	Raoul Harper	-
100%	01/07/2023	30/06/20	↳ Value for Money Reviews - Undertake reviews of operational activities to identify revenue opportunities, cost savings of \$40,000.	<p>John Brown: Value for Money reviews are an ongoing process. This financial year a number of reviews and associated actions have been delivered, where savings have been realised these have been detailed:</p> <ol style="list-style-type: none"> 1) Waste Calendars to be sent out with Rates Notices (\$838) 2) Electric Mower (operational savings which require monitoring over the next 12 months) 3) Weed Spraying 4) Banking Fees (\$7,000) 5) Fuel Savings through a switch in purchasing arrangements (\$49,632) 6) Processing of recyclables (commences on 1/7/24 and will be shown in 24/25 year) <p>07/08/2024</p>	Raoul Harper	-

Curren...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/01/2024	03/03/20	Urban Stormwater Charge - Undertake modelling and report to Council on the introduction of an urban stormwater charge.	<p>Raoul Harper: Management have discussed and reviewed the data available and believe it is prudent to hold this abeyance until such time as the asset management system can be finalised. The item is considered complete for this Annual Plan and will be included in next years plan for further consideration.</p> <p>05/03/2024</p>	Raoul Harper	-
100%	10/01/2024	01/03/20	Rates and Charges - Undertake a detailed review of the Rates and Charges Policy.	<p>John Brown: The policy was reviewed as part of the 2024-25 Budget development process and no changes or revisions were made.</p> <p>07/08/2024</p>	Raoul Harper	-
100%	01/07/2023	30/11/20	Waste Transfer Station (WTS) Operational Analysis - Undertake an analysis of the operation of Council's WTS including costs and extent of cost recovery.	<p>David Jolly: An analysis of the operation of Council WTS was undertaken during the year, with a detailed review of operating costs for FY 2022-2023 and YTD 2023-2024, along with known strategic factors. The findings from this analysis have been used to guide the 2024-2025 waste operational budget. The exercise identified some opportunities to realise cost savings in handling glass, cardboard, and green waste. Council has also entered a new contract with Veolia to recover kerbside collection recyclable materials at the new Spreyton recovery facility, with substantially lower processing fees than the previous contractor. The new arrangement means that kerbside recyclables will be dropped off at Veolia's depot at Invermay and backloaded to Spreyton from 1st July 2024 as the JJ's Waste Material Recovery Facility was closed on 28 June 2024. A report will be presented to the Council in early 2024-2025.</p> <p>02/08/2024</p>	David Jolly	-

HUMAN RESOURCES / TRAINING / WORK HEALTH & SAFETY

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	Elected Members		John Brown	-
100%	01/07/2023	30/06/20	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.	<p>John Brown: General Manager participates in the working group developing the Councillor Learning and Development Framework. Councillors are being encouraged to complete the Learning Packages (LP) as they are released and about 55% of available Packages have been completed. A group training session was held for Councillors following the February workshop. 3 Councillors have completed all 3 available Learning Packages. 7 Councillors have completed LP1, 5 Councillors have completed LP2.</p> <p>Policy in relation to Councillor Professional Development was adopted by Council at the February Council meeting following consideration by the Audit Panel in December.</p> <p>07/08/2024</p>	John Brown	Molli Brown
100%	01/07/2023	01/07/20	Council Advocacy		John Brown	-
100%	01/07/2023	31/12/20	State Budget - Provide a submission to the 2024 - 2025 State Budget community consultation process advocating for local priorities.	<p>John Brown: Priorities for the 2024-25 State Budget have been developed and finalised with Council. Submission lodged with Treasury.</p> <p>05/01/2024</p>	John Brown	-
100%	01/07/2023	30/06/20	Federal and State Elections - Identify and develop list of projects which will be lobbied for in forthcoming election campaigns.	<p>John Brown: State Election priorities have been developed and were considered by Council at the October Council meeting. Lobbying document was prepared and used extensively during the State election campaign. An initial group of Federal Election priorities have been identified linked to the State Election priorities and previous Federal Election lobbying priorities. Early in 2024-25 Council will expand and refine the priorities we are pursuing.</p> <p>07/08/2024</p>	John Brown	-
100%	01/07/2023	30/06/20	Wellbeing Program		Leah Page	-
100%	01/07/2023	30/06/20	Workplace Wellbeing - Finalise and implement a Mental Health and Wellbeing Plan for Council staff that creates a mentally safe workplace.	<p>Leah Page: A Mental Health Action Plan for staff was finalised and adopted and identifies action areas that support a mentally healthy workplace. Regular communication to staff about wellbeing includes where to access support and prompts to help everyone care for themselves and those around them. Staff are invited to share their ideas for a mentally safe workplace.</p> <p>02/08/2024</p>	Leah Page	Erica McKinnell Simone Ewald-Rist

