



BURNIE
CITY COUNCIL

MINUTES

Ordinary Meeting

TUESDAY, 18 AUGUST 2020

7.00PM

CITY OFFICES, 80 WILSON STREET, BURNIE

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OPEN SESSION

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OPEN SESSION

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**MINUTES OF THE OPEN SESSION ORDINARY MEETING
OF THE BURNIE CITY COUNCIL
HELD AT THE CITY OFFICES ON TUESDAY, 18 AUGUST 2020**

HOUR: 5.30pm – 5.31pm
7.01pm – 7.51pm

TIME OCCUPIED: 51 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:

Acting General Manager (G Neil), Acting Director Community and Economic Development (C Lucas), Director Land and Environmental Services (P Earle), Acting Director Works and Services (R Sharman), 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
AC095-20 COUNCILLOR DECLARATIONS OF INTEREST	15(2)(g)
AC096-20 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 21 JULY 2020	15(2)(g)
AC097-20 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC098-20 ACTING GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC099-20 PERSONNEL REPORT JULY 2020	15(2)(a)
AC100-20 TENDERS CONTRACT 2650 BITUMEN SURFACING SERVICES 2020-2021	15(2)(d)
AC101-20 OUTSTANDING DEBTORS	15(2)(j)
AC102-20 BURNIE CITY COUNCIL AUDIT COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 17 JULY 2020	15(2)(g)
AC103-20 GENERAL MANAGER RECRUITMENT	15(2)(a)
AC104-20 NON AGENDA ITEMS	15(2)(f)
AC105-20 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC106-20 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 AC095-20 to AC106-20 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION**Resolution number: MO222-20****MOVED:** Cr A Boyd**SECONDED:** Cr K Dorsey

“THAT the meeting be closed to the public to enable Council to consider agenda items AC095-20 to AC106-20 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 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

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 City of Burnie Chaplain, Chris Swain.

AO188-20 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.

Cr T Bulle declared an interest in Item AO209-20 Communications Journal - Burnie Health Information and Wellbeing Hub Inc.

**AO189-20 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING
OF COUNCIL HELD ON 21 JULY 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 21 July 2020, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO223-20

MOVED: Cr C Lynch

SECONDED: Cr K Dorsey

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices and by electronic and remote attendance on 21 July 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

MOTIONS ON NOTICE**AO190-20 MOTION ON NOTICE - REWARDS FOR VOLUNTEERS**

FILE NO: 15/5/2; 20/802
PREVIOUS MIN:

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

“Resolve to provide Council sponsored events and activities volunteers (estimate 150) with a Burnie Gift voucher to the value of:

- | | | |
|------------------|-----------------------------|---------------------------|
| <i>a)</i> | <i>\$50 for 150</i> | <i>\$ 7,500</i> |
| <i>b)</i> | <i>\$75 for 150</i> | <i>\$11,250 or</i> |
| <i>c)</i> | <i>\$100 for 150</i> | <i>\$15,000.”</i> |

COUNCILLOR’S COMMENTS

Every year the Council provides a “volunteer’s dinner” to show our appreciation for the effort they expend on behalf of the community.

I have been advised that the dinner has been called off this year due to COVID restrictions and the ability to seat and serve over 100 people maintaining social distancing.

I was also advised that the cost to provide meals for 100 individuals in the Arts and Function Centre was approximately \$75 per head – or \$7,500 to stage the dinner.

This proposal allows the city to show our appreciation to the volunteers without risk whilst providing stimulus for the local retail sector.

This is a win:

1. for the volunteers
2. for the retailers and
3. the city

with no additional cost (if the \$50 reward is chosen) from what was originally budgeted.

GENERAL MANAGER’S COMMENTS

Council has budgeted \$8,000 in the 2020/21 financial year budget for a volunteers thank you.

As per Councillors Dorsey's comments, this is normally a thank-you dinner, however due to COVID restrictions, together with the on-going uncertainty it is unlikely that this event will be held until at least March next year.

The proposal to provide a thank you by way of a Burnie Gift Voucher, with the addition of a personalised letter from the Mayor, eliminates the risk and uncertainty of the volunteer's dinner, and as noted also provides assistance to the local retail sector.

It should be noted that this would be a one-off arrangement, with Council reverting to a dinner in future years, so that Councillors are given the opportunity to personally thank volunteers at the dinner.

COUNCIL RESOLUTION

Resolution number: MO224-20

MOVED: Cr K Dorsey

SECONDED: Cr T Brumby

"Resolve to provide Council sponsored events and activities volunteers (estimate 150) with a Burnie Gift voucher to the value of:

\$75 for 150 \$11,250."

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**AO191-20 MOTION ON NOTICE - FOUR SQUARE GAME**

FILE NO: 15/5/2; 20/1119

PREVIOUS MIN:

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

“THAT a Four Square game be lined out near the new basketball hoop at the Burnie Surf Club. This idea has been brought forward by groups of young people that now utilise that area more due to the recent installation of the basketball hoop by Council.”

COUNCILLOR’S COMMENTS

Four square is a ball game, usually played with a basketball, that is played amongst four players on a court divided into quadrants. It is extremely popular amongst the youth of Burnie and most schools have these located in their play areas. The objective of the game is to eliminate other players to achieve the highest rank on the court. This is achieved by bouncing the ball back and forth between the quadrants.

To view how this game is played, you can follow the link at <https://youtu.be/3snA-57CiX8>

This is an easy motion which is extremely low cost and will add many more benefits for the community. It will benefit students of all ages and adults alike, bringing more people out into this area and creating a healthy lifestyle.

GENERAL MANAGER’S COMMENTS

As noted in the Councillor’s comments a basketball hoop has been installed on the Waterfront, immediately east of the Surf Club clubrooms.

It is planned to paint a key on the concrete area adjacent to the basketball hoop.

A four square game requires a play area of some 5.1 m by 5.1 m, marked into four squares, with some run off area around the game square. A basketball is used to play the game.

All that is required is to paint the square on a hard surface.

The four square game could be seen as a complementary activity to the basketball hoop.

In positioning the game square, there would be a need to consider the location of the proposed key for the basketball hoop and ensuring the four square markings do not intrude into the through pedestrian paths on the north side of the Waterfront.

COUNCIL RESOLUTION

Resolution number: MO225-20

MOVED: *Cr G Simpson*

SECONDED: *Cr K Dorsey*

“THAT a Four Square game be lined out near the new basketball hoop at the Burnie Surf Club. This idea has been brought forward by groups of young people that now utilise that area more due to the recent installation of the basketball hoop by Council.”

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**AO192-20 MOTION ON NOTICE - SOUTH BURNIE BEACH - EXTENSION OF CAR PARK**

FILE NO: 15/5/2; 3407105; 20/1120

PREVIOUS MIN:

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

“THAT in light of the continued popularity of the South Burnie Beach and Yacht Club area, that Council expand car parking to the east of the Outriggers Clubrooms.”

COUNCILLOR’S COMMENTS

This area is now very utilised and has additional patronage, including users of Yachties Cafe, the South Burnie Yacht Club, Outriggers and by members of the public that use this parking area to walk their dogs on this allocated dog walking beach. It is used by community members who park and ride bikes or utilise the pathway and activity equipment. This area has become a hub of activity and in light of new toilets soon to be underway, now is the time to look at how else we can make this area even better.

This area suggested was once used by the Burnie Port and would be an ideal area to expand car parking. I am a heavy user of this car park, as I too, park there to walk on the beach or on the Coastal pathway, as it can take you through Fernglade or out to Cooee. It is a central location for many in our community.

GENERAL MANAGER’S COMMENTS

Council has allocated funds in the current financial year to undertake works on the South Burnie foreshore, refer to ***attached*** design sketch.

Key elements of the project are:

- Reconfiguration of the car park areas.
- Consolidation of the green spaces.
- Construction of new toilets/changerooms.
- Realignment of the coastal pathway.

The aim of the planned changes to the parking configuration is to improve the functionality of the car parking layout.

Demand for parking at South Burnie varies over time and it is possible that progressing the planned works at South Burnie will increase parking demand associated with increased utilisation of the space.

However, it is suggested that before Council considers investing in developing additional car parking, a clear picture of parking demand should be determined. This could be achieved through the conduct of periodic parking surveys, post the upgrade works.

As noted in the Councillor's comments the most logical location for developing additional car parking would be on the eastern side of the existing car park, adjacent to the Outriggers storage sheds.

Matters to consider in the siting and design of a car park extension may include:

- Impact on the coastal pathway.
- Relocation of the existing rest hub and exercise equipment.
- Quantum of additional parking opportunities required.
- Consultation with stakeholders and land managers.
- Permits and approvals.

An **alternate motion** would be:

“That Council investigate the merits of developing additional car parking spaces on the east side of the South Burnie foreshore area, and consider the project as part of the 2021/22 budget process.”

If the motion were to be supported, planned works adjacent to the Outriggers storage sheds (west side of the buildings) would need to be placed on hold, as there is potential for the planned works to be impacted by the development of additional parking facilities.

ATTACHMENTS

[1↓](#). Proposed Public Toilet and Change Facility - South Burnie Esplanade - Design Sketch

COUNCIL RESOLUTION

Resolution number: MO226-20

MOVED: *Cr G Simpson*

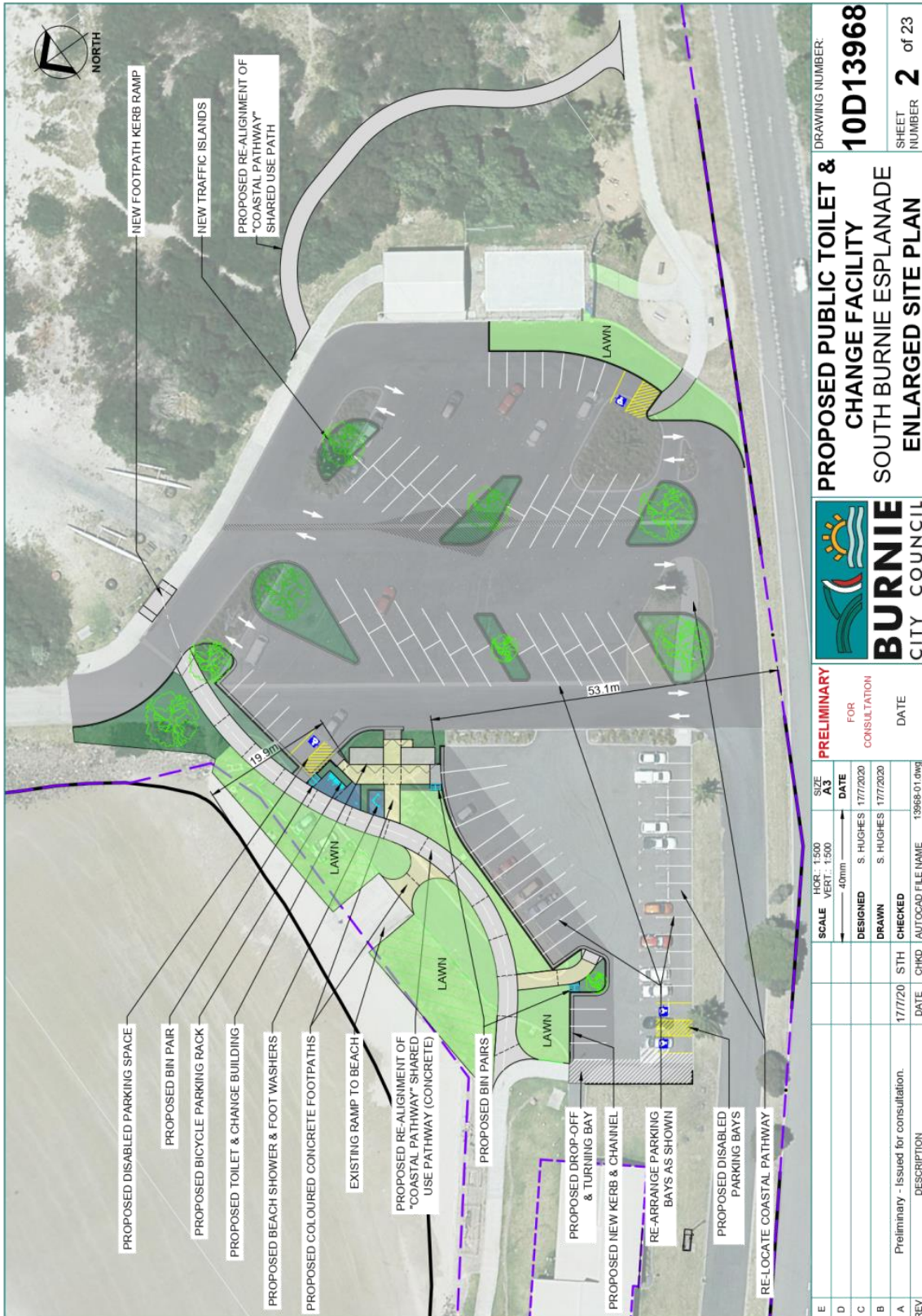
SECONDED: *Cr K Dorsey*

“THAT Council investigate the merits of developing additional car parking spaces on the east side of the South Burnie foreshore area, and consider the project as part of the 2021/22 budget process.”

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**AO193-20 MOTION ON NOTICE - SOUTH BURNIE BEACH - BASKETBALL HOOP****FILE NO:** 15/5/2; 3407105; 20/1121**PREVIOUS MIN:**

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

“THAT Council look into installing a basketball hoop within an area at the South Burnie Yacht Club in light of the popularity of the recent installation at the Burnie Foreshore.”

COUNCILLOR’S COMMENTS

As mentioned in another motion, the South Burnie beach is becoming extremely popular for families and the general community. In talking to young people who utilise that area as a meeting space or for recreational swimming and activities, the need is felt for more group based activities in the area. A lot of young people in our community are now looking at ways to get away from constant gaming indoors and meeting with friends in a safe and fun way and this is what has helped make the new hoop at Burnie beach so popular.

I would like to suggest that Council look at an appropriate area for this installation and work in conjunction with the Outriggers and the Yacht Club, as well as the community, to find the most suitable location.

Whilst the gym equipment is used, we all know that basketball is one of the most popular sporting activities that engages young people and indeed their families. This motion will help blend the pathways between the two beaches together.

GENERAL MANAGER’S COMMENTS

Council has allocated funds in the current financial year to undertake works on the South Burnie foreshore, refer to ***attached*** design sketch.

Key elements of the project are:

- Reconfiguration of the car park areas.
- Consolidation of the green spaces.
- Construction of new toilets/changerooms.
- Realignment of the coastal pathway.

A basketball hoop could be installed at South Burnie, similar to what was installed at the Waterfront. The purchase cost of that unit was \$4,524 including GST for unit + delivery, plus approx. \$600 for installation.

Issues to consider in selecting a location for the basketball hoop would be:

- Proximity to the main congregation area.
- Avoiding placing the basketball hoop near shared spaces.
- Avoiding placing the basketball hoop near parked vehicles/car parking, to minimise damage to vehicles from errant balls and reduce risk to users in running on to car parking areas to retrieve balls.
- Avoiding areas that will be used for rigging of yachts (majority of the lawn area).

As noted in the Councillor's comments Officers could engage with the various stakeholder groups who occupy the South Burnie foreshore and Council's Youth Development Officer to identify an appropriate location for the basketball hoop.

No funding has been allocated, however there are budget provisions for play equipment in the Capital Works program.

If there is a significant impediment to progressing the installation of the basketball hoop, Officers would provide a report back to Council.

ATTACHMENTS

[1](#) Proposed Public Toilet and Change Facility - South Burnie Esplanade - Design Sketch

COUNCIL RESOLUTION

Resolution number: MO227-20

MOVED: *Cr G Simpson*

SECONDED: *Cr T Brumby*

"THAT Council look into installing a basketball hoop within an area at the South Burnie Yacht Club in light of the popularity of the recent installation at the Burnie Foreshore."

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**AO194-20 MOTION ON NOTICE - RECREATIONAL COMMUNITY WORKING GROUP**

FILE NO: 15/5/2; 20/1225
PREVIOUS MIN:

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

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

- 1) Commit to pausing the skate park redevelopment to better understand skaters’ concerns, desires and views to improvement and extension of the park, including the possibility for relocation, need for amenities and infrastructure.***
- 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.”***

COUNCILLOR’S COMMENTS

As part of Council works, we have committed to six strategic directions that Council wishes to focus on over the remaining two years of our current term. One of these is the improvement of recreational and play spaces. Importantly, any improvements must be strategic and driven by community needs, desires and views. The furore at the skate park redevelopment and improvement has provided a timely example of what can happen when community groups and users do not feel included in the redevelopment of community spaces. Despite Council (and community) desires to “do it now”, development plans for our recreational spaces must have a long term vision, and be outcome driven.

The development of the pump track, cycling track and the extension of the parking area at View Rd, has provided Council with the opportunity to pause, and explore how we can make View Rd Reserve and the skate park a truly user friendly and inviting recreational space.

GENERAL MANAGER'S COMMENTS

This motion has two components:

- Skate Park Upgrade project.
- Development of a strategic plan for the View Road Reserve.

Skate Park Upgrade

In regard to the skate park project, Council has carried forward funding for the upgrade of the skate park with the intent of the planned works being to provide additional opportunities for beginners of all ages.

Consultation and design works had progressed in the previous financial year, utilising the Youth Development Officer's networks. Following several iterations of consultation, a final design plan was prepared which received support from those engaged in the consultation process.

A Contractor has been engaged to progress the project and site establishment for works commenced on 10 August 2020. The price of the planned works is \$40,000.

In the week prior, advice was placed on Council's facebook page of the planned works, with an image of the proposed works.

Unfortunately, the image posted was of an earlier design iteration, and this error has been the cause of some angst in the community, particularly among those involved in the design consultation process. The correct plan is ***attached***.

Officers have engaged directly with those persons involved in the design consultation process that have expressed a concern, and now believe their concerns have been adequately addressed in the construction design and are satisfied for the works to progress as planned.

Should Council not be supportive of that approach and desires not to progress the project as it stands, then negotiations would need to occur between Council and the Contractor engaged for the works, to compensate for the cost incurred to date on the project.

If that course of action were taken, then there would be a need to discuss the long term vision for the skate park at West Park, this may include a new development at another site.

It is noted that Council has invested in excess of \$500,000 in the development of the skate park at West Park, and most of that infrastructure investment would not be able to be recovered and relocated to a new site.

Alternatively, Council may wish to progress additional consultation in regard to the planned works and consider the feedback before making a final determination.

It is suggested that point (1) of the motion be substituted as follows:

“Note the advice provided in regard to the planned works at the Burnie skate park and Officers recommendation to proceed.”

View Road Reserve

In regard to the second part of the motion, a management plan for the View Road Reserve was prepared in 2016 following a community consultation process.

A copy of the View Road Reserve Management Plan is **attached**.

A number of the recommendations within the management plan have been implemented, and as noted in the Councillor’s comments, Council has funded the development of a pump and cycle track in the reserve this 2020/21 financial year, expanding the range of recreational opportunities in the reserve.

The management plan was due for review in 2019. The establishment of a Working Group to support a review of the current document, to understand current uses and users of the reserve and future use opportunities, would be an opportunity to develop a new plan of action for the reserve.

Internally, the Working Group could be supported by relevant Officers in the Community and Economic Development Team, who have skills in recreation planning and community engagement, and assisted by an Officer from Works and Services, providing advice on infrastructure matters.

It would be appropriate to call for Expressions of Interest (EOI) from the community to participate in the Working Group, noting that local residents as well as users of the reserve would have an interest in the development of the reserve.

It is suggested that an Elected Member be nominated to chair the Working Group.

Eight weeks would provide a suitable amount of time to develop a project scope, seek EOI’s for members of the Working Group and convene a first meeting to discuss the project.

It is noted that this project would be on top of existing work commitments and delivery timelines would need to be cognisant of the various demands on staff time.

