

Ordinary Council Meeting - 22 March 2022 Attachments

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Profit and Loss

Glamorgan Spring Bay Council

For the 8 months ended 28 February 2022

Account	YTD Actual	YTD Budget	Budget Var	Var %	2021/22 Budget	Notes
Trading Income						
Rate Revenue	9,855,793	9,842,091	13,702	0%	9,867,631	
Statutory Charges	552,411	482,672	69,739	14%	724,013	
User Charges	636,140	437,448	198,692	45%	656,156	1
Grants	758,002	640,340	117,662	18%	1,617,100	
Interest & Investment Revenue	222,911	221,956	955	0%	519,441	
Contributions	179,810	93,334	86,476	93%	140,000	2
Other Revenue	1,222,740	1,515,954	(293,214)	-19%	2,275,056	
Total Trading Income	13,427,809	13,233,795	194,014	1%	15,799,397	
Gross Profit	13,427,809	13,233,795	194,014	1%	15,799,397	
Capital Grants						
Grants Commonwealth Capital - Other	371,428	1,717,462	(1,346,034)	-78%	5,717,462	
Grants Commonwealth Capital - Roads to Recovery	262,978	516,021	(253,043)	-49%	664,065	
Grants State Capital - Other	131,123	349,122	(217,999)	-62%	532,903	
Total Capital Grants	765,529	2,582,605	(1,817,076)	-70%	6,914,430	3
Other Income						
Net Gain (Loss) on Disposal of Assets	48,405	0	48,405	0%	0	
Other Income - PPRWS Reimbursement of Principal Loan	0	0	0	0%	102,609	
Total Other Income	48,405	0	48,405	0%	102,609	
Operating Expenses						
Employee Costs	3,075,327	3,328,642	(253,315)	-8%	4,975,840	
Materials & Services	5,136,371	5,406,144	(269,773)	-5%	7,952,266	
Depreciation	1,912,721	1,912,721	0	0%	2,869,085	
Interest	91,367	151,400	(60,033)	-40%	227,106	4
Other Expenses	143,024	150,328	(7,304)	-5%	225,505	
Total Operating Expenses	10,358,810	10,949,235	(590,425)	-5%	16,249,802	
Net Profit	3,068,998	2,284,560	784,438	34%	(450,405)	
Total Comprehensive Result (incl Capital Income)	3,882,932	4,867,165	(984,233)	-20%	6,566,634	
Capital Works Program (Current Year WIP)						
Work in Progress Capital Works - Plant Internal	79,530	0	79,530	0%	0	
Work In Progress Payroll - Salaries and Wages	81,235	0	81,235	0%	0	
Work in Progress Capital Works - On Costs	38,587	0	38,587	0%	0	
Work in Progress Capital Works - Contractor Costs	1,288,764	0	1,288,764	0%	0	
Work in Progress Capital Works - Other Costs	83,152	0	83,152	0%	0	
Work in Progress Capital Works - Materials	497,175	0	497,175	0%	0	
Work in Progress Capital Works - Consultancy	77,414	0	77,414	0%	0	
Work in Progress Capital Works - Plant Hire External	7,176	0	7,176	0%	0	
Total Capital Works Program (Current Year WIP)	2,153,033	0	2,153,033	0%	0	

NOTES:

1 Higher water usage fees by PPRWS due to excess rainfall \$125k, higher than forecast planning fees \$10k and animal management fees \$15k and \$19k for marina usage.

2 Higher stormwater and public open space contributions than forecast.

3 Grants behind forecast contributed to by delays in obtaining contractors to secure works to satisfy grant milestones.

4 Interest of loans is recognised at milestones throughout the year, with the variance indicating a timing difference to budget.

Statement of Financial Position

Glamorgan Spring Bay Council

As at 28 February 2022

Account	28 Feb 2022	30 Jun 2021
Assets		
Current Assets		
Cash & Cash Equivalents	3,776,296	3,018,850
Trade & Other Receivables	2,780,299	926,374
Other Assets	40,800	273,191
Total Current Assets	6,597,396	4,218,415
Non-current Assets		
Trade & Other Receivables	0	3,243
Investment in Water Corporation	30,419,394	30,419,394
Property, Infrastructure, Plant & Equipment	143,759,484	144,779,771
Total Non-current Assets	174,178,878	175,202,408
Total Assets	180,776,273	179,420,823
Liabilities		
Current Liabilities		
Trade & Other Payables	1,190,211	1,189,660
Trust Funds & Deposits	357,886	361,562
Provisions	664,932	664,932
Contract Liabilities	0	949,850
Interest bearing Loans & Borrowings	142,739	458,263
Trade & Other Payables - Debtor Suspense Account	250	0
Total Current Liabilities	2,356,018	3,624,268
Non-current Liabilities		
Provisions	69,486	69,486
Interest Bearing Loans & Borrowings	7,838,574	7,844,169
Total Non-current Liabilities	7,908,059	7,913,655
Total Liabilities	10,264,077	11,537,922
Net Assets	170,512,196	167,882,901
Equity		
Current Year Earnings	2,618,037	1,683,188
Retained Earnings	82,682,948	81,033,102
Equity - Asset Revaluation Reserve	84,672,844	84,672,844
Equity - Restricted Reserves	538,367	493,767
Total Equity	170,512,196	167,882,901

Statement of Cash Flows

Glamorgan Spring Bay Council
For the 8 months ended 28 February 2022

Account	YTD Actual	2020/2021 Actual
Operating Activities		
Receipts from customers	10,341,685	11,963,619
Payments to suppliers and employees	(8,630,946)	(13,745,304)
Receipts from operating grants	758,002	1,343,056
Dividends received	207,000	207,000
Interest received	15,911	20,989
Cash receipts from other operating activities	560,925	1,149,744
Net Cash Flows from Operating Activities	3,252,578	939,104
Investing Activities		
Proceeds from sale of property, plant and equipment	51,275	217,237
Payment for property, plant and equipment	(2,369,041)	(7,759,220)
Receipts from capital grants	1,023,729	3,826,281
Other cash items from investing activities	215,234	(212,892)
Net Cash Flows from Investing Activities	(1,078,803)	(3,928,594)
Financing Activities		
Trust funds & deposits	(4,626)	(172,910)
Net Proceeds/(Repayment) of Loans	(321,120)	1,066,733
Other cash items from financing activities	(1,090,582)	3,422,376
Net Cash Flows from Financing Activities	(1,416,328)	4,316,199
Net Cash Flows	757,446	1,326,709
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	2,951,806	1,625,097
Cash and cash equivalents at end of period	3,709,252	2,951,806
Net change in cash for period	757,446	1,326,709

Capital Works Detail

Glamorgan Spring Bay Council

For the period 1 July 2021 to 28 February 2022

New Capital	Actual YTD	Adj Budget	2021/22 Budget	Government Funding	Council Funding	Project Progress	Details	Government Funding
Roads, Footpaths, Kerbs								
Freycinet Drive - Kerb at Kayak Rental to stop flooding	32,695	32,695	30,000	32,695		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Strip Rd Little Swanport - concrete overlay to hardstand floodway	4,580	30,000	30,000	30,000		programmed	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
R2R - Nugent Rd Seal	-		50,000			Complete		
Bicheno walkway	286,570	343,790	403,000	403,000		complete	Carried Forward from 2020/21	Drought Relief
DRG Swanwick Rd Footpath	-					Complete stage 1		
CDG Dolphin Sands Road shared pathway	-					Retention paid		
Triabunna Road Realignment re Cenotaph/RSL corner	21,368	315,000	115,000	315,000		Commenced	Carried Forward from 2020/21	Drought Relief
Swansea Main Street Paving	56,387	932,309	1,000,000	1,000,000		Design progressing		Fed Grant Funding
Total Roads, Footpaths, Kerbs	401,600	1,653,794	1,628,000	1,780,695	-			
Parks, Reserves, Walking Tracks, Cemeteries								
Swansea Cricket Practice Nets	-							Community Infrastructure Fund - Round 2
Swansea Boat Trailer Parking	168,292	254,000	450,000	500,000		Complete	Carried Forward from 2020/21	DPIPWE Funds
Bicheno Triangle	36,533	557,696	580,000	600,000		Design continuing		Fed Grant Fund
Bicheno Gulch	61,939	1,420,655	1,490,000	1,500,000		Design continuing		Fed Grant Fund
Coles Bay Foreshore	60,060	932,147	950,000	1,000,000		Design continuing		Fed Grant Fund
Jetty Rd Bicheno - Beach Access, timber walkway installation	14,131	10,500	10,500	10,500		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Buckland Walk - rehabilitation	-	35,000	60,000	-	35,000		Carried Forward from 2020/21	
Total Parks, Reserves, Walking Tracks, Cemeteries	340,955	3,209,998	3,540,500	3,610,500	35,000			
Stormwater & Drainage								
Freycinet Drive CB Rock Line drain and culvert	18,728	30,000			30,000	complete	Carried Forward from 2020/21	
Triabunna Yacht club main install	24,521	15,000			25,000	Complete	Carried Forward from 2020/21	
Bicheno Esplanade install new mains to 3 houses	608	25,000			15,000	complete	Carried Forward from 2020/21	
49 Rheban Rd to West Shelley Beach instal	426	70,000			70,000	commenced	Carried Forward from 2020/21	
Holkham Crt Flood Mitigation	27,860	258,500	265,000		125,000	planning replacement	Carried Forward from 2020/21	
Total Stormwater & Drainage	72,142	398,500	265,000	-	265,000			
Plant & Equipment								
Crane Gantry Swansea - safe water tank removal	6,723	22,765	20,000	-	22,765	complete		
Total Plant & Equipment	6,723	22,765	20,000	-	22,765			
Total New Capital	821,420	5,285,057	5,453,500	5,391,195	322,765			

Renewal of Assets	Actual YTD	2021/22 Budget	2021/22 Budget	Government Funding	Council Funding	Project Progress	Details	Government Funding
Roads, Footpaths, Kerbs								
RTR - RSPG Rheban Rd Resheeting / realignment for bridge	-	100,000	100,000	50,000	50,000	complete	Carried Forward from 2020/21	RTR
Resheet - Old Coach Rd 3km	59,481	50,200	50,000		50,200	complete		
Resheet - Sally Peak Rd 1km	16,053	16,800	17,000		16,800	Complete		
Resheet - Sand River Rd 1km	15,000	16,800	17,000		16,800	Complete		
Resheet - Seaford Rd 1km	17,450	33,470	34,000		33,470	complete		
Resheet - Strip Rd 2km	-	8,222	34,000		8,222			
Resheet - Bresnehan Rd 0.5km	10,145	17,000	8,500		17,000	commenced		
Resheet - Medora St Pontypool 1km	301	33,478	17,000		33,478			
Resheet Nugent Rd	17,216	17,216	16,000		17,216	Complete		
Reseal	116,013	443,300	443,300		443,300	commenced		
Resheet - Mt Murray Rd	29,775	30,174	-		30,174	complete		
Emergency repairs Wielangta Rd	-	106,000				barrier hire/ co-contribution for State Govt Grant		
Community Infrastructure Fund - Round 3	-	35,000	221,174	221,174		projects confirmed		Community Infrastructure Fund - Round 3
Redesign and relocation of the Triabunna School crossing	4,880	31,000	31,000	31,000		consulting school on design		Community Infrastructure Fund - Round 3
Design	10,980	29,200	29,200		29,200			
Contingency	-	170,000	40,000		170,000	council contributions to Mar2021 flooding		
Total Roads, Footpaths, Kerbs	297,293	1,137,860	1,058,174	302,174	915,860			
Parks, Reserves, Walking Tracks, Cemeteries								
Spring Bay Recreation Ground Upgrade	-	150,000	-	150,000			New Grant	State Government
Bicheno BMX track refurbishment	21,358	20,000	20,000	20,000		complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Total Parks, Reserves, Walking Tracks, Cemeteries	21,358	170,000	20,000	170,000	-			
Stormwater, Drainage								
Alma Rd and Fieldwick Lane - Rockline drain and culvert improvements	90,452	125,000	125,000	125,000		90% complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Stormwater management planning, investigation & design	40,131	85,000	100,000		85,000	continued	Carried Forward from 2020/21	
39 West Shelley Beach Orford Main Upgrade	84,340	50,226	-			complete	Carried Forward from 2020/21	
Stormwater and drainage to be allocated	-		77,000		-	complete	Carried Forward from 2020/21	
Total Stormwater, Drainage	214,923	260,226	302,000	125,000	85,000			
Buildings & Facilities								
RSL Cenotaph - new memorial c/fw project	-	18,442	10,000		10,000	programming installation	Carried Forward from 2020/21	
Triabunna Medical Centre - Car Park reseal and line mark	25,658	45,000	45,000	45,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Bicheno Medical Centre - Car Park reseal and line mark	25,596	52,305	55,000	55,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Triabunna Marina - improve public facilities and shelters	40,016	40,863	40,863	40,863		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Triabunna Marina Area Shelter	-	15,000				Complete		Community Infrastructure Fund - Round 2
Coles Bay Tennis Courts - Basketball hoop installation	1,365	1,910	3,000	3,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund - Round 2
Buckland Community Hall - ramp access	5,564	42,845	45,000	45,000		In progress	Carried Forward from 2020/21	Community Infrastructure Fund
Buckland Community Hall - stairs	51,230	51,230	55,000	55,000		In progress	Carried Forward from 2020/21	Drought Relief
Bicheno Medical Centre - Refurb Treatment Room	25,000	25,000	25,000	25,000		In progress	Carried Forward from 2020/21	Community Infrastructure Fund
Swansea Courthouse Drainage Works	-	10,000	10,000	25,000		Complete	Carried Forward from 2020/21	Community Infrastructure Fund
Swansea Child Care Fencing	1,170	15,260	-			Complete		Community Infrastructure Fund - Round 2
Swansea Community Hall - Toilet Refurbishment	53,705	53,705				Complete	Carried Forward from 2020/21	Community Infrastructure Fund
Swansea SES CCTV	1,163	1,718				Complete	Carried Forward from 2020/21	Community Infrastructure Fund
Install Solar Panels on the Swansea Community Hub building	-	636					Carried Forward from 2020/21	Men's Shed grant fund
Swansea Cricket Practice Nets	-	35,000					Community Infrastructure Fund - Round 3	Community Infrastructure Fund - Round 3
Swansea Courthouse - refurbish toilet and install disabled/unisex toilet	-	75,000	60,000	60,000		Concept		Community Infrastructure Fund - Round 3
Coles Bay Community Hall - Replacement of Annexe, Medical Room, Kitchen and Library	1,450	180,000	180,000	180,000		Design progressing		Community Infrastructure Fund - Round 3
Spring Beach Toilet Refurbishment	-	65,000	65,000	65,000		Sched 2022		Community Infrastructure Fund - Round 3
Total Buildings & Facilities	231,916	728,914	593,863	598,863	10,000			

Marine Infrastructure	Actual YTD	2021/22 Budget	2021/22 Budget	Government Funding	Council Funding	Project Progress	Details	Government Funding
Pylon Replacement - Marina	49,875	100,000	100,000		100,000	In progress		
Saltworks Toilet	-	100,000	245,000	245,000		Design progressing		Community Infrastructure Fund - Round 3
Saltworks Jetty Upgrade	-	99,123	100,000	100,000		Design progressing	Carried Forward from 2020/21	State Grant
Total Marine Infrastructure	49,875	299,123	445,000	345,000	100,000			
Bridges, Culverts								
Orford Bridge Replacement	10					complete	Contract Complete. Rehabilitation to finalise project	\$1.02m project started May 2019. Fully Federal Grant funded
Holkham Crt Culvert	-	56,087	50,000	56,087		Draft Design received	Carried Forward from 2020/21	Community Infrastructure Fund
RTR - EMF Rheban Rd Griffith River Bridge	379,214	277,526	280,000	300,000		complete	Carried Forward from 2020/21	RTR 25% EMF75%
Total Bridges, Culverts	379,224	333,613	330,000	356,087	-			
Plant & Equipment								
IT Computer Equipment	30,457	30,000	30,000		30,000			
Medical Equipment	-	20,000	20,000		20,000			
Misc. Plant & equipment replacements/contingency	-	13,062	-		13,062			
Replace vehicle loading crane	18,325	16,659	-		16,659	complete		
Replace Ute x 2 (2007/2008)	55,365	58,009	57,000		58,009	complete		
Replace Mayor Vehicle (2016)	-	-	37,000		-			
Replace Tipper Truck (2014)	-	76,675	80,000		76,675	complete		
Replace Medium Truck (2014)	-	93,006	80,000		93,006	progressing		
Replace Toro Groundmaster (2014)	27,995	25,450	40,000		25,450	complete		
Replace Tandem Trailer	4,883	4,883	6,000		4,883	complete		
Total Plant & Equipment	137,025	337,744	350,000	-	337,744			
Total Renewal Capital	1,331,613	3,267,480	3,099,037	1,897,124	1,448,604			
Total Capital Works	2,153,033	8,552,537	8,552,537	7,288,319	1,771,369			



19 JAN 2022

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BY:

COMMUNITY SMALL GRANTS APPLICATION FORM

Name of applicant	SPRING BAY EDUCATION GROUP		
Postal address	7 CHARLES STREET TRIABUNNA 7190		
Contact person	JOHN HECK		
Role if group applying	AREA ORGANISER / TREASURER		
Contact number	[REDACTED]		
Email address	[REDACTED]		
Is your organisation an incorporated body?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Project title and brief description (If insufficient space, please attach additional sheet)			
TO ASSIST LOCAL UNINCORPORATED NOT FOR PROFIT ORGANISATIONS THAT LACK THE CAPABILITY IN THE PRODUCTION OF BLACK & WHITE PHOTOCOPYING NEEDS, COLOUR COPYING IF REQUIRED TO BE PROVIDED BY ARRANGEMENT. POWER EQUIPMENT & LABOUR PROVIDED.			
Outline intended outcomes of the project (for example, benefits of the project to the community, support from any other groups or organisations.)			
TO ASSIST LOCAL NOT FOR PROFIT UNINCORPORATED COMMUNITY GROUPS TO FULFILL THEIR INTENT AND PURPOSE. COUNCIL WILL BE ASSISTING THE CONTINUATION OF OUR LOCAL ORGANISATIONS GOOD WORKS WITH NO ADDITIONAL PRESSURE TO COUNCIL'S EXISTING BUDGET.			
Funding sought from Council		\$1000.00	
Funding to be contributed by you or your organisation		\$ IN KIND	
Funding to be contributed from other organisations (Provide details below of confirmed or anticipated contributions *)		\$ N/A	
Total Project Expenses		\$1500.00	
Signed	[REDACTED]		
Name (Please print)	JOHN HECK		
Date	19 JAN. 2022		
*Details of other contributors:	N/A		



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COMMUNITY SMALL GRANTS PROGRAM APPLICATION PACKAGE

A funding scheme initiated by the Glamorgan Spring Bay Council to assist community development in the municipality.

GUIDELINES FOR APPLICANTS

The Glamorgan Spring Bay Council's ~~Community Small Grants Program~~ provides small grants to individuals and community organisations and groups to assist them to undertake programs and activities within the Glamorgan Spring Bay municipal area.

Council receives requests for more funding than is available and consequently funds under the programs are limited. The majority of grants will be restricted to no more than \$1,000, however, in certain circumstances, Council may consider increasing the allocation.

There is no specific funding period. Applications for funding assistance shall be considered throughout the year until such time as the available funds have been exhausted.

ELIGIBILITY

- ❖ Applications must be from not-for-profit organisations as defined as follows:
 - Its main operating purpose is other than to provide goods and services for profit.
 - Other than in the case of winding up, no member/owner has the right to surpluses of the entity.
 - That entity does not have the right to transfer ownership to members/owners.
- ❖ Any resident of the Glamorgan Spring Bay municipal area who has been selected on merit to participate or compete in any event or project of state, national or international significance may seek funding assistance.
- ❖ Projects should aim to:
 - Address relevant community issues of significance.
 - Be initiated within the community and actively involve local people.
 - Improve access and encourage wider use of facilities.

COUNCIL PROCESS REQUIREMENTS

- ❖ Application:
 - Complete the Community Small Grants Application form.
 - Provide a plan or sketch of the proposed project (if applicable).
 - Provide a copy of the project budget and evidence of basis of costs.
- ❖ Successful applicants after project completion:
 - Complete the Community Small Grants Acquittal form.
 - Provide a brief written report of the success or otherwise of the project prior to the conclusion of the financial year, together with a photo (if applicable).
 - Provide most recent financial statement or evidence of expenditure.

For further information, please contact the Community & Communications Officer
Phone: (03) 6256 4777
Email: community@freycinet.tas.gov.au
PO Box 6, Triabunna 7190



9 Melbourne Street (PO Box 6)
Triabunna TAS 7190

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☎ 03 6256 4774

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COMMUNITY SMALL GRANTS APPLICATION FORM	
Name of applicant	Ten Lives Cat Centre
Postal address	[REDACTED]
Contact person	[REDACTED]
Role if group applying	Community and Education Manager
Contact number	[REDACTED]
Email address	[REDACTED]
Is your organisation an incorporated body?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Project title and brief description (If insufficient space, please attach additional sheet)	
Edu.Cat Education Program	
Edu.Cat is an Australian-first Kinder – Year 7 Curriculum aligned feline education program focusing on fostering responsible cat ownership with the aim to create social change in how people care for cats and protect wildlife.	
The program is free and available to all schools in Tasmania. It is focused on STEM (Science, Technology, Engineering and Maths) challenges, including school visits with engaging hands on activities, teacher guidebooks, activity plans, student workbooks, online resources and more.	
We have bookings with schools in the Glamorgan council area (Orford Primary) and would really like to be able to come to Triabunna and Swansea schools as well.	
This grant application would cover the costs of us coming to all three schools.	
Outline intended outcomes of the project (for example, benefits of the project to the community, support from any other groups or organisations).	
Edu.Cat is designed by feline welfare experts and educators. It is grounded in STEM challenges.	
It is designed to educate and inspire students from Foundation to Year 7 to think about cat welfare and responsible cat ownership, including desexing, microchipping and appropriate containment strategies. It teaches the students the importance and benefits of cats in our	
Funding sought from Council	
	\$ 1,000.00
Funding to be contributed by you or your organisation	
	\$ 1408.00
Funding to be contributed from other organisations (Provide details below of confirmed or anticipated contributions *)	
	\$ 0
Total Project Expenses	
	\$ 2,408.00
Signed	[REDACTED]
Name (Please print)	Alex Purvis, Volunteer
Date	20 February 2022
*Details of other contributors:	Rose Bray, Community and Education Manager, Ten Lives

Additional information – Ten Lives application for a small grant to Glamorgan Spring Bay Council

About Ten Lives

Ten Lives is not-for-profit an animal welfare organisation. Our purpose is "helping cats to be a positive part of the community" and our vision is "leadership for all things cats".

Our mission:

- To promote and improve the welfare of cats and kittens
- To promote responsible cat ownership and humane animal welfare principles
- To shift the public attitude towards the welfare of their cats to reduce the number of stray, lost, unwanted or feral cats
- To provide education throughout schools and the community to protect cats, the environment and community
- To reduce unnecessary euthanasia of cats and kittens.

Our triple bottom line is people, the planet and pussycats!

Project title and brief description: Edu.Cat Education Program

Edu.Cat is an Australian-first Kinder – Year 7 Curriculum aligned feline education program focusing on fostering responsible cat ownership with the aim to create social change in how people care for cats and protect wildlife.

The program is free and available to all schools in Tasmania. It is focused on STEM (Science, Technology, Engineering and Maths) challenges, including school visits with engaging hands-on activities, teacher guidebooks, activity plans, student workbooks, online resources and more.

We have bookings with schools in the Glamorgan council area (Orford Primary) and would really like to be able to come to Triabunna and Swansea schools as well.

This grant application would cover the costs of us coming to all three schools.

Intended outcomes of the project

Edu.Cat is designed by feline welfare experts and educators. It is grounded in STEM challenges.

The program is designed to educate and inspire students from Foundation to Year 7 to think about cat welfare and responsible cat ownership, including desexing, microchipping and appropriate containment strategies. It teaches the students the importance and benefits of cats in our lives as pets and what it means to be a responsible cat owner.

Throughout the school grades, children will learn more complex issues surrounding cats, and the positives and negatives in the community, as well as the impacts on wildlife. For example, prep students will start with the basic needs and wants of a pet cat, whereas year 7 students will learn about the effects of feral cats on the food chain and solutions to protecting native wildlife from feral

cats. The program is designed to build on itself, so that each year students learn new facts and issues in relation to cats.

The program includes an incursion to the class room by the Ten Lives Community and Education Manager, with classroom activity plans and student workbooks, teacher handbooks and online resources, posters and more. Importantly, the program is fun and engaging and will help develop the critical thinking skills of the students, promoting student engagement and academic achievement in STEM subjects.

We think the preventative work of our Edu.Cat program supports our mission to promote and improve the welfare of cats and kittens, but also:

- To promote responsible cat ownership and humane animal welfare principles
- To shift the public attitude towards the welfare of their cats to reduce the number of stray, lost, unwanted or feral cats
- To provide education throughout schools and the community to protect cats, the environment and community.

At Ten Lives, in kitten season (October to April), we receive a cat or kitten every 30 minutes during our seven day a week operation. We can have hundreds of cats in our care at any one time, including with our foster carers. With the experience that Ten Lives has in animal welfare, we think we are in a unique position to identify the need for the Edu.Cat program (as well as providing the educational solution). Over the years, we could see that an education program like Edu.Cat might help address some of the responsible pet ownership issues at an educational level, to prevent animals becoming stray or abandoned in the first place.

Less cats roaming (such as stray, feral animals) will also reduce the impact on wildlife and other domestic animals, and help prevent the spread of diseases such as toxoplasmosis. Toxoplasmosis is a public health issue, it can kill wildlife and result in losses in farming communities. By educating children on responsible cat ownership, the concepts will filter into the homes, reducing cat-related problems in the community and improving the welfare of cats and wildlife.

Teaching students about responsible cat ownership and the impacts cats have on each other, our homes, our community and wildlife, our long-term vision for the Edu.Cat program is a reduction in the number of unwanted and abandoned cats and kittens in Tasmania. This will be better for the cats, the community and the environment in the longer term. Ultimately, we would hope Edu.Cat would help reduce unnecessary euthanasia of cats and kittens.

We have had excellent feedback from other schools within the state that we have visited.

Detail on cost

There are three schools in the area we are keen to visit – Orford (90 students) and Triabunna (155 students), and Swansea (56 students). Orford has already made a booking with Ten Lives for this school term (T1, 2022).

In total there are approximately 300 students in the council area we were hoping to reach. Our printed materials for the schools cost approximately (on average) \$1.62 per student, totally **\$486** for 300 students.

We would do two separate day trips to go to Triabunna and Orford – this would be a total of 342kms (return trips) - at the ATO rate of .72 cents per km, this is a cost of **\$246.64**.

Swansea would be a trip of 272km return at .72 cents per km, this is a cost of **\$195.84**.

Swansea would also require an overnight stay (accommodation/meals for our team) @ approximately **\$200 per night** (1 night anticipated).

This is a total expenditure of **\$1,128.08** for books and travel costs.

In addition, we estimate a cost of at least \$40 per hour for 32 hours (4 days) to for our Edu.Cat team to attend all of the schools in the area. This is a total staff cost of **\$1,280**.

The total cost of the trip is therefore \$2,408.08.

We would be so very grateful if the council would consider a contribution of \$1,000 (or any other amount) towards the books and travel expenses to bring Edu.Cat to the schools in the Glamorgan Spring Bay area. We would fund any additional travel costs and staff costs associated with the trips.

We would comply with any COVID requirements in place at the schools.

PROJECTED BUDGET

Account	Total
Income	
Sponsorship GSBC	\$5,000.00
Ticket sales \$35 / 280	\$9,800.00
TOTAL INCOME	\$14,800.00
In-kind GSBC	
Coach from East Coast	\$300.00
Hire of Tower Light from Coates Hire	\$459.00
Hire of Portaloos	\$400.00
Council Outdoor Staff (2) Warden and Safety Officer, on ground helpers	
Lighting	\$200.00
Supply & delivery of Fire Wood, Fire Pots & Chairs	\$1,200.00
Traffic Management	\$1,700.00
Provision of 3 x marquees	\$1,000.00
TOTAL IN-KIND	\$5,259.00
Less Operating Expenses (projected)	
Artist fees	
ACT 1 - Artists fee	\$ 400.00
ACT 2 - Artists fee	\$ 2,250.00
ACT 3 - Artists fee	\$ 2,000.00
Artists fee MC	\$ 400.00
Welcome to Country	\$500.00
TOTAL ARTIST	\$5,550.00
Production Costs	
Sound equipment (lighting + tech) Greg Ransley quote	\$2,100.00
FOV Venue + Stage Manager	\$1,000.00
Backline hire	\$500.00
Stage Truck (modified)	\$2,000.00
Signage	\$150.00
Stage dressing materials	\$100.00
Artist Riders	\$300.00
Liquor licenses x 2	\$127.00
Bushland Garden venue hire fee	\$1,000.00
TOTAL PRODUCTION	\$7,277.00
Project administration + logistics	
Artist Travel Flights	\$500.00
Artist Accom	\$400.00
Ground Transport	\$400.00
FOV accom on-site	\$1,000.00
TOTAL LOGISTICS	\$2,300.00
Total Operating Expenses	\$15,127.00
Net Profit/Loss	-\$327.00

Event Request for Support - East Coast Harvest Odyssey (ECHO) Festival

Support we need, and would really appreciate GSBC assistance with:

We are currently working with Spectran on our traffic management plan which will come in at the total cost of approximately \$1500. This is only a written plan, no equipment is provided. Would GSBC be able to financially assist us with this cost? Or is there a grant we could apply for funding to assist?

On the Traffic topic, does GSBC have any traffic management equipment and signage that we could have access to use? We will know exactly what kind of signage and equipment is required once we get our plan from Spectran - if GSBC does have any traffic equipment perhaps in the meantime you could list what equipment/signage you have available?

Waste Management - It would be great to have assistance again with the yellow recycling bins and red general waste bins. We are working on our waste management and can come back with numbers on bins needed soon.

Does GSBC do any green waste or organic collection / industrial composting? We will have food leftovers and compostable goods needing to be taken care of. If not we will search other avenues for compostables - perhaps you have suggestions also?

Equipment - Hi Vis Vests x15, Hi Vis bunting x6 runs at 50 meters each (or close to this), Star pickets x20, Hi Vis witches hats x50+, 1000 litre IBC Drinking Water tanks x 2?

There are a few things there on our list of seeking support, let me know where you can assist us.

Kind regards
Alison McCrindle



MEDIA KIT

ECHO

FESTIVAL

lutruwita
TASMANIA

SUPPORTED BY



Tasmanian
Government



Australian Government

BACKGROUND

Story

The East Coast Harvest Odyssey, known as ECHO Festival, has become known for weaving together immersive sensory experiences around the traditions of harvest, old and new. This boutique festival guides guests on a journey of exploration that encompasses all senses – taste, smell, sight, sound and touch.

Since founding the festival in 2019, Ange Boxall has poured her heart and soul into making a truly unique multidisciplinary event that goes beneath the surface and fosters authentic connection with people and place.

ECHO Festival is back for another year, running over the weekend of the 8th, 9th and 10th of April. Hosted in the picturesque wine country on the fringes of Swansea, the 2022 program brings together chefs, winemakers and producers along with artists, musicians, storytellers, scientists, entrepreneurs and thought leaders.

ECHO is supported by the Tasmanian Government through Events Tasmania. This project received grant funding from the Australian Government under the Recovery for Regional Tourism program, an initiative of the \$1 billion COVID-19 Relief and Recovery Fund.



OFFERING

2022 Theme

The festival's theme for 2022 is *Kelp Forests*, which play a vital role in the ecosystems of the East Coast and have been a staple for palawa / Tasmanian Aboriginal People from the region for thousands of years.

The idyllic rural setting of Tasmania's East Coast is well known for its striking beaches, food and wine and breathtaking views. ECHO Festival shines a light on the importance of a symbiotic connection with country that many of us are increasingly seeking to make space for in our lives.



O F F E R I N G

Program

ECHO Festival showcases a diverse program that offers a range of experiences across food, sciences, nature and art. The immersive festival is intended to create a sense of reawakening and rebirth. Interactive experiences like the Womb Room, The Great Eastern Ferment (grape stomping) led by Mike Bennie, Kelp Forest activations at the Beaker St Science Bar, Warren Mason's Tin Camp and Bush Foods with Nita Education are all designed to help patrons reconnect and recentre.

Other program highlights include headline musicians Hayley Mary (of the Jezabels) and The Embers, performance art from Emily Sanzaro and Julia Drouhin, along with a host of talented performers. On Sunday, the After-Party Recovery Trail includes a Wine Trail itinerary followed by an off-site late afternoon concert with acts including Pete Cornelius Band and Phil Smith Band.



OFFERING

Key Events

ECHO Odyssey | Friday 8 April 9am-3pm | Purchase a Gold ticket to enter into the draw to win a spot

A guided behind the scenes bus journey, with stops at secret locations between Hobart and Swansea, as well as expert-led activities such as foraging with Trish Hodge. Guests can indulge in samples of local produce as they are transported by the magical storytelling from their host and guides, and sound-bathe in the accompanying soundtrack, created specifically for the journey.

Native Bounty Feast | Friday 8 April 9am-3pm | Open to Silver and Gold ticket holders

Hosted by renowned Sommelier Mike Bennie, the feast will be a four-course degustation of local produce prepared by Chef Lilly Trewartha and Sous Chef Jane Grylls, with an interactive program of entertainment running throughout the evening.



R E S O U R C E S

Ticketing

GENERAL ADMISSION

Includes general access to the event on Saturday 9th and Sunday 10th.

Pricing: \$125pp Full Price, \$87.50pp Local's Price*

VIP

Includes access to exclusive experiences, expert-led demonstrations and wine, gin and whisky tastings.

Pricing: \$175pp

SILVER

Includes access to the **Native Bounty Feast** on Friday 8th and a **General Admission Ticket**, providing access for Saturday 9th and Sunday 10th. The Native Bounty Feast features a four course meal and 1x alcoholic beverage on arrival as well as live entertainment experiences throughout the evening.

Pricing: \$250pp Full Price, \$212.50pp Local's Price*

GOLD

Gold ticket includes access to the **Native Bounty Feast** on Friday 8th and and **VIP Ticket** access on Saturday 9th and Sunday 10th. The Native Bounty Feast features a four course meal and 1x alcoholic beverage on arrival as well as live entertainment experiences throughout the evening. Gold ticket holders receive one (1) entry into the draw to win a spot on the ECHO Odyssey.

Pricing: \$300pp



**To be considered a local, you must have a permanent address in postcodes 7190 or 7215. Valid photo ID with proof of address required.
Local's Tickets are available exclusively from the Swansea Heritage Museum with proof of 7190 or 7215 address, Wed-Fri.*

RESOURCES

Key Information

WEBSITE

www.echofestival.com.au

INSTAGRAM

[@echofestivaltas](https://www.instagram.com/echofestivaltas)



RESOURCES

Media Release

Our current media release is available [here](#)



RESOURCES

Image Library

Our image library has been produced by Dearna Bond and Sammy Jones. Please ensure that the vineyard and photographer are properly credited when using the images.

[VIEW GALLERY](#)



C O N C L U S I O N

Thank You

For press, media and collaboration proposals, please
contact Amanda Vallis, amanda@vallisandco.com





MINUTES OF MEETING

Committee: Glamorgan Spring Bay Council Audit Panel
Chairperson: Heather Salisbury
Executive Officer: Greg Ingham
Meeting Date: Tuesday 15th Feb 2022 9.30am
Location: Council office Triabunna and online via Microsoft Teams

Invitees:

Heather Salisbury	Independent Panel member (Chair)	Present via Teams
Mike Derbyshire	Independent Panel member, Director Bentleys Tasmania Audit Pty Ltd	Present via Teams
Greg Ingham	GSBC General Manager	Present
Elysse Blain	GSBC Director Corporate & Community (Minutes)	Present
Nicole Hobden	GSBC Senior Corporate Officer	Present
Clr Rob Churchill	GSBC Councilor (Panel member)	Present via Teams
Clr Cheryl Arnol	GSBC Councilor (Panel member)	Present via Teams

1. Preliminaries

- **Apologies** Nil.
- Heather acknowledges the opportunity to fulfil the recent appointment to the role of Chair, and expresses thanks to Mike Derbyshire for his role in the last 6 years.
- **Conflict of interest declaration**
 - i. Nil.
 - ii. Heather has recently been appointed to Clarence City Council audit panel.

2. Confirmation of previous minutes 30 Nov 2021

- i. Minutes resolved as true and correct.

3. Outstanding items from Previous meeting

	Action Item	Who	Status
a	Arrange risk assessment with Wise Lord Ferguson	Greg	Discuss below
b	Debtors review	Elysse	Discuss below
c	Request to share information on the capital program progress	Elysse	Done
d	Issue a copy of the letter from TAO out of session to the Panel	Elysse	Done
e	Audit report go to Council January meeting with November minutes	Elysse	Done
f	Audit Panel performance evaluation, aim for completion end of June 2022	Elysse	Discuss below
g	Post PID action list share with Audit Panel	Greg	Underway
h	Proposal for Council to appoint new Audit panel chairperson	Elysse	Done

3.1 Financial Risk Assessment

The financial risk assessment is often a costly exercise if not managed properly. Whilst there are no issues driving a need for such an assessment at this time, it is considered as good practice to assist with process improvement to support the small finance team.

Resolved to contact Wise Lord Ferguson to investigate if they still provide this service, and seek a quote on (1) a preliminary assessment and (2) a full risk assessment. Following receipt of this information, to make a judgement on if there is value to proceed further. Mike happy to provide guidance. Action Elysse



3.2 Debtors Review

Reviewed ageing of Rates and Fees and Charges. These were presented in a summary format and agreed this is a suitable level of detail for this forum. Resolved to review a debtors summary to the Panel agenda twice yearly. Action Heather to add to agenda. Action Nicole to prepare Debtor summary

Agreed that there are no significant issues with the aging status. From a percentage perspective the balances are not of concern are in line with budget allowances, from a cashflow perspective these require collection and the outstanding amounts will be dealt with by accepted practice and shall be supported by development of a debtors policy. Action Elysse.

The new policy will include:

- Guidance for the collection process.
- Guidance for writing off debt
- Process to deal repeat overdues

To pass through the Panel for feedback prior to submission to Council for approval.

4. Financial Reports YTD December 2021

Presented December 2021 financials.

- The combination of works, planning and finance working collaboratively is producing good clarity and substantial improvement in integrity of financials and indication of genuine performance.
- Focused analysis and graphs presented on materials and services, employment costs and revenue demonstrated pleasing trends in line with or better than budget expectations.
- Capital indicates underspend for a variety of reasons. Will be reviewing program to assess approach to deal with lack of contractor's availability, delays in receipt of grants and time taken to receive community feedback from some groups effecting plan finalization.

5. Budget 2022-23 and alignment with Long Term Financial Plan

Provided an outline of the planning underway for both budget and Long Term Financial Plan and associated schedule for delivery. Share the Gantt with the Panel. Action Elysse

6. Tasmanian Audit Office Audit Plan 2022

There was no Audit Plan received from the TAO for 2021 financial year. The plan for 2022 would be expected in approximately Apr-May each year. An Audit Office representative usually attends an Audit Panel meeting to go through their plan. Contact TAO to seek attendance at a Panel meeting. Action Nicole

7. Audit panel performance evaluation

Discussed a plan to conduct a Panel evaluation, with the approach to be to edit the Huon Council example to suit the GSB situation and the survey to be completed by panel members and participating staff, including contracted accountant, Marissa Walters. Intent for Panel Councillor representatives to indicate if there are any significant issues of concern. Agreed that this exercise is reasonable to be done every 3 years that can be reported to Council. Propose to have underway by the next meeting. Action Elysse

8. General Managers Update – General, legal, risk

- 2022 Councillor elections Upcoming will impact the small office team. It will be important that a induction communication plan including the journey council has been on regarding the PID, strategic plans, current issues, sustainability rebuilding, situational issues and constraints, what the team is about to assist to maximize the opportunity to hit the ground running. Action Greg.
- Provided an update on the current status on medical centre and marina sustainability.

9. Update / initial discussion on risk policies and processes



Provided an overview of the existing risk strategy and risk register.

- Overall intent is to assist with planning for actions to reduce/mitigate those risks.
- Identified that the strategy and register needs reviewing
- Agreed to provide an update of framework and status periodically to the Panel. Add to the agenda 6 monthly Action Heather

10. Administration and support for Audit Panel/Annual Work Plan/Agenda

Resolved a clear process for developing new process for distribution of agenda to refine over time:

- Chair to draft agenda and circulate to Panel for comment
- Elysse to coordinate agenda and attachment distribution to Panel.

11. Items Referred to Audit Panel (if any)

Nil

12. Other business and close of meeting

- Resolved to start the process to look for a new independent panel member, early in the new financial year to replace Mike Derbyshire who plans to step down at the next council election.
- As part for any new panel member appointment, the fee for the independent member to be reviewed. Prepare draft paper to council recommending review of fees. Action Nicole
- Was noted by Mike of the considerable improvement in the minutes and agenda throughout the last year.

13. Meeting dates for 2022

- Proposed dates for future meetings for the remainder of the year:
 - Week 3 of each quarterly month
 - Tuesday mornings
 - Flexible for face to face or on line via Teams for ease of attendance
- Next meeting June 2022 Coordinate around TAO, financial statements, LTFMP. TBC.
- Issue schedule of dates for remainder of the year once finalized. Action Nicole

14. Close

11.30am.

15. Action Summary

Elysse	3.1, 3.2, 5, 7
Greg	8
Heather	3.2, 9
Nicole	3.2, 6, 12, 13

Swanwick treatment plant					established in 2012 (10 yrs dep)	
asset	details	replacement cost	useful life	annual dep cost		
Pump station						
switchboard	electrical	\$ 7,500.00	15	\$ 500.00	\$	5,000.00
pump 1	50mm submersible ebara 80DS53.7	\$ 4,031.00	8	\$ 503.88	\$	5,038.75
pump 2	50mm submersible ebara 80DS53.7	\$ 4,031.00	8	\$ 503.88	\$	5,038.75
Pit chamber	4.2m int dia 27kl volume	\$ 12,500.00	80	\$ 156.25	\$	1,562.50
rising main	DN50mm 730 metres	\$ 21,900.00	80	\$ 273.75	\$	2,737.50
valves	item	\$ 1,500.00	10	\$ 150.00	\$	1,500.00
					\$	-
Treatment plant						
shed		\$ 2,500.00	20	\$ 125.00	\$	1,250.00
fences	82 metres good neighbour style	\$ 12,300.00	20	\$ 615.00	\$	6,150.00
concrete treatment cells x 29	29 x 5000 3kl volume	\$ 145,000.00	80	\$ 1,812.50	\$	18,125.00
Lift pumping station	4kl well	\$ 5,000.00	80	\$ 62.50	\$	625.00
lift well pump	Orange SP213	\$ 2,500.00	8	\$ 312.50	\$	3,125.00
lift well pump	Orange SP213	\$ 2,500.00	8	\$ 312.50	\$	3,125.00
Secondary tank	1 x 20kl	\$ 12,000.00	80	\$ 150.00	\$	1,500.00
secondary pump 1	Orange SP630	\$ 2,500.00	8	\$ 312.50	\$	3,125.00
secondary pump 2	Orange SP630	\$ 2,500.00	8	\$ 312.50	\$	3,125.00
Effluent discharge line	15m to boundary DN25	\$ 800.00	80	\$ 10.00	\$	100.00
civil site works		\$ 7,500.00	50	\$ 150.00	\$	1,500.00
aeration fans	2	\$ 4,000.00	8	\$ 500.00	\$	5,000.00
Reticulation system						
Manholes	42 x precast concrete with covers	\$ 88,200.00	80	\$ 1,102.50	\$	11,025.00
gravity mains northern catchment	DN 150 1396.6 lm	\$ 152,229.40	80	\$ 1,902.87	\$	19,028.68
property connections	DN 100 92 nominal	\$ 87,400.00	80	\$ 1,092.50	\$	10,925.00
PVC inspection opening	2 of	\$ 1,000.00	60	\$ 16.67	\$	166.67
gravity mains southern catchment	479lm type unknown	\$ 52,211.00	100	\$ 522.11	\$	5,221.10
Manholes southern catchment	12 x precast concrete with covers	\$ 25,200.00	100	\$ 252.00	\$	2,520.00
Totals		\$ 656,802.40	\$ 1,151.00	\$ 11,651.39	\$	116,513.94

Operating costs annual			Van Dieman op costs 5 yrs		
Van Dieman	annual costs (3 year average)	10667	12/30/2021	1746.82	13226
desludging	periodic	3250		1746.82	
servicing				5289.64	
tank desludging program annual	92 lots divided by 5 yrs = 19	8550		2696.82	
power supply		870		1746.82	
program administration		3500	12/31/2020	1746.82	8742
telstra alarm monitoring		600		627	
Sub-total	operating costs	\$ 27,436.67		1746.82	
	capital depreciation annual	\$ 11,651.39		860	
	recoup 10% depreciation 10 yrs	\$ 11,651.00	12/31/2019	3762	
Total	Costs	\$ 50,739.06		1746.82	9808
				1776.58	
	92 developed properties	\$ 551.51		1045	
				1746.82	
	<u>Quarterly fee</u>	<u>\$ 137.88</u>		1746.82	
			4/15/2019	2521.22	7436
				1276.82	
				1121.82	
				1115.82	
				1115.82	
				285	
			1/3/2018	830.82	4168
				1131.82	
				1131.82	
			3/20/2017	1074.26	

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042
replace pump	4031								4031								4031					
replace pump		4031								4031								4031				
replace pump			4031								4031								4031			
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replace pump					4031								4031								4031	
replace pump						4031								4031								4031
replace electrical switchboard						7500						7500		4031							7500	
replace fans			1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
replace shed																						
replace fences												12300										
driveway installation		7000																				
upgrade pumps and rising main				10000	9000																	
water connection			3000																			
	\$ 4,031.00	\$ 11,031.00	\$ 8,031.00	\$ 15,031.00	\$ 14,031.00	\$ 12,531.00	\$ 1,000.00	\$ 1,000.00	\$ 5,031.00	\$ 5,031.00	\$ 5,031.00	\$ 24,831.00	\$ 5,031.00	\$ 5,031.00	\$ 1,000.00	\$ 1,000.00	\$ 5,031.00	\$ 5,031.00	\$ 5,031.00	\$ 5,031.00	\$ 12,531.00	\$ 5,031.00

GSBC MEMC Report

Workshop date:	16 March 2022
Subject:	Swansea Helipad Development Proposal
Author	Municipal Emergency Management Coordinator

INTRODUCTION

This committee is established under Section 22 of the Emergency Management Act 2006 which describes the committee functions at Section 22 generally as:

“...to institute and coordinate, and to support the institution and coordination of, emergency management in the municipal area...”

Functions of the committee under the Terms of Reference include:

2.1.2 Enhance emergency management arrangements by reviewing the management of emergencies that have occurred in the municipal area and identifying excellence as well as opportunities for improvement.

PURPOSE OF REPORT

In order to progress an opportunity for improvement in emergency management arrangements this report provides information to the committee and requests a recommendation of support for the proposal to go to Stakeholder Agencies.

BACKGROUND/OVERVIEW

The Municipal Emergency Management Coordinator has been liaising with staff from Tas Fire in the first instance and Tasmanian Ambulance regarding the development of the land behind the existing Swansea Emergency Services building at Swansea for more intensive helicopter use with established infrastructure.

Helicopters are used extensively in fire operations and to service emergency health service requirements on the East Coast. There are no permanent facilities established in the Swansea area from which ongoing helicopter operations can be supplied and resourced. This creates additional resource liaison to operate staging from the site. Additionally, all ambulance operations are conducted in public open space generating numerous risks associated helicopter activity.

The location in question was used for staging over the 2021 Christmas period, and previously however there is currently a lack of facilities and infrastructure to sustain the higher use that come with sustained emergencies. Also, while the Swansea oval is used and may still be used for helicopter landing that location presents many risks as a public open space and is not able to be developed with complimentary facilities.

DISCUSSION

Emergency operations rely on speed and efficiency for effectiveness in the field. The present ad-hoc arrangements for helicopter operations come with risks to operational effectiveness and to the general public where the oval is used.

An opportunity exists to develop a section of the council land at the rear of the existing emergency services combined depot at 76 Maria St Swansea. This relatively new multi-agency facility is well equipped to use as an operations center for the various agencies deploying helicopters for emergency response.

The land at the rear is presently utilized for sheep grazing and hay which may continue to an extent under the proposed development.

The land is council owned and Zoned for Light Industrial use.

The proposal would ultimately and progressively see the development of 4 helipads with associated lighting, windsocks and line marking and a raised road to service these with trucks and other vehicles. The site may also have aviation fuel storage subject to proposed frequency of use otherwise tankers would service the site as necessary. Development needs are proposed to be worked out with all stakeholders.

The works are proposed to be funded predominantly through grants with limited agency funds as necessary to supplement these. The facility will only develop as far as ultimately deemed necessary.

Through the Black Summer Bushfire Grant process council has attracted initial funding of \$87,000 to establish some hard stand areas for improved accessibility to better facilitate the present ad-hoc arrangements.

RECOMMENDATION: The Glamorgan Spring Bay Emergency Management Committee supports the proposal to develop land at 76 Maria St for improved helicopter access for emergency preparedness and response and recommends that council and other stakeholder agencies work together to develop the site, within planning and other statutory confinements, to meet current and future needs.

Location



View of property from car park at rear of offices/sheds



ORFORD FORESHORE MASTER PLAN

Draft Report



in association with North Barker
Ecosystem Services

Prepared for Steering Committee
involving Glamorgan Spring Bay
Council and Tasmania Parks and
Wildlife Service

FEBRUARY 2022

DRAFT ORFORD FORESHORE MASTER PLAN

Prepared for Glamorgan Spring Bay Council and Tasmanian Parks and Wildlife Service

Inspiring Place

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Hobart 7000

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E johnhepper@inspiringplace.com.au
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Direct enquiries to:
John Hepper
Director, Inspiring Place

Inspiring Place is a Unit Trust incorporated in Tasmania.
The Company Directors are John Hepper and Jerry de Gryse
ABN 58 684 792 133
ACN 085 559 486

Date	Version
17.12.21	Draft report to Steering Committee for review
13.01.22	Final report for Council and PWS consideration for approval to allow public review and comment
25.02.22	Final report for public review and comment

Inspiring Place Project No. 21-45

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SECTION 1 INTRODUCTION

1.1 BACKGROUND

Orford, located 78kms to the north of Hobart, has become the southern visitor gateway to the East Coast and the Great Eastern Drive in Tasmania. The coastal settlement is a highly desirable location for holiday makers with the population swelling over the summer months and other peak times of the year.

The coastal foreshore extending from Raspins Beach south to the end of Millingtons Beach, has been a popular place that attracts high levels of use and recreational activity by locals and visitors. The foreshore has also been a popular area used for a range of recreational activities including walking, bike riding, running, sailing, fishing, swimming, kayaking, boating, surf lifesaving, dog walking, picnicking and bird watching.

The foreshore has significant bio-conservation values with the mouth of the Prosser River, being recognised by BirdLife International as being an Important Bird Area (IBA) for seabirds and shorebirds.

The foreshore has been largely modified in response to coastal hazards and threats. Coastal erosion led to the loss of significant foreshore land and the need to install rock wall barriers along Raspins Beach. The flooding of the Prosser River after heavy rainfalls caused foreshore erosion and led to the installation of major rock walls to limit coastal damage. The State Government undertook major works to dredge the mouth of the Prosser River and install large sandbags to manage river flows and sand deposits so as to allow safe boat access.

The dynamic nature of the coastline and the influences resulting from climate change will continue to create littoral drift, coastal erosion and impose impacts on the seabird, shorebird and wildlife habitat.

There have also been ongoing conservation efforts along the foreshore to reduce weeds, re-establish local coastal vegetation, manage coastal access and to educate/inform users of the natural values.

2 Draft Orford Foreshore Master Plan

These works and other improvements to the foreshore have largely been done in the absence of an agreed master plan for the whole foreshore. The Orford Foreshore master plan provides the opportunity for developing strong policy guidance and to resolve issues at these sites in a sustainable manner through well-considered master planning. The Project Brief referred to issues such as:

increasing complexity of managing increasing visitation in conjunction with protecting and conserving significant natural and cultural values;

responding to the diversity of user groups and their competing interests and how best to cater for their interests and manage possible conflicts e.g., conflict between dogs and protecting seabird and shorebird habitat;

understanding the economic and social values of the foreshore to local businesses, tourism, residents and ratepayers and any potential implications resulting from recommended management actions;

provision of facilities and infrastructure for appropriate recreational pursuits and where these facilities should be located;

management of bird habitat in the IBA and the differing community views about the management of access within the area;

management of other natural and cultural values within the foreshore;

maintenance of important view fields and landscapes; and

identification of management responsibilities given the multiple land titles tenures.

The values inherent in the foreshore landscape, the energetic character of the coast and human use of it are not necessarily incompatible. People can access coastal areas provided their values are understood and development is sensitively sited and constructed to avoid or mitigate potential impacts and to account for change.

The Orford Foreshore master plan provides the opportunity for developing strong policy guidance and to resolve the identified issues at these sites in a sustainable manner through well-considered master planning.

1.2 PURPOSE

The purpose of this project was to prepare a master plan for the Orford Foreshore area, to assist land managers and the community to:

- better understand, conserve and manage natural and cultural values, in particular the IBA;
- improve community and visitor experience;
- improve the provision of appropriate recreational facilities;
- and
- enhance community connectivity between the Orford foreshore and the town centre.

The Project Brief set out a number of specific objectives to be addressed in the master plan. These objectives were:

natural and cultural values, with special attention given to the IBA:

- a) identify options to protect the IBA and recognise the International significance of the sanctuary,
- b) provide an options analysis to manage visitation in a way that is consistent with the area's natural and cultural values,
- c) identify options to provide contemporary presentation and interpretation of these values, and
- d) recommend preferred options to protect the natural and cultural values of the area, in particular the IBA;

visitors and their recreational pursuits:

- a) Prepare an options analysis for the provision of suitable recreational pursuits for the area, and the appropriate locations for these activities, whilst considering existing public use, vistas and key views lines, current recreational users and with regard to the natural and cultural values of the area,
- b) Provide an overall contemporary plan to improve visitor parking, amenities and opportunities for recreational activities that are

consistent with the management recommendations determined for the area's natural and cultural values,

- c) Include design parameters or concept designs that factor in the above considerations, and
- d) Identify public works options to support the recreational pursuits identified above and to improve the appearance, amenity and use of the area;

Community

- a) Improve community awareness and understanding of the natural and cultural values of the Orford foreshore,
- b) Improve pedestrian and vehicular connectivity and wayfinding between the town centre and the adjoining foreshore, and
- c) Ensure the area remains a space for local residents to enjoy;

Ongoing maintenance and management responsibilities:

- a) identify the responsible management authority, or authorities, for delivering the recommended outcomes and ongoing maintenance of facilities and infrastructure.

1.3 PROCESS

The project was undertaken in five stages:

Stage 1 provide a briefing for the project and establish a working relationship for bringing together the knowledge of Steering Committee and the consultant team;

Stage 2 involved consultation and site walks with a wide range of stakeholder and community including Council, PWS, MAST, Natural and Cultural Heritage Division DPIPW, Aboriginal Heritage Tasmania, Friends of Orford Bird Sanctuary, TasWater, Orford Primary School, Orford Golf Club and representatives of Orford Community Group, Orford Golf Club, Raspins Beach Surf Lifesaving Association, Raspins Beach Sailing Club Association, shack owners near the Orford Bird Sanctuary and Millingtons Beach;

Stage 3 identified a range of options and indicative site plans for the master plan based on an understanding of the values and issues arising from Stages 1 and 2;

Stage 4 was the preparation of the draft master plan for review by the Steering Committee; and

Stage 5 was the release of the draft master plan for public review and comment before finalisation of the plan.

A Steering Committee was established to oversee the Orford Foreshore Master Plan project with representatives from Council and PWS, being the two main contributors to funding the project.

The project commenced in September 2021 and is planned to be completed by May 2022.

SECTION 2 PLANNING CONTEXT

2.1 LAND TENURE AND MANAGEMENT RESPONSIBILITIES

Map 2.1 shows the existing land tenure of the Orford foreshore included in the master plan.

The key features are:

Raspins Beach is Crown Land dedicated as the Raspins Beach Conservation Area under the *Nature Conservation Act 2002* with a Crown Lease delegating Council with management responsibility (the approval of PWS is required for works and development). This lease requires renewal. A lease would be recommended to provide management authority to the IBA however any future lease of licence assessment process will ultimately determine the best instrument for the management of the values in the area.

a narrow parcel of land along the eastern side of the Tasman Highway at Raspins Beach which is shown in ListMap as being owned by the Orford Golf Club (possibly as a consequence of the road alignment).

Public Reserve dedicated under the *Crown Lands Act 1976* which extends from the southern part of Raspins Beach to the Prosser River bridge and is Crown Land with a Crown Lease delegating Council with management responsibility. The current lease area requires review against on-ground assets with consideration being made for the area to be varied to include the existing Council managed car and boat trailer parking and community park.

unallocated Crown Land which includes the sand spit formed in recent years with the recent works and alteration to the Prosser River mouth. The existing Council lease area requires review with consideration being made to vary the lease area to include the entire sand spit.

8 Draft Orford Foreshore Master Plan

Millingtons Beach is Crown Land dedicated as the Millingtons Beach Conservation Area under the *Nature Conservation Act 2002* currently under PWS management (excluding the public toilet facility which is managed by the Council subject to a Crown Licence). A Crown lease or licence agreement over the Council managed assets along the reserve's foreshore of the Prosser River should be considered and implemented subject to usual PWS process.

Our Park on the western side of Millingtons Beach Conservation Area that is Council owned and managed land.

Crown licences issues for the use and operation of private jetties along the Prosser River foreshore.

2.2 REVIEW OF PAST PLANS

The following plans were reviewed as part of the background research for the project:

GSBC Orford Area Reserves – Native Flora and Fauna Management Plan 2014–2019;

Lynne Sparrow Bandicoots at the Beach Coastcare Project Millingtons Beach Coastal Reserve Management Strategy 1998;

AECOM Local Area Report Triabunna and Orford – part of the Communities and Coastal Hazards Local Area Report;

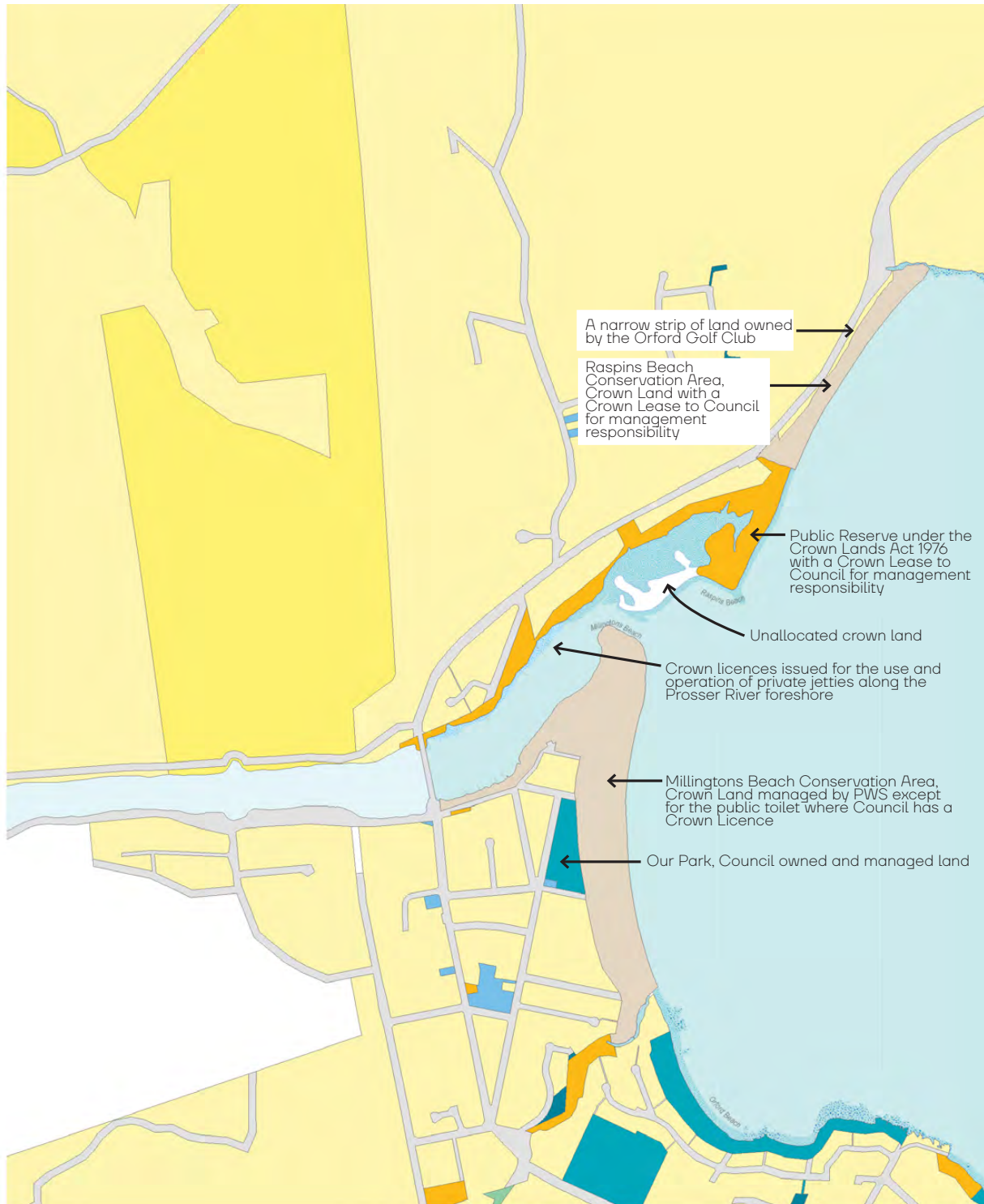
Burbury Consulting 2014 Glamorgan Spring Bay Council Prosser River Stabilisation and Maintenance Plan;

Gilby + Brewin Architects / Urban Design early draft Master Plan map of core Prosser River mouth area, 2019;

GHD Draft Concept Plan for the Esplanade, Orford 2007;

GHD Prosser Bay Foreshore Management Plan 2007;

Woehler, E, BirdLife Tasmania Shorebird and tern populations, Prosser River 2017/18;



www.thelist.tas.gov.au

Map 2.1 Land Tenure Orford Foreshore

Orford TASMANIA | PREPARED FOR GSBC AND PWS



Date 01/12/2021

Woehler, E., 2016: *Impact of sea-level rise on coastal natural values in Tasmania. Case Study for CoastAdapt*, National Climate Change Adaptation Research Facility, Gold Coast.

Birdlife Tasmania Technical Report and data;

Prosser River Advisory Group Section 24 Committee proposal release for public comment in 2019;

Consultant review of the community feedback from the Prosser River Advisory Group Section 24 Committee proposal;

Bird monitoring data by GSBC/Friends of Orford Bird Sanctuary;

Ironbark Environmental Arbiculture + Ryder *Tree Risk Habitat Assessment Raspins* Orford, 2017;

TasWater initial site layout drawings for upgrades to the Orford sewage pumping stations;

Aboriginal Heritage Assessment reports for Millingtons Beach Conservation Areas dated 2016; and

various Council planning permits and associated documentation within the project area.

In addition to these sources, the preparation of the natural values and weeds report also reviewed a range of data sources and information including:

Tasmanian Natural Values Atlas;

Glamorgan Spring Bay Weed Management Plan 2015-2020;

<https://dipwwe.tas.gov.au/Documents/Coastal-Weed-of-Tasmania-booklet.pdf>

<https://dipwwe.tas.gov.au/Documents/Tasmanian Coastal Works Manual.pdf>

BirdLife International (2021) Important Bird Areas factsheet: Orford (Tasmania). Downloaded from <http://www.birdlife.org>.

<https://dipwwe.tas.gov.au/Documents/Beach-Weed-Strategy.pdf?details=true>

https://nrmsouth.org.au/wp-content/uploads/2014/10/Native_Gardens_Guide.pdf

https://dpiwwe.tas.gov.au/Documents/Tasmanian_Coastal_Works_Manual.pdf

<https://maps.thelist.tas.gov.au/listmap/app/list/map>

<http://www.environment.gov.au/cgi-bin/sprat/public/sprat.pl>

[McDonald and Geard \(2020\), Orford Fairy Tern breeding colony 2020.](#)

[Orford Bird Sanctuary monitoring results 25-7-2019 to 24-8-2021 – supplied by BirdLife Tasmania 1/9/2021](#)

[Woehler \(2018\), Shorebird and tern populations, Prosser River 2017/18, Report to Marine and Safety Tasmania \(MAST\), Glamorgan Spring Bay Council \(GSBC\) and Parks & Wildlife Service Tasmania \(PWS\), July 2018.](#)

2.3 NATURAL VALUES

Our coastlines are rich in natural values representing valuable and irreplaceable natural assets. They are diverse landscapes ranging from sandy beaches, spits and dune systems, to saltmarshes, lagoons and foreshore forest remnants. Many of these habitats contain sensitive natural values including threatened vegetation communities and wildlife habitat, particularly for coastal obligate birds, including threatened migratory and resident shorebirds. Given the concentrated nodes of human development associated with much of our coastline, the sensitive natural values have in many areas been subject to modification and clearance, with vestigial remnants in many situations confined to suboptimal niches with very little to buffer them from the effects of human use, and little scope for the migration of habitats when required due to coastal dynamics (such as erosion) and rising sea levels.

The juxtaposition of private land with coastal environments can also lead to conflict when desired land uses or particular aesthetics are incompatible with conservation significant natural values, leading to resistance to conservation directives when they are seen to be an imposition on the liberty of local residents, and direct actions that can be equivalent to environmental vandalism from one perspective (such as tree removal when coastal views are obstructed) but which are from the perspective of the landowners an extension of their property rights. Conversely, the juxtaposition of development with coastal environments creates opportunities for reconciliation, appreciation and

stewardship of nature, in a balance where conservation significant natural values can persist or even flourish within human modified areas.

The area subject to investigation for the Orford Foreshore Master Plan is no exception to these patterns and problems, with several conservation significant natural values present within a matrix of varied human land uses and priorities, resulting in mixed outcomes for values, and mixed perceptions from people. To facilitate improving natural values conservation in the area and reducing conflict and incompatible priorities, the preparation of the master plan has involved reviewing existing natural values data and reports (including vegetation and bird specific studies), engaging with various stakeholders, completing a gap analysis to identify where available data may be a limiting factor in natural values management, and providing a series of recommendations to address gaps, conflicts and improve conservation outcomes in balance with desired local land uses. Key values and some background contexts are summarised in the following text, with more detail provided in Appendix A.

2.3.1 Conservation Significant Fauna Species

The large sandbar on the northern side of the mouth of the Prosser River (enclosing the Radar Beach backwater) comprises the 'Orford (Tasmania) Important Bird Area' (IBA), meeting the requirements for the international listing under multiple criteria (defined by BirdLife International) in relation to the breeding presence of the Fairy Tern (*Sternula nereis ssp. nereis*), which is listed as vulnerable (based on small population under continued decline) under both the Tasmanian *Threatened Species Protection Act 1995* (TSPA) and the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBCA).

Regular monitoring of the site over many years by BirdLife Tasmania has produced a robust and unquestionable dataset detailing the importance of the area for breeding, feeding, and roosting shorebirds, with the sandbar recognised as being one of the most important sites in Tasmania for the density and diversity of breeding shorebirds.

In addition to the Fairy Tern, threatened species known to utilise the area in relatively recent years include the (Eastern) Hooded Plover (*Thinornis cucullatus cucullatus*) (EPBCA vulnerable), which breeds on the site, and the Little Tern (*Sternula albifrons ssp. sinensis*) (TSPA endangered), which is an irregular visitor to the site but could plausibly breed there at some point. Resident (non-migratory) shorebirds also breed on site, particularly Red-

capped Plover (*Charadrius ruficapillus*) and Australian Pied Oystercatcher (*Haematopus longirostris*). Past observations have included Bar-tailed Godwit (*Limosa lapponica*) (EPBCA vulnerable and migratory), Common Greenshank (*Tringa nebularia*) (migratory), Curlew Sandpiper (*Calidris ferruginea*) (EPBCA critically endangered), and the Double-banded Plover (*Charadrius bicinctus*) (migratory).

In addition to shorebird habitat, the Orford foreshore contains potential habitat trees for additional threatened birds, such as the Forty-spotted Pardalote (*Pardalotus quadragintus*) (TSPA and EPBCA endangered) and the Swift Parrot (*Lathamus discolor*) (TSPA endangered and EPBCA critically endangered). As these species and their potential habitat are less likely to be impacted by the management issues raised within this assessment, they have not been the focus of discussion nor recommendations.

2.3.2 Conservation Significant Flora Species

A 2011 Vegetation Study of Orford foreshore reserves documented in excess of 200 vascular plant taxa in the area – additional work since has been project orientated (such as for impact assessments of local developments¹) and has supplemented the broader 2011 study.

2 threatened flora are known to be extant in the local area of Orford, but do not occur within the foreshore area due to a lack of suitable habitat.

Other threatened flora has been reported from relatively near to the Orford foreshore (< 1 km) but with fewer and/or less recent occurrences than the above species. Collectively these species are relatively short-lived and most likely to be recorded following fire or an equivalent disturbance.

The foreshore area has very limited habitat suitability for these species other than *Caladenia filamentosa*, which can occur in near coastal forests on sandy soils; historically, a white gum woodland providing suitable habitat for this species is likely to have dominated the southern edge of Prosser Bay, but the extant remnants have been modified and managed in a way such that there is limited likelihood of the species remaining extant in the area (noting the past records for the area are from the 1960s and 90s).

¹ Including revision of the archives of North Barker Ecosystem Services

2.3.3 Vegetation General

The 2011 Vegetation Study documented vegetation communities within Orford foreshore reserves, including the area subject to the current master plan.

Four communities listed as threatened under the Tasmanian *Nature Conservation Act 2002* were documented in the area applying to the foreshore master plan:

Eucalyptus globulus dry forest and woodland (TASVEG DGL)

Eucalyptus viminalis – *Eucalyptus globulus* coastal forest and woodland (DVC)

Eucalyptus ovata forest and woodland (DOV)

Freshwater aquatic sedgeland and rushland (ASF)

2.4 RECREATION AND SOCIAL VALUES

Orford was first settled during the 1830's with a land grant to allow farming. It later became a small settlement that serviced convict, farming and industrial activity on Maria Island and the East Coast. During the 1940's a few holiday homes were constructed at Orford. Since then, there was substantial subdivision along the coastline to meet the growing demand for holiday homes. Infrastructure, commercial and community facilities also developed to cater for the needs of increased visitors and local community.

Raspins Beach and Millingtons Beach are popular locations for a range of recreational activities including beach walking, swimming, dog walking, running, fishing, diving/snorkelling, sailing, kayaking, bird observing and other beach activities. The construction of a gravel path around the foreshore has attracted regular use by bike riders, walkers, dog walkers and runners.

Raspins Beach located along the Tasman Highway, caters a high level of day use from passing visitors and locals. The public toilets are well used and the beach attracts a range of recreational activities. The Surf Lifesaving Association has a club building which also provides a base for Triabunna High School outdoor recreation programs. Raspins Beach was previously a popular camping and caravan park location, but coastal erosion significantly impacted and reduced the extent of foreshore land. The foreshore (4.7 ha) was declared a coastal reserve in 1981 and is known as the Raspins Beach Conservation Area.

Orford's main public boat ramp and many private jetties are located on the Prosser River. Access to the coastal waters is via the mouth of the Prosser River which has been subject to dynamic changes due to river floods, changing river course, coastal erosion and sand bed deposits. In 2017-2018 a project to dredge and channelise the Prosser River² was undertaken, involving the installation of large sandbags on either side of the channel entrance, extending into Prosser Bay. The physical changes to the river mouth had significant implications on the Orford Bird Sanctuary, in particular, the areas used for nesting and breeding sites by seabirds and shorebirds. The river also attracts local swimming use with Council installing a floating pontoon.

Millingtons Beach attracts regular use by locals for beach walking and swimming. The sand beds at the mouth of the Prosser River can provide good conditions for surfing. The foreshore (18.62 ha) was declared a coastal reserve in 1983 as is known as the Millingtons Beach Conservation Area. PWS, Spring Bay Landcare Group³, Orford Primary School and local residents have been actively involved with weeding and tree planting in the dunal areas. The University of Tasmania has conducted ongoing research and monitoring of the coastal fauna and flora. Our Park, located behind Millingtons Beach, is Orford's main community park with open space and facilities catering for play, picnic, learn to ride and outdoor recreational activities. The shared path along the coastline links the park to the residential areas and town centre facilities.

Local residents, both permanent and those with holiday homes, have indicated a strong social attachment to the place values at Raspins Beach, Prosser River and Millingtons Beach. This attachment is associated with the history of access and past use, their past and ongoing recreational and social experiences, the attractiveness of the coastline and views, viewing the seabirds and shorebirds and that the foreshore have not been over-developed.

2.5 STAKEHOLDER AND COMMUNITY VIEWS

Discussions were held with a range of stakeholders and community members during the initial stages of the project.

Table 2.1 provides a summary of the key points raised in discussion with the stakeholders and community.

² This work was undertaken by Marine and Safety Tasmania (MAST) together with the Department of State Growth and the Glamorgan Spring Bay Council (GSBC).

³ Now called the Orford Community Group which undertakes landcare tasks.

Stakeholder/Community	Summary of Key Points Discussed
Steering Committee meeting and site walk	<ul style="list-style-type: none"> • Outline of community interest and issues between environmental management and recreation • Dog Management Policy being reviewed • Information on bird breeding seasons • Need strong statutory statements • Considerable information about issues and ideas was provided on the site walk and recorded onto aerial images
GSBC	<ul style="list-style-type: none"> • More of a briefing on progress in the initial stages of the project, key site comments and stakeholder and community consultation • Indication that Council do not accept ongoing responsibility or resources for the sand bag entry to the Prosser River
PWS	<ul style="list-style-type: none"> • Need to clearly indicates who owns what and delegated responsibility • Past history on foreshore management of the Conservation Areas including visitor facilities • Requirement for unallocated land to be re-classified in to the Public Reserve to allow for statutory management plan to be prepared under Crown Lands Act • Past history on the removal of the pines, management and resourcing issues and community involvement • Weed problems • RAA undertaken • Ongoing responsibility for the management and maintenance of the sand bags • Stormwater maintenance and foreshore erosion • Need to have formal agreement with Council on walking track to Our Park • Stormwater issue re flooding near Rudd Avenue • Safety concern with shared path near bridge and highway • DPIWE licence for private jetties • Council owned/managed land outside of Conservation Areas and Crown Land • Stormwater drain into backwater – safety concern • Hydro-carbon issue • Issues for protection of bird nesting and habitat sites • Opportunity for bird hide • Burbury report on coastal erosion and sand movement • Fire risk concern at Millingtons Point • Creek blocking and flooding issues for Golf Club
MAST	<ul style="list-style-type: none"> • Discussion about the history and process for the installing of the sand bags • Discussion about the Prosser River boat ramp and trailer parking issues • Discussion about the community issues with foreshore access

Table 2.1 Summary of Key Points from Consultation

Stakeholder/Community	Summary of Key Points Discussed
Birdlife Tas and Friends of Orford Bird Sanctuary	<ul style="list-style-type: none"> • Provision of extensive information from bird surveys and site visits • Provision of photos of coastal erosion along Raspins Beach • The southernmost breeding colony for the Fairy Tern species in Australia, which identifies the colony as an Important Population under the EPBC Act (population at the limits of a species' range). • The spit is one of a few sites in Tasmania which annually supports a breeding colony of the vulnerable Fairy Tern. • The spit also supports breeding populations of Hooded and Red-capped Plover, and Pied Oystercatcher. Flocks of 50 Red-necked Stint are present during summer months. • The size and shape of the spit vary depending on tides, but the spit has grown progressively larger in recent years because of low rainfall and associated low outflow from the Prosser River. • The habitat at the spit is mostly bare sand, but marram grass has begun to grow in recent years. • Other species recorded in the IBA include 5-6 pairs of Hooded Plover, 10 pairs of Red-capped Plover, 5-7 pairs of Pied Oystercatcher and up to 50 Red-necked Stints. Double-banded Plovers are also recorded here • Continue to protect the Fairy Tern colony during periods of peak recreational activity through the erection of fencing. Explore the need for additional or stronger means to exclude pedestrian traffic from the colony site. • Imperative that the entire area is undisturbed by any and all human activities and the presence of dogs during breeding and nesting periods
TasWater	<ul style="list-style-type: none"> • Major upgrades of the sewer pump stations planned – likely to go to their Board within next 2 months before detailed design • Provided initial concept site plans for The Hedge, Prosser Bridge, Our Park, Wade Bridge and West Shelley • Plans will better manage spill-overs as pump stations will incorporate secondary pumps and holding tanks • Opportunity to consider relocation of infrastructure to fit with the master plan but have preferences for truck turning • Major plans in consideration for linking new sewer and water mains from Solis along Tasman Highway (impacts on foreshore land mainly within the Orford Golf Club land on eastern side of highway)

Table 2.1 Summary of Key Points from Consultation (cont.)

Stakeholder/Community	Summary of Key Points Discussed
Orford Golf Club	<ul style="list-style-type: none"> Aware of the parcel of land shown as belonging to the Golf Club on eastern side of highway – limited value Main concern was about saltwater seepage and flooding Option of small dam wall to protect saltwater reaching the golf course Other main concern was the need for a turning lane into the Golf Club to improve safety
Orford Community Group, Raspins Beach Surf Lifesaving Association and Raspins Beach Sailing Club Association	<ul style="list-style-type: none"> Viewed and discussed existing access and use of the Club site and facilities Would like to see a wider ramp to the beach to improve access Would be good to have a lockable bollard to allow trailer and trolley access at times from the car park, especially during events Need to keep the front space to the lift doors free Use the gravel petanque area as is – works fine for boat set-up Consider the rock wall has helped reduce erosion over time and allowed plantings to continue
Natural and Cultural Heritage Division DPIWE	<ul style="list-style-type: none"> The discussion was more of a briefing about the project and outline of the key values, issues, and options Discussed the difficulty of managing natural recession with rising sea levels and coastal erosion Discussed the benefit of introducing white gum into Millingtons Beach over time for the 40 spotted pardalote
Aboriginal Heritage Tasmania	<ul style="list-style-type: none"> Desktop review of known Aboriginal heritage sites (5 known recorded sites) with potential for additional undetected Aboriginal heritage sites within the project area, particularly due to the coastal and riverine location
Orford Primary School	<ul style="list-style-type: none"> Brief discussion about project and involvement of the school community with plantings at Millingtons Beach Offered to talk with other staff and provide any further input

Table 2.1 Summary of Key Points from Consultation (cont.)

Stakeholder/Community	Summary of Key Points Discussed
Shack owners near the Orford Bird Sanctuary	<p><u>Orford Bird Sanctuary</u></p> <ul style="list-style-type: none"> • Desire for protection of birds but the process and limited engagement was not good • Loss of amenity due to fencing. • Unsafe access to a small, sheltered beach. • Confusing signage, especially that attached to fencing. • Drainage and water damming at Carpark 56-58 Tasman Highway and 54 Tasman Highway and problems at north end of lagoon at the stormwater drain. Algal mat over northern end of lagoon and impact on strandline/intertidal zone. • Management of the IBA, which, it seems, has become unsuitable for fairy tern breeding habitat. (Not used in 2020/21 and not so far for 21/22 season. Two sites chosen 18/19 and 19/20 seasons were successful with up to 35 breeding pairs.) • Rapid invasion of marram grass (not native) and boobialla a native pioneer species along with other weeds. These plants make the area that is not subject to inundation unsuitable for nesting for fairy terns and can cause collapse on hooded plover nests. • The carrying capacity of the sand spit area for resident shorebirds. • <i>Environment Protection and Biodiversity Act (EPBC Act 1999)</i>: Significant populations and how they are protected by the ACT. i) Significant populations, fairy terns; ii) vulnerable listed species, hooded plovers; Australian grayling and water rats. • Access with gates in fit-for-purpose fencing that effectively protects the vulnerable/protected species but allows safe access to humans where not impacting on Vulnerable breeding species. • The 2002 DA Permit 02013; requirement to keep the backwater flushed. Problems arising loss of foraging, little use by fairy terns for diving due to limited clarity/blue water/ Saunders Jetty is unusable as a jetty. • Shifting sand movements over time and the history of river flows • History of events and assurances regarding the dredging of the backwater from agencies

Table 2.1 Summary of Key Points from Consultation (cont.)

Stakeholder/Community	Summary of Key Points Discussed
Shack owners near the Orford Bird Sanctuary (cont)	<p><u>Other Foreshore Areas</u></p> <ul style="list-style-type: none"> The Toilet Block on Raspins: not a nominated as a problem. 'Temporary' Fencing on Raspins Beach. Restricted access points seem to work well. Erosion of Raspins Beach an ongoing problem. Boat Ramp and congestion of Riverside Drive by parked rigs and rigs waiting for launching and landing craft. MAST has a plan. Increased widening and hardening of walking track and spraying regime. Dogs on leashes considerably improved, was a recognised problem in 2019 Easter Survey, as dogs entered private land and terrorised children and owners. Local residents have acted as 'neighbourhood watch' and spoken to dog owners with a high level of compliance. Millington's Reserve: Pine Forest and toilet block at end of Esplanade concerns. Our Park and limited access points to Main/Millington's Beach not raised as a problem. Limited survey of people on Main Beach as this was not included in PRAG's TOR.
Shack owners at Millingtons Beach	<ul style="list-style-type: none"> Most of these shack owners were linked to the Millington family with involvement at Orford for over 50+ years General discussion about the project History of past woodland, farming use and shacks since the 1930's Provided images/photos of the past foreshore showing some remnant eucalypts, early pines and marram grass with open views to Maria Island They question the rationale for the selection of plant species used on the foreshore at Our Park given the outcome with high density and height of vegetation, limitations to control the spread of weeds/pine weedlings, perceived increased fire risk, loss of coastal views, limited benefit for birds and risk of feral/domestic cats on any native fauna Willingness to support planting of white gum trees with low dune vegetation over time Concern about sewer spills with current sewer pump site near Prosser River
Grant Hall, former PWS Ranger	<ul style="list-style-type: none"> Past history with the Orford Bird Sanctuary, sand bags and weed removal and native rehabilitation at Millingtons Beach

Table 2.1 Summary of Key Points from Consultation (cont.)

2.6 KEY ISSUES

The following key issues have been identified from the background research, fieldwork and consultation with stakeholders and community groups.

These issues include the:

- impact of climate change and identified high risk for coastal erosion and inundation at Raspins Beach and Millingtons Beach in the future (refer to Section 2.7);

- need for clarity about land tenure and management responsibilities, and in particular the unallocated Crown Land at the Orford Bird Sanctuary;

- diversity of views, interests and mistrust in the process and outcomes regarding the management measures for the Orford Bird Sanctuary IBA, the Prosser River training walls and entrance channel within local community and agencies;

- some local community concern about the outcomes and plantings used in rehabilitation behind Millingtons Beach (or have self-established over time including the colonisation by the native coastal wattle within re-planted foreshore areas);

- lack of a management plan for the Orford Bird Sanctuary;

- fire management, access and safety concerns with the remaining pine planting areas along Millingtons Beach;

- responsibilities for the ongoing management and maintenance of the training walls and entrance channel;

- lack of management/control of the access and trailer parking associated with the boat ramp;

- age and condition of existing public toilets (Millingtons Beach) and need to be compliant to meet standards and user needs (Raspins Beach and Millingtons Beach);

- management of weeds including pines (*Pinus radiata* and *Pinus pinaster*); and

- managing the impacts of existing infrastructure (e.g., stormwater courses) and future upgrades and works.

2.7 IMPACT OF COASTAL HAZARDS

Natural coastal processes make some of this coastline vulnerable to being eroded away or flooded by the sea. There is an increasing risk over time that erosion or flooding will become hazards to people, natural assets or property because the level of the sea is rising in response to rising global average temperatures. Rising sea levels and increased storm surge are likely to have a significant adverse impact on the coastal infrastructure, habitats and associated biodiversity.

Additional adverse impacts on coastal vegetation and species are expected to result from additional salt intrusion into freshwater systems, and an increase in storm surge and salt spray, which result in additional biological and ecological pressures. Changes in coastal geomorphology can have profound impacts on the availability of different habitats along the coast. (Wohler E, 2016).

The Orford foreshore was included within a study to investigate high level risk for coastal hazards in Tasmania, in order to help identify the areas and assets vulnerable to the impacts of rising sea levels, coastal inundation and erosion (AECOM 2016). The study indicated that the sea level rise projection adopted for Tasmania in 2050 is 0.2 m above the 2010 mean high tide benchmark, and for 2100, 0.8m above the 2010 mean high tide benchmark. This rise in sea levels increases the risk for inundation and erosion damage to buildings, community facilities, utility infrastructure, roads and service disruptions from increased storm events.

The AECOM 2016 study undertook coastal hazard mapping for possible coastal erosion and inundation and determined that Raspins Beach and Millingtons Beach were highly vulnerable to coastal erosion given the sandy foreshore backed by soft sediment plains. The areas immediately behind these beaches, including existing shacks and residences, have the potential for recession by 2100. The study also found that parts of Raspins Beach and Millingtons Beach and the mouth of the Proser River (including the Orford Bird Sanctuary) are at high risk of inundation by 2050.

The main implications for preparing the Orford Foreshore master plan are:

- recognising the coastline is dynamic and that rising sea levels will continue to impact on accessibility, infrastructure and natural values of the Orford foreshore;

understanding that the current infrastructure and future planning for new infrastructure and development along the foreshore must consider the potential impacts of coastal erosion and inundation – this includes minimising new developments of infrastructure on the foreshore to help protect natural values, assessing the suitability of a location for any future infrastructure, achieving low maintenance outcomes and having the capacity to protect or repair damage; and

recognising the potential for a coordinated and long-term response to coastal risks and hazards including options for adaptation and managing retreat pathways.

SECTION 3 MASTER PLAN

3.1 OVERALL MASTER PLAN

Maps 3.1, 3.2 and 3.3 show the possible opportunities to improve the Orford foreshore. Prior to these suggested upgrades, Crown leases or crown licences need to be in place as advised by Property Services section of the Parks and Wildlife Service.

Table 3 provides a summary of the key improvements, location and rationale for the key features in the master plans.



Map 3.1 Orford Foreshore Master Plan

Orford TASMANIA | PREPARED FOR GSBC AND PWS



NORTH



Date 26/10/2021
Scale 1:2500 @ A3



Map 3.2 Orford Foreshore Master Plan

Orford TASMANIA | PREPARED FOR GSBC AND PWS



NORTH
Date 26/10/2021
Scale 1:2500 @ A3



Map 3.3 Orford Foreshore Master Plan

Orford TASMANIA | PREPARED FOR GSBC AND PWS



Date 26/10/2021
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Key Features in the Orford Foreshore Master Plan	Location(s)	Rationale for Improvements
Widening the shared trail to better meet higher levels of use.	Full length of the foreshore	The existing gravel surface shared trail is well-used and is expected to attract growing numbers of users in the future. The width of the current trail varies and in some locations is narrow in width or poses some risks for user safety. The master plan indicates the capacity to widen the trail to 2.1m to better allow passing of trail users. It recommends retaining a compacted gravel surface and diverting the trail alignment in some locations to reduce safety issues. This includes setting back the car parking spaces at the northern end of Raspins Beach to allow for a defined and continuous shared path separate from vehicle movements.
Improving the layout of existing car parks to be more defined, allow for disability access, improve safety and connectivity for the shared trail users, overcome water ponding and limit damage to the root zone of trees	Car parks at Raspins Beach toilet and at Millingtons Beach	<p>The public toilets at Raspins Beach attracts high levels of visitor use including being one of the main access points to the beach. The master plan shows a range of improvements to make the facilities more accessible and safer, better designed for the accessibility needs of people with mobility difficulties, more attractive upon arrival, upgraded access to the beach and the opportunity to enhance visitor information and interpretation. Raising the ground level of the shared path near the public toilets will also avoid ponding on the path and allow all-weather access to the beach.</p> <p>There is no formal layout for access and parking of vehicles at Millingtons Beach. This has led to loss of vegetation, damage to the tree root zone, hardening of sites, increased litter, weed invasion and ad hoc parking affecting visitor capacity at the site. The master plan shows how safety can also be improved for people moving through the site or gaining access to the public toilet. The public toilet require major upgrading to cater for public use of both Prosser River and Millingtons Beach.</p>

Table 3.1 Outline of Key Improvements

Key Features in the Orford Foreshore Master Plan	Location(s)	Rationale for Improvements
Reducing the impact of dogs on Raspins Beach	Raspins Beach	Currently dogs are prohibited from entering the Orford Bird Sanctuary at the southern end of Raspins Beach. Council are currently reviewing the Dog Management Policy and it is recommended that prohibition of dogs on the beach be extended north to the toilets at Raspins Beach. This will provide greater buffer to the Sanctuary and reduce the presence of dogs on the beach at one of the main visitor entry and recreation hubs on Raspins Beach.
Formalise entry points onto the beaches – relatively minor works to improve safety, accessibility, visual impact and reduce erosion	Raspins Beach	The introduction of temporary fences along Raspins Beach has helped direct people to selected access points onto the beach. However, there are also informal access points which have not been constructed but have damaged foreshore vegetation. The master plan refers to rationalising the access points to those that are desired for access. It requires upgrading the steps and surfaces to ensure the access is more defined, attractive, usable and safer.
Relocating sites and upgrading the interpretation panels	Raspins Beach, Millingtons Beach	Many of the existing interpretation panels have faded over time and need to be reviewed. This includes consideration the location of the sites most suitable for the delivery of information and interpretation. At Raspins Beach it would be possible to re-locate these facilities closer to the main car park and public toilets, where it would be more accessible to most people. This would allow for rehabilitation of the foreshore vegetation in some locations where interpretation panels are located.
Making public toilets more DDA compliant and suitable for level of use	Raspins Beach, Millingtons Beach	This is a building standard requirement for each of the public toilets. The public toilets at Millingtons Beach receive lower levels of use, given the location and current condition. However, they do cater for recreational users of Prosser River (e.g., swimming, families using small beaches, fishing) and visitors to Millingtons Beach. They are also located closer to the Orford town centre than existing toilets at Our Park. Upgrading the public toilets would also help to reduce uncontrolled use of the bush for toilet use.

Table 3.1 Outline of Key Improvements (cont.)

Key Features in the Orford Foreshore Master Plan	Location(s)	Rationale for Improvements
Supporting past revegetation work along Raspins Beach and community park with some other nominated areas for future work	Raspins Beach and Community Park	Considerable revegetation works have been conducted along Raspins Beach foreshore by community groups. The master plan indicates this work should continue and proposed a few areas where revegetation would be beneficial.
Providing a layout for efficient and functional use of the boat ramp and access to trailer parking locations	Existing boat ramp	There is no formal parking layout for the boat ramp and consequently vehicles and trailers are parked in available open space and along the road. This situation leads to inefficient use of space, impact on tree root zones and potential for safety risks with shared trail users. The master plan provides a proposed layout to overcome these issues with the continued use of the existing boat ramp or constructing a new ramp further to the north. The latter option involves investment but would remove boat activity in front of existing shacks and allow the ramp to be closer to the proposed vehicle and trailer parking area.
Re-capturing foreshore land, organising better car parking and upgrading the small play area (near boat ramp) with conversion to a small nature-play facility	Near existing boat ramp	There is excessive and generally an underutilised car parking area near the existing play facility. The master plan shows how rationalising this space will still allow for parking, improve foreshore amenity and allow the opportunity for adding a future small nature play facility.
Addressing the unallocated Crown land outside of the critical Orford Bird Sanctuary and the need for preparing a Management Plan	Orford Bird Sanctuary, Prosser River	The dredging and channelising of the Prosser River mouth has altered the coastline with the building of sand deposits adjacent to the Orford Bird Sanctuary. The Sanctuary is contained within a Public Reserve but the additional coastline remains as unallocated Crown land. The unallocated land has become the more favoured nesting and breeding location for seabirds and shorebirds. The master plan recommends that the unallocated Crown land be added to the Public Reserve as this would then allow for a management plan to be prepared for the entire area, including the Orford Bird Sanctuary. The management plan would provide the opportunity to review and address a range of issues and opportunities that have arisen within the local community, Council, PWS, MAST, Birdlife Tasmania and Friends of Orford Bird Sanctuary.

Table 3.1 Outline of Key Improvements (cont.)

Key Features in the Orford Foreshore Master Plan	Location(s)	Rationale for Improvements
Improving connectivity to the town centre and in the longer term, to the proposed Solis development	Raspins Beach to Solis, town centre to Millingtons Beach/Our Park	The master plan refers to the potential to extend the shared trail in the long term to connect with the Solis residential area. This should be considered at the same time of any planned works for installing sewer and water mains connections along the Tasman Highway. The shared path link between Millingtons Beach is not well defined and consequently some users would use the roads. Given that some users of the trail are young children, it would be appropriate to reduce safety risks by constructing a better shared path link to the Esplanade and connecting to the town centre.
Accommodating and refining any site issues with the proposed upgrade of the sewer pump stations along the foreshore	Radar Beach and foreshore north of Prosser Bridge	TasWater are planning to upgrade the sewer pump stations and add holding tanks to several sites along the foreshore. Initial discussions with TasWater have considered the proposed location of these facilities with consideration to planned improvements to access, facilities and use of the foreshore. TasWater will be preparing detailed design plans during 2022 and have indicated the intention to review the foreshore master plan.
Weed management priority and implementation	Entire foreshore	Appendix B provides a Weed and Land Management Concept Plan to identify priorities for control and actions.
Providing alternative planting option for rehabilitation of the Millington Beach foreshore vegetation –	Millingtons Beach	The removal of the pines on the foreshore led to volunteer action by the Spring Bay Landcare Group, Orford Primary School, PWS, shack owners and Council to revegetate the foreshore. The foreshore near Our Park has become dense vegetation and local shack owners has raised concern about fire risk, loss of habitat values, loss of coastal views and the invasion of other species (coastal wattle and pines). The master plan recommends consideration of restoring the foreshore with <i>Euc. viminalis</i> (white gum) woodland with stabilising low height dune vegetation. This would potentially add to the habitat for the endangered <i>Forty Spotted Pardalote</i> on Maria Island where there is a risk of habitat loss from bushfires.
Improving identification of beach access to and from Millingtons Beach	Millingtons Beach	The entry points from Millingtons Beach to Our Park and the foreshore are not signposted or marked. The visibility is also more difficult given the dense revegetation of the foreshore. The master plan recommends the installing of marker poles to signify the key access points from the beach.

Table 3.1 Outline of Key Improvements (cont.)

3.2 SITE CONCEPT PLANS

Concept plans were prepared for six sites along the foreshore to further indicate how the proposed improvements could be applied. These sites include:

- improving the public toilet, car park, shared trail and interpretation at Raspins Beach;

- designating car parking, accommodating TasWater sewer pump upgrade, redirecting the shared path and provision for a bird hide at Radar Beach;

- recommending the preparation of a management plan for the Public Reserve including the Orford Bird Sanctuary;

- options for improving the overall access and functionality of the existing boat ramp, boat trailer parking areas, rehabilitation plantings and small play park;

- improving connectivity, safe public access and accommodating TasWater sewer pump upgrade on the northern side of the Prosser Bridge;

- improving the connectivity, safety, public toilets, control of car parking and access to Millingtons Beach car park; and

- priorities for weed and land management.

3.2.1 Raspins Beach Toilet Area

Map 3.4 indicates the improvements that could be made to the public toilets and surrounding area at Raspins Beach. This site is one of the most used facilities on the Orford foreshore given its visibility from the Tasman Highway attracting visitors to stop.

The concept plan addresses a range of site planning issues including the:

- need to manage informal parking and public safety along the highway;

- lack of safe paths to access to the toilets;

- need to upgrade the toilets to be DDA compliant;



Map 3.4 Raspins Beach Site Concept Plan

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Date 19/11/2021
Scale 1:400 @ A3

locating the parking for people with disabilities closer to the toilets and other facilities;

narrow width of the shared path and ponding occurring after rain;

need for better access steps to the beach; and

need to review appropriate sites for interpretation.

The improvements shown in Map 3.4 would cater for the higher level of use and enhance the quality of visitor experience upon arrival at Raspins Beach. It provides the opportunity to cluster a number of visitor facilities within easy viewing and access to the toilets, path to the beach, picnic tables and interpretation. Prior to these suggested upgrades, a Crown lease delegating land management responsibilities must be in place where required.

3.2.2 Radar Beach Area

Map 3.5 shows improvements to the overall layout of Radar Beach area. The small beach is known to locals but not promoted to visitors. Over time, the site has become an informal gravelled car parking area adjacent to the shared path and foreshore. The access road also services a sewer pump station managed by TasWater. TasWater are currently investigating upgrading of the sewer pump and installing a holding tank to avoid the risk of waste spillage due to power cut-outs or high use. The initial planning explores the option to relocate the sewer pump and holding tank further away from the immediate foreshore.

A private jetty is located in the backwater of the Prosser River and potential use is constrained by the shallow water depth created as a result of the dredging and channelising of the Prosser River mouth. Vehicle access to the jetty may be required at times via the access road.

The concept plan indicates that the overall amenity and use of the area could be enhanced by restricting public vehicle access to the foreshore with the provision of a designated parking area off the highway. A lockable bollard would allow management vehicles, including TasWater to access the foreshore as required.

This would allow rehabilitation of the existing car parking area and create a 'buffer' along the foreshore to enhance shore bird observing, interpretation and improve safety for shared trail users. The plan proposes installing a bird hide to encourage viewing of the seabirds and shorebirds in the Orford Bird



Map 3.5 Radar Beach Site Concept Plan

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Date 19/11/2021
Scale 1:400 @ A3

Sanctuary. Prior to these suggested upgrades, a Crown lease expanding to cover the unallocated crown land at the spit, delegating land management responsibilities must be in place where required.

3.2.3 Public Reserve and Orford Bird Sanctuary

Map 3.6 shows the location of the Orford Bird Sanctuary.

The dredging and channelising of the Prosser River mouth has altered the coastline with the building of sand deposits on Raspins Beach adjacent to the Orford Bird Sanctuary. The coastal area with the recent sand deposits is currently unallocated Crown land and has become the more favoured nesting and breeding location for seabirds and shorebirds.

Adding the unallocated Crown land to the Public Reserve would facilitate the preparation of a statutory management plan to be prepared for the entire reserve, including the Orford Bird Sanctuary. The management plan would provide the opportunity to review and address a range of issues that have arisen within the local community, Council, PWS, MAST, Birdlife Tasmania and Friends of Orford Bird Sanctuary.

These issues include:

- protecting the IBA (Important Bird Area) consistent with the objectives and requirements of Tasmanian *Threatened Species Protection Act 1995* (TSPA) and the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBCA);

- managing impacts of coastal erosion and inundation with expected rising sea levels;

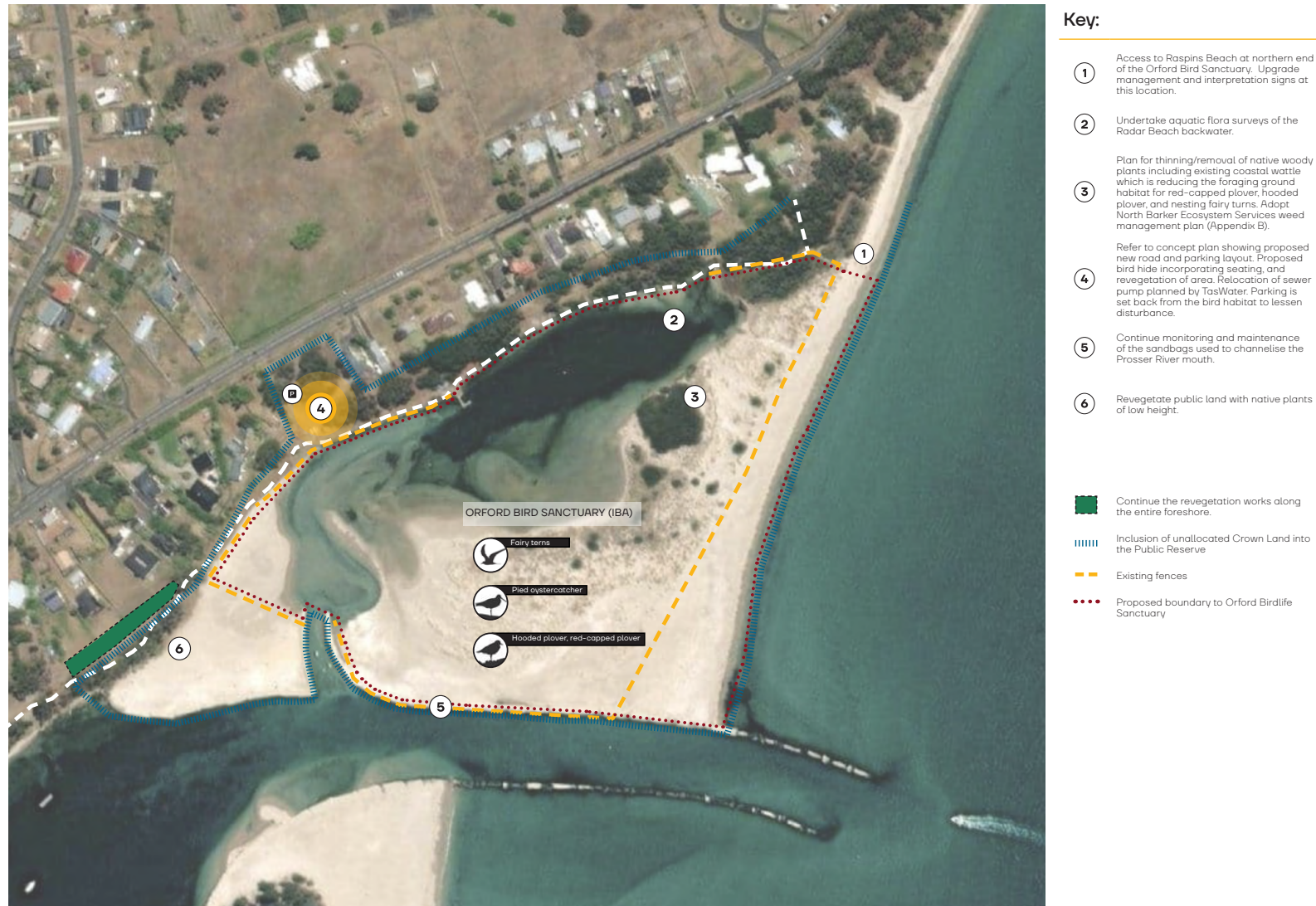
- managing/controlling dogs within the Orford Bird Sanctuary;

- managing public access during and outside the breeding and nesting season within the Orford Bird Sanctuary;

- reviewing the location, extent and suitability of fencing for the Orford Bird Sanctuary;

- managing invasive weeds;

- identifying and addressing the environmental condition of the backwater including the impact on aquatic flora;



Map 3.6 Orford Bird Sanctuary Site Concept Plan

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developing a plan to identify appropriate management signage, interpretation and information (including the location, style and information content);

identifying appropriate management arrangements for beach and intertidal access to allow ongoing maintenance of the Prosser River training wall; and

improving engagement processes with the local community.

3.2.4 Boat Ramp and Community Park Area

Map 3.7 shows the potential for improvements to the overall layout of the foreshore area to the north of the existing boat ramp on the Prosser River.

The concept plan addresses a range of site planning issues including the:

lack of a formalised parking arrangement for vehicles and trailers using the boat ramp;

the existing unmanaged parking can lead to inefficient use of space, have impact on the tree root zone and increase safety risks for users of the shared path; and

large and often under-utilised car parking area at the northern end of the foreshore.

The boat ramp is the main boat launching facility for Orford and boating use has increased with the dredging and channelising of the Prosser River mouth. The boat ramp was located to take advantage of the deeper water at this site but the narrow width of public land requires vehicle and trailer parking to occur further north of the boat ramp. The vehicle movement for use of the boat ramp occurs directly in front of a row of shacks.

There is insufficient public land to cater for needs of boat trailer parking during peak times but there is adequate land to cater for boating use during most other times. A formalized parking layout will help inform users of the capacity to accommodate boat parking within close proximity to the boat ramp. During peak use times, if parking is fully occupied, then users should consider making use of the Triabunna boat ramp or other boat launching locations to avoid parking illegally or on private land.



Map 3.7 Prosser Boat Ramp Site Concept Plan

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Date: 19/11/2021
Scale: 1:1000 @ A3

The proposed improvements in the site concept plan are the:

- protection of the community park and rehabilitated foreshore including the local play area;
- possible layout of vehicle and boat trailer parking to allow safe and efficient use of available land;
- possible option of using the existing boat ramp or over time, if funding are available, to consider constructing a new boat ramp further to the north which would be closer to the vehicle and boat trailer parking area;
- provision of buffer land between the shared path and vehicle and boat trailer parking area; and
- rehabilitation of the over-sized car parking area with the potential for providing greater open space and a small nature play park.

Prior to these suggested upgrades, a Crown lease delegating land management responsibilities must be in place where required. Parcels of crown land where council have/wish to Install Infrastructure that also have jetty licences attached should be recreational licences.

3.2.5 Northern Prosser Bridge Area

Map 3.8 shows the potential for improvements to the overall layout of the public land located on the northern side of the Prosser River bridge.

TasWater are currently investigating upgrading of the sewer pump and installing a holding tank to avoid the risk of waste spillage due to power cut-outs or high use.

This area is constrained by the need for vehicle access, turning of vehicles (TasWater and private jetty users), widening the shared trail, retaining existing trees, maintaining access to a private shack, provision of vehicle parking for private jetty owners and creating a safe approach for shared trail users (e.g., bike riders, pedestrians, runners) on approach to the Tasman Highway.

The proposed improvements shown in the site concept plan are:

- narrowing the vehicle entry off the Tasman Highway to help reduce the speed of vehicles turning in;

widening the shared path to better accommodate increased use and realigning the path to provide a safer approach to the bridge;

retention of the foreshore trees;

designating car parking; and

options for the location of the new sewer pump and holding tank.

Prior to these suggested upgrades, Crown leases delegating land management responsibilities must be in place where required. Parcels of crown land where council have/wish to Install Infrastructure that also have jetty licences attached should be recreational licences.



Map 3.8 Prosser Bridge Site Concept Plan

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Date 19/11/2021
Scale 1:400 @ A3

3.2.6 Millingtons Beach Car Park Area

Map 3.9 shows the potential for improvements to the overall layout of the public land located at Millingtons Beach.

The concept plan addresses a range of site planning issues including the:

- loss of vegetation, hardening of sites and potential safety risk with the lack of designated vehicle parking areas;

- lack of safe paths for pedestrians connecting the site;

- poor standard of the public toilet and public risk with vehicle access close to the building;

- impact of multiple informal routes being used from Millingtons Beach on the Prosser River at moderate to high tide levels to reach the road; and

- provision for a path linking to the town centre.

The site plan provides for a growth of use in the future, which is expected to arise with increased visitors. It is also recognized that this could be promoted as the desired location for surfers to reach the breaks out from the mouth of the Prosser River. This would help reduce the human impact crossing through the Orford Bird Sanctuary to reach the surf.

Prior to these suggested upgrades, Crown leases delegating land management responsibilities must be in place where required. The bike track where it passes over Millingtons should also be covered by a recreational licence.

Some of Council's infrastructure on the southern side of the Prosser River bank area is also located on the Millingtons Beach Conservation Area. This area includes the pedestrian pathway, parking and landscaping which should be covered by a recreational licence.



Map 3.9 Millingtons Beach Site Concept Plan

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Date: 19/11/2021
Scale: 1:500 @ A3

3.2.7 Weed and Land Management

See Appendix B for the Weed and Land Management Concept Plan.

The concept plan identifies 4 priorities for weed and land management actions in the following foreshore areas:

- Millingtons Beach Conservation Area revegetation;

- control of African lovegrass;

- education of landowners on environmental weeds from garden escapes on the periurban interface; and

- improved land management within the Orford Bird Sanctuary, focussing on control of coastal wattle within bird breeding habitat.

SECTION 4 IMPLEMENTATION

4.1 ACTION PLAN

It is unrealistic to believe that the recommended actions in the master plan can be all implemented over a short period of time. Some of the recommended actions require further investigations including environmental impact and sourcing of funding. It is important, therefore, to examine short term, mid-term and long-term priorities for implementing action.

The following Table identifies the recommended actions and who needs to be involved in the implementation. The Action Plan is based on a 10 Year timeframe using the following:

short-term – commence and complete within 2 years;

mid-term – commence and complete within 5 years; and

long-term – commence and complete within 10 years.

It is recognised that the timing is very dependent on access to funding, partnership support with other agencies and community support. In some cases, the implementation may require development and approval processes being negotiated between different agencies before a recommendation can be acted on.

Further, whilst an action may have priority within this master plan, there may be other higher priorities for PWS and Council that may necessitate actions being delayed.

Action Plans often become less relevant after 5 years, requiring review and updating in relation to what has been achieved and the impact of emerging issues or new opportunities. Such reviews generate the need for a rolling Five Year Action Plan for 2022-2027 and then a revised action plan by 2032.

4.1.1. Short-term Action Plan

No	Recommended Actions	Responsibility
S1	Adopt the Orford Foreshore Master Plan as a document to guide future planning, development and management of recreation use and experiences along the foreshore.	Council, PWS
S2	Request Crown Lands to include the unallocated Crown land into the Public Reserve at Raspins Beach	PWS, Council
S3	Extend the boundaries of the Orford Bird Sanctuary to capture the existing unallocated Crown land that was created by the dredging and channelising of the Prosser River mouth.	Birdlife Tasmania, PWS, Council
S4	Confirm and formalise the long term management and maintenance responsibilities and tasks for the Prosser River training walls and boat channel. This is to include specifications for ongoing access for management and maintenance purposes across the Public Reserve and Millingtons Beach Conservation Area.	MAST, Council
S5	Consider an amendment to the Council Dog Management Plan to extend the area for dogs prohibition on the beach area from north of the Orford Bird Sanctuary to the Sailing Club.	Council
S6	Continue consultation with TasWater over the upgrade to the sewer pumps and addition of holding tanks at Radar Beach and north of the Prosser Bridge.	Council
S7	Review the potential impacts of proposed upgrade of sewer and water mains between Solis and Raspins Beach, including the requirement for rehabilitation of the foreshore vegetation within Raspins Beach Conservation Area.	PWS, Council
S8	Upgrade the Raspins Beach public toilet to be DDA compliant	Council
S9	Upgrade and widen the shared path between Our Park and the Orford town centre	Council
S10	Consolidate access points to Millingtons Beach and Install marker poles to improve beach access	PWS
S11	Undertake trial for restoring a section of the Millington Beach foreshore with <i>Eucalyptus viminalis</i> (white gum) woodland with stabilising low height dune vegetation	PWS, shack owners, Council
S12	Prepare a detailed design concept and feasibility plan for the upgrading of the Prosser River boat ramp and trailer parking facilities	MAST, Council, PWS
S13	Identify and seek future funding for the major works and improvements at Raspins Beach (refer to Map 3.4 Site Concept Plan)	PWS, Council
S14	Identify and seek future funding for the major works and improvements at Millingtons Beach (refer to Map 3.8 Site Concept Plan)	PWS, Council
S15	Prepare baseline surveys of the extent and condition of natural values at selected sites where visitor access and facilities exist	PWS
S16	Identify funding to allow an updated vegetation study to define the current extent and condition of threatened vegetation within the foreshore area.	PWS, Council
S17	Identify funding for investigation of aquatic flora of the Radar Beach backwater and Sheas Creek (at northern Raspins Beach) to assess potential occurrence of threatened flora species	PWS
S18	Start implementation of the recommended actions in Weed and Land Management Concept Plan (Appendix B)	PWS, Council
S19	Undertake an internal minor review of the Orford Foreshore master plan at least every two years	Council, PWS

4.1.2 Mid-term Action Plan

No	Recommended Actions	Responsibility
M1	Prepare a Management Plan under the <i>Crown Lands Act</i> for the Public Reserve including the Orford Bird Sanctuary to clarify management priorities and address a range of issues and options.	PWS
M2	Implement proposed improvements at Radar Beach (refer to Map 3.5 Site Concept Plan) in conjunction with site works being undertaken by TasWater.	PWS, Council
M3	Implement proposed improvements at the site north of Prosser River (refer to Map 3.7 Site Concept Plan) in conjunction with site works being undertaken by TasWater.	PWS, Council
M4	Subject to funding, undertake major works and improvements at Raspins Beach (refer to Map 3.4 Site Concept Plan)	PWS, Council, State Growth
M5	Undertake works at Millingtons Beach to improve use and manage site impacts. Formalising the access road and car parking, and creating a safe track connection to Prosser River to allow for a continuous walk around Millingtons Beach subject to funding (refer to Map 3.8 Site Concept Plan).	PWS and Council
M6	Upgrade of the public toilet at Millington Beach	Council
M7	Upgrade and widen the shared trail from Raspins Beach to the Prosser Bridge	Council
M8	Continue the restoring a section of the Millington Beach foreshore with <i>Euc. viminalis</i> (white gum) woodland with stabilising low height dune vegetation, based on the success/results of the trial.	PWS, shack owners, Council
M9	Identify future funding for the proposed upgrade of the Prosser River boat ramp and trailer parking facilities	MAST
M10	Assess the options and costs for the removal of weeds from Millingtons Beach including <i>Pinus radiata</i> , <i>Pinus pinaster</i> and other species	PWS
M11	Continue the program of rehabilitation of the foreshore vegetation	Council, PWS, volunteers
M12	Instigate regular monitoring of any site impacts at the selected foreshore sites	PWS, Council
M13	Introduce a program of random visitor surveys to gain insight into visitor use and experiences at these selected foreshore sites	PWS, Council
M14	Update vegetation study to define the current extent and condition of threatened vegetation within the foreshore area.	PWS, Council
M15	Continue implementation of the recommended actions in Weed and Land Management Concept Plan (Appendix B)	PWS, Council
M16	Undertake an internal minor review of the Orford Foreshore master plan at least every two years	Council, PWS

4.1.3 Long-term Action Plan

No	Recommended Actions	Responsibility
L1	Subject to funding, undertake upgrade of the Prosser River boat ramp and boat trailer parking areas including the other improvements (refer to Map 3.6 Site Concept Plan)	MAST, Council
L2	Continue the restoring a section of the Millington Beach foreshore with <i>Euc. viminalis</i> (white gum) woodland with stabilising low height dune vegetation, based on the success/results of the trial.	PWS, shack owners, Council
L3	Subject to funding, commence works for the removal of weeds from Millingtons Beach including <i>Pinus radiata</i> , <i>Pinus pinaster</i> and other species	PWS
L4	Implementation of the Management Plan for the Public Reserve including the Orford Bird Sanctuary	PWS
L5	Assess the opportunity for a shared trail link between Raspins Beach and the Solis development	Council
L6	Continue the program of rehabilitation of the foreshore vegetation	Council, PWS, volunteers
L7	Continue monitoring of site impacts at the selected foreshore sites.	PWS, Council
L8	Continue program of random visitor surveys to gain insight into visitor use and experiences at these selected foreshore sites	PWS, Council
L9	Continue implementation of the recommended actions in Weed and Land Management Concept Plan (Appendix B)	PWS, Council
L10	Undertake a major review of the Orford Foreshore master plan within 10 years	PWS, Council

4.2 ADOPT BEST PRACTICE

The design principles suggest the possibilities for robust design, suited to the place and having an exemplary quality that stands out from the standard fare of park furniture.

The key considerations for adopting best design practice include the need to:

1. Undertake legislatively required investigations to obtain the necessary permits for development. . It is necessary to fulfill all planning requirements of Council and PWS (i.e., Environmental Impact Assessments and DAs, permits, etc.). Subsequent planning processes may alter the final design or location to that indicated in the concept plans. Land occupied by the Council on PWS land tenures is to have a lease or licence prior to occupying the land.

2. Understand the character of the site to ensure that planning, design and construction protects the functioning natural systems of the chosen site and to derive inspiration and guidance about appropriate design, construction techniques and materials selection.
3. Spatially arrange facilities to maximize the benefit of the setting to create a plan form that suits the 'nature' of the place. This includes consideration of the arrival sequence and the organization of the site so that its parts work together as a spatial and visually coherent whole. This could be applied to the location of main car park and public toilets at Raspins Beach.
4. Practice sustainable design. The design of facilities needs to address functionality, structural imperatives and aesthetics – this is sustainability in its most elemental form. While aesthetics typically focuses on form, scale and mass, materials and colours and openness and enclosure, there is the strong possibility of embodying aspects of the site to represent or interpret its essential character and poetically extend the visitor experience. Sustainability in this higher form lifts visitors out of their everyday experience and encourages them to participate in the care of the place.
5. Incorporate sustainable building and site management systems. Attention is required to the effect of the design of facilities on operational costs and the potential environmental benefits that arise through the conservation of resources including water, energy, materials reuse, waste management and life-cycle costs. Thought must also be given to the best methods of construction to minimize impacts at the building site.
6. Once installed, monitoring is essential for due care and diligence in protecting the safety of visitors, minimising damage to the environment and prolonging the longevity of installations. Facilities that are properly maintained with operational procedures focused on the care and repair of elements and the living landscape around them will ensure that visitors enjoy the experience that they came to the Orford foreshore to have.

The facilities along the Orford foreshore should be:

- fit for purpose;
- responsive to the climate and visual character of the coastal environment;
- of a robust construction using durable materials;
- of a scale and form, such that they facilitate an appreciation of the landscape;
- designed and sited to provide a quality experience of the values of the foreshore;
- aesthetically pleasing;
- safe and easily accessible; and
- affordable to build and care for.

It would be worthwhile to establish a good baseline for monitoring the potential impacts of increased visitation in future years. Monitoring could involve:

- baseline surveys of the extent and condition of natural values at selected sites where visitor access and facilities exist e.g., Raspins Beach car park and toilet, Millingtons Beach car park;
- regular monitoring of any site impacts at the selected sites;
- review of visitor numbers passing, stopping or staying at Orford (Tourism Tasmania visitor data); and
- a program of random visitor surveys to gain insight into visitor use and experiences at these selected sites.

APPENDIX A

ORFORD FORESHORE NATURAL VALUES – SUMMARY OF KEY VALUES, THREATS, CONFLICTS AND RECOMMENDATIONS

A1 INTRODUCTION

Our coastlines are rich in natural values representing valuable and irreplaceable natural assets. They are diverse landscapes ranging from sandy beaches, spits and dune systems, to saltmarshes, lagoons and foreshore forest remnants. Many of these habitats contain sensitive natural values including threatened vegetation communities and wildlife habitat, particularly for coastal obligate birds, including threatened migratory and resident shorebirds. Given the concentrated nodes of human development associated with much of our coastline, the sensitive natural values have in many areas been subject to modification and clearance, with vestigial remnants in many situations confined to suboptimal niches with very little to buffer them from the effects of human use, and little scope for the migration of habitats when required due to coastal dynamics (such as erosion) and rising sea levels.

The juxtaposition of private land with coastal environments can also lead to conflict when desired land uses or particular aesthetics are incompatible with conservation significant natural values. This can lead to resistance to conservation directives when they are seen to be an imposition on the liberty of local residents, and direct actions that can be equivalent to environmental vandalism from a legal perspective (such as illegal tree removal within Crown Land and reserves when coastal views are obstructed), but which, from the perspective of the responsible adjacent landowners, have outcomes that are desirable enough to break the law. Conversely, the juxtaposition of development with coastal environments creates opportunities for reconciliation, appreciation and stewardship of nature, in a balance where conservation significant natural values can persist or even flourish within human modified areas.

The area subject to investigation for the Orford Foreshore Master Plan is no exception to these patterns and problems, with several conservation significant natural values present within a matrix of varied human land uses and priorities, resulting in mixed outcomes for values, and mixed perceptions from people. To

facilitate improving natural values conservation in the area and reducing conflict and incompatible priorities, we have reviewed existing natural values data and reports (including vegetation and bird specific studies), engaged with various stakeholders, completed a gap analysis to identify where available data may be a limiting factor in natural values management, and provided a series of recommendations to address gaps, conflicts and improve conservation outcomes in balance with desired local land uses.

A2 CONSERVATION SIGNIFICANT FAUNA SPECIES

A2.1 Background and context

The large sandbar on the northern side of the mouth of the Prosser River (enclosing the Radar Beach backwater) comprises the 'Orford (Tasmania) Important Bird Area' (IBA), meeting the requirements for the international listing under multiple criteria (defined by BirdLife International) in relation to the breeding presence of the Fairy Tern (*Sternula nereis* ssp. *nereis*), which is listed as vulnerable (based on small population under continued decline) under both the Tasmanian *Threatened Species Protection Act 1995* (TSPA) and the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBCA).

Regular monitoring of the site over many years by BirdLife Tasmania has produced a robust and unquestionable dataset detailing the importance of the area for breeding, feeding, and roosting shorebirds, with the sandbar recognised as being one of the most important sites in Tasmania for the density and diversity of breeding shorebirds.

In addition to the Fairy Tern, threatened species known to utilise the area in relatively recent years include the (Eastern) Hooded Plover (*Thinornis cucullatus cucullatus*) (EPBCA vulnerable), which breeds on the site, and the Little Tern (*Sternula albifrons* ssp. *sinensis*) (TSPA endangered), which is an irregular visitor to the site but could plausibly breed there at some point. Resident (non-migratory) shorebirds also breed on site, particularly Red-capped Plover (*Charadrius ruficapillus*) and Australian Pied Oystercatcher (*Haematopus longirostris*). Past observations have included Bar-tailed Godwit (*Limosa lapponica*) (EPBCA vulnerable and migratory), Common Greenshank (*Tringa nebularia*) (migratory), Curlew Sandpiper (*Calidris ferruginea*) (EPBCA critically endangered), and the Double-banded Plover (*Charadrius bicinctus*) (migratory).

In addition to shorebird habitat, the Orford foreshore contains potential habitat trees for additional threatened birds, such as the Forty-spotted Pardalote (*Pardalotus quadragintus*) (TSPA and EPBCA endangered) and the Swift Parrot (*Lathamus discolor*) (TSPA endangered and EPBCA critically endangered). As these species and their potential habitat are less likely to be impacted by the management issues raised within this assessment, they have not been the focus of discussion nor recommendations.

A2.2 Gap analysis / currency of available data

The Orford IBA is referred to by BirdLife International as being protected within the Raspins Beach Conservation Area, however this is incorrect from the perspective of the location actually in use by birds, which is south of the border of Raspins Beach Conservation Area (and north of Millingtons Beach Conservation Area).

A small informal reserve (referred to as the Orford Bird Sanctuary) covers part of the sandbar; this location is covered by the *Crown Land Act 1976* (under the administration of DPIPWE). Crown Land extends beyond the informal reserve but does not cover all of the sand bar, with the balance effectively being un-gazetted land. In other words, the informal reserve and even the cadastre of Crown Land more broadly fail to capture the full extent of the sandbar habitat that is supporting breeding birds – essentially the fixed boundaries on these jurisdictions are inadequate for a dynamic shifting landscape.

Due to the status of informal reserve, no statutory management plan exists for the important bird area.

A boundary to protect the important bird area has somewhat been defined on the ground with wire exclusion fencing with accompanying signs noting the presence and breeding birds. The fencing is limited on the ocean-side due to wave action on Raspins Beach making a fence at the low tide level infeasible; thus, in this area, a sign is present on a post in the middle of the sand that represents the boundary of the informal reserve. The fencing is merely a token barrier and not designed or constructed adequately to function as a genuine exclusion.



Reservation and cadastral boundaries around the area of the sandbar comprising the Orford IBA (brown areas to the north and south being Raspins Beach and Millingtons Beach Conservation Areas respectively, and the yellow area representing the extent of the informal reserve, noting that not even the Crown Land cadastre (black line) sufficiently covers the extent of the sandbar bird breeding habitat

A2.3 Conflicting interests / priorities / management issues

The IBA has been listed as an IBA 'in danger' by BirdLife International, one of only three Tasmanian IBAs to be given this rating.

The site was assessed (in 2018) as being under very high threat, with climate change rated as a medium threat, and very high threats attributed to human intrusions and disturbance, and transportation corridors (in relation to the channel dredged into the mouth of the river on the margin of the sandbar). All of these threats are ongoing and have not diminished.

Human disturbance is widely acknowledged as a major threat to shorebirds, with the disruption and destruction of nests and nestlings being a significant impact on breeding success and long-term population persistence. Human disturbance of shorebirds within the Orford IBA is prevalent, with direct observations (and evidence) of disturbance including people undertaking

recreational beach use within the bird breeding area; people using the bird breeding area as a thoroughfare (including to reach preferred fishing spots); dogs (with and without their owners) within the bird breeding area; unauthorised drone use; and mountain bike use within the bird breeding area.

In addition to the current signage and exclusion fencing being apparently ineffective at protecting the bird breeding area, the protection measures have been subject to vandalism (e.g., destruction of fencing).

On account of this human disturbance, numerous breeding attempts have failed and/or been abandoned by the conservation significant shorebirds utilising the sandbar, including entirely failed breeding seasons for the Little Tern.

Critically, the human disturbances compound broader ecological pressures on the species such as the natural pressures associated with an inherently restricted and dynamic habitat, which can include breeding failures from predation and weather events (e.g., storm surges). Any additional pressures such as the human disturbance will also limit each species' resilience to long-term environmental change such as rising sea levels, which itself will be exacerbated as a threat due to the barriers to habitat migration presented by near coastal development incompatible with the needs of the species. While broader environmental threats and long-term climate change may be beyond the control of local conservation land managers, the significant impacts of human disturbance represent an unnecessary and preventable stressor on the local ecology and conservation significant fauna. Removing the human disturbances may thus give the species greater chances of persisting through the multitude of other pressures they face.

A2.4 Recommendations and opportunities for conservation significant fauna

The current tenure of the sandbar and the extent of the informal reserve should be reviewed with the intent of increasing the reservation status to a formal level and ensuring that the boundaries of the reservation area adequately capture all habitat (and take into account future expected sand movements).

The increased reservation status should be accompanied by a statutory management plan that defines the management and protection of the areas high conservation values.

With or without a change to reservation status, the Council should explore funding initiatives to employ bird stewards (e.g., something like security guards for the birds) during the bird breeding season, to give more direct protection than the current passive measures which are inadequate.

A3 CONSERVATION SIGNIFICANT FLORA SPECIES

A3.1 Background and context

A 2011 Vegetation Study of Orford foreshore reserves documented in excess of 200 vascular plant taxa in the area – additional work since has been project orientated (such as for impact assessments of local developments⁴) and has supplemented the broader 2011 study.

2 threatened flora are known to be extant in the local area of Orford, but do not occur within the foreshore area due to a lack of suitable habitat:

Ozothamnus lycopodioides, clubmoss everlastingbush (TSPA rare) – locally abundant on the relatively disturbed interface between bushland and development, including road margins and within periurban development, with notable occurrences along Old Convict Road and the Tasman Highway west of the township.

Melaleuca pustulata, warty paperbark (TSPA rare) – locally abundant in the broader East Coast area, with some roadside occurrences along the Tasman Highway northeast of the township.

Other threatened flora has been reported from relatively near to the Orford foreshore (< 1 km) but with fewer and/or less recent occurrences than the above species. Collectively these species are relatively short-lived (less applicable to the *Pimelea*) and most likely to be recorded following fire or an equivalent disturbance:

Caladenia filamentosa, daddy longlegs (TSPA rare)

Gyrostemon thesioides, broom wheelfruit (TSPA rare)

Pimelea flava ssp. *flava*, yellow riceflower (TSPA rare)

⁴ Including revision of the archives of North Barker Ecosystem Services

Senecio squarrosus, leafy fireweed (TSPA rare)

Stenanthemum pimeleoides, propeller plant (TSPA vulnerable)

Teucrium corymbosum, forest germander (TSPA rare)

The foreshore area has very limited habitat suitability for these species other than *C. filamentosa*, which can occur in near coastal forests on sandy soils; historically, a white gum woodland providing suitable habitat for this species is likely to have dominated the southern edge of Prosser Bay, but the extant remnants have been modified and managed in a way such that there is limited likelihood of the species remaining extant in the area (noting the past records for the area are from the 1960s and 90s).

A3.2 Gap analysis / currency of available data

It is noted that since the 2011 Vegetation Study, *Cynoglossum australe* (coast houndstongue) (a species that occupies the Orford foreshore area) has been delisted from the Tasmanian *Threatened Species Protection Act 1995* and thus no longer has the same conservation priority.

Some species present in the Orford foreshore area have updated taxonomy since the 2011 study; however, there are not seen to be any meaningful changes that would warrant a reassessment of the local flora solely for this reason.

The 2011 Vegetation Study does not include any observations of aquatic species from the Radar Beach backwater, and current observations attributed to the location on the Tasmanian Natural Values Atlas are limited to algae. Informal observations by NBES during site investigations for the current project suggest there may be aquatic macrophytes present in the backwater, including seagrass species from the *Zosteraceae*. Given the location and habitat, the presence of macrophytes may include TSPA rare species of *Ruppia* and/or *Stuckenia pectinata*.

A3.3 Conflicting interests / priorities / management issues

The extant distributions of *Ozothamnus lycopodioides* and *Melaleuca pustulata* in the broader Orford area are not the subjects of conflict or management issues with respect to the scope of the foreshore master plan, with their primarily roadside and periurban bushland locations more likely to be subject

to development proposals for road upgrades or development of bush dwellings.

Given that *Caladenia. filamentosa* is unlikely to remain extant within the white gum woodlands on the Orford foreshore, there are no direct implications of their presence in relation to current management aims or land use priorities. It is desirable however for reasons outlined below that habitat be managed in a way that it is suitable for the species, which involves the control of weeds and maintenance of relatively open ground-layer vegetation.

Should the Radar Beach backwater contain undocumented occurrences of TSPA rare aquatic macrophytes *Ruppia* spp. and/or *Stuckenia pectinata*, there may be management deficiencies and the potential for inadvertent losses of plants/populations.

A3.4 Recommendations and opportunities for conservation significant flora

Given *Caladenia. filamentosa* may no longer be present in the area, as part of the revegetation and restoration efforts from Millingtons Beach to Luther Point, it may be possible to collaborate with the Orchid Conservation program at the Royal Tasmanian Botanical Gardens to investigate the feasibility of propagating and reintroducing the species into suitable habitat. This could function as a trial site for cultivation of the species should offset plantings or translocations ever be considered for other purposes. A successful reintroduction could also serve as an insurance population for the species within Millingtons Beach Conservation Area.

As part of the revegetation and restoration efforts from Millingtons Beach to Luther Point, it would be beneficial to be able to implement ecological patch burns, which would improve habitat for orchids (including *Caladenia. filamentosa*) and potentially assistance with some weed management. It is noted that due to the proximal residences and mixed uses this would need to be managed carefully and involve extended consultation with local residents and users.

An investigation of the aquatic flora of the Radar Beach backwater is warranted for the potential occurrences of threatened flora species.

A4 VEGETATION GENERAL

A4.1 Background and context

The 2011 Vegetation Study documented vegetation communities within Orford foreshore reserves, including the area subject to the current master plan.

Four communities listed as threatened under the Tasmanian *Nature Conservation Act 2002* were documented in the area applying to the foreshore master plan:

Eucalyptus globulus dry forest and woodland (TASVEG DGL)

Small remnant patches were noted within the foreshore area, reported to be in poor condition with modified understoreys.

Eucalyptus viminalis – *Eucalyptus globulus* coastal forest and woodland (DVC)

Reported from various patches with varying condition, largely relating to understorey modification (including the presence of weeds and the low diversity of natives).

Remnants along Millingtons Beach have been targeted for weed control, revegetation, and restoration.

Eucalyptus ovata forest and woodland (DOV)

Reported from one small patch along a drainage line north of Prosser River, with moderate understorey condition but the presence of environmental weeds.

Freshwater aquatic sedgeland and rushland (ASF)

Reported as a small wetland along a narrow drainage line at the southern end of Raspins Beach. Noted to be in excellent condition but susceptible to degradation (on account of the small patch size).

A4.2 Gap analysis / currency of available data

The extent and condition of vegetation communities, including threatened communities, have not been reviewed since the 2011 Vegetation Study. Our brief observations for this project have indicated there is potential for each of

the above threatened communities to remain extant within the foreshore area, but there is the potential for boundaries and attributions to be refined, as well as a high likelihood that vegetation condition has changed since 2011.

In addition, it is noted that since the 2011 study, Tasmanian forests and woodlands dominated by black gum or Brookers gum (*Eucalyptus ovata* / *Eucalyptus brookeriana*) (which include the TASVEG unit DOV), have been listed as critically endangered (effective 4/6/2019) under the EPBCA, with patches needing to meet key definitions and condition criteria to qualify for listing. As far as we know, the reported patch of DOV from the Prosser River area has not been tested against the EPBCA listing criteria (although it is very unlikely to qualify based on the reported extent and condition from 2011).

The 2011 Vegetation Study does not include any mapping of aquatic vegetation within the Radar Beach backwater. Informal observations by NBES (during site investigations for the current project) suggest that there is the potential for the assemblage of plants and algae present to constitute the TASVEG unit 'saline aquatic herbland', which can qualify for listing as threatened under the NCA within the 'wetland' community, as well as threatened under the EPBCA vulnerable ecological community 'subtropical and temperate coastal saltmarsh'.

There appears to be no strategic plan guiding revegetation and restoration efforts within the Millingtons foreshore area, nor anything that guides the nature of landscape plantings in proximity to native vegetation remnants.

A4.3 Conflicting interests / priorities / management issues

Should the Radar Beach backwater contain an undocumented patch of the TASVEG unit 'saline aquatic herbland', and it qualifies as a threatened wetland under the NCA and/or threatened saltmarsh under the EPBCA, there are several risks associated with the potential for inadvertent loss of the community and inadequate protection and management.

The same risk applies to patches of threatened communities previously reported from the area should their distributions require refining since the 2011 study and/or in the case of the DOV vegetation potentially be subject to increased protection under the EPBCA.

Local residents have expressed some concerns that the management of vegetation along Millingtons beach dune system (including areas subject to landcare works such as revegetation and weeding) is resulting in overly dense

vegetation that represents an increased fire hazard and reduces desirable sight lines from their properties.

Unsystematic and unguided revegetation and restoration projects suffer the risk that the resulting vegetation community does not necessarily represent the optimal conservation outcome for the community intended to be restored. A regular problem in such projects (driven somewhat by limited plant selection and establishment) is increased density of woody understorey vegetation (shrubs and small trees) at the expense of open understoreys, and a higher density of trees than natural. There is a risk of this occurring with the revegetation and restoration in areas of pine removal (as well as the general land management) along Millingtons Beach foreshore (noting the threatened DVC vegetation has around 20 % shrub cover considered to be a benchmark), which will further exacerbate the concerns of local residents regarding bushfire hazard and impeded views.

A4.4 Recommendations and opportunities for vegetation

An updated vegetation study is warranted to define the current extent and condition of threatened vegetation within the foreshore area.

Following the updated vegetation study, a vegetation management and restoration plan is warranted to guide general management of remnant vegetation in the area, in addition to local revegetation and restoration (and associated weed control). The plan should involve adequate consultation and consideration around the use of fire for purposes of ecological management, as well as the influence of all works (including revegetation) on fire hazard risk to local homes and desired visibility.

A5 CONCLUSION AND SUMMARY OF RECOMMENDATIONS

We have identified various conservation significant values within the Orford foreshore area, with the presence of internationally important bird habitat on the sandbar north of the Prosser River of critical importance. Unlike the bird populations in this area, other potential conservation significant values may yet be undetected and thus the overall importance of the area for other values may be greater than current data indicates. It is clear nonetheless, that the sandbar represents an area of very high conservation significance based on the bird habitat alone and warrants greater legislative protection as well as more effective land management and physical protection measures on the

ground. It is imperative that the reservation status and tenure of the sandbar are reviewed, with the intent of instating a formal conservation reserve with an associated statutory management plan. Various other recommendations are provided for the foreshore area more broadly, which are summarised below:

A5.1 Recommendations and opportunities for conservation significant fauna

The current tenure of the sandbar and the extent of the informal reserve should be reviewed with the intent of increasing the reservation status to a formal level and ensuring that the boundaries of the reservation area adequately capture all habitat (and take into account future expected sand movements).

The increased reservation status should be accompanied by a statutory management plan that defines the management and protection of the areas high conservation values.

With or without a change to reservation status, the Council should explore funding initiatives to employ bird stewards (e.g., something like security guards for the birds) during the bird breeding season, to give more direct protection than the current passive measures which are inadequate.

A5.2 Recommendations and opportunities for conservation significant flora

Given *Caladenia filamentosa* may no longer be present in the area, as part of the revegetation and restoration efforts from Millingtons Beach to Luther Point, it may be possible to collaborate with the Orchid Conservation program at the Royal Tasmanian Botanical Gardens to investigate the feasibility of propagating and reintroducing the species into suitable habitat. This could function as a trial site for cultivation of the species should offset plantings or translocations ever be considered for other purposes. A successful reintroduction could also serve as an insurance population for the species within Millingtons Beach Conservation Area.

As part of the revegetation and restoration efforts from Millingtons Beach to Luther Point, it would be beneficial to be able to implement ecological patch burns, which would improve habitat for orchids (including *Caladenia filamentosa*) and potentially assistance with some weed management. It is noted that due to the proximal residences and mixed uses this would need to

be managed carefully and involve extended consultation with local residents and users.

An investigation of the aquatic flora of the Radar Beach backwater is warranted for the potential occurrences of threatened flora species.

A5.3 Recommendations and opportunities for vegetation

An updated vegetation study is warranted to define the current extent and condition of threatened vegetation within the foreshore area.

Following the updated vegetation study, a vegetation management and restoration plan is warranted to guide general management of remnant vegetation in the area, in addition to local revegetation and restoration (and associated weed control). The plan should involve adequate consultation and consideration around the use of fire for purposes of ecological management, as well as the influence of all works (including revegetation) on fire hazard risk to local homes and desired visibility.

A5.4 Weeds

Implement the various actions in relation to the 4 identified weed and land management priorities identified within the Weed and Land Management Concept Plan.

APPENDIX B WEED AND LAND MANAGEMENT CONCEPT PLAN

B1 INTRODUCTION

Tasmania's coastal ecosystems are under threat from a suite of invasive weeds. Declared and environmental weed species have wide ranging impacts on the biodiversity of foreshore systems. Weeds can be as destructive as land clearing – displacing and threatening native species and transforming ecosystems. In a minority of situations, some indigenous species can also effectively behave like weeds when they suppress other native values or spread into areas they wouldn't typically occupy.

Like much of the rest of the Tasmanian coastline, many weed species have been introduced to the Orford foreshore area. The vast majority of weed species found along the coastline of Orford have been introduced deliberately, most being garden escapees, some of which are still available to buy from plant nurseries. Others such as the maritime pine (*Pinus pinaster*) were introduced to stabilise the movement of back dunes and the sandspit at the mouth of the Prosser River. It has also been noted that a vigorous native plant, coastal wattle (*Acacia longifolia* var. *sophorae*) has been increasing cover within the Orford Bird Sanctuary (to the detriment of shorebird breeding habitat).

We have thus investigated weed and land management issues within the foreshore area for the purposes of identifying high priorities for control and action.

B2 METHODS

As part of the investigations for the Orford Foreshore Master Plan a weed survey was conducted by one ecologist from NBES on the 2nd of September (2021) along the Orford foreshore between Luther Point and the northern end of Raspins beach. Using the Tasmanian Natural Values Atlas (NVA) records from the area and records from the Glamorgan Spring Bay Weed Management Plan 2015-2020 (GSBWMP), areas with previously recorded weed occurrences

were reassessed. Any emerging declared or environmental weeds found during this survey were recorded concurrently.

B 3 RESULTS

B3.1 Declared weeds (listed under the Tasmanian Weed Management Act 1999)

A number of isolated occurrences of declared zone A and zone B weeds have been recorded along the foreshore (Figures 1 and 2), as well as along roadsides and tracks leading to the foreshore; these include (with reference to their zone status under the WMA):

Zone A (eradication principles apply)

African love grass (*Eragrostis curvula*): isolated to Tasman Highway north of Orford golf course – not known from the foreshore area but a risk of invading the area on account of the propagule present on the highway within the past 10 years (noting the infestation has been the target of control measures)

Boneseed (*Chrysanthemoides monilifera subsp. monilifera*): in coastal dunes along foreshore, where it has the capacity to displace many native values

Bridal creeper (*Asparagus asparagoides*): the beginning of an infestation in Millingtons Beach Conservation Area

Fennel (*Foeniculum vulgare*): isolated occurrences in periurban areas

Montpellier broom (*Genista monspessulana*): East Shelly Road Area

Spanish heath (*Erica lusitanica*): isolated occurrences in periurban areas and Tasman Highway near Raspins Beach – a high risk to remnant native vegetation

Zone B (containment principles apply)

Blackberry (*Rubus fruticosus*): isolated patches in dunes on Shelly Beach, and occasional throughout periurban areas

Gorse (*Ulex europaeus*): occurrences along the Tasman Highway

Most of the declared weed species known from the area were recorded in low numbers during the 2021 survey, which is ostensibly the result of target local weed management or (in the minority of cases) new infestations. The relatively small scale of the infestations can facilitate eradication and suppression from the area.

Environmental weeds

The majority of weed species recorded during the 2021 (and previous) survey were environmental weeds. These species have migrated from neglected coastal gardens and in some cases now out compete native species from their relative niches. These species are ubiquitous throughout periurban areas around the Orford foreshore but are also in some cases moving into adjacent native vegetation:

Agapanthus (*Agapanthus praecox ssp. orientalis*)

Bluebell creeper (*Billardiera heterophylla*)

Blue butterfly bush (*Psoralea pinnata* and *P. arborescens*)

Gazanias (*Gazania spp.*)

Mirror bush (*Coprosma repens*)

African daisy (*Dimorphotheca fruticosa*)

Pride of Madeira (*Echium candicans*)

Radiata pine (*Pinus radiata*)

Maritime pine (*Pinus pinaster*)

Sweet pittosporum (*Pittosporum undulatum*)

Emerging threats

The beginnings of an infestation of the environmental weed bluebell creeper (*Billardiera heterophylla*) are emerging throughout the Millingtons Beach Conservation Area. Bluebell creeper is a serious environmental weed with the ability to grow in most soil types/conditions, and due to its climbing and scrambling habit it can smother the ground and understory species, creating a

monoculture. Our observations indicate this species has increased in threat since earlier surveys.

It is apparent that the native coastal wattle *Acacia longifolia* var. *sophorae* is increasing cover within the Orford Bird Sanctuary and this is resulting the loss of breeding, roosting and/or foraging locations for threatened and migratory shorebirds.

B 4 PRIORITIES

Refer to Figure 3 Weed and Management Priorities.

Millingtons Beach Conservation Area revegetation

During the 1970s, mass planting of *Pinus radiata* and *P. pinaster* occurred to stabilise the dune and sand spit system.

In the ensuing years *Pinus radiata* has been removed more so than *Pinus pinaster* (due to greater commercial value).

Bluebell creeper is increasingly establishing throughout the understory.

ACTIONS

Target bluebell creeper for removal from the area.

Target removal of *Pinus pinaster*.

Create a revegetation plan using local provenance species and guiding ecological restoration principles (including the potential use of fire).

Engage community and Landcare groups for revegetation works where possible but with the guidance of a formal revegetation plan.

African love grass

A Zone A declared weed that has been prioritised by the Department of State Growth (DSG) for eradication around Tasmania.

In 2011 only known from isolated occurrences in southern Tasmania but has since spread and increased infestations.

A high threat weed in many environments, particularly when roadside occurrences represent a high risk of dispersal in human use areas.

ACTIONS

Co-operate and support DSG with local eradication efforts.

Undertake monitoring to ensure early detection of new occurrences.

Seek cooperation from adjoining landholders for monitoring and treatment if the species colonises new locations.

Periurban interface

Neglected coastal gardens are a source of environmental weeds.

These weeds pose a threat to native plant species and environmental values.

ACTIONS

Develop an NRM style pamphlet for local residents, highlighting environmental weeds and alternative native species.

Orford Bird Sanctuary – land management

Important habitat for both resident and migratory shorebirds is being replaced by *Acacia longifolia* var. *sophorae*.

ACTIONS

Undertake control of woody indigenous (and weed species) within the bird sanctuary, focusing on *Acacia longifolia* var. *sophorae*.

Schedule works to avoid shorebird breeding season (September to March).



Figure 1: Indicative extent of declared and environmental weeds within the Orford Foreshore Area



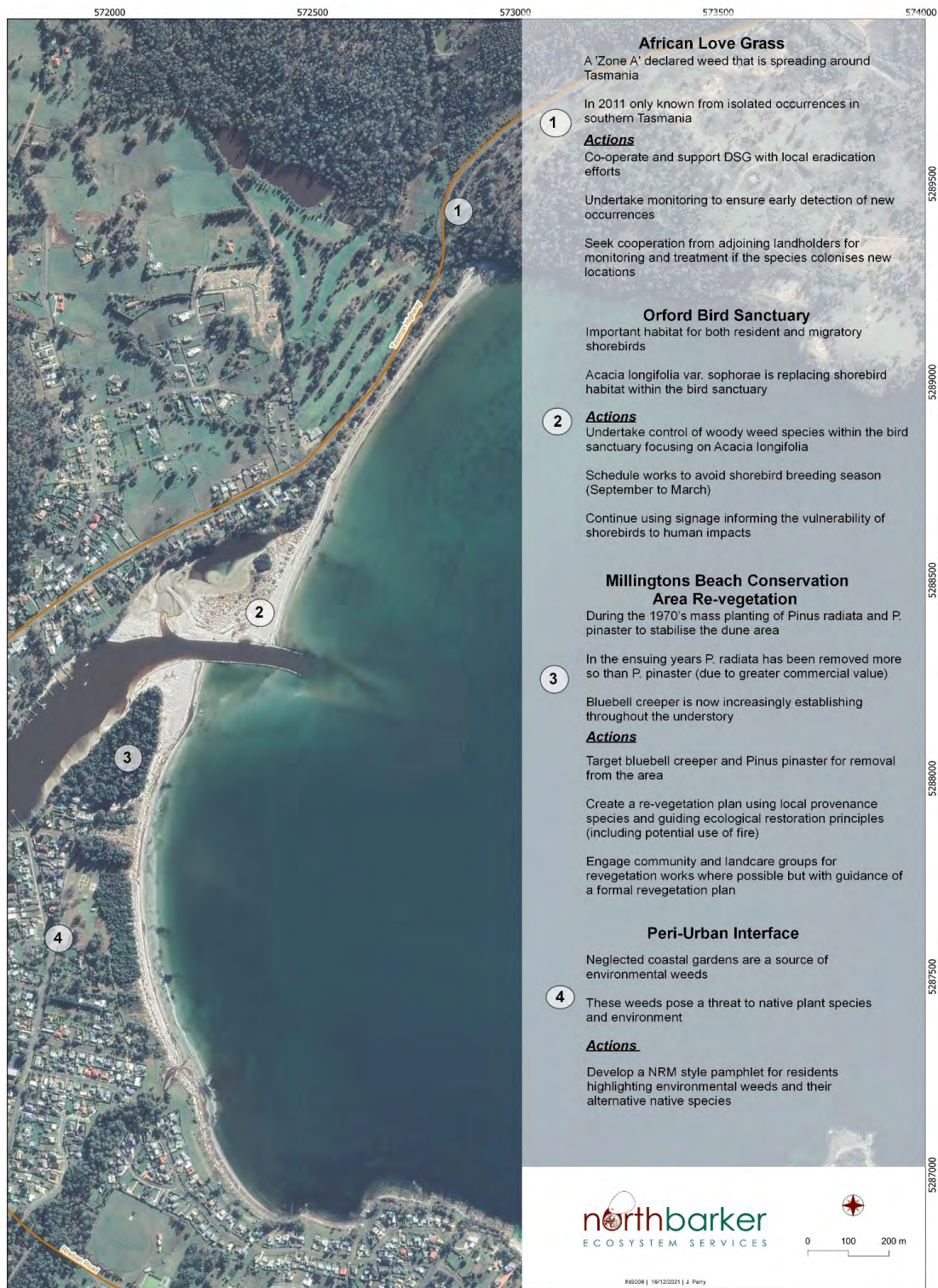


Figure 3: Weed and land management priorities for the Orford foreshore area

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Rules of Incorporated Association

South East Region Jobs Hub Inc

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South East Region Jobs Hub Incorporated

The name of the Association is as follows:

South East Region Jobs Hub Incorporated

Rules

1. Interpretation

In these rules, unless the context otherwise requires –

accounting records has the same meaning as in the Act;

Act means the Associations Incorporation Act 1964;

annual general meeting means an annual general meeting of the Association held under rule 12;

Association means the association referred to in these rules;

association has the same meaning as in the Act;

auditor means the person appointed as the auditor of the Association under rule 9;

authorised deposit-taking institution means a body corporate that is an authorised deposit-taking institution for the purposes of the Banking Act 1959 of the Commonwealth;

basic objects of the Association means the co-ordination of workforce engagement and development activities in the Local Area, including but not limited to:

- (a) Engage with employers and commission public and community services to remove barriers to work and improve employability for individuals;
- (b) Assist in coordinating job services within the Local Area;
- (c) Undertake job matching, coaching and referral services;
- (d) Collaborate with business enterprise centres and industry chambers to support small business capabilities;

- (e) Support employer engagement with local schools;
- (f) Engage with trade training centres, TasTAFE and other education and training providers within the Local Area to optimise services and use of local facilities;
- (g) Engage with the community and collective impact networks to provide networks for jobseekers through links into the local industry;

Board means the Board of management referred to in rule 22;

Chairperson means the person elected to the position from time to time pursuant to clause 25;

Finance Officer means the employee or Member nominated by the board to hold the position and perform the duties of the role as set out in these Rules;

financial year has the same meaning as in the Act;

Founding Members means the SERDA Members;

general meeting means –

- (a) an annual general meeting; or
- (b) a special general meeting;

Office means 11 Fitzroy Street, Sorell Tasmania 7172;

Local Area means the local government areas that form the SERDA operating area;

Member has the meaning given to it under rule 4.1;

ordinary business of an annual general meeting means the business specified in rule 13.5;

ordinary Board member means a member of the Board other than the Chairperson;

public officer means the person who is, under section 14 of the Act, the public officer of the Association;

SERDA means the incorporated association known as the South East Region Development Association Incorporated;

SERDA members means the members or nominated representatives of SERDA from time to time accepted as members or nominated representatives (as the case may be) of SERDA in accordance with its constitution;

special Board meeting means a meeting of the Board that is convened under rule 26.2 by the Chairperson or any 4 of the members of the Board;

special general meeting means a special general meeting of the Association convened under rule 13;

special resolution has the same meaning as in the Act.

2. Association's Office

The office of the Association is to be at the Office or at any other place which the Board determines by resolution.

3. Objects and purpose of Association

The objects and purposes of the Association consist of the basic objects of the Association and the following objects and purposes:

- (a) the purchase, taking on lease or in exchange, hire or other acquisition of any real or personal property necessary or convenient for any of the objects or purposes of the Association;
- (b) the employment of any staff or engagement of any service providers or contractors necessary or convenient for any objects or purposes of the Association;
- (c) the purchase, sale or supply of, or other dealing in, goods;
- (d) the construction, maintenance or alteration of any building or works necessary or convenient for any of the objects or purposes of the Association;
- (e) the acceptance of a gift or grant for any of the objects or purposes of the Association;
- (f) the taking of any step the Board, or the members of the Association at a general meeting, determine expedient for the purpose of procuring contributions to the funds of the Association including entering into any deeds or agreements for such funding;
- (g) the printing or publication of any newspaper, periodical, book, leaflet or other document the Board, or the members of the Association at a general meeting, determine desirable for the promotion of any of the objects or purposes of the Association;
- (h) the borrowing and raising of money in any manner and on terms –
 - i. the Board thinks fit; and
 - ii. approved or directed by resolution passed at a general meeting;
- (i) subject to the provisions of the Trustee Act 1898, the investment, in any manner the Board determines, of any money of the Association not immediately required for any of the objects or purposes of the Association;
- (j) the making of a gift, subscription or donation to any of the funds, authorities or institutions to which section 78A of the Income Tax Assessment Act 1936 of the Commonwealth relates;
- (k) the establishment and support, or aiding in the establishment and support, of associations, institutions, funds, trusts, schemes or conveniences calculated to benefit employees or past employees of the Association and their dependants, and the granting of pensions, allowances or other benefits to employees or past

employees of the Association and their dependants, and the making of payments towards insurance in relation to any of those purposes;

- (l) the establishment and support, or aiding in the establishment or support, of any other association formed for any of the basic objects of the Association;
- (m) the purchase, or acquisition, and the undertaking of all or part of the property, assets, liabilities or engagements of any association with which the Association is amalgamated in accordance with the provisions of the Act and the rules of the Association;
- (n) the doing of any lawful thing incidental or conducive to the attainment of the objects or purposes of the Association.

4. Membership of Association

- 4.1 The Association shall consist of the Founding Members and such other members who are accepted by resolution of members for membership of the Association and on payment of the annual subscription as fixed at the annual General Meeting (**member**).
- 4.2 A person who is not a member of the Association at the time of the incorporation of the Association is not to be admitted as a member of the Association unless –
 - (a) the person is nominated for membership in accordance with subrule 4.3; and
 - (b) the person is approved for membership by resolution of the members of the Association.
- 4.3 A nomination of a person for membership is to be –
 - (a) made in writing and signed by 2 members of the Association; and
 - (b) accompanied by the written consent of the person nominated; and
 - (c) lodged with the public officer.
- 4.4 The consent referred to in subrule 4.3(b) may be endorsed on the nomination.
- 4.5 As soon as practicable after the receipt of a nomination, the public officer is to refer the nomination to the members.
- 4.6 If a nomination is approved by the members, the public officer is to –
 - (a) notify the nominee, in writing, that the nominee has been approved for membership of the Association; and
 - (b) on receipt of the amount payable by the nominee as the first annual subscription, enter the nominee's name in the register of members.
- 4.7 A member of the Association may resign by serving on the public officer a written notice of resignation.
- 4.8 On receipt of a notice from a member of the Association under subrule 4.7, the public officer is to remove the name of the member from the register of members.
- 4.9 A person –

- (a) becomes a member of the Association when his or her name is entered in the register of members; and
 - (b) ceases to be a member of the Association when his or her name is removed from the register of members under subrule 4.8 or rule 29.4.
- 4.10 The public officer is to maintain, or establish and maintain, a register of members containing –
 - (a) the name of each member of the Association and the date on which he or she became a member; and
 - (b) the member's postal or residential address or address of business or employment; and
 - (c) an email address, if any, that the member has nominated as the email address to which notices from the Association may be sent; and
 - (d) the name of each person who has ceased to be a member of the Association and the date on which the person ceased to be a member of the Association.
- 4.11 All members shall keep the public officer informed of their correct address for the service of notices.
- 4.12 A member may resign by giving written notice to the public officer.
- 4.13 A member shall continue to be a member until he shall cease to be a member under any of the applicable rules.
- 4.14 The liability of each member is limited to the annual subscription fee charged by the Association for the relevant year.

4.15 Matters reserved for the Members

Decisions in respect of the following matters are reserved solely for the Members, and are not to be acted upon by any person including but not limited to Board or employees of the Association, without the approval of the Members:

- (a) disposal of property;
- (b) leasing;
- (c) financial arrangements including loans.

5. Winding Up of Association

If, upon the winding up or dissolution of the Association after the satisfaction of all its debts and liabilities, there remains any property, this property must not be paid to or distributed among the members. Instead, this property must be given or transferred to some other organisation or organisations having:

- (a) objects similar to the objects of the Association; and

- (b) a constitution which prohibits the distribution of its income and property among its members to an extent at least as great as is imposed on the Association under these rules.

6. Income and property of Association

- 6.1 The income and property of the Association is to be applied solely towards the promotion of the objects and purposes of the Association.
- 6.2 No portion of the income or property of the Association is to be paid or transferred to any member of the Association except as genuine compensation for services rendered or expenses incurred on behalf of the Association.

7. Accounts of receipts and expenditure

- 7.1 True accounts are to be kept of the following:
 - (a) each receipt or payment of money by the Association and the matter in respect of which the money was received or paid;
 - (b) each asset or liability of the Association.
- 7.2 The accounts are to be open to inspection by the members of the Association at any reasonable time, and in any reasonable manner, determined by the Board.
- 7.3 The Finance Officer is to keep all accounting books, and general records and records of receipts and payments, connected with the business of the Association in the form and manner the Board determines.
- 7.4 The accounts, books and records are to be kept at the Association's office or at any other place the Board determines.

8. Banking and finance

- 8.1 On behalf of the Association, the Finance Officer is to –
 - (a) receive any money paid to the Association; and
 - (b) immediately after receiving the money, issue an official receipt in respect of the money; and
 - (c) cause the money to be paid into the account opened under subrule 8.2 as soon as practicable after it is received.
- 8.2 The Board is to open with an authorised deposit-taking institution an account in the name of the Association.
- 8.3 The Board may –
 - (a) receive from an authorised deposit-taking institution a cheque drawn by the Association on any of the Association's accounts with the authorised deposit-taking institution; and

- (b) release or indemnify the authorised deposit-taking institution from or against any claim, or action or other proceeding, arising directly or indirectly out of the drawing of that cheque.
- 8.4 Except with the authority of the Board, a payment of an amount exceeding \$20 is not to be made from the funds of the Association other than –
 - (a) by cheque drawn on the Association's account; or
 - (b) by the electronic transfer of funds from the Association's account to another account at an authorised deposit-taking institution.
- 8.5 The Board may provide the Finance Officer with an amount of money to meet urgent expenditure, subject to any conditions the Board may impose in relation to the expenditure.
- 8.6 A cheque is not to be drawn on the Association's account, and an amount is not to be electronically transferred from the Association's account to another account at an authorised deposit-taking institution, except for the purpose of making a payment that has been authorised by the Board.
- 8.7 A cheque, draft, bill of exchange, promissory note or other negotiable instrument is to be –
 - (a) signed by the Finance Officer of the Association or, in the Finance Officer's absence, by any other member, or members, of the Board the Board nominates for that purpose; and
 - (b) countersigned by the public officer.
- 8.8 An electronic transfer of an amount from the Association's account to another account at an authorised deposit-taking institution –
 - (a) may only be authorised by the Finance Officer or, in the Finance Officer's absence, by any other member, or members, of the Board the Board nominates for that purpose; and
 - (b) may only be authorised by a person referred to in paragraph (a) if the authorisation has been approved by the public officer.

9. Auditor

- 9.1 At each annual general meeting, the members of the Association present at the meeting are to appoint a qualified auditor as the auditor of the Association.
- 9.2 If an auditor is not appointed at an annual general meeting under subrule 9.1, the Board is to appoint a person as the auditor of the Association as soon as practicable after that annual general meeting.
- 9.3 The auditor is to hold office until the next annual general meeting and is eligible for re-appointment.
- 9.4 The first auditor –
 - (a) may be appointed by the Board before the first annual general meeting; and

- (b) if so appointed, holds office until the end of the first annual general meeting unless earlier removed by a resolution of the members of the Association at a general meeting.
- 9.5 If the first auditor is appointed by the Board under subrule 9.4(a) and subsequently removed at a general meeting under subrule 9.4(b), the members of the Association, at that general meeting, may appoint an auditor to hold office until the end of the first annual general meeting.
- 9.6 Except as provided in subrule 9.4(b), the auditor may only be removed from office by special resolution.
- 9.7 If a casual vacancy occurs in the office of auditor, the Board is to appoint a qualified auditor to fill the vacancy until the end of the next annual general meeting.

10. Audit of accounts

- 10.1 The auditor is to audit the financial affairs of the Association at the end of each financial year of the Association.
- 10.2 The auditor, after auditing the financial affairs of the Association for a particular financial year of the Association, is to –
 - (a) certify as to the correctness of the accounts of the Association; and
 - (b) at the next annual general meeting, provide a written report to the members of the Association who are present at that meeting.
- 10.3 In the report and in certifying to the accounts, the auditor is to –
 - (a) specify the information, if any, that he or she has required under subrule 10.5(b) and obtained; and
 - (b) state whether, in his or her opinion, the accounts exhibit a true and correct view of the financial position of the Association according to the information at his or her disposal; and
 - (c) state whether the rules relating to the administration of the funds of the Association have been observed.
- 10.4 The public officer is to deliver to the auditor a list of all the accounting records, books and accounts of the Association.
- 10.5 The auditor may –
 - (a) have access to the accounting records, books and accounts of the Association; and
 - (b) require from any employee of, or person who has acted on behalf of, the Association any information the auditor considers necessary for the performance of his or her duties; and
 - (c) employ any person to assist in auditing the financial affairs of the Association; and

- (d) examine any member of the Board, or any employee of, or person who has acted on behalf of, the Association, in relation to the accounting records, books and accounts of the Association.

11. Exemptions under the Act

- 11.1 For any financial year that the Association is exempt from the requirement to be audited by virtue of section 23(1B) or (1C) of the Act –
 - (a) an auditor is not required to be appointed for that financial year under rule 10 unless the Association elects to have the financial affairs of the Association for that financial year audited in accordance with the Act and these rules; and
 - (b) if an auditor is not appointed for a financial year by virtue of paragraph (a)
 - i. rules 9 and 10 do not apply in respect of the Association for that financial year; and
 - ii. rule 12.5(b), to the extent that it relates to an auditor, does not apply in respect of the annual general meeting held by the Association in respect of that financial year; and
 - iii. rule 12.5(d) does not apply in respect of the annual general meeting held by the Association in respect of that financial year.
- 11.2 For any financial year that the Association is exempt from the requirement to provide an annual return by virtue of section 23(1B) of the Act, the Board must provide, as part of the ordinary business of the annual general meeting for that financial year, a copy of the annual financial report given under the Australian Charities and Not-for-profits Commission Act 2012 of the Commonwealth in respect of that financial year.

12. Annual General Meeting

- 12.1 The Association is to hold an annual general meeting of the members each year.
- 12.2 An annual general meeting is to be held on any day (being not later than 3 months after the end of the financial year of the Association) the Board determines.
- 12.3 An annual general meeting is to be in addition to any other general meeting that may be held in the same year.
- 12.4 The notice convening an annual general meeting is to specify the purpose of the meeting.
- 12.5 The ordinary business of an annual general meeting is to be as follows:
 - (a) to confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting;
 - (b) to receive from the Board, auditor, employees and other persons acting on behalf of the Association reports on the transactions of the Association during the last preceding financial year of the Association;

- (c) to elect the ordinary Board members;
 - (d) to appoint the auditor and determine his or her remuneration.
- 12.6 An annual general meeting may transact business of which notice is given in accordance with rule 15.
- 12.7 Minutes of proceedings of an annual general meeting are to be kept, in the minute book of the Association, by the public officer or, in the absence from the meeting of the public officer, by a member of the Association who is nominated by the chairperson of the meeting.

13. Special General Meetings

- 13.1 The Board may convene a special general meeting of the Association at any time.
- 13.2 The Board, on the requisition in writing of at least half of the members of the Association, is to convene a special general meeting of the Association.
- 13.3 A requisition for a special general meeting –
 - (a) is to state the objects of the meeting; and
 - (b) is to be signed by each of the requisitionists; and
 - (c) is to be deposited at the office of the Association; and
 - (d) may consist of several documents, each signed by one or more of the requisitionists.
- 13.4 If the Board does not cause a special general meeting to be held within 21 days after the day on which a requisition is deposited at the office of the Association, any one or more of the requisitionists may convene the meeting within 3 months after the day on which the requisition is deposited at the office of the Association.
- 13.5 A special general meeting convened by requisitionists is to be convened in the same manner, as nearly as practicable, as the manner in which a special general meeting would be convened by the Board.
- 13.6 All reasonable expenses incurred by requisitionists in convening a special general meeting are to be refunded by the Association.

14. Notices of general meetings

- 14.1 At least 14 days before the day on which a general meeting of the Association is to be held, the public officer is to publish a notice specifying –
 - (a) the place, day and time at which the meeting is to be held; and
 - (b) the nature of the business that is to be transacted at the meeting.
- 14.2 A notice is published for the purposes of subrule 14.1 if the notice –
 - (a) is contained in an advertisement appearing in at least one daily newspaper circulating in Tasmania; or

- (b) appears on a website, or at an electronic address, of the Association; or
- (c) is sent to each member of the Association at –
 - i. the member's postal or residential address or address of business or employment; or
 - ii. an email address that the member has nominated as the email address to which notices from the Association may be sent; or
- (d) is given by another means, determined by the public officer, that is reasonably likely to ensure that the members of the Association will be notified of the notice.

15. Businesses and quorum at general meetings

- 15.1 All business transacted at a general meeting, other than the ordinary business of an annual general meeting, is special business.
- 15.2 Business is not to be transacted at a general meeting unless a quorum of members of the Association entitled to vote is present at the time when the meeting considers that business.
- 15.3 A quorum for the transaction of the business of a general meeting is seventy-five percent (75%) of members of the Association entitled to vote.
- 15.4 If a quorum is not present within one hour after the time appointed for the commencement of a general meeting, the meeting –
 - (a) if convened on the requisition of members of the Association, is dissolved; or
 - (b) if convened by the Board, is to be adjourned to the same day in the next week at the same time and –
 - i. at the same place; or
 - ii. at any other place specified by the chairperson –
 - A. at the time of the adjournment; or
 - B. by notice in a manner determined by the chairperson.
- 15.5 If at an adjourned general meeting a quorum is not present within one hour after the time appointed for the commencement of the meeting, the meeting is dissolved.

16. Chairperson at general meetings

At each general meeting of the Association, the chairperson is to be –

- (a) the Chairperson; or
- (b) in the absence of the Chairperson, a member of the Association elected to preside as chairperson by the members of the Association present and entitled to vote at the general meeting.

17. Adjournment of general meetings

- 17.1 The chairperson of a general meeting at which a quorum is present may adjourn the meeting with the consent of the members of the Association who are present and entitled to vote at the meeting, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- 17.2 If a meeting is adjourned for 14 days or more, notice of the adjourned meeting is to be given in the same manner as the notice of the original meeting.
- 17.3 If a meeting is adjourned for less than 14 days, it is not necessary to give any notice of the adjournment or of the business to be transacted at the adjourned meeting.

18. Determination of questions arising at general meetings

- 18.1 A question arising at a general meeting of the Association is to be determined on a show of hands.
- 18.2 A declaration by the chairperson that a resolution has, on a show of hands, been lost or carried, or been carried unanimously or carried by a particular majority, together with an entry to that effect in the minute book of the Association, is evidence of that fact unless a poll is demanded on or before that declaration.

19. Votes

- 19.1 On any question arising at a general meeting of the Association, a member of the Association (including the chairperson if they are a member) has one vote only.
- 19.2 All votes are to be given personally.
- 19.3 Despite subrule 19.1, in the case of an equality of votes, if the Chairperson is a member then the Chairperson has a second or casting vote.

20. Taking of poll

If at a general meeting a poll on any question is demanded –

- (a) the poll is to be taken at that meeting in the manner that the chairperson determines; and
- (b) the result of the poll is taken to be the resolution of the meeting on that question.

21. When poll to be taken

- 21.1 A poll that is demanded on the election of a chairperson, or on a question of adjournment, is to be taken immediately.
- 21.2 A poll that is demanded on any other question is to be taken at any time before the close of the meeting as the chairperson determines.

22. Affairs of Association to be managed by a Board

- 22.1 The affairs of the Association are to be managed by a Board of management constituted as provided in rule 23.
- 22.2 The Board, subject rule 4.15–
 - (a) is to control and manage the business and affairs of the Association; and
 - (b) may exercise all the powers and perform all the functions of the Association, other than those powers and functions that are required by these rules to be exercised and performed by members of the Association at a general meeting; and
 - (c) has power to do anything that appears to the Board to be essential for the proper management of the business and affairs of the Association including determining the remuneration of employees or contractors of the Association.

23. Constitution of the Board

- 23.1 Subject to an appointment of a Board member for a casual vacancy pursuant to sub-rule 23.3, the Board is to consist of:
 - (a) The Chairperson; and
 - (b) minimum of four (4) ordinary members of the Board and a maximum of eight (8), to be made up of:
 - (c) A representative of SERDA as nominated by the SERDA Members; and
 - (d) such other independent persons (who are not SERDA Members) elected at the annual general meeting or appointed in accordance with rule 24.
- 23.2 An ordinary Board member is to hold office until the end of the next annual general meeting after that at which he or she is elected and is eligible for re-election.
- 23.3 If a casual vacancy occurs in the office of an ordinary Board member, the Board may appoint a member of the Association to fill the vacancy until the end of the next annual general meeting after the appointment.
- 23.4 If an office of an ordinary Board member is not filled at an annual general meeting, there is taken to be a casual vacancy in the office.

24. Election of members of Board

- 24.1 Board members of the Association are not required to be members of the Association.
- 24.2 A nomination of a candidate for election as a Board member, is to be –
- (a) made in writing, signed by 2 members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the nomination); and
 - (b) delivered to the public officer at least 10 days before the day on which the annual general meeting is to be held.
- 24.3 If insufficient nominations are received to fill all vacancies –
- (a) the candidates nominated are taken to be elected; and
 - (b) further nominations are to be received at the annual general meeting.
- 24.4 If the number of nominations to the Board received is equal to the number of vacancies on the Board to be filled, the persons nominated are taken to be elected.
- 24.5 If the number of nominations to the Board received exceeds the number of vacancies on the Board to be filled, a ballot is to be held.
- 24.6 If the number of further nominations received at the annual general meeting exceeds the number of remaining vacancies on the Board to be filled, a ballot is to be held in relation to those further nominations.
- 24.7 The ballot for the election of ordinary Board members is to be conducted at the annual general meeting in the manner determined by the members.
- 24.8 For the avoidance of doubt, the representative of SERDA is not eligible for election to the position of Chairperson of the Board.
- 24.9 The Board members are not to be paid any remuneration for their role on the Board, but shall be entitled to reimbursement by the Association for their costs reasonably incurred in performing their duties as Board members.

25. Vacation of office

For the purpose of these rules, the office of a Board member, becomes casually vacant if the Board member –

- (a) dies; or
- (b) becomes bankrupt, applies to take the benefit of any law for the relief of bankrupt or insolvent debtors, compounds with his or her creditors or makes an assignment of his or her remuneration or estate for their benefit; or
- (c) becomes a represented person within the meaning of the Guardianship and Administration Act 1995; or
- (d) resigns office in writing addressed to the Board; or

- (e) ceases to be ordinarily resident in Tasmania; or
- (f) is absent from 3 consecutive meetings of the Board without the permission of the other members of the Board.

26. Meetings of the Board

- 26.1 The Board is to meet at least once in each month at any place and time the Board determines.
- 26.2 A meeting of the Board, other than a meeting referred to in subrule 26.1, may be convened by the Chairperson or any four (4) of the members of the Board.
- 26.3 Written notice of any special Board meeting is to be served on members of the Board and is to specify the general nature of the business to be transacted.
- 26.4 A special Board meeting may only transact business of which notice is given in accordance with subrule 26.3.
- 26.5 A quorum for the transaction of the business of a meeting of the Board is seventy-five percent (75%) of members of the Board.
- 26.6 Business is not to be transacted at a meeting of the Board unless a quorum is present.
- 26.7 If a quorum is not present within half an hour after the time appointed for the commencement of –
 - (a) a meeting of the Board (other than a special Board meeting), the meeting is to be adjourned to the same day in the next week at the same time and at the same place; or
 - (b) a special Board meeting, the meeting is dissolved.
- 26.8 At each meeting of the Board, the chairperson is to be –
 - (a) the Chairperson; or
 - (b) in the absence of the Chairperson, a member of the Board elected to preside as chairperson by the members of the Board present at the meeting.
- 26.9 Any question arising at a meeting of the Board is to be determined –
 - (a) on a show of hands; or
 - (b) if demanded by a member, by a poll taken at that meeting in the manner the chairperson determines.
- 26.10 On any question arising at a meeting of the Board, a member of the Board (including the chairperson) has one vote only.
- 26.11 Despite subrule 26.10, in the case of an equality of votes, the chairperson has a second or casting vote.
- 26.12 Written notice of each Board meeting is to be served on each member of the Board by –
 - (a) giving it to the member during business hours no less than three (3) business days before the day on which the meeting is to be held; or

- (b) leaving it, during business hours no less than three (3) business days before the day on which the meeting is to be held, at the member's postal or residential address or place or address of business or employment last known to the server of the notice; or
- (c) sending it by post, to the person's postal or residential address or address of business or employment last known to the server of the notice, in sufficient time for it to be delivered to that address in the ordinary course of post no less than three (3) business days before the day on which the meeting is to be held; or
- (d) emailing it to the email address, of the member, that the member has nominated as the email address to which notices from the Association may be sent no less than three (3) business days before the day on which the meeting is to be held.

27. Disclosure of interests

- 27.1 If a member of the Board or a member of a subcommittee of the Board has a direct or indirect pecuniary interest in a matter being considered, or about to be considered, by the Board or subcommittee of the Board at a meeting, the member is to, as soon as practicable after the relevant facts come to the member's knowledge, disclose the nature of the interest to the Board.
- 27.2 If at a meeting of the Board or a subcommittee of the Board, a member of the Board or subcommittee votes in respect of any matter in which the member has a direct or indirect pecuniary interest, that vote is not to be counted.

28. Subcommittees of the Board

- 28.1 The Board may –
 - (a) appoint a subcommittee from the Board; and
 - (b) prescribe the powers and functions of that subcommittee.
- 28.2 The Board may co-opt any person as a member of a subcommittee without voting rights, whether or not the person is a member of the Association.
- 28.3 A quorum for the transaction of the business of a meeting of the subcommittee is 3 appointed members entitled to vote.
- 28.4 The public officer is to convene meetings of a subcommittee.
- 28.5 Any question arising at a meeting of a subcommittee is to be determined –
 - (a) on a show of hands; or
 - (b) if demanded by a member, by a poll taken at that meeting in the manner the chairperson determines.
- 28.6 On any question arising at a meeting of a subcommittee, a member of the subcommittee (including the chairperson) has one vote only.

- 28.7 Written notice of each subcommittee meeting is to be served on each member of the subcommittee by –
- (a) giving it to the member during business hours before the day on which the meeting is to be held; or
 - (b) leaving it, during business hours before the day on which the meeting is to be held, at the member's postal or residential address or place or address of business or employment last known to the server of the notice; or
 - (c) sending it by post, to the person's postal or residential address or address of business or employment last known to the server of the notice, in sufficient time for it to be delivered to that address in the ordinary course of post before the day on which the meeting is to be held; or
 - (d) emailing it to the email address, of the member, that the member has nominated as the email address to which notices from the Association may be sent.

29. Annual subscription

- 29.1 The annual subscription, for a financial year of the Association, that is payable by members of the Association is the following amount:
- \$0.00
- 29.2 The members of the Association may alter by special resolution the annual subscription for a financial year of the Association.
- 29.3 The annual subscription, for a financial year of the Association, that is payable by members of the Association is due and payable on the first day of the financial year.
- 29.4 If –
- (a) a member of the Association has not paid his or her annual subscription for a financial year of the Association within 3 months after the first day of the financial year; and
 - (b) there has been sent to the member, after the first day of the financial year, a notice in writing, signed by the public officer, stating that the member's name may be removed from the register of members if the member has not, within 14 days after receiving the notice, paid all annual subscriptions due and payable by the member; and
 - (c) the member has not, within 14 days after receiving the notice, paid all annual subscriptions due and payable by the member –
- the public officer may remove the name of the member from the register of members maintained under rule 4.10.
- 29.5 If a member of the Association has not paid his or her annual subscription for a financial year of the Association within 3 months after the first day of the financial year, or within 14 days after receiving a notice under subrule 29.4, whichever is the later day, he or she is not entitled to attend, or vote at, the next annual general meeting of the Association.

30. Service of notices and requisitions

Except as otherwise provided by these rules, a document may be served under these rules on a person by –

- (a) giving it to the person; or
- (b) leaving it at, or sending it by post to, the person's postal or residential address or place or address of business or employment last known to the server of the document; or
- (c) emailing it to the person's email address.

31. Expulsion of members

- 31.1 The Board may expel a member from the Association if, in the opinion of the Board, the member is guilty of conduct detrimental to the interests of the Association.
- 31.2 The expulsion of a member under subrule 31.1 does not take effect until whichever of the following occurs later:
 - (a) the fourteenth day after the day on which a notice is served on the member under subrule 31.3;
 - (b) if the member exercises his or her right of appeal under this rule, the conclusion of the special general meeting convened to hear the appeal.
- 31.3 If the Board expels a member from the Association, the public officer, without undue delay, is to cause to be served on the member a notice in writing –
 - (a) stating that the Board has expelled the member; and
 - (b) specifying the grounds for the expulsion; and
 - (c) informing the member of the right to appeal against the expulsion under rule 32.

32. Appeal against expulsion

- 32.1 A member may appeal against an expulsion under rule 31 by serving on the public officer, within 14 days after the service of a notice under rule 31.3, a requisition in writing demanding the convening of a special general meeting for the purpose of hearing the appeal.
- 32.2 On receipt of a requisition, the public officer is to immediately notify the Board of the receipt.
- 32.3 The Board is to cause a special general meeting to be held within 21 days after the day on which the requisition is received.
- 32.4 At a special general meeting convened for the purpose of hearing an appeal under this rule –
 - (a) no business other than the question of the expulsion is to be transacted; and

- (b) the Board may place before the meeting details of the grounds of the expulsion and the Board's reasons for the expulsion; and
 - (c) the expelled member must be given an opportunity to be heard; and
 - (d) the members of the Association who are present are to vote by secret ballot on the question of whether the expulsion should be lifted or confirmed.
- 32.5 If at the special general meeting a majority of the members present vote in favour of the lifting of the expulsion –
 - (a) the expulsion is lifted; and
 - (b) the expelled member is entitled to continue as a member of the Association.
- 32.6 If at the special general meeting a majority of the members present vote in favour of the confirmation of the expulsion –
 - (a) the expulsion takes effect; and
 - (b) the expelled member ceases to be a member of the Association.

33. Disputes

- 33.1 A dispute between a member of the Association, in his or her capacity as a member, and the Association is to be determined by arbitration in accordance with the provisions of the Commercial Arbitration Act 2011.
- 33.2 This rule does not affect the operation of rule 32.
- 33.3 Each party to a dispute is responsible for their own costs, and to share equally any costs of any arbitrator as appointed under this rule 33.

34. Seal of association

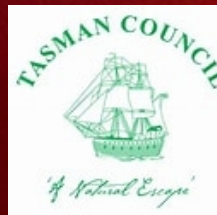
- 34.1 The seal of the Association is to be in the form of a rubber stamp inscribed with the name of the Association encircling the word "Seal".
- 34.2 The seal is not to be affixed to any instrument except by the authority of the Board.
- 34.3 The affixing of the seal is to be attested by the signatures of –
 - (a) two members of the Board; or
 - (b) one member of the Board and –
 - i. the public officer; or
 - ii. any other person the Board may appoint for that purpose.
- 34.4 If a sealed instrument has been attested under subrule 34.3, it is presumed, unless the contrary is shown, that the seal was affixed to that instrument by the authority of the Board.
- 34.5 The seal is to remain in the custody of the public officer of the Association.

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South East Region Development Association (SERDA)

Jobs Hub Strategic Plan

31 January 2022



SERDA Jobs Hub Governance

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Introduction to strategic plan 2022-2025

Background

In 2021 the Tasmanian Government announced a range of initiatives and funding to help Tasmanians into jobs through the Delivering Local Jobs for Local People agenda.

This included a commitment to expand and consolidate the Network of Jobs Hubs supported by a central point of contact in Government through the creation of Jobs Tasmania within the Department of State Growth.

These actions are in response to key recommendations from the Premiers Economic and Social Recovery Advisory Council (PESRAC) (recommendations 21-25).

Each Hub will be governed by a Jobs Hub Board to oversight delivery and coordination of activity in their respective regions that support the objective to increase employment, workforce participation or re-engagement with formal education and training.

Each Hub will also need to develop strategic plan to focus and guide the activities of the Jobs Hub.

Purpose

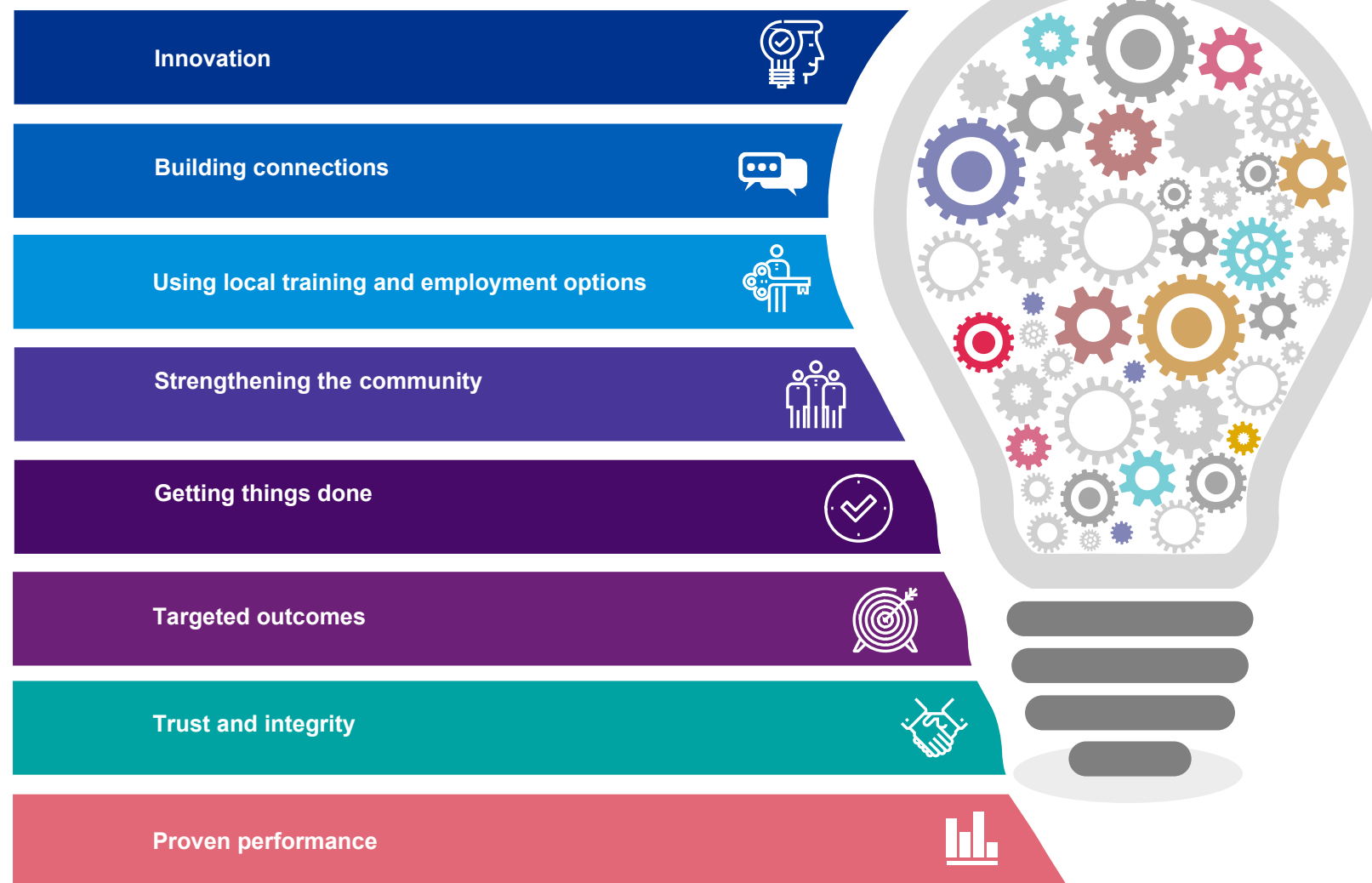
SERDA has secured funding from the Department of Premier and Cabinet (DPAC) to fund the SERDA Jobs Hub for a further 12 months. The terms of the funding require SERDA, amongst other things are to:

1. Develop a governance structure and framework for the South East Region Jobs Hub, that aligns to Recommendation 22 of the PESRAC Final Report;
2. Develop a strategic plan that includes the ongoing operation and sustainability of the South East Region Jobs Hub;
3. Develop a set of objectives, activities and outputs for the South East Region Jobs Hub, that aligns to Recommendation 23 of the PESRAC Final Report.

This document has been prepared in response to requirements 2 and 3 above. It sets out the vision and focus areas for the Jobs Hub with detailed action plan and key performance measures. This will need to be endorsed by the Board and so should be treated as a draft until that milestone is reached.




Our vision, purpose and values

The SERDA Jobs Hub will be known for.....



SWOT analysis

The SERDA Jobs Hub has assessed its operating environment and developed a summary SWOT analysis. This has informed many of the actions.


 Strengths	<ul style="list-style-type: none"> • Highly experienced key staff • Connection to Jobs Tasmania • Regional connection through councils and businesses • Highly regarded by employers and community • Ability to support businesses and the region in economic growth through business advice and workforce development • “Go to” organisation for State and Federal government for industry and community intel • Local board provides vehicle for people with passion for the local community to drive outcomes for business and residents of the south east • Rapid response to natural disasters and emergencies
 Weaknesses	<ul style="list-style-type: none"> • Lack of CRM, systems and structure • Fragmentation (i.e. 3rd party jobs hub) • No built for purpose infrastructure (physical buildings and IT) • Inability to say no – trying to meet unconstrained demand
 Opportunities	<ul style="list-style-type: none"> • Regional connection through councils and businesses • Expansion of Cambridge and Airport commercial hubs • Expansion of East Coast tourism • Continued forecast economic growth in the Southeast • Greater participation with other successful hubs
 Threats	<ul style="list-style-type: none"> • Funding • Low unemployment (constrained labour supply) • Lack of affordable housing solutions in job areas

Our focus areas

The SERDA Jobs Hub has identified seven key result areas (KRAs) that are the focus of the action plans.




Action plans

KRA # 1:  Industry engagement				
Goal #1 To engage with industry in order to maximise employment opportunities through targeting industry needs				
Strategy	Actions	Responsibility	Timeframe	KPIs
Communicate with key employers to identify needs.	1. Meet with employers in person, by phone or online.	WEDO	Monthly	Meetings held per month Number of jobs/training courses scheduled per employer
Communicate with industry bodies to coordinate programs.	1. Meet with industry associations in person, by phone or online.	WEDO	Monthly	Meetings held per month Number of jobs/training courses scheduled per employer
Tailor training programs to identified needs.	1. Compile TNA based on employer and industry body feedback 2. Select appropriate units from appropriate training packages and available RTOs 3. Coordinate and organise program	WEDO Training Coordinator	As needed	Number of courses Number of attendees per course Cost per course Completion rate %
Build confidence to increase capacity for employment.	1. Use public speaking engagements to communicate growth activity to build confidence in industry in the south east	SERDA Chair	As needed	Number of speaking engagements per month

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Action plans

KRA # 2:  Job Seeker support		Goal #2 To support job seekers in order to link to local employment and training opportunities		
Strategy	Actions	Responsibility	Timeframe	KPIs
Grow accommodation options for job seekers	<ol style="list-style-type: none"> 1. Identify existing accommodation resources 2. Link accommodation owners with job seekers and business owners 3. Lobby State Government around land supply and housing pipeline to address housing crisis 	WEDO Business Advisor	As needed / ongoing	Accommodation options identified per region Job seekers accommodated Number of submissions to state government per month
Grow public transport options	<ol style="list-style-type: none"> 1. Communicate transport needs by region with local transport providers 2. Work with transport providers to increase service delivery based on appetite 	WEDO	As needed/ ongoing	Number of transport provider meetings per reporting period Number of additional services provided
Mentor job seekers	<ol style="list-style-type: none"> 1. Continually develop mentoring techniques to offset institutional unemployment cycle driven by JAs. 2. Ensure programs go to job seeker hotspots, instead of forcing them to come to us. 	Hub Manager Careers Coaches	Ongoing	Number of new mentoring techniques developed Number of outreach visits per reporting period
Partner with other specialised service providers.	<ol style="list-style-type: none"> 1. Identify current service providers and their programs 2. Identify linkages to our current service 3. Commence referrals 	WEDO Hub Manager Career Coaches Training Coordinator	Ongoing	Number of providers ID'd Number of linkages per provider Number of referrals per provider

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Action plans

KRA # 3:  Education and training		Goal #3 To facilitate education and training in order to build employment confidence, opportunities and careers in the South East		
Strategy	Actions	Responsibility	Timeframe	KPIs
Expand options for training venues	<ol style="list-style-type: none"> 1. Develop list of suitable current venues 2. Lobby Mayors to create a pipeline of future training venues 	WEDO Training Coordinator	Ongoing	Suitable venues list by region Venue Pipeline by region
Continue supply of local industry trainers	<ol style="list-style-type: none"> 1. Identify suitable industry candidates 2. Sponsor TAE training 	WEDO Training Coordinator	Ongoing	Number of candidates per industry Number of TAE courses run % TAE completion
Continue collaboration with industry appropriate RTOs to deliver training in region	<ol style="list-style-type: none"> 1. Identify growth industries 2. Meet with RTOs 3. Deliver programs 	WEDO Training Coordinator	Ongoing	Quarterly list of growth industries Number of meetings with RTOs Number of programs delivered


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Action plans

KRA # 3:  Education and training		Goal #3 To facilitate education and training in order to build employment confidence, opportunities and careers in the South East		
Strategy	Actions	Responsibility	Timeframe	KPIs
Link school based apprenticeships and traineeships with employers as a viable pathway to a local career	<ol style="list-style-type: none"> 1. Discuss ASbA program with employers 2. Link schools to local employers for ASbA opportunities 	Business Advisor WEDO Hub Manager Training Coordinator Career coaches	Ongoing	Number of ASbA's identified Number of ASbA's commenced
Utilise training units to tailor industry-specific skill sets from multiple training packages.	<ol style="list-style-type: none"> 1. Identify industry requirements 2. Meet with RTOs to program skill sets 3. Deliver programs 	WEDO Training Coordinator	Ongoing	Number of Tailored Training Packages designed Number of tailored training packages delivered

Action plans

KRA # 4:  Priority target groups		Goal #4 To mentor priority target groups in order to maximise employment results		
Strategy	Actions	Responsibility	Timeframe	KPIs
Mentor long-term unemployed into work	<ol style="list-style-type: none"> 1. Identify long-term unemployed in community 2. Understand barriers and work through them 3. Identify available training and/or employment opportunities in region 4. Coordinate work experience 	WEDO Hub Manager Job coaches Training Coordinator	Ongoing	Number of new participants registered as long-term unemployed per month Number of participants gaining employment per month Average hours worked per successful participant
Develop opportunities for young jobseekers under 25 years old	<ol style="list-style-type: none"> 1. Create workshops 2. Create mentoring programs 3. Arrange industry visits 4. Work with apprentice and trainee providers/GTOs to create local pathways into employment 	WEDO Hub Manager Job coaches Training Coordinator	Ongoing	Number of workshops Number of mentoring programs Number of industry visits
Connect recently out of work community members with local job opportunities	<ol style="list-style-type: none"> 1. Establish communication networks to capture recently out of work individuals not on unemployment registers 2. Understand barriers (if any) and work through them 3. Identify available training and/or employment opportunities in region 4. Coordinate work experience 	WEDO Hub Manager Job coaches Training Coordinator	Ongoing	Number of referrals from partners Number of recently out of work community members trained Number of recently out of work community members employed


Action plans

KRA # 4:  Priority target groups		Goal #4 To mentor priority target groups in order to maximise employment results		
Strategy	Actions	Responsibility	Timeframe	KPIs
Increase capacity for underemployed to work	<ol style="list-style-type: none"> 1. Work with businesses to identify opportunities for upskilling existing staff 2. Work with underemployed to support upskilling through training and development as required 	WEDO Business Advisor	Ongoing	Number of businesses worked with Number of underemployed assisted
Retrain and mentor parents and mature aged (45+) return to work or changing careers	<ol style="list-style-type: none"> 1. Identify parents and mature aged (45+) in community 2. Understand barriers and work through them 3. Identify available training and/or employment opportunities in region 4. Coordinate work experience 	WEDO Hub Manager Job coaches Training Coordinator	Ongoing	Number of parents assisted Number of Mature aged (45+) assisted

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Action plans

KRA # 5:  Government engagement		Goal #5 To continuously engage with State and Federal Government in order to maximise outcomes		
Strategy	Actions	Responsibility	Timeframe	KPIs
Advocate for the provision of land for development of housing and employment	<ol style="list-style-type: none"> 1. Lobby Tasmanian Minister for Planning 2. Lobby Federal Minister for Planning 3. Lobby local state and federal members 	SERDA Chair / Board	Ongoing	Number of submissions Number of meetings held
Advocate for provision of other community services (GP, childcare)	<ol style="list-style-type: none"> 1. Lobby Tasmanian Minister for Health 2. Lobby Tasmanian Minister for Children and Youth 3. Lobby local state and federal members 	SERDA Chair / Board	Ongoing	Number of submissions Number of meetings held
Lobby Federal department (DESE) for access to unemployment demographic records and data	<ol style="list-style-type: none"> 1. Lobby state contract manager of DESE 2. Lobby federal contract manager of DESE 3. Lobby federal Minister Dept. Education Skills Employment 	WEDO SERDA Chair / Board	Ongoing	Number of submissions Number of meetings held

SERDA Jobs Hub Governance

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Action plans

KRA # 5:  Government engagement		Goal #5 To continuously engage with State and Federal Government in order to maximise outcomes		
Strategy	Actions	Responsibility	Timeframe	KPIs
Negotiate with state and federal government for occasional flexibility with training and employment funding	<ol style="list-style-type: none"> 1. Identify / formulate document outlining required flexibility 2. Engage state and federal stakeholders 3. Present document and negotiate 	SERDA Chair / Board WEDO	Ongoing	Amount of funding secured
Maintain direct lines of communication into Jobs Tasmania				
Maintain regular communication with successful Jobs Hubs	<ol style="list-style-type: none"> 1. Establish network 2. Conduct regular meetings 	Board WEDO Hub Manager	Ongoing	Number of meetings held

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Action plans

KRA # 6:  Business enterprise connection				
Goal #6 To ensure ongoing collaboration in order to support business capabilities				
Strategy	Actions	Responsibility	Timeframe	KPIs
Engage with TCCI, SBA, TBTA, OTCC, Business Eastern Shore, BODEC.	1. Attend regular meetings 2. Maintain memberships	Business Advisor WEDO	Ongoing	Meetings attended
Cross pollinate with Hub to achieve multiplier effect across all functions (Business advice, employment and workforce development)	1. Encourage and attend regular meetings with other stakeholders 2. Brief staff on Enterprise Centre capabilities 3. Encourage ongoing 360 degree culture	Business Advisor WEDO Hub Manager Career Coaches Training Coordinator	Ongoing	Number of cross-referrals Meetings held
Encourage relocation of businesses into the Southeast	1. Compile Economic Profile report for south east 2. Leverage findings of EMRS survey	Business Advisor WEDO Chair/Board	Ongoing	Number of businesses relocated
Connection with developers of professional premises for star-tup opportunities	1. Meet with developers 2. Liaise with council planning departments	Business Advisor WEDO	Ongoing	Number of meetings with developers Number of meetings with council planners
Targeting new starters and intenders, appropriate for the region.	1. Conduct Business Basic workshops	Business Advisor	Ongoing	Number of workshops held
Assist appropriate business owners to access grants and initiatives	1. Maintain working knowledge of grants and initiatives landscape 2. Render assistance as required	Business Advisor	Ongoing	Number of businesses assisted

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Action plans

KRA # 7:  Community engagement awareness				
Goal #7 To continue strong community focus and communication in order to remain connected to jobseekers, businesses and opportunities.				
Strategy	Actions	Responsibility	Timeframe	KPIs
Continued focus on speaking with business and community groups.	1. Identify business and community groups 2. Meet with business and community groups 3. Communicate our services 4. Seek out intel on jobseekers, businesses and opportunities	All	Ongoing	Number of meetings Jobseekers identified Businesses identified Opportunities identified
Regular articles in local press (Sorell Times/Eastern Shore Sun/Tasman Gazette/East Coast View/Great Oyster Bay Newsletter/SeaSpeak)	1. Create content calendar for all business units 2. Create content for calendar 3. Obtain images 4. Submit to editors	All	Ongoing	Number of articles submitted
Ensure effective branding and communication through online presence.	1. Engage branding SME 2. Develop brand assets and website 3. Establish analytics 4. Create online content as necessary	All	Ongoing	Website traffic sources Average website session duration Conversion rates

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Action plans

KRA # 7:  Community engagement awareness				
Goal #7 To continue strong community focus and communication in order to remain connected to jobseekers, businesses and opportunities.				
Strategy	Actions	Responsibility	Timeframe	KPIs
Collaborate with neighbourhood houses and other community groups.	1. Setup meetings with operators/managers 2. Communicate our service offerings to educate 3. Gain understanding of existing services to identify strategic gaps 4. Formulate collaboration programs to address gaps, with operators	WEDO Hub Manager Neighbourhood House / Community Group operators	Ongoing	Number of meetings Number of collaboration programs
Maximise flow-on benefits from growth of community assets for training and employment.	1. Encourage training providers to use regional community assets as training venues 2. Work with councils to create business models around community assets to provide employment	WEDO Training Coordinator Business Advisor	Ongoing	Number of training courses scheduled per community asset Number of jobs created per community asset