



BURNIE
CITY COUNCIL

MINUTES

Ordinary Meeting

TUESDAY, 17 NOVEMBER 2020

7.00PM

CITY OFFICES, 80 WILSON STREET, BURNIE

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**MINUTES OF THE OPEN SESSION ORDINARY MEETING
OF THE BURNIE CITY COUNCIL
HELD AT THE CITY OFFICES ON TUESDAY, 17 NOVEMBER 2020**

HOUR: 5.30pm – 5.31pm
7.00pm – 7.57pm

TIME OCCUPIED: 58 minutes

PRESENT: Mayor S Kons, Deputy Mayor G Simpson, Cr A Boyd, Cr T Brumby,
Cr T Bulle, Cr K Dorsey, Cr A Keygan, Cr C Lynch, Cr D Pease.

Officers in Attendance:

General Manager (S Overland), Director Community and Economic Development (R Greene), Director Land and Environmental Services (P Earle), Director Works and Services (G Neil), Executive Manager Corporate Finance (M Smith), Executive Manager Corporate Governance (M Neasey), Governance Officer (N French) and Media and Communications Officer (F Loughran).

APOLOGIES: There were no apologies tendered.

'CLOSED SESSION': COUNCIL

The General Manager advised that in his opinion, the agenda items listed below are prescribed items in accordance with Clause 15 of the *Local Government (Meeting Procedures) Regulations 2015* (i.e. confidential matters), and therefore Council may by absolute majority determine to close the meeting to the general public.

	Meeting Regulations Reference
AC136-20 COUNCILLOR DECLARATIONS OF INTEREST	15(2)(g)
AC137-20 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 20 OCTOBER 2020	15(2)(g)
AC138-20 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC139-20 BURNIE AIRPORT CORPORATION PTY LTD - QUARTERLY REPORT	15(2)(g)
AC140-20 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC141-20 PERSONNEL REPORT OCTOBER 2020	15(2)(a)
AC142-20 TENDERS CONTRACT 2656 MONTELLO SOCCER GROUND UPGRADE	15(2)(d)
AC143-20 TENDERS CONTRACT 2659 SUPPLY AND DELIVERY OF ONE (1) SIDE ARM LOADING GARBAGE TRUCK	15(2)(d)
AC144-20 TENDERS CONTRACT 2665 SUPPLY AND DELIVERY OF ONE (1) FIVE YARD TIPPING TRUCK	15(2)(d)
AC145-20 OUTSTANDING DEBTORS	15(2)(j)
AC146-20 AUDIT COMMITTEE - APPOINTMENT OF INDEPENDENT MEMBER	15(2)(g)
AC147-20 NON AGENDA ITEMS	15(2)(f)
AC148-20 MATTERS CONSIDERED IN CLOSED SESSION	15(2)(f)
AC149-20 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC150-20 COMPLETION OF CLOSED SESSION / MEETING ADJOURNMENT	15(2)(f)

RECOMMENDATION

“THAT the meeting be closed to the public to enable Council to consider agenda items AC136-20 to AC150-20 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION

Resolution number: MO319-20

MOVED: Cr D Pease

SECONDED: Cr A Boyd

“THAT the meeting be closed to the public to enable Council to consider agenda items AC136-20 to AC150-20 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

Reg Confidential Reason

- 15(2)(a) Personnel matters, including complaints against an employee of the council and industrial relations matters
- 15(2)(b) Information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business
- 15(2)(c) Commercial information of a confidential nature that, if disclosed, is likely to (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret
- 15(2)(d) Contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal
- 15(2)(e) The security of (i) the council, councillors and council staff; or (ii) the property of the council
- 15(2)(f) Proposals for the council to acquire land or an interest in land or for the disposal of land
- 15(2)(g) Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
- 15(2)(h) Applications by councillors for a leave of absence
- 15(2)(i) Matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council
- 15(2)(j) The personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area

In accordance with Regulation 34(1)(b) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that the following matters were considered in Closed Session:

Agenda Item	Title	Brief Description
AC136-20	Councillor Declarations of Interest	A report to consider any declarations of interest by Councillors in any matter in the Agenda
AC137-20	Confirmation of Minutes of the Closed Session Meeting of Council held on 15 September 2020	A motion to confirm the Minutes of the previous meeting
AC138-20	Applications for Leave of Absence	A report to consider any requests for leave of absence by a Councillor
AC139-20	Burnie Airport Corporation - Quarterly Report	A report to consider the quarterly report of the Burnie Airport Corporation, of which Council is a shareholder
AC140-20	General Manager's Report – Closed Session	A report that considers various operational updates of a confidential nature
AC141-20	Personnel Report October 2020	A report to consider key indicators in personnel management
AC142-20	Tenders – Contract 2656 – Montello Soccer Ground Upgrade	A report to consider a tender for the Montello Soccer Ground Upgrade
AC143-20	Tenders – Contract 2659 – Supply and Deliver of One (1) Side Arm Loading Garbage Truck	A report to consider a tender for the supply and delivery of one (1) side arm loading garbage truck
AC144-20	Tenders – Contract 2665- Supply and Delivery of One (1) Five Yard Tipping Truck	A report to consider a tender for the supply and delivery of one (1) five yard tipping truck
AC145-20	Outstanding Debtors	A report to review current outstanding debtors to Council
AC146-20	Audit Committee Recruitment	A report to consider the appointment of an independent member for the Audit Committee
AC147-20	Non Agenda Items	A report to consider dealing with any matter that is not on the Council Agenda
AC148-20	Matters Considered in Closed Session	A report containing a brief description of all reports considered by Council in the Closed Session
AC149-20	Authorisation to Disclose Confidential Information	A report that authorises the Mayor and General Manager to disclose information if required during the course of implementing the decisions of Council
AC150-20	Completion of Closed Session/Meeting Adjournment	This report confirms the completion of Closed Session

RESUMPTION

At 7.00pm the Meeting of Council resumed in Open Session.

ACKNOWLEDGEMENT OF COUNTRY

The Mayor commenced the Open Session with the Acknowledgement of Country.

The Burnie City Council acknowledges Tasmanian Aborigines as the traditional owners of the land on which we are meeting and on which this building stands.

AUDIO RECORDING

It is noted that the Open Session of the Meeting will be audio recorded. The audio recording will be made available to the public in accordance with Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015*.

PRAYER

The meeting was opened with prayer by Pastor Scott Camac of Life Christian Church.

AO260-20 COUNCILLOR DECLARATIONS OF INTEREST

The Mayor requested Councillors to declare any interest that they or a close associate may have in respect of any matter appearing on the agenda.

There were no declarations of interest.

**AO261-20 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING
OF COUNCIL HELD ON 20 OCTOBER 2020****RECOMMENDATION:**

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices and by electronic and remote attendance on 20 October 2020, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO320-20

MOVED: Cr A Boyd

SECONDED: Cr T Bulle

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices and by electronic and remote attendance on 20 October 2020, be confirmed as true and correct.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

QUESTIONS ON NOTICE**AO262-20 QUESTION ON NOTICE - BURNIE PORT - SHIP TO SHORE POWER**

FILE NO: 15/5/5
PREVIOUS MIN:

THE GENERAL MANAGER referred to Councillor David Pease's Question on Notice which asked:

Could the General Manager please provide an update on the timeline for the provision of Ship to Shore power at the Burnie Port?

COUNCILLOR'S COMMENTS

A number of residents in the West Burnie area noticed an increase in 'noise' from the Port around the time of the arrival of the new Toll ships. It is best described as a low frequency repeated thudding sound. Some residents have found the noise quite debilitating, causing amongst other things, sleep deprivation. Others in close vicinity are blissfully unaware of the sound.

Earlier contact with both TasPorts and Toll indicated the sound may be caused by the diesel generators used on the ships. It was indicated that the introduction of mains power to the Port would allow ships to connect to the power grid and not need the diesel generators when berthed. The original timeline was for ship to shore power to be installed and operational in March this year. This date was extended until the end of October due to restrictions and difficulties associated with Coronavirus. Residents are seeking an update on when the diesel generators will not be needed on ships docked at the Port of Burnie.

GENERAL MANAGER'S COMMENTS

TasPorts advise the project is expected to be completed by end of the 2020 calendar year.

More information will be provided to the Council at the meeting of 17 November following a discussion between TOLL shipping and Council officers scheduled to occur after the deadline for provision of papers for the Council meeting.

Additional Information

Additional information was received on 13 November 2020, following the publication of the Agenda and noted at the Meeting. A copy of that information is attached.

RECOMMENDATION:

"THAT the information be noted."

ATTACHMENTS

1 [↓](#). Additional Information - Memo 13 November 2020

COUNCIL RESOLUTION

Resolution number: MO321-20

MOVED: *Cr D Pease*

SECONDED: *Cr C Lynch*

"THAT the information be noted."

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

Memo to Councillors**Council meeting 17 November 2020****AO261-20 Question on Notice – Burnie Port – Ship to Shore Power****Further Information**

Reference is made to the Question on Notice submitted by Councillor Pease.

It had not been possible to make contact prior to finalising the Council agenda with the relevant people within TasPorts and TOLL to ascertain current status of the shore to ship electricity connection.

TOLL has since provided an update.

There is a project to provide a specialist electricity connection drawing on mains supply from the shore to the ship. Purpose of the project is to remove need to operate the ship's engines while at the berth to generate electricity for shipping operations.

TOLL advise all the required infrastructure is now on the wharf. However, due to the highly sophisticated nature of the equipment, it is necessary that final connection and commissioning be undertaken by specialist technicians supplied by the overseas manufacturer.

The project is running significantly behind schedule due to restrictions imposed on international travel and interstate movement to manage the COVID 19 disease has to date prevented technicians from entering Australia and Tasmania.

The required technicians have now entered Australia, and will travel to Burnie at the end of their quarantine period.

TOLL has advised that once the technicians are in Burnie, the connection and commissioning can be completed during December 2020.

When complete, the ship will draw electrical power from the grid, and there will be no need to run the engines while at the berth.

Noise from this source will not occur except for the period when the ship is entering and leaving the berth.

TOLL acknowledged it has received a small number of repeat contacts from Burnie residents concerned at noise emissions from the ship while in port, and particularly during the period the ship remains in Burnie over Sunday night. TOLL has advised it has provided these residents with up-dates on the project.

Patrick Earle

Director Land and Environmental Services

13 November 2020

MOTIONS ON NOTICE**AO263-20 MOTION ON NOTICE - BASS HIGHWAY BETWEEN STOWPORT AND COOEE - GRASS AND WEEDS MANAGEMENT**

FILE NO: 15/5/2
PREVIOUS MIN:

Councillor Alwyn Boyd has given notice that he would move the following motion at this meeting:-

“THAT Council have discussions with the Department of State Growth that Council take control of all the grass and weeds management on the Bass Highway from Stowport intersection to Fidler Street, Cooee.”

COUNCILLOR’S COMMENTS

The Highway through Burnie is very different. Devonport, Ulverstone, Penguin and Wynyard are on the outskirts of the town. Burnie is much different, we have the traffic lights, islands and intersections which are extremely poorly maintained.

Council already do some parts of the mowing, we can do better and we need to.

GENERAL MANAGER’S COMMENTS

The Bass Highway is under the control of the State Government, with a long term maintenance contract arrangement in place with DM Roads. This arrangement commenced some two years ago.

Council has maintenance responsibility for the local highways which intersect with the Bass Highway. There is a clear understanding between Council and DM Roads as to where the line of responsibility is at the interface between the two road networks. *The Roads and Jetties Act 1935* provides guidance in that regard.

Generally the State Government is responsible for maintaining the through traffic lanes, central median and intersection traffic islands.

From an amenity perspective maintenance activities undertaken by the State Government contractors include:

- Grass cutting.
- Weed spraying.
- Cleaning of debris on traffic islands.
- Street sweeping.

Activities carried out by Council on the infrastructure it manages abutting the Bass Highway corridor include:

- Weed spraying.
- Grass cutting.
- Street sweeping.
- General infrastructure maintenance.

The Motion on Notice concerns the amenity aspects of the Highway management.

Concerns have been raised in the past in respect to the level of service provided in the maintenance of the highway corridor through the city. Generally related to the frequency of amenity activities.

Over the last six months there appears to have been a marked decrease in attention to the amenity of the highway corridor through Burnie. Discussion with DM Roads staff indicated that resources have been directed to on-road maintenance activities that have been a higher priority from a road safety perspective.

In recent days DM Roads staff have commenced to progress a range of amenity activities in the Highways corridor.

A further matter raised in the past was alignment in service regimes. For example for a period of time there was alignment in the DM Roads and Council grass cutting regimes, ensuing there was a consistent appearance along the highways corridor. This alignment of activities has slipped in recent times.

Officers are of a view that it is the State Governments responsibility to provide an appropriate level of service in the Bass Highway corridor, but do agree with the Councillor's comments that it should be commensurate with the level of service provided by Council.

The Motion on Notice puts forward a position that Council negotiate with the State Government to take on responsibility for the management of the amenity activities on the Bass Highway, for the section Stowport Road to Fidler Street.

Officers have concern with this approach in that:

- The work in question is the subject of a long term maintenance contract between the State Government and DM Roads.
- Cost and resourcing implications for Council in delivering the service.
- Exposes Council to greater risk in that staff are working on assets not owned by Council.

It is suggested that an alternate motion be considered:

Alternative Motion

“THAT Council advocate with the State Government to allocate appropriate levels of resources to maintain the amenity of the Bass Highway corridor through the City commensurate with the levels of service provide by Council on the abutting local road network.”

In those discussions Officers would explore:

- Current levels of service: Council and DM Roads.
- Discuss Council’s preferred level of service and reach agreement.
- Explore opportunities to stream line service delivery: alignment / coordination of activates.
- Cost implications in delivering the services.

COUNCIL RESOLUTION

Resolution number: MO322-20

MOVED: Cr A Boyd

SECONDED: Cr K Dorsey

“THAT Council have discussions with the Department of State Growth that Council take control of all the grass and weeds management on the Bass Highway from Stowport intersection to Fidler Street, Cooee.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO264-20 MOTION ON NOTICE - SMOKING SURVEY**

FILE NO: 15/5/2
PREVIOUS MIN:

Councillor Ken Dorsey has given notice that he would move the following motion at this meeting:-

“THAT Council adhere to any findings in the \$18,000 survey of residents regarding smoking.”

COUNCILLOR’S COMMENTS

The Council voted by a margin of 6 to 3, to in my opinion, find a conclusion that is already known. Cancer Tas advises: *“Tasmania’s current smoking rate is 18.9% compared to a national current smoking rate of 16.0%. Priority at risk populations within the Tasmanian population there are groups of individuals with significantly higher smoking rates than the general population. Current smoking rates are especially high for males aged 35 to 44 with a rate of 35.7%.”*

Awareness of illnesses or harm caused by smoking was generally high among 12 to 17 year-old students. For example:

- 96% agreed that smoking causes lung cancer
- 93% agreed that smoking harms unborn babies
- 87% agreed that smoking causes mouth cancer

However, awareness was lower on the following aspects:

- Smoking causes sexual dysfunction in men (51%)
- Smoking causes blindness (45%)
- Smoking causes infertility in men and women (50%)

The results of this survey indicate that attitudes to smoking are changing among this age group with smoking no longer a normative behaviour among secondary students in Tasmania.

What smoking costs

- About half of all long term smokers die as a direct result of a smoking related disease

- Modelling suggests that 425 Tasmanians die each year (2013-14) due to smoking
- The tangible costs of smoking to the Tasmanian economy have been estimated at \$465.8 million annually (Australia \$136.9 billion)
- In addition, intangible costs of smoking have been calculated at \$696.4 million to the Tasmanian economy.
- In 2004-05 Australia spent around \$1.836 billion on tobacco related health care.
- Smoking rates are higher among the most disadvantaged (people facing combinations of multiple issues such as low income, limited education, unemployment or sole parenthood) and therefore many of the personal costs are borne by the most disadvantaged.
- In 2004-05, the total net tangible and intangible social costs of tobacco use in Australia were \$31.5 billion.
- Smoking is responsible for over 1 in 8 of all cancers in Australia
- Tobacco smoking is strongly associated with low socio-economic status, and it is well established that people with lower incomes and/or lower levels of completed education are more likely to smoke

What do we know – Burnie:

1. Smoking kills – directly and indirectly
2. Over 1300 Burnie residents signed a petition to cease smoking in the CBD
3. 25 businesses signed a petition seeking a ban in the CBD
4. The previous Youth Council listed this as their highest priority
5. We banned smoking on the waterfront and do not monitor the area
6. Smoking is banned at the Bus Stops and is not monitored
7. Smoking is banned in the Plaza Arcade – not monitored
8. Council does not have the right to ban smoking on private property
9. The last 2 motions raised by a renowned Councillor, neither asked for a ban on smoking?
10. The one motion asking for a ban on smoking – lost by a margin of 8 to 1. The first motion to ban smoking lost 4 to 4.

11. We now have a study being conducted that will ignore all previous request and petitions and provide us with a definitive answer as to what the city wants.
12. The Council can ban plastic (not yet fully implemented) on the belief of saving the planet (?) but cannot ban the number one pollutant in Australia.

"It's estimated Australians smoke 20 billion cigarettes a year and it's estimated 7 billion are littered. One in 10 butts on the ground are washed into drains and into our waterways and oceans – that's 700 million butts threatening sea-life and birdlife that mistake butts as food."

Worldwide Around 6.5 trillion cigarettes are sold around the world each year, which translates to roughly 18 billion cigarettes per day. It is a lucrative industry and one that makes its fortunes largely off the backs of the poorest people in the world, both in terms of supply and demand.

According to the Surfrider Foundation, cigarette butts represent **40 per cent of the litter** found in the Mediterranean Sea. This pollution has a definite impact on marine ecosystems. In 2011, a team of researchers found that a single cigarette butt per litre of water was enough to kill half of the small fish used in the experiment.

Conclusion:

Tobacco smoking remains the single greatest preventable cause of death and disease in Australia.

Council continues to resist banning smoking. The suggestion that spending \$18,000 will help seems misguided, but it is the will of Council. It was suggested that spending this money (8 property's rates) allows the Council to take the residents on the journey with us; therefore, a definitive answer provides Council the ability to make a decision, one way or the other – otherwise we will be just taking the residents for a ride.

Reference - <https://www.cancertas.org.au/tasmanian-smoking-rates/>

[Top 10 Rubbish Items & Impact on Marine Life](#)

[Impact on Marine Life](#)

[Marine Life and Cigarettes](#)

[Report Highlights \\$137 billion cost of Smoking](#)

GENERAL MANAGER'S COMMENTS

Council has not yet made the necessary decision under the *Public Health Act 1997* to create the Burnie town centre as a smoke free area.

As noted in the Motion, two previous Motions have been lost.

There is a current Motion passed on 17 September 2019 to investigate matters relevant to designation of the Burnie town centre as a smoke free area under the *Public Health Act 1997*.

The Council was presented with a preliminary Briefing Paper – Designation of the Burnie town Centre to be a Smoke Free Area on 28 July 2020.

Council determined at its meeting of 20 October 2020 (AO236-20):

“That Council engage an independent agent to conduct a survey to determine the level of support for a proposed no smoking ban in the Burnie town centre and receive a further report on the outcome of the survey.”

The decision endeavours to further the investigation in respect to community consultation.

Arrangements are in hand to appoint an appropriate provider to undertake the required consultation.

The outcome of community consultation may assist Council to decide whether to further consider introduction of a smoke free area.

A decision to adhere to the findings of the consultation prior to conclusion of the process and consideration of outcomes may commit Council to implement a ban on smoking without proper consideration and decision on other critical matters as set out in the preliminary Briefing Paper.

It is good governance that the Council complete the consultation process before it makes any further decision in relation to a possible ban on smoking.

Alternative Motion

“That Council complete the consultation process and consider the implications of its findings before it makes any further decision in relation to a possible ban on smoking.”

COUNCIL RESOLUTION

Resolution number: MO323-20

MOVED: *Cr K Dorsey*

SECONDED: *Cr G Simpson*

“THAT Council adhere to any findings in the \$18,000 survey of residents regarding smoking.”

For: Cr K Dorsey, Cr T Bulle.

Against: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr D Pease.

LOST

MOTIONS ON NOTICE**AO265-20 MOTION ON NOTICE - DUAL NAMING POLICY**

FILE NO: 15/5/2
PREVIOUS MIN:

Councillor Amina Keygan has given notice that she would move the following motion at this meeting:-

“THAT Council, in consultation with communities (both Aboriginal and non-Aboriginal), develop a dual naming policy for Burnie’s geographical features and places that provides for both an introduced and palawa kani Aboriginal language name. The policy should include, but not be limited to:

- 1) preferential assignment of palawa kani Aboriginal names for previously unnamed natural features or places in the municipality***
- 2) allow for the addition of palawa kani Aboriginal names to existing official names of natural features or places in the municipality.”***

COUNCILLOR’S COMMENTS

This motion is in line with our Making Burnie 2030 Strategic Plan future direction two: an inclusive and health community.

Last week we marked and celebrated NAIDOC week 2020 with the theme of “Always was, always will be”. During the flag raising at the Burnie Tasmanian Aboriginal Centre, the importance of traditional languages and dual naming was emphasised as an important and imperative move to reconciliation and recognition of the traditional and rightful owners of the land upon which we live.

Previous to that, Council was privileged to receive a comprehensive and extensive briefing from TAC at a recent workshop on the importance of rebuilding and using traditional palawa kani language as a step towards reconciliation and acknowledgement of the Traditional Custodians of this land.

The development of a dual naming policy may go some way in providing an environment for further reconciliation to occur and is an important local step that we as a Council can take to achievement of those goals.

GENERAL MANAGER’S COMMENTS

The Tasmanian Government introduced the Aboriginal and Dual Naming Policy in 2012 to provide a framework for decision making for Aboriginal naming of geographic features and places (**attached**).

The State policy is currently under review with the development of an issues paper, frequently asked questions paper, and a new draft naming policy (**all attached**).

While the draft policy does not apply to the naming of towns and cities it does provide guidance as to the principles and processes for dual naming. It is recommended that Council's policy aligns with the State policy.

Given Council is seeking to further its relationship with the local Aboriginal community, and it is aware of the significance that the aboriginal community gives to places and their names, the introduction of a policy provides further support to its engagement activity.

However, the development of a policy should also provide an opportunity for the wider community to understand the importance of place naming for the Aboriginal community. This will require a depth of consultation, to ensure broad community support for aboriginal and dual naming of places in the municipality.

ATTACHMENTS

- 1 [↓](#). Current ADN Policy
- 2 [↓](#). ADN FAQ's
- 3 [↓](#). ADNP Issues paper
- 4 [↓](#). Draft ADNP Policy

COUNCIL RESOLUTION

Resolution number: MO324-20

MOVED: Cr A Keygan

SECONDED: Cr T Brumby

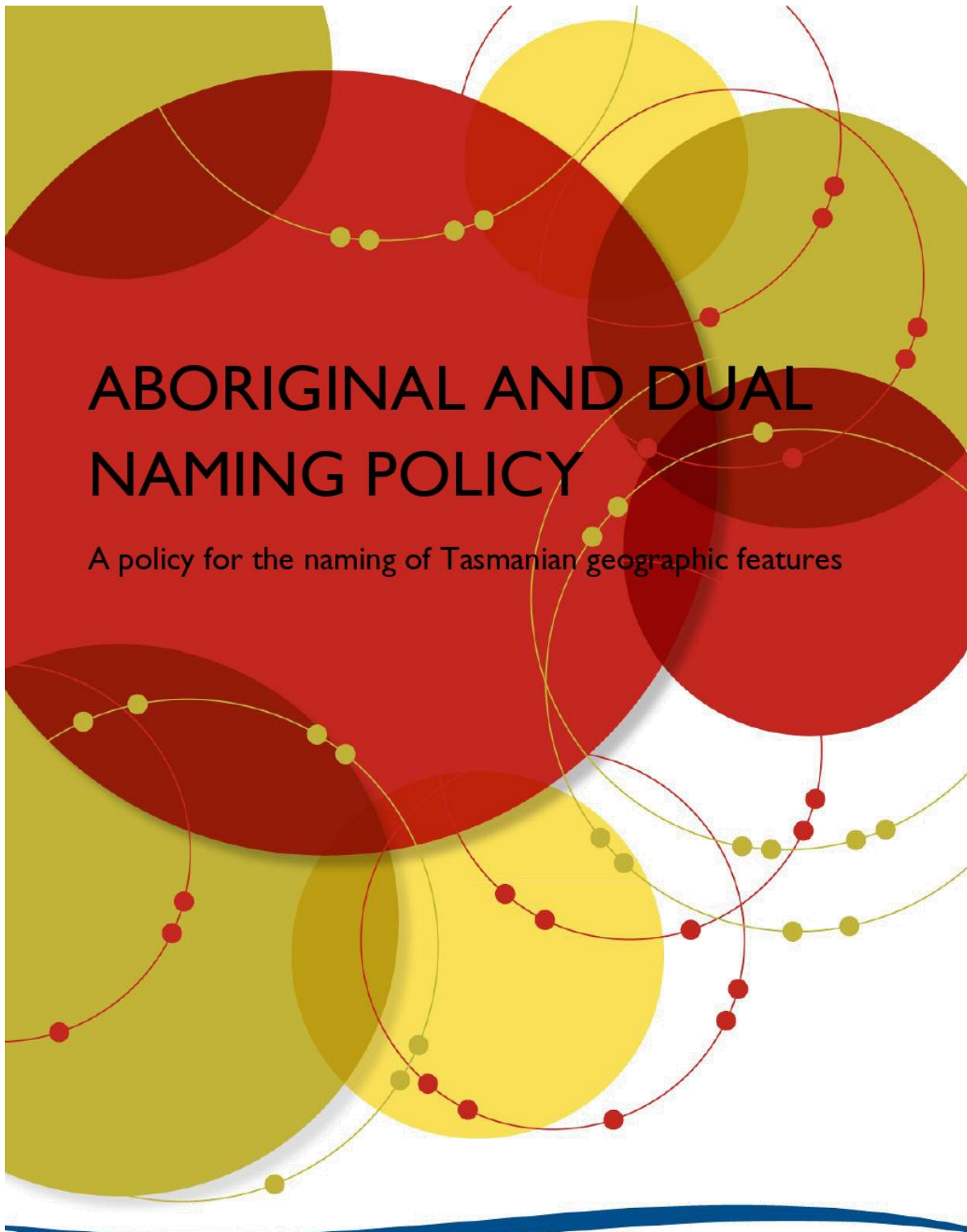
“THAT Council, in consultation with communities (both Aboriginal and non-Aboriginal), develop a dual naming policy for Burnie’s geographical features and places that provides for both an introduced and palawa kani Aboriginal language name. The policy should include, but not be limited to:

- 1) preferential assignment of palawa kani Aboriginal names for previously unnamed natural features or places in the municipality***
- 2) allow for the addition of palawa kani Aboriginal names to existing official names of natural features or places in the municipality.”***

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY



ABORIGINAL AND DUAL NAMING POLICY

A policy for the naming of Tasmanian geographic features

Office of Aboriginal Affairs
Department of Premier and Cabinet



ABORIGINAL AND DUAL NAMING POLICY

Preamble

Geographic features in the Tasmanian landscape, on both land and sea, had Aboriginal names until they were supplanted by Europeans in the 19th century. The names formed complex interlinked networks in which place, their names and attributes, reflected the relationship between the people and the land. The names were not arbitrary but integral to the places to which they were attached, and derived from the activities of ancestral beings that formed the landscape as they moved through it.

The Committee for Geographical Names of Australasia, a working group of the Intergovernmental Committee on Surveying and Mapping (ICSM), recognises that "The relationship between Aboriginal people and the land is still as prevalent today as it was more than 400 centuries ago – it is fitting then, to acknowledge Aboriginal footprints in the sands of time." The ICSM *Guidelines for the Consistent Use of Place Names in Australia* has, since 1992, encouraged naming authorities in all Australian states and territories to acknowledge the continuing importance of the original Aboriginal place names, and to adopt more frequent official use of these names, from both languages still spoken and languages no longer spoken.

Other States and Territories have Aboriginal and Dual Naming policies.

The Aboriginal and Dual Naming Policy has been developed to provide a framework for decision making for Aboriginal naming of geographic features and places.

This Policy is about giving preference to the Aboriginal names for geographic features or places that do not already have an official or assigned name. Aboriginal names could be used for towns and rural districts and infrastructure if it was considered appropriate.

A dual naming system enables the assignment of an additional name to a feature that already has an official name. It can be used for naming features when an official name is widely accepted and in long use and when a name change is not possible or acceptable. The Policy proposes that dual naming will be used to enable an Aboriginal name and an introduced name to be used together as the official name. Dual names would not be adopted for constructed features such as roads, highways, bridges or communication towers.

Dual naming is not considered preferable to one Aboriginal name. It is preferable that each dual naming proposal is first investigated to establish if the Aboriginal name would have enough community support to replace the introduced officially recognised name, instead of adopting a dual name. If so, transitional naming, or a period of temporary dual naming would be used to assist in changing from the introduced name to the new official Aboriginal name. This would provide an opportunity for public education and promotion of both the Aboriginal and Dual Naming Policy and the specific name change.

It is acknowledged that Aboriginal names which may appear at first to be complex in spelling and/or pronunciation will, over time, become familiar and easy to use within the Tasmanian community.

The Policy includes an implementation process.

The Policy will be given effect by incorporation into appropriate administrative mechanisms such as the Rules for Place Names in Tasmania.

The Policy will be reviewed, as required, and revised accordingly.

1. Purpose

To provide clear direction for Government agencies, Local Government Authorities and the Nomenclature Board about the use of Aboriginal names for naming Tasmanian features.

2. Principles

The Tasmanian Government acknowledges that places in Tasmania were named by Aborigines long before the arrival of Europeans. The Tasmanian Government acknowledges prior Aboriginal ownership and is committed to preserving Aboriginal heritage and language by ensuring that Aboriginal place names can be restored to Tasmanian geographic features and places.

- 2.1 That preference is given to Aboriginal place names for any geographic feature or place that does not already have an existing official name.
- 2.2 That a dual naming system be adopted by which Aboriginal names can be applied to geographic features and places that already bear registered names and when a name change is not possible or acceptable. Both will be registered names, and both names will be used together in the future and appear together on all official documents and maps. It is expected that some Aboriginal names will replace the introduced name over time. The dual naming process gives the community time to adjust to the Aboriginal name.

- 2.3 That consideration is to be given to using an Aboriginal name for a natural geographic feature or locality where an existing introduced name has weak community support (e.g. in this way, "narawntapu National Park" was chosen to replace Asbestos Range National Park in 2000) .
- 2.4 That where a traditional place name is not known as a consequence of the disruption of Aboriginal occupation and language, the use of another Aboriginal name as a place name is also acceptable where the meaning of the word is appropriate for its intended use.
- 2.5 That consideration will be given to renaming places or features where the existing name is considered offensive to the Tasmanian Aboriginal community.
- 2.6 That where Aboriginal names have previously been registered as official names but with incorrect spelling or form, these names may be amended to ensure that they are recognisably consistent with authentic Aboriginal names which will be assigned in the future.
- 2.7 That where alternative non-Aboriginal place names have been used for long periods by Aborigines as part of community and cultural tradition, consideration will be given to renaming those features (e.g. Big Dog Island in place of Great Dog Island; Hummocky Island in place of Chappell Island etc).
- 2.8 That Aboriginal names will be advised to the Tasmanian Government by the Tasmanian Aboriginal Centre (TAC) as the recognised representative Aboriginal language organisation. The TAC will also advise on correct spelling and form of previously registered Aboriginal names.
- 2.9 That the Aboriginal and Dual Naming Policy will be implemented in accordance with the procedures developed with the Tasmanian Aboriginal community (through the TAC) and the Nomenclature Board.
- 2.10 That any proposal to the Nomenclature Board (e.g. from local Government) for the use of Aboriginal names for Tasmanian features and places will be referred to the TAC by the proponent.
- 2.11 That the TAC will consult with the Tasmanian Aboriginal community to confirm that each Aboriginal name is generally accepted by the community.

3. Application of the Policy

- 3.1 The Policy will apply to all applications to name Tasmanian features in accordance with the *Survey Coordination Act 1944*.
- 3.2 The Policy will not apply to names assigned through legislation other than the *Survey Coordination Act 1944* (e.g. Commonwealth Agencies).
- 3.3 The terms used in the Policy are defined in appendix I.
- 3.4 The Policy is consistent with current legislation for nomenclature under the *Survey Coordination Act 1944*.