ATTACHMENTS

1. [Skate Park Upgrade - Plan](#)
2. [View Road Reserve Management Plan](#)

COUNCIL RESOLUTION

Resolution number: MO228-20

MOVED: Cr A Keygan

SECONDED: Cr K Dorsey

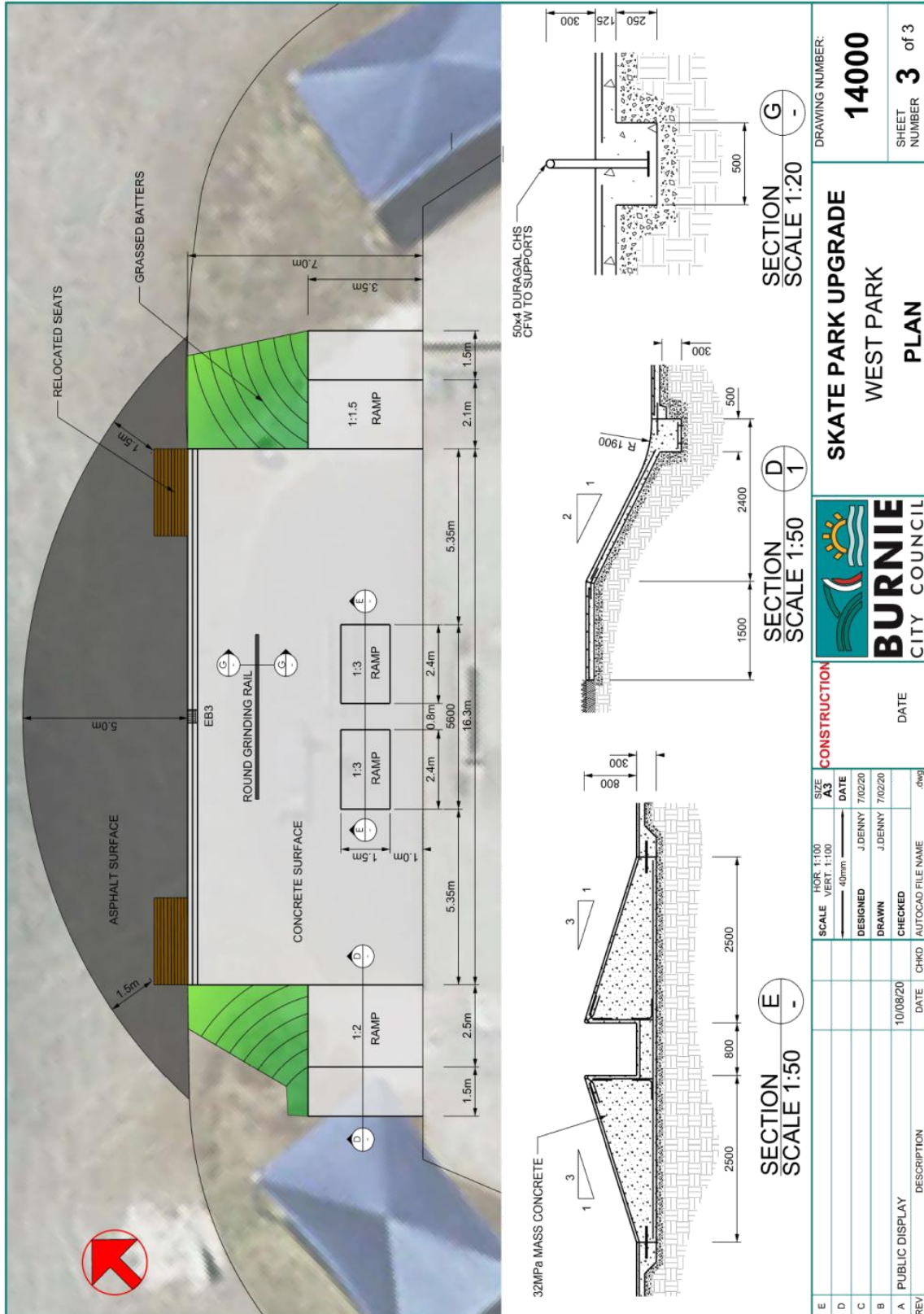
“That in line with our strategic direction to improve play and recreational spaces in the municipality, Council:

- 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.”*

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



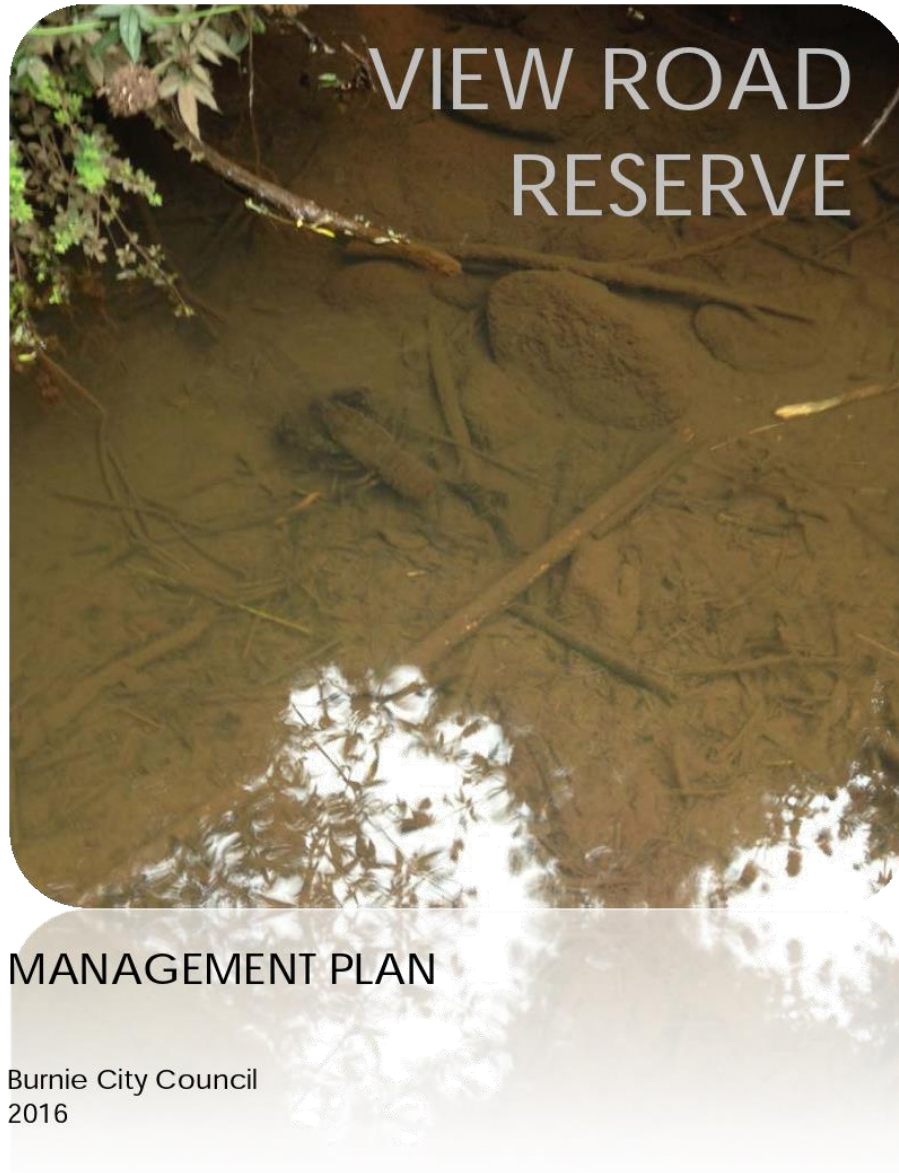
E	SCALE	HORIZ 1:100	VERT 1:100	SIZE	A3	CONSTRUCTION	DATE	DATE
D	SCALE	HORIZ 1:100	VERT 1:100	SIZE	A3	CONSTRUCTION	DATE	DATE
C	DESIGNED	J.DENNY	7/02/20	DATE	7/02/20	CONSTRUCTION	DATE	DATE
B	DRAWN	J.DENNY	7/02/20	DATE	7/02/20	CONSTRUCTION	DATE	DATE
A	PUBLIC DISPLAY	10/08/20	CHECKED	DATE	10/08/20	CONSTRUCTION	DATE	DATE
REV	DESCRIPTION	DATE	CHKD	AUTOCAD FILE NAME	.dwg	CONSTRUCTION	DATE	DATE


DRAWING NUMBER:
14000
SHEET NUMBER **3** of 3

SKATE PARK UPGRADE
WEST PARK
PLAN



SECTION **E** SCALE 1:50
SECTION **D** SCALE 1:50
SECTION **G** SCALE 1:20



	CORPORATE DOCUMENT	
	VIEW ROAD RESERVE MANAGEMENT PLAN	
Approved By: Council	Doc Controller: Director Works and Services	Document Code: CD-WS-P-001
File: 23/12/1		Version: 1.0
		Approved Date: 21 Jun 2016
		Next Review Date: 21 Jun 2019

Document Endorsement	
Responsibility:	It is the responsibility of the Director Works and Services to implement this strategy and review its content with Council. It is the responsibility of the Governance Unit to maintain this document in the corporate document framework.
Minute Reference:	Item A0146-16
Council Meeting Date:	21 June 2016
Strategic Plan Reference:	5.1 Our natural resources are protected and enhanced.
Previous Strategies Replaced:	This is the first View Road Reserve Management Plan.
Date of Commencement:	22 June 2016
Publication of strategy:	This plan is publically available on Council's website (www.burnie.net)

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I. Summary

The Burnie Council has developed an Open Space Strategy which provides a framework for the designation of parks and reserves and direction in terms of development priorities which feeds into the strategic planning cycle. Through this process, View Road Reserve has been identified in the 15/16 annual plan as a reserve that requires a level of planning through the master plan process, to inform future development at the site.

The use of the View Road reserve has increased and there is an identified need to quantify and qualify the appropriate development options for the site to support the core uses of the reserve through appropriate infrastructure development.

Through surveys of users of the site the core uses and activities carried out at the site have been identified. These activities along with the biological natural values and site limitations inherent from past use as a landfill site, provides a direction for appropriate future development.

This management plan has been developed to provide a vehicle for collecting information from stakeholders and forming it into a forward action plan for management of the View Road reserve.

The purpose and anticipated end result of this proposal is that actions identified in the plan are endorsed by the community and articulate a community consensus on the ongoing use and development of the reserve within the context of the Burnie Open Space Development Strategy.

The core activities of walking, cycling and dog exercise can be further supported and promoted through the developments suggested in the actions within the plan. While a range of other options were identified by individuals to enhance the site, many have been discounted because of insufficient support or the site is not the best location for the purpose. There must be strong support for the activities to warrant capital expense provision and suitability at the site for the proposed development.

A three year program of capital development is proposed to achieve the identified key objectives:

Item	Year 16/17	Year 17/18	Year 18/19 +
Dog exercise improvements	\$20,000		
Extend walking/cycling track to make a loop – 850 metres	\$155,000		
Install solutions to limit motorcycle access	\$82,000		
Level off severe undulations	\$30,000	\$30,000	\$35,000
Dog exercise area lighting			\$85,000
Public amenities and drinking water		\$220,000	
Car Park Extension		\$40,000	
Totals	\$287,000	\$290,000	\$120,000

Other identified issues involve operating expenditure and for the most part, can be resolved out of recurrent operating expenditure.

One that requires an adjustment to operating expenditure is the suggestion to increase the mowing frequency at the reserve. Currently the reserve is designated a level 4 which is mown 5 times a year. To increase the services to level 3 and mow it twelve times would require an increase of \$14,500 to operating expenses.

II. Introduction

Burnie is well serviced with the provision of public open space, having in the order of 260 hectares of various types of reserve spread across more than 200 locations. Parks are divided into Regional, Community and Neighbourhood parks with the category based on the interest they hold for people to visit. Regional parks draw people from outside the municipality; community from other neighbourhoods within the city and neighbourhood parks from a 250 metre radius.

The View Road Reserve is one of 50 community parks within Burnie and the second largest in area. It is a former landfill site which has reached a secondary stage of rehabilitation in recent years. The primary stage included the completion of the landfill and development of basic park amenities such as grassland and tree establishment and walking tracks. Each park has its own unique attributes and natural advantages for particular infrastructure or flora and fauna development or management. The promotion of the unique qualities of each reserve will ensure diversity in open space provision rather than duplication and consequent dilution of resources allocated to service and infrastructure provision.

This stage will consider the needs of park users for about the next 25 years and develop an action plan and a timetable within which to make these initiatives, developed in consultation with the community, come to fruition.

II.a Aim and purpose

The development of this management plan is aligned with Council's strategic directions, objectives and actions as summarized in the table below. In addition, the Burnie Open Space Development Strategy 2009 lists the development of this plan as an action to assist to achieve the objectives of that strategy.

Reference	Objective	Strategy	Action
Making Burnie 2030	1.1 A range of vibrant, safe and attractive community spaces		
Future Direction	1.1 A range of vibrant, safe and attractive community places	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.	
Making Burnie 2030	1.3 A community that promotes and values its broad range of leisure, recreational and sporting opportunities.	1.3.2 Maintain and develop recreational and sporting facilities to encourage greater participation and sporting opportunities.	1.3.2.1 Undertake a utilisation and needs audit of council-owned recreational facilities and develop improvement plans in accordance with

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Reference	Objective	Strategy	Action
Making Burnie 2030	5.1 Our natural resources are protected and enhanced.	5.1.1 Recognise and protect those areas that are formally protected	the principles of the Recreation Strategy.
Future Direction	7.5 A sustainable long term future is planned through the management of council's infrastructure and assets	7.5.1 Strategies and plans are well developed and guide the future allocation of resources	7.5.1.3 Develop the View Road Reserve management plan as an action arising from the open space strategy.

With greater use of the reserve, an understanding of the management and development needs into the future is required to enable the best use of the site to occur in order to protect the current values and support the needs of current stake holders. This can be done through the development of a management plan.

The aim of this plan is to identify the realistic development objectives for the site as a community level public open space within the open space hierarchy of reserves. The purpose of the plan is to document a summation of information pertaining to the site and the consultation held with interested parties and stakeholders, to produce widely agreed actions for implementing in a given timeframe to address competing requests for development options in a methodical manner.

The plan will align with the guiding principles of open space planning and management as detailed in the Burnie Open Space Development Strategy.

II.b Approach to the project

On developing a draft format for the plan document through user surveys and consultation with interest groups, the plan development team identified budget, tasks, timeline and outputs for the project.

A consultation approach was developed using the IAP2 Public Participation Spectrum as a guide for the community engagement.

Following initial information gathering community consultation has included special interest groups:

- PCYC fitness and Burnie Challenge.
- Burnie Field Naturalists.
- Cradle Coast NRM Grant Pearce.
- Burnie City Council environmental planning, engineering and maintenance staff.
- On-site Surveys of park users.
- Burnie Community House.
- TasTAFE.
- Hellyer College.

II.c Structure of the plan

The management plan is comprised of six key chapters:

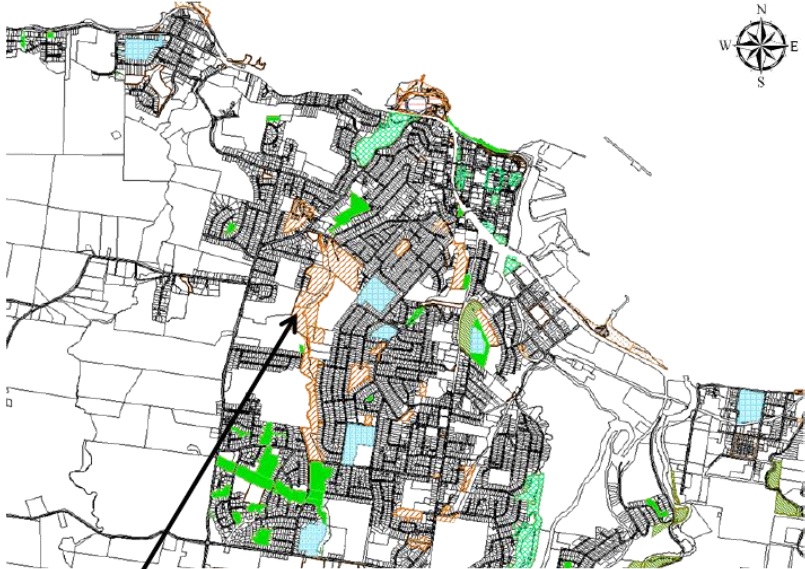
- I. A summary of the project (Chapter I)
- II. Introduction to the project, objectives and process undertaken (Chapter II – this chapter)
- III. The characteristics of the reserve, its background and location (Chapter III).
- IV. A vision for the reserve to guide future management decisions and development opportunities (Chapter IV)
- V. Identification of key management issues, objectives and limitations, budget and timeframes (Chapter V)
- VI. An Action Plan for the management and development of the reserve including a conceptual master plan (Chapter VI)

II.d Study area / scope

The study area comprises the complete reserve to the respective property boundaries as indicated in location maps 1 & 2 below.

While the reserve has a regional catchment, this is due to the success of the Burnie Challenge alone. Were the Challenge to be based at another site, the regional interest in the reserve would cease. There are no particular highlights in this reserve that otherwise lift its status to a regional level. Because of its size, locality and the inclusion of the walking track through the reserve and off leash dog amenity it is effectively a community park.

Location Map 1



View Road Reserve

Location Map 2



II.e Use Limitations

The site has been repatriated in areas from landfill operations which limit the development of the site for particular uses.

A Natural Values Atlas Report has been carried out for the site. The buffer zone for the report has been set to a very narrow strip to confirm species at the site rather than in adjacent private land holdings. Identified in the report are endangered species of burrowing crayfish in the creek above and below the land filled areas and the Giant Freshwater Lobster found at the site is classified as vulnerable.

II.f Acknowledgements

The following groups, along with individuals who provided information through surveys, have assisted in contributing information on their existing use of the park and issues they have identified through their activities.

- PCYC.
- Burnie Field Naturalists.
- Cradle Coast NRM.
- Burnie City Council environmental planning, engineering and maintenance staff.
- Burnie Community House.
- TasTAFE.
- Hellyer College.
- UTAS.
- Burnie Primary School.

III. Values & Characteristics

III.a Investigations and reporting

Reference material for this plan and site include:

- Shorewell Creek Flood Study.
- Burnie Open Space Development Strategy 2009.
- Infrastructure Audit of Burnie Public Open Space.
- Natural Values Atlas.
- Professor Alastair Richardson UTAS: Burnie Challenge and the Burnie Burrowing Crayfish, report.
- Dog Management Plan.
- Planning Scheme.
- Zoning.

III.b History / Background of the reserve, extent

The View road reserve is a wide expanse of open space that for a large part was formerly used as a landfill. The landfill closed in the late 1980's and the space was returned to passive use for the community.

Walkway linkages were formed through the reserve and some exercise equipment has been provided for community use. The linkages connect a number of educational institutions, and are well used by those communities. Links also connect streets and suburbs.

Abutting residents use the reserve as their neighbourhood park, and the reserve is classified as "Community" within the definitions of the Burnie Open Space Development Strategy.

An opportunity to dispose of a portion of land abutting the eastern side of the reserve was investigated a number of years ago; however the land presented development challenges due to the geology of the land.

The Shorewell creek traverses the site, with the creek running in from the south through a steep gully with a boardwalk running alongside. The creek then enters the landfill section of the reserve which is piped underground for about 780 metres and exits on the northern end of the site into a marshy wetland.

The use of the reserve is increasing with the Burnie Challenge (annual event) which draws people to the reserve from a wider regional catchment, and the recent development of a secure dog exercise area. Walkers and runners are the other main user groups

The View Road Reserve is situated towards the middle of the City of Burnie. It occupies a land depression proceeding from a tight gully to a reasonably wide flat land area about 100 metres wide. It contains a natural waterway with some distinct and rare native fauna. The reserve is key to providing almost unbroken open space linkage from the foreshore to the southernmost suburbs.

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The reserve is also referred to as Stoney Creek and comprises 16.85 hectares of ground in the main body of the reserve with an additional 3.11 hectares of gully feeding in from the south and forms the major part of a 1.8 km stretch of unbroken reserve between roads.

In the order of 7 hectares of this land, running narrowly through the center of the site, is a capping on un-compacted landfill. The terrain on the southern approach is quite steep with some tree ferns and other remnant native flora and the northern end is bounded by private residences and View Road. The east and west flanks are a mix of private residences and State Government schools in Hellyer College and TAFE.

The reserve has considerable limitations in terms of development, because of the previous landfill use of the site through to 1987. It is the nature of landfill that minor ongoing settlement occurs and has resulted in uneven dips and depressions across the landscape.

Still the site presents as an opportunity to the general public for enhancement and service provision.

III.c Stakeholders and users of view road reserve – what occurs at present

The reserve provides passive recreation space. The size of the reserve and the challenges of limiting access make the area a favorite with young unlicensed motorcyclists who frequent the reserve. They pose a problem to reserve managers and Tas Police.

There is a walking track through the reserve which is a part of the around Burnie track linking various parks with the foreshore. The whole reserve is an off-lead dog area however a fenced dog exercise area has recently been added which covers about a hectare of the reserve. The area is used for dog exercise by numbers of people. Particular breeders of dogs have held special interest events for small groups of dog owners at the reserve.

The annual Burnie Challenge is an event attracting in excess of 1000 participants plus spectators. This regional event traverses most of the reserve and adjacent TAFE college property. The event requires annual earth works to facilitate mud challenges and makes use of a portion of the wetland marsh. The event is facilitated by Council with assistance from PCYC.

PCYC also hold monthly military style training sessions to promote team building for private groups.

The reserve is in close proximity to Burnie Primary School in Van Diemen's Crescent and it is understood that the school sometimes use the reserve for physical activities.

TasTAFE have been involved with the site in replanting along the creek line with horticultural students to endeavor to establish a dense bush land and rainforest type environment incorporating the removal of environmental weeds. The program meets TasTAFE Conservation and Land Management course teaching

objectives and assists in managing weeds for Council. Sessions are held several times a year.

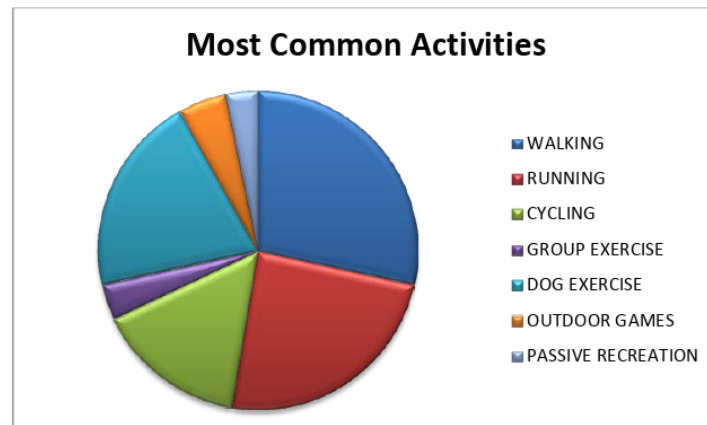
Individuals frequent the reserve to individually run during daylight hours and local running clubs also use the reserve in a limited way.

Hellyer college use the reserve weekly for groups of up to 20 persons and do orienteering and mountain bike riding as well as group games and physical education. A group of students are keen to advance a mountain bike type track within the reserve.

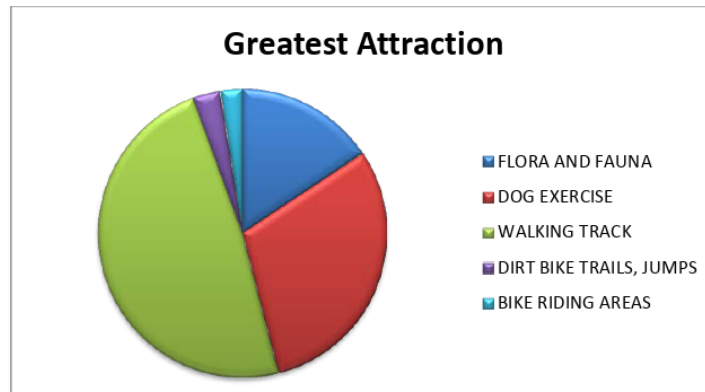
The North West Primary Schools conducted a cross country event for 600 pupils at the reserve in early June.