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	Employee Wellbeing - Consult with workers to identify and implement actions to support wellbeing and a mentally safe workplace in accordance with the Mental Health and Wellbeing Plan and the People Matter Survey.	<p>Leah Page: Staff ideas for a mentally safe workplace are encouraged through a range of communication including surveys, site visits, meetings and conversations. Wellbeing in the workforce is also discussed every two months at the WHS/RM committee meetings and regular 'Wellbeing Wednesday' emails are being sent to all staff and councillors to prompt them to care for themselves and those around them.</p> <p>06/08/2024</p>	Leah Page	Erica McKinnell Simone Ewald-Rist
100%	01/07/2023	30/06/20	Workforce Development		John Brown	-
100%	01/07/2023	30/06/20	Employee Development - Develop and implement departmental programs that support employee development through the people matter survey process.	<p>Erica McKinnell: During the 2023/2024 financial year the following training programs have been delivered:</p> <ul style="list-style-type: none"> • Communication and Conflict workshop • Cyber Security • Influential Leadership • Mental Health First Aid • Leadership & Management • First Responders First Aid • Civil Construction Traineeships • Operate Excavators • Safe Working at Heights • Psychosocial Hazard Management <p>02/08/2024</p>	Erica McKinnell	-
100%	01/07/2023	30/06/20	Review Processes - Develop and implement an Employee Review & Development system for Council's workforce.	<p>Erica McKinnell: Employee Review and Development Plan template was created and has been tested on multiple employees. Currently in the phase of developing a system for Employees to review and develop measurable goals and career plans with their managers.</p> <p>02/08/2024</p>	Erica McKinnell	-
100%	01/07/2023	31/12/20	Psychosocial Safety - Develop and build our approach within the workplace responding to this change to Work Health and Safety (WHS).	<p>Erica McKinnell: Current advice is Psychosocial risk factors and mitigation are to be integrated in to current WHS forms and procedures for physical injuries. Mental Health and Wellbeing Plan developed for the organisation and implementation is underway.</p> <p>Work is currently underway with the redevelopment of Human Resources Policies and Procedures to incorporate Psychosocial hazard mitigation and workplace wellbeing.</p> <p>02/08/2024</p>	Erica McKinnell	-

CORPORATE RISK

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	Risk Management/Work Health & Safety		Raoul Harper	-
100%	01/07/2023	30/06/20	→ Risk Register Review - Review risk register twice a year for high risks, annually for all others.	<p>John Brown: Throughout the 2023/2024 Financial Year, the Risk Register was reviewed on a monthly basis by their Goal/Risk Owners.</p> <p>As of 30 June 2024, there were 379 goals listed with 100% completion.</p> <p>4 goals were overdue for review.</p> <p><i>07/08/2024</i></p>	Simone Ewald-Rist	-
100%	01/07/2023	30/06/20	→ Workplace Safety - Ensure that Risk Management processes identify and manage psychological risk.	<p>Simone Ewald-Rist: Throughout the 2023/2024 Financial Year, there has been a notable increase in webinar attendance and the dissemination of information regarding psychosocial hazards. This has been facilitated by the collaboration among the Council's Human Resources, Mental Health & Wellbeing, and Health & Safety Coordinators, who have established a system for sharing relevant information. A summary of these discussions is then presented to management for review and subsequently shared with employees during staff meetings.</p> <p>Additionally, Health and Safety Policy meetings have been regularly held to engage in constructive dialogue with managers about the direction of policies and procedures, ensuring compliance with legislation and the integration of measures for managing and mitigating associated risks within our existing risk management framework.</p> <p><i>19/07/2024</i></p>	Simone Ewald-Rist	-
100%	01/10/2023	01/02/20	→ Risk Management Framework - Undertake an external review of Risk Management.	<p>Raoul Harper: The external review is now complete and will be presented to the Audit Panel at its June 2024 Meeting.</p> <p><i>04/06/2024</i></p>	Raoul Harper	-