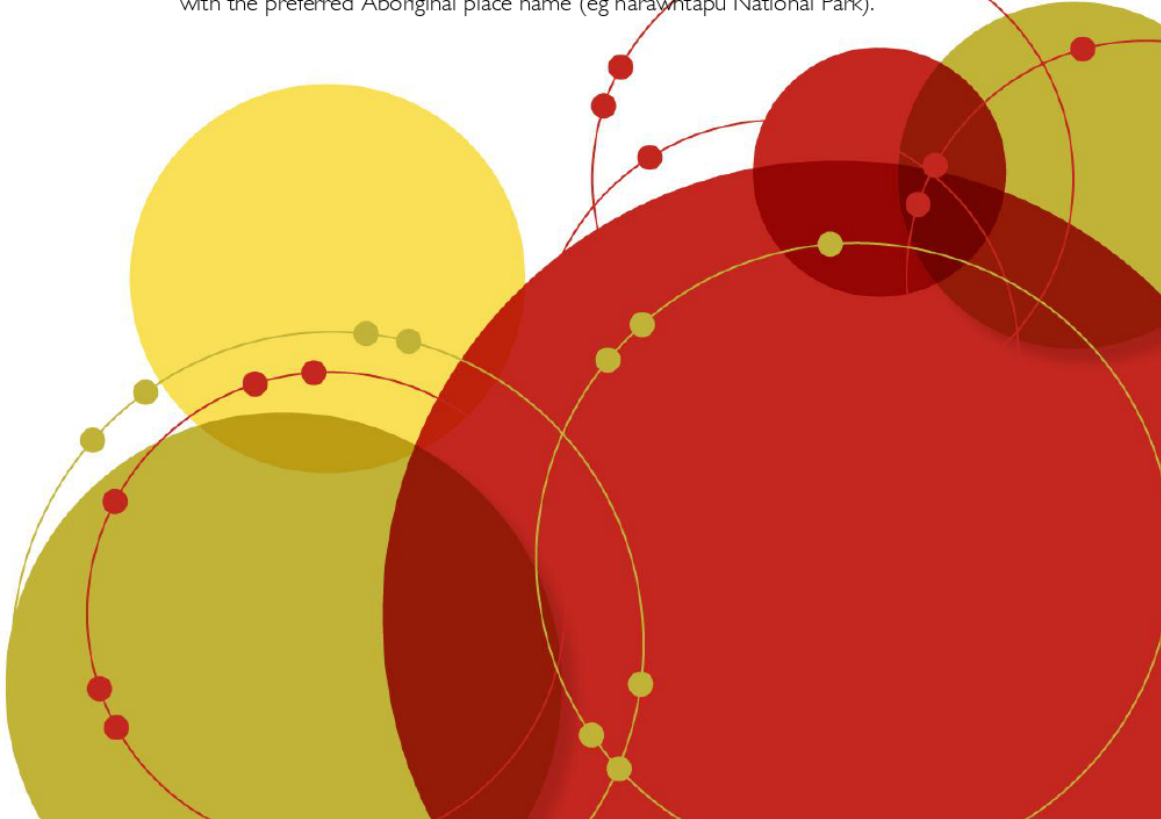
- 3.5 The Policy is also consistent with national standards as outlined in the International Committee on Survey and Mapping (ICSM) Guidelines for the Consistent Use of Place Names.

http://www.icsm.gov.au/icsm/publications/cgna/consistent_place_names_guidelines.pdf

4. The Process for implementing the Policy

- 4.1 Publication of the Aboriginal and Dual Naming Policy.
- 4.2 The Aboriginal and Dual Naming Policy will be incorporated into the Rules for Places Names in Tasmania.
- 4.3 The rules are published on the nomenclature website:
<http://www.dpipwe.gas.gov.au/inter.nsf/ThemeNodes/JGAY-53N55M?open>.
- 4.4 The Government will inform naming and signing authorities about the Policy.
- 4.5 The Government, in conjunction with the TAC, will implement an education program / prepare and disseminate communications materials about the implementation of the Policy.
- 4.6 The TAC identifies features for Aboriginal naming.
- 4.7 The TAC consults with the Aboriginal community and confirms community acceptance of the names.
- 4.8 The Nomenclature Board consults with the TAC on any applications for names of geographic features (as per Principle 2.1).
- 4.9 The TAC provides names to the Government (via the Nomenclature Board).
- 4.10 The Board publishes the names in accordance with the *Survey Coordination Act 1944* and the Rules for Place Names in Tasmania.
- 4.11 The current legislation will continue to provide for objections to proposed names. Under S20(G) of the *Survey Coordination Act 1944*, the Nomenclature Board receives objections (for 1 month from Gazettal). The process as it currently stands is that the Board disposes of all objections, reports its decision on the objections to the Minister and provides a recommendation. The Minister may confirm, modify or reverse the Board's decision.
- 4.12 Where an Aboriginal name is gazetted, the Aboriginal name shall be gazetted separately with a notation regarding the non-Aboriginal name.

- 4.13 Both parts of the dual name are to be shown on all official signage, directories, maps and all official documents and publications without any distinction between the two, other than the sequence. The Aboriginal name will appear first.
- 4.14 Official signage, maps and other information products will be updated incrementally as maintenance budgets for signage allow, or as new editions of maps and tourist information publications are released.
- 4.15 Implementation of the Geographical Names Portal will be in accord with the Aboriginal and Dual Naming Policy.
- 4.16 The use of Aboriginal generic terms:
- The Aboriginal generic term for the type of geographic feature designated eg river, bay, mountain etc shall be used where it is known, rather than the generic term in English (eg. "timumili minanya" for Derwent River, not "timumili River").
 - Where an Aboriginal generic word is not known, or does not form part of the Aboriginal place name, the Aboriginal word may be used without a generic term. The generic term may accompany the introduced place name in a dual name (eg. kunanyi / Mount Wellington).
 - Where the generic term does not exist in Aboriginal language, and there is agreement it is needed for clear identification of the location, the English generic term may be used with the preferred Aboriginal place name (eg narawntapu National Park).





QUESTIONS AND ANSWERS

Aboriginal and Dual Naming Policy

As part of preserving the history of Tasmania, it is important that we, as a community, acknowledge the history and continued existence of Tasmanian Aboriginal language and culture. In formally acknowledging the continued existence, connection to the land and the survival and adaptation of Tasmania Aboriginal people we recognise the Aboriginal history and connection to our landscape, as well as the European history and connection. Recognising Aboriginal names for Tasmanian geographical features and places will help in the wider preservation of Aboriginal heritage.

The Aboriginal and Dual Naming Policy provides a consistent guide to how we approach naming of areas that have significance to our Aboriginal history and Tasmanian Aboriginal people of today. A copy of the Policy is available at www.aboriginalaffairs.tas.gov.au

Q: Why do we need an Aboriginal and Dual Naming Policy?

Assigning Aboriginal and Dual names is an important way to progress reconciliation between Aboriginal and non-Aboriginal people in Tasmania. The Tasmanian Government is committed to supporting the Aboriginal and Dual Naming Policy as an effective contribution to the broader community's understanding of Aboriginal history and culture in Tasmania.

**Q: Why did the Tasmanian Government decide to review the original Aboriginal and Dual Naming Policy?**

The original Aboriginal and Dual Naming Policy was formally endorsed in November 2012. During 2015, the Premier consulted with Tasmanians to identify opportunities, hear issues of concern, build genuine engagement and trust, and develop a shared vision for the future of Tasmania. During these consultations the Premier heard from a number of Tasmanian Aboriginal people who felt they were unfairly excluded from contributing to and proposing Aboriginal names under the Policy.

Q: What was specifically considered during the review?

The following areas were considered as part the review:

- parties who can submit Aboriginal and dual name proposals;
- requirements for authenticating Aboriginal and dual names;
- the role of local Aboriginal groups in dual naming;
- *palawa kani* and the use of other Tasmanian Aboriginal languages under the Policy;
- the requirements for consultation under the Policy; and
- replacing existing place names (specifically offensive names) with Aboriginal names.

Q: How were Tasmanians given an opportunity to contribute to the review?

Tasmanian Aboriginal people, Aboriginal community organisations and groups, local councils, other interested parties and members of the public were invited and encouraged to provide submissions in response to a Review of the Aboriginal and Dual Naming Policy Issues Paper in November 2017, and draft amendments to the Policy in October 2018.

In addition, three Aboriginal organisations met directly with Tasmanian Government representatives to discuss the review.

Q: Why is the Tasmanian Aboriginal Corporation no longer the exclusive proponent of Aboriginal and dual names?

There was a general and consistent view expressed during the consultations that a revised Aboriginal and Dual Naming Policy should be expanded to allow Aboriginal and non-Aboriginal organisations, local councils, or individuals to propose an Aboriginal or dual name directly to the Nomenclature Board.

This does not diminish the TAC's ability to continue to provide Aboriginal and dual naming proposals to the Board, as it has done in the past.

Q: Will the review lead to more Aboriginal and dual names in Tasmania?

It is anticipated that the revised Policy will make it easier for Tasmanians to propose Aboriginal and dual names, which may in turn result in an increased number of place name proposals and assignment of Aboriginal and dual names in Tasmania.

**Q: What does the Aboriginal and Dual Naming Policy provide for?**

The Policy provides for:

- giving Aboriginal names to geographic features or places that do not already have an official or assigned name;
- replacing an existing official name with an Aboriginal name; and
- giving an additional Aboriginal name to a feature that already has an official name (dual naming).

Q: Why change perfectly good names?

This is not primarily about changing names. It is intended to provide the opportunity for an additional Aboriginal name to be assigned to a place as an official name. This will mean that both names (dual names) will have the same status and that there is recognition of both Aboriginal and European connections to a place.

Only in cases where the existing name of a feature is demonstrably offensive to Tasmanian Aboriginal people will the Nomenclature Board consider replacing an existing official name with an Aboriginal name.

Q: If Aboriginal people consider places named in honour of European settlers to be offensive, will they be renamed under the Policy?

No, it is unlikely such place names would be considered appropriate for renaming under the Policy.

While the Policy details 'that the renaming of geographic features or places where the existing place name may be offensive to the Tasmanian Aboriginal communities will be a priority for consideration by the Board', it is intended that this provision will only apply to renaming places or features with names that are racially or historically offensive to Aboriginal communities.

Q: Will these name changes just create confusion?

This does not mean that there will necessarily be changes to existing official names. We are not talking about re-writing of Tasmania's place names. While it may take some time for the community to become accustomed to the use of the dual names these will only be applied to geographic features. The vast majority of features will be dual named, not re-named.

Q: Will it create confusion for Emergency Services?

While either name may be used where dual names are applied, these would be for geographic features. Addresses will not be affected. The policy is focused on places that have significance to Tasmanian Aboriginal people and does not relate to the naming of towns, suburbs, roads, highways or bridges.

Q: Will everyone have a say in the assignment of Tasmania's place names?

Yes. Aboriginal and dual naming proposals submitted to the Nomenclature Board must demonstrate that there is community support for the proposal and must show consultation with local Tasmanian Aboriginal people.



Q: How can I ensure I provide all the correct information to the Nomenclature Board to support my Aboriginal and dual naming proposal?

The Tasmanian Government has developed an information pack to support proponents in preparing and submitting their Aboriginal and dual naming proposals, to ensure all relevant information is provided to the Board.

This information pack is available at www.aboriginalaffairs.tas.gov.au.

Q: How will I know which Aboriginal people to consult?

The Nomenclature Board will maintain, and make publicly available, a register of Aboriginal community organisations and groups to be consulted as part of an Aboriginal place-naming proposal. Interested Aboriginal organisations and groups can self-nominate for inclusion on the register, indicating the nature and scope of their interest (such as in relation to specific areas or places).

Q: What happens where there are multiple and differing recorded spellings and pronunciations for proposed names?

Where more than one name for a geographical feature or place can be authenticated to the satisfaction of the Nomenclature Board, the Board may elect to record multiple names in its database, and select one name to be assigned for official publications.

Q: What happens if Aboriginal groups cannot agree on a proposed Aboriginal or dual name?

If there is substantial division about a proposed Aboriginal name, or when a single Aboriginal name cannot be clearly prioritised from a number of known names, the Nomenclature Board, as a last resort, may exercise its discretion not to adopt an Aboriginal or dual name.

Q: Will people have to use the dual names?

Where there are dual names assigned to a feature, either or both names may be used as the official name. Using dual names will provide people with an opportunity to become familiar with the feature's significance in Aboriginal and European history. People may choose to use either or both names.

Q: How can I learn to pronounce Aboriginal and dual names?

Recordings of assigned Aboriginal and dual names are currently available on the Tasmanian Aboriginal Corporation's website.

The Tasmanian Government is also considering the inclusion of audio recordings of assigned Aboriginal and dual names on its online LISTmap resource - a whole-of-government platform that can help you find and use information about land and property in Tasmania.



Q: By changing existing names, aren't you denying Tasmania's European history?

Any Aboriginal names will be added to the existing names so that there will be dual names for the feature. This will not change the existing name. This will ensure recognition of both Aboriginal and European history.

Q: What is the legislation that governs Aboriginal and dual naming?

Place naming in Tasmania is governed under the provisions of the *Survey Co-ordination Act 1944*, which provides for the composition of the Nomenclature Board and its functions. The *Tasmanian Place Naming Guidelines* (the Guidelines) apply to all place names assigned under the provisions of the *Survey Co-ordination Act 1944*. The Aboriginal and Dual Naming Policy is given effect through incorporation into appropriate administrative mechanisms, including the Guidelines.

Q: What approach is taken by other states?

All states and territories have Aboriginal and dual naming policies and are all considering issues related to this at the present time.

Experience in other states has shown that the use of Aboriginal names for features provides a valuable insight into Aboriginal history. Aboriginal history in Tasmania is as rich as it is in any other state. It is important that this is recognised and preserved.

Q: How are dual names displayed on maps and signs?

Where a dual name has been assigned, the Aboriginal name is added to the existing name. Both parts of a dual name are shown on official signs, maps and other publications, although in daily use one or the other may still be preferred.

Q: How much money is going to be spent on changing signs and maps?

Changes to signs and maps are not expected to incur significant additional costs. Changes to maps and tourism products would occur when they are normally due for updating and re-publication. There are likely to be some costs associated with changed signage, but in most cases this would be factored into normal maintenance and operational programs.

Review of the Aboriginal and Dual Naming Policy *Issues Paper*



NOVEMBER 2017

INTRODUCTION

The Tasmanian Government's Aboriginal and Dual Naming Policy (the Policy) was first introduced in 2013. The Policy provides a framework and clear direction for Government agencies, Local Government authorities and the Nomenclature Board about the use of Aboriginal names for naming Tasmanian features.

The Policy acknowledges that natural features and places in Tasmania were named by Aborigines long before the arrival of Europeans.

Place names are critically important reference points for all members of the community. From natural features, such as rivers and mountains, to cities, streets and reserves, place names are the most common way that people identify geographical locations. While the majority of place names have European, or post-colonial origins, it is important to encourage the continued application and use of Aboriginal place names throughout Tasmania.

Many geographic features in the Tasmanian landscape, on both land and sea, had Aboriginal names until, for the most part, they were supplanted by European names in the 19th century. Aboriginal place names formed complex interlinked networks in which places, their names and attributes, reflected the relationship between Aboriginal people and the land. The names were not arbitrary, but integral to the places to which they were attached.

With 13 names adopted under the current Policy, this review provides the Tasmanian community with an opportunity to have their say about enhancing the Policy.

This Issues Paper seeks responses to a number of suggestions that, if adopted, may enhance the current Policy. These suggestions have been informed by the experiences of the Nomenclature Board, map users and relevant authorities. This is an opportunity for members of the Aboriginal community and other interested parties to provide comment on these suggestions, and other aspects of the Policy on which you may like to comment.

The Tasmanian Government particularly encourages Tasmanian Aboriginals and Aboriginal community organisations to contribute to a revised and more inclusive Policy.

The Policy and its accompanying *Question & Answer Sheet* can be accessed at the Department of Premier and Cabinet's website:

http://www.dpac.tas.gov.au/divisions/csr/aaa/aboriginal_and_dual_naming_policy

Hard copies of these documents are available on request by contacting the Office of Aboriginal Affairs:

Phone: 03 6232 7082 Email: aaa@dpactas.gov.au

All submissions are welcome. Your feedback will provide valuable input to the development of a revised Policy. More information about making a submission is provided on page 6.

ABORIGINAL AND DUAL NAMING POLICY

The Policy was developed by the Department of Primary Industries, Parks, Water and Environment (DPIPWE) and the Department of Premier and Cabinet (DPAC), with the support of the Tasmanian Aboriginal Corporation¹ (TAC) and the Nomenclature Board of Tasmania (Nomenclature Board)².

The Policy allows for geographical features and places to be given both an introduced and Aboriginal language name, as well as allowing new Aboriginal names and replacement names to be proposed. Some key features of the Policy include:

- giving preference to Aboriginal names for geographic features or places that do not already have an official or assigned name;
- enabling a transparent dual naming system where an official name is already in use. The attachment of an Aboriginal name would sit alongside the introduced name; and
- providing a consistent guide to attaching Aboriginal names, and how it is approached.

The Policy applies to geographic features and places, and not to constructed features such as roads, highways, bridges or communication towers. The Policy applies to naming Tasmanian features and places in accordance with the *Survey Co-ordination Act 1944*.

Since the release of the Policy, 13 places have been assigned names under the Policy (see Appendix A).

On 22 June 2017 the TAC formally submitted the name proposals for 11 additional Aboriginal and dual names to the Nomenclature Board for consideration. The proposals were for nine places at Cape Grim; and two waterfalls which do not have existing names – one each in Launceston (Punchbowl Falls is an unofficial name) and Hobart. The proposed names are listed at Appendix B.

The Nomenclature Board's current consideration of the submitted 11 names has commenced. On 7 September 2017 the Nomenclature Board agreed to defer a decision on the current nominations to enable further consultation with Aboriginal organisations after finalisation of the review of the Policy.

It is acknowledged that Aboriginal names which may appear at first to be complex in spelling and / or pronunciation will, over time, become familiar and easy to use within the Tasmanian community. This is supported by the general acceptance by Tasmanians of the use of the dual name *kunanyi* / Mt Wellington.

As part of the Policy, each dual naming proposal must be investigated to establish whether the Aboriginal name has broad community support to replace the officially recognised name, rather than be adopted only as part of a dual name.

¹ Formerly the Tasmanian Aboriginal Centre

² The Board has been the main decision maker under current legislation for some 65 years (the Minister decides only if an objection has been lodged). The place naming legislation has been under review and as a result the guidelines, decision-making and advisory arrangements are expected to change. However, for the purposes of this Paper it remains appropriate to continue referring to the Board.

ISSUES

Issue 1: Nomination of Aboriginal and Dual Name Proposals

Under the Nomenclature Board's *Rules for Place Names in Tasmania*, Aboriginal and dual names are to be in the revived palawa kani language. As the custodians of palawa kani, the TAC is the sole authoritative source for authenticating Aboriginal names and their spelling; it is also currently responsible for consulting with the Aboriginal community and providing advice to the Nomenclature Board.

The TAC has invested in researching and reviving Tasmanian Aboriginal languages; this has been done over many decades and continues. It is because of this work that the Government sought to collaborate with the TAC in developing the Policy.

Notwithstanding the TAC's experience in Tasmanian Aboriginal language research, revival and palawa kani, this review provides an opportunity to consider the suggestions that have been made in relation to allowing Aboriginal and dual naming proposals to be made by other organisations, groups and individuals.

Some Aboriginal groups or individuals differ in opinion from the TAC regarding the naming of a place or geographic feature. The Policy places a strong emphasis on the advice and information provided by the TAC. The TAC may choose whether or not to provide supporting information, archival references, and research to substantiate a nomination. The Board does not seek the language advice of any other organisation or entity regarding the authentication of nominated Aboriginal names.

Some relatively minor administrative changes to the Policy might broaden the scope of who can nominate Aboriginal and dual names under the Policy.

Should a revised Aboriginal and Dual Naming Policy:

- 1.1 allow both Aboriginal and non-Aboriginal organisations, local council, or individual to nominate an Aboriginal or dual name directly to the Nomenclature Board?

Issue 2: Authenticating Aboriginal and dual names

As noted, the TAC has undertaken research into Tasmanian Aboriginal languages and proposed names, and is the recognised representative Aboriginal language organisation under the Nomenclature Board's *Rules for Place Names in Tasmania*. As such, it proposes Aboriginal names to the Nomenclature Board and the Nomenclature Board is guided by the information that it submits.

There may be merit in the Policy requiring the provision of supporting information to accompany all future nominations provided to the Nomenclature Board. In addition, it may be appropriate to provide the Nomenclature Board with the ability to consult with various experts in order to ensure the validity and authenticity of proposed Aboriginal names.

This may assist the Board's decision making in circumstances where Aboriginal groups or organisations have differing views on a proposed Aboriginal or dual name.

Should a revised Aboriginal and Dual Naming Policy:

- 2.1 allow for a register of supplementary organisations or individuals that may provide expert advice on the authentication of proposed Aboriginal and dual names?
- 2.2 include minimum standards for accompanying information to be submitted to the Nomenclature Board with name proposals?
- 2.3 enable the Nomenclature Board to consult or engage with any individual, group or entity if it considers that doing so may improve its decision making on proposed Aboriginal and dual names?

Issue 3: Local Aboriginal and dual naming

Some Aboriginal organisations that are based on local or regional connections are concerned that Aboriginal and dual naming is occurring in their local areas without their express involvement or approval. More recently, some organisations have requested ownership of, or contribution to, the naming process where a name is proposed in or around their local area.

The review will consider the role of local Aboriginal organisations in the naming of Aboriginal features and places in their local area including opportunities to actively participate in Aboriginal community consultation processes.

Localised participation and ownership for Aboriginal and dual naming is a sensitive and complex issue and one that needs further exploration and consideration as part of this review.

Should a revised Aboriginal and Dual Naming Policy:

- 3.1 provide improved opportunities for consultation with all Aboriginal organisations and groups, with a view to enhancing consultation and engagement with organisations that have specific interests in the locations where Aboriginal and dual names are proposed?

Issue 4: palawa kani and the use, spelling, pronunciation and writing of Tasmanian Aboriginal languages under the Policy

An initiative of the TAC's Language Program, palawa kani is a revived form of the original and known Tasmanian Aboriginal languages. It incorporates authentic elements of the original languages remembered by Tasmanian Aborigines from the nineteenth to the twenty-first centuries while drawing on an extensive body of historical and linguistic research. Due to the scarcity of records, palawa kani is constructed as a composite of the estimated dozen original languages that existed prior to the arrival of Europeans in Tasmania.

The TAC's palawa kani Language Program began in the early 1990s. TAC staff received comprehensive training from the renowned linguist, the late Dr Terry Crowley, then Senior Lecturer at the Linguistics Department of the University of Waikato, and a specialist in the languages of Oceania.

The referencing and use of palawa kani is not explicit in the Policy itself. The Policy leverages off the language expertise of the TAC but it does not explicitly mandate the use of palawa kani to form Aboriginal or dual names. That requirement is detailed in the Nomenclature Board's *Rules for Place Names in Tasmania*.

The review will consider whether it is necessary to draw a distinction between palawa kani and original Tasmanian Aboriginal language/s. As a composite language palawa kani comprises select words, phrases and some place names recorded from various historic sources from the estimated dozen original languages.

There is widespread support for palawa kani and respect for the level of rigour applied to previous and current research undertaken by the TAC, but the process can result in disputes about particular words or place names including, for example, spelling or pronunciation preferred by other Aboriginal groups. In some ways this may be inevitable given the phonetic structure of the language and the fact that the original languages were oral only. In some cases there are numerous words, spellings and recordings for the one word adopted under palawa kani. For simplification and educational purposes, palawa kani nominates just one of these words for use in the palawa kani language, after analysing all the known references and making a judgement as to the most likely form. However, the TAC has no formal review process for these decisions.

Some Aboriginal groups are concerned their traditional languages are not encompassed by palawa kani. In many instances, words and phrases from North-East Tasmania – the place where the predominant remnants of language exist – are adopted under palawa kani. This therefore relates partly just to the larger knowledge concerning the traditional people of this area.

Complications are also known to arise in circumstances where different traditional groups each have a different name for the same location, or several names for different parts of the same location.

The writing and presentation of Aboriginal and dual names under the Policy requires further consideration under the review. Other than clarification on the presentation of dual names, the Policy does not specifically mandate the use of italics or approach to capitalisation in Aboriginal or dual names. The current writing of Aboriginal and dual names is not specified under the Policy and has some potential implications for cartographers and navigators, and may be inconsistent with national standards.

Should a revised Aboriginal and Dual Naming Policy:

- 4.1 refer to the Aboriginal and dual naming of Tasmanian places and features in 'Tasmanian Aboriginal languages' and to 'palawa kani' – noting that the TAC's palawa kani program can continue to inform name proposals under the Policy?
- 4.2 allow for name proposals to be informed by any Tasmanian language or group – if supported by historical evidence and research?
- 4.3 provide a preference for name proposals to be informed by the language / languages of the original people of the place or feature to be named?
- 4.4 where more than one name is recorded or known for the one feature or place, adopt the name with the greater weight of historical references as the Aboriginal or dual name?
- 4.5 where a place or feature has more than one name describing parts of the feature or place, appropriately name each part based on historical evidence and research?

Issue 5: Consultation, engagement and the role of local government

Local government in Tasmania supports the administration of the Policy – predominantly at the end of the process when updated local government signage maybe required to reflect Aboriginal and dual name determinations made by the Board. The support of local councils is important in maintaining an effective Policy.

Through the Premier's Local Government Council (PLGC), local government has expressed a desire for improved consultation and engagement with councils, prior to name proposals being considered by the Nomenclature Board. Such engagement could provide councils with the opportunity to consider any implications associated with new name proposals, and local community support.

Should a revised Aboriginal and Dual Naming Policy:

- 5.1 ensure that all name proposals to the Nomenclature Board are forwarded to the relevant local council for comment, prior to any formal consideration by the Nomenclature Board?

Issue 6: Replacing place names (including offensive names) with Aboriginal names

Renaming or replacing existing place names is an important part of the Policy. This is especially relevant to part 2.5 of the Policy which provides 'that consideration will be given to renaming places or features where the existing name is considered offensive to the Tasmanian Aboriginal community'. The Board is currently considering three such proposals put forward by the TAC for place names in Tasmania's North-West.

Replacing place names offensive to the Aboriginal community forms a core component of the Policy. Currently other jurisdictions in Australia are actively collaborating with Aboriginal communities to replace offensive and derogatory place names. There is potential in Tasmania for proposals to replace additional offensive place names to be addressed and considered by the Board.

Should a revised Aboriginal and Dual Naming Policy:

- 6.1 include a specific mechanism for the Nomenclature Board to consider and replace all current place names offensive to the Aboriginal community?

HAVE YOUR SAY

The Tasmanian Government is committed to providing opportunities for community involvement in the development of Government policy and we are seeking your input on the Review of the Aboriginal and Dual Naming Issues Paper.

This Issues Paper seeks responses to a number of suggestions that, if adopted, may enhance the current Policy. These suggestions have been informed by the experiences of the Nomenclature Board, map users and relevant authorities. This is an opportunity for members of the Aboriginal community and other interested parties to provide comment on these suggestions, and other aspects of the Policy on which you may like to comment.

HOW TO MAKE A SUBMISSION

All written submissions on the issues paper must be received by the close of business on **22 December 2017**.

Aboriginal community organisations and other key stakeholders will have an opportunity to meet with representatives from DPAC and the Nomenclature Board throughout November 2017.

Submissions can be forwarded to:

Email: aaa@dpac.tas.gov.au

Mail: Manager, Office of Aboriginal Affairs, GPO Box 123, HOBART TAS 7001.

Other than indicated below, submissions will be treated as public information and will be published on our website at www.aboriginalaffairs.tas.gov.au on completion of the consultation period. Submissions will be published in the week commencing **15 January 2018**.

No personal information other than an individual's name or the organisation making a submission will be published.

For further information, or if you would like to arrange a meeting, please contact: Laurette Thorp on 6232 7079 or via email at laurette.thorp@dpac.tas.gov.au.

ACCESSIBILITY OF SUBMISSIONS

The Government recognises that not all individuals or groups are equally placed to access and understand information. We are therefore committed to ensuring Government information is accessible and easily understood by people with diverse communication needs.

Where possible, please consider typing your submission in plain English and providing it in a format such as Microsoft Word or equivalent. The Government cannot however take responsibility for the accessibility of documents provided by third parties.

IMPORTANT INFORMATION TO NOTE

Your name (or the name of the organisation) will be published unless you request otherwise.

In the absence of a clear indication that a submission is intended to be treated as confidential (or parts of the submission), DPAC will treat the submission as public.

If you would like your submission treated as confidential, whether in whole or in part, please indicate this in writing at the time of making your submission, clearly identifying the parts of your submission you want to remain confidential and the reasons why. In this case, your submission will not be published to the extent of that request.

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NEXT STEPS

After all feedback is collated, the outcomes and recommendations of this consultation process will be detailed in a **Stakeholder and Community Consultation Report**, which will be made publicly available following the consultation period.

Appendix A: Approved Aboriginal and dual names in Tasmania

Since the release of the Policy, the following 13 places have been assigned names under the Policy:

kunanyi / Mount Wellington. Dual name.

kanamaluka / River Tamar. Dual name for the river from Launceston to its mouth at Low Head.

truwana / Cape Barren Island. Dual name for the island as a geographical feature.

wukalina / Mount William. Dual name.

yingina / Great Lake. Dual name.

titima / Trefoil Island. Dual name.

laraturunawn / Sundown Point. Dual name.

larapuna applies to an Unbounded Locality extending roughly from Eddystone Point to Grants Point, the water of the Bay of Fires between the two points, and adjacent lands with boundaries undefined. This is generally the whole Bay of Fires area, which the name *larapuna* is specifically for.

takayna / Tarkine. The dual name applies to the Unbounded Locality.

putalina applies to an Unbounded Locality covering the cove at Oyster Cove, the Aboriginal property 'Oyster Cove' and adjacent lands with boundaries undefined.

nungu / West Point. Dual name.

taypalaka / Green Point. Dual name.

pinmatik / Rocky Cape. Dual name.

Appendix B: Proposed Aboriginal and Dual Names

Replacement of three names considered offensive to the Aboriginal community

'Suicide Bay' proposed to be replaced with '*luwuka*'
Three Dual names

pilri / Cape Grim

Three unnamed places

taynayuwa / for the cliff at the Cape Grim massacre site

'Victory Hill' proposed to be replaced with '*timuk*'

ranamitim / The Doughboys (Islands)

nakali / for the cave opposite the Doughboys

'Niggerhead Rock' proposed to be replaced with '*karanutung*'

layrimanuk / Woolnorth Point

ranapim taynamun / the point of land opposite Victory Hill

Two names for unnamed waterfalls

luyni mungalina (meaning 'raining rock waterfall', Launceston)

turikina truwala (meaning 'mountain waterfall', Hobart)

Department of Communities Tasmania



Draft: Aboriginal and Dual Naming Policy: A Policy for the naming of Tasmanian geographic places and features

Revised edition 2018

Preamble

Geographic features and places in the Tasmanian landscape, on both land and sea, had Aboriginal names until they were supplanted by Europeans in the 19th century. The names formed complex interlinked networks in which place, their names and attributes, reflected the relationship between the people and the land. The names were not arbitrary but integral to the places to which they were attached.

The Permanent Committee on Place Names, a working group of the Intergovernmental Committee on Surveying and Mapping (ICSM), recognises that 'The relationship between Aboriginal people and the land is still as prevalent today as it was more than 400 centuries ago – it is fitting then, to acknowledge Aboriginal footprints in the sands of time.' The ICSM *Guidelines for the Consistent Use of Place Names in Australia* has, since 1992, encouraged naming authorities in all Australian states and territories to acknowledge the continuing importance of the original Aboriginal place names, and to adopt more frequent official use of these names, from both languages still spoken and languages no longer spoken.

In 2012, Tasmania was the last Australian government jurisdiction to develop a specific Aboriginal and dual naming policy. The Aboriginal and Dual Naming Policy was revised in 2018 to improve the framework for nominating and assessing Aboriginal names for geographic features and places.

This Policy provides for:

- giving Aboriginal names to geographic features or places that do not already have an official or assigned name;
- replacing an existing official name with an Aboriginal name; and
- giving an additional Aboriginal name to a feature that already has an official name (dual naming).

Dual naming can be used for naming geographic features when an official name is widely accepted and in long use and when a name change is not possible or acceptable. The Policy proposes that dual naming will be used to enable an Aboriginal name and an introduced name to be used together as the official name, e.g. *kunanyi* / Mount Wellington.

The naming of cities or towns is not covered under the Policy and is governed in requirements cited in the *Local Government Act 1993*.

It is acknowledged that Aboriginal names which may appear at first to be complex in spelling and/or pronunciation will, over time, become familiar and easy to use within the Tasmanian community.

The Policy is given effect by incorporation into appropriate administrative mechanisms such as the Rules for Place Names in Tasmania.

1. Purpose

To provide advice and direction to the Tasmanian community, Government Agencies, Local Government Authorities and the Nomenclature Board of Tasmania about the application of Aboriginal names for naming Tasmanian geographic features and places.

2. Principles

The Tasmanian Government acknowledges that places in Tasmania were named by Aborigines long before the arrival of Europeans. The Tasmanian Government acknowledges prior Aboriginal ownership and is committed to preserving Aboriginal heritage and language by ensuring that Aboriginal place names can be restored to Tasmanian geographic features and places.

- 2.1 That preference is given to local Aboriginal place names for any geographic feature or place that does not already have an existing official place name, provided the proposed Aboriginal name can be authenticated to the satisfaction of the Nomenclature Board.
- 2.2 Where an existing official place name does not have community support, the name may be replaced by an Aboriginal name provided it can be authenticated to the satisfaction of the Nomenclature Board.
- 2.3 That the Aboriginal dual naming of geographic features and places that already have official names occurs when a complete name change is not possible or acceptable. Both will be official place names, and both names will be used together with the Aboriginal name occurring first and separated by a solidus.
- 2.4 That the renaming of geographic features or places where the existing place name may be offensive to the Tasmanian Aboriginal community be considered.
- 2.5 Where previously assigned official place names are derived from Aboriginal names, or are Aboriginal names but have demonstrated incorrect spelling or form, names may be amended to ensure they are generally accepted by the Aboriginal community.
- 2.6 Where alternative names have been used for extended periods by Aborigines to identify geographic features or places as part of community and cultural tradition, consideration will be given to renaming those features.
- 2.7 That the Nomenclature Board will establish and maintain a reference group of people with expertise in Tasmanian Aboriginal history, languages or place naming that may assist the Board in making determinations on proposals, including instances where more than one Aboriginal name is proposed for a geographic place or feature, or where multiple names are given for parts of the one place or feature.
- 2.8 That the Nomenclature Board may refer Aboriginal and dual naming proposals to the reference group for comment.
- 2.9 If there is substantial community division about a proposed Aboriginal name, or when one Aboriginal name cannot be clearly prioritised from a number of known names, the Nomenclature Board may exercise discretion not to name a feature.
- 2.10 Aboriginal place names made official under this policy prior to the 2018 review will remain unchanged.
- 2.11 palawa kani is the most commonly used Aboriginal language in Tasmania and where there is no significant evidence that any Aboriginal name has been used in the past, then palawa kani will be the default language for dual naming.

3. Register of Aboriginal Community Organisations

- 3.1 The Nomenclature Board will maintain, and make available to proponents, a register of Aboriginal community organisations and groups to be consulted as part of an Aboriginal place-naming proposal.

4. Naming Proposal Requirements

- 4.1 A naming proposal can be made by any individual, group or organisation.
- 4.2 The proposal must be made to the Nomenclature Board and be accompanied by:
- a description of the historical origins of the proposed Aboriginal name. The description must demonstrate adequate research and authenticity, including sources;
 - evidence that local Aboriginal communities and relevant local groups have been consulted;
 - demonstrated support of local Aboriginal communities, accompanied by supporting evidence;
 - if the naming proposal is to replace an existing official name, a description of the level of support, or lack of support, for the existing name;
 - evidence that the local Council has been consulted; and
 - evidence that affected land owners and relevant statutory entities have been consulted.
- 4.3 The Nomenclature Board may reject the naming proposal if the requirements of clause 4.2 have not been met to the satisfaction of the Board.
- 4.4 The Nomenclature Board, or the Reference Group may conduct additional enquiries and research and consultation as it sees fit in order to supplement a naming proposal.