Surveys have been conducted online and on site with 120 responses from individuals. From those responses, charts have been developed to illustrate key information.

The Most Common Activities chart shows the use of the reserve by activity type. Respondents could choose more than 1 activity type. Walking is the most common activity undertaken in the reserve followed by running, dog exercise and cycling.



The next chart shows what respondents identified as the greatest attraction for them, to the reserve. The walking track is highly favoured with dog exercise the second and the flora and fauna of the reserve third. Dirt bike trails, jumps and bike riding areas may or may not be grouped as one and are shown individually in the graph as the range of bike riding types is very broad. While some respondents were specific about the type of riding (dirt bike trails and jumps), others did not stipulate.



View Road reserve survey data

The following is a summary of the survey data received from both online and on site user surveys which forms a statistical record for reference in the development of the View Road Reserve master plan. The internal staff working group has reviewed the data and confirmed the details below.

Surveys received:

Individual – 120 Group – 4

Respondent's residence:

5 from other municipalities, 13 different suburbs within Burnie represented
Highest responses: 31% Park Grove;12% Montello; 9% Romaine; 9% Shorewell

Frequency of Use:

38% weekly, 33% daily, 17% monthly, 8% annually.

What Activities are done (may choose more than 1):

72% walking track; 62% running, 52% dog exercise; 39% include cycling; 27% include Flora and Fauna, 12% outdoor games, 9% group exercise, 8% passive recreation

What features are the greatest attraction (may choose more than 1)

80% walking track, 50% dog exercise, 26% flora and fauna, 9% dirt bike trails/jumps.

Barriers to greater use:

53% identify barriers, 38% see no barriers

Of the barriers identified:

28% Lighting, 23% Amenities, 25% grass length, 15% drinking water, 11% parking

Improvements suggested:

26% track improvements, 11% BMX/mountain bike trails, 8% play equipment, 6% amenities, 4% lighting,

III.d Infrastructure audit – what is there, access and services

Sewer and storm water mains run through the site with a series of manholes installed for access. These are mostly much higher than ground level with some protruding up to a couple of metres above ground level. There is no apparent ongoing need for the manholes to protrude to this extent.

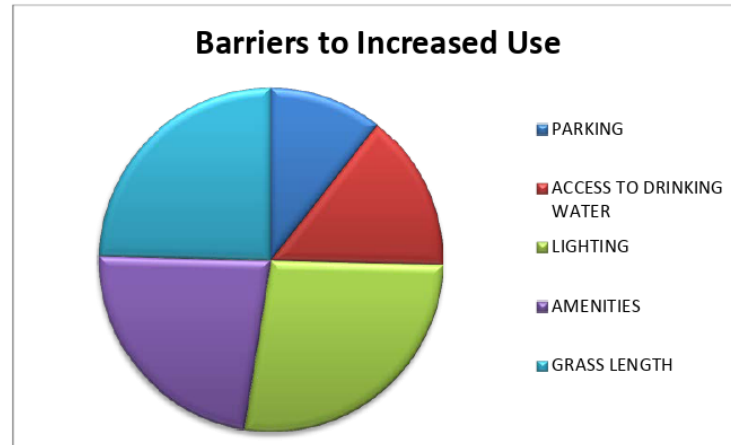
1500 metres of track have been formed in the reserve, the majority of which is on the center and western side of the reserve.

Vehicle access to the reserve may be gained from View Road which will take visitors into the car park at the northern end of the site. Otherwise street side parking can be made on Curraghmore Avenue.

The site does not have any lighting, which impacts vulnerable users through winter as the day light hours are much shorter. There are no barbecues, irrigation, shade facilities or public amenities. There is limited seating and bins. There are no tables.

Other infrastructure at the site is limited to exercise equipment at two locations and a small car park for about 8 vehicles. Seats exist at intervals on the track and at the dog exercise area where fresh water provision is a recent addition. The walking track proceeds from a boardwalk at the south and there are mature trees dotted throughout the reserve.

The chart below provides an indication of the barriers that survey respondents identified to greater use of the reserve. The key issues are infrastructure related with lighting seen as the greatest limitation followed by grass length which relates to frequency of service. More frequent cuts would allow snakes to be more easily seen and balls etc easier to find. Amenities then followed with access to drinking water and parking.



III.e Flora and fauna, environmental issues

The NVA Report indicates that there has not been any threatened vulnerable or rare flora identified within the site to date.

Threatened Fauna however, do exist within the reserve. Widespread in inland water ways in the region is the burrowing crayfish with the Burnie Burrowing Crayfish (*Engaeus Yabbimunna*) found only in the Burnie area. The giant freshwater Lobster (*Astacopsis Gouldi*) is also found in streams in the area. Both have been identified with verified sightings in the Natural Values Atlas Report for the reserve area. Sightings of the Giant Freshwater Lobster and Burrowing Crayfish stools/chimneys in the creek are reasonably frequent.

Members of the Burnie Field Naturalists group are active in identifying flora and fauna in the reserve.

III.f Current service levels and management regimes

The reserve is mostly designated a level 4 for grass care with some sections level 5. Level 4 indicates the grass is cut at intervals to a maximum of 5 times a year with bi-monthly cutting in summer and tri-monthly cutting in winter. Undulations in the landscape resulting from years of subsidence make areas of the reserve hard on machinery for mowing.

Level 5 areas receive an annual cut for fire management purposes.

Tracks are maintained through capital and operating expenditure and the exercise equipment renewal is also funded from capital expenditure based on useful life projections.

Interest expressed by many users in having grass cut more frequently would result in the next level of mowing being introduced at the site, allowing for a monthly cut. The additional cost of this increase in service is in the order of \$14,500 per year.

The reserve provides a central location for off lead Dog exercise within the fenced area. This new provision is well patronized. In accordance with Council's Dog Management Policy the reserve is a declared exercise area where off-lead roaming is permitted when the dog is under effective voice control of the owner.

III.g Constraints and limitations

Much of the use and development of the reserve is constrained by its previous use as a landfill, current open space zoning under the Burnie Interim Planning Scheme and the environmental and physical conditions present. Constraint conditions include landfill gas, a thin cover layer of soil material over waste, existing surface undulation and ongoing minor settlement of the surface as landfill material consolidates. Whilst landfill gas generation has declined significantly over time, gas odor can be detected at times, particularly at the inlet and outlets of the piped sections of the creek. These conditions may pose an environmental risk and the surface undulations and depressions, a safety risk to maintenance machines and crews, if not managed appropriately.

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For these reasons, much of the reserve area is unsuitable for any form of building or habitable development and should be restricted to passive development, primarily for recreation and exercise including dog exercise, outdoor and environmental educational activities and specialist events suited to the area such as the Burnie Challenge. Some areas would be suitable to natural environment enhancement, such as increasing native/endemic vegetation cover and mitigating weed invasion.

The lack of lighting was identified by a number of users as a constraint on the use of the reserve. Vulnerable persons avoid the park for fear of dog attack and avoid dark areas where visibility is limited. Comments received indicate that even if lighting were provided through-out the reserve, regular users would still not feel safe using the reserve at night. Dog owners may be accommodated as an exception however because of the deterrent to attack of the dogs they have with them. It is suggested that illuminating the dog exercise area would be considered a useful initiative to increase winter use and facilitate dog exercise into the evening.

III.h Physical characteristics

Much of the desirable space at the site is a cover for landfill with a consequent management problem to date being settlement of soil levels. The pits and associated pipes may also be subject to some minimal ongoing movement although it is expected that the majority of settlement that is likely, has already occurred.

The site is mostly an open grassy reserve with some deviation in finished surface level as the site proceeds from south to north and drops away to level with View Road at the creek crossing.

Along the north eastern boundary the hillside is prone to landslip which extends well into private land holdings.

The wetland area is quite degraded with significant blackberry growth and other weeds, rubbish like shopping trolleys and tyres can be found through the area and broken up concrete also is easily found in and around the banks proceeding to the wetland. It is acknowledged that this is not a pristine area given the previous use of the site and minor localized issues are not consistent with development to pristine condition.

III.i Biological characteristics

Most of the reserve is unremarkable with grass and Eucalypt or Wattle plantings however the creek line, gully to the south and wetland on the north, which collectively cover approximately 3.4 hectares, provide more interesting havens of limited biodiversity. A Green Army project application has been submitted for the 16/17 financial year which would address some of the bio-diversity issues identified in the public consultation if successful.

III.j Environmental issues – waterway, protected species, landfill

Two vulnerable and one endangered species of fauna are recorded as identified at the site within the waterway. As a result the waterway needs to be carefully managed with minimal disturbance and documented management plans must be developed should any works be planned in these areas.

Any development of the land must consider the need to manage water quality and overland flow.

III.k Statutory / legislative arrangements

The site is zoned as public open space under the Burnie Interim Planning Scheme 2013 with residential and community purpose (The schools) zones forming the zone boundaries. Ongoing Landfill management obligations would make any long term alternate uses of the land challenging to negotiate due to building constraints over landfill. Sale of public land provisions in the Local Government Act provide opportunities for the general public to object to any proposal for disposal of public land.

Council has a By-Law, No. 1 of 2011, Public Reserves and Public Buildings By-law to provide governance for the use of public reserves.

III.l Open space development strategy principles and observations

The Burnie Open Space Development Strategy identifies 10 key principles applicable to open space planning and development. These are applied to the development of this plan.

- I. Fairness Equality & Access
- II. Life-long Involvement
- III. Quality of Experience and Safety
- IV. Continuous Improvement
- V. Sustainability
- VI. Multiple-use and Efficiency
- VII. Diversity of Opportunities
- VIII. Partnerships/Shared Responsibility
- IX. Making a Whole-of-Council Commitment
- X. Organisational Capacity

See The Burnie Open Space Development Strategy for further detail of each point.

IV. A Vision for View Road Reserve

The View Road Reserve is a large open space providing room for a variety of compatible uses. It has provided unique dog exercise opportunities enjoyed by many dog owners in a central location with relatively new infrastructure implemented to enhance that use.

The track is used extensively by runners and walkers and some cyclists with this infrastructure being the key draw card to the reserve for the majority of users.

Additional use is restricted by the absence of public amenities. The inclusion of which will place pressure on limited car parking.

The reserve provides active lifestyle opportunities to the public to engage with limited restriction through fixed infrastructure. It provides obstacle free open space.

To support this vision for the reserve the following statements assist to express the supporting actions required for the reserve development:

- I. Filled and graded open grass areas.
- II. A reserve free of motorcycles.
- III. A wetland free of environmental weeds and rubbish.
- IV. Facilities that support current users and encourage complementary uses
- V. Development that is consistent with the restrictions of the site's former landfill use
- VI. Natural values are to maintained and enhanced
- VII. Strengthened links to the pedestrian and bike trail system and integration with Hellyer College, Burnie Primary School, UTAS and TAFE

V. Management Issues

The reserve is a substantial size however the range of activities carried out in it requires a level of management to ensure that the risks one activity introduces to another in the same space are not consequential.

There are challenges of managing an off lead area for dogs. Issues with dog control come up from time to time from members of the public. The comments received from dog owner surveys, requesting better boundary fences to stop their dogs running after the cattle on the adjacent property, indicate that voice control is not always achieved and dogs sometimes run where they want uncontrolled. However, there are few opportunities for dog owners to access large areas for their dogs. This reserve has been providing this service for a number of years and is well patronized.

The consultation identifies the high value users place on the tracks with a number of requests to upgrade and develop them further. The development of

bike tracks at the reserve may encourage higher speed riding which could increase the risk to riders, pedestrians and dogs off lead. The walking tracks were the greatest attraction to users and the type of infrastructure where further development would increase park use and user satisfaction. Comments supporting the establishment and use of dirt bike tracks and jumps were received and these responses are included in the graphs for weighting in comparison to other attractions and uses. Council has resolved to permit use of the dirt deposits for unregulated use in between Burnie Challenge events which is the original purpose for the dirt deposits.

An internal group representing departments that currently have a role in the reserve management and an understanding of user needs has been coopted to facilitate the plan development and community consultation required to inform the plan.

Through the consultation process a number of issues were raised which can be addressed through the development of actions within this plan because they are broadly supported activities identified in the user surveys. Other items identified, while worthwhile in their nature, are less compatible with the demonstrated uses and purposes of this reserve and have more appropriate development opportunities in other reserves.

The issues, suggestions and comments received during consultation can be grouped under the headings of Governance for issues that require procedural management; Animal control relating to the off-leash area designation of the reserve; Amenities and Infrastructure relating to suggestions for improved amenity through new park assets; Service Levels includes items related to ground maintenance.

Additional points identified in the consultation process included:

- I. Environmental management of natural values
- II. Linkage to other reserves and 'place' signage
- III. Financial restrictions
- IV. Legislative/Planning constraints
- V. Car parking extension required to accommodate additional use

To review the draft plan, two public exhibition and information sessions were conducted in the Centro arcade to meet members of the public and discuss proposed actions within the draft plan. The draft document and additional information was also on display in the Council atrium for two weeks for additional public review. Through the Mayor's message and radio broadcasts the opportunity for public comment was made known. Copies of the draft were also sent to interest groups. These measures were taken to ensure the local community had opportunity to comment on the proposed recommendations for developing the reserve.

Surveys asked respondents to identify their agreement or otherwise with proposed actions. All actions were well supported with the lowest agreement rating at 66% and the highest at 91% for individual actions.

There were many other initiatives suggested for the reserve including: establishment of a Frisbee "golf" course; establishment of play equipment; installation of BBQ's and shelters; more bins; more seating; a skate park; fully

lighting the track through to Three mile Line; cricket nets; graffiti wall; security patrols; establishment of a motor-bike riding area. While many of these are worthwhile, the actions identified are well supported and enhance the existing uses. Suggestions like bins and seats can be advanced through alternative programs.

A briefing on the outcomes from the consultation process was provided to Aldermen at the 14 June 2016 workshop.

Discussion centered around a number of issues including:

- Changes in the grass care regime and opportunities to focus increased levels of service to high use areas
- Support for inclusion of an action to support investigation of opportunities to support independent organized sport activities in the reserve.
- Lighting of the dog exercise area was considered a low priority

The feedback from Alderman has been incorporated into the Management Plan.

It is recommended the plan be adopted with the minor modifications noted above.

Review

The plan should be reviewed in five years to assess the development of activities at the site and that development of the reserve is meeting the needs of visitors.

VI. Action Plan

Feedback from the community is sought on this Action Plan which identifies the key issues for action to provide development, management and service level maintenance at the View Road Reserve that is considered appropriate to the site and its role in providing the range of public open space experiences valued by the community.

Category & Item	Action	Priority	Budget	Timeline
Animal Control Dogs off lead can get under the neighbouring fences and chase cattle Off-lead unregistered dogs and dogs attacking other dogs or people in the reserve	User compliance with Dog Control Act 2000	High	Opex	Ongoing
Security of the off lead fenced area - small dogs can get under the gate Amenities and infrastructure	Install concrete plinth under gate to resolve gap.	High	Opex	Year 1
Lack of public amenities particularly with the large user groups. The running club would use the reserve more if there were amenities. These are required to meet their criteria in staging events. Access to drinking water Car parking extension	Consider capital budget allocation for installation of toilets and drinking water and include in forward capital program	High	Capex \$220,000	Year 2
Expansion of reserve utilization	Extend car park - double current size Investigate opportunities to support independent organized sport activities within the reserve.	Medium	Capex \$40,000 Op ex	Year 2 Year 2
Lighting the fenced dog exercise area- consider solar lighting Widening the left side inner dog exercise area walking track Consider sealing the walking track	Consider capital budget allocation for 4 lights. Capital works Develop budgets for capital consideration	Low medium Medium	Capex \$85,000 Capex \$20,000 Capex	Year 3 to 5 Year 1 TBA

Consider the issues associated with developing the walking/bike track to facilitate greater participation of bike riding.	Extend track to make a loop – 850 metres of new gravel track around eastern boundary	High	Capex \$155,000	Year 1
Presence of motorcycles intimidates and scares users	Implement solutions to motor cycle access / design and install chicanes at 5 locations	High	Capex \$82,000	Year 1
Governance Determine the future development and management of informal mountain-bike jumps and berms.	Council resolution on the existing free development of mountain biking in the reserve	High	Opex	Ongoing
Service levels Severe undulations in surfaces in places	Determine scope and cost; planning permit process; implement progressive method over time	medium	Opex/Capex \$95,000	Years 1 - 3
Maintenance of weeds	Review service levels	medium	Opex	Year 1
Length of grass inhibits some further use of the reserve – dogs can't find balls in long grass	Review service levels	medium	Opex	Year 1
Maintenance of the timber and wire mesh on the boardwalk	Review service levels	medium	Opex	Year 1
Address blackberries in the creek	Review service levels / Green Army project task	medium	Opex	Years 1 - 3

Year	Capex Funding
1	\$287,000
2	\$290,000
3+	\$120,000

VII. Appendices

Appendix I Natural Values Atlas Report

Appendix II Photographs

Appendix III Proposed Infrastructure Development Plan

Appendix I Natural Values Atlas - Threatened Fauna Report

Threatened fauna within 0 metres

407126_5458468



496210_5452956
Legend: Verified and Unverified observations
● Point Verified ● Point Unverified
■ Polygon Verified ■ Polygon Unverified
Legend: Cadastral Parcels
□

Threatened fauna within 0 metres

Verified Records

ID	Species	Common Name	SS	NS	Observers	Date	Obs Type	Easting/Northing GDA94 Zone 55
1162818	<i>Astacopsis gouldi</i>	giant freshwater crayfish	v	VU	Todd Walsh (5839)	06-Mar-2009	Sighting	-406523, 5453503 +/- 100m
1162820	<i>Astacopsis gouldi</i>	giant freshwater crayfish	v	VU	Todd Walsh (5839)	06-Mar-2009	Sighting	-406523, 5453503 +/- 100m
1162819	<i>Astacopsis gouldi</i>	giant freshwater crayfish	v	VU	Todd Walsh (5839)	06-Mar-2009	Sighting	-406523, 5453503 +/- 100m

Unverified Records

No unverified records were found!

Threatened fauna within 0 metres
(based on Range Boundaries)

Species	Common Name	SS	NS	Potential	Known	Core
<i>Aquila audax</i>	wedge-tailed eagle	pe	PEN	I	0	0
<i>Perameles gunnii</i>	eastern barred bandicoot		VU	I	0	0
<i>Dasyurus maculatus</i>	spotted-tailed quoll	r	VU	I	0	0
<i>Alcedo azurea subsp. diemenensis</i>	azure kingfisher or azure kingfisher (tasmanian)	e	EN	0	0	I
<i>Astacopsis gouldi</i>	giant freshwater crayfish	v	VU	I	0	0
<i>Litoria raniformis</i>	green and gold frog	v	VU	I	0	0
<i>Limnodymastes peroni</i>	striped marsh frog	e		I	0	0
<i>Pseudemoia pagenstecheri</i>	tussock skink	v		I	0	0
<i>Lathamus discolor</i>	swift parrot	e	EN	I	0	0
<i>Sarcophilus harrisi</i>	tasmanian devil	e	EN	I	0	0
<i>Aquila audax subsp. flesayi</i>	tasmanian wedge-tailed eagle	e	EN	I	0	0
<i>Engaeus yabbimunna</i>	burrowing crayfish (burnie)	v	VU	I	I	0
<i>Galaxiella pusilla</i>	eastern dwarf galaxias	v	VU	I	0	0
<i>Tyto novaehollandiae</i>	masked owl	pe	PVU	I	0	I
<i>Prototroctes maraena</i>	australian grayling	v	VU	I	0	0
<i>Haliaeetus leucogaster</i>	white-bellied sea-eagle	v		2	0	0
<i>Accipiter novaehollandiae</i>	grey goshawk	e		I	0	I

For more information about threatened species, please contact the Manager, Threatened Species and Marine Section.
Telephone: (03) 6165 4340
Email: ThreatenedSpecies.Enquiries@dpipwe.tas.gov.au
Address: GPO Box 44, Hobart, Tasmania, Australia, 7000

Appendix II Photographs

Appendix III Proposed Infrastructure Development Plan



MOTIONS ON NOTICE**AO195-20 MOTION ON NOTICE - FAIRY PENGUIN SAFE HAVEN**

FILE NO: 15/5/2; 20/1226
PREVIOUS MIN:

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

“THAT Council resolve to declare Burnie a “Fairy Penguin Safe Haven”.

COUNCILLOR’S COMMENTS

The idea that dogs continue to ravage penguin rookeries through-out the state has to come to an end. The idea that people do not control their dogs and that there is little regard for native habitat is disappointing. We also have the issue with people killing penguins, where does the madness end.

We want to declare Burnie the Fairy Penguin capital of Tasmania by guaranteeing their safety, ensuring that the populace is with us to end the needless killing of Fairy Penguins that do not have the ability to defend themselves on land.

We are acutely aware that dogs have no concept of time but have memories. They will return to their hunting grounds repetitively seeking prey. The idea that an individual failed to control their dog now has long term implications as the dog will return to the site of the kill at every opportunity.

To create this “safe haven” for Fairy Penguins takes resolve and minimal funding. It starts with a very explicit information sent out to all ratepayers and people registering their dogs regarding the following:

- Where the dog exercise areas are, with a map.
- Where the dog exclusion zones are, and the reasons for these areas.
- Interpretative information on sensitive coastal habitat, our local shorebirds and penguins.
- What the consequences are for disobeying the regulations.
- Increased signage, including simple "no dogs allowed"
- detailed signs explaining why dogs are not allowed in certain areas and showing the locations of the dog exercise areas.