ORGANISATIONAL EFFICIENCY

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	Local Government Reform		John Brown	-
100%	01/07/2023	30/06/20	→ 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.	<p>John Brown: Extensive community consultation was undertaken in July 2023 and included with Council's submission which articulated an argument for an East coast council to be considered.</p> <p>With the release of the Final report from the Board on 22/11/23 Council reviewed and provided a submission to the Minister. The recent State Election has provided a delay in progression and the response to the Final Report by the State Government and the Minister has not yet been provided.</p> <p>07/08/2024</p>	John Brown	-
100%	01/07/2023	30/06/20	→ Northern Region Shared Services - Pursue joint procurement opportunities involving Northern Region Councils.	<p>John Brown: Legal Services arrangements are ongoing and a review of arrangements with the service provider has been undertaken and arrangements extended. From 1/7/24, Council will be accessing the regional recycling processing arrangement that was developed through the City of Launceston. Discussions are occurring in relation to Asset Management, digital transformation and areas of workforce shortage.</p> <p>07/08/2024</p>	John Brown	-
75%	01/07/2023	30/06/20	Break O'Day Organisation		John Brown	-
50%	01/07/2023	31/12/20	→ Service Delivery Review Development Services - examine the opportunity to undertake a service delivery review focused on development related systems and processes following implementation of PlanBuild.	<p>Jake Ihnen: The full functionality of Plan Build has been delayed and therefore the service delivery review did not commence to its full extent. Initial points for consideration have been progressively compiled during the year, A new activity for service delivery review has been initiated for the 2024/2025 financial year.</p> <p>03/07/2024</p>	Jake Ihnen	Erica McKinnell