5. Application of the Policy

- 5.1 The Policy may be applied to applications to name Tasmanian geographic features and places in accordance with the *Survey Coordination Act 1944*.
- 5.2 The Policy will not apply to Tasmanian geographic features and place names assigned through legislation other than the *Survey Coordination Act 1944* (e.g. Commonwealth Agencies).
- 5.3 The Policy does not apply to the naming or renaming of cities or towns.
- 5.4 The Policy is consistent with current legislation for nomenclature under the *Survey Coordination Act 1944*.
- 5.5 The Policy is also consistent with national standards as outlined in the International Committee on Survey and Mapping (ICSM) Guidelines for the Consistent Use of Place Names.

6. Process for implementing the Policy

- 6.1 The Aboriginal and Dual Naming Policy will be incorporated into the Rules for Place Names in Tasmania.
- 6.2 The rules are published on the Department of Primary Industries, Parks, Water and Environment Website (DPIPWE).
- 6.3 DPIPWE will inform naming and signing authorities about the Policy and encourage timely replacement/upgrading of signage and related products.
- 6.4 The Board publishes the names in accordance with the *Survey Coordination Act 1944* and the Rules for Place Names in Tasmania.
- 6.5 The current legislation will continue to provide for objections to proposed names. Under S20(G) of the *Survey Coordination Act 1944*, the Nomenclature Board receives objections (for 1 month from Gazetted). The process as it currently stands is that the Board disposes of all objections, reports its

decision on the objections to the Minister and provides a recommendation. The Minister may confirm, modify or reverse the Board's decision.

- 6.6 Where an Aboriginal name is intended to replace a non-Aboriginal name, the gazettal notice will include a notation about the name to be replaced.
- 6.7 Both parts of a dual name are to be shown on all official signage, directories, maps and all official documents and publications without any distinction between the two, other than the sequence. The Aboriginal name will appear first, separated by a solidus.
- 6.8 Official signage, maps and other information products will be updated incrementally as maintenance budgets for signage allow, or as new editions of maps and visitor information publications are released.

Important information regarding your submission**Publication of submissions**

Your submission will be published in accordance with the Tasmanian Government's [Public Submissions Policy](#), which requires that all Government departments publish online all written submissions made in response to broad public consultation on major policy matters.

Accessibility of submissions

The Government recognises that not all individuals or groups are equally placed to access and understand information. We are therefore committed to ensuring Government information is accessible and easily understood by people with diverse communication needs. Where possible, please consider typing your submission in plain English and providing it in a format such as Microsoft Word or equivalent. The Government cannot, however, take responsibility for the accessibility of documents provided by third parties.

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If you would like your submission treated as confidential, whether in whole or in part, please indicate this in writing at the time of making your submission. Clearly identify the parts of your submission you want to remain confidential and the reasons why. In this case, your submission will not be published to the extent of that request. If you do not indicate you would like your submission treated as confidential, we will assume you approve for your submission to be published.

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Personal information collected from you will be used by Communities Tasmania for the purpose of acknowledging your public submission. Your submission may be published, unless it is marked "confidential". Personal information will be managed in accordance with the *Personal Information Protection Act 2004*.

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PUBLIC QUESTION TIME**AO266-20 PUBLIC QUESTION TIME****FILE NO: 15/5/5**

In accordance with Clause 31 of the Local Government (Meeting Procedures) Regulations 2015 Council conduct a Public Question Time.

Our Process for Public Questions

A public question must be provided to Council in writing prior to the start of the meeting. You can submit your question at any time online at www.burnie.net or complete a form at the entry to the Meeting Room.

You can submit your question at any time prior to this online at www.burnie.net. There is a limit of two questions per person.

Your question will be read out by the Mayor during the meeting.

Council Meetings are recorded.

Please note:

- Parliamentary Privilege does not apply at Council Meetings
- If it is not possible to answer the question at the meeting, the General Manager will provide a written answer within 10 days
- The question and answer cannot be debated
- The Mayor may refuse to accept a question

Ian Jones of Burnie asked:

- 1) *Will Council consider reinstalling planter boxes on the road islands around the CBD?*

The Mayor replied that the question would be taken on notice and a response would be provided. The Mayor also said that this topic will be referred to a workshop.

COMMUNITY AND ECONOMIC DEVELOPMENT**AO267-20 YOUTH DEVELOPMENT**

FILE NO: 29/10/2
PREVIOUS MIN: NIL

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	2	AN INCLUSIVE AND HEALTHY COMMUNITY
Objective	2.3	A place where everyone feels accepted and participates freely in community activities.
Strategy	2.3.4	Promote inclusiveness and participation within identifiable groups.

1.0 RECOMMENDATION:

“THAT Council implement a partnership model for youth engagement and development activities through the Burnie Works initiative and established youth service organisations.”

2.0 SUMMARY

Burnie City Council has provided youth engagement and development activities through its Youth Development unit for a number of years.

In reviewing a draft Youth Development Strategy, Council has considered how best to deliver youth engagement and development activities to the community.

This report recommends that Council partner with the Burnie Works initiative to continue to deliver youth development activities in the youth well-being, accommodation, education, and employment areas.

To continue to deliver contemporary youth engagement, it is also recommended that Council partner with established youth services to deliver youth engagement activities on its behalf.

The recent review of youth services has also highlighted a need for a whole of council approach to diversity and inclusion, both as an organisation, and in promoting inclusiveness in the Burnie community. Council officers will explore how to best promote inclusiveness in its youth and community engagement activities.

3.0 BACKGROUND

Council has been involved in the delivery of youth services for many years.

This includes the running of youth events such as Youth Week and the Burnie Art Challenge, the oversight of the Burnie Youth Council, and facilitating Youth Making Changes around Burnie.

Council developed a Youth Strategy in 2016 with a focus on delivering outcomes in a number of areas such as employment, accommodation and education. However during this time the Burnie Works initiative has expanded and much of the work in the existing youth strategy now aligns with the Burnie Works agenda, and is facilitated by the Burnie Works team.

Council commenced a review of the Youth Strategy in mid-2020, and during this process, Councillors raised the potential to provide youth services in partnership with existing youth service organisations.

4.0 LEGISLATIVE REQUIREMENTS

There are no legislative requirements impacting on this report.

5.0 POLICY CONSIDERATIONS

There are no policy considerations impacting on this report.

6.0 FINANCIAL IMPACT

There is no financial impact to Council, with the new model to be funded within the existing Youth Development budget.

7.0 DISCUSSION

The primary goal of Council's engagement with youth should be to ensure that Burnie is a place where young people feel included, enjoy optimum wellbeing, and can realise their dreams and ambitions.

However, youth engagement can be extremely challenging due to the complex social issues many young people face. This can create a number of complexities that can present risks to Council and requires significant resources. However there are a number of youth services which are well placed to provide youth services and engagement.

The Burnie Works initiative is already supporting a number of youth services to work together to remove obstacles to wellbeing, education and employment opportunities. This work has been recognised by the Commonwealth and State Governments, and is funded to provide this support.

The following presents how a partnership model would operate to deliver youth services across a number of areas of youth development;

Youth well-being, inclusion, and diversity

It is clear that engagement with diverse groups requires a level of knowledge, skills and experience that may be outside the scope of Council, particularly as an organisation.

A further issue for Council is that inclusiveness must be across the whole of Council, and include a culture and practice of inclusion. This implies that this needs to be done at an organisational level in terms of a wide range of interactions in the community, rather than being the responsibility of just one area.

It also implies that Council needs general principles of inclusion, rather than singling out particular groups.

Council officers will explore how to best promote inclusiveness in its youth and community engagement activities.

Partnerships with key organisations to support the delivery of programs

Significant work to support youth organisations is already occurring within Burnie Works, and is creating some confusion with services about Burnie Works and Council's Youth Development role.

Youth services themselves are seeking the facilitation and advocacy that Burnie Works provides, and which Burnie Works is funded to provide, and for which governance structures are in place both at a local level, but now also at a State and Commonwealth level.

Burnie Works is also providing training to partner organisations around how the voices of people who are traditionally missed can be included in service design.

The proposed model will seek to strengthen Council's partnerships with youth organisations.

Include young people in the story of Burnie.

Some young people do not see Burnie as a community that provides hope for their aspirations. There is a need to provide opportunities for young people to tell their own current story, and create a narrative of Burnie as a positive place for young people.

It is recommended that Council include this element in forming partnerships with youth service organisations.

Education and training

Education and Training is a key element of Burnie Works, through the BIG committee. The BIG Committee works closely with school, colleges, TasTAFE, UTAS and support services to provide a number of different opportunities for students.

Youth employment

Youth Employment is another key focus area of Burnie Works, through the Employment Partnership Group.

The EPG has already facilitated programs to provide employability skills and mentoring opportunities for young people, with further work planned in these areas.

Accommodation

Burnie Works has been asked to support the Department of Communities in the roll-out of a number of youth accommodation initiatives in Burnie

Council is also progressing the student accommodation project with UTAS.

Transport

Burnie Works is currently establishing a Working Group to address the challenges of transport to work. This is seen as a priority issue for many services, as well as for government agencies.

Youth involvement in cultural activities and events

It is important that Council continue youth arts programs, events and activities targeted at specific age groups of young people. There are a number of ways that this can be done, either through Council's own cultural areas or in partnership with youth service organisations.

Youth engagement

While not involving the same level of complexity as engaging with many diverse groups, engagement with young people can be challenging, and does require a skillset that can very much depend on an individual. Youth engagement can also be resource intensive, and partnering with other services can leverage increased resource investment in our young people.

There are many long standing youth organisations with the resources, knowledge and skills to provide the level of engagement required, which is embedded into the organisation and is not reliant on one individual.

These organisations have existing relationships and networks with young people, which can be harnessed to assist Council in engaging with young people.

It is proposed that Council will partner with a number of youth service organisations to deliver specific activities and programs, on a case by case basis. This recognises that organisations have different specialisations that can be drawn on to support Council's strategy.

8.0 RISK

Council has considered a number of risks with this model. These include:

- Council is uniquely suited to engaging with a wide range of young people across the municipality where services are not equipped to do so;

- When Council recognises, celebrates or supports a young person it represents the whole community. This may be difficult if done by a third party youth service;
- Council builds social capital in its interactions with young people that is passed on through their peers, family, friends, organisations and other networks. Youth services may not have the community networks to be able to facilitate the building of social capital;
- In pursuing a partnership model Council may lose connection to young people that will not be approached by youth services, which have a primary focus on solving the issues young people face.

These risks can be mitigated by providing a clear brief to youth organisations that Council requires a focus on all youth in its engagement activities, and just not young people needing to access its services.

The risk can also be mitigated by ensuring that any youth service communicates clearly that it is engaging youth in partnership with Council, and that Council staff and elected representatives continue to support youth events and activities, regardless of which organisation facilitates them.

This model has been in operation for a number of years at Devonport City Council, and is regarded as operating successfully.

It should also be noted that while the Burnie Works initiative has a focus on dealing with complex issues, a priority area in its ten year strategic plan is to engage with young people to increase community pride (both lifestyle and liveability).

9.0 CONSULTATION

Council considered this matter over three workshops in September and October.

Council staff also consulted with the Devonport City Council and a local youth service in writing this report.

COUNCIL RESOLUTION

Resolution number: MO325-20

MOVED: *Cr C Lynch*

SECONDED: *Cr G Simpson*

“THAT Council implement a partnership model for youth engagement and development activities through the Burnie Works initiative and established youth service organisations.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

COMMUNITY AND ECONOMIC DEVELOPMENT**AO268-20 VIEW ROAD RESERVE WORKING GROUP
MEMBERSHIP**

FILE NO: 7193386-02; 15/5/2; 20/1225
PREVIOUS MIN: AO194-20

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.3	A community that promotes and values its broad range of quality leisure, recreational and sporting opportunities.
Strategy	1.3.2	Maintain and develop recreational and sporting facilities to encourage greater participation and sporting opportunities.

1.0 RECOMMENDATION:

“THAT Council appoint Councillors and as Council’s representatives on the View Road Reserve Working Group and accept the following expressions of interest as members of the Working Group:

- ***Michael Rubock***
- ***Keith Price***
- ***Michael Walker***
- ***Kyrone Johnson***
- ***Ivan Markota***
- ***Dylan Halfacre***
- ***Troy Bester”***

2.0 SUMMARY

Following a motion of Council at the August meeting (AO194-20), an Expression of Interest process was conducted to recruit community members to the View Road Reserve Working Group.

Seven expressions of interest were received by the closing date.

It is recommended that all seven people who expressed interest be appointed to the Working Group.

The previous Council motion also resolved to appoint Council representatives to the Working Group.

3.0 BACKGROUND

At its meeting on 18 August 2020 Council resolved (AO194-20):

“That in line with our strategic direction to improve play and recreational spaces in the municipality, Council:

- 1) Note the advice provided in regard to the planned works at the Burnie skate park and Officers’ recommendation to proceed.*
- 2) Establish a community working group, to help Council develop a long term strategic plan for the recreational areas at View Rd, including the exploration of the relocation of the skatepark to the View Rd Reserve to develop a truly multi-purpose facility for our municipality.*
- 3) Ensure that the community working group is made up of, but not limited to, representatives from the cycling community (mountain biking, bmx and recreational cyclists), walkers, skaters (and scooter users), users of the dog park facilities and frisbee/disc golf course, and Council representatives.*
- 4) That, if possible, the working group be formed within a time period of four weeks.”*

4.0 LEGISLATIVE REQUIREMENTS

There are no legislative requirements impacting on this report.

5.0 POLICY CONSIDERATIONS

There are no policy considerations impacting on this report.

6.0 FINANCIAL IMPACT

There is no financial impact to Council in establishing the Working Group.

7.0 DISCUSSION

The Expression of Interest process was advertised in the Advocate on 10 October 2020, as well as on-line, with applications closing on 6 November 2020.

Council sought interest from local residents, representatives from the cycling community, walkers, skaters, users of dog park facility and the frisbee/disk golf course.

Those who expressed an interest represent most of the interest groups, other than skaters, however Council has an existing relationship with skate park users and can consult with them as required.

Council’s resolution also required Council representatives to be a members of the Working Group.

A number of Council officers from the Works and Services and Community and Economic Development departments will assist the Working Group in an ex-officio capacity.

8.0 RISK

The establishment of a Working Group will assist Council in mitigating reputational and strategic risks to Council, by ensuring the community is consulted and involved in the future planning of a key community Reserve.

9.0 CONSULTATION

The formation of the Working Group will assist Council in undertaking consultation with the community.

COUNCIL RESOLUTION

Resolution number: MO326-20

MOVED: Cr S Kons

SECONDED: Cr D Pease

“THAT Council appoint Councillors G Simpson and A Keygan as Council’s representatives on the View Road Reserve Working Group and accept the following expressions of interest as members of the Working Group:

- ***Michael Rubock***
- ***Keith Price***
- ***Michael Walker***
- ***Kyrone Johnson***
- ***Ivan Markota***
- ***Dylan Halfacre***
- ***Troy Bester”***

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

COMMUNITY AND ECONOMIC DEVELOPMENT**AO269-20 WIVENHOE PROPERTY WORKING GROUP
EXPRESSION OF INTEREST PROCESS**

FILE NO: 3041449
PREVIOUS MIN: AC025-19

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.1	A range of vibrant, safe and attractive community spaces.
Strategy	1.1.1	Create and maintain a range of welcoming and attractive spaces across the municipality that foster a sense of community, belonging and pride.

1.0 RECOMMENDATION:***“THAT Council***

1) *Accept Expressions of Interest from the following community organisations for the use of buildings at the Wivenhoe South Precinct and authorise the General Manager to enter into leases as per the Community Leases Policy:*

- *Burnie Mens Shed Inc*
- *Fairy God Mothers Inc*
- *North West Car Club Inc*
- *St Johns Ambulance Tasmania*
- *Emu Bay Lions Club*

AND

2) *Accept Expressions of Interest from the following community organisations and authorise the General Manager to enter into license agreements for the use of space in buildings at the Wivenhoe South Precinct at an annual fee \$50 ex GST per annum:*

- *City of Burnie Lions Club*
- *Rotary Club of Burnie*
- *Burnie Soroptimists Club*
- *Burnie Pigeon Club*
- *Realm of Gaming Burnie*

AND

3) *Set an annual fee of \$50 ex GST per annum, or \$10 for one-off use, plus PAYG electricity usage charges for all users of the Secretary’s Office;*

AND

4) *That annual fees be subject to annual CPI increases.*

2.0 SUMMARY

Following the amendment to the Burnie Planning Scheme to allow community use of buildings at 10 Smith Street Wivenhoe, the Wivenhoe Property Working Group has completed an Expression of Interest process with local community organisations.

A number of Expressions of Interest were received, and were considered by the Working Group, including an on-site inspection of the various buildings and spaces.

It is recommended that Council endorse the outcomes of the Expression of Interest process and proceed with entering into community leases agreements or licences with the organisations.

3.0 BACKGROUND

At its meeting on 19 February 2019 (AO025-19), Council resolved:

THAT Council:

- ***Authorise the General Manager to negotiate leases and licenses with current community tenants and commercial tenants where practical in consultation with the Wivenhoe Property Working Group;***
- ***Seek Expressions of Interest from other community groups for accommodation at the Wivenhoe site***

Prior to undertaking the Expression of Interest process, Council was required to amend the planning scheme for the site to allow community use.

4.0 LEGISLATIVE REQUIREMENTS

There are no legislative requirements impacting on this Report.

5.0 POLICY CONSIDERATIONS

Leases of Council owned buildings to community groups must conform to the Community Leases Policy.

6.0 FINANCIAL IMPACT

It is expected that the total revenue stream from the leasing of buildings, licensing of storage spaces and hiring of the Secretary's Office to community organisations at Wivenhoe will be approximately \$6,000.

There should be no additional costs to Council as all users will be responsible for electricity consumption.

7.0 DISCUSSION

Council received 15 expressions of interest from community organisations, and confirmation from two current groups utilising storage space at Wivenhoe South that they wished to continue this arrangement.

These were assessed by the Working Group, with almost all local community groups expressing an interest able to be accommodated at Wivenhoe.

While the expressions of interest will utilise most of the buildings available at Wivenhoe, it does not require utilising the Dairy Pavilion which is currently used for stalls for the Burnie Farmers Market. This is a good outcome for the Market.

Exclusive occupancy for a number of buildings have been offered to the following groups.

- Burnie Mens Shed Inc
- Fairy God Mothers Inc
- North West Car Club Inc
- St Johns Ambulance Tasmania
- Emu Bay Lions Club

These buildings are shown on the attached site plan.

The building will be leased according to Council's Community Leases policy.

A number of organisations did not require exclusive occupancy of a building. Instead these groups have agreed to accept space in the building shown as "General Storage" on the site plan. Each space will be secured to protect each organisation's equipment.

- City of Burnie Lions Club
- Rotary Club of Burnie
- Burnie Soroptimists Club
- Burnie Pigeon Club

The Realm of Gaming Burnie has been offered two rooms within the Secretary's office.

Other groups only require access to a meeting room on a monthly basis. The Working Group has recommended that these groups be charged an annual fee of \$50, with each user responsible for electricity use through a Pay as You Go meter.

All regular hirers will be charged a \$50 bond for a key to the office.

8.0 RISK

The key risk to Council is the removal of a large site from consideration for other uses. In particular, the site was identified as having potential to accommodate the new Indoor Sports Stadium.

However Council has undertaken considerable work to accommodate the needs of a significant number of clubs and community organisations, with very little investment in buildings.

Were Council to decide to no longer move in the direction of creating a community precinct at Wivenhoe South, there would be a reputational risk, as well as potentially replicating a number of buildings at another site.

9.0 CONSULTATION

The Working Group has consulted with users in negotiating the recommended outcomes.

ATTACHMENTS

1↓. [Wivenhoe South Site Plan](#)

COUNCIL RESOLUTION

Resolution number: MO327-20

MOVED: *Cr A Boyd*

SECONDED: *Cr T Bulle*

“THAT Council

1) Accept Expressions of Interest from the following community organisations for the use of buildings at the Wivenhoe South Precinct and authorise the General Manager to enter into leases as per the Community Leases Policy:

- *Burnie Mens Shed Inc*
- *Fairy God Mothers Inc*
- *North West Car Club Inc*
- *St Johns Ambulance Tasmania*
- *Emu Bay Lions Club*

AND

2) Accept Expressions of Interest from the following community organisations and authorise the General Manager to enter into license agreements for the use of space in buildings at the Wivenhoe South Precinct at an annual fee \$50 ex GST per annum:

- *City of Burnie Lions Club*
- *Rotary Club of Burnie*
- *Burnie Soroptimists Club*

- *Burnie Pigeon Club*
- *Realm of Gaming Burnie*

AND

3) *Set an annual fee of \$50 ex GST per annum, or \$10 for one-off use, plus PAYG electricity usage charges for all users of the Secretary's Office;*

AND

4) *That annual fees be subject to annual CPI increases.*"

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY



GENERAL MANAGER**AO270-20 GENERAL MANAGER'S REPORT - OPEN SESSION**

FILE NO: 4/18/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.2	Council and the community are informed and engaged on issues of local importance.
Strategy	7.2.1	Enhance the level of community and organisational engagement across a range of Council operations.

1.0 RECOMMENDATION:

“THAT Council:

- 1) Note the information contained in the General Manager’s Report; and***
- 2) Cease the former appointment of Deputy Mayor Simpson to the Cradle Coast Authority Representatives Group, and***
- 3) Appoint the General Manager to the Cradle Coast Authority Representatives Group, in accordance with Rule 8(1) of the CCA Constitution.”***

2.0 SUMMARY

This report includes the following items:

- 2.1 General Manager’s Communications
- 2.2 Cradle Coast Authority Representatives Appointment
- 2.3 Council Meeting Action List

2.1 GENERAL MANAGER’S COMMUNICATIONS

The Acting General Manager advises Council the following functions and meetings were attended since the last Council Meeting report:

Date	Meeting / Function
14 October	Coastal Pathway Working Group meeting
	Meeting with TasNetworks
15 October	LG Professionals Tasmania – Annual Conference
19 October	Meeting with Daryl Connelly, Cradle Coast Authority

Date	Meeting / Function
22 October	Meeting with Sam Marshall, NBN
26 October	Meeting with Ian Jones and Adele Britton from Burnie RSL
27 October	LGAT – TasWater ORG pre-meeting
28 October	Meeting with David Kenworthy

The General Manager advises Council the following functions and meetings were attended since the last Council Meeting report:

Date	Meeting / Function
4 November	Business NW Breakfast with Guest Speaker - Leader of the Opposition, Rebecca White
	Burnie Court Tour
5 and 6 November	LGAT General Managers Professional Development Workshop
6 November	Burnie Shines Wrap-Up Event
9 November	Tasmanian Aboriginal Centre – Flag Raising Ceremony for NAIDOC Week
	Meeting with Daryl Connelly, Cradle Coast Authority
10 November	Meeting with Ian Jones and Justin McErlain, Business North West

2.2 CRADLE COAST AUTHORITY REPRESENTATIVES GROUP

The Cradle Coast Authority (CCA) Constitution requires the appointment of the Mayor and General Manager as the two Representatives from each Council (Rule 8(1)).

The current appointment for Burnie City Council is to the Mayor and the Deputy Mayor, on account of the former General Manager being appointed as a Director to the CCA Board), in accordance with Rule 8(2)(a).

With the commencement of the new General Manager, the appointment should now be revised, in order to comply with Rule 8(1), by ceasing the appointment of the Deputy Mayor and appointing the General Manager to the CCA Representatives Group.

The appointment of the Mayor still stands under Council's former resolution AO314-18, dated 20 November 2018.

2.3 COUNCIL MEETING ACTION LIST

The action lists from Council Meetings in Open Session are attached.

ATTACHMENTS

1. [All Actions - Open Session - 20 Oct 2020](#)
2. [Outstanding Actions - Open Sessions - Jan 2018 - Sep 2020](#)

COUNCIL RESOLUTION

Resolution number: MO328-20

MOVED: *Cr A Keygan*

SECONDED: *Cr T Brumby*

“THAT Council:

- 1) Note the information contained in the General Manager’s Report; and***
- 2) Cease the former appointment of Deputy Mayor Simpson to the Cradle Coast Authority Representatives Group, and***
- 3) Appoint the General Manager to the Cradle Coast Authority Representatives Group, in accordance with Rule 8(1) of the CCA Constitution.”***

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

Council Meeting Action Report				
All Actions for Open Session of 20 October 2020				
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note			Date From: 20/10/2020 Date To: 20/10/2020 Printed: Tuesday, 10 November 2020 3:34pm	
Item Number	Report Title	Action	Department	Completed
AO236-20	MOTION ON NOTICE - SMOKING BAN - PUBLIC CONSULTATION	22 Oct 2020 RES: Undertake an independent survey to determine the level of support for a proposed no smoking ban in the Burnie town centre and provide a further report to Council, in accordance with the resolution of Council AO236-20.	Land and Environmental Services	
Council 20/10/2020				
AO238-20	MOTION ON NOTICE - WELCOME TO BURNIE SIGN - ROUNDHILL	22 Oct 2020 RES: Develop signage concepts for entry signage at Roundhill, for consideration at a council workshop, with implementation planned for the current financial year, in accordance with the resolution of Council AO238-20.	Works and Services	
Council 20/10/2020				
AO239-20	MOTION ON NOTICE - JUNIOR AND YOUTH TRAFFIC PARK - VIEW ROAD RESERVE	22 Oct 2020 RES: Explore the development of a road safety park as part of the current project to develop a long term strategic plan for the recreational area at View Road Reserve, and refer consideration of capital works under the Plan to the next budget deliberations, in accordance with the resolution of Council AO239-20.	Works and Services	
Council 20/10/2020				
AO240-20	MOTION ON NOTICE - APPOINTMENT OF COUNCILLORS TO SPECIAL COMMITTEES	22 Oct 2020 RES: Review the appointments of councillors to special committees and regional bodies in November 2020 as due, AO240-20.	Corporate and Business Services	
Council 20/10/2020				
AO242-20	GENERAL MANAGER DELEGATIONS - LAND USE PLANNING AND APPROVALS ACT 1993	22 Oct 2020 ACT: Update the General Manager's Delegations with the revised delegation under Land Use Planning and Approvals Act, in accordance with the resolution of Council AO242-20. 27 Oct 2020 Action completed REG-CBS-SG-100 has been updated and published.	Corporate and Business Services	27/10/2020
Council 20/10/2020				
AO244-20	COUNCIL MAP	22 Oct 2020 ACT: Update the Council Map in the Corporate Document Framework and make available the public, in accordance with the resolution of Council AO244-20. 23 Oct 2020 Action completed Updated and published.	Corporate and Business Services	23/10/2020
Council 20/10/2020				
AO245-20	CHRISTMAS TREE LIGHTS	22 Oct 2020 RES: Implement the capital project to purchase and install lighting on the Norfolk Pine at St Georges Church on the corner of Mount and Cattley Street, in accordance with the resolution of Council AO245-20. 30 Oct 2020 Action completed Actions progressing for installation	Community and Economic Development	30/10/2020
Council 20/10/2020				

<p>Council Meeting Action Report All Actions for Open Session of 20 October 2020</p>		<p>Date From: 20/10/2020 Date To: 20/10/2020 Printed: Tuesday, 10 November 2020 3:34pm</p>
<p>Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note</p>		

Item Number	Report Title	Action	Department	Completed
AO246-20	COMMUNITY STRATEGIC PLAN - MAKING BURNIE 2030 REVIEW	22 Oct 2020 RES: Update the community strategic plan and corporate plan in the Corporate Document Framework and make available to the public; and provide a copy of the revised strategic plan to the Director of Local Government, in accordance with the resolution of Council AO246-20.	Corporate and Business Services	
Council 20/10/2020				
AO255-20	COMMUNICATIONS JOURNAL - PETITION - SERENITY HOUSE CITY MISSION DEVELOPMENT - 122 WEST MOOREVILLE ROAD	22 Oct 2020 RES: Provide a response to the lodger of the Serenity House petition, advising that the petition has been included as a representation under LUPAA, in accordance with the resolution of Council AO255-20. 27 Oct 2020 Action completed Letters sent confirming petition treated as representation under LUPAA.	Corporate and Business Services	27/10/2020
Council 20/10/2020				

Item Number	Report Title	Action	Department	Completed
<p>Council Meeting Action Report Outstanding Actions for Open Sessions Jan 2018 – Sep 2020</p> <p>Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note</p> <p>Date From: 30/01/2018 Date To: 22/09/2020 Printed: Tuesday, 10 November 2020 3:41pm</p>				
AO011-18	MOTION ON NOTICE - PROPOSED RECREATIONAL PIER	<p>31 Jan 2018 RES: Write to the State Government to request financial support to complete a feasibility study for a recreational pier at West Beach, in accordance with the resolution of Council AO011-18.</p> <p>7 Feb 2018 NOTE: Letter prepared for Minister Hidding. Awaiting comment from State Government.</p> <p>11 May 2018 NOTE: Awaiting response from the State government</p> <p>25 Jun 2018 NOTE: Awaiting advice from SG.</p> <p>2 Oct 2018 NOTE: Follow up letter sent to Minister's office</p> <p>14 Dec 2018 NOTE: No response to date</p> <p>4 Mar 2019 NOTE: No response received as at 4 march</p> <p>26 Nov 2019 NOTE: Further correspondence drafted to new minister in regard to this matter</p>	Works and Services	
Council 30/01/2018				
AO105-18	COMMUNICATIONS JOURNAL - BURNIE ATHLETIC CLUB INC - WEST PARK CLUB ROOMS	<p>17 Apr 2018 RES: Work with the appointed interim Working Group for West Park Sports Ground to develop the draft Terms of Reference for a West Park Special Advisory Committee, incorporating members as per the resolution of Council AO105-18.</p> <p>3 Aug 2018 NOTE: To be considered at next Working Group meeting in late August</p> <p>9 Nov 2018 NOTE: Funding application submitted for BAC Clubroom extension and other improvements at West Park</p>	Community and Economic Development	
Council 17/04/2018				
AO126-18	BURNIE LOOP TRAIL	<p>18 May 2018 RES: Progress signage and marketing collateral and implement the Burnie Loop Trail as endorsed by Council resolution AO126-18.</p> <p>14 Dec 2018 NOTE: Route identified. Signage plan in development</p>	Works and Services	
Council 15/05/2018				

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 – Sep 2020		Date To: 22/09/2020	
		Printed: Tuesday, 10 November 2020 3:41pm	
Key: RES = Action arising from Resolution; ACT = Action required in addition;			
QON = Question on Notice; NOTE = Progress Note			
Item Number	Report Title	Action	Department Completed
AO198-18	MOTION ON NOTICE - SINGLE USE PLASTICS	<p>23 Aug 2018 RES: Develop and communicate a council-wide approach to the banning of single use plastics at all Council-run events, and encourage the same by external events on council property in accordance with the resolution of Council AO198-18.</p> <p>5 Sep 2018 NOTE: Initial discussion of ban workshopped with Aldermen 28 August. Council officers to present draft policy in early 2019.</p> <p>18 Jan 2019 NOTE: A working group established to develop policy</p> <p>27 Sep 2019 NOTE: Policy being completed. To be presented to a Workshop of Council in February 2020</p> <p>5 Mar 2020 NOTE: Workshop scheduled for 7 April</p> <p>30 Oct 2020 NOTE: On hold due to impact of COVID on events</p>	Community and Economic Development
Council 21/08/2018			
AO311-18	MOTION ON NOTICE - WALKING TRAILS	<p>22 Nov 2018 RES: Review the opportunity to create two walking trails - a cultural Red Line trail, and an environmental Green Line trail in accordance with the resolution of Council AO311-18; and provide an update to councillors on current walking trail plans in progress.</p> <p>5 Jul 2019 NOTE: Trails being considered as part of broader track / trail strategy. Briefing previously provided to Council on signage strategy</p>	Works and Services
Council 20/11/2018			
AO088-19	MOTION ON NOTICE - REEVES STREET	<p>18 Apr 2019 RES: Write to Metro to consider the possibility of a bus shelter in the vicinity of the Reeves St - Bunnings connection, in accordance with the resolution of Council AO088-19.</p> <p>5 Jul 2019 NOTE: Department of State Growth are reviewing bus routes in Burnie. Opportunity to include stops on Reeve street under consideration by DSG and Metro</p> <p>19 Feb 2020 NOTE: Department has finalised review. Revised routes to be released</p> <p>7 Apr 2020 NOTE: DSG has put new bus routes implementation on hold due to COVID 19</p>	Works and Services
Council 16/04/2019			
AO158-19	MOTION ON NOTICE - VIDEO RECORDING OF MOTIONS ON NOTICE AND PUBLIC QUESTION TIME AT COUNCIL MEETINGS	<p>19 Jun 2019 RES: Investigate livestreaming of Council Meetings, in accordance with resolution of Council AO158-19.</p> <p>1 Jul 2020 NOTE: Investigations progressing in sound quality at chambers for improved recording and potential livestreaming options.</p>	Corporate and Business Services
Council 18/06/2019			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 – Sep 2020		Date To: 22/09/2020	
		Printed: Tuesday, 10 November 2020 3:41pm	
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note			
Item Number	Report Title	Action	Department Completed
AO161-19	MOTION ON NOTICE - AURORA BOXES ARTWORK	19 Jun 2019 RES: Investigate the potential to pain Aurora boxes in Burnie and workshop further with Council, as per the resolution of Council AO161-19. 5 Jul 2019 NOTE: Youth development officer has carriage of project. Currently liaising with relevant agencies 4 May 2020 NOTE: To be reviewed as part of Street Art Working Group	Community and Economic Development
Council 18/06/2019			
AO189-19	MOTION ON NOTICE - FOOD ORGANICS AND GARDEN ORGANICS (FOGO) COLLECTION	17 Jul 2019 RES: Provide an updated FOGO Discussion Paper at a 2019 Workshop incorporating community consultation and cost implications for the FMS, so that the matter can be considered prior to the 2020-21 budget process, in accordance with the resolution of Council AO 189-19. 5 Sep 2019 NOTE: Paper drafted. To be presented to 29 October workshop. 23 Oct 2019 NOTE: Briefing provided to 22 October workshop. To progress to an education and communication planning process with CCWMG 15 Dec 2019 NOTE: Issue discussed with CCWMG. Awaiting a response for the group in regard to Council's suggestions 7 Apr 2020 NOTE: No further advice provided by Region to date. 6 Aug 2020 NOTE: Discussion to occur at 25 August workshop 8 Sep 2020 NOTE: Discussion at 1 Sep workshop. Gathering further information on CCC service - benefits and impacts	Works and Services
Council 16/07/2019			
AO218-19	MOTION ON NOTICE - STREET ART WORKING GROUP	22 Aug 2019 RES: Form a street art working group to develop a 3 year strategy and action plan for street art in the city, to be presented to council in March 2020, in accordance with the resolution of Council AO218-19. 23 Dec 2019 NOTE: First Working Group meeting held 6 Apr 2020 NOTE: Working Group has been suspended	Community and Economic Development
Council 20/08/2019			
AO244-19	MOTION ON NOTICE - SMOKING BAN IN CBD	19 Sep 2019 RES: Prepare a report to council that investigates matters relevant to proposing the town centre be a smoke free area, by addressing each of the matters contained in Council resolution AO244-19. 24 Feb 2020 NOTE: scheduled for Council workshop in March 2020 3 Aug 2020 NOTE: Discussed at Council workshop on 28 July 2020	Land and Environmental Services
Council 17/09/2019			