In addition, Burnie should in its campaign to be the Tasmanian (World) “Safe Haven” for Fairy Penguins complete the following:

- Constant reminders via social media and radio about Burnie being a “Safe Haven” for Penguins

- Chastising other Councils that fail to protect the penguins and inviting them to send their Fairy Penguins to Burnie for protection
- Better fencing of areas of concern – guaranteeing Fairy Penguin Safety
- Naming and shaming any dog owner that allows their dogs the freedom to kill Fairy Penguins

The Burnie City Council should also consult/collaborate with both DPIPW and Marine Conservation in developing and implementing strategies that will protect our populations of Little Penguins and various shorebirds. We need to ensure that DPIPW allocates significant resources to respond appropriately to dog attacks on little penguins, including:

- Naming Burnie as a “sensitive wildlife zone”
- Swift deployment of officers to investigate reports of penguin deaths
- Undertaking associated compliance and surveillance programs where required
- Work with Council to schedule proactive patrols at key penguin sites to deter inappropriate behaviour and educate the community
- Work with the BCC enhance penguin protection through council dog management policies, including the management of dog-related activities on reserved land.
- Increased penalties for dog attacks, the current Dog Control Act states: “If your dog attacks sensitive wildlife in a sensitive area you are guilty of an offence and a penalty of up to 30 penalty units applies if charged. (Currently 1 penalty unit = \$168.)” Maximum \$5040.

Becoming a protectorate for the Fairy Penguins provides another reason to come to Burnie. Burnie is rich with culture and quality attractions; adding the Fairy Penguin “safe haven” is another example of making Burnie a more desirable place.

Little Penguins are a tourist drawcard for our region and it would be "several feathers in Council's cap", for us to be able to say in future that we are leading the way in protecting our local penguin and shorebird populations.

The next breeding season for Little Penguins will be on us by September (if not before), with chicks in burrows by October. We need to start implementing decisive strategies prior to this. I dread the thought of another mass attack, particularly with chicks orphaned.

GENERAL MANAGER’S COMMENTS

The following information is relevant to consideration of the Motion; and identifies that many of the measures suggested are already in place.

Legislation

The State Government responded to increased reports of dog attacks on native wildlife in late 2019 by amending the *Dog Control Act 2000*.

The amendments introduced section 19AB to make it a specific offence for a dog to injure or kill any wildlife declared under the *Nature Conservation Act 2002* to be a sensitive wildlife species within an area of land declared to be a sensitive wildlife area.

The owner of a dog that is proven to have injured or killed sensitive wildlife within a sensitive wildlife area is liable for a monetary penalty not exceeding 30 penalty units.

The Act does not expressly prohibit a person from bringing a dog into a sensitive wildlife area.

The declaration of areas within which a dog is prohibited is a matter for the municipal council.

The owner may also be required on conviction by a court to pay the cost of any investigation into the alleged offence, the costs of any medical treatment and rehabilitation of wildlife injured by the dog, and compensation for any damage caused by the conduct of the dog in relation to the offence.

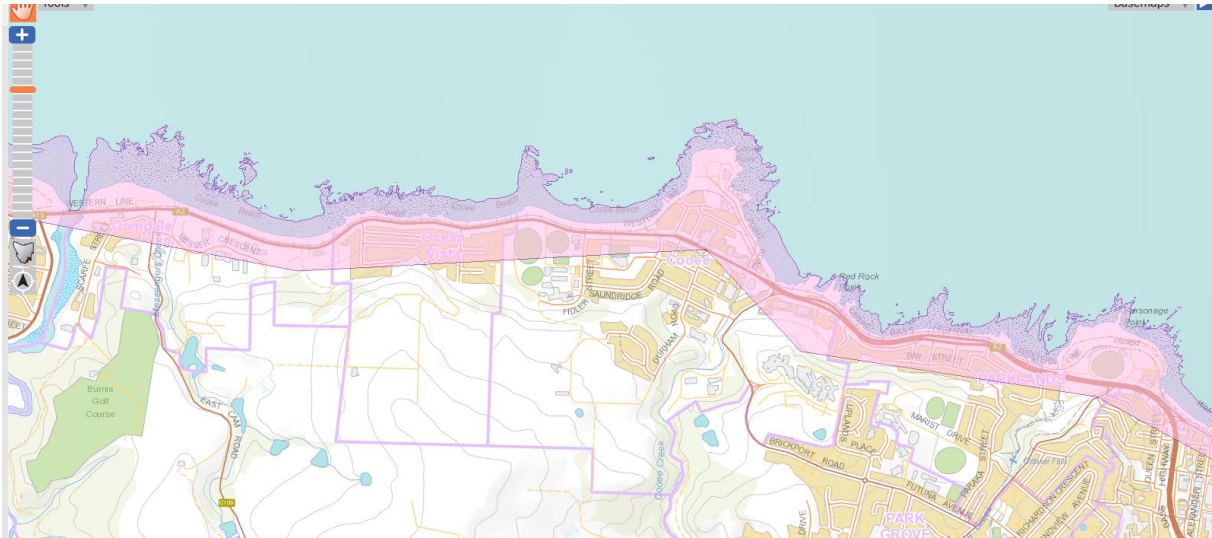
A court may order the dog be destroyed if the owner is convicted on the offence under section 19AB.

The amendment has increased the penalties on an owner who brings a dog into a prohibited area containing a sensitive habitat for native wildlife.

The *Dog Control (Sensitive Wildlife and Areas) Order 2019* was issued on 25 December 2019, and declares –

- i. sensitive wildlife to include the species *Eudyptula minor*, commonly known as the Little Penguin; and
- ii. a sensitive area in relation to sensitive wildlife includes the uninterrupted foreshore area from Don Heads to the eastern side of Lillico then west to Burntwood Point at Wynyard, and including the foreshore to the Burnie municipal area, consisting of –
 - a. the area of land bounded on its seaward side by the mean low water mark and on its landward side by an imaginary line extending between the points, of latitude and longitude, specified in Part 1 of Schedule 4 of the Order; and
 - b. each area of land bounded by an imaginary line encircling, at the mean low water mark, an island that is situated within 0.5 nautical miles seawards of any part of the area of land referred to in [paragraph \(a\)](#); and
 - c. all rocky outcrops, above the mean low water mark, situated within 0.5 nautical miles seawards of any part of the area of land referred to in [paragraph \(a\)](#)

The declared sensitive wildlife area within the Burnie municipal area extends without interruption for the full length of the coastline between the Cam River and the Blyth River, and south of the Bass Highway inland for a variable distance as shown shaded pink on the following maps.





The Council cannot act to implement controls and penalties that differ to the arrangements set out in the Act.

Council must also be careful for procedural fairness and personal information protection reasons not to “name and shame” a person identified to have taken a dog into a wildlife sensitive area.

State Government action to facilitate awareness and compliance to sensitive wildlife requirements

The Department of Primary Industry, Parks, Water and Environment wrote to Council in Early March 2020 to advise of the changes to the Act; and to indicate a senior wildlife biologist had been appointed to facilitate implementation of the Little Penguin protection program under the Act.

It was advised the facilitator would contact councils to arrange a discussion on management issues.

Advent of the COVID-19 emergency meant it was not possible for the DPIPW representative to travel and engage with Councils. The program has only recently recommenced.

Dr David Pemberton, a senior wildlife biologist with DPIPW manages of the implementation program, and met with the Acting General Manager and other Council staff on Tuesday 11 August 2020.

The meeting was of a preliminary nature, during which it was indicated the DPIPW representative is available to meet with Councillors to provide a briefing on Little Penguin behaviour and wildlife management measures, including requirements under the Act.

The discussion identified that while it is assumed dogs, particularly dogs at large, are the main threat to Little Penguin, it is known that cats, and in some locations carnivorous wildlife, also present risk to colonies.

It was advised the northwest coast from Wynyard to Devonport is the priority area for Little Penguin management given the extent and intensity of colonies and their proximity to threat from human activity. No single municipal area is considered more important than the others given the habitat of Little Penguin is not determined by administrative boundaries.

It was then suggested there is opportunity for –

- a. greater collaboration between compliance agencies with wildlife management responsibilities to share resources and provide improved monitoring and compliance response capabilities.

It is said the LGAT is interested in coordinating an arrangement if requested to do so by local government.

There is opportunity for Burnie City Council to promote a motion to trigger an involvement by LGAT.

- b. provision of additional and more effective fencing around known colonies, including as part of the proposed Coastal Pathway infrastructure; and
- c. use of emerging technologies to detect and provide real time alerts when dogs, cats and other hunting species may be within a wildlife colony

It would be particularly useful for the Council to receive the offered briefing from an experienced wildlife biologist before making any decision in relation to the Motion.

Burnie Dog Management Policy

There is a requirement under the *Dog Control Act 2000* for each Council to adopt a Dog Management Policy.

A Policy may include the identification of areas containing sensitive habitat for native wildlife within which dogs are prohibited.

The Council first introduced a Dog Management Policy in 2004. The Policy was last reviewed and adopted by a decision of Council in September 2019.

The current Policy, and all previous versions, identifies dogs are prohibited in the following parts of the Burnie municipal area-

- a) At all times for protection of Little Penguin and other shore feeding and nesting birds on Camdale Beach, Cooee Beach and Cooee Point from the Cam River to Cooee Creek Beach, extending from low water mark to include that part of the vegetated dune system south to the Little Penguin fence along the Bass Highway alignment and

from low water mark to a distance of 30.0 m above high water mark around the seaward perimeter of Cooee Point to Cooee Creek Beach;

- b) At all times for protection of Little Penguin and other shore feeding and nesting birds in the area from Red Rock Point east to and including Parsonage Point to West Beach and extending south to the alignment of the Bass Highway and North Terrace and northward to low water mark, other than if the dog is on a lead and confined to the paved Burnie Coastal Pathway;
- c) At all times for protection of Little Penguin and other shore feeding and nesting birds on West Beach and Hilder Parade being the entirety of the paved, grassed, and sand area north of and including the rail corridor to low water mark from Parsonage Point east to the boundary of the to Burnie Port and including that part of the West Beach Boardwalk east of the pedestrian access between Alexander Street and King Street; and
- d) At all times for protection of native flora and fauna in accordance with status of the land as a reserve under the Nature Conservation Act 2002 in Fernglade Reserve being the whole of the riverside portion of the reserve incorporating both the upper and lower picnic areas and including the river and any pathway linking between these two areas and extending downstream to the Fernglade Bridge;

The Policy is accessible on the Council web site, and is referenced in information provided at the time of registering a dog.

The Council has installed appropriate identification signs to indicate where dogs are prohibited or restricted; and where dogs may be exercised.

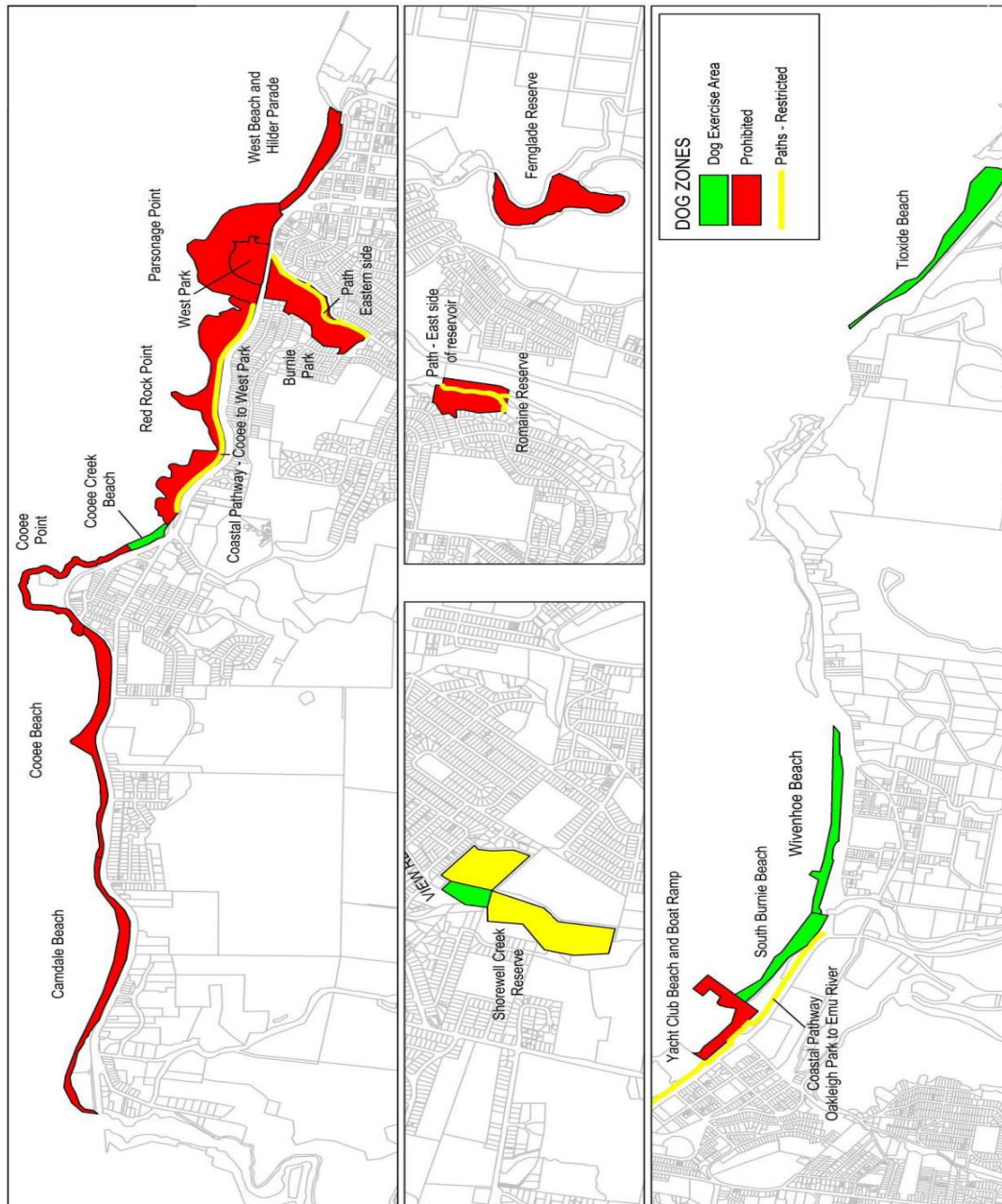
The Policy may require further review of dog prohibited areas given effect of the recent amendment to the *Dog Control Act* is to extend wildlife sensitive areas to include the entire coastline, including the current dog exercise beaches at Cooee, South Burnie, Wivenhoe, and Heybridge.

Council's capacity to actively monitor and enforce compliance to dog control regulations is determined by available resource.

Council funds a permanent full time municipal inspector position with duties including, but not limited to, animal control. The position is deployed during Council's standard operating hours, and does not have capacity to conduct patrols and interventions at all times. Council provides a limited capacity to deal with animal control matters at other times.

Greater involvement by Council in monitoring and response to dog control matters within sensitive wildlife areas will require allocation of additional resources.

The Policy contains the following maps –



BURNIE CITY COUNCIL - DOG ZONES

Map Inclusion to Dog Management Policy CP-CBS-SG-02
Revision 4, Drawn 08/04/2015

Council’s Operational Actions

Council has had an active involvement in promotion and protection of Little Penguin for many years.

It has made a capital investment in the Little Penguin Interpretation Centre at West Park; and has included information on Penguin viewing opportunities within tourist promotion material based on the colonies within the Burnie municipal area.

Council has provided financial and in-kind support to local community organisations involved in Little Penguin management, including materials for construction and maintenance of penguin fencing and burrows, and for the removal and disposal of weeds and rubbish removed from Little Penguin habitat areas.

Council programs its capital works and maintenance programs within coastal areas in accordance with the Little Penguin nesting and breeding season.

Alternate Recommendation

- 1. Council invite Dr David Pemberton of DPIPWE as State facilitator for protection of Little Penguin to address Councillors at a workshop before the Council makes any decision in relation to the Motion; and***
- 2. Council submit a Motion to the next LGAT meeting seeking the LGAT coordinate arrangements for a more collaborative arrangement between local government and the State compliance agencies with responsibilities that include dog control and wildlife management and protection.***

INFORMATION SHEET

**DOG CONTROL ACT 2000
AMENDMENTS**

In response to dog attacks on Little Penguins, the Tasmanian Government has increased penalties for dog owners whose dogs attack little penguins in important areas for Penguins.

WHAT YOU NEED TO KNOW

The *Dog Control Act 2000* now provides for additional penalties for dog attacks on Sensitive Wildlife in Sensitive Areas and allows for the Minister responsible for the *Nature Conservation Act 2002* to determine and declare which species are Sensitive Wildlife and which areas are Sensitive Areas.

On 25 December 2019, the Minister declared Little Penguins to be Sensitive Wildlife. The Minister has also declared the following areas to be Sensitive:

- Low Head Promontory from Beach Road
- Bicheno from the northern end of Rice Beach to the Southern end of Denison Beach. Diamond Island and Governor Island are also included.
- Wynyard/Ulverstone from Don Heads to the eastern side of Lillico and continuing west to Burntwood Point.
- Stanley (all land north of the neck of the peninsula roughly half way between the Stanley Hwy intersections with West Inlet Track and East Inlet Track).

WHAT DOES THIS MEAN FOR YOU AS A DOG OWNER?

If your dog attacks Sensitive Wildlife in a Sensitive Area you are guilty of an offence and a penalty of up to 30 penalty units applies, if charged. (1 penalty unit = \$168)

EXISTING PENALTIES STILL APPLY

Please see the *Dog Control Act 2000* for ALL penalties that apply to dog owners if they are guilty of an offence under the Act. This includes a range of penalties that existed prior to the recent amendments coming into effect.

Some of these offences include and attract the following penalties*:

- Dog at Large - up to 5 penalty units
 - Dog attacking animals - up to 20 penalty units
 - Dog attacking a person - up to 30 penalty units
- *increased penalties apply to those dogs declared as dangerous dogs.

WHERE CAN I FIND MORE INFORMATION

For more information on Sensitive Wildlife and Sensitive Areas including maps see:

<https://dpijwe.tas.gov.au/wildlife-management/marine-conservation-program/little-penguins-in-tasmania/monitoring-and-protection/dog-control-act>

Department of Primary Industries, Parks, Water and Environment



COUNCIL RESOLUTION**Resolution number: MO229-20****MOVED:** Cr K Dorsey**SECONDED:** Cr A Keygan**“THAT Council:**

- 1) Resolve to declare Burnie a “Fairy Penguin Sanctuary”; and**
- 2) Council invite Dr David Pemberton of DPIPW as State facilitator for protection of Little Penguins to address Councillors at a workshop before the Council makes any decision in relation to the Motion, and invite a representative from Friends of Burnie Penguins and Burnie CoastCare to this workshop; and**
- 3) Council submit a Motion to the next LGAT meeting seeking the LGAT coordinate arrangements for a more collaborative arrangement between local government and the State compliance agencies with responsibilities that include dog control and wildlife management and protection.”**

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**AO196-20 MOTION ON NOTICE - RELOCATION OF BURNIE COURTHOUSE**

FILE NO: 15/5/2; 20/1227

PREVIOUS MIN:

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

“THAT Council write to the Attorney General, Elise Archer, to invite her to provide an immediate briefing to Council on the following points in relation to the decision to relocate the Burnie courthouse:

- 1) what, if any, consultation was undertaken and with what stakeholders, particularly the local legal community;***
- 2) what, if any, consultation was undertaken with community members and residents with an interest in the area;***
- 3) what, if any, consultation was undertaken with the local educational community, particularly with respect to the proximity of the local primary school;***
- 4) what, if any, consideration has been given to the existing public transportation network and the challenges this relocation raises for equitable access to the courthouse.”***

COUNCILLOR’S COMMENTS

While I understand that the current Burnie Courthouse is no longer fit for purpose, and there is merit in exploring the development of a new, fit for purpose building that will meet community and users’ needs, I am concerned by what seems to be a complete lack of consultation in this process.

Whilst online comments are certainly not a barometer for completely measuring public sentiment, every single online comment I have read in relation to this move is against the relocation of the Court to the current UTAS site on Mooreville Rd. There are many arguments that have been raised against it, and are not limited to its close proximity to educational facilities, including a primary school, the location of it in the middle of residential area and lack of linkages for public transportation.

The fact that the current courthouse is located in the CBD, some short walk away from a transport hub, is highly beneficial and assists in providing access to justice, which is a key tenement of our legal system. The relocation will also potentially increase users’ legal fees as a result of requiring even local Burnie based lawyers to engage in transport, where currently, a majority of them are located within 500m of the courthouse. This will also put

upward pressure on the already strained legal aid system and its grant program, given this relocation will require Burnie based lawyers to seek a travel disbursement from the Legal Aid Commission in order to represent clients at the court's new location.

It is therefore relevant, that Council be briefed on this relocation, including the plan for stakeholder engagement and public consultation.

GENERAL MANAGER'S COMMENTS

Council was unaware of the State Government proposal to relocate the Supreme Court to the UTAS building at Mooreville Road, once the new campus is completed. A copy of the Minister's announcement is **attached**.

It would be useful to understand the proposal in more detail, and therefore a briefing from the Minister would be of value to Councillors.

Given its prominent site, Council should also seek an understanding of the future plans for the existing Supreme Court building; to avoid the issues associated with the old Burnie Hospital when abandoned by the State Government.

ATTACHMENTS

- 1 [↓](#). Ministers announcement
- 2 [↓](#). Courthouse further information

COUNCIL RESOLUTION**Resolution number: MO230-20****MOVED: Cr A Keygan****SECONDED: Cr T Brumby*****“THAT Council write to the Attorney General, Elise Archer, to:***

- 1) Invite her to provide an immediate briefing to Council on the following points in relation to the decision to relocate the Burnie courthouse:***
 - a) what, if any, consultation was undertaken and with what stakeholders, particularly the local legal community;***
 - b) what, if any, consultation was undertaken with community members and residents with an interest in the area;***
 - c) what, if any, consultation was undertaken with the local educational community, particularly with respect to the proximity of the local primary school;***
 - d) what, if any, consideration has been given to the existing public transportation network and the challenges this relocation raises for equitable access to the courthouse;***
 - e) and any other relevant issues; and***
- 2) Request the Minister to hold a town hall style meeting with the public to address their concerns about the proposed relocation.”***

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***

<https://elisearcher.com.au/bringing-in-a-new-era-for-the-burnie-court-complex/>

Bringing in a new era for the Burnie Court Complex

Elise Archer | Tuesday, 11 August 2020

The Tasmanian Government is committed to ensuring that all Tasmanians have access to an effective and efficient justice system.