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	31/03/20	Works Department Service Delivery Review - Review and implement the outcomes of the Review with a focus on addressing succession requirements and an ageing workforce.	<p>John Brown: The review assessed how the Works Department could identify savings and system improvements to allocate resources more efficiently. Twelve key recommendations were made to management through a working group forum comprising department employee representatives. The more significant actions related to a review of team structures and plant replacement are ensuring that replacements are fit for purpose. A report was considered by Council at the February Council meeting.</p> <p>Structural changes included the creation of a Team Leader - Waste Operations responsible for providing daily guidance and supervision to the Waste Transfer Station crews and, most recently advertising of the Assistant Works Manager position. A detailed review of Plant & Equipment was completed in June with system changes implemented immediately and further actions in the year ahead.</p> <p>07/08/2024</p>	David Jolly	Erica McKinnell
100%	01/07/2023	01/07/20	Management Systems		John Brown	-
100%	01/07/2023	30/06/20	Cascade - Progress with implementation of the Project Management Plan within Cascade.	<p>Angela Matthews: The implementation of Project Management within Cascade did not commence due to conflicting priorities, particularly in relation to the Digital Transformation project.</p> <p>02/08/2024</p>	Angela Matthews	-
100%	01/07/2023	31/03/20	PlanBuild - Carry out live testing and implementation of State Government PlanBuild Project.	<p>Jake Ihnen: As the Tasmanian Planning Scheme is now in place for Break O Day, PPlanBuild functionality has been actively utilised by potential property developers and is become increasingly relied upon for customer service enquires which is achieving some staff efficiencies. Councils testing in relation to the rollout for further functionality was delayed due to State Government change in priorities, the next stage will include further functionality such as online submission of development applications, tracking and assessment of applications.</p> <p>03/07/2024</p>	Jake Ihnen	-
100%	01/09/2023	01/11/20	Software Systems - Transition from PropertyWise to CouncilWise and implement improvements to rating and property related procedures and processes.	<p>Raoul Harper: CouncilWise is now fully functional.</p> <p>29/04/2024</p>	Raoul Harper	Angela Matthews
100%	01/07/2023	30/06/20	Customer Service	<p>Raoul Harper: Staff availability to genuinely deliver significant improvements to customer service has been a challenge during the year in review. With more resources dedicated to CS in the next FY customer service improvements are a high priority. That said, customer complaints have been managed effectively with the resources available during the reporting period.</p> <p>27/06/2024</p>	Raoul Harper	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ Access to Information - Ensure staff understand where they and customers can access Council information.	<p>John Brown: Knowledge relating to access to information is provided through regular team meetings and staff meetings.</p> <p>Council is currently embarking on a Digital Transformation journey. This will allow us to consider better ways to communicate internally.</p> <p>We are currently examining different software and functionality with the view to improve our internal communications systems which will assist with:</p> <ul style="list-style-type: none"> • Ease of access to information • Timely access to information • Easy lodgment of internal forms, and more. <p>07/08/2024</p>	Jayne Richardson	-
75%	01/07/2023	30/06/20	→ Customer Service - Implement, monitor and report on "Closing the Loop" process to guide processes and options for improving customer service.	<p>Angela Matthews: Processes have been implemented for the 'Closing of Loop' and a small amount of follow up calls and emails commenced. Unfortunately this was not a high priority and has not been completed to the standard expected due to staff resources and the implementation of new systems that were required for customer service. Conflicting demands on time impacted this action. An increased focus of closing the loop of communication is being pursued through Management team meetings pushing Managers to focus on the activities of their team members.</p> <p>02/09/2024</p>	Angela Matthews	Rebecca Wood
93%	01/07/2023	01/07/20	Asset Management		David Jolly	-
90%	01/07/2023	30/06/20	→ System Refinement - Develop and Refine Asset Management System including integration of all Council assets.	<p>David Jolly: The council engaged IMG (Infrastructure Management Group - road asset condition monitoring services) and ACEAM (to develop Asset Management Dashboards - all asset classes managed by the Council) for enhanced asset management. In October 2023, IMG undertook a condition monitoring survey of the sealed road network, which has been uploaded into our GIS applications and used for forward capital and maintenance planning. In addition, asset registers for roads, bridges, footpaths, and stormwater were reviewed and updated and are undergoing revaluation. Dashboard development relies on this activity to be completed, which will cross into the new financial year with an updated completion timeframe of August/September. It will guide subsequent updates to the Council's Strategic Asset Management Plan and Long-Term Financial Plan.</p> <p>26/07/2024</p>	David Jolly	Raoul Harper

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/11/2023	31/03/20	→ Asset Management Plan - Review the Asset Management Plan and revise where required to align with the parameters of the Long Term Financial Plan (LTFF) and the Financial Management Strategy.	<p>Raoul Harper: Activity in relation to this goal has been ongoing and significant throughout the reporting period. Cross departmental efforts to gather, review and ground truth asset data, condition assessments and valuations to ensure the transition to a new asset management system is based on a solid foundation of data accuracy and value. Activity in this piece far exceeds the original goal statement. Nearing first phase completion, the new system will integrate and improve data relating to the LTFF and Financial Management Strategy while providing Council with a modern, functional and reliable asset management system for years to come.</p> <p>19/07/2024</p>	Raoul Harper	David Jolly
90%	01/09/2023	30/06/20	→ Stormwater System Management Plan - Review the 2019 Plan and integrate urban drainage into Plan providing a five (5) year investment and renewal program.	<p>David Jolly: In the 2023-2024 financial year, the Council engaged Collective Consulting to revalue stormwater asset components, which led to a revaluation of the Council's stormwater infrastructure. The Stormwater Asset Management Plan update is pending sign-off of the revaluation before the end of July 2024, with the plan update to be finalised in the 2024-2025 financial year.</p> <p>02/08/2024</p>	David Jolly	Raoul Harper
100%	01/07/2023	30/06/20	Public & Environmental Health		Jake Ihnen	-
100%	01/07/2023	30/04/20	→ New Municipal By-Law - Progress development and implementation of Municipal By-Law which controls animals, waste disposal site controls and caravans within the Municipality.	<p>Jake Ihnen: The Environmental By-Law No. 1/2023 is now legislated and in operation. The By-Law was also tabled which completes the final stages.</p> <p>03/07/2024</p>	Jake Ihnen	Anna Williams
100%	01/07/2023	30/06/20	→ Food Premises - Deliver a regular program of Food Premises inspections.	<p>Jake Ihnen: Council's Environmental Health Officer has now completed a significant amount of Food Premise auditing, and we are now rolling out scheduled inspections across the municipality in accordance with our legal obligations.</p> <p>03/07/2024</p>	Jake Ihnen	-
100%	01/10/2023	30/04/20	→ Water Quality Monitoring - Undertake monitoring and reporting in recreational waters.	<p>Jake Ihnen: Water Quality testing was completed during the summer months and result reported to Council. The Denison Rivulet was subject to poor water quality results due to heavy rainfall periods, detailed reports and results is provided within Council Public Meeting agenda.</p> <p>03/07/2024</p>	Jake Ihnen	-
100%	01/07/2023	01/07/20	Stakeholder Management		John Brown	-