Council Meeting Action Report		Date From: 30/01/2018		
Outstanding Actions for Open Sessions Jan 2018 – Sep 2020		Date To: 22/09/2020		
Key: RES = Action arising from Resolution; ACT = Action required in addition;		Printed: Tuesday, 10 November 2020		
QON = Question on Notice; NOTE = Progress Note		3:41pm		
Item Number	Report Title	Action	Department	Completed
AO245-19	MOTION ON NOTICE - MAGAZINE OR NEWSLETTER OF ACTIVITIES, FUNCTIONS AND EVENTS	19 Sep 2019 RES: Introduce a printed newsletter featuring activities, functions, events, and promotions and any other information relating to the City, at least every six months, with participating advertisers to help defray the costs, in accordance with the resolution of Council AO245-19.	Corporate and Business Services	
Council 17/09/2019				
AO311-19	PROPOSAL TO DISPOSE (LEASE) A PORTION OF PUBLIC LAND TO BURNIE POLICE AND CITIZENS BOYS AND GIRLS CLUB INC (PCYC) 1-5 TERRYLANDS STREET, BURNIE CT VOLUME 158965 FOLIO 1	21 Nov 2019 RES: Negotiate a community lease with PCYC, in accordance with the resolution of Council AO311-19. 30 Oct 2020 NOTE: Discussions taking place with Aquatic Centre regarding shared spaces.	Community and Economic Development	
Council 19/11/2019				
AO334-19	MOTION ON NOTICE - PUBLIC MEET AND GREET	12 Dec 2019 ACT: Make arrangements for Councillor quarterly public meet and greet sessions to commence February/March 2020. 3 Apr 2020 NOTE: Planning undertaken for remainder of 2020 but deferred due to Covid 19 restrictions	Corporate and Business Services	
Council 10/12/2019				
AO045-20	MOTION ON NOTICE - RECYCLE BINS AT SPORTING AND COMMUNITY EVENTS AND VENUES	24 Feb 2020 RES: Investigate the provision of recycle bins at sporting and community events at council venues to determine the demand and cost burden associated, and provide a report back to Council for 2020-21 budget considerations, per AO045-20.	Works and Services	
Council 18/02/2020				
AO038-20	MOTION ON NOTICE - OLD BURNIE INN	24 Feb 2020 RES: Arrange meeting between Burnie Historical Society and MWMA architects relating to the Burnie Inn query, as per AO038-20. 1 Jun 2020 NOTE: Meeting had been arranged between Historical Society and Architects but was postponed due to COVID	Community and Economic Development	
Council 18/02/2020				

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 – Sep 2020		Date To: 22/09/2020	
		Printed: Tuesday, 10 November 2020	
		3:41pm	
Key: RES = Action arising from Resolution; ACT = Action required in addition;			
QON = Question on Notice; NOTE = Progress Note			
Item Number	Report Title	Action	Department Completed
AO043-20	MOTION ON NOTICE - CIGARETTE BUTTS	24 Feb 2020 RES: Refer the matter of removal of cigarette butt bins from CBD locations, and a campaign to improve the proper disposal of cigarette butts, for further consideration in conjunction with the current investigations into a possible declaration of the CBD as a smoke free area, as per AO043-20. 3 Aug 2020 NOTE: matter within scope of discussion on a smoking ban within Burnie CBD - discussed at workshop 28 July 2020	Land and Environmental Services
Council 18/02/2020			
AO065-20	MOTION ON NOTICE - CBD VEHICLE AND CARAVAN PARKING	24 Mar 2020 RES: Investigate a location within the CBD suitable for paid parking for vehicles towing a caravan in accordance with the resolution of Council AO065-20.	Land and Environmental Services
Council 17/03/2020			
AO071-20	MOTION ON NOTICE - BURNIE 'HASHTAG' SIGN	24 Mar 2020 RES: Investigate locations for Burnie 'hashtag' sign and provide report back to Council in accordance with the resolution of Council AO071-20.	Works and Services
Council 17/03/2020			
AO111-20	PHASE ONE - COVID-19 COMMUNITY SUPPORT PACKAGE	29 Apr 2020 RES: Develop a promotions and events program to support the community in its recovery from COVID-19, in accordance with the resolution of Council AO111-20. 4 May 2020 NOTE: Business NorthWest notified of Councils decision.	Community and Economic Development
Council 28/04/2020			
AO111-20	PHASE ONE - COVID-19 COMMUNITY SUPPORT PACKAGE	29 Apr 2020 RES: Negotiate with the Zodiacs Gymnastic Club to transfer to a community lease in accordance with the resolution of Council AO111-20. 4 May 2020 NOTE: Negotiations have commenced with Zodiacs	Community and Economic Development
Council 28/04/2020			
AO141-20	CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL PLAN AND BUDGET 2020/21	19 Jun 2020 ACT: Write to CCWVG to advise of Council's endorsement of their Annual Plan and Budget Estimates 20-21, per Council resolution AO141-20.	Works and Services
Council 16/06/2020			
AO163-20	MOTION ON NOTICE - BURNIE PROMOTION	23 Jul 2020 RES: Report proposed ideas for messages of support to Burnie, to a council workshop, in accordance with the resolution of Council AO163-20.	Works and Services
Council 21/07/2020			
AO164-20	MOTION ON NOTICE - OLDAKER FALLS, BURNIE PARK	23 Jul 2020 RES: Plan for the revitalisation of Oldaker Falls surrounds, and workshop proposed plans with Council, in accordance with Council resolution AO164-20. 6 Aug 2020 NOTE: Improvement plan being developed. To be workshopped with Council	Works and Services
Council 21/07/2020			

Council Meeting Action Report		Date From: 30/01/2018
Outstanding Actions for Open Sessions Jan 2018 – Sep 2020		Date To: 22/09/2020
Key: RES = Action arising from Resolution; ACT = Action required in addition;		Printed: Tuesday, 10 November 2020
QON = Question on Notice; NOTE = Progress Note		3:41pm

Item Number	Report Title	Action	Department	Completed
AO193-20	MOTION ON NOTICE - SOUTH BURNIE BEACH - BASKETBALL HOOP	20 Aug 2020 RES: Engage with local stakeholders and look into installing a basketball hoop within an area at the South Burnie Yacht Club, and either implement or report back to Council if any significant impediments, as per the resolution of Council and associated report AO193-20.	Works and Services	
Council 18/08/2020				
AO190-20	MOTION ON NOTICE - REWARDS FOR VOLUNTEERS	20 Aug 2020 RES: Implement Council's decision to provide \$75 Burnie Gift Vouchers to volunteers of Council sponsored events and activities (in lieu of volunteers dinner), as per the resolution of Council AO190-20. 1 Sep 2020 NOTE: Community Development Officer currently collating volunteers over the last 12 months. Once compiled will organise for vouchers along with letter from Mayor to each volunteer.	Community and Economic Development	
Council 18/08/2020				
AO194-20	MOTION ON NOTICE - RECREATIONAL COMMUNITY WORKING GROUP	20 Aug 2020 RES: Develop a charter and call for a View Road recreational areas working group by the end of September made up of representatives listed in the resolution of Council, AO194-20 to provide input into long term planning for View Road recreational areas.	Works and Services	
Council 18/08/2020				
AO199-20	ANNUAL PLAN AND BUDGET ESTIMATES 2020/2021	20 Aug 2020 RES: Provide a copy of the APBE to the Director of Local Government, as per resolution AO199-20 and required under the LG Act.	Corporate and Business Services	
Council 18/08/2020				
AO217-20	AUDIT COMMITTEE MEMBER RECRUITMENT	17 Sep 2020 RES: Undertake an EOI process for Audit Committee Member, progress to Selection Panel and return a report to Council at the November meeting recommending a new member, as per Council Resolution AO217-20. 9 Oct 2020 NOTE: EOI was advertised on the 26th September & 3rd October with a closing date of 12th October. Interviews are scheduled to be held on the 19th October 2020. 3 Nov 2020 NOTE: Interviews held on the 19th October 2020. Selection Report including recommended appointment is included in the November Council Agenda.	Corporate and Business Services	
Council 15/09/2020				
AO225-20	COMMUNICATIONS JOURNAL - GAVIN PEARCE MP - AUSTRALIAN GOVERNMENT BLACK SPOT PROGRAM	17 Sep 2020 RES: Note the inclusion of \$175,000 in 2021-22 Cap-Ex Program dependent on successful Black Spot funding for traffic signals (Mount St, Three Mile Line, Atkins Drive), per resolution AO225-20.	Works and Services	
Council 15/09/2020				

GENERAL MANAGER**AO271-20 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES OCTOBER 2020****FILE NO: 4/18/2**
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.5	A sustainable long term future is planned through the management of Council's infrastructure and assets.
Strategy	7.5.2	Ensure assets are adequately developed, maintained and renewed.

1.0 RECOMMENDATION:***“THAT the General Manager’s Information Report for Works and Services for October 2020 be noted.”*****2.0 SUMMARY**

The report includes the following items:

- 3.0 Capital Works
 - 3.1 Request for Expressions of Interest, Quotations, Tenders and Contracts
 - 3.2 Civil Construction and Stormwater
 - 3.3 Buildings
 - 3.4 Parks, Reserves, Sporting Grounds and Cemeteries
 - 3.5 Waste Management
- 4.0 Operations and Maintenance
 - 4.1 Civil Construction and Stormwater
 - 4.2 Buildings
 - 4.3 Parks, Reserves, Sporting Grounds and Cemeteries
 - 4.4 Waste Management
- 5.0 Vandalism and Reported Incidents
- 6.0 Private Works
- 7.0 SES and Burnie Emergency Management Committees Activity Reports
- 8.0 Energy Management

3 CAPITAL WORKS

3.1 Request for Expressions of Interest, Quotations, Briefs, Tenders and Contracts

3.1.1 Concept Design

a) Public Artwork – Oakleigh Park Fountain Upgrade

Concept Designs from the two shortlisted artists were received on Friday, 30 October 2020. The Public Art Project Special Advisory Committee (PAPSAC) considered the Concept Design submissions on Wednesday, 4 November 2020. The PAPSAC minutes and recommendation are included in this agenda.

3.1.2 Quotations

a) Quotation 2653 – Skate Park Upgrade

- The works are complete. Officers are considering the suitability of the location of one of the shade cloth poles.

b) Quotation 2651 – Street Sweeper Discharge Facility Concrete Works

- All works are complete.

c) Wivenhoe Showground – Rail Corridor Stormwater Upgrade

- Construction will occur on the weekend of Saturday, 14 November 2020, and thereafter Council staff will undertake works to connect buildings and infrastructure.

3.1.3 Tenders

a) Burnie Aquatic Centre – Supply of Natural Gas

- The contract was awarded to Aurora Energy.

b) Contract 2665 – Supply and Delivery of One (1) Five (5) Yard Tipping Truck

- A tender report is included in the confidential section of this agenda.

c) Contract 2664 – Circular Road – Darling River Bridge Replacement

- Tenders were advertised on Saturday, 31 October 2020 for the design and construct of a new concrete bridge to replace the existing timber bridge. Tenders close on Friday, 27 November 2020 and a tender report will be presented to the December meeting.

d) Contract 2660 – View Road Reserve Pump Track and Cycle Path

- Tenders were called on Saturday, 26 September 2020 for a Design and Construct Contract for the Pump Track and Cycle Path, and closed on Tuesday, 3 November 2020. A tender report will be presented to the December meeting.

e) Contract 2659 – Supply and Delivery of One (1) Side Arm Loading Garbage Truck

- A tender report is included in the confidential section of this agenda.

f) Contract 2657 – South Burnie Beach Toilet/Changerooms and Car Park Upgrade

- CBB Contracting were awarded the Contract and plan to start works on the toilet area immediately after Easter 2021.

g) Contract 2656 – Montello Soccer Ground Upgrade

- Tenders for the drainage and pitch extension works closed on 14 October 2020. Council received two tenders. A tender report is included in the confidential section of this agenda.

3.1.4 Contracts**a) Contract 2650 – Bitumen Surfacing Services 2020-2021**

- Seal preparation works are complete on Kara Road and Stowport Road. Sealing on Collins Street and Roslyn Avenue are complete.

3.2 Civil Construction and Stormwater

Works have commenced on several annual programs for the 2020/21 year, including:

- Driveways, crossovers and kerb inserts annual upgrade program – 20% complete.
- Gully Pit Improvements – 95% complete.
- View Road Reserve Car Park Extension – complete.
- Bay Street – major road upgrade – 70% complete.
- Mooreville Road – Stage 4 – 85% complete.
- Reseal manhole lid replacements – 10% complete.

3.3 Buildings

- Aquatic Centre outdoor change room roof sheeting replacement – 30% complete.
- Wivenhoe Recreation Ground (South) new toilet – demolition in progress, awaiting power supply relocation – 30% complete.
- BWMC – Recovery Loop Containment Bund – complete.
- City Offices Recycling Hub Cabinet Upgrade – 50% complete.

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

- Mount Street Embankment Revegetation – complete, excepting tree removal on top of bank.

3.5 Waste Management

- The Wetlands and EPN compliance signage – complete.
- Works on the Resource Recovery Area concrete containment bund for recyclables product, such as batteries, paint, cooking oil and other liquids – 95% complete.
- Street Sweeper Discharge Facility – complete.

4 OPERATIONS AND MAINTENANCE

4.1 Civil Construction and Stormwater

Operations and maintenance in accordance with the Service Level Document, including:

- Road shoulder maintenance program – 50% complete.
- Road signage repairs and installation – ongoing.
- Hot mix and footpath patching – ongoing.
- Kerb and channel maintenance program – ongoing.
- Culvert maintenance – ongoing.

4.2 Buildings

Planned and reactive maintenance and minor works in accordance with the Service Level Document and maintenance program, including:

- CRM works as required.
- West Park Oval cycling track fence painting – 80% complete.
- Gutter cleaning – complete.
- Regulatory Plumbing Inspections – 20% complete.
- Cooee Hall hot water supply to toilets – 50% complete.
- Wivenhoe Recreation Ground kiosk maintenance – 50% complete.
- Depot linemarking – complete.
- Public toilet maintenance – 70% complete.
- Aquatic Centre – pump house painting – 50% complete.
- Stowport Hall – alloy door frame installation – 90% complete.
- Ridgley Bowls Club – alloy door frame installation – 90% complete.
- Wivenhoe Ground – George Sorrell Pavilion toilet door replacement – 90% complete.
- West park oval – Northern Ticket Box Gate Replacement – 50% complete.
- Acton Sports Ground Alloy Door Replacement – 50% complete.
- Yeoman/Natone Clubrooms alloy door and frame replacement and new vinyl to replace – 90% complete.
- Natone Hall alloy door replacement – 90% complete.
- Acton Sports Club Toilet Cisterns – 90% complete.
- Civic Plaza flag pole removal and install bollard to house power outlets – 50% complete.

4.3 Parks, Reserves, Sporting Grounds and Cemeteries

Maintenance and minor works in accordance with the Service Level Document, including:

- CRM Works – as required.
- Annual playground inspections – 90% complete.
- Walking track annual maintenance program – 35% complete.
- West Park – oval renovation – complete.
- Broadleaf spraying – ongoing.

4.4 Waste Management

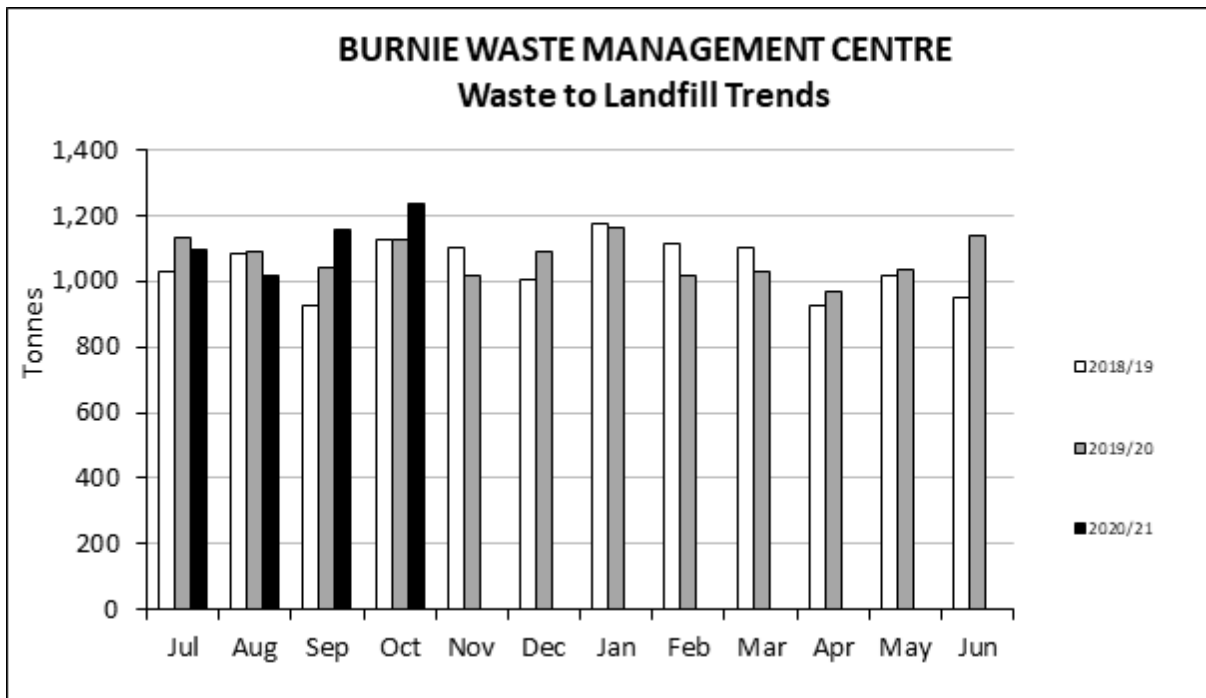
- BWMC Site Access Roads – complete.
- Drainage – 85% complete.
- CBD bin audit – 70% complete.
- Green waste mulch to Dulverton – 80% complete.
- Hard Waste to start on Monday, 9 November 2020.

The following graphs and figures report activities from July to October 2020.

Officers are awaiting data from Veolia for the CBD cardboard collection and public place recycling services and these will be reported in the February 2021 agenda.

MUNICIPAL WASTE DIVERSION FROM LANDFILL (tonnes)														
	2019/20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2020/21
Waste Transported to Landfill	12,835	1,096	1,015	1,159	1,234								-	4,502
BCC Recovery	4,277	359	291	348	494	-	-	-	-	-	-	-	-	1,492
Cleanaway Recovery	1,345	160	134	223	253	-	-	-	-	-	-	-	-	770
Recyclables Collected Kerbside	1,396	92	88	134	92	-	-	-	-	-	-	-	-	407
Total Municipal Waste	19,854	1,707	1,528	1,864	2,073	-	-	-	-	-	-	-	-	7,171
% diverted from Landfill	35%	36%	34%	38%	41%	-	-	-	-	-	-	-	-	37%

Note: Figures are displayed to nearest whole number.

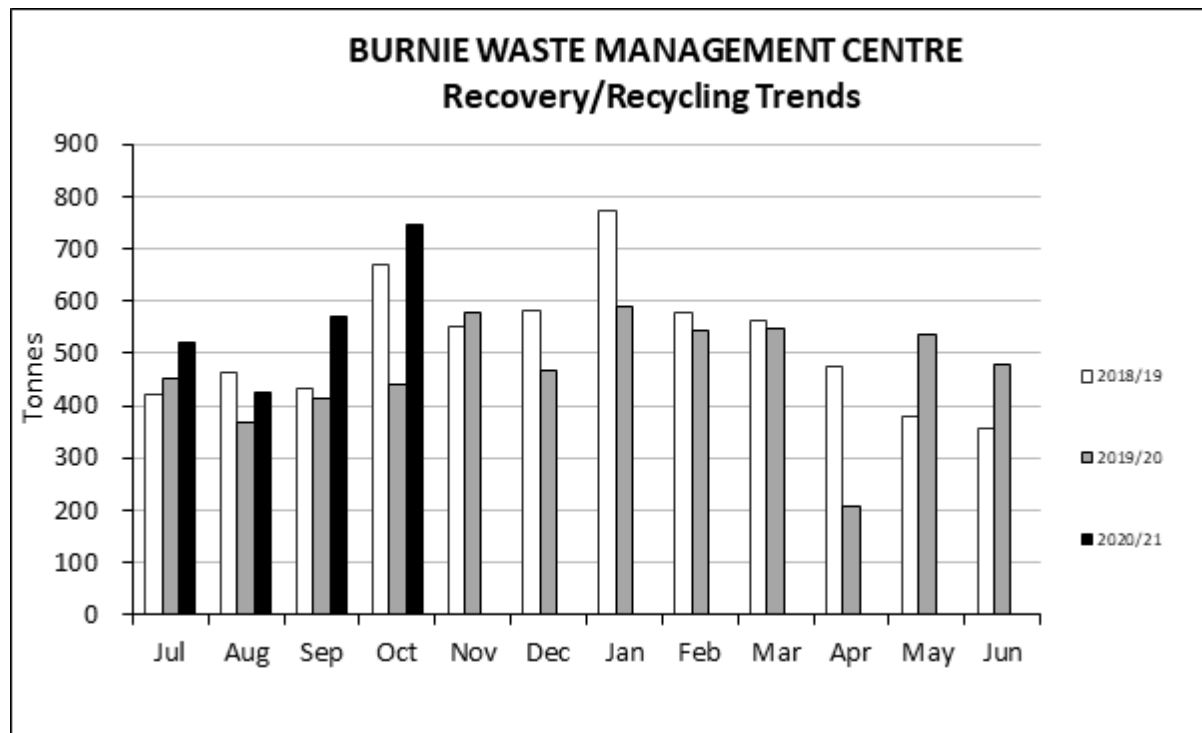


BURNIE WASTE MANAGEMENT CENTRE						
WASTE TO LANDFILL						
Summary Table (tonnes)						
Month	2018/19	YTD	2019/20	YTD	2020/21	YTD
Jul	1,029	1,029	1,135	1,135	1,096	1,096
Aug	1,082	2,111	1,088	2,223	1,015	2,110
Sep	927	3,038	1,040	3,263	1,159	3,269
Oct	1,128	4,167	1,124	4,388	1,234	4,502
Nov	1,099	5,266	1,014	5,402	0	0
Dec	1,007	6,273	1,088	6,489	0	0
Jan	1,172	7,445	1,161	7,651	0	0
Feb	1,111	8,555	1,015	8,665	0	0
Mar	1,102	9,657	1,030	9,695	0	0
Apr	922	10,580	967	10,662	0	0
May	1,018	11,597	1,033	11,694	0	0
Jun	950	12,548	1,141	12,835	0	0
TOTAL	12,548		12,835		4,502	

Note: Figures are displayed to nearest whole number.

BURNIE WASTE MANAGEMENT CENTRE RECOVERY/RECYCLING															
BCC ACTIVITIES		YTD	MONTH												YTD
	Units	2019/20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2020/21
Recyclables	t	74	7	6	6	6									25
Cardboard	t	124	13	7	11	9									41
E-Waste	t	9	10	-	-	-	-	-	-	-	-	-	-	-	10
Oil	L	10,490	1,210	1,040	520	1,150									3,920
	t	9.23	1.06	0.92	0.46	1.01	-	-	-	-	-	-	-	-	3.45
Green Waste	m3	20,305	1,639	1,384	1,655	2,388									7,066
	t	4,061	328	277	331	478	-	-	-	-	-	-	-	-	1,413
Total BCC Activities	t	4,277	359	291	348	494	-	-	-	-	-	-	-	-	1,492
CLEANAWAY ACTIVITIES															
		2019/20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2020/21
Cardboard	t	45	3	2	2	2									9
Steel	t	297	35	42	39	28									145
NonFerrous Metals	t	30	4	4	1	4									13
Timber	t	78	9	5	4	1									18
Concrete	t	14	6	-	-	-									6
<i>Total Transfer Shed Recovery:</i>		464	57	52	46	35	-	-	-	-	-	-	-	-	191
Skip Bin Steel	t	267	20	6	28	23									77
Skip Bin Tyres	No.	458	14	33	191	39									277
	t	2.5	0.08	0.18	1.05	0.21	-	-	-	-	-	-	-	-	1.5
Skip Bin Timber	t	25	2	2	0	2									6
Concrete Stockpile	t	587	80	74	148	193									495
Total Cleanaway Activities		1,345	160	134	223	253	-	-	-	-	-	-	-	-	770
TOTAL RECOVERY	t	5,622	519	425	571	748	-	-	-	-	-	-	-	-	2,262

Note: Figures are displayed to nearest whole number.

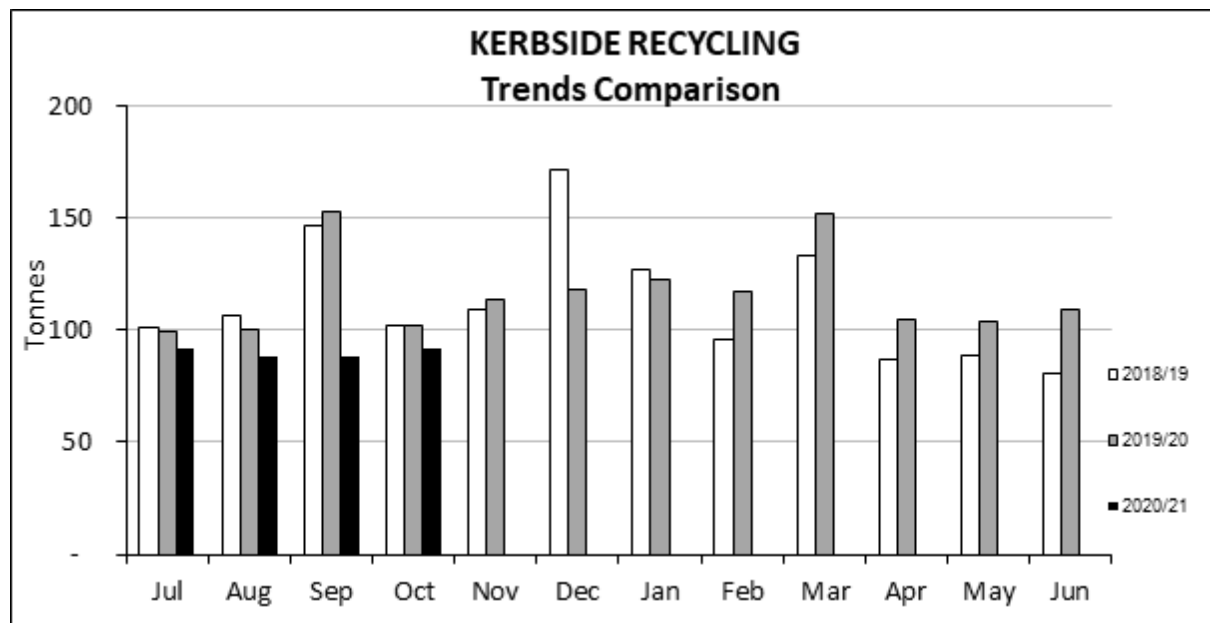


BURNIE WASTE MANAGEMENT CENTRE						
RECOVERY/RECYCLING						
Summary Table (tonnes)						
Month	2018/19	YTD	2019/20	YTD	2020/21	YTD
Jul	421	421	452	452	519	519
Aug	465	886	367	819	425	944
Sep	434	1,320	412	1,231	571	1,515
Oct	671	1,991	442	1,673	748	2,262
Nov	550	2,541	579	2,253	0	0
Dec	581	3,122	467	2,719	0	0
Jan	772	3,895	588	3,307	0	0
Feb	578	4,473	543	3,851	0	0
Mar	564	5,036	549	4,399	0	0
Apr	476	5,512	208	4,607	0	0
May	379	5,891	536	5,144	0	0
Jun	354	6,246	479	5,622	0	0
TOTAL	6,246		5,622		2,262	

Note: Figures are displayed to nearest whole number.

KERBSIDE RECYCLING														
RECYCLABLES COLLECTED	YTD	MONTH (tonnes)												YTD
	2019/20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	2020/21
Kerbside Recycling	1184.45	92	88	134	92									407
CBD Cardboard	137.67													0
Council/Public Place Recyclables	74.02													0
TOTAL	1396.1378	92	88	134	92	0	0	0	0	0	0	0	0	407

Note: Figures are displayed to nearest whole number. Outer BD Cardboard figures combined with CBD Cardboard.



Note: Generally two fortnightly kerbside recyclables collections fall within a monthly reporting period, occasionally three fortnightly kerbside collections occur.

KERBSIDE RECYCLING						
Summary Table (tonnes)						
Month	2018/19	YTD	2019/20	YTD	2020/21	YTD
Jul	101	101	99	99	92	92
Aug	106	208	100	200	88	180
Sep	146	354	153	352	88	268
Oct	102	456	102	455	92	360
Nov	109	566	113	568		0
Dec	172	737	118	686		0
Jan	127	865	123	809		0
Feb	96	961	117	926		0
Mar	134	1,094	152	1,078		0
Apr	87	1,181	105	1,182		0
May	89	1,270	104	1,286		0
Jun	81	1,351	110	1,396		0
TOTAL	1,351		1,396		360	

Note: Figures are displayed to nearest whole number.

5 VANDALISM AND REPORTED INCIDENTS

Vandalism and reported incidents to Council property are as follows:

Minor vandalism repairs were identified and completed during normal maintenance inspections.

The table below was vandalism reported in October 2020:

DATE	LOCATION	VANDALISM AND REPORTED INCIDENTS	POLICE REPORT FILED	MONTHLY SUMMARY TO POLICE	CCTV FOOTAGE	OUTCOME	ESTIMATED MONTHLY COST	PROGRESSIVE ANNUAL TOTAL
OCTOBER								
	Facilities	Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs		Yes	No	Damage made good and surfaces cleaned, repaired and repainted as necessary	\$1,809.00	
	Community Amenities	Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs		Yes	No	Damage made good and surfaces cleaned, repaired and repainted as necessary	\$433.00	
	Parks and Reserves (including Cemeteries)	Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs		Yes	No	Damage made good and surfaces cleaned, repaired and repainted as necessary	\$1,107.00	
						TOTAL	\$3,349.00	\$11,839.00

6 PRIVATE WORKS

No information to report.

SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS**a) *Emergency Management Committees*****North West Regional Emergency Coordination Centre (NWRECC) – Debrief**

Officers attended a debrief in regard to the operation of the NWRECC over the COVID-19 emergency. The debrief was attended by a range of agencies and will inform a state wide review process.

Western Emergency Management Committee (WEMC)

The Committee met Thursday, 29 October 2020 at the Burnie City Offices. This was the first meeting since early in the year.

TasFire provided a briefing on the fire season ahead. SES provide some insight on preparing for and managing a 2nd wave of COVID-19, informed by recent mainland experiences.

North Western Regional Emergency Management Committee (NWREMC)

The next meeting of the Committee was planned for Wednesday, 11 November 2020.

Council EM Tasks

Officers are undertaking planning work for the conduct of the annual fire hazard reduction program.

b) *Western Fire Management Area Committee (FMAC)*

Council Officers are continuing to work with TasFire Bushfire Risk Unit (formerly fuel reduction unit) to progress further community information sessions.

7 ENERGY MANAGEMENT

No information to report.

COUNCIL RESOLUTION

Resolution number: MO329-20

MOVED: Cr D Pease

SECONDED: Cr A Keygan

“THAT the General Manager’s Information Report for Works and Services for October 2020 be noted.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO272-20 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES OCTOBER 2020****FILE NO: 4/18/2**
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.3	Council is compliant in all areas and carries out the role of regulatory enforcement in a fair and effective manner.
Strategy	7.3.2	Resource the reasonable enforcement of the legislative and regulatory provisions for which Council is responsible within its financial resources, and ensure the community is well informed of their obligations.

1.0 RECOMMENDATION:***“THAT the General Manager’s Information Report for Land and Environmental Services for October 2020 be noted.”*****2.0 SUMMARY**

The report includes the following items:-

- 2.1 Health
- 2.2 Building Applications
- 2.3 Planning
- 2.4 Parking
- 2.5 Cemetery Statistics

2.1 HEALTH**2.1.1 Environmental Enquiries / Investigations**

Type	Number of Enquiries / Investigations	
	October 2020	YTD Total
Air	3	8
Water	0	1
Noise	2	9
Solid Waste	2	6
Other	3	8

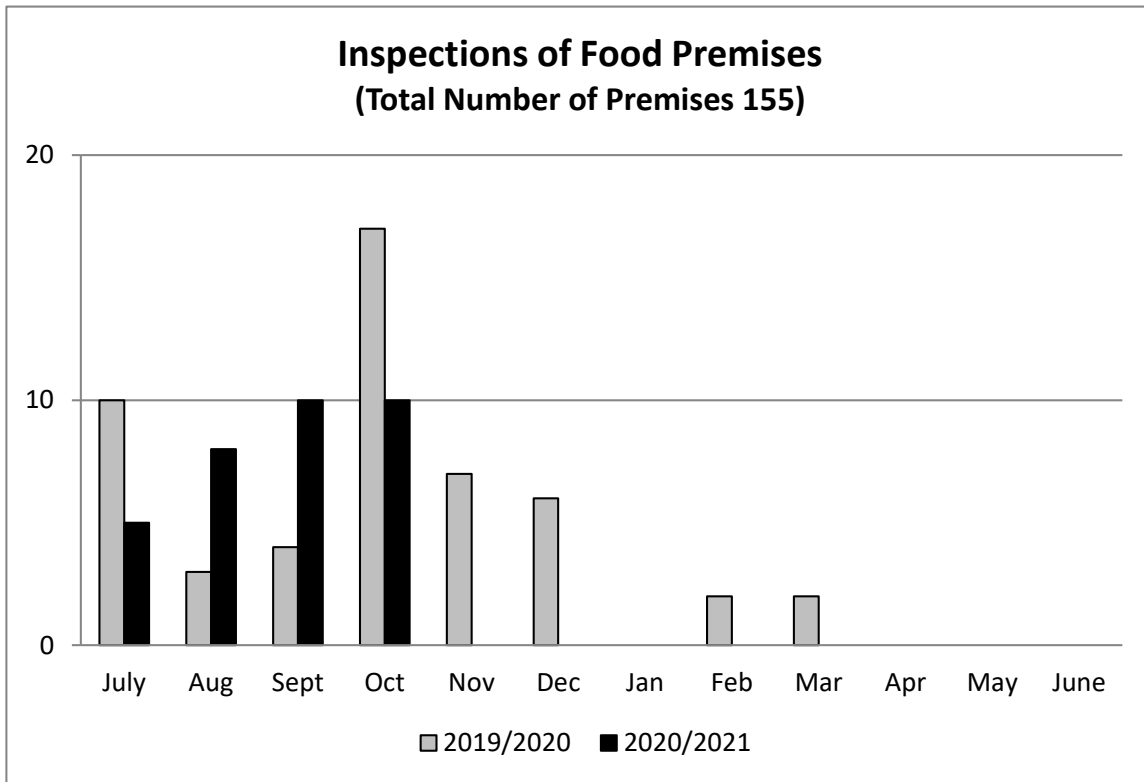
YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

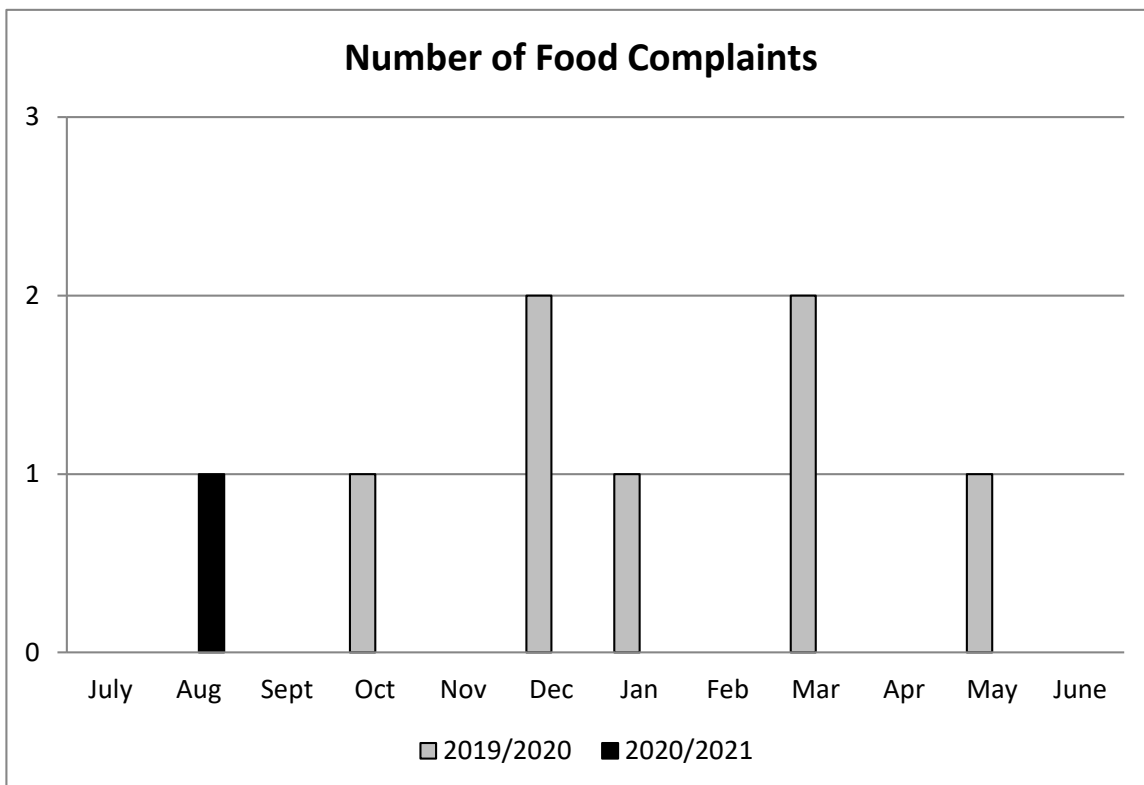
Type	Number of Samples Taken	
	October 2020	YTD Total
Beach Water Samples (summer months only)	0	0
Public Swimming Pool samples	5	17

YTD is measured from 1 July each year.

2.1.3 Food



Zero food premises inspections for January, April, May and June 2020.



Zero food complaints in July, August, September and November 2019. Nil food complaints in February, April, June, July, September and October 2020.

2.2 BUILDING APPLICATIONS

Permit Authority Applications - 2019												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	3	3	13	4	8	7	5	9	4	4	9	8
Notifiable Building	7	13	6	14	10	8	4	9	5	6	5	9
Permit Plumbing	2	3	1	5	5	4	5	5	4	7	3	2
Permit Building	2	5	4	4	5	1	7	6	1	3	5	11
Substantial Compliance	2	0	1	1	2	0	0	0	1	2	0	0
Notifiable Demolition	0	0	0	0	0	0	0	0	0	0	0	0
Permit Demolition	0	0	0	1	1	0	0	0	0	2	0	0
Permit Refused	0	0	0	0	0	0	0	0	0	0	0	0
Application Value \$	3,166,007	1,796,148	1,022,630	3,714,353	5,931,974	1,336,546	2,978,446	5,352,472	1,639,537	3,344,759	1,709,660	5,192,312
Cumulative Total \$	3,166,007	4,962,155	5,984,785	9,699,138	15,631,112	16,967,658	19,946,104	25,298,576	26,938,113	30,282,872	31,992,532	37,184,844

Permit Authority Applications - 2020												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	5	6	7	6	5	7	10	6	19	16		
Notifiable Building	11	14	8	8	6	5	9	16	8	29		
Permit Plumbing	5	2	3	3	3	4	1	4	8	2		
Permit Building	4	2	4	7	6	4	7	8	6	10		
Substantial Compliance	1	2	1	0	0	0	0	1	0	0		
Notifiable Demolition	0	0	0	0	0	0	0	0	0	0		
Permit Demolition	0	0	0	0	1	0	0	0	1	0		
Permit Refused	0	0	0	0	0	0	0	0	0	1		
Application Value \$	4,249,070	1,802,493	2,455,260	30,777,166	3,105,370	2,648,246	5,232,442	4,330,688	2,848,632	9,222,151		
Cumulative Total \$	4,249,070	6,051,563	8,506,823	39,283,989	42,389,359	45,037,605	50,270,047	54,600,735	57,449,367	66,671,518		

2.3 PLANNING**2.3.1 Summary Land Use and Development Applications**

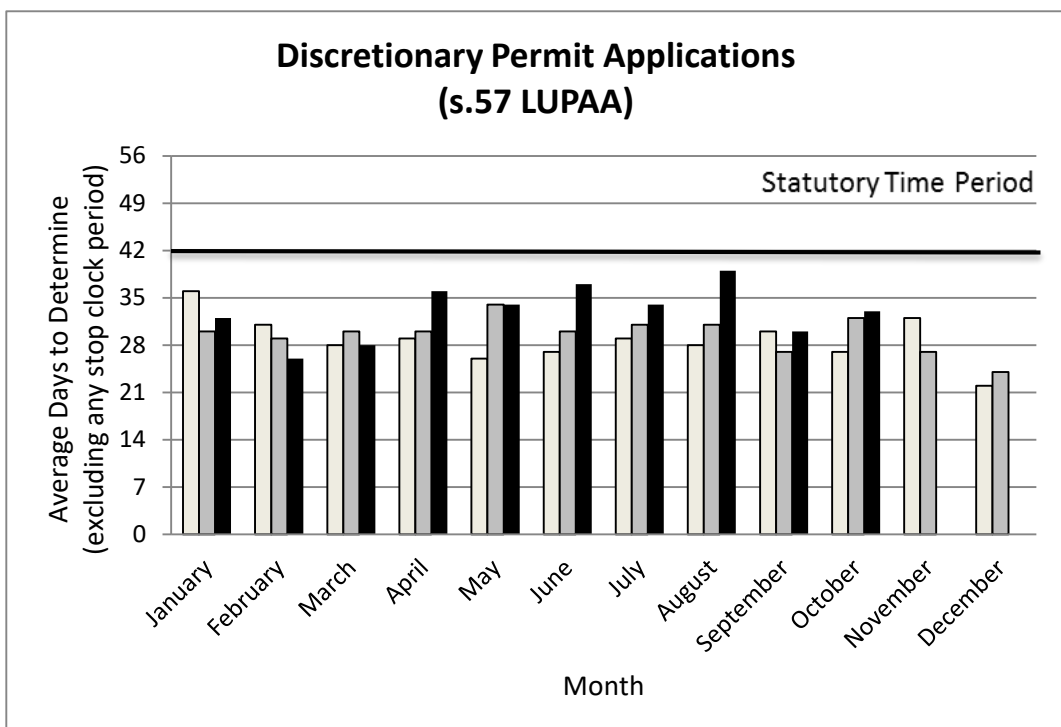
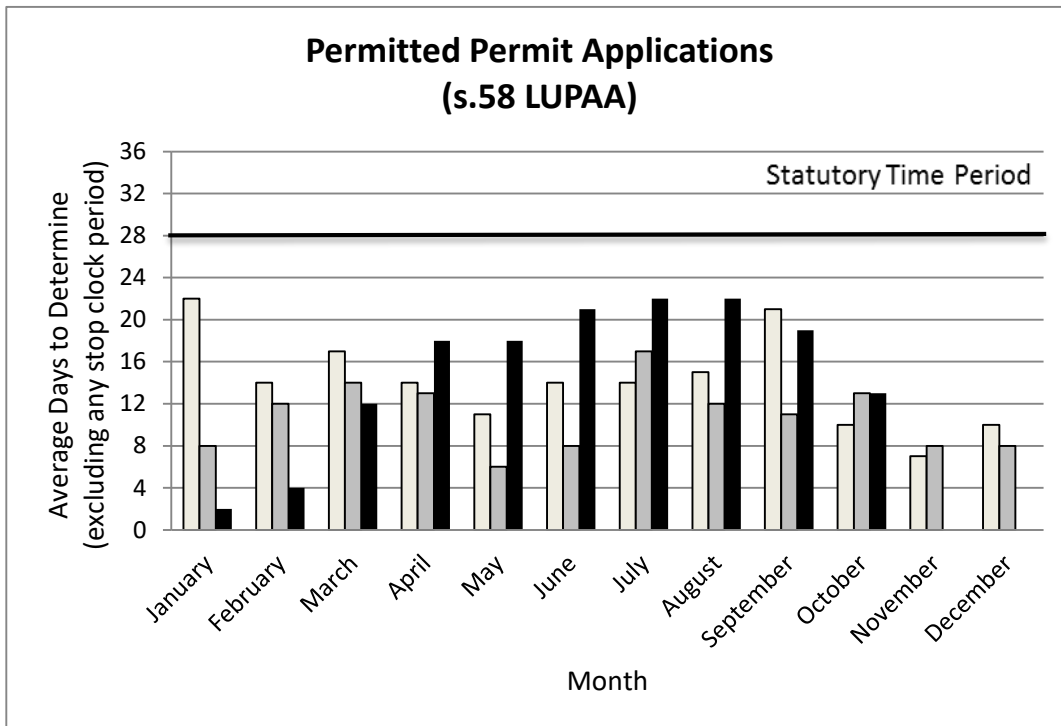
LAND USE AND DEVELOPMENT APPLICATIONS	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sept 20	Oct 20
Permitted Use & Development	11	7	5	1	5	5	3	9	8	11	11	7	10
Discretionary Use & Development	8	11	6	5	6	6	7	11	12	5	8	8	19
Subdivisions	1	0	1	0	0	1	0	1	1	2	2	1	0
TOTAL APPLICATIONS	20	18	12	6	11	12	10	21	21	18	21	16	29
Determined by Delegation	20	17	16	10	5	9	6	9	14	21	11	18	9
Determined by Council	1	0	0	1	0	0	0	0	0	0	0	1	1
Withdrawn	1	2	2	0	0	0	0	0	0	3	4	4	2
Applications Cancelled by Planning Authority	0	0	0	0	0	0	0	0	0	0	0	0	0
Consent Decisions	0	0	0	0	0	0	0	0	0	0	0	0	0
Application Approved by Tasmanian Planning Commission	0	1	0	0	0	0	0	0	0	0	0	0	0
Applications Appealed and Approved by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0
PLANNING SCHEME AMENDMENTS													
Amendment requests	0	1	0	0	0	0	0	0	0	0	0	0	0
Amendment finally approved	1	0	0	0	0	0	0	0	1	0	0	0	0
Amendment Refused by Tasmanian Planning Commission	0	1	0	0	0	0	0	0	0	0	0	0	0
Applications Appealed and Refused by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0

2.3.2 Land Use Permit Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
27/10/2020	2020/144	45B Mooreville Road SHOREWELL PARK TAS 7320	Outbuilding - Reliant on Performance Criteria for grant of permit - Clause 8.4.2 (P3)	N/A	N/A	Withdrawn 30/10/2020
06/10/2020	2020/130	2 Bower Circuit HEYBRIDGE TAS 7316	Single Dwelling and Outbuilding	N/A	N/A	Approved 22/10/2020
25/09/2020	2020/127	41 Algona Avenue ROUND HILL TAS 7320	Dwelling Extension	N/A	N/A	Approved 22/10/2020
08/09/2020	2020/120	2-4 Uplands Place PARK GROVE TAS 7320	Single Dwelling - Reliant on performance criteria for grant of permit - Clause 8.4.2 (P3) - Clause 8.4.7 (P1) and Clause C2.6.3 (P1)	07/10/2020	21/10/2020	Approved 29/10/2020
31/08/2020	2020/114	19 Anglesea Street WIVENHOE TAS 7320	Minor Development (Covered BBQ Area) - Reliant on General Provisions for grant of permit - Clause 7.1 Changes to an Existing Non-conforming Use	23/09/2020	08/10/2020	Approved 14/10/2020
27/08/2020	2020/109	156 Cascade Road ROMAINE TAS 7320	Single Dwelling and Outbuilding - Reliant on performance criteria for grant of permit - Clause 11.4.1 (P1) - Clause 11.4.2 (P4) and Clause C8.6.1 (P1.2)	23/09/2020	08/10/2020	Approved 23/10/2020
26/08/2020	2020/110	122 West Mooreville Road EAST CAM TAS 7321	Change of Residential use - Residential Care Facility (Communal Residence) - Reliant on performance criteria for grant of permit - Clause 21.3.1 (P1) - Clause 21.4.2 (P2) and Clause C2.5.1 (P1 & P1.2)	09/09/2020	23/09/2020	Approved by Council 20/10/2020
14/08/2020	2020/105	6 Bissett Place HEYBRIDGE TAS 7316	Single Dwelling and Outbuilding - Reliant on performance criteria for grant of permit - Clause BUR-S1.7.2 (P2.1, P3.1 & P3.2) and Clause BUR-S1.7.3 (P3)	12/09/2020	28/09/2020	Approved 07/10/2020
25/06/2020	2020/78	4 Prior Crescent HEYBRIDGE TAS 7316	Single Dwelling and Outbuilding - Reliant on performance criteria for grant of permit - Clause BUR - S1.7.2 (P3.1 & P3.2).	07/10/2020	21/10/2020	Approved 27/10/2020
24/02/2020	2020/15	10-14 Scarfe Street CAMDALE TAS 7320	Proposed showroom and car yard with signage and associated demolition work - Reliant on Special Provision 9.1 (Existing Non-conforming use) and performance criteria for grant of permit - Clause E7.6 (P1) and Clause E9.5.1 (P1)	01/07/2020	15/07/2020	Withdrawn 29/10/2020
19/02/2020	2020/13	West Mooreville Road PARK GROVE TAS 7320	Remediation works to stabilise a slope and associated works - Reliant on performance criteria for grant of permit - Clause C15.6.1 (P1.1 & P1.2)	03/10/2020	19/10/2020	Approved 30/10/2020

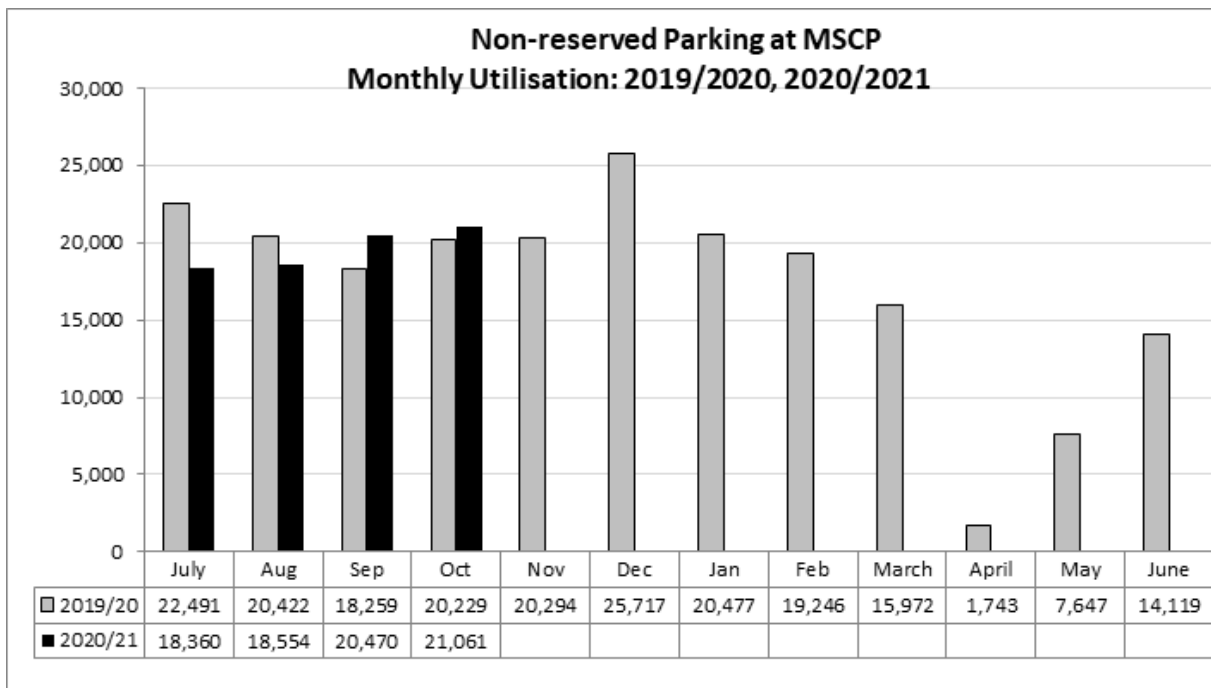
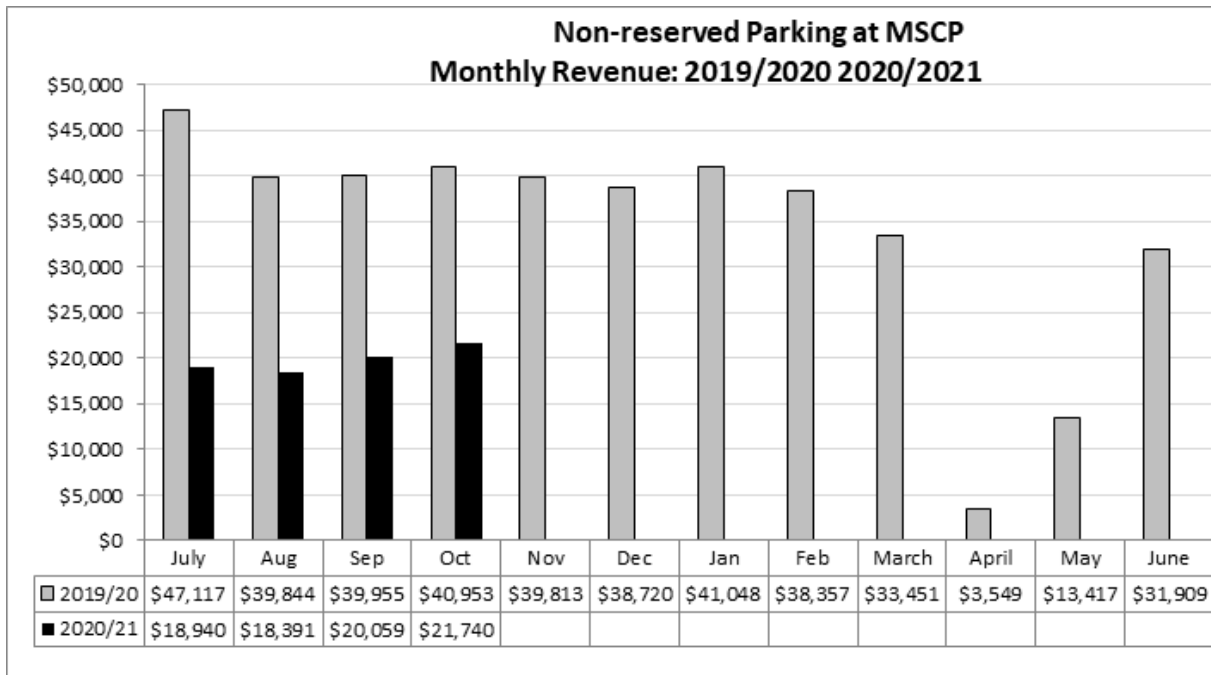
2.3.3 Subdivision Applications

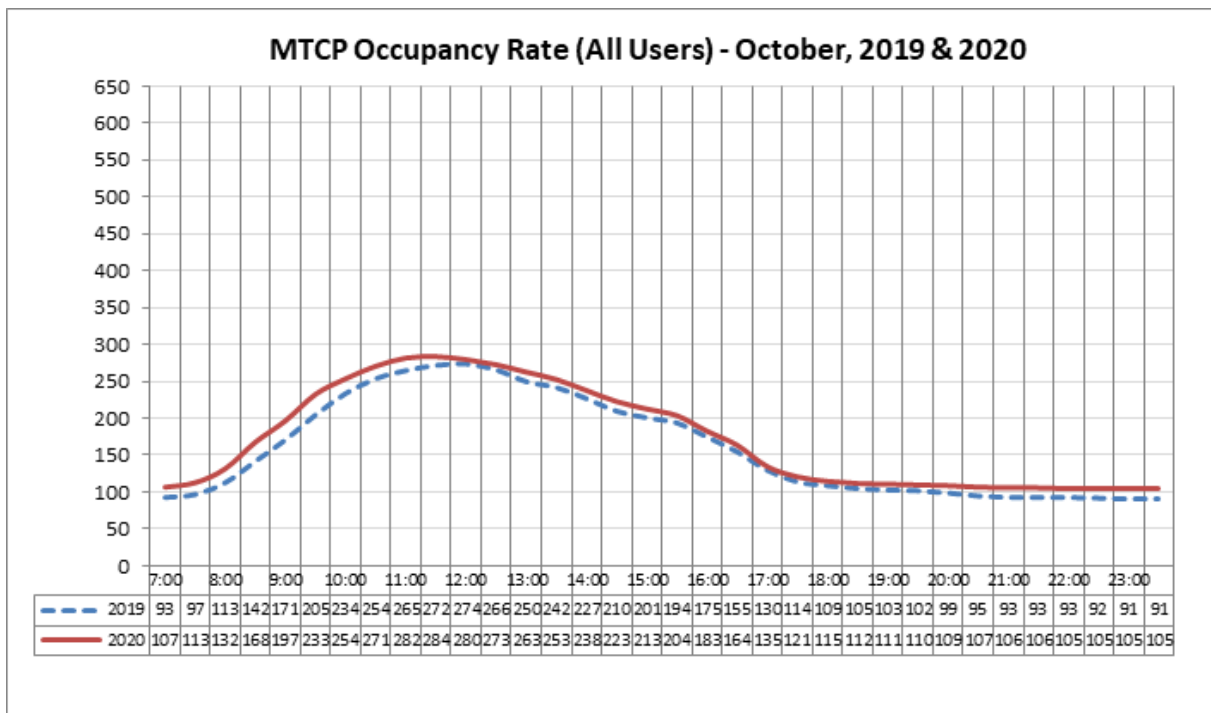
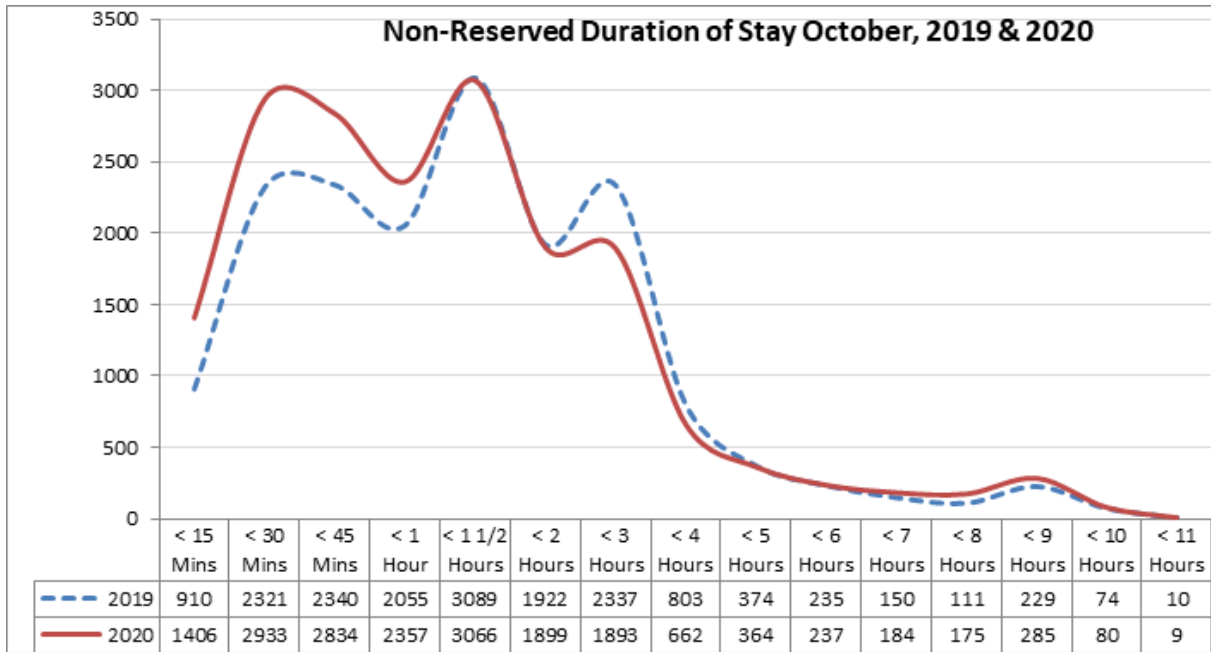
DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
02/09/2020	2020/1310	6 Byrne Place, SHOREWELL PARK	Subdivision to create 3 Residential lots	N/A	N/A	Approved 15/10/2020



Average time for determination of permit applications decided by month.

2.4 PARKING





Calculated on remaining spaces – 87 Reserved spaces for 2019, 100 Reserved spaces for 2020

2.5 CEMETERY STATISTICS

Burials	October 2020	YTD Total
Lawn Cemetery	3	22
Wivenhoe / Ridgley	0	0
Other	0	0
Total	6	19

YTD is measured from 1 July each year.

Ashes Interred	October 2020	YTD Total
Lawn Cemetery	1	5
Wivenhoe / Ridgley	0	0
Total	0	4

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO330-20

MOVED: *Cr G Simpson*

SECONDED: *Cr D Pease*

“THAT the General Manager’s Information Report for Land and Environmental Services for October 2020 be noted.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

Cr T Brumby left the meeting, the time being 7.46pm, and returned to the meeting, the time being 7.47pm.

GENERAL MANAGER

AO273-20 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT OCTOBER 2020

FILE NO: 4/18/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	2	AN INCLUSIVE AND HEALTHY COMMUNITY
Objective	2.3	A place where everyone feels accepted and participates freely in community activities.
Strategy	2.3.4	Promote inclusiveness and participation within identifiable groups.

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Community and Economic Development for October 2020 be noted.”

2.0 SUMMARY

This report provides the past month’s updates under the following areas:

Community and Economic Development

- 2.1 Business and Recreation
- 2.2 Community / Cultural Development
- 2.3 Burnie Regional Museum and Burnie Regional Art Gallery
- 2.4 Burnie Arts and Function Centre
- 2.5 Makers’ Workshop – Visitor Information Centre
- 2.6 Marketing and Events
- 2.7 Collective Impact
- 2.8 Youth Development

2.1 BUSINESS AND RECREATION

The Heritage Burnie Ten – October 17/18, 2020

The numbers for The Heritage virtual Burnie Ten and RACT 5km events topped the one thousand participant mark which was largely seen as a successful outcome.

Speaking to Sydney's City2Surf organisers they experienced an approximate 20% virtual registration total (compared to their traditional running race) and were amazed that we had achieved nearly 40% take up.

Almost one fifth of all participants also purchased a commemorative t-shirt – though these were largely from intra and interstate participants.

Health Care Insurance 321GO Kids Race – November 15, 2020

Registrations for the Health Care Insurance 312GO kids' race climbed steadily through October with about 500 signed up as we moved into November – which is down on previous years. The COVID-19 conscious measures adopted, the change of date and a possible concern by parents over mass-participation events may have contributed to a lower than normal entry tally.

2.2 COMMUNITY / CULTURAL DEVELOPMENT

Indoor Sports Centre

Assisting consultants regarding potential sites for the new Indoor Sports Centre.

Seniors Week – 12 – 18 October 2020

The following was provided for seniors week:

- An entertainment video for residents at Umina Park, with contributions: by the Burnie Brass Band, Emusicians, Cradle Coast Cloggers and Maverick Line Dancers from Wynyard.
- A morning tea for two Senior Citizens groups: 8 Ball members and also the 500 Card Club.

Food Box Initiative

42 food boxes have been requested since this initiative began in July 2020. Initially there were 320 Food Boxes available. As of 30 October there were 93 Food Boxes still available.

Bicycle Network Tasmania

Collaboration with Bicycle Network Tasmania in their application for the Healthy Tasmania Community Grant to establish an adult bike education program with a "get back on your bike" focus.

Sessions will include bike riding skills, road positioning awareness and safe route planning. Ongoing participant support will be delivered through existing Bicycle Network Tasmania programs, events and activities.

Mental Health and Wellbeing Expo

The Mental Health and Wellbeing Expo was held on 9 October at the Burnie Arts and Function Centre and had just over 100 people attend.

Some feedback from the event included: the event should be held on a Saturday; the Burnie Arts and Function Centre was a great venue; better promotion of the event is needed; provided a great opportunity for networking between services and engagement with the community.

Expressions of Interest - Wivenhoe Buildings

Fifteen community groups expressed an interest in utilising buildings at Wivenhoe. All groups have been advised of the Working Group's allocations.

Volunteer Thank You Gift Vouchers

168 volunteers were eligible for the \$80 Gift Card Vouchers being provided by Burnie City Council. 150 vouchers have been collected so far, with 4 volunteers choosing not to accept their vouchers.

2020/2021 Financial Assistance Grants (as at 4/11/20)**Committed Three Year Sponsorship (2019-2022)**

Organisation	Committed	Paid	Elements applied For
Cohee to Camdale Coastcare (\$7,410 over 3yrs)	\$2,470	\$0	To purchase equipment, clothing and assist with insurance and telephone costs.
Burnie Amateur Swimming Club (\$9,000 over 3yrs)	\$3,000	\$0	To assist with the costs of hiring the Burnie Aquatic Centre.
Burnie Harness Racing Club (2019/2020 - \$1,485); (2020/2021 - \$1,980); (2021/2022 - \$1,980)	\$1,980	\$0	To off-set costs associated with access across the rail corridor at Wivenhoe.
Total	\$7,450	\$0	

Committed Five Year Sponsorship (2020/21 to 2024/25)

Organisation	Committed	Paid	Elements applied For
Burnie Mens Shed (2020/21 to 2024/25)	\$2,500	\$714	In recognition of the valuable support it provides to residents of the Burnie community.
Total	\$2,500	\$714	

Other Annual Community Group Assistance

Name/Organisation	Committed	Paid
Morning Melodies	\$1,460	\$0
Tasmanian Special Children's Christmas Party	\$1,500	\$1,500
Koori Kids - NAIDOC Week	\$400	\$450
Burnie Community House – A2P's Learner Driver Mentor Program 2 x Parking Spaces	\$2,398	\$2,398
Carols by Candlelight	\$4,500	\$4,500
Total	\$10,258	\$8,848

State Representatives Allowance

	Budget	Paid
State Representatives	\$10,000	\$0

Mayor Financial Assistance Minor Sponsorship Requests

	Budget	Paid
Minor Sponsorship Requests	\$2,500	\$0

Food License Permits Requests

	Budget	Paid
Cancer Council of Tasmania		\$141
Total	\$1,000	\$141

Other Annual Assistance

Name/Organisation	Committed	Paid
Burnie Concert Band	\$2,500	\$0
Burnie Highland Pipe Band	\$2,500	\$0
City of Burnie Brass Band	\$2,500	\$0
EMUSICIANS	\$2,500	\$0
Stringalong Music Programme	\$2,500	\$1,513
Total	\$12,500	\$1,513

Waste Disposal Costs for Charitable & NFP Organisations

Name/Organisation	Committed	Paid
Australian Red Cross	\$600	\$0
Launceston City Mission – Mission Shop Burnie	\$1,000	\$0
Lifeline Tasmania	\$300	\$0
Salvation Army Thrift Shop Burnie	\$1,000	\$0
Total	\$1,900	\$0

YTD Totals

Name/Organisation	Budget	Committed	Paid
Committed Three Year Sponsorship (2019/2020 -2021/2022)		\$7,450	\$0
Committed Five Year Sponsorship (2020/21 to 2024/25)		\$2,500	\$714
Other Annual Community Group Assistance		\$10,258	\$8,848
State Representatives Allowance		\$10,000	\$0
Minor Sponsorship Grants by Mayor		\$2,500	\$0
Food License Permits		\$1,000	\$141
Total Financial Assistance Grants	\$70,500	\$33,708	\$9,703
Other Annual Assistance		\$12,500	\$1,513
Waste Disposal Costs for Charitable & NFP Organisations	\$5,000	\$1,900	\$0

2.3 BURNIE REGIONAL MUSEUM and BURNIE REGIONAL ART GALLERY

The important work cleaning, cataloguing and photographing the Federation Street permanent exhibition continues. Ten volunteers have registered to return from November. They will assist with vital behind the scenes work once they have completed COVID-safe training and understand the new procedures and protocols.