Unfortunately, it has become clear that the current court facilities at Alexander St in Burnie are out-dated and no longer fit for purpose. In particular, it has become difficult with physical distancing requirements, to ensure the safety of court staff and its users during the COVID- 19 pandemic.

A thorough assessment of the current building has made clear that the best and most efficient option is the development of court facilities in a new location.

The decision by the University of Tasmania to relocate its Burnie campus from the current Mooreville Road location has presented the Government with an exciting opportunity to develop this site into a modern court facility that will serve Burnie well into the future.

As part of our COVID-19 pandemic response, \$5.9 million of our \$15 million investment will be brought forward, which will enable the relocation to progress as soon as possible.

About 50,000 Tasmanians rely on access to the courts in Burnie each year alone. Importantly, this relocation development will ensure minimal interruption to service delivery.

The investment will also provide better access to justice for those in the North West by enabling the long-term continuation of Magistrate and Supreme Court services in Burnie in a fit-for-purpose premises.

At this stage, it is anticipated that UTAS will vacate part of the Mooreville Road premises in the second half of 2021, which would allow works on the site to then commence and be completed by the end of 2023.

In the meantime, design works and pre-planning matters are being worked through and over the coming months we will be consulting with stakeholders on how to maximise the opportunity with which we have been presented by the availability of the new site. This will ensure that the new facility meets the needs of the Courts, court users and the community.

As Attorney-General and Minister for Justice, I look forward to progressing this exciting project and delivering to the people of Burnie and the North West facilities that will ensure access to an efficient and effective criminal and civil justice system

into the future, whilst remaining committed to a two court model for the North-West region in both Burnie and Devonport.

For further information visit: <https://www.justice.tas.gov.au/strategic-infrastructure-projects/court-projects/burnie-court-complex>

Elise Archer, Attorney-General and Minister for Justice

<https://www.justice.tas.gov.au/strategic-infrastructure-projects/court-projects/burnie-court-complex>

Relocating the Burnie Court Complex

The Government has previously acknowledged that the existing Burnie Court facilities are no longer fit for purpose, and has previously committed \$15 million to develop a suitable Court facility.

A thorough assessment of the current building has made clear that the best option for Burnie is the development of new court facilities in a different location.

Rather than refurbish the current site as had been previously planned, a decision has been made to relocate the Burnie Courts to Mooreville Road, in premises currently occupied by the University of Tasmania. The map below shows the exact location.

The University's relocation, scheduled for 2021, provides an opportunity for the Courts to take over this site and develop new fit for purpose facilities that will enable the efficient and accessible administration of justice in Burnie into the future.

In early June 2020, the Government announced that \$5.9 million of the funding for the project will be brought forward to progress the relocation earlier than the timeframe originally scheduled for the refurbishment.

Over coming months the Government will be consulting on how to maximise the benefits that we have been presented with by the availability of the new site. This will involve working closely with stakeholders to ensure that the new facility meets the needs of the Courts, court users and the community.

As the project is in the very early stages, there are still a number of investigations that need to be completed before a definitive project schedule can be confirmed. However, at this stage it is anticipated the University of Tasmania will vacate the premises in the second half of 2021, which would allow works on the site to commence in late 2021/early 2022 and be completed by the end of 2023.

Further information on the relocation of the Burnie Courts will be made available on this website as the project progresses. There is also a list of frequently asked questions below.

Map showing location of the new Burnie Court Site



Frequently asked questions

How will people access the Courts if they are located outside of the Burnie CBD?

The Mooreville Road site is well serviced from Burnie CBD and immediate surrounds by Metro buses, and there is also parking available onsite.

Burnie CBD is also accessible from other cities and towns across the North West via bus.

Why is the Court now relocating when it had previously been indicated that the current site would be upgraded?

Unfortunately, it has become clear that the current court facilities at Alexander St in Burnie are out-dated and no longer fit for purpose. In particular, it has become difficult with physical distancing requirements, to ensure the safety of court staff and users during the COVID- 19 pandemic.

A thorough assessment of the current building has made clear that the best and most efficient option is the development of court facilities in a new location.

The decision by the University of Tasmania to relocate its Burnie campus from the current Mooreville Road location has presented the Government with an exciting opportunity to develop this site into a modern court facility that will serve Burnie well into the future.

When will the Court begin operating from its new site?

As the project is in the very early stages, there are still a number of investigations that need to be completed before a definitive project schedule can be confirmed.

At this stage it is anticipated the University of Tasmania will vacate the premises in the second half of 2021, which would allow works on the site to commence in late 2021/early 2022 and be completed by the end of 2023.

What will happen to the current courthouse?

The government is yet to make a decision on the future of the current Burnie Court building.

Will the new complex have more courts than the current one?

Detailed design work, which has not yet commenced, will determine how the Courts can most effectively use the building. There will be no reduction in the number of courtrooms as a result of the move.

Will the complex improve the administration of justice for the North West region?

As noted above, detailed design work has not yet been completed but it is anticipated that the new site will allow a more fit for purpose design that better meets the needs of all court users.

The fit out of the new Court complex will include modern technology that assists in Court operation while the design will provide spaces suitable for the various aspects of Court operation, including hearings, case conferences, mediation/conciliation and client meetings.

Does this mean the Devonport Court will be closed?

No, the Government remains committed to a two Court model in the North West – operating from locations in both Burnie and Devonport.

Is the whole complex going to be used by the Courts?

At this stage it is not anticipated that the Courts will require the use of the whole site, however this is subject to further negotiations and confirmation of the specific requirements of both the Courts and their stakeholders and other users of the site.

Is the University of Tasmania moving all its operations from the Mooreville Road site?

No. The Courts will utilise part of the site while the University will continue to occupy some areas. The Tasmanian Institute of Agriculture will remain at the Mooreville Road site.

When will the current Court complex close?

The current Burnie Court complex will continue to operate during redevelopment of the Mooreville Road building with operations transferring to the new site once work is complete.

Who will be doing the work?

The Department has commenced writing new Request for Tender and Specification documentation to engage a consultant to complete detailed feasibility studies of the site and to commence design development and contract documentation for construction.

Both the consultancy and the subsequent construction contracts will be awarded through publicly advertised tenders.

How can I find out more?

Further information about the project, including updates on progress over the life of the project, will be provided on the Department of Justice website.

Updated: 11th August 2020

PUBLIC QUESTION TIME**AO197-20 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

Peter Weldon of Burnie asked:

1. *Would it be possible to provide a street mirror at the left hand side of driveway at 211 Mount Street. Vision on exit from driveway (which is used by members of the Burnie Coastal Art Group) is dangerous due to very poor vision down Mount Street towards the street lights, especially if a large vehicle is parked near the bakery. This is a safety issue.*

The Mayor replied that for Council to determine the nature of concerns and possible opportunities to address, it would be necessary to inspect the site. Mr Sharman, from Council's Engineering Division, will make contact with you after the meeting to arrange a time to meet on site and discuss the issue.

Lynne Price of Burnie asked:

1. *Given the fact that bank loan interest rates are currently the lowest on record, have Councillors given due consideration to taking out an intergenerational loan to finance the immediate development of the proposed NWMAG complex?*

The Mayor replied that Council is currently seeking funding from the State Government in order to progress the project. Council will reassess its funding options for a range of strategic projects including this one and the Indoor Sport Stadium when it next reviews its Financial Management Strategy in late 2020.

The review will include assessing grant and/or loan funding for these projects and will also take into account the impact of COVID-19 on Council's medium to long term financial sustainability. That will be looked at later on in the year after we receive responses from the Commonwealth.

WORKS AND SERVICES**AO198-20 UPPER NATONE RESERVE SPECIAL COMMITTEE
APPOINTMENT OF COMMITTEE**

FILE NO: 2/5/16, 3383617
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	5	A NATURAL AND BUILT ENVIRONMENT THAT IS RESPECTED AND CARED FOR
Objective	5.1	Our natural resources are protected and enhanced.
Strategy	5.1.1	Recognise and protect those areas that are formally protected.

1.0 RECOMMENDATION:

“THAT Council:

1) in accordance with Clause 3 of the Delegation of Authority and Rules of Operation for the Upper Natone Reserve Special Committee Council appoint the following persons to the Committee:

- Fiona Elizabeth Tustian***
- Philip William Tustian***
- Diane Kathryn Cripps***
- Gary William Watts***
- Heather Barbara Ross***
- Ivan Charles Caston***
- Jessica Maree Reynolds;***

and

2) Approve a change to the Delegation of Authority and Rules of Operation for the Upper Natone Reserve Special Committee, being to extend the term of community members from one year to two years, effective from the appointment of the current Committee.”

2.0 SUMMARY

Nominations for persons wishing to serve on the Upper Natone Reserve Special Committee were called by Public Notice on Saturday, 4 July 2020.

Seven nominations were received.

It is recommended that the nominees be confirmed as the new members of the Committee.

Officers also propose a change to the Delegation of Authority and Rules of Operation for the Upper Natone Reserve Special Committee as outlined in this report.

3.0 BACKGROUND

Council leased the Upper Natone Forestry Reserve after Sustainable Timber Tasmania closed the Reserve approximately 20 years ago.

The Upper Natone Reserve Special Committee was first appointed by Council in June 2000 to manage the Reserve. The positions of all Committee members are required to be appointed annually.

The Delegation of Authority and Rules of Operation for the Committee were updated last year and adopted by Council at the meeting held on 16 April 2019.

4.0 LEGISLATIVE REQUIREMENTS

Section 24 of the *Local Government Act 1993* states:

“A Council may establish, on such terms and for such purposes as it thinks fit, Special Committees.

A Special Committee consists of such persons appointed by the Council as the Council thinks appropriate.

The Council is to determine the procedures relating to meetings of a Special Committee.”

5.0 POLICY CONSIDERATIONS

This report recommends to Council that a change be made to the Delegation of Authority and Rules of Operation for the Upper Natone Reserve Special Committee.

The change recommended is that the term of the community members be increased from one year to two years. Clause 4 of the delegation would need to be modified to reflect that change, if supported by Council.

6.0 FINANCIAL IMPACT

No financial impacts have been identified for this matter.

Committee members serve on a voluntary basis.

7.0 DISCUSSION

The Upper Natone Reserve Special Committee is a well organised, enthusiastic Committee and has made a positive contribution to the Reserve.

A total of seven persons have nominated for a position on the Committee.

- Fiona Elizabeth Tustian
- Philip William Tustian

- Diane Kathryn Cripps
- Gary William Watts
- Heather Barbara Ross
- Ivan Charles Caston
- Jessica Maree Reynolds

Clause 2.2 of the Schedule 2 of Delegation of Authority and Rules of Operation for the Upper Natone Reserve Special Committee stipulates the Committee shall consist of a minimum of six and not more than nine community members.

With the exception of Jessica Maree Reynolds, all nominees have had previous involvement with the Committee.

The Chairman supported all nominations.

Officers recommended that the nominations submitted be accepted.

Officers also suggest that Council consider a change to the Delegation of Authority and Rules of Operation, in respect to the terms of Committee Appointments. Refer to Clause 4 in the copy of Delegation of Authority and Rules of Operation for the Upper Natone Reserve ***attached***.

Currently, the Councillor position has a term of two years. The community member positions are one year terms only.

There is little turnover of the Committee membership and it would seem appropriate to extend the community members terms to a two year period.

This approach supports continuity of the Committee, aligns to the elected member term and remove some administrative burden.

8.0 RISK

There is a risk the Special Committee could, in time, lose interest in the Reserve or not be in a position to maintain the Reserve. If this should eventuate, it would then require a further decision from Council whether to take over the maintenance of the Reserve or cancel the lease with Sustainable Timber Tasmania.

9.0 CONSULTATION

Discussions occurred with the current Chairman of the Committee regarding the nomination process.

Discussion has also occurred with the Chair in regard to the proposal to increase the term for community members to two years.

ATTACHMENTS

1. [Upper Natone Reserve Special Committee - Delegation of Authority and Rules of Operation](#)

COUNCIL RESOLUTION

Resolution number: MO231-20

MOVED: Cr A Keygan

SECONDED: Cr C Lynch

“THAT Council:

- 1) in accordance with Clause 3 of the Delegation of Authority and Rules of Operation for the Upper Natone Reserve Special Committee Council appoint the following persons to the Committee:**

- **Fiona Elizabeth Tustian**
- **Philip William Tustian**
- **Diane Kathryn Cripps**
- **Gary William Watts**
- **Heather Barbara Ross**
- **Ivan Charles Caston**
- **Jessica Maree Reynolds;**

and

- 2) Approve a change to the Delegation of Authority and Rules of Operation for the Upper Natone Reserve Special Committee, being to extend the term of community members from one year to two years, effective from the appointment of the current Committee.”**

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

Delegation of Authority
and Rules of Operation

**Upper Natone Reserve
Special Committee**



"Not for ourselves alone"



Upper Natone Reserve Special Committee**Document Management**

Document Code: GL-CBS-SG-110
Document Approver: Council
Document Controller: Executive Manager Corporate Governance

	Date	Council Resolution Item Number	Version
Adopted	16 May 2000	191	V1.0
Amended	19 August 2003	171	V2.0
Amended	16 April 2019	AO102-19	V3.0

Upper Natone Reserve Special Committee

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Upper Natone Reserve Special Committee

Pursuant to Section 24 of the *Local Government Act 1993* (as amended) the Burnie City Council hereby establishes a Special Committee as detailed in Schedule 1 and 2 below.

Schedule 1

1. Name of Special Committee

The name of the Special Committee shall be the:

Upper Natone Reserve Special Committee

Schedule 2

1. Objectives of the Committee

1.1. The objectives of the Committee are to:

- Manage the operation of the Upper Natone Reserve; and
- Promote the use of the above facility and to maximise its viability.

2. Committee Structure

2.1. The Committee shall consist of at least seven members and a maximum of ten members at any one time.

2.2. Membership of the Committee shall be made up of:

- one Councillor appointed by Burnie City Council, and
- between six and nine Community Members.

2.3. The following shall be ex-officio Members of the Committee. Ex-officio members are not entitled to vote at Committee meetings.

- the Director of Works and Services at Burnie City Council, or his or her delegate,
- a representative of Tasmania Police, as available to attend from time to time,
- a representative of Forestry Tasmania, and
- a Representative of Neighbourhood Watch.

2.4. Council may appoint another Councillor as proxy for the appointed Councillor position.

2.5. An appointed Councillor proxy may attend any meeting in a non-voting capacity where the appointed Councillor is present. The appointed proxy is only entitled to vote when the appointed Councillor is not present.

Upper Natone Reserve Special Committee

- 2.6. The Committee shall elect a Chairperson and a Secretary/Treasurer at the Annual General Meeting.

3. Selection and Appointment of Committee Members

- 3.1. Council will undertake an expression of interest process for Community Members every year, prior to the Annual General Meeting of the Committee.
- 3.2. Council will appoint Community Members for a one year period, with the commencement to coincide with the Annual General Meeting of the Committee.
- 3.3. The Community Members are to possess
- a demonstrated interest in the Upper Natone Reserve, and
 - the capacity to participate in the day to day management of the Upper Natone Reserve.

4. Terms of the Committee Appointments

- 4.1. The Councillor position on the Committee will become vacant directly following the ordinary Council election, and a subsequent appointment shall be made by the Council for a period of two years. At the expiry of this term, a new appointment will be made by Council, for two years expiring directly following the next ordinary election. If a Councillor of the Committee resigns prior to the end of his/her term the Council will appoint a replacement at the earliest convenient time, for the balance of the term.
- 4.2. The ex-officio appointment of Director Works and Services shall be by virtue of his or her position and not expire.
- 4.3. Community Member positions are for a fixed term of one years and may be reappointed. If a Community Member retires, Council may appoint a replacement Community Member for the remaining balance of the fixed term of that position.
- 4.4. The Community Member positions on the Committee will become vacant annually coinciding with the Annual General Meeting.
- 4.5. The General Manager has the power to end the term of the Chairperson or a Community Member.

5. Roles and Responsibilities of Members

- 5.1. To maintain confidentiality on matters of a sensitive nature or involving personal information;
- 5.2. When applicable, to declare an interest in any matter being considered by the Committee, in accordance with Part 5 of the *Local Government Act 1993*.

Upper Natone Reserve Special Committee

6. Functions of the Committee

- 6.1. To ensure all facilities are kept in a properly maintained condition with specific attention to:
 - 6.1.1. Mowing of grassed areas,
 - 6.1.2. Cleaning of public toilets and barbeques,
 - 6.1.3. Removal of refuse, and
 - 6.1.4. Repair of minor damage to the facility occasioned by fair wear and tear.
- 6.2. To advise the Council of any works the Committee thinks necessary.
- 6.3. To make recommendations to Council regarding the maintenance and improvements to the Reserve.
- 6.4. To ensure, as far as this Delegation of Authority and Rules of Operation allows, that the Lease Agreement between the Burnie City Council and Forestry Tasmania is complied with.
- 6.5. To identify and report to Council any incidents that contravene the Burnie City Council's Public Reserves and Public Buildings By-law, No. 1 of 2011 (or successive relevant reserve by-laws).

7. Meetings of the Committee**7.1. Quorum**

- 7.1.1. A quorum will consist of the majority of total members, being one half plus one.
- 7.1.2. All members (excluding ex-officio members), shall have voting rights with decisions based on the principle of simple majority.

7.2. Meeting Frequency

- 7.2.1. Meetings of the Committee must be held at least four times per year.
- 7.2.2. The Committee shall hold an Annual General Meeting by 31 August in each year.

7.3. Notice of Meetings

- 7.3.1. Notice of each meeting, including special meetings, shall be given to each Committee member at least seven days in advance unless impractical to do so by reason of an urgent matter requiring a meeting to be held promptly.
- 7.3.2. Notice of the Annual General Meeting of the Special Committee shall be published in a newspaper generally circulating in the Burnie area at least 14 days prior to such Annual General Meeting.

Upper Natone Reserve Special Committee

7.4. Attendance at Meetings

- 7.4.1. All meetings of the committee shall be open to the public, but only appointed members will be entitled to vote.
- 7.4.2. All Councillors are welcome to attend any meeting of the Committee, but only appointed members will be entitled to vote.

7.5. Appointment of Acting Chairperson

- 7.5.1. If the elected Chairperson is not available for a meeting, they may delegate the role of Chair to another Committee Member, otherwise an Acting Chairperson shall be chosen from those present at the meeting.

7.6. Records to be kept by the Secretary

- 7.6.1. The Secretary shall keep minutes of each meeting, detailing
- The time, date and place of each meeting;
 - Those present;
 - An accurate record of any motion indicating the mover and seconder and indicating the word 'Carried' or 'Lost' after each motion.
- 7.6.2. The unconfirmed minutes of each meeting shall be provided to Council within fourteen days following the conclusion of the meeting. Where recommendations are made by the Committee, the Council Officer shall include a report explaining any specific recommendation for Council consideration. Minutes of the Committee meetings will be included in a report to the next ordinary meeting of Council.
- 7.6.3. The minutes of each meeting shall be confirmed at the subsequent meeting of that Committee.

7.7. Records to be kept by Treasurer

- 7.7.1. The Treasurer shall keep accurate records of all receipts and expenditure in a format acceptable to the General Manager.

8. Restrictions on Committee Powers

- 8.1. The Committee does not have the power to:
- (a) Impose fees, taxes, rates or charges
 - (b) Rebate rates or charges
 - (c) Apply for grants
 - (d) Make grants
 - (e) Borrow money
 - (f) Make a rate

Upper Natone Reserve Special Committee

- (g) Make a By-law
- (h) Execute a Deed
- (i) Sign a contract
- (j) Institute a legal proceeding
- (k) Call for tenders
- (l) Provide direction to staff
- (m) Advertise for and/or appoint an employee or servant (except honorary office-bearers)
- (n) Sell land
- (o) Operate a bank account
- (p) Undertake lobbying unless expressly authorised by Council
- (q) Issue correspondence or media releases from the Special Committee without the co-signature of the Mayor
- (r) Conduct business and activities otherwise than in accordance with Council's Risk Management and Workplace Health and Safety policies and practices.

9. Remuneration

- 9.1. The Committee members are voluntary workers, and no remuneration will be provided to Committee members.

10. Reporting Requirements

- 10.1. Not applicable.

11. Financial Requirements

- 11.1. Where the Committee has an applicable budget within Council's accounts:

- 11.1.1. The Committee must operate through the Council's bank account upon which payments may be made and into which all monies received shall be paid as soon as possible after receipt thereof.
- 11.1.2. Expenditure may only be authorised by an employee of Council with the relevant financial delegation for the Committee's expenditure.
- 11.1.3. Incidental costs relevant to the budget and stated functions of the Committee may be reimbursed to Committee Members up to a limit of \$250 per reimbursement, and upon evidence of a receipt.

Upper Natone Reserve Special Committee

11.1.4. A statement of receipts and expenditure for the financial year ended shall be tabled at the Annual General Meeting of the Committee each year.

11.2. The financial year of the Committee shall be from the 1st July to the 30th June, coinciding with the financial year of Council.

12. Insurance

12.1. Committee Members are covered under the terms and conditions of Council's Public Liability and Personal Accident policies provided they are acting within the scope of their functions as a member of the Special Committee as listed in Clause 5 Roles and Responsibilities of Members and Clause 6 Functions of the Committee, and within the requirements of Clause 13 Safety and Risk Management.

12.2. Council insures its buildings, fittings and fixtures against fire, flood and damage. The Committee is to advise user bodies leaving their property in Council's buildings to take out separate insurance cover to cover those goods and chattels, including stock in trade sold by user groups.