Current...	Start D...	Due ...	Goal	Update	Owner	Co-owners
100%	01/07/2023	30/06/20	→ 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.	<p>John Brown: Participation in LGAT and ALGA activities is significant with Mayor Tucker being the LGAT President resulting in him participating in a range of activities and groups at the State and national level. Motion submitted to the November General Meeting of LGAT. Motion on Domestic Violence submitted to the ALGA NGA in July 2024.</p> <p>Attendances at meetings and Conferences included: 1/11 LGAT General Meeting and Conference, Mayor Tucker, D/Mayor Chapple, Cllr Drummond and General Manager 14/3 LGAT General Meeting, Mayor Tucker and Acting General Manager</p> <p>Council provided a submission to the Senate Inquiry into Local Government Sustainability in May 2024. 07/08/2024</p>	John Brown	-
100%	01/07/2023	30/06/20	→ Northern Tasmania Development Corporation (NTDC) - Participate in NTDC activities focused on developing the regional economy.	<p>John Brown: Participation in NTDC activities has been led by the Mayor and General Manager, specific actions have included submitting projects to the Regional Priority Projects process and attendance at the Regional Collaboration Forum on 20/9/23 as well as the Members Representative Group meetings on 13/9, 24/11 with the AGM following, 14/2, and 22/5. 07/08/2024</p>	John Brown	-
100%	01/07/2023	30/06/20	→ Legislative Reviews - Participate in reviews of legislation affecting Local Government.	<p>John Brown: Participation in Legislative reviews has included the following: 1. Road Management legislation (November 2023) 2. Development Assessment Panels (November 2023) 3. Fire & Emergency Service Bill (November 2023) 4. Managing Interests Framework (December 2023) 5. Reserve Activity Assessments (April 2024) 6. Residential Tenancy Act (June 2024) 07/08/2024</p>	John Brown	-
100%	01/07/2023	01/07/20	Emergency Management		John Brown	-
100%	01/07/2023	31/08/20	→ Municipal Emergency Management Plan - Adopt the Plan in line with the Tasmanian Emergency Management Plan.	<p>Chris Hughes: The Break O'Day Municipal Emergency Management Plan has been adopted by the Commissioner of Police and is current for a two year period. 23/10/2023</p>	Chris Hughes	-

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

IN CONFIDENCE

10/24.18.0 CLOSED COUNCIL

10/24.18.1 Confirmation of Closed Council Minutes – Council Meeting 16 September 2024

10/24.18.2 Outstanding Actions List for Closed Council

10/24.18.3 Closed Council Item Pursuant to Section 15(2)A of the Local Government (Meeting Procedures) Regulations 2015 - General Manager Annual Leave

10/24.18.4 Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015 - Tender – Design & Construct Contract, Bridge 2809 Replacement, Contract 030\001\152

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

10/24.19.0 MEETING CLOSED

Mayor Tucker thanks everyone for their attendance and declared the meeting closed at ...pm.