BRAG Attendance Figures

Month	2019	2020
Oct	2,256	354

The Burnie Print Prize 2021 has had a bumper number of submissions with 151 entries. The entries have been collated and sent to the judges for short listing. The BPP 2021 competition entries and winner announced 26 March 2021 (exhibition 26 March to 1 May). The BPP is the second richest print prize in Australia with the main acquisitive prize of \$15,000 that is co-sponsored by the Friends of BRAG.

The Gallery is still not open for public programs but we are delivering some online children's programs via social media and with "Craft@Home" projects that are proving popular.

Oakleigh Park public art project under consideration and recommendations from the Public Art Projects committee

2.4 BURNIE ARTS AND FUNCTION CENTRE

The BAFC has had 27 events during October including Melodies with both Burnie Concert Band and Burnie City Brass, Robot Man for children and Margot Kelly and Clinton Hutton, as part of Burnie Shines. Twelve of these events were held between Bass & Flinders and the VIP rooms.

2.5 MAKERS' WORKSHOP – VISITOR INFORMATION CENTRE

Makers' Workshop operating hours during a recovery period: Monday to Friday 9:00am – 3:00pm.

Visitor Numbers – October 2020

Makers Workshop Door Count 2329 people
Visitor Centre Counter 235 people

Creative Paper Tasmania

Hand Made Paper Tour Experience 122 entries
Coach/School Groups 1 school, 1 coach group

Online Activity

	Online Sales	Online Enquiries
Website	15	3
eBay	1	0

October 2020 paper sales were 91% of October 2019.

2.6 MARKETING AND EVENTS

Burnie Shines

45 events were registered for Burnie Shines 2020 program, representing approximately half of the registrations numbers in recent years. This year's program was promoted via a dedicated website, Facebook and Instagram. SeaFM/7BU advertising and a regular Monday afternoon session with Martyn Agatyn's Drive program on 7AD.

The 2020 Burnie Shines Featured Artist was Joanna Gair, Burnie Regional Art Gallery presented "The Space Between" a 20 year retrospective exhibition to celebrate 20 years of Joanna's work and Burnie Shines.

Burnie Shines website statistics:-

- Traffic- Visits = 1,800,
- Page Views = 4,500
- Popular Content – x Top 3 Page Views- Home 846, Reflexions Dance Studio – Chair Dance 570, Events 516

Facebook Page Reach = 9,350, Page likes = 161

Instagram Reach = 576, Followers = 195

Christmas Family Day

Work continues on an event as a replacement for the Christmas Parade. This event will be held on Saturday 19 December with a backup date of the 20 December (determined by registration numbers). It is planned to have 3 sessions:- 10am – 12noon, 1pm – 3pm and 4pm – 6pm.

Burnie Bite and Brew NYE 2020

Due COVID-19 concerns, Burnie Bite & Brew NYE 2020 has been cancelled. Most entertainment bookings have been transferred to the 2021 event.

2.7 COLLECTIVE IMPACT

Burnie Works

The Backbone Team and Burnie Works Partners commenced a University of Tasmania short course on Building Community Resilience.

The annual Stronger Places, Stronger People progress mapping commenced in October. This will inform the Action plan and Support Plan for 2021.

Dream Big

Jobs Brainstorming Sessions were held at Montello, Cooe, Havenview, Natone and Romaine Primary Schools in October 2020.

Dream Big has begun planning discussions for 2021.

BIG

BIG held an online Up Close and BIG with Michael van Balen AO, Principal of the Australian Maritime College on 22 October 2020 via Zoom.

Local Drug Action Team

The 'Know the Risks' planning group is currently forming.

Families

The first meeting of the new Families working group was held on 20 October 2020 at the Burnie Child and Family Centre with families and services.

2.8 YOUTH DEVELOPMENT**Art Challenge and Paper Clothing Competition**

The Art Challenge this year had 215 entries. The Paper Clothing Competition has been combined this year with the Burnie Art Challenge and had 6 entries.

The Awards night for both events was held on 30 October from 3.00pm at Studio 2eleven, 211 Mount St Upper Burnie.

YMCAB

YMCAB member Dylan Elphinstone attended his first meeting of YNOT representing young people in the North West.

The Discord server has seen 60 people join this month and sits at 326 members. Council information, service information and updates relevant for young people is posted regularly to the News channel and members can subscribe to notifications of content that interests them, from News, Games, YMCAB updates, and Jobs.

The Burnie eSport Committee delivered eSport tournaments during Burnie Shines every Friday evening starting 6pm, with a Finals event on 30 October with over 60 entrants signed up over 3 different games. Young people are planning on delivering more tournaments with a variety of popular games as well as forming local teams from the connections they made during Burnie Shines.

Currently 136 players are signed up at <https://minecraft.nwtassie.com> to play.

The YMCAB Facebook page has seen increases to 978 likes and 1,019 people following the page.

COUNCIL RESOLUTION

Resolution number: MO331-20

MOVED: *Cr T Brumby*

SECONDED: *Cr D Pease*

“THAT the General Manager’s Information Report for Community and Economic Development for October 2020 be noted.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO274-20 GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES OCTOBER 2020**

FILE NO: 4/18/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.4	A sustainable, viable financial future is assured and accountability is demonstrated through open and transparent processes.
Strategy	7.4.2	Demonstrate financial accountability and ensure strong internal controls underpin performance.

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Corporate and Business Services for October 2020 be noted.”

2.0 SUMMARY

The report includes the following items:

Corporate and Business Services

- 2.1 Summary Financial Statements
- 2.2 Schedule of Investments
- 2.3 Operational Report by Directorate/Department
- 2.4 Receivables Analysis
- 2.5 Rates Analysis
- 2.6 Capital Expenditure Report
- 2.7 Contracts Awarded
- 2.8 Consultants Engaged
- 2.9 Governance – Use of Council Seal

2.1 SUMMARY FINANCIAL STATEMENTS

Statement of Comprehensive Income

This report provides the draft YTD operating results for the period ending 31 October 2020.

YTD Comprehensive Income Statement

	YTD Actual	YTD Budget	YTD Variance to Budget	Annual Budget 2021	Annual Forecast 2021	Forecast Variance to Budget		
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000		
Recurrent Income								
Rates and charges	22,826	22,994	✘ 167	22,994	22,970	⚠ 23	U	
Statutory fees and fines	345	348	⚠ 3	1,045	1,045	✔ -	F	
User fees	853	1,070	✘ 216	3,210	3,209	⚠ 1	U	
Grants	1,354	1,247	✔ (108)	3,740	3,740	✔ -	F	
Reimbursements	138	141	⚠ 3	424	424	✔ -	F	
Other income	212	286	✘ 75	859	859	✔ -	F	
Investment income	-	-	✔ -	123	123	✔ -	F	
Total recurrent income	25,729	26,086	✘ 357	32,394	32,370	⚠ 24	U	
Recurrent Expenses								
Employee benefits	3,286	3,850	✔ (564)	11,925	11,925	✔ -	F	
Materials and services	2,651	3,684	✔ (1,033)	11,028	10,958	✔ (70)	F	
Depreciation and amortisation	2,665	2,665	⚠ 0	7,994	7,994	✔ -	F	
Finance costs	-	14	✔ (14)	227	227	✔ -	F	
Other expenses	1,117	1,141	✔ (25)	3,406	3,406	✔ -	F	
Total recurrent expenses	9,719	11,354	✔ (1,635)	34,579	34,509	✔ (70)	F	
Operating surplus/(deficit)	16,010	14,732	✔ (1,278)	(2,185)	(2,139)	✔ (46)	F	
Capital Items								
Capital grants	183	1,011	✘ 828	3,034	3,034	✔ -	F	
Expenditure on assets not owned by Council	-	-	✔ -	-	-	✔ -	F	
Contributions - non-monetary assets	-	-	✔ -	-	-	✔ -	F	
Net gain/(loss) on disposal of assets	-	(83)	✔ (83)	(250)	(250)	✔ -	F	
	183	928	✘ 744	2,784	2,784	✔ -	F	
Surplus/(deficit)	16,193	15,660	✔ (534)	599	645	✔ (46)	F	
Operating Margin	2.65	2.30		0.94	0.94			

F = YTD favourable variance to budget U = YTD unfavourable variance to budget

Council is budgeting for an underlying deficit of \$2.185m in 2019-20.

Council is currently forecasting to have a favourable operational variance to budget of \$0.046m. This is predominately due to lower than budgeted power and gas expenditure, lower than budgeted contracts and lower than budgeted strategic initiatives. This has been partially offset by lower than budgeted rates revenue.

Statement of Financial Position

The Statement of Financial Position provides a snapshot of Council's financial position at the end of the reporting period. The current ratio line is an indicator of Council's liquidity and ability to pay its debts when they fall due. A ratio of more than 1.00 or more indicates that there is more cash and short terms assets than short term liabilities.

Statement of Financial Position

	Actual 2021 \$'000	Budget 2021 \$'000	Forecast 2021 \$'000
Assets			
Current assets			
Cash and cash equivalents	21,673	9,926	9,429
Trade and other receivables	10,201	1,875	1,875
Inventories	89	91	91
Other assets	6	36	36
Total current assets	31,970	11,928	11,431
Non-current assets			
Investment in water corporation	58,156	75,672	58,156
Investments in subsidiaries	2,103	2,103	2,103
Investment in joint venture	3,740	3,311	3,740
Property, infrastructure, plant and equipment	347,620	347,434	352,845
Total non-current assets	411,618	428,520	416,843
Total assets	443,589	440,448	428,274
Liabilities			
Current liabilities			
Trade and other payables	561	1,899	1,899
Trust funds and deposits	132	140	140
Interest-bearing loans and borrowings	1,298	1,332	1,332
Employee provisions	2,327	2,574	2,574
Contract liabilities	66	-	-
Total current liabilities	4,385	5,945	5,945
Non-current liabilities			
Interest-bearing loans and borrowings	10,038	8,706	8,706
Employee provisions	192	199	199
Total non-current liabilities	10,231	8,905	8,905
Total liabilities	14,615	14,850	14,850
Net Assets	428,973	425,598	413,424
Equity			
Accumulated surplus	276,189	276,831	276,189
Surplus/(deficit)	16,193	599	645
Reserves	136,590	148,168	136,590
Total Equity	428,973	425,598	413,424
CURRENT RATIO	7	2.01	1.92

Statement of Cash Flows

This report details cash and investment movements and balances as at the end of the reporting period.

Council's cash and investments balance as at 31 October 2020 is \$21.673m.

Burnie City Council
Statement of Cash Flows

	Actual 2021 \$'000	Budget 2021 \$'000	Forecast 2021 \$'000
Cash flows from operating activities			
Rates and charges	14,438	22,932	22,908
Statutory fees and fines	345	1,045	1,045
User fees	853	3,172	3,209
Grants	940	3,740	3,323
Reimbursements	138	424	424
Other income	212	879	859
Payments to suppliers	(3,892)	(10,923)	(10,743)
Payments to employees	(3,448)	(11,834)	(11,832)
Other payments	(1,117)	(3,430)	(3,406)
Net cash provided by (used in) operating activities	8,469	6,005	5,787
Cash flows from investing activities			
Payments for property, infrastructure, plant and equip	(1,247)	(11,979)	(12,193)
Dividends and distributions	-	123	123
Capital grants	183	3,034	2,970
Net cash provided by (used in) investing activities	(1,064)	(8,822)	(9,099)
Cash flows from financing activities			
Finance costs	-	(227)	(227)
Trust funds & deposits	-	-	-
New borrowings	-	-	-
Repayment of interest bearing loans and borrowings	-	(1,298)	(1,299)
Net cash provided by (used in) financing activities	-	(1,525)	(1,526)
Net increase (decrease) in cash and cash equivalents	7,405	(4,342)	(4,839)
Cash and cash equivalents at the beginning of the financial year	14,268	14,268	14,268
Cash and cash equivalents at the end of the period	21,673	9,926	9,429

2.2 SCHEDULE OF INVESTMENTS

A schedule of Council's investments is provided as at 31 October 2020:

Investments Schedule as at 31/10/2020							
<u>Institution</u>	<u>Term</u>	<u>Rate</u>	<u>S&P Rating</u>	<u>Lodgement Date</u>	<u>Maturity</u>	<u>Amount</u>	<u>Total</u>
ANZ	At Call	0.65%	A1+			4,261,197	4,261,197
ANZ	180 Days	0.81%	A1+	01-07-20	01-01-21	1,000,000	
ANZ	365 Days	0.82%	A1+	27-08-20	27-08-21	1,500,000	2,500,000
MyState	90 Days	0.70%	A2	01-10-20	01-04-21	1,000,000	
MyState	90 Days	0.70%	A2	01-10-20	01-04-21	1,000,000	
MyState	730 Days	1.00%	A2	02-09-20	02-09-22	1,000,000	3,000,000
NAB	180 Days	0.90%	A1+	30-06-20	30-12-20	2,000,000	
NAB	730 Days	0.87%	A1+	27-08-20	27-08-22	2,000,000	4,000,000
Bank of Queensland	365 Days	1.05%	A2	30-06-20	30-06-21	1,000,000	
Bank of Queensland	730 Days	0.95%	A2	01-09-20	01-09-22	2,000,000	3,000,000
ME Bank	60 Days	0.60%	A2	01-09-20	02-11-20	1,000,000	1,000,000
							17,761,197

Investment Allocation by Credit Rating

<u>Credit Rating</u>	<u>%</u>	<u>Amount</u>	<u>WAIR</u>
A1+	61%	\$10,761,197	0.78%
A1	0%	\$0	
A2	39%	\$7,000,000	0.85%
	100%	\$17,761,197	

Investment Allocation by Bank

<u>Bank</u>	<u>%</u>	<u>Amount</u>
ANZ	38%	\$6,761,197
MyState	17%	\$3,000,000
NAB	23%	\$4,000,000
BOQ	17%	\$3,000,000
ME Bank	6%	\$1,000,000
	100%	\$17,761,197

Council's Treasury Management Policy CP-CBS-SG-038 sets the parameters for management of Council's investment portfolio.

Cash reserves require careful management to both achieve optimum investment incomes and to ensure that cash is available when needed for planned expenditures. Funds are invested in a manner that allows Council to earn interest on community funds for as long as possible while retaining flexibility in accessing those funds for Council operations.

The primary tool for deciding on how much and how long to invest is the cash flow budget. A buffer of funds is retained in an interest bearing at call account to ensure funds are available to meet the Council's commitments.

Council's risk from exposure to any individual institution is restricted through diversification of the investment portfolio. No more than 40% of Council's total investment portfolio will be invested in any one institution. Council is also mindful of limiting its exposure to institutions with a credit rating of less than A1 and will not invest more than \$3 million with any one institution with a credit rating of less than A1.

2.3 OPERATIONAL REPORT BY DIRECTORATE/DEPARTMENT

This section provides an overview of the operational performance of each department. Forecasts are provided for each department highlighting anticipated variances to budget identified to date.

Explanations are provided for forecast budget variances of \$20,000 or more.

Department	31-Oct	Annual Budget	Forecast	Forecast Variance to Budget	Note
Community & Economic Development					
Burnie Arts & Function Centre	289,038	892,058	892,058	- Favourable	
Burnie Regional Art Gallery	69,982	528,322	537,031	8,709 Unfavourable	
Burnie Regional Museum	68,782	489,550	491,624	2,074 Unfavourable	
Burnie Works	(790,508)	90,766	90,766	- Favourable	
Business & Recreation	53,643	165,485	165,485	- Favourable	
CED Management	113,135	330,000	335,440	5,440 Unfavourable	
Burnie Promotions	26,588	145,982	145,982	- Favourable	
Community & Youth	68,719	300,109	300,109	- Favourable	
Marketing & Events	95,002	413,634	413,634	- Favourable	
Visitor Information Centre	124,265	538,577	538,577	- Favourable	
Community & Economic Development Total	118,647	3,894,483	3,910,706	16,223 Unfavourable	
Corporate & Business Services					
Accounting Services	(65,303)	(60)	(60)	- Favourable	
Information Management	80,229	231,805	231,805	- Favourable	
Information Technology Services	(50,951)	-	-	- Favourable	
Revenue Services	104,971	330,151	330,151	- Favourable	
Strategic and Governance	(16,073,089)	(14,753,256)	(14,724,766)	28,490 Unfavourable	1
Corporate & Business Services Total	(16,004,143)	(14,191,360)	(14,162,870)	28,490 Unfavourable	
Employee Oncost Recovery					
Oncosts	(60,644)	(4)	(4)	- Favourable	
Employee Oncost Recovery Total	(60,644)	(4)	(4)	- Favourable	
Land & Environmental Services					
Compliance Support	(35,688)	(249,311)	(248,311)	1,000 Unfavourable	
Development Services	109,102	709,965	709,452	(513) Favourable	
Management LES	94,720	337,094	337,094	- Favourable	
Land & Environmental Services Total	168,134	797,748	798,235	487 Unfavourable	
Office of the General Manager					
Executive Management	91,252	511,684	511,684	- Favourable	
People & Safety	(22,925)	-	-	- Favourable	
Office of the General Manager Total	68,327	511,684	511,684	- Favourable	
Works & Services					
Cemetery Services	(5,327)	11,418	11,418	- Favourable	
Facilities Management	577,260	2,373,527	2,287,384	(86,143) Favourable	2
Management WS	181,631	42,730	42,730	- Favourable	
Parks & Reserves	443,191	778,269	778,269	- Favourable	
Sporting Grounds	463,307	797,213	797,213	- Favourable	
Stormwater Services	(1,220,291)	(420,270)	(420,270)	- Favourable	
Transport Services	1,953,504	4,729,665	4,729,665	- Favourable	
Waste Management	(2,876,946)	76,118	71,119	(4,999) Favourable	
Works & Services Total	(483,671)	8,388,670	8,297,528	(91,142) Favourable	
Total	(16,193,350)	(598,779)	(644,721)	(45,942) Favourable	

Corporate & Business Services***1. Governance and Strategic***

This business unit provides the overall governance focus for Council. General rate revenue and expenses attributed with Councillors, the compilation of Council agendas and minutes, the facilitation of civic and ceremonial events, the oversight of insurance, organisational policies and by-laws, as well as attendance to Council's legislative imperatives are captured here.

The unfavourable forecast variance to budget of \$28k for Strategic & Governance is due to lower than budgeted rates income raised in Council's 2020-21 rates run. The variance of \$28,490 equates to a variance of 0.12% compared to Council's budgeted 2020-21 rates revenue.

Works & Services***2. Facilities Management***

Facilities Management is responsible for the management of Council's buildings to ensure long term sustainability.

The favourable forecast variance to budget of \$86k for Facilities Management is due to lower than budgeted contracts expenditure \$32k, lower than budgeted gas & electricity expenditure \$34k and lower than budgeted strategic initiatives \$20k.

2.4 RECEIVABLES ANALYSIS

The receivables analysis summarises all current amounts owed to Council as at the end of the reporting period. Graphical analysis is provided for the breakup of main receivable categories.

Receivables Analysis as at 31 October 2020

	<u>Total</u>	<u>Current - 30 Days</u>	<u>60 Days</u>	<u>90 Days</u>	<u>120+ Days</u>
Trade Debtors					
Sundry Debtors	137,110	114,279	131	121	22,579
Reserved Parking Spaces	6,118	5,817	175	(239)	365
Burnie Venues & Catering	11,612	11,612	-	-	-
Lease Debtors	48,263	17,714	810	405	29,333
Business & Recreation Debtors	100	-	-	-	100
Waste Debtors	33,455	34,895	160	(1,828)	228
Total Trade Debtors	236,657	184,316	1,276	(1,541)	52,606
Goods & Services Tax	61,989				
Infringements & Parking	1,289,371				
Other Receivables	632,882				
Rates & Charges	9,068,333				
Allowance for Impaired Debts	(1,087,975)				
Total Receivables	10,201,257				

Infringements & parking

	Oct-20		Oct-19		Movement	
	Count	Balance	Count	Balance	Count	Balance
Issued 2021	785	44,292			785	44,292
Issued 2020	1,648	170,646	1,627	86,213	21	84,433
Issued 2019	1,097	99,423	1,701	160,451	(604)	(61,028)
Issued 2018	887	55,883	1,069	77,955	(182)	(22,072)
Issued 2017	1,622	45,175	1,660	58,682	(38)	(13,507)
Issued 2016	963	34,146	992	40,143	(29)	(5,997)
Issued 2015	547	33,021	595	38,169	(48)	(5,148)
Issued 2014	484	30,693	528	34,746	(44)	(4,053)
Issued 2013	606	36,006	627	37,735	(21)	(1,729)
Issued 2012	495	30,255	534	33,384	(39)	(3,129)
Issued 2011	504	30,457	536	32,581	(32)	(2,124)
Issued 2010	632	22,604	654	24,228	(22)	(1,624)
Issued 2009	739	51,216	767	53,149	(28)	(1,933)
Issued Pre-2008	13,294	611,367	13,347	619,405	(53)	(8,038)
	24,303	1,295,182	24,637	1,296,841	(334)	(1,659)

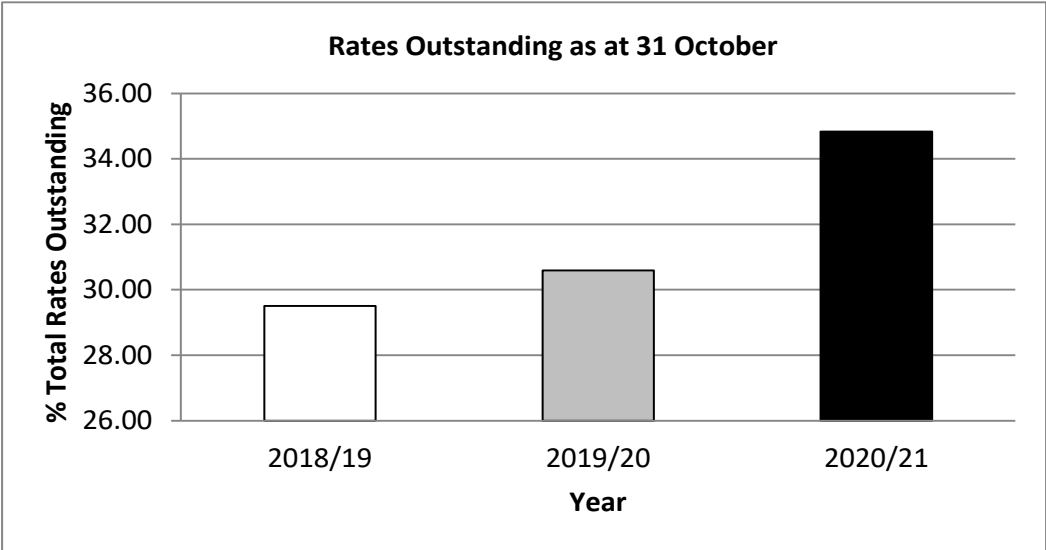
2.5 RATES ANALYSIS

The rates analysis contains a summary of rating transaction movements for 2020/21 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

Rates Outstanding as at 31/10/2020

	This Financial Year 31 Oct 2020		Last Financial Year 31 Oct 2019		Change
		\$		\$	\$
Arrears Brought Forward as at July 1	7.29%	1,734,603	2.89%	674,513	1,060,091
Credit Brought Forward	-3.38%	(805,360)	-0.45%	(103,929)	(701,431)
Legal Fees Carried Forward		(1,687)			(1,687)
Add Current Rates & Charges Levied	95.88%	22,826,900	97.27%	22,711,765	115,135
Penalty	0.11%	28,601	0.15%	35,134	(6,533)
Supplementary Rates	0.11%	25,639	0.13%	30,845	(5,206)
Gross Rates and Charges Demanded	100.00%	23,808,697	100.00%	23,348,329	460,368
Less: Rates & Charges Collected	60.61%	14,431,537	64.74%	15,116,272	(684,735)
Pension Remission	3.06%	729,717	3.07%	716,190	13,527
Residential Waste Remission	0.08%	19,305	0.08%	19,008	297
Hardship Interest Remission	0.00%	-	0.00%	76	(76)
Private Conservation	0.00%	165	0.00%	165	-
Misc Remissions	0.00%	-	0.00%	-	-
Services Remissions	0.00%	-	0.00%	-	-
Stormwater Remission	0.04%	8,567	0.04%	8,933	(366)
General Rate Remission	0.00%	-	0.00%	-	-
- Legal Fees	-0.01%	(1,687)	0.00%	-	(1,687)
- Discounts	1.38%	328,914	1.48%	344,875	(15,961)
- Roundings/Adjustments	0.00%	277	0.00%	0	277
Sub Total	65.17%	15,516,794	69.41%	16,205,519	(688,725)
Unpaid Rates & Charges as at 31/10	34.82%	8,291,903	30.59%	7,142,810	1,149,093

	<u>2020/2021</u>	<u>2019/2020</u>
Outstanding as at 31 October	8,614,951	7,420,421
Rates in credit	(323,048)	(277,611)
	8,291,903	7,142,810
Total number of assessments	10,036	10,062
Assessments outstanding	39.71% 3,985	33.1% 3,331



2.6 CAPITAL EXPENDITURE REPORT

The following report outlines council's YTD capital expenditure compared to budget as at 31 October 2020. Explanations are provided below for project forecast variances to budget of \$20,000 or more.

YTD Capital Expenditure 2020/21						
	YTD Expenditure	Annual Budget	Balance Unspent	Forecast	Forecast Variance to Budget	Note
ROADS						
RURAL ROADS						
Upgrade Programme	112,842	502,310	389,468	502,310	● -	
Rural Roads Resealing	14,603	207,729	193,126	207,729	● -	
Rural Roads Major Patching & Resealing	419	439,310	438,891	439,310	● -	
Rural Roads Bridges Programme	11,631	338,394	326,763	338,504	● 110	
TOTAL RURAL ROADS	139,495	1,487,743	1,348,248	1,487,853	● 110	
URBAN ROADS						
Car Parking Improvements	41	297,952	297,911	297,952	● -	
Driveways, Footpaths and Channel	64,731	473,498	408,767	473,498	● -	
Retaining Walls	21,462	382,309	360,847	382,337	● 28	
Urban Infrastructure	126,203	491,119	364,916	592,339	⊕ 101,220	1
Urban Road Renewal & Upgrades	150,866	710,312	559,446	710,312	● -	
Urban Road Resealing	13,934	1,024,641	1,010,707	1,024,641	● -	
TOTAL URBAN ROADS	377,237	3,379,831	3,002,594	3,481,079	⊕ 101,248	
TOTAL ROADS	516,732	4,867,574	4,350,842	4,968,932	⊕ 101,358	
STORMWATER						
Storm Water Upgrades & Replacements	57,685	674,114	616,429	674,114	● -	
TOTAL STORMWATER	57,685	674,114	616,429	674,114	● -	
PARKS, RESERVES AND SPORTING FACILITIES						
General Parks and Reserves	205,872	3,206,224	3,000,352	3,246,051	⊕ 39,827	2
Cemeteries	-	58,150	58,150	58,150	● -	
Sporting Grounds & Facilities	30,877	1,126,806	1,095,929	1,126,855	● 49	
TOTAL PARKS, RESERVES & SPORTING FACILITIES	236,748	4,391,180	4,154,432	4,431,056	⊕ 39,876	
WASTE						
Garbage and Recycling	8,694	129,472	120,778	129,472	● -	
Waste Management Centre	102,272	209,697	107,425	215,324	● 5,627	
TOTAL WASTE MANAGEMENT	110,966	339,169	228,203	344,796	⊕ 5,627	
BUILDINGS						
Sporting Facilities	10,122	391,746	381,624	391,746	● -	
Public Amenities	14,931	296,195	281,264	297,750	● 1,555	
Acquatic Centre	10,060	35,580	25,520	35,580	● -	
Other Buildings	121,197	256,236	135,039	322,907	⊕ 66,671	3
TOTAL BUILDINGS	156,310	979,757	823,448	1,047,983	⊕ 68,226	
PROPERTY, PLANT & EQUIPMENT (PPE)						
Computer Equipment	7,074	691,741	684,667	688,964	● (2,777)	
Vehicles	69,339	185,000	115,661	185,000	● -	
Plant	14,929	856,130	841,201	856,130	● -	
Other	22,988	78,311	55,323	78,671	● 360	
Parking Equipment	50,000	72,000	22,000	72,000	● -	
Furniture & Fittings	-	94,900	94,900	94,900	● -	
TOTAL PLANT/EQUIPMENT/VEHICLES	164,330	1,978,082	1,813,752	1,975,665	● (2,417)	
TOTAL	1,242,771	13,229,876	11,987,105	13,442,546	⊕ 212,670	

Note 1 – Urban Infrastructure

Project Description	Actual	Budget	Forecast	Variance	Variance
Uplighting of Norfolk Pines	0	10,000	80,000	●	70,000 700%
Guardrailing on West Mooreville Road (Blackspot Project)	99,545	68,325	99,545	●	31,220 46%

Up lighting of Norfolk Pines – Council has determined to install decorative lighting at the Norfolk Pine at St George church. Forecast reflects the planned spend. Seeking grant funding to offset.

Guard Railing on West Mooreville Road (Blackspot Project) – scope extended to be funded by guard rail upgrade program – 7820.8463.990

Note 2 – General Parks & Reserves

Project Description	YTD	Annual	Forecast	Forecast	%
	Actual	Budget		Variance	Variance
Skate Park Upgrade	35,106	22,183	35,106	●	12,923 58%
South Burnie Jetty (North) Ladder Replacement	15,148	4,500	15,148	●	10,648 237%
View Road Reserve - Car Park Extension	86,118	71,128	86,118	●	14,990 21%

Skate Park Upgrade – change in scope previously reported to Council. Additional works progressed.

South Burnie Jetty (North) Ladder Replacement – Original budget allocation was not sufficient for the project. Three ladders replaced in marine grade stainless steel.

View Road Reserve – Car Park Extension - additional landscaping and subgrade issues

Note 3 – Other Buildings

Project Description	YTD	Annual	Forecast	Forecast	%
	Actual	Budget		Variance	Variance
Netball Centre - DDA Toilet	96,286	30,067	96,286	●	66,219 220%

Netball Centre – DDA Toilet – Council to recover \$13,000 from Netball Association and a government grant of \$35,000.

2.7 CONTRACTS AWARDED

The following table shows contracts awarded over \$100,000 (full contract value) during October 2020:

Contract Number	Contract Title	Successful Contractor Registered Business Name and Address	Awarded Date	Initial Term/ Duration	Extension Options	Value of Contract (Ex GST)
N/A	Supply of Natural Gas Burnie Aquatic Centre	Aurora Energy P/L GPO Box 191 Hobart TAS 7001	20/10/2020	1 year	N/A	Schedule of Rates
2657	South Burnie Beach - Toilet/Changerooms and Car Park Upgrade	CBB Contracting P/L 240 Old Surrey Road Burnie TAS 7320	20/10/2020	12 months	N/A	\$782,771.00

2.8 CONSULTANTS ENGAGED

The following table lists consultants engaged throughout the current financial year for a cost greater than \$10,000. For the purpose of this table, a consultant is defined as a person or

organisation that provides Council with professional advice in areas of strategy, planning or engineering. Consultants are engaged in accordance with Council's policy *Code for Tenders and Contracts CP-CBS-SG-012*.

Reasons that consultants may be engaged:

- A Lack of resource within Council
- B Specialist expertise required
- C Independence
- D Value for money (where Council cannot provide the service as efficiently)
- E Legal requirement

Project	Consultant	Description	Committed \$	Actual \$ LTD	Reason	Funded from	Complete
North West Museum & Art Gallery	Lifecycle Cost Management	Quantity Surveyor Cost Estimating, Stage 1 Services	19,550	25,026	B	Capital Works Allocation	On Hold
North West Museum & Art Gallery	Terroir	Stage 1 Services – Concept and Design Development	566,473	472,026	B	Capital Works Allocation	On Hold
Sports Centre Planning Study	@Leisure Planners	Planning study	19,765	19,935.10	B	Strategic project funding	Yes
Oakleigh Park Fountain Upgrade	Debbie Thomson and (EST sub-consultant)	Design, Documentation and Inspections	15,100	2,875.50	B	Capital Works Allocation	No
Futuna Avenue (Design & Consultation)	Pitt & Sherry	Consultant Brief 199 Futuna Avenue and Bay Street Traffic Study	21,425	0	B	Capital Works Allocation	No
Upper Burnie Lookout Redevelopment	Red Arrow	Design and installation of Interpretation panels	33,000	0	B	Capital Works Allocation	No
Sport Centre Planning study (stage 2)	@Leisure Planners	Siting assessment and concept design	12,000	0	B	Capital Works Allocation	No

2.9 GOVERNANCE – USE OF COUNCIL SEAL

30 October 2020	Contract 2650 – Provision of Bitumen Surfacing Services 2020-2021
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COUNCIL RESOLUTION

Resolution number: MO332-20

MOVED: Cr T Bulle

SECONDED: Cr D Pease

“THAT the General Manager’s Information Report for Corporate and Business Services for October 2020 be noted.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

AO275-20 COMMUNICATIONS JOURNAL NOVEMBER 2020

FILE NO: 2/17/3
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.2	Council and the community are informed and engaged on issues of local importance.
Strategy	7.2.2	Inform the community of key decisions and actions of Council.

1.0 RECOMMENDATION:

“THAT Council note the information contained in the Communications Journal as listed.”

2.0 SUMMARY

The purpose of the Communications Journal section of the Agenda is to provide Council with relevant general communication items received that need to be brought to the attention of Councillors.

Items contained in this monthly report are generally for noting. Any specific correspondence items which require an officer’s comment and a recommendation are tabled in the reports immediately following this one.

3.0 MAYOR’S COMMUNICATIONS

The Mayor advised that the following meetings, events or appointments were attended since the last Council Meeting report:

- WxNW Industry Event
- WxNW Board Meeting
- Business North West General Meeting
- Meeting with NW Coast Feeding the Homeless
- Pink Up Burnie Fundraiser
- Opening Day of the 2020-2021 Bowls Season
- Meeting with Daryl Connelly, Cradle Coast Authority
- LGAT – TasWater ORG pre-meeting
- LGAT Regional Code of Conduct Information and Consultation Sessions
- 2020 Children’s University Graduation
- LGAT – TasWater ORG meeting with Civil Contractors Federation Tasmania
- Meeting with Director of Local Government, Craig Limkin
- Stanley Chamber of Commerce

- Meeting with Scott Miller and Brenton Stead – Ian Harrington Group (Roadways)
- Business North West Breakfast Session with Guest Speaker, Leader of the Opposition, Rebecca White
- Burnie Court Tour
- Burnie Shines Wrap-up Event
- Tasmanian Aboriginal Centre – Flag Raising Ceremony for NAIDOC Week

The Mayor advised that the following meetings, events or appointments were attended on his behalf since the last Council Meeting report:

- Public Art Projects Special Advisory Committee Meeting attended by Councillor David Pease

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

Workshop	27 October 2020	
Councillors in attendance	Mayor Kons, Deputy Mayor Simpson, Cr Boyd, Cr Bulle, Cr Brumby, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease	
Apologies		
Items Discussed	Tasmanian Aboriginal Centre	Presentation and Discussion with Councillors
	Youth Services	Discussion with Councillors
	NWMAG	Discussion with Councillors
	Burnie Court House	Discussion with Councillors
	Acting General Manager's Update	Presentation and Discussion with Councillors

Workshop	10 November 2020	
Councillors in attendance	Mayor Kons, Deputy Mayor Simpson, Cr Boyd, Cr Bulle, Cr Brumby, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease	
Apologies		
Items Discussed	North Western Kart Club	On-site visit to kart track
	Special Committees	Discussion with Councillors
	Ten Days on the Island	Discussion with Councillors
	Oakleigh Park Public Art	Discussion with Councillors
	LGAT Representation on the Local Government Board	Discussion with Councillors
	Cradle Coast Authority Representatives Committee Meeting	Agenda update with Councillors

5.0 CORRESPONDENCE FOR NOTING

The following correspondence is **attached** for noting.

ATTACHMENTS

1. Correspondence from Hon Roger Jaensch MP - Major Infrastructure Development Approvals
2. Correspondence from Vice-Chancellor Professor Rufus Black - MBA Student Workshop
3. Cradle Coast Authority - 2020/21 Annual Plan Progress Report (Q1)

COUNCIL RESOLUTION

Resolution number: MO333-20

MOVED: *Cr G Simpson*

SECONDED: *Cr D Pease*

“THAT Council note the information contained in the Communications Journal as listed.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

Minister for Housing
Minister for Environment and Parks
Minister for Human Services
Minister for Aboriginal Affairs
Minister for Planning

Level 9 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Ph: +61 3 6165 7670
Email: minister.jaensch@dpac.tas.gov.au



Mayor Steve Kons
Burnie City Council
PO Box 973
BURNIE TAS 7320
Email: burnie@burnie.net

Dear Mayor

Major Infrastructure Development Approvals Act 1999
Major Infrastructure Development Approvals (North West Transmission Upgrades Project) Order 2020

In accordance with Section 7 of the *Major Infrastructure Development Approvals Act 1999* (the Act) I hereby notify you of the taking effect of the Major Infrastructure Development Approvals (North West Transmission Upgrades Project) Order 2020 (Statutory Rules 2020, No 39, notified in the *Government Gazette* No. 22000, pp. 474 of 24 June 2020).

The above Order was approved by both Houses of Parliament. The Order took effect on 27 August 2020. A copy of the Order is attached for your information.

The project known as the North West Transmission Upgrades Project, comprises the construction and operation of a double-circuit, extra-high-voltage 220kV overhead electricity transmission line and transmission towers, within a corridor 120 metres wide, to transmit electricity between the following locations:

The project known as the North West Transmission Upgrades Project, comprises the construction and operation of a double-circuit, extra-high-voltage 220kV overhead electricity transmission line and transmission towers, within a corridor 120 metres wide, to transmit electricity between the following locations:

- (i) Palmerston and Sheffield;
- (ii) Sheffield, Heybridge and Burnie;
- (iii) Burnie and East Cam;

DOC/20/101722

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- (iv) East Cam and Hampshire;
- (v) Hampshire and Staverton.

The project also includes the construction and operation of an electricity substation at each of the following locations:

- (i) East Cam;
- (ii) Heybridge;
- (iii) Hampshire;
- (iv) Staverton.

The project also includes the construction and operation of conductor winching and braking sites, to be located within 150 metres of the boundary of the corridor and the construction and operation of infrastructure assembly areas and vehicle access tracks, associated with the construction of the project. These facilities will be located within the project corridor, or the project substations or at Nietta and South Nietta.

Further details on the project can be found at <https://www.tasnetworks.com.au/Poles-and-wires/Planning-and-developments/Marinus-Link-and-North-West-Transmission-Developme>

The Major Infrastructure Development Approvals (North West Transmission Upgrades Project) Order 2020 can be viewed at www.planningreform.tas.gov.au.

If you would like to discuss any aspect of the Order please contact the Planning Policy Unit within the Department of Justice on telephone (03) 6166 1429 or email planning.unit@justice.tas.gov.au.

Yours sincerely



Hon Roger Jaensch MP
Minister for Planning

1. Major Infrastructure Development Approvals (North West Transmission Upgrades Project) Order 2020

Public Notices

Major Infrastructure Development Approvals Act 1999

Major Infrastructure Development Approvals (North West Transmission Upgrades Project) Order 2020

I, ROGER CHARLES JAENSCH, Minister for Planning, hereby give notice that Her Excellency Professor the Honourable Kate Warner, AC, Governor of Tasmania has made the Major Infrastructure Development Approvals (North West Transmission Upgrades Project) Order 2020 under section 7 of the *Major Infrastructure Development Approvals Act 1999* and has been approved by both Houses of Parliament. The Order took effect on 27 August 2020.

The project known as the North West Transmission Upgrades Project, comprises the construction and operation of a double-circuit, extra-high-voltage 220kV overhead electricity transmission line and transmission towers, within a corridor 120 metres wide, to transmit electricity between the following locations:

- (i) Palmerston and Sheffield;
- (ii) Sheffield, Heybridge and Burnie;
- (iii) Burnie and East Cam;
- (iv) East Cam and Hampshire;
- (v) Hampshire and Staverton.

The project also includes the construction and operation of an electricity substation at each of the following locations:

- (i) East Cam;
- (ii) Heybridge;
- (iii) Hampshire;
- (iv) Staverton.

The project also includes the construction and operation of conductor winching and braking sites, to be located within 150 metres of the boundary of the corridor and the construction and operation of infrastructure assembly areas and vehicle access tracks, associated with the construction of the project. These facilities will be located within the project corridor, or the project substations or at Nietta and South Nietta.

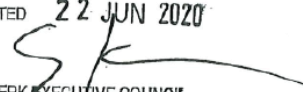
The Major Infrastructure Development Approvals (North West Transmission Upgrades Projects) Order 2020 can be viewed at www.planningreform.tas.gov.au.

Enquiries can be directed to the Department of Justice, Planning Policy Unit on (03) 6166 1429 or email planning.unit@justice.tas.gov.au.

Dated this 17th day of September 2020
ROGER CHARLES JAENSCH, Minister for Planning

ENCLOSURE REFFERRED TO IN EXECUTIVE COUNCIL

MINUTE NO. 64 DATED 22 JUN 2020


CLERK EXECUTIVE COUNCIL

TASMANIA

**MAJOR INFRASTRUCTURE DEVELOPMENT
APPROVALS (NORTH WEST TRANSMISSION
UPGRADES PROJECT) ORDER 2020**

STATUTORY RULES 2020, No.

CONTENTS

1. Short title
2. Commencement
3. Interpretation
4. Project proponent
5. Major infrastructure project
6. Notification of owners of land
7. Planning approval process
8. Environmental guidelines
9. Fee

**MAJOR INFRASTRUCTURE DEVELOPMENT
APPROVALS (NORTH WEST TRANSMISSION
UPGRADES PROJECT) ORDER 2020**

I, the Governor in and over the State of Tasmania and its Dependencies in the Commonwealth of Australia, acting with the advice of the Executive Council and in accordance with the recommendation of the Minister, make the following order under section 7(2) of the *Major Infrastructure Development Approvals Act 1999*.

22 JUN 2020

Dated

By Her Excellency's Command,


Governor

Minister for Planning

1. Short title

This order may be cited as the *Major Infrastructure Development Approvals (North West Transmission Upgrades Project) Order 2020*.

2. Commencement

This order takes effect on the day after it is approved by both Houses of Parliament under section 7 of the Act.

*Major Infrastructure Development Approvals (North West
Transmission Upgrades Project) Order 2020
Statutory Rules 2020, No.*

c. 3

3. Interpretation

(1) In this order—

Act means the *Major Infrastructure Development Approvals Act 1999*;

ancillary facilities means facilities associated with the construction and operation of the electricity transmission line, transmission towers and electricity substations specified in clause 5(a) and (b) and includes, but is not limited to, facilities for the purposes of—

- (a) storage; and
- (b) communications; and
- (c) conductor winching and braking; and
- (d) concrete batching; and
- (e) site administration;

Board means the Board of the Environment Protection Authority established by section 13 of the *Environmental Management and Pollution Control Act 1994*;

project means the major infrastructure project specified in clause 5;

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*Major Infrastructure Development Approvals (North West
Transmission Upgrades Project) Order 2020
Statutory Rules 2020, No.*

c. 4

project proponent, in relation to the project,
means the project proponent identified in
clause 4.

- (2) The *Acts Interpretation Act 1931* applies to the interpretation of this order.

4. Project proponent

The project proponent is identified as Tasmanian Networks Pty Ltd [ABN 24 167 357 299].

5. Major infrastructure project

The project proposed by the project proponent, known as the North West Transmission Upgrades Project and comprising the following uses and developments, is declared to be a major infrastructure project:

- (a) the construction and operation of a double-circuit, extra-high-voltage 220kV overhead electricity transmission line and transmission towers, within a corridor 120 metres wide, to transmit electricity between the following locations:
- (i) Palmerston and Sheffield;
 - (ii) Sheffield, Heybridge and Burnie;
 - (iii) Burnie and East Cam;
 - (iv) East Cam and Hampshire;

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*Major Infrastructure Development Approvals (North West
Transmission Upgrades Project) Order 2020
Statutory Rules 2020, No.*

c. 5

- (v) Hampshire and Staverton;
- (b) the construction and operation of an electricity substation at each of the following locations:
 - (i) East Cam;
 - (ii) Heybridge;
 - (iii) Hampshire;
 - (iv) Staverton;
- (c) the construction and operation of ancillary facilities to be located –
 - (i) within the corridor specified in paragraph (a); and
 - (ii) at the locations specified in paragraph (b); and
 - (iii) at Nietta; and
 - (iv) at South Nietta;
- (d) the construction and operation of ancillary facilities that are conductor winching and braking sites, to be located within 150 metres of the boundary of the corridor specified in paragraph (a);
- (e) the construction and operation of infrastructure assembly areas and vehicle access tracks, associated with the construction and operation of the

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*Major Infrastructure Development Approvals (North West
Transmission Upgrades Project) Order 2020
Statutory Rules 2020, No.*

c. 6

electricity transmission line, transmission towers, electricity substations and ancillary facilities referred to in paragraphs (a), (b) and (c) that are –

- (i) to be located within the corridor specified in paragraph (a) and at the electrical substations and ancillary facilities specified in paragraphs (b) and (c); and
- (ii) to run from the boundary of that corridor, and each of those electrical substations and ancillary facilities, to the nearest suitable vehicle access track or road.

6. Notification of owners of land

Compliance with section 52(1) of the *Land Use Planning and Approvals Act 1993* in respect of the project is not required.

7. Planning approval process

The planning approval process in respect of the project is to be administered by the Commission.

8. Environmental guidelines

The Board must provide the project proponent, and the Commission, with the requirements for, and guidance in relation to, the preparation of

7

*Major Infrastructure Development Approvals (North West
Transmission Upgrades Project) Order 2020
Statutory Rules 2020, No.*

c. 9

the case required for an environmental impact assessment, in accordance with sections 74(3) and (4) of the *Environmental Management and Pollution Control Act 1994*, at least 7 days before draft criteria are placed on public exhibition by the Commission under section 12(3) of the *Major Infrastructure Development Approvals Act 1999*.

9. Fee

The project proponent is required to pay the Crown \$123 750 by 31 July 2020 to cover the costs and expenses which may be incurred by the Crown, or the Commission, in connection with the assessment of the project or the planning approval process.

*Major Infrastructure Development Approvals (North West
Transmission Upgrades Project) Order 2020*
Statutory Rules 2020, No.

Printed and numbered in accordance with the *Rules
Publication Act 1953*.

Notified in the *Gazette* on 20 .

This order is administered in the Department of Justice.

EXPLANATORY NOTE

(This note is not part of the order)

This order, for the purposes of the *Major Infrastructure
Development Approvals Act 1999*, declares –

- (a) a project to construct an electricity transmission line between Palmerston and Staverton, known as the North West Transmission Upgrades Project, to be a major infrastructure project; and
- (b) that the Tasmanian Planning Commission is to administer the planning approval process in respect of that project.

UNIVERSITY of
TASMANIA**Office of the
Vice-Chancellor**Mayor Steve Kons
Mayor of BurnieBy email: kkelly@burnie.net cc: skons@burnie.net

Dear Mayor

I write to offer my sincere thanks for your support for our MBA students undertaking their last semester and one of their final units, BMA702, during July to October this year.

Students in their last semester of the Master of Business Administration (International - MBAI) with the Tasmanian School of Business and Economics would normally have access to our industry partners through onsite visits, workshops, and guest speakers, but due to COVID-19, face-to-face interactions were not possible. However, with your assistance, our students were still able to gain significant and valuable work-integrated learning outcomes.

Through your interaction, students had access to real-world insights and the practical mechanisms of business such as: operations, culture, politics, leadership, strategy, governance, and entrepreneurship. Students were able to speak directly with you and ask questions, thereby consolidating both their critical thinking and analysis skills and the learnings from their university studies. This added a great deal to their learning experience.

As an assessment item, students produced a Business Report, and evident in these reports is that the interaction they had with you will remain with them for some time. It had a positive impact with many students commenting that the workshop experience provided not only clarity about business and pathways regarding their career choice, but importantly, access to high-level business insights, and inspiration and motivation for success. This direct interaction allowed students to situate themselves as future employees and therefore fundamentally improved their employability.

This is a terrific outcome and I would like to personally acknowledge your willingness to support our MBA students through a virtual and interactive online workshop, and to thank you for being such an important part of the learning journey for our forthcoming graduates.

Yours sincerely

Professor Rufus Black
Vice-Chancellor

29 October 2020

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CRADLE COAST
A U T H O R I T Y

Stronger Councils, Stronger Region

2021

ANNUAL PLAN PROGRESS REPORT

JULY-SEPTEMBER 2020



2020/21 ANNUAL PLAN PROGRESS REPORT – Q1

Stronger Councils, Stronger Region

A message from the CEO

The first Quarterly Progress Report for the 2020/21 financial year shows that the team is off to a flying start. Details of last year's impact will soon be published in our Annual Report and made available on our website.

Our Coastal Pathway project, which spans the Latrobe, Devonport City and Central Coast municipalities, is progressing, and we continue to advocate for the additional funding required to make the Coastal Pathway a truly iconic tourism experience. Advocacy is an important part of our work, and centres around our [List Of Regionally Important Projects](#).

Last quarter, we signed a deed with the Australian Government, relating to their \$4m commitment for farm vehicle washdown and effluent dumping facilities. The planning stage of this important project, which will firm up the most suitable locations and facility types, is now underway.

All staff are predominantly field, or office based once again, with social distancing restrictions having eased. The cessation of separate "Cradle Coast NRM" branding marked the successful completion of our transition to a fully integrated business model in which our Economic Development, Natural Resource Management and Strategic Services staff working closely together for the good of the region. This unprecedented level of cooperation isn't isolated to staff, but has also been embraced by our Board, our Regional NRM Committee and our Regional Economic Development Steering Group, meaning our unique part of the world is serviced by a unique regional development organisation.

Thank you for your interest and don't forget to follow [Choose Cradle Coast](#) and [Cradle Coast Authority](#) on Facebook, or [signup](#) to receive our newsletter. In case you missed it, our [C-19 Business Impact Survey](#) results also make for an interesting read.

Best wishes,



Daryl Connelly MBus

Chief Executive Officer
12 October 2020



2020/21 ANNUAL PLAN PROGRESS REPORT – Q1 Stronger Councils, Stronger Region

Purpose of this document

Outlining high-level actions designed to deliver on our 2020 - 2025 Strategic Plan, CCA's 2020/21 Annual Plan and Budget was endorsed by the Representatives in May 2020. This Annual Plan Progress Report provides an additional layer of detail and is designed to keep external stakeholders informed of our progress. It will be updated quarterly and published on our website. A condensed list of our [current projects](#) and initiatives can be found at Appendix 2. The current [List Of Regionally Important Projects](#) can be found at Appendix 3 and our 2020 – 2025 Strategic Plan (summary version) can be found at Appendix 4. Making this information publicly available is a show of our commitment to our Vision, Purpose and Principles.

Our Vision and Purpose

Our Vision: A region that is prospering as a result of strong Councils working together, where ratepayers, industry and government see the benefits of investing in the CCA model. In short, 'Stronger Councils, Stronger Region'.

Our Purpose: To help Councils achieve regional outcomes and maintain strong local government, by working together.

Our Principles

Agile: We adapt and refocus quickly and easily, in response to change.

Collaborative: We play to others' strengths and listen with the intent to understand and avoid duplication.

Optimistic: We see the best possible outcome and strive for that.

Lean: We use our resources wisely and keep things simple. If a longer meeting or document won't add value, we'll keep it short.

Growth mindset: We experiment, reflect, and innovate – we constantly ask ourselves "how can we do this better?".

We take our responsibility as public administration professionals seriously: We are committed to value for money, impact, and transparency, and we act with integrity, honesty, and respect.



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Stronger Councils, Stronger Region

1 Continue to lead regional economic development, with Councils, and others, to make our region an even better place to live, work, visit, learn and invest

Strategic Intention	Annual Plan Action	Progress this Quarter
<p>1.1 Embed and establish the “Futures Plan approach” as the overarching economic development framework for the region, including:</p> <ul style="list-style-type: none"> Ensuring the regional governance framework – a joined-up approach to economic development is effective Ensuring the Regional Investment Framework – a systematic approach to identifying and securing support for regionally significant projects works 	<p>Projects developed and implemented by Working Groups</p>	<p>Overall RFP highlights</p> <ul style="list-style-type: none"> Investigated Regional Activators Alliance and NEDC20 Economic Development Conference. Mid-term RFP survey completed. Liaison with Tasmanian Women in Agriculture regarding possible support for circular economy forum in the CC region. <p>ETWG</p> <ul style="list-style-type: none"> Submitted Careers on the Coast funding application. Agreed to investigate greater careers counselling within schools. <p>CCCCWG</p> <ul style="list-style-type: none"> Choose Cradle Coast website enhanced with Business Northwest case studies and Regional Australia Institute’s “MOVE” tool. Launched Jobs Board on CCA website and Business survey aimed at gathering information on local recruitment challenges. Core team reviewed of population & migration strategy. <p>REWG</p> <ul style="list-style-type: none"> Developed Renewable Energy projects database. Commenced development of PR strategy.



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Strategic Intention	Annual Plan Action	Progress this Quarter
	<p>ACWG</p>	<ul style="list-style-type: none"> Commenced development of Arts and Culture asset register. Sought funding for Creative Aging project through TCF, to build community intergenerational interaction through a workshop and display event in each council area in the lead up to Seniors week.
<p>Implement the Regional Investment Framework - CCA publishes, identifies, and advocates for regionally significant projects</p>	<p>Implement the Regional Investment Framework - CCA publishes, identifies, and advocates for regionally significant projects</p>	<ul style="list-style-type: none"> New project 'Jobs Transport Independence' added to the Regional Investment Framework. Another application received.
<p>Map the entrepreneurial ecosystem including the identification of gaps and opportunities (Swinburne PhD initiative)</p>	<p>Map the entrepreneurial ecosystem including the identification of gaps and opportunities (Swinburne PhD initiative)</p>	<ul style="list-style-type: none"> Commenced candidate analysis and interviews. Developed draft ecosystem map, to enhance collaboration.
<p>Two PhD and two Honours students to commence projects (UTAS initiative)</p>	<p>Two PhD and two Honours students to commence projects (UTAS initiative)</p>	<ul style="list-style-type: none"> Ethics approval received for UTAS Honours projects and interviews commenced. Swinburne PhD candidate commenced interviews.
<p>Continue to support food producers' network</p>	<p>Continue to support food producers' network</p>	<ul style="list-style-type: none"> Sought feedback from participants in Cultivate program. Investigated TNT Cool Season Event as possible August 2021 event, to support farmers and food manufacturers. Commenced promotion of 'Propagate 1' (online event featuring 15 speakers on developing value-added food products) through Food Producers Network and social media. Sought 67% discount for food producers in the region.



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Stronger Councils, Stronger Region

Strategic Intention	Annual Plan Action	Progress this Quarter
<p>1.2 Develop an effective working relationship with the Regional Tourism Organisation, build on defined roles and collaborative work</p>	<p>Identify and implement options for collective work</p>	<ul style="list-style-type: none"> West by North West presented to EWG and discussed EWG project on data collection for events in region.
<p>1.3 Proactively attract investment to our region <i>Note: no planned 'Annual Plan Actions' however, activity that aligns with this Strategic Intention will be included here.</i></p>		<ul style="list-style-type: none"> Secured funding from the Tasmanian Government to deliver Weed Action Fund (WAF) Grants, in partnership with NRM North and NRM South. Secured and executed a Grant Deed for \$16,000 from the Tasmanian Government's Climate Research Grants to expand the PMP program to incorporate a valuable climate change tool for farmers.



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2 Continue to lead regional NRM, with Councils and others, to improve the environment

Strategic Intention	Annual Plan Action	Progress this Quarter
<p>2.1 Deliver exceptional Commonwealth and State Government funded NRM work to increase investment in the region through the implementation of a Regional NRM Strategy</p>	<p>Develop Regional NRM Strategy</p>	<ul style="list-style-type: none"> Commenced strategy development liaising with State-wide Strategy Development Working Group (SSDWG), focusing on; overall strategy approach and engagement, and stakeholder analysis and NRM outlook. Developed and provided detailed Strategy guidelines to consultants and agreed on project roadmap.
<p>2.2 Continue to deliver State and Federally funded NRM projects</p>	<p>Commence developing a Regional NRM Investment Prospectus</p> <p>Manage and deliver Regional Land Partnerships (RLP) Program, including:</p> <ul style="list-style-type: none"> RLP Core Services Regional Agricultural Landcare Facilitator (RALF) Protecting Our Productive Soils Coastal Saltmarsh Recovery in Robbins Passage and Surrounds Creating a Hooded Plover Stronghold on Three Hummock Island Giant Freshwater Crayfish (GFC) Recovery Rice Grass Removal from the Rubicon-Port Sorell Estuary 	<p>Nil</p> <p>RLP Core Services</p> <ul style="list-style-type: none"> Commenced engagement re: Aboriginal Traineeship which hopes to see Aboriginal community members working with us in NRM delivery whilst obtaining relevant qualifications in Conservation Land Management. Scoped and developed Project Work Order for new RLP Project, which will undertake foundational work to gain a better understanding of the distribution and habitat requirements of both the KI Scrubfit and KI Brown Thornbill building on previous work. Secured payments for 2019-20 RLP services that have been impacted by COVID-19, which will now be delivered in 2020-21.

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Strategic Intention

Annual Plan Action

Progress this Quarter

- Commenced preparation of 2020-21 Quarter 1 RLP Output Reporting.

Regional Agriculture Landcare Facilitator (RALF)

- Liaised and supported Property Management Plan (PMP) program participants.
- Presented online whole farm planning program to 12 TasTAFE agriculture apprentices.
- Liaised with Private Forests Tasmania, CSIRO and Forico regarding the potential for pyrethrum strip-cropping between trees on farms.
- Collected data and developed summary report for the demonstration trials.
- Hosted UTAS Agribusiness student, who spent a day in the field with CCA staff collecting data from a soil acidification demonstration trial at Arthur River.
- Represented CCA on the Tasmanian Agriculture Productivity Group (TAPG) Precision Agriculture expo organising committee.
- Coordinated state-wide RALF/sustainable agriculture meeting between CCA, NRM North and NRM South agriculture personnel and guests from the Department of Premier and Cabinet.

Protecting our Productive Soils (POPS)

- Tested integrated contour mapping via an in-cab software on-site.
- Developed mini in-paddock demonstration trial for pasture improvement.
- Delivered cover crop workshop to 13 participants.
- Supported seven farms with soil amendment demonstration trials.



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Strategic Intention	Annual Plan Action	Progress this Quarter
		<ul style="list-style-type: none"> Supported one commercial farm with hillslope erosion demonstration trial. Delivered effective nutrient budgeting workshop, involving 21 industry participants.
		<p>Coastal Saltmarsh Recovery in Robbins Passage and Surrounds (CSR)</p> <ul style="list-style-type: none"> Completed nine site inspection/visits to inform project establishment. Liaised with Tasmanian Land Conservancy regarding covenants on six properties.
		<p>Creating a Hooded Plover Stronghold on Three Hummock Island (HP)</p> <ul style="list-style-type: none"> Undertook a one-week field trip to Three Hummock Island and conducted Aboriginal heritage assessments, located previously tagged cats and setup monitoring cameras and rodent tracking sites. Facilitated a Technical Working Group meeting who endorsed the proposed approach to control feral cats. Completed rodent monitoring. Conducted annual Adaptive Management Analysis and developed annual plan.
		<p>Giant Freshwater Crayfish (GFC)</p> <ul style="list-style-type: none"> Produced quarterly newsletter and distributed to 200 recipients. Assessed first project proposal and landholder committed to rehabilitate and/or protect 2.6 kms of riverbank on the Inglis River. Completed 14 site inspection/visits and liaised with Private Forests Tasmania and Sustainable Timbers Tasmanian to inform project work.



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Strategic Intention	Annual Plan Action	Progress this Quarter
	Implement the Tasmanian Cat Management Plan	<ul style="list-style-type: none"> Responded to State and National media interest in project - Newspaper, radio and social media. Prepared and executed Grant Funding Agreements with landholders involved in the project. <p>Rice Grass Removal from the Rubicon Estuary</p> <ul style="list-style-type: none"> Produced Rubicon Rice Grass project Information Sheet and distributed. Sought approval from PWS to commence treatment of Rice Grass in the Rubicon - Port Sorell Estuary from November 2020 to March 2021.
		<ul style="list-style-type: none"> Liaised with DPIPWE, Ten Lives and Bruny Island Cat Management Project to develop annual plan. Liaised with Ten Lives regarding possible sub-shelter in the region. Received animal ethics and human ethics approval to undertake Cat tracker program. Undertook additional advertising in the Central Coast area to reinforce the benefits of containment for cats during the cat trapping project. Sought support from Member Council General Managers to develop a regional cat management strategy and developed draft for initial review. Liaised with DPIPWE regarding the development of cat trapping guidelines for the public. Launched Cradle Coast Cat Tracker project and responded to media interest in project. Produced two TassieCat brochures focused on Cat-borne diseases.



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Strategic Intention	Annual Plan Action	Progress this Quarter
	Deliver other priority projects, including: <ul style="list-style-type: none"> • Smallholder property management • planning program • Develop community capacity building program 	<ul style="list-style-type: none"> • Commenced development of community Participation project brief. • Provided support to local Dog's Breakfast events.
2.3 Alter our business model, so some NRM capability can be maintained through core funding (i.e. Council contributions)	Develop business case and explore further to include in 2021/22 planning	Nil
2.4 Provide greater coordination and support of Member Council NRM activities	Council NRM staff across the region are engaged with CCA and other Councils	Nil



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3 Further integrate our NRM and economic development work and that of Councils, demonstrating leadership in sustainable development

Strategic Intention	Annual Plan Action	Progress this Quarter
<p>3.1 Develop greater cohesion and whole-of-business awareness within the Leadership Team and across staff more broadly</p>	<p>Embed the Leadership Team approach</p>	<p>An ongoing piece of work incorporated into everything we do. Good gains being made, with new whole of business approaches to cultural awareness training, funding applications and communications in this quarter.</p>
<p>3.2 Mirror elements of the 'Futures Plan approach', including the Regional Investment Framework (RIF) and Core Team (as appropriate), in NRM</p>	<p>Council NRM staff across the region are engaged with CCA and other Councils Ensure the review of the RIF informs development of NRM Investment Prospectus</p>	<p>Nil Nil</p>
<p>3.3 Overcome the confusion between NRM and other organisational branding</p>	<p>Phase out standalone "Cradle Coast NRM" branding</p>	<p>Cessation of standalone "Cradle Coast NRM" branding.</p>

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4

Ensure our new Strategic Services capability delivers for Councils

Strategic Intention	Annual Plan Action	Progress this Quarter
<p>4.1 Effectively implement the Shared Services Strategy and collaborative working arrangements</p>	<p>Offer Internal Audit Program to Member Councils</p> <p>Continue to deliver Cradle Coast Local Government Networking Program in partnership with LG Professionals Tasmania</p> <p>Continue to coordinate and promote regional events with the Regional Events Working Group</p> <p>Work with General Managers to complete the analysis already commenced in relation to regulatory services</p> <p>Conduct an audit of policies and procedures across Councils to identify gaps and develop templates for Council use</p>	<ul style="list-style-type: none"> Completed Procurement, Contracting and Tendering Internal Audit for WWC. Developed Internal Audit proposal for WCC and commenced first engagement in September. Final event for 2020 scheduled and planned. 2021 event dates proposed and agreed with Cradle Coast Branch President. <p>Events promotion largely on hold due to COVID. Gradually being reinstated as details of future events are firming up.</p> <p>Postponed as per G/Ms request noting impacts of COVID. Agreed to complete action before 30 June 2021.</p> <p>Postponed as per G/Ms request noting impacts of COVID. Agreed to incorporate this action into 2021/22 shared services implementation plan.</p>

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Strategic Intention	Annual Plan Action	Progress this Quarter
	<p>Explore shared service opportunities in Environmental Planning e.g. climate change (review climate plans for coastal Councils), lead implementation of zero plastics and other initiatives identified and agreed</p>	<p>Postponed as per G/Ms request noting impacts of COVID. Agreed to incorporate this action into 2021/22 shared services implementation plan.</p>
	<p>Work with General Managers to assess other opportunities categorised as 'facilitate' in the Shared Services Strategy and develop a detailed, costed implementation plan where applicable. Year one actions include:</p> <ul style="list-style-type: none"> • Environmental Health under sub-regional arrangements • Parking, animal control and regulation • Shared IT environment to enable HR management • Review HR practices to implement standardised processes • Recruitment 	<p>Postponed as per G/Ms request noting impacts of COVID. Agreed to incorporate this action into 2021/22 shared services implementation plan.</p>

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Strategic Intention	Annual Plan Action	Progress this Quarter
<p>4.2</p> <p>Promote local government careers and help Councils with workforce development</p>	<p>Continue to deliver ASbA program, contributing to:</p> <ul style="list-style-type: none"> 15 ASbA placements with Member Councils School-based pathway mapping for careers into local government Forward identification of local government roles across Member Councils over five years 	<ul style="list-style-type: none"> Collected and analysed workforce data received from seven Member Councils. Prepared and presented analysis to six Member Councils. Prepared and presented regional workforce profile and insights at Representatives meeting in August. Identified more than 200 suitable roles for ASbAs within Councils through workforce data analysis. Identified and communicated 2021 recruitment timeframes with all Councils. Prepared 2021 recruitment material and engaged with stakeholders. As at reporting, seven ASbAs committed across CCC, WWC, BCC and CCA for 2021 recruitment drive.
<p>4.3</p> <p>Plan, coordinate, facilitate, advocate and otherwise with, and act on behalf of Councils</p>	<p>Evaluate requests and opportunities and act on behalf of Councils (to be determined based on needs) where strategic alignment is achieved</p>	<ul style="list-style-type: none"> Completed initial Telecommunications review agreed by GMs involving data collection, analysis, and presentations to all Councils. All Councils agreed to progress Mobile Phone Services and Microsoft Office 365 recommendations. Commenced negotiations with Telecommunications vendors to explore opportunities at a regional scale. Prepared and executed Shared Service Agreement with WCC to review/develop WC Visitor Information Centre Business Plan. Evaluated several requests from Councils including LG Procurement Training, provision of energy audit services, online community notification platform (Snap, Send, Solve).



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5

Achieve financial sustainability

Strategic Intention	Annual Plan Action	Progress this Quarter
<p>5.1 Diversify revenue streams through effective business development and service delivery</p>	<p>Identify investment priorities and funding streams through the development of regional plans/strategies e.g. Regional NRM Strategy and subsequent Investment Prospectus</p>	<p>Secured additional external funding for NRM activities and generated new revenue by providing internal audit and consultancy services to Councils.</p>
<p>5.2 Implement a Financial Management Plan to better withstand any financial shocks and inform decision making around Council Contributions</p>	<p>Implement a long-term Financial Management Plan Achieve financial KPIs as identified in Strategic Plan</p>	<p>Finalised draft Financial Management Plan with Audit and Risk Committee. Progress to be reported following quarterly financial reporting.</p>



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6

Make the most of technology to improve organisational effectiveness and efficiency

Strategic Intention	Annual Plan Action	Progress this Quarter
<p>6.1 Establish high levels of technological literacy among staff</p>	<p>Learning and development plans identify and reflect technological literacy aims</p> <p>Maximise benefits and knowledge of current software solutions, i.e.: M-Files, Microsoft Office 365</p>	<p>Nil</p>
<p>6.2 Innovate through software and hardware adoption, both internally and externally</p>	<p>Ensure software /hardware solutions are fit for purpose and lead the way to deliver best practice</p>	<p>Continued to progress development of a Client Relationship Management system across the business, using existing software.</p>



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7 Become a global exemplar of regional development, local government collaboration, and public administration

Strategic Intention	Annual Plan Action	Progress this Quarter
7.1 Ensure we have the right people, skills, and processes	Deliver on internal process improvements and staff capability/training as per Strategic Plan	Nil
7.2 Develop a culture in which we all strive to get "world's best" out of each other, supported by mentoring, peer coaching or consulting	Deliver against individual learning and development plans	Nil
7.3 Improve the way we measure and communicate the impact of our work	Develop and implement communications and engagement plans	<ul style="list-style-type: none"> Implementation of project communication and engagements plans in progress. Communications and Engagement Strategy reviewed with implementation continuing to progress.
	Regular transparent and meaningful reporting to our owners and external stakeholders through: <ul style="list-style-type: none"> Biannual attendance at Council workshops Monthly newsletter and social media Continued radio, television, and newspaper coverage Public presentations Visit our website here to view all our Media Releases .	Continued radio, television, and newspaper coverage Radio: <ul style="list-style-type: none"> Cradle Coast Cat Tracker Program, ABC Tasmania Newspaper: <ul style="list-style-type: none"> Little Penguins, The Advocate Quoiba Saleyards Forum, The Advocate Soil erosion, The Advocate Seasonal Cover Crops, The Advocate Weeds Action Fund (WAF), The Advocate



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Strategic Intention	Annual Plan Action	Progress this Quarter
		<ul style="list-style-type: none"> • Regenerative agriculture principles, The Advocate • Cradle Coast Cat Tracker Program, The Advocate and The Mercury
		<p>In addition to communication and engagement activities covered elsewhere in this document, the following key stakeholders were engaged on various matters.</p> <ul style="list-style-type: none"> • Nick Sherry • Roseanna Coombes, NRM North • Nepelle Crane, NRM South • Belinda Pratt, Office of the Coordinator General • Erin Cooper, ABC • Senator The Hon. Richard Colbeck • Gavin Pearce MP • David Pollington, UPC Renewables • The Hon. Jason Clare MP • Professor Robyn Eversole, Swinburne University • Rufus Black, Jim Cavaye, Lee Whiteley and Danielle Kidd, UTAS • The Hon. Peter Gutwein MP, Premier • The Hon. Jeremy Rockliff MP, Deputy Premier • The Hon. Leonie Hiscott MLC • Peter Skillern, TFGA • Peter Cornish, Fruit Growers Tasmania • Senator Wendy Askew • Stuart Hollingsworth, Skills Tasmania • The Hon. Guy Barnett MP • David Pemberton, DPIPWE • The Hon. Rebecca White MP • Anita Dow MP



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Strategic Intention	Annual Plan Action	Progress this Quarter
<p>7.4 Provide thought leadership across our areas of capability and influence</p>	<p>Gear up to provide thought leadership from July 2021 through:</p> <ul style="list-style-type: none"> Identifying topics and opportunities Establishing capacity and capability 	<ul style="list-style-type: none"> Shane Broad MP Mark Baker, Northern Tasmania Development Corporation (NTDC) Sean Terry and Sophie Rowlands, Department of State Growth Senator The Hon. Eric Abetz Felix Ellis MP Senator Jacqui Lambie Tasmanian Community Fund Board Hosted Quoiba Saleyards Forum
<p>7.5 Ensure knowledge and other project outputs are utilised and shared beyond the funding period; maintain corporate memory and deliver lasting value</p>	<p>Develop sound knowledge management practices through:</p> <ul style="list-style-type: none"> Effective records management Ongoing website maintenance and management Web portal development 	<ul style="list-style-type: none"> Coordinated 'Reimagining our Region Workshop' with the REDSG and Professor John Hewson AM. Continued publishing 'Reimagining our Region' articles in partnership with the University of Tasmania and <i>The Advocate</i>. <p>Ongoing website maintenance and management to ensure project information and organisation-wide publications are up-to-date and accessible.</p>
<p>7.6 Embrace cultural diversity in our organisation and in the work, we do, including meaningful engagement with Aboriginal communities</p>	<p>Incorporate cultural awareness into induction processes</p> <p>Deliver against NRM Indigenous participation plan</p>	<ul style="list-style-type: none"> Cultural awareness training incorporated into Indigenous Participation Plan. Cultural awareness included in induction processes. <p>Consultation commenced around an Aboriginal traineeship.</p>

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Strategic Intention	Annual Plan Action	Progress this Quarter
<p>7.7 Continue to deliver priority economic development projects</p>	<p>Build the Coastal Pathway improvements</p>	<ul style="list-style-type: none"> Liaised with TasRail regarding issues and raised with Premier to gain support to resolve. Engaged consultant to complete detailed survey around Don Heads Road to establish rail boundary lines. Liaised with two landholders regarding possible purchase agreements.
		<p>Sulphur Creek to Penguin section</p> <ul style="list-style-type: none"> Received Landowner Consent from TasRail. Application submitted to CCC to obtain crown land consent to lodge DA
		<p>Latrobe to Ambleside section</p> <ul style="list-style-type: none"> 100 m of Pathway poured for a total of 1000 m of footpath complete. 275 m of rock embankment complete for a total of 865 m. Engaged consultant to provide information around the habits and sensitivities of the White Sea Bellied Eagle.
<p>Manage the establishment of farm vehicle washdown facilities</p>		<ul style="list-style-type: none"> Evaluated quotes for feasibility study and drafted Contract for Services. Established Steering Group and hosted two meetings.



APPENDIX 1 - GLOSSARY OF ACRONYMS AND ABBREVIATIONS

Stronger Councils, Stronger Region

ACWG	Arts and Culture Working Group	LG Pro	Local Government Professionals Tasmania
ARTC	Australian Regional Tourism Convention	MoU	Memorandum of Understanding
ASbA	Australian School-based Apprenticeship	NRM	Natural Resource Management
BCC	Burnie City Council	PCG	Project Control Group
CCA	Cradle Coast Authority	PMP	Property Management Planning
CCCWG	Choose Cradle Coast Working Group	POPS	Protecting Our Productive Soils
CCC	Central Coast Council	RALF	Regional Agriculture Landcare Facilitator
CCCMWG	Cradle Coast Cat Management Working Group	REDSG	Regional Economic Development Steering Group
CHC	Circular Head Council	REWG	Renewable Energy Working Group
CPA Australia	Certified Practising Accountant Australia	RFP	Regional Futures Plan
DA	Development Application	RIF	Regional Investment Framework
DCC	Devonport City Council	RUP	Regional Land Partnership
DPIPWE	Department of Primary Industries, Parks, Water and Environment	RTO	Registered Tourism Organisation
ETWG	Education and Training Working Group	TCF	Tasmania Community Fund
EWG	Events Working Group	TCMP	Tasmanian Cat Management Plan
GFC	Giant Freshwater Crayfish	UTAS	University of Tasmania
KC	Kentish Council	WAF	Weeks Action Fund
KIC	King Island Council	WCC	West Coast Council
LC	Lafrobe Council	Waratah Wyneyard Council	Waratah Wyneyard Council
LG	Local Government		
LGAT	Local Government Association Tasmania		

APPENDIX 2 - CURRENT PROJECTS AND INITIATIVES

Stronger Councils, Stronger Region



For more details about our current projects visit our website [here](#).

Project/Description	Funding provider	Duration
<p>Coastal Saltmarsh Recovery in Robbins Passage and Surrounds – This project aims to improve the condition and long-term protection of the Coastal Saltmarsh Threatened Ecological Community by targeting the primary ecological threat to saltmarsh, Rice Grass, and through brokering and establishing conservation agreements with landholders to maintain and protect saltmarsh on or adjoining their properties.</p>	Federal Government	2020 – 2023
<p>Giant Freshwater Crayfish Recovery – This project will protect and improve priority stream habitat for the highly valued and vulnerable Giant Freshwater Crayfish. Working with landholders to establish conservation agreements and undertake riparian protection and rehabilitation works, the project will increase the area of good quality habitat within the species’ range, and protect it from further degradation.</p>	Federal Government	2019 – 2023
<p>Protecting Our Productive Soils – This project will engage and support farmers to build capacity to better manage hillslope erosion on mixed cropping farms and soil acidification on intensive grazing enterprises. This will achieve practice change on the ground and improve the sustainability of agricultural activities across our productive landscapes.</p>	Federal Government	2019 – 2023
<p>Creating a Hooded Plover Stronghold on Three Hummock Island – This project will protect the threatened beach-nesting shorebird species, the Hooded Plover, on Three Hummock Island by working towards the eradication of feral cats from the island, as well as controlling the invasive weed, Sea Spurge, and removing marine debris.</p>	Federal Government	2019 – 2023
<p>Rice Grass Removal from the Rubicon-Port Sorell Estuary – This project will improve the condition and the long-term protection of Coastal Saltmarsh and feeding habitat for migratory and resident birds, by controlling and containing the estimated 660 ha of Rice Grass in the Rubicon-Port Sorell Estuary, a key threat to the ecosystem.</p>	Federal Government	2019 – 2023
<p>Regional Agriculture Landcare Facilitator (RALF) – Working with farmers, industry and community groups to promote sustainable agricultural practices.</p>	Federal Government	2019 – 2023

APPENDIX 2 - CURRENT PROJECTS AND INITIATIVES Stronger Councils, Stronger Region



<p>Implementing the Tasmanian Cat Management Plan (TCMP) – This project supports the implementation of the TCMP through developing and implementing awareness and education programs to improve levels of responsible cat ownership across the region, assisting Councils in the development of policies linked to the TCMP including the development of by-laws and development and implementation of compliance programs for the Cat Management Act along with training programs for Council officers.</p>	State Government	2018 – 2021
<p>Cradle Coast Future Energy Hub – A partnership between CCA and industry established to showcase Cradle Coast's future energy potential. The Hub will be a central place for industry participants to host community and industry engagement activities and a place for the community to learn about the range of renewable energy opportunities in our region.</p>	Industry / State Government	2019 – 2022
<p>New Farm Vehicle Washdown and Effluent Dumping Facilities – This project will see the construction of modern washdown and effluent dumping facilities at Smithton, Burnie, Devonport and King Island for livestock transport and other vehicles.</p>	Federal Government	2019 – ongoing
<p>Food Producers Network – This initiative will support start-up agritourism, food and drink business in the region. In partnership with new food business incubator, Seedlab Tasmania. CCA will support the delivery of a number of business boot camps and masterclasses at Smithton, Devonport and between, which will form the basis of a Food Producers' Network.</p>	Industry / Federal / Local Government	2019 – ongoing
<p>Kickstarting Energy Careers on the West Coast – In partnership with Beacon Foundation and Granville Harbour Wind Farm, this project will provide West Coast students with the opportunity to engage with the renewable energy industry and partake in a two-day intensive project involving work-readiness education, mentoring and site tours. Beacon Foundation's Growth Industry Preparation Programs promote Tasmania's key industries to young Tasmanians and will help raise student, teacher and parent awareness of the growing career opportunities.</p>	Industry	2020
<p>King Island Future Leaders Program – This project aims to establish The Coasters on King Island and provide important career-building and networking opportunities to help King Islanders overcome some of the challenges of isolation to help them thrive in their community.</p>	Federal Government	2019 – 2020

APPENDIX 2 - CURRENT PROJECTS AND INITIATIVES

Stronger Councils, Stronger Region



<p>Regional Employment Trials – Working with Member Councils, this project involves providing employability skills training to 70 job seekers and one to two-week work placements with Member Councils. The project will also see Member Councils working together to streamline and improve recruitment and selection practices to reduce barriers to employment.</p>	Federal Government	2019 - 2020
<p>Local Government Australian School-based Apprenticeship (ASbA) Program – Councils are looking to provide more jobs for young people and this program aims to make it easier for our Member Councils, schools and young people to navigate ASbAs. The project will increase the number of ASbAs within Member Councils, help Councils understand the benefits of ASbAs and map ASbAs to areas of current and future skills shortages.</p>	State Government	2019 – 2021
<p>Local Government Networking Program – In partnership with Local Government Professionals Tasmania, this initiative will deliver a series of professional development and networking events aimed at increasing collaboration and engagement amongst Member Council employees across the region.</p>	Industry / Local Government	Ongoing
<p>Constructing the Coastal Pathway – Jointly funded by the State and Federal Government along with Latrobe, Devonport City and Central Coast Councils, the \$14.4m Coastal Pathway extension project will see 21 km of additional pathway built between Latrobe and Sulphur Creek between 2020 and 2021.</p>	Federal / State / Local Government	2019 – 2021
<p>Weeds Action Fund – The Tasmanian Weeds Action Fund (WAF) is a \$5 million State Government initiative. The funds provided will be invested with farmers and other community organisations to tackle weeds that are impacting valuable agricultural and environmental assets. CCA have partnered with NRM North and NRM South to deliver Stage Two of the fund over the next three years, the funds will provide a more strategic and targeted approach to tackling high priority weeds that affect agriculture and the environment to improve the productive value of land and protect our natural values.</p>	State Government	2018 - 2023



APPENDIX 2 - CURRENT PROJECTS AND INITIATIVES

Stronger Councils, Stronger Region

Other ongoing initiatives

- **Implementing the Regional Futures Plan (RFP)** – The RFP provides a blueprint for a new way of doing regional economic development. Backed by industry, government and the university sector, it aims to boost regional growth and foster a more resilient economy, lifting the living standards of residents in the region.
- **Regional Investment Framework (RIF)** – As part of the RFP, the RIF provides a systematic approach to identifying and securing support for regionally significant projects. The REDSG will maintain a list of regionally significant projects, reviewed and published quarterly. The first list will be released in early 2020. The purpose of the list is for our region to speak with one voice in support of projects that will drive positive economic change.
- **Regional Events Strategy** – An initiative whereby Member Councils have joined forces to promote regional events. Regional events identified by the Regional Events Working Group (REWG) are marketed on behalf of Member Councils through CCA's new-look website and its "Choose Cradle Coast" social media channels. The REWG also aims to deliver other initiatives aligned with the Regional Events Strategy.
- **The Coasters** – Hosted by CCA and sponsored by UTAS and CPA Australia, The Coasters was established in 2017 to "Connect. Inspire. Grow". The network aims to connect like-minded aspirational young people who live and work on the Cradle Coast and wish to influence the region's future. They share skills, knowledge and experiences to raise aspirations and improve access to career development and mentoring opportunities.
- **Swinburne University Partnership** – The MoU with Swinburne University's Centre for Social Impact will see CCA support work to achieve social impact, providing an opportunity to work in and within the region, to create an inclusive, people-centred regional economy. The MoU arrangements also include a co-funded PhD scholarship aimed at supporting the implementation of the RFP and the establishment of a Centre of Social Impact within CCA's premises.
- **LGAT Partnership** – Aimed at strengthening Local Government and reducing duplication, by sharing information more freely, CCA and LGAT will work together to deliver training, events and other services to our Member Councils.
- **University of Tasmania Partnership** – The partnership with the University of Tasmania will see CCA support and/or host two PhD candidates and two Honours students working on projects aimed at supporting the implementation of the RFP.



APPENDIX 3 – LIST OF REGIONALLY IMPORTANT PROJECTS

Stronger Councils, Stronger Region

There are currently eight regionally important projects that have been submitted and accepted by our Regional Economic Development Steering Group (REDSG) under the [Regional Investment Framework](#). More details on the regionally important projects are available [here](#).

The REDSG, a business focussed, industry-led Committee of CCA, assesses submissions against the objectives of the Regional Futures Plan, which include more jobs, more training opportunities, a better lifestyle and overcoming social disadvantage. Businesses, community groups, peak bodies and other organisations can make a submission with assistance from the CCA team. Submissions are considered on a rolling basis.

In no particular order, the current project list includes:

- **Coastal Pathway Extension** – extensions and improvements to the Coastal Pathway, transforming it into an iconic tourism experience and increasing liveability. Up to \$32 million required.
- **Don River Railway upgrades** – a scenic railway from Devonport to Penguin and other Don River Railway upgrades, including a café and function centre. Building upon the existing Don River Railway tourism operation with the aim to capture overnight visitors by presenting a more diverse offering. Approx \$5 million required.
- **Mobile Phone Towers** – new mobile phone towers at Woolnorth and Togari, supporting business productivity, safety, and digital accessibility. Approx. \$2.2 million required.
- **World-class organic composting facilities** – supporting FOGO (food organics, garden organics) collection from 40,000 households and businesses. This project involves the construction of an organic waste composting facility in Devonport to process waste from the public and collected by local government Councils. Approx. \$6 million required.
- **Natural Resource Management Jobs** – 200 new land conservation jobs delivered through a “fair share” of a \$4 billion land conservation stimulus package proposed by NRM Regions Australia. Up to \$20 million allocated to our region would see people working on weed management, track work and other Natural Resource Management projects.
- **Battery Of The Nation and Marinus Link** - together these project will create thousands of jobs and enable delivery of low-cost, reliable and clean energy generation and storage providing benefits to the entire National Electricity Market – working to make the best use of Tasmania and Australia’s renewable energy resources. CCA supports the Australian Government and State Government working with TasNetworks and Hydro Tasmania to progress these important projects. Battery Of The Nation approx. \$900 million. Marinus Link approx. \$3.5 billion.
- **Jobs Transport Independence Project** – developing transport independence for individuals to strengthen local labour markets. Approx \$1 million required.

APPENDIX 4 - 2020 - 2025 STRATEGIC PLAN SUMMARY
Stronger Councils, Stronger Region



Vision: A region that is prospering as a result of strong Councils working together, where ratepayers, industry and government see the benefits of investing in the CCA model. In short, 'Stronger Councils, Stronger Region'.

Purpose: To help Councils achieve regional outcomes and maintain strong local government, by working together.

We take our responsibility as public administration professionals seriously. We are committed to value for money, impact and transparency, we act with integrity, honesty and respect.

Principles
We will achieve our vision by consistently acting according to our principles.

Agile We adapt and refocus quickly and easily, in response to change.	Collaborative We play to others' strengths and listen with intent to understand and avoid duplication.	Optimistic We see the best possible outcome and strive for that.	Lean We use our resources wisely and keep things simple. If a longer meeting or document won't add value, we'll keep it short.	Growth mindset We experiment, reflect and innovate - we constantly ask ourselves "how can we do this better?"
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Nine Councils working together to make a difference – representing one in five Tasmanians.



A full copy of our Strategic Plan can be found here: <https://www.cradlecoast.com/cca/publications-media-releases/>





APPENDIX 4 - 2020 - 2025 STRATEGIC PLAN SUMMARY

Stronger Councils, Stronger Region

We will achieve our vision and purpose through the following strategies:

Strategies

- 1 Continue to lead regional economic development, with Councils, and others, to make our region an even better place to live, work, visit, learn and invest
- 2 Continue to lead regional Natural Resource Management, with Councils and others, to improve the environment
- 3 Further integrate our NRM and economic development work and that of Councils, demonstrating leadership in sustainable development
- 4 Ensure our new Strategic Services capability delivers for Councils
- 5 Achieve a sustainable financial position
- 6 Make the most of technology to improve organisational effectiveness and efficiency
- 7 Become a global exemplar of regional development, local government collaboration, and public administration



We will seek and measure the following outcomes through key performance indicators (KPIs) to realise our vision:

KPI		Year 5
 People and Culture	The leadership team is unified and unifying, providing collective leadership across the business.	Yes
	Increase the average staff rating across key capabilities, for example: alignment with our principles, technology adoption, productivity, project management.	80%
 Internal Processes	Increase efficiency by formally mapping and improving processes (i.e. continuous improvement.	4
	Project milestones – not just projects overall - are achieved on time and within budget.	95%
 Member Councils and Funding Partners	Number of regionally significant projects delivered.	3
	Increase the number of stakeholders who are at least 'satisfied'.	90%
 Finance	Deliver a small operating surplus to maintain financial sustainability.	\$10k
	Increase the proportion of non-Council revenue.	75%



People and Culture outcomes lead to continuous improvement

Efficiency of internal processes reduces cost and satisfies Member Councils and other Funding Partners

Satisfied Member Councils and other Funding Partners leads to financial sustainability

Performance on all levels satisfies stakeholders



MINUTES AND REPORTS OF COMMITTEES**AO276-20 BURNIE AUSTRALIA DAY SPECIAL COMMITTEE CONFIRMED
MINUTES OF MEETING HELD ON 5 OCTOBER 2020**FILE NO: 29/1/8

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Confirmed Minutes of the meeting of the Burnie Australia Day Special Committee held on 5 October 2020 be received for discussion.”

SUMMARY

At its meeting on 5 October 2020, the members of the Burnie Australia Day Special Committee met and continued discussions around arrangements for the Australia Day Ceremony to be held on 26 January 2021.

The committee discussed:-

- The Ambassador Program and status of guest speaker request.
- Australia Day Award nominations and award trophies.
- Musical options.
- 2021 ceremony program.

It is recommended that the minutes be received for discussion.

ATTACHMENTS

1. [Burnie Australia Day Special Committee - Minutes of Meeting held on 5 October 2020](#)

COUNCIL RESOLUTION

Resolution number: MO334-20

MOVED: *Cr K Dorsey*

SECONDED: *Cr G Simpson*

“THAT the Confirmed Minutes of the meeting of the Burnie Australia Day Special Committee held on 5 October 2020 be received for discussion.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY

 BURNIE CITY COUNCIL	 Australia Day	<p>MINUTES BURNIE AUSTRALIA DAY SPECIAL COMMITTEE</p> <p>Meeting held in the Councillor's Meeting Room, Burnie City Council Offices</p> <p>Monday, 5 October 2020</p>
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TIME	2.00pm
PRESENT	Councillor Ken Dorsey (Chairman), M Leeson, M Harris, E Singleton, C White, T Aitken Burnie City Council Staff: K Kelly
APOLOGIES	R Bentley

BUSINESS ARISING

<p>1. DECLARATION OF INTEREST</p> <ul style="list-style-type: none"> • Tabling of any Declarations of Interest NIL
<p>2. CONFIRMATION OF MINUTES</p> <ul style="list-style-type: none"> • Confirmation of Minutes of the meeting held on 7 September 2020 <i>"That the minutes of the Burnie Australia Day Special Committee Meeting held on Monday, 7 September 2020, be confirmed as true and correct."</i> Moved: E Singleton Seconded: M Leeson Result: Carried unanimously
<p>3. REVIEW OF OUTSTANDING ACTIONS</p> <ul style="list-style-type: none"> • Details of Australia Day Guest Speakers to be added to the <i>Record of Australia Day Award Recipients – Burnie</i> spreadsheet for future reference (Ongoing) • Relocation of the Honour Boards to the Chamber foyer (Underway) <ul style="list-style-type: none"> - Committee agreed to implement a new honour board to facilitate the new awards of Senior Citizen of the Year and Lifetime Recognition Award.

<ul style="list-style-type: none"> • Investigate option of Grant Funding to accommodate request for Australian music for the Burnie Band and source listing of possible options from the band <ul style="list-style-type: none"> - Submission underway – Grants on offer for COVID-free events (\$20k) and advertising (\$1k) (Cr K Dorsey/K Kelly) • Investigate option/interest of a combined event with Waratah Wynyard Council <ul style="list-style-type: none"> - Chairman has spoken to WWC Events Manager and emailed the WWC Mayor and GM. (Cr K Dorsey) • Promotion of nominations to commence with adverts in The Advocate and correspondence and nomination forms to community groups. (Underway)
<p>4. CHAIRMAN'S COMMUNICATION</p> <ul style="list-style-type: none"> • Email from [REDACTED] • Email from DPAC – Australia Day and Grants Program • Email sent to [REDACTED]
<p>5. BUDGET</p> <ul style="list-style-type: none"> • Update on budget status as at 5 October 2020 Currently no expenditure for 2020/21.
<p>6. AUSTRALIA DAY CEREMONY 2021</p> <ul style="list-style-type: none"> • Have approached the Ambassador Program for Guest Speaker. • Contact has been made with the Army Band who has passed on the request to the Navy Band. • Discussed potential award nominees, committee to pursue applications. • Contact 2020 nominators regarding submitting previous applications. • Commence order for 4 awards based on same design as 2020 awards. • 2021 ceremony to include:- <ul style="list-style-type: none"> - Burnie Brass Band - Navy Band (TBC) - Citizenship Ceremony - Guest Speaker (TBC) - Australia Day Awards
<p>7. OTHER BUSINESS</p> <ul style="list-style-type: none"> • Victoria League banner requires repair – discuss with Print Domain.

NEXT MEETING Monday, 9 November 2020 at 2.00pm
MEETING CLOSED 2.55pm

MINUTES AND REPORTS OF COMMITTEES**AO277-20 CRADLE COAST WASTE MANAGEMENT GROUP UNCONFIRMED
MINUTES OF MEETING HELD ON 19 AUGUST 2020**FILE NO: 2/5/37

RECOMMENDATION:

“THAT the unconfirmed Minutes of meeting of the Cradle Coast Waste Management Group held on 19 August 2020, be received for discussion.”

SUMMARY

The minutes report on the activities of the Cradle Coast Waste Management Group (CCWMG) meeting.

Items of note from the minutes:

- A regional cardboard collection from transfer stations and processing contract was accepted from Veolia Environmental Services.
- A regional green waste mulching and transport to Dulverton contract was accepted from Fieldwicks Crushing and Screening.
- It was discussed and acknowledged that some Councils are weighing up the costs versus benefits of a regional FOGO collection service, and advice was sought from DWM regarding the Dulverton Compost Facility readiness to accept and process FOGO.
- Waste Transfer Station operations staff from various Councils met with DWM for a briefing on the proposed 2020/21 waste action list.
- The meeting held on 19 August 2020 was the final meeting of the CCWMG.

A new governance structure for regional waste management activities is now in place managed by Cradle Coast Waste Services (operated by Dulverton Waste Management) reporting to the Cradle Coast General Managers, in accordance with a new Terms of Reference.

Under the new terms, General Managers may seek input regarding regional waste strategy and actions from their Council and Officers.

ATTACHMENTS

- 1 [↓](#). Unconfirmed Minutes of the Cradle Coast Waste Management Group (CCWMG) meeting held on 19 August 2020

COUNCIL RESOLUTION

Resolution number: MO335-20

MOVED: *Cr T Brumby*

SECONDED: *Cr D Pease*

“THAT the unconfirmed Minutes of meeting of the Cradle Coast Waste Management Group held on 19 August 2020, be received for discussion.”

For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY



CRADLE COAST WASTE MANAGEMENT GROUP MEETING
19 August 2020
Meeting Highlights

- The CCWMG unanimously agreed to enter into a contract with Veolia Environmental Services for the regional cardboard recycling contract at transfer stations.
- The CCWMG unanimously agreed to enter into a contract with Fieldwicks Crushing and Screening for the regional green waste mulching service.



UNCONFIRMED Minutes of the Cradle Coast Waste Management Group
held at Devonport City Council, Council Chambers
Paranaple Centre, Rooke Street, Devonport
on Wednesday 19th August 2020

1. Welcome

The Chair, Sandra Ayton, opened the meeting at 10.30am and welcomed attendees.

Present at the meeting were:

Sandra Ayton	CCWMG Chair Via Microsoft Teams	Central Coast Council (CCC)
Rowan Sharman	CCWMG Member	Burnie City Council (BCC)
James Brewer	CCWMG Member Via Microsoft Teams	Circular Head Council (CHC)
Carol Walker	CCWMG Member	Devonport City Council (DCC)
Lisa Bramich	CCWMG Member	Waratah Wynyard Council (WWC)
Mel Pearce	CCWMG Project Manager	Cradle Coast Waste Services (CCWS)
Marg Smith	Minute Secretary	CCWS

2. Apologies

Apologies were received from:

Adam Gardner	CCWMG Member	Kentish (KC) & Latrobe (LC) Councils
Don Thwaites	Observer	CCA Representative Group
Matthew Greskie	CCWMG Project Manager	CCWS

3. Governance

3.1 Confirmation of Minutes (27th May 2020)

The Minutes from the CCWMG meeting held on Wednesday 27th May 2020, were presented for consideration.

MOTION:

*That the Cradle Coast Waste Management Group (CCWMG) **CONFIRM & ACCEPT** the Unconfirmed Minutes of the meeting of 27th May 2020 as a true and correct record.*

Moved: Rowan Sharman /Seconded: Carol Walker / CARRIED

3.2 Business Arising from Minutes

Nil



3.3 Review of Action List

The meeting Action List was tabled for CCWMG's information.

MP advised that DWM recently met with key Council Staff and waste transfer station (WTS) operators, with good attendance from 5 of the 7 Councils. The meeting was very constructive with all attendees providing valuable input. The CCWMG agreed that this task (#6) was now complete.

SA advised that following the acceptance of the Terms of Reference (ToR) by the Cradle Coast General Managers last week (with minor amendments), tasks relating to this item were now complete.

The CCWMG **NOTED** the Actions List

4. Matters for Decision

4.1 Financial Report & Project Task List as at 30th June 2020

The Financial Report and Project Task List as at 30 June 2020 was presented by CCWS to CCWMG. MP advised that the slightly higher than budgeted closing balance was due to a higher than forecast waste levy income and some projects coming in under budget.

MOTION:

*That the CCWMG **ACCEPT** the Financial Report & Project Task List as at 30th June 2020.*

Moved: Rowan Sharman/Seconded: James Brewer / CARRIED

4.2 Financial Report & Project Task List as at 31st July 2020

The Financial Report and Project Task List as at 31 July 2020 was presented by CCWS to CCWMG.

MOTION:

*That the CCWMG **ACCEPT** the Financial Report & Project Task List as at 31st July 2020.*

Moved: Lisa Bramich /Seconded: Carol Walker / CARRIED

4.3 Cardboard Recycling – Collection and Processing Tender Report

The Cardboard Recycling; Collection and Processing Tender Report, dated 29 July 2020, prepared by CCWS was tabled for CCWMG's consideration. Following general discussion the CCWMG agreed to the recommendation from the report.

MOTION:

That the CCWMG:

ACCEPT the tendered rates by Veolia Environmental Services and a contract be entered into for the following services:

- *Option 1 – Bin Supply & Transport; and*
- *Option 2 – Processing of Cardboard.*

APPROVE DWM to undertake the contract administration services (receiving and on-charging invoices, and inputting Council data into the portal) for a 3% administration fee.

Moved: James Brewer/Seconded: Rowan Sharman / CARRIED



4.4 **Green Waste Mulching – Tender Report**

The Mulch Only Or Mulch and Removal of Green Waste Tender Report, dated 29 July 2020, prepared by CCWS was tabled for CCWMG's consideration.

MOTION:

*That the CCWMG **ACCEPT** the rates tendered by Fieldwick's Crushing and Screening and a contract be entered into for the following services:*

- *Mulch & Transport services; and*
- *Mulch Only services.*

Moved: Rowan Sharman /Seconded: Carol Walker /CARRIED

5. **Matters for Discussion**

5.1 **Implementation of Regional FOGO Collection**

The appetite for the revisiting of a regional Food Organics Garden Organics (FOGO) collection was discussed. A number of councils are currently weighing up the cost versus benefit and requirements to roll out such a service. DWM's progress regarding the Dulverton Organics Transformation (DOT) Project and the capability to accept FOGO is also an important consideration for councils.

DWM is to provide the CCWMG with a potential timeline for the acceptance of FOGO at the Dulverton Composting Facility.

6. **Matters for Noting**

6.1 **Regional Waste Reporting for Quarter 4**

MP advised that the Quarter 4 waste reports are delayed due to issues with accessing the reporting portal. It is hoped that the portal will be up and running within the next fortnight and Councils will be provided with sufficient time to input their backlog of data.

6.2 **Public Place Recycling Applications**

MP advised that high quality funding submissions were received from all 7 Councils and the CCWS are currently working through the assessment process. It was noted that the funding applied for exceeded the available budget. The option for utilising the excess funds from the previous financial year, to fund this beneficial initiative, was discussed.

MOTION:

That in view of the higher than forecast closing balance at the 30th June 2020, the CCWMG agree to increase the budget for Public Place Recycling Funding by \$15,000.

Moved: James Brewer /Seconded: Rowan Sharman /CARRIED

6.3 **2019/20 Kerbside Recycling Assessment Report**

The 2019/20 Kerbside Recycling Assessment Report by CCWS, dated June 2020, was tabled for the CCWMG's information.

The CCWMG **NOTED** the report



6.4 Scrap Tyre Recycle Concept

The Scrap/Waste Tyre Recycle Concept was tabled for the CCWMG's information. It was agreed that DWM will arrange to meet with the interested parties to better understand what is being proposed and then provide a brief summary of the meetings outcome to CCWMG.

7. Other Business

The difficulties associated with reporting and preventing illegal dumping were discussed.

8. Next Meeting

It was noted this was the last CCWMG group meeting before the transition into the new governance structure under the Cradle Coast General Managers, in accordance with the recently accepted ToR.

SA thanked the CCWMG members for their input and expertise over the years. The CCWMG has evolved into a group based on implementing actions on the ground to improve regional waste management and to improve community education. RS also thanked SA for her efforts and leadership as the CCWMG Chair over the years.

9. Closure

The meeting closed at 12.05pm.

AO278-20 NON AGENDA ITEMS

In accordance with the requirements of Regulation 8(5) of the *Local Government (Meeting Procedures) Regulations 2015* a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.

Council by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported:

- (a) the reason it was not possible to include the matter on the agenda; and
- (b) the matter is urgent; and
- (c) that advice has been provided under section 65 of the Act.

There were no non agenda items.

There being no further business the Mayor declared the Meeting closed at 7.57pm.

CERTIFICATION OF MINUTES AS A TRUE RECORD


These minutes are confirmed as an accurate record of the Ordinary Meeting of Burnie City Council held on 17 November 2020.

Confirmed:



Simon Overland
GENERAL MANAGER

Confirmed:



Steven Kons
MAYOR