13. Safety and Risk Management

13.1. All Community Members appointed by Council are considered volunteers in a workplace and must work within the scope of the functions and responsibilities described at Clause 5 Roles and Responsibilities of Members, and Clause 6 Functions of the Committee.

13.2. All Committee Members must complete an induction process that covers both:

- the Roles and Responsibilities of Special Committee Members, and
- a site specific induction relevant to this Committee

13.3. All Committee Members undertaking tasks for the Committee must be appropriately qualified and trained for the tasks which they are performing, as set out in the scope of functions listed at Clause 6 Functions of the Committee.

14. Secretariat and Support

14.1. The Council will provide the Committee with the necessary secretariat and treasurer support to allow the Committee to function effectively.

14.2. The Director Works and Services will be available to provide information for the Committee.

Upper Natone Reserve Special Committee

15. Alteration to Delegation of Authority and Rules of Operation

- 15.1. This Delegation of Authority and Rules of Operation may be amended at any time by Council resolution.

16. Definitions

- 16.1. 'Committee' means the Upper Natone Reserve Special Committee as stipulated in Schedule 1 of this document.
- 16.2. 'Council' means the Burnie City Council.
- 16.3. 'Councillor' means an elected member of Burnie City Council.
- 16.4. 'Community Member' means a member of the community appointed to the Committee by Council.
- 16.5. 'Committee Member' means a member of the committee, regardless of being a member of the community, an employee or a Councillor.
- 16.6. 'Director Works and Services' means the Burnie City Council employee appointed to this position or a similar position if amended from time to time.
- 16.7. 'General Manager' means the General Manager of the Burnie City Council as appointed from time to time.
- 16.8. 'Mayor' means the Mayor of the day at Burnie City Council.

Upper Natone Reserve Special Committee

17. Timeframes

Responsibility	Frequency	Scheduled Date
Seek nominations or EOI (clause 3.1)	Annual	June/July
Council Report to recommend appointments (clause 3.2)	Annual	August (prior to Committee AGM)
Notice of Annual General Meeting (clause 7.4.2)	Every year at least 14 days prior to AGM	August
Annual General Meeting (clause 7.3.2)	Annual	August (after August Council Meeting)
All Community Member positions declared vacant (clause 4.3)	Annual	August
New appointments become effective (clause 3.2)	Annual	August (per Council Meeting resolution)
Committee to elect a Chairperson, Secretary and Treasurer (clause 2.5)	Annual	August (at AGM)
Table Statement of Receipts and Expenditure (clause 10.1.4)	Annual	August (at AGM)
Induction for any new members (clause 12.2)	Annual	August / September
Appointment of Councillors (clause 4.1)	Every two years (coinciding with ordinary Council elections every four years)	November
Minutes to Council (clause 7.7.2)	Within 14 days after every Committee Meeting	Following each Committee meeting

CORPORATE AND BUSINESS SERVICES**AO199-20 ANNUAL PLAN AND BUDGET ESTIMATES 2020/2021****FILE NO: 13/5/19****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	7.4.1	Ensure a long term strategic focus drives financial policy and decisions.

1.0 RECOMMENDATION:***“THAT Council adopt the following 2020-2021 Annual Plan and Budget Estimate resolution:******Adoption of Annual Plan***

1.1 *In accordance with Section 71 of the Local Government Act 1993 (as amended), Council adopts the Annual Plan for the 2020/21 and instructs the General Manager to:*

1.1.1 *make a copy of the Annual Plan available for public inspection at the Council office; and*

1.1.2 *provide a copy of it to the Director of Local Government and to the Director of Public Health.*

2. *Adoption of Annual Estimates*

2.1 *In accordance with Section 82 of the Local Government Act 1993 (as amended), the Council, by absolute majority, adopts the estimates of revenue and expenditure (including estimated capital works) as detailed in the 2020/21 Annual Plan and Budget Estimates.”*

2.0 SUMMARY

The 2020/21 Annual Plan and Budget Estimates included in this agenda (under separate cover) are presented to Council for consideration.

The document has been prepared in consultation with Councillors and staff over the past four months. Consideration of the Annual Plan & Budget Estimates was delayed from the normal June meeting due to the impact of COVID-19.

3.0 BACKGROUND

The preparation of the estimates for 2020-21 were delayed due to COVID-19, with the consideration of the budget moved from its normal timing of the June Council meeting to the August Council meeting.

Initial budget meetings with managers were completed in February 2020 and recommenced during May, with draft budgets workshopped with Council during June and July.

Council's Annual Plan & Budget Estimates must be adopted by an absolute majority. They must be adopted before 31 August but not more than one month before the start of the relevant financial year. The related Annual Plan must be provided to the Director of Local Government and the Director of Public Health.

4.0 LEGISLATIVE REQUIREMENTS

The document has been prepared in accordance with the provisions of the *Local Government Act 1993* (as amended).

The *Local Government Act 1993* specifically outlines the responsibility for Council in relation to the preparation, adoption and implementation of its Annual Plan and Budget as follows:

71. Annual plan

- (1) *A council is to prepare an annual plan for the municipal area for each financial year.*
- (2) *An annual plan is to-*
 - (a) *be consistent with the strategic plan; and*
 - (b) *include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*
include a summary of the estimates adopted under section 82; and
include a summary of the major strategies to be used in relation to the council's public health goals and objectives.
- (3) *As soon as practicable after a council adopts an annual plan, the general manager is to –*
 - (a) *make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and*
 - (b) *provide the Director and the Director of Public Health with a copy of the annual plan.*

82. Estimates

- (1) *The General Manager must prepare estimates of the council's revenue and expenditure for each financial year.*
- (2) *Estimates are to contain details of the following:*

- (a) *the estimated revenue of the council;*
 - (b) *the estimated expenditure of the council;*
 - (c) *the estimated borrowings by the council;*
 - (d) *the estimated capital works of the council*
 - (e) *any other detail required by the Minister.*
- (3) *Estimates for a financial year must –*
- (a) *be adopted by the council, with or without alteration, by absolute majority; and*
 - (b) *be adopted before 31 August in that financial year; and*
 - (c) *not be adopted more than one month before the start of that financial year.*
- (4) *A council may alter by absolute majority any estimate referred to in subsection (2) during the financial year.*

A council may make adjustments to individual items within any estimate referred to in subsection (2) by a simple majority so long as the total amount of the estimate is not altered

A council, by absolute majority, may authorise the General Manager to make minor adjustments up to specified amounts to individual items within any estimate referred to in subsection (2) so long as the total amount of the estimate is not altered

The General Manager is to report any adjustment and an explanation of the adjustment at the first ordinary meeting of the council following the adjustment.

5.0 POLICY CONSIDERATIONS

The Financial Management Strategy (FMS) has been developed to provide Burnie City Council with a strategic framework when developing budgets for the next ten-year period. The key objective of the FMS is to demonstrate and maintain financial sustainability in the medium and long term whilst achieving the strategic objectives of Council.

The budget estimates are usually prepared to be consistent with the strategies included in the FMS. While the 2020-21 budget estimates have been prepared with the FMS in mind, the estimates have been impacted by changes in Council's rating strategy and reductions in Council's revenue streams due to COVID-19.

6.0 FINANCIAL IMPACT

Council is budgeting for a deficit of \$2.185m for the 2020-21 financial year. The deficit is predominately due to the impacts of COVID-19.

Council will need to review its Financial Management Strategy (FMS) in coming months to assess the impact COVID-19 will have on its long term financial sustainability.

7.0 DISCUSSION

Council is committed to operating in a financially sustainable manner and maintains a long-term Financial Management Strategy (FMS). The FMS is used to guide decision making throughout the budget deliberation process and sets the parameters of what the community can afford. While council officers have been conscious of the FMS while preparing the 2020-21 budgets some of the targets included in the FMS have not been able to be met due to the impact of COVID-19.

Rates and Charges

In response to the impact of COVID-19 on the Burnie community, Council adopted a community support package which includes a number of rating measures. These measures have been fully provided for in the 2020-21 Annual Plan & Budget Estimates and include:

- No increase in rates and charges for the 2020-21 rating year
- Retention of the 2.5% early payment discount with an extended due date of 31 October
- Extended rates instalment dates
- A Financial Hardship Assistance Policy to provide support to those ratepayers who are experiencing severe financial hardship

Council is the collection agency on behalf of the State Fire Commission. The levies collected on behalf of the State Fire Commission pay for fire protection services. The commission has not increased the fire levy for the 2020-21 financial year.

Financial Position

Council's financial position continues to be strong and Council will be well placed to meet its commitments comfortably. The net worth of Council as at 30 June 2021 is expected to be \$425,598m.

Capital Works

The Capital Works Program for 2020/21 has a focus on renewing Councils existing infrastructure at desired condition levels. Council's capital works program for 2020/21 of \$13.230m includes \$5.564m in new assets and \$7.666m in asset renewals and upgrades.

Long Term Financial Targets

Strategies are measured by the setting of medium term targets. The following targets have been determined to be appropriate in measuring Council's sustainability and the achievements of Council's FMS:-

- To achieve an operating margin of 1.00
- To maintain a current ratio above 1.10

If decisions maintain the ability to meet the targets, the organisation will show strong financial sustainability into the future.

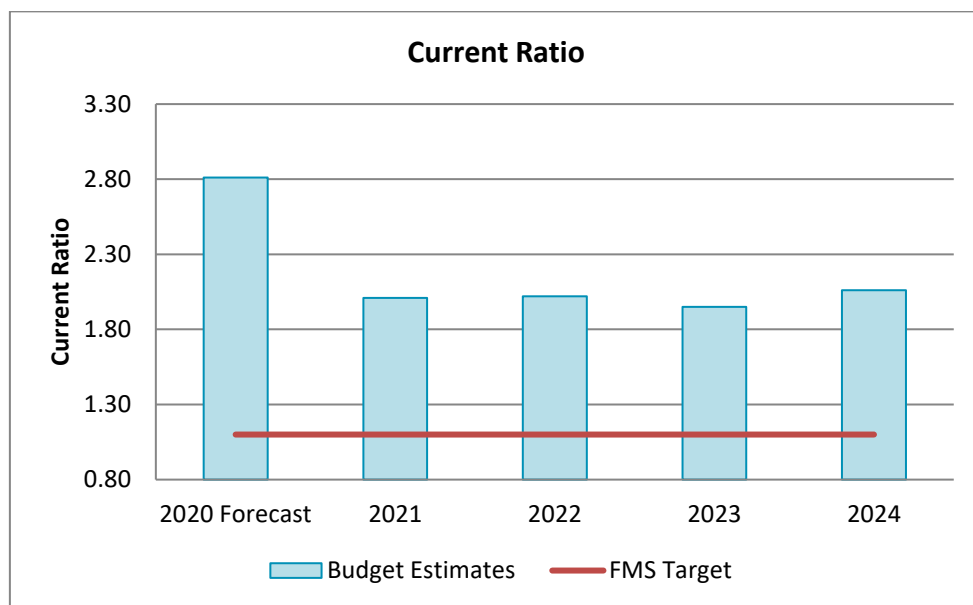
Council’s Liquidity

The current ratio measures the liquidity of Council. That is, Council’s ability to meet its debt and financial obligations as they fall due. A ratio of 1.00 or more indicates that there is enough cash and liquid assets to cover short-term liabilities.

Influencing factors are planning and budgetary control, timing of the completion of the capital works program, timing of cash flows and credit policies and collection of debts.

The FMS benchmark is 1.10 which is a measure of Council’s capacity to meet its short term financial obligations. A benchmark of greater than one indicates that council’s short term assets are greater than its short term liabilities.

In all years, Council is projected to exceed the benchmark set by the FMS demonstrating that through good management and planning Council will be able to meet all short-term liabilities comfortably.



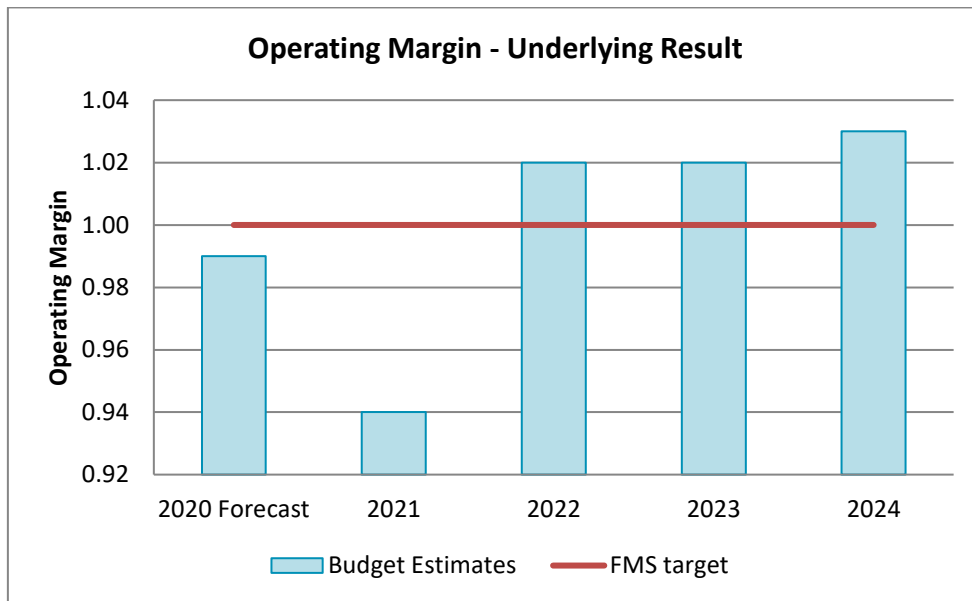
Source: Appendix B – Estimated Financial Statements

Operating Sustainability

The operating margin serves as an overall measure of operating effectiveness. A result less than 1.00 indicates an operating deficit. The operating margin benchmark for Council is 1.00 which is the point where recurring income is equal to recurring expenditures which means that the rates and charges people are paying is equal the cost of providing existing levels of service.

An operating margin below the benchmark would indicate that Council might not be generating sufficient revenue to fulfil its operating requirements. Council seeks to achieve equity across generations by recognising that each generation must pay its way with respect to recurrent expenses being met from recurrent revenue (the full cost of the service it consumes).

The following graph shows that Council is expecting to have operating deficits in the 2020 & 2021 financial years, projections for 2022-2024 are based on Council’s current Financial Management Strategy and will need to be reassessed to include the impact of COVID-19.



Source: Appendix B – Estimated Financial Statements

8.0 RISK

The adoption of the Annual Plan and Budget Estimates reduces the risk to Council of non-compliance with legislation.

9.0 CONSULTATION

Council has reviewed the document extensively through a number of workshops held throughout March, May, June and July.

ATTACHMENTS

Annual Plan and Budget Estimates 2020/21 (provided under separate cover due to size).

COUNCIL RESOLUTION**Resolution number: MO232-20****MOVED:** Cr A Keygan**SECONDED:** Cr G Simpson***“THAT Council adopt the following 2020-2021 Annual Plan and Budget Estimate resolution:******Adoption of Annual Plan***

1.1 ***In accordance with Section 71 of the Local Government Act 1993 (as amended), Council adopts the Annual Plan for the 2020/21 and instructs the General Manager to:***

1.1.1 ***make a copy of the Annual Plan available for public inspection at the Council office; and***

1.1.2 ***provide a copy of it to the Director of Local Government and to the Director of Public Health.***

2. Adoption of Annual Estimates

2.1 ***In accordance with Section 82 of the Local Government Act 1993 (as amended), the Council, by absolute majority, adopts the estimates of revenue and expenditure (including estimated capital works) as detailed in the 2020/21 Annual Plan and Budget Estimates.”***

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

CORPORATE AND BUSINESS SERVICES**AO200-20 COMMUNITY STRATEGIC PLAN - MAKING BURNIE 2030 REVIEW**

FILE NO: 4/13/2
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 this progress report on the review of the community strategic plan, Making Burnie 2030; and***
- 2) Note the recommendations from sector consultation for the Making Burnie 2030 review;***
- 3) Refer the recommendations to a public feedback period; and***
- 4) Receive a further report to consider the feedback and recommendations before adopting a revised community strategic plan in accordance with sections 66 and 70E of the Local Government Act 1993.”***

2.0 SUMMARY

In February 2020, a proposed approach was discussed at Workshop for the review of Making Burnie 2030. The review was delayed due to Covid-19 impacts, but has now resumed.

This paper presents five recommendations from sector consultation for noting before progressing to a public feedback period.

3.0 BACKGROUND

Making Burnie 2030 is the community’s strategic plan formed under section 66 of the *Local Government Act 1993*. It was developed in 2011 with a significant community engagement process, providing a set of clear directions for the whole community to work toward. The plan was reviewed five years on in 2016 and re-affirmed. The Plan is due for review again in 2020.

4.0 LEGISLATIVE REQUIREMENTS

It is a requirement of the Local Government Act 1993 that a council prepare and maintain a current strategic plan.

Section 66 sets out the plan requirements:

66. Strategic plan

- (1) A council is to prepare a strategic plan for the municipal area.
- (2) A strategic plan is to be in respect of at least a 10 year period.
- (3) In preparing a proposed strategic plan, a council is to consult with the community in its municipal area and any authorities and bodies it considers appropriate.
- (4) The general manager is to make a copy of a proposed strategic plan available for public inspection at the public office during ordinary office hours.

Section 69 requires the plan to be a public document, and lodged with the Director of Local Government:

69. Public inspection of strategic plan

As soon as a council adopts a strategic plan, the general manager is to—

- (a) make a copy of the strategic plan available for public inspection at the public office during ordinary office hours; and
- (b) provide the Director with a copy of the strategic plan.

Section 70E requires the strategic plan, amongst others, to be reviewed every four years:

70E. Review of plans, strategies and policies

- (1) A council, at least every 4 years, is to review its –
 - (a) strategic plan; and
 - (b) long-term financial management plan; and
 - (c) long-term strategic asset management plan; and
 - (d) financial management strategy; and
 - (e) asset management strategy; and
 - (f) asset management policy.
- (2) As soon as practicable after a council adopts a plan, strategy or policy referred to in [subsection \(1\)](#), the general manager is to notify the Director accordingly.

5.0 POLICY CONSIDERATIONS

There are no Council policies relevant to this report.

6.0 FINANCIAL IMPACT

There is no financial impact in the consideration of this report.

7.0 DISCUSSION

While the seven streams have strong and enduring relevance, the objectives within them may need review or updating.

The purpose of the review is to seek community feedback on aspects of the high level plan which might require change or updating since the last review in 2016.

The review process discussed with Councillors in February, outlined that the community consultation phase would be facilitated by the Community and Economic Development Department utilising key communication sector contacts, and aligning with complementary community consultation being done within Burnie Works and the Stronger Places Stronger People program.

This work has been undertaken and incorporated into the recommendations below. **Attached** are relevant diagrams from their review work.

Five recommendations are put forward in this paper for consideration.

The recommendations are set out below under each section of the Plan.

VISION

Question – Is the Making Burnie 2030 Vision still relevant for our community?

- *A vibrant, thriving beautiful place*
- *A caring community*
- *A regional leader engaged with the world*
- *A city that lives its dreams*

Recommendation 1

The fourth point above is aspirational but in real terms is a little hard to define. This feedback came from the recent sector review with Burnie Works.

Rec 1

It is recommended that point four be revised to: *A city that dreams big.*

FUTURE DIRECTIONS

Question – Are the future directions still relevant for our community?

- *An attractive place to live, work and play*
- *An inclusive and healthy community*
- *A centre for information, knowledge and learning*
- *A secure, innovative and diverse economy*
- *A natural and built environment that is respected and cared for*
- *A regional hub*

- *An engaging and accountable leadership focused on a strong future*

There are no recommended changes.

STRATEGIC OBJECTIVES

Question – Are the strategic objectives still relevant?

The 36 strategic objectives fall under seven future directions. These are set out in the attached Corporate Plan. Note that the first six future directions relate to shared community aspirations in which the community as a whole contributes to. The seventh future direction and its objectives are an internal set of objectives relating to council leadership.

Recommendations 2 -5 below relate to four suggested changes of objectives and their related strategies, as highlighted in the excerpts below.

Recommendation 2

Future Direction	3	A CENTRE FOR INFORMATION, KNOWLEDGE AND LEARNING
Objective	3.1	UTAS is a strong leader in the provision of education and research in the Burnie region.
Strategy	3.1.1	Partner with the University of Tasmania including the Rural Clinical School to maximise the growth of the UTAS Cradle Coast Campus.
Objective	3.2	The education providers work together and are responsive in meeting the learning needs of the community.
Strategy	3.2.1	Promote learning pathways.
Strategy	3.2.2	Encourage opportunities that optimise the use of assets and resources for education.
Strategy	3.2.3	Encourage partnerships between education providers and industry that ensures training is matched to the employment needs of the region.
Objective	3.3	The community is engaged in education and values learning from the early years and throughout life.
Strategy	3.3.1	Invest in programs that develop the potential of our children.
Strategy	3.3.2	Develop child care centres as family service hubs.
Strategy	3.3.3	Encourage initiatives to improve our education retention rates and promote the value of education.
Strategy	3.3.4	Encourage initiatives that provide opportunities for lifelong learning.
Objective	3.4	Our community is skilled and able to manage change and meet global, regional and local challenges.
Strategy	3.4.1	Improve the resilience of the Burnie community.
Strategy	3.4.2	Advocate for access to relevant professional development and up-skilling opportunities.
Objective	3.5	Opportunities exist for people to achieve their dreams and potential.
Strategy	3.5.1	Celebrate the successes of people who have excelled in their field.
Strategy	3.5.2	Contribute to an optimistic outlook by promoting the positive stories within our community.

Objective 3.1 is focused on UTAS: *UTAS is a strong leader in the provision of education and research in the Burnie region.*

At the formation of the Plan in 2011, the future of UTAS at Cradle Coast was a very pertinent priority. Much of this objective has been fulfilled in securing the new Cradle Coast Campus at West Park, although the promotion of post-secondary education opportunities in Burnie remains a priority.

The feedback from the Burnie Works sector review indicated that it would be good to see the objective to be more inclusive of all education and be broader than just a UTAS focus.

Rec 2

It is recommended that this objective and its strategy now be ended and replaced with new ones:

Objective 3.1: *Education is invested in and valued.*

Strategy 3.1.1: *Provide a networked and collaborative approach across all learning touchpoints for providers and families.*

Recommendation 3

Stronger employment opportunities are not reflected as a priority in the Strategic Objectives. Growing employment opportunities for everyone is an important focus for our families and community, and could be considered relevant to several of the future directions.

Several strategies are also proposed to support this objective, as set out below. As an example, in addressing barriers to unemployment, transport to work is a recognised issue in our community and is a key area to focus on.

Rec 3

It is recommended that a new objective and strategies be included under Direction 4 – A secure, innovative and diverse economy:

Objective 4.6: *There are increased opportunities for people to participate in paid and/or unpaid work.*

Strategy 4.6.1: *Connect employment pathways to industry and business.*

Strategy 4.6.2: *Advocate to maintain jobseeker support at least to the level of 50% of the median income, and in a manner which incentivises employment outcomes.*

Strategy 4.6.3: *Address the barriers to employment that we experience in our community.*

*4.6.2 note – 50% of the median income is the official definition of the “poverty line”.

Future Direction	4	A SECURE, INNOVATIVE AND DIVERSE ECONOMY
Objective	4.1	A globally competitive business community, focused on the development of niche and premium products.
Strategy	4.1.1	Support the growth of the Burnie economy through the principles of the Burnie Economic Development Strategy and the Settlement and Investment Strategy.
Objective	4.2	A highly skilled workforce with a focus on innovation and entrepreneurship.
Strategy	4.2.1	Build opportunities for innovation and entrepreneurship to flourish.
Objective	4.3	A five-star visitor experience on the edge of adventure.
Strategy	4.3.1	Promote Burnie as a hub for a diverse range of tourism experiences within the region.
Objective	4.4	The City of Makers renowned for its niche industries, specialty manufacturing and artisanship.
Strategy	4.4.1	Develop initiatives that strengthen the Makers of Burnie brand and align with the Tasmanian brand.
Objective	4.5	The opportunities offered by contemporary communications technology are maximised.
Strategy	4.5.1	Advocate for regional access to current technology, communications services and infrastructure.
Objective	4.6	Insert new recommended objective above
Strategy	4.6.1	Insert new recommended strategy above
Strategy	4.6.2	Insert new recommended strategy above
Strategy	4.6.3	Insert new recommended strategy above

Recommendation 4

Future Direction	4	A SECURE, INNOVATIVE AND DIVERSE ECONOMY
Objective	4.1	A globally competitive business community, focused on the development of niche and premium products.
Strategy	4.1.1	Support the growth of the Burnie economy through the principles of the Burnie Economic Development Strategy and the Settlement and Investment Strategy.
Objective	4.2	A highly skilled workforce with a focus on innovation and entrepreneurship.
Strategy	4.2.1	Build opportunities for innovation and entrepreneurship to flourish.
Objective	4.3	A five-star visitor experience on the edge of adventure.
Strategy	4.3.1	Promote Burnie as a hub for a diverse range of tourism experiences within the region.
Objective	4.4	The City of Makers renowned for its niche industries, specialty manufacturing and artisanship.
Strategy	4.4.1	Develop initiatives that strengthen the Makers of Burnie brand and align with the Tasmanian brand.
Objective	4.5	The opportunities offered by contemporary communications technology are maximised.

Strategy	4.5.1	Advocate for regional access to current technology, communications services and infrastructure.
Objective	4.6	Insert new wording
Strategy	4.6.1	Update
Strategy	4.6.2	Update

Objective 4.3 describes *a five star visitor experience on the edge of adventure*.

This is an aspiration goal that is admirable and stretches us, but it has been suggested in the past it does not quite resonate with Burnie. It is suggested that the objective be re-focused to be more relevant by focusing on a welcoming experience. This aligns closer to the council action to pursue Welcoming Cities initiatives.

Rec 4

It is recommended that Objective 4.3 be revised to: *A welcoming and memorable visitor experience on the edge of adventure.*

Recommendation 5

Future 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.
Strategy	1.1.2	Enhance the use of community spaces through initiatives to improve the feeling of safety for all ages.
Objective	1.2	A community that celebrates and participates in its arts, culture and heritage.
Strategy	1.2.1	Promote the value of arts and culture in our community by supporting initiatives and opportunities that grow participation and appreciation of cultural diversity and the arts.
Strategy	1.2.2	Facilitate and support open community events that embrace our values and celebrate our place.
Strategy	1.2.3	Support projects and initiatives that promote our cultural heritage and history through a variety of formats.
Strategy	1.2.4	Support civic events within the community.
Objective	1.3	A community that promotes and values its broad range of quality leisure, recreational and sporting opportunities.
Strategy	1.3.1	Enhance and promote opportunities for recreation and leisure around our natural assets.
Strategy	1.3.2	Maintain and develop recreational and sporting facilities to encourage greater participation and sporting opportunities.
Objective	1.4	An innovative range of accommodation and residential options addressing all the needs of the community.
Strategy	1.4.1	Assess long term accommodation needs within the community and advocate for investment in appropriate housing options.
Strategy	1.4.2	Ensure policies programs and strategies support diversity and choice in the form and setting of housing.

Objective	1.5	A vibrant and progressive central business district.
Strategy	1.5.1	Continue to invest in renewal of the CBD as a vibrant, attractive and cohesive retail and business hub.
Strategy	1.5.2	Achieve a visitor-friendly CBD through improved connectivity, navigational aids and infrastructure supports.
Objective	1.6	A re-invigorated Paper Mill site that adds value to the regional economy.
Strategy	1.6.1	Promote the strategic advantages of the paper mill site for manufacturing, processing, transport and storage.
Objective	1.7	A road transport system that meets the needs of the community and supports the wider region.
Strategy	1.7.1	Maintain the efficiency and safety of the local road network.
Strategy	1.7.2	Manage the creation and regulation of controlled parking spaces to provide convenience and accessibility.
Strategy	1.7.3	Advocate for adequate public transport services to meet community needs within Burnie and improve efficiencies.
Strategy	1.7.4	Enhance opportunities for active transport.

Objective 1.6 A re-invigorated Paper Mill site that adds value to the regional economy.

At the formation of the Plan in 2011, this was an objective of high importance to the community when the site was unoccupied following its former use. Since that time, the objective has been largely fulfilled as it has transitioned to new uses.

Rec 5

It is recommended that objective 1.6 and strategy 1.6.1 be removed in the revised plan.

Public Feedback Period

It is proposed that the above recommendations be referred to a public feedback period during September, to invite comment on the proposed changes and seeking input on any further changes.

This will be promoted by both online methods and newspaper advertisement. Any feedback on the recommendations, together with any other suggested amendments will be collated prior to considering the Plan, anticipated to be at the October meeting.

A copy of the Making Burnie 2030 booklet is available at burnie.net by searching Making Burnie 2030. The more comprehensive Corporate Plan which contains all seven streams, through to strategy level is **attached**.

Community Profile Indicators

As part of the review, the Community Profile Indicators are being updated to reflect 2020 results and will be published later in the year. While Council nor the community can directly

influence these measures, they do provide trends of what has changed in the community across a range of indicators in relation to the strategic objectives.

8.0 RISK

The most relevant risk category for this report is Strategic.

The absence of a Plan, or failure to review and have ownership of a Plan would mean a lack of strategic direction to guide the priorities and resources of Council.

The strategic plan is one of six key plans and strategies required under section 70E the *Local Government Act*. Its importance is relevant to the formation of long term financial planning, and more specifically, each year in the preparation of the Annual Plan and Budget Estimates.

The Annual Plan formed by Council each year, reflects the short term actions and initiatives being funded by Council, in accordance with its strategic plan.

The other relevant risk area is Compliance. Council is required to comply with the Act by ensuring it reviews its strategic plan every four years.

9.0 CONSULTATION

The development of the strategic plan is a consultative process.

The initial Plan developed in 2011 was based on a significant community engagement process involving more than 500 people at various levels and stages, and including a two day Futures Forum.

The Plan has given direction to a wide range of community sectors in Burnie to work toward shared and common goals. It is the primary strategic guiding document in the objectives and activities of Burnie Works.

ATTACHMENTS

- 1 [↓](#). Current Corporate Plan - Making Burnie 2030
- 2 [↓](#). Extracts from sector consultation sessions

COUNCIL RESOLUTION**Resolution number: MO233-20****MOVED:** *Cr T Bulle***SECONDED:** *Cr C Lynch****“THAT Council:***

- 1) Note this progress report on the review of the community strategic plan, Making Burnie 2030; and***
- 2) Note the recommendations from sector consultation for the Making Burnie 2030 review;***
- 3) Refer the recommendations to a public feedback period; and***
- 4) Receive a further report to consider the feedback and recommendations before adopting a revised community strategic plan in accordance with sections 66 and 70E of the Local Government Act 1993.”***

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***

Corporate Plan 2016 -2020



Document Endorsement	
Responsibility:	It is the responsibility of the Executive Manager Corporate Governance to maintain this document in the Corporate Document Framework.
Minute Reference:	Item AO116-16
Council Meeting Date:	17 May 2016
Previous Documents Replaced:	This document replaces the previous Corporate Plan 2012 – 2017 version 1.0 dated 19 June 2012.
Date of Commencement:	1 July 2017
Publication:	This document may be accessed on Council's website (www.burnie.net)

Context of the Corporate Plan



MAKING BURNIE 2030

Our vision is to be

A vibrant, thriving beautiful place

Burnie has a personality and an energy that is at once recognizable.

Our commerce and industry are diverse, innovative, bold and a source of pride.

The coastland and hinterland provide the natural beauty in which we live.

A caring community

We care about each other and warmly welcome those who visit Burnie.

An inclusive community that builds goodwill and wellbeing.

A regional leader engaged with the world

We are a regional leader in education, health, retail, services, arts and culture.

We are connected with the world through information, business, social and rich cultural connections.

A city that lives its dreams

We seize and make the most of our opportunities.

Those who live here know that you can make it in Burnie.

Future Direction 1

An attractive place to live, work and play

What Making Burnie 2030 said

Council's 5 year plan

Objectives

1.1 A range of vibrant, safe and attractive community spaces.

1.2 A community that celebrates and participates in its arts, culture and heritage.

1.3 A community that promotes and values its broad range of quality leisure, recreational and sporting opportunities.

1.4 An innovative range of accommodation and residential options addressing all the needs of the community.

1.5 A vibrant and progressive central business district.

Strategies

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.

1.1.2 Enhance the use of community spaces through initiatives to improve the feeling of safety for all ages.

1.2.1 Promote the value of arts and culture in our community by supporting initiatives and opportunities that grow participation and appreciation of cultural diversity and the arts.

1.2.2 Facilitate and support open community events that embrace our values and celebrate our place.

1.2.3 Support projects and initiatives that promote our cultural heritage and history through a variety of formats.

1.2.4 Support civic events within the community.

1.3.1 Enhance and promote opportunities for recreation and leisure around our natural assets

1.3.2 Maintain and develop recreational and sporting facilities to encourage greater participation and sporting opportunities.

1.4.1 Assess long term accommodation needs within the community and advocate for investment in appropriate housing options.

1.4.2 Ensure policies programs and strategies support diversity and choice in the form and setting of housing.

1.5.1 Continue to invest in renewal of the CBD as a vibrant, attractive and cohesive retail and business hub.

1.5.2 Achieve a visitor-friendly CBD through improved connectivity, navigational aids and infrastructure supports.

1.6 A re-invigorated Paper Mill site that adds value to the regional economy.

1.6.1 Promote the strategic advantages of the paper mill site for manufacturing, processing, transport and storage.

1.7 A road transport system that meets the needs of the community and supports the wider region.

1.7.1 Maintain the efficiency and safety of the local road network.

1.7.2 Manage the creation and regulation of controlled parking spaces to provide convenience and accessibility.

1.7.3 Advocate for adequate public transport services to meet community needs within Burnie and improve efficiencies.

1.7.4 Enhance opportunities for active transport.

Future Direction 2

An inclusive and healthy community

What Making Burnie 2030 said

Council's 5 year plan

Objectives

2.1 Well-developed health infrastructure and programs respond to and meet regional needs.

2.2 The importance of physical and emotional wellbeing is valued and actively adopted by the community.

2.3 A place where everyone feels accepted and participates freely in community activities.

Strategies

2.1.1 Continue to advocate for Burnie to be the north west centre for health services.

2.1.2 Continue to advocate for strong health programs and services that meet the needs of the community.

2.1.3 Maintain effective and supportive relationships with non-governmental health agencies.

2.2.1 Facilitate a suite of family-focused activities that promote well-being and healthy lifestyles.

2.2.2 Encourage community-driven initiatives that focus on developing healthier lifestyles and improved emotional wellbeing.

2.3.1 Promote the improvement of equal access across various types of barriers that prevent participation.

2.3.2 Support initiatives aimed at improving social outcomes by removing barriers to participation in learning and employment opportunities.

2.3.3 Promote volunteerism as a lifestyle choice.

2.3.4 Promote inclusiveness and participation within identifiable groups.

2.3.5 Assist those who assist the community

Future Direction 3

A centre for information, knowledge and learning

What Making Burnie 2030 said	Council's 5 year plan
<p>Objectives</p> <p>3.1 UTAS is a strong leader in the provision of education and research in the Burnie region.</p>	<p>Strategies</p> <p>3.1.1 Partner with the University of Tasmania including the Rural Clinical School to maximise the growth of the UTAS Cradle Coast Campus.</p>
<p>3.2 The education providers work together and are responsive in meeting the learning needs of the community.</p>	<p>3.2.1 Promote learning pathways.</p> <p>3.2.2 Encourage opportunities that optimise the use of assets and resources for education.</p> <p>3.2.3 Encourage partnerships between education providers and industry that ensures training is matched to the employment needs of the region.</p>
<p>3.3 The community is engaged in education and values learning from the early years and throughout life.</p>	<p>3.3.1 Invest in programs that develop the potential of our children.</p> <p>3.3.2 Develop child care centres as family service hubs.</p> <p>3.3.3 Encourage initiatives to improve our education retention rates and promote the value of education.</p> <p>3.3.4 Encourage initiatives that provide opportunities for lifelong learning.</p>
<p>3.4 Our community is skilled and able to manage change and meet global, regional and local challenges.</p>	<p>3.4.1 Improve the resilience of the Burnie community.</p> <p>3.4.2 Advocate for access to relevant professional development and up-skilling opportunities.</p>
<p>3.5 Opportunities exist for people to achieve their dreams and potential.</p>	<p>3.5.1 Celebrate the successes of people who have excelled in their field.</p> <p>3.5.2 Contribute to an optimistic outlook by promoting the positive stories within our community.</p>

Future Direction 4

A secure, innovative and diverse economy

What Making Burnie 2030 said

Council's 5 year plan

Objectives

4.1 A globally competitive business community, focused on the development of niche and premium products.

4.2 A highly skilled workforce with a focus on innovation and entrepreneurship.

4.3 A five-star visitor experience on the edge of adventure.

4.4 The City of Makers renowned for its niche industries, specialty manufacturing and artisanship.

4.5 The opportunities offered by contemporary communications technology are maximised.

Strategies

4.1.1 Support the growth of the Burnie economy through the principles of the Burnie Economic Development Strategy and the Settlement and Investment Strategy.

4.2.1 Build opportunities for innovation and entrepreneurship to flourish.

4.3.1 Promote Burnie as a hub for a diverse range of tourism experiences within the region.

4.4.1 Develop initiatives that strengthen the Makers of Burnie brand and align with the Tasmanian brand.

4.5.1 Advocate for regional access to current technology, communications services and infrastructure.

Future Direction 5

A natural and built environment that is respected and cared for

What Making Burnie 2030 said	Council's 5 year plan
<p>Objectives</p> <p>5.1 Our natural resources are protected and enhanced.</p>	<p>Strategies</p> <p>5.1.1 Recognise and protect those areas that are formally protected.</p> <p>5.1.2 Assist in the sustainable use of natural resources including agricultural land, forests, minerals, water, air and natural landscapes.</p>
<p>5.2 The region develops and uses renewable energy sources.</p>	<p>5.2.1 Support opportunities for both commercial and private generation of renewable energy.</p>
<p>5.3 A strong level of participation and collaboration in community based environmental protection and conservation groups.</p>	<p>5.3.1 Support communities that care for and protect our environment.</p>
<p>5.4 A region that is energy, water and waste efficient.</p>	<p>5.4.1 Support initiatives that promote energy efficiency.</p> <p>5.4.2 Support the appropriate and efficient use of various water resources.</p> <p>5.4.3 Support the State and regional strategies in waste reduction.</p>
<p>5.5 A built environment that is valued, reflects our past and embraces our future.</p>	<p>5.5.1 Ensure the use and development of land enables communities to provide for their social, economic and cultural well-being and for their health and safety, while maintaining the potential for land to meet reasonably foreseeable needs, without risk to the life supporting capacity of land, air and water.</p> <p>5.5.2 Ensure the form and layout of settlement provides attractive, convenient, efficient, healthy, pleasant and safe urban and rural places in which people live, work or visit.</p>



5.5.3 Plan for or make available adequate community and utility infrastructure assets to support economic prosperity and liveable settlements.

Future Direction 6

A regional hub

What Making Burnie 2030 said

Council's 5 year plan

Objectives

6.1 Burnie is the community and commercial services centre for the broader North-West region.

6.2 Effective, efficient and integrated transport linkages service and connect Burnie with the state, region and world.

6.3 The City provides leadership and works collaboratively on regional strategic issues.

Strategies

6.1.1 Promote Burnie as an attractive investment choice.

6.1.2 Maintain and enhance key community facilities that serve the broader region for cultural recreational and community purposes.

6.1.3 Advocate for the ongoing and expanded representation of government agencies and services in Burnie that address community needs and provide necessary infrastructure and support to the broader region.

6.2.1 Maintain an active focus on the critical importance of the port and rail operations to the broader region.

6.2.2 Advocate for retention of a regular air passenger and freight service from Burnie to the mainland and to King Island.

6.2.3 Advocate for the planning and development of strengthened strategic transport linkages to other major centres in the region.

6.3.1 Advocate for the community on issues of local and regional importance.

6.3.2 Encourage initiatives to promote regional cooperation for both regional benefits and maximising efficiencies.

Future Direction 7

An engaging and accountable leadership focused on a strong future

Council's 5 year plan

Objectives

7.1 A Council that provides engaging and effective leadership to Burnie.

7.2 Council and the community are informed and engaged on issues of local importance.

7.3 Council is compliant in all areas and carries out the role of regulatory enforcement in a fair and effective manner.

7.4 A sustainable, viable financial future is assured and accountability is demonstrated through open and transparent processes.

7.5 A sustainable long term future is planned through the management of Council's infrastructure and assets.

Strategies

7.1.1 Formulate policy that is equitable, inclusive and responsive to current needs, and ensure decision-making is informed and accountable.

7.1.2 Ensure effective operation and support for Council entities, authorities and special committees.

7.2.1 Enhance the level of community and organisational engagement across a range of Council operations.

7.2.2 Inform the community of key decisions and actions of Council.

7.3.1 Ensure Council remains compliant with all its statutory and regulatory obligations and contributes to the regulatory environment which affects our community.

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.

7.4.1 Ensure a long term strategic focus drives financial policy and decisions.

7.4.2 Demonstrate financial accountability and ensure strong internal controls underpin performance.

7.5.1 Strategies and plans are well-developed and guide the future allocation of resources.

7.5.2 Ensure assets are adequately developed, maintained and renewed.

7.6 A culture of continuous improvement that adapts well to change and promotes the value of customer service excellence.

- 7.6.1 Provide a high standard of service to all customers in terms of timeliness, consistency and quality.
- 7.6.3 Promote a culture of continuous improvement that encourages innovation and contemporary practice.
- 7.6.3 Maintain effective systems for internal data management and maximise their capabilities.

7.7 Council has a strong and positive work culture that embraces teamwork and shared values.

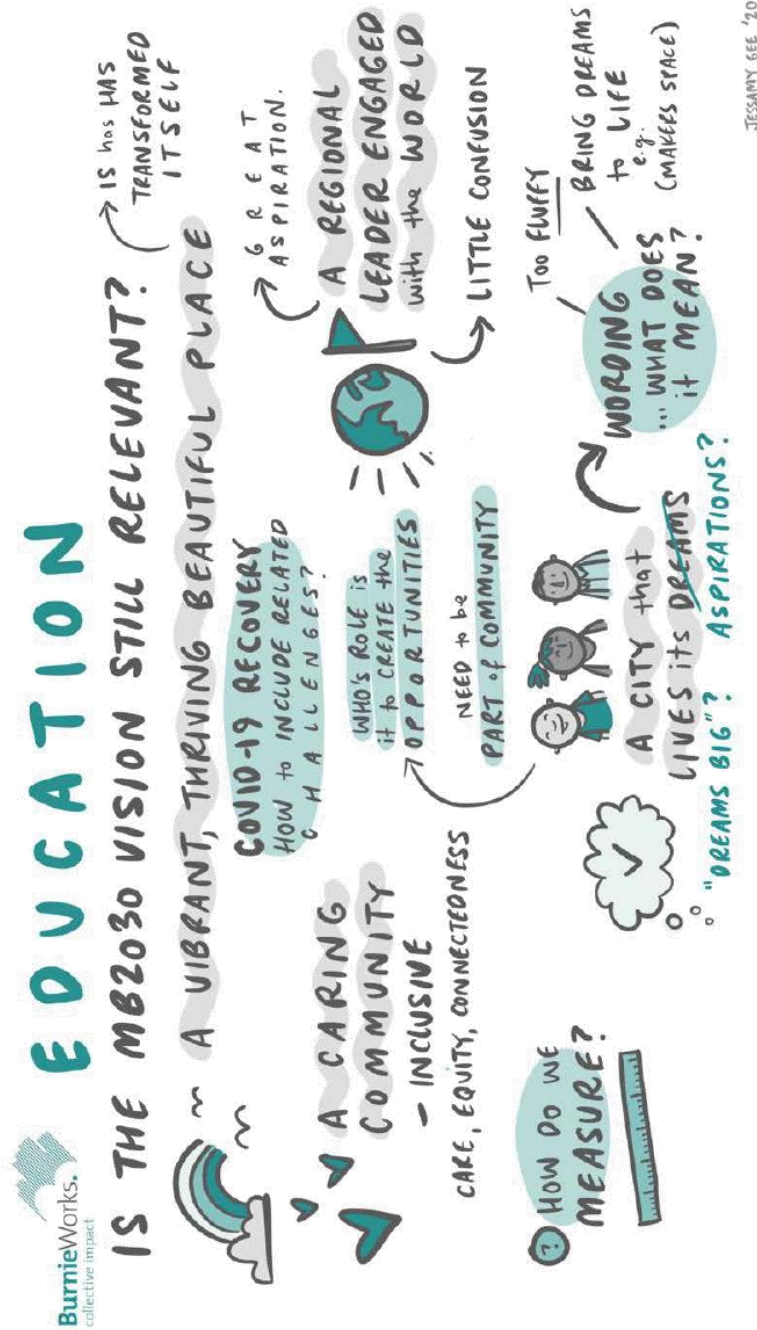
- 7.7.1 Attract and retain good staff by providing strong HR practices, learning opportunities and a positive work culture.
- 7.7.2 Continually explore opportunities and strategies that reinforce Council's status as an Employer of Choice.
- 7.7.3 Provide support to elected members to assist them to fulfil their roles effectively.

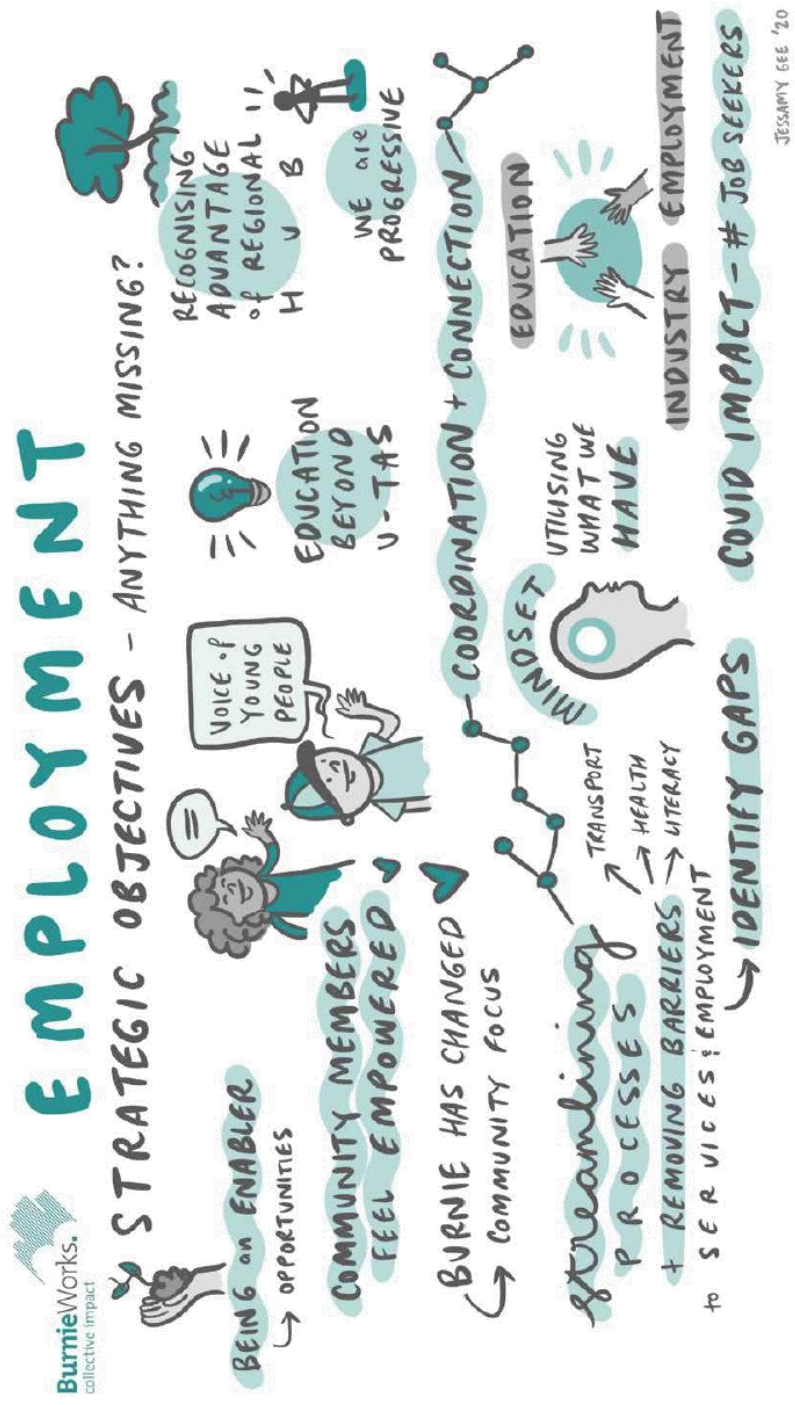
7.8 A best practice approach is taken to managing risk in the community and providing a safe work environment.

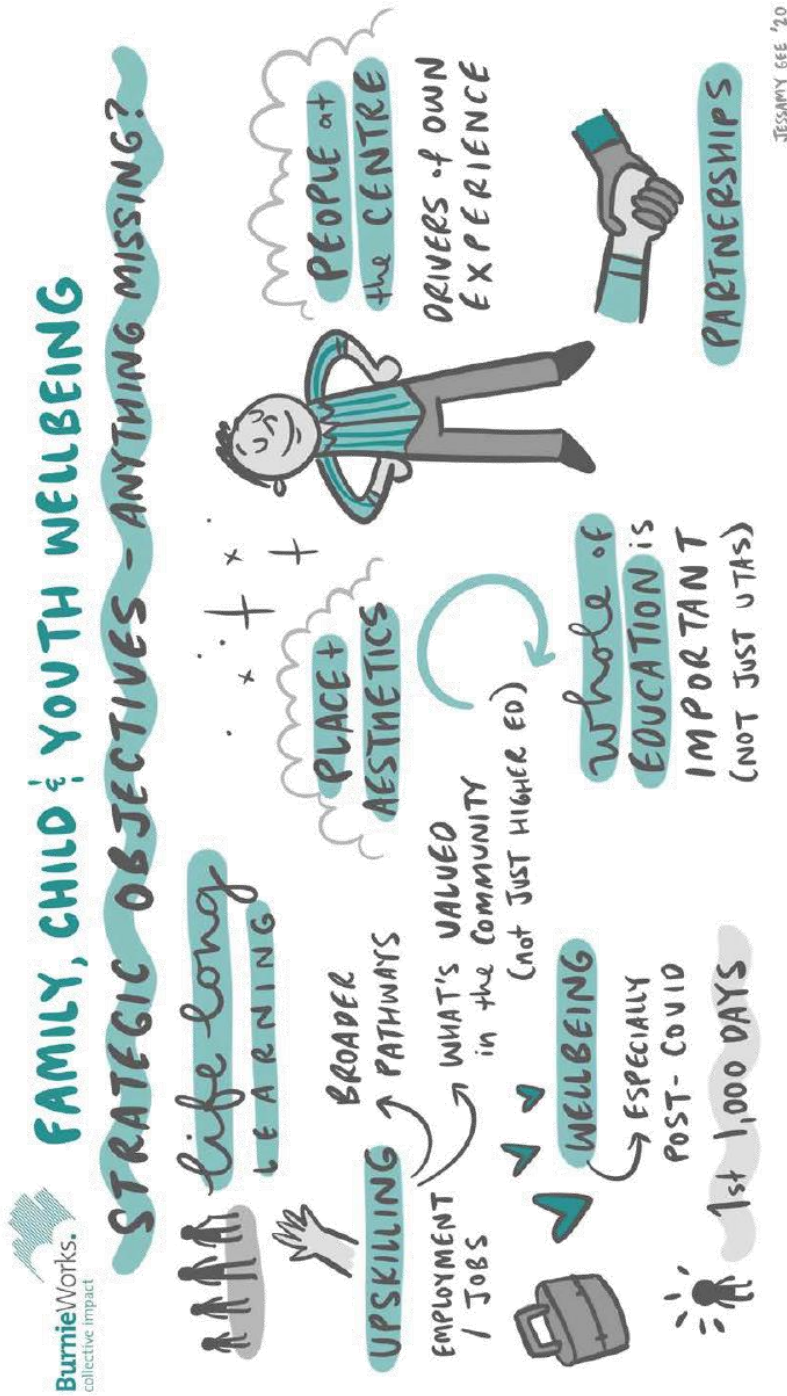
- 7.8.1 Develop an integrated approach to risk management from the strategic level through to activity level.
- 7.8.2 Provide a safe work environment for all employees.
- 7.8.3 Work with other agencies to ensure our community is well prepared and able to respond to disaster.

Attachments

Below are relevant pages from the Burnie Works review with sector representatives, 2020.







GENERAL MANAGER**AO201-20 ACTING 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 note the information contained in the Acting General Manager’s Report.”

2.0 SUMMARY

This report includes the following items:

- 2.1 General Manager’s Communications
- 2.2 Council Meeting Action List

2.1 GENERAL MANAGER’S COMMUNICATIONS

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

Date	Meeting / Function
15 July	Business NW Breakfast Networking Session with Guest Speaker - Warren Moore of Braddon Business Centre
	LGAT's Monthly Lunchtime Webinar with Guest Speaker - Matthew Healey
17 July	Audit Committee Meeting
20 July	Woodchip Markets and Global Trends Webinar
22 July	LGAT AGM and General Meeting
	UTAS / West Park Media Event
	Meeting with Anne and Kurt Wyss, Bayviews Restaurant
23 July	Meeting with Bruno Romanelli, BJ Boxing
	LPS Launch
27 July	Meeting with Senator Anne Urquhart

Date	Meeting / Function
	Official Opening of the Ten Days on the Island offices
	Meeting with Richard Hall, Baltimore's Restaurant
	Meeting with Grant Kelly, Fish Frenzy
	BCC / UTAS Dinner
30 July	Meeting with Richard Hall, Baltimore's Restaurant

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

Date	Meeting / Function
4 August	UTAS/BCC West Park Transition Working Group
7 August	Meeting with Richard Hall, Baltimores Restaurant
	Jacob Glover re mountain bike trails

2.2 COUNCIL MEETING ACTION LIST

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

ATTACHMENTS

1. [Open Session - All Actions - 21 July 2020](#)
2. [Open Session - Outstanding Actions Jan 2018 to Jun 2020](#)

COUNCIL RESOLUTION

Resolution number: MO234-20

MOVED: *Cr T Brumby*

SECONDED: *Cr A Keygan*

"THAT Council note the information contained in the Acting General Manager's Report."

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 21 July 2020				
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note				Date From: 21/07/2020 Date To: 21/07/2020 Printed: Friday, 7 August 2020
Item Number	Report Title	Action	Department	Completed
AO161-20	MOTION ON NOTICE - COMBINED SERVICES	23 Jul 2020 RES: Arrange meeting for Mayor Kons with Mayor Walsh at WWC for a discussion on combined services, in accordance with the resolution of Council AO161-20. 6 Aug 2020 Action completed. Mayor Kons and Mayor Walsh to meet Monday, 10/8/20	Office of the General Manager	6/08/2020
Council 21/07/2020				
AO162-20	MOTION ON NOTICE - REBRAND UNIVERSITY OF TASMANIA	23 Jul 2020 RES: Write to UTAS to request a consideration of name change from UTAS Cradle Coast Campus to UTAS Burnie, in accordance with the resolution of Council AO162-20. 3 Aug 2020 Action completed. Letter written to PVC Cradle Coast Campus.	Community and Economic Development	3/08/2020
Council 21/07/2020				
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				
AO166-20	STRATEGIC ASSET MANAGEMENT PLAN	23 Jul 2020 ACT: Update the Strategic Asset Management Plan in the Corporate Document Framework and make available to the public, in accordance with the resolution of Council AO166-20. 6 Aug 2020 Action completed. Updated and published.	Corporate and Business Services	6/08/2020
Council 21/07/2020				
AO168-20	FARMERS MARKET APPOINTMENT OF MANAGER	23 Jul 2020 RES: Appoint Ms Angela Cannel as the manager of the BFM for a period of three years with a six month review period, in accordance with the resolution of Council AO168-20. 3 Aug 2020 Action completed. Manager appointed.	Community and Economic Development	3/08/2020
Council 21/07/2020				
AO171-20	BURNIE AUSTRALIA DAY SPECIAL COMMITTEE APPOINTMENT OF COMMITTEE	23 Jul 2020 ACT: Send letters of appointment to members of the Australia Day Committee, together with Special Committee information, in accordance with the resolution of Council AO171-20. 6 Aug 2020 Action completed. Letters of appointment and Special Committee information sent 3/8/20.	Office of the General Manager	6/08/2020
Council 21/07/2020				

Council Meeting Action Report				
All Actions for Open Session of 21 July 2020				
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note				Date From: 21/07/2020 Date To: 21/07/2020 Printed: Friday, 7 August 2020
Item Number	Report Title	Action	Department	Completed
AO172-20	DELEGATION TO THE GENERAL MANAGER PLACE NAMES ACT 2000	23 Jul 2020 RES: Update the Register of Delegations to the General Manager to incorporate delegations under the Place Names Act 2000. 24 Jul 2020 Action completed. Updated and published.	Corporate and Business Services	24/07/2020
Council 21/07/2020				
AO173-20	POLICY REVIEW - COMMUNITY LIABILITY POLICY CP-CBS-SG-025	23 Jul 2020 ACT: Finalise the Community Liability Policy in the Corporate Document Framework and make available to the public, per AO173-20. 28 Jul 2020 Action completed. Policy finalised and published.	Corporate and Business Services	28/07/2020
Council 21/07/2020				
AO180-20	COMMUNICATIONS JOURNAL - DIRECTOR OF LOCAL GOVERNMENT - STRATEGIC AND FINANCIAL MANAGEMENT PLANS	23 Jul 2020 RES: Send letter to Director of Local Government in relation to outstanding plans and strategies, as per AO180-20. 28 Jul 2020 Action completed. Letter sent 27 July 2020 – 962181.	Corporate and Business Services	28/07/2020
Council 21/07/2020				
AO182-20	COMMUNICATIONS JOURNAL - BURNIE MENS SHED COMMITTEE - FINANCIAL ASSISTANCE	23 Jul 2020 RES: Advise the Burnie Men's Shed of Council's decision to provide financial support in accordance with the resolution of Council AO182-20. 3 Aug 2020 Action completed. Mens Shed advised of Council's assistance.	Community and Economic Development	3/08/2020
Council 21/07/2020				
AO183-20	COMMUNICATIONS JOURNAL - BURNIE HEALTH INFORMATION AND WELLBEING HUB - FUNDING	23 Jul 2020 RES: Invite representatives of the Burnie Health Information and Wellbeing Hub Inc to present to Council, in accordance with the resolution of Council AO183-20. 3 Aug 2020 Action completed. Representatives of the Health and Well Being Centre invited to a workshop of Council.	Community and Economic Development	3/08/2020
Council 21/07/2020				
AO184-20	COMMUNICATIONS JOURNAL - BURNIE COMMUNITY HOUSE INC - HOUSING OF A2P'S VEHICLE	23 Jul 2020 RES: Advise Burnie Community House of Council's decision to provide car parking at the Multi Storey Car Park for the A2Ps Learner Driver Mentor Program, as per Council resolution AO184-20. 3 Aug 2020 Action completed. Community House advised of Council's decision.	Community and Economic Development	3/08/2020
Council 21/07/2020				
AO171-20	BURNIE AUSTRALIA DAY SPECIAL COMMITTEE APPOINTMENT OF COMMITTEE	23 Jul 2020 ACT: Update the Register of Special Committees with new Australia Day Committee appointments, per AO171-20. 24 Jul 2020 Action completed. Register updated.	Corporate and Business Services	24/07/2020
Council 21/07/2020				

Council Meeting Action Report**All Actions for Open Session of 21 July 2020**

Date From: 21/07/2020
Date To: 21/07/2020
Printed: Friday, 7 August 2020

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
AO184-20	COMMUNICATIONS JOURNAL - BURNIE COMMUNITY HOUSE INC - HOUSING OF A2P'S VEHICLE	23 Jul 2020 ACT: Implement change of parking allocation at MSCP for A2P Learner Driver Mentor Program, from Red Cross to the Burnie Community House Inc, in accordance with the resolution of Council AO184-20. 3 Aug 2020 NOTE: Permits issued to Burnie Community House for reserved parking spaces in MTCP for A2P vehicles.	Land and Environmental Services	

Council 21/07/2020

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Jun 2020		Date To: 30/06/2020	
		Printed: Friday, 7 August 2020	
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
AO011-18	MOTION ON NOTICE - PROPOSED RECREATIONAL PIER	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. 7 Feb 2018 NOTE: Letter prepared for Minister Hidding. Awaiting comment from State Government. 11 May 2018 NOTE: Awaiting response from the State Government. 25 Jun 2018 NOTE: Awaiting advice from State Government. 2 Oct 2018 NOTE: Follow up letter sent to Minister's office. 14 Dec 2018 NOTE: No response to date. 4 Mar 2019 NOTE: No response received as at 4 March. 26 Nov 2019 NOTE: Further correspondence drafted to new minister in regard to this matter.	Works and Services
Council 30/01/2018			
AO105-18	COMMUNICATIONS JOURNAL - BURNIE ATHLETIC CLUB INC - WEST PARK CLUB ROOMS	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. 3 Aug 2018 NOTE: To be considered at next Working Group meeting in late August. 9 Nov 2018 NOTE: Funding application submitted for BAC Clubroom extension and other improvements at West Park.	Community and Economic Development
Council 17/04/2018			
AO126-18	BURNIE LOOP TRAIL	18 May 2018 RES: Progress signage and marketing collateral and implement the Burnie Loop Trail as endorsed by Council resolution AO126-18. 14 Dec 2018 NOTE: Route identified. Signage plan in development.	Works and Services
Council 15/05/2018			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Jun 2020		Date To: 30/06/2020	
		Printed: Friday, 7 August 2020	
Key: RES = Action arising from Resolution; ACT = Action required in addition;			
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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>	Community and Economic Development
Council 21/08/2018			
AO237-18	MOTION ON NOTICE - BIKE TRACK VIEW ROAD	<p>21 Sep 2018 RES: Arrange a workshop visit to View Road Bike Track and seek interest in a working group for improvements in 2019-20 budget, in accordance with the resolution of Council AO237-18.</p> <p>9 Nov 2018 NOTE: To be arranged for a workshop in the new year.</p> <p>19 Jun 2019 NOTE: Workshop scheduled for 22 October 2019.</p> <p>23 Oct 2019 NOTE: Council visited site , Pump track concept to be explored and further briefing provided to Council.</p> <p>26 Nov 2019 NOTE: Council further discussed project at 26 November workshop.</p> <p>15 Dec 2019 NOTE: Working group to be established</p> <p>19 Feb 2020 NOTE: Working group formed. Concept plan in development. Aim for end March concept plan.</p> <p>1 Jun 2020 NOTE: Discussed at 2 June workshop</p> <p>6 Aug 2020 NOTE: Preparing tender documents for pump track and cycle path.</p>	Works and Services
Council 18/09/2018			
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			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Jun 2020		Date To: 30/06/2020	
		Printed: Friday, 7 August 2020	
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
AO088-19	MOTION ON NOTICE - REEVES STREET	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. 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. 19 Feb 2020 NOTE: Department has finalised review. Revised routes to be released. 7 Apr 2020 NOTE: DSG has put new bus routes implementation on hold due to COVID 19.	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	19 Jun 2019 RES: Investigate livestreaming of Council Meetings, in accordance with resolution of Council AO158-19. 1 Jul 2020 NOTE: Investigations progressing in sound quality at chambers for improved recording and potential livestreaming options.	Corporate and Business Services
Council 18/06/2019			
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.	Works and Services
Council 16/07/2019			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Jun 2020		Date To: 30/06/2020	
		Printed: Friday, 7 August 2020	
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
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			
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.	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			

Council Meeting Action Report		Outstanding Actions for Open Sessions Jan 2018 to Jun 2020		
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note		Date From:	30/01/2018	
		Date To:	30/06/2020	
		Printed:	Friday, 7 August 2020	
Item Number	Report Title	Action	Department	Completed
AO038-20	MOTION ON NOTICE - OLD BURNIE INN	24 Feb 2020 RES: Arrange meeting between Burnie Historical Society and MWMAG 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				
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				
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				
AO065-20	MOTION ON NOTICE - CBD VEHICLE AND CARAVAN PARKING	24 Mar 2020 ACT: 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 ACT: 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: 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				
AO111-20	PHASE ONE - COVID-19 COMMUNITY SUPPORT PACKAGE	29 Apr 2020 RES: Oversee the implementation of free green waste (residential, 3m3) for a period of three months after the lifting of relevant COVID-19 restrictions, to be reviewed at the end of this time, in accordance with the resolution of Council AO111-20. 20 Jun 2020 NOTE: Free green waste has been implemented as part of Stage 2 easing of restrictions.	Works and Services	
Council 28/04/2020				

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Jun 2020		Date To: 30/06/2020	
		Printed: Friday, 7 August 2020	
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
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			
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			
AO152-20	COMMUNICATIONS JOURNAL - BURNIE HARNESS RACING CLUB - RIDE ON LAWN MOWER	19 Jun 2020 RES: Advise the Burnie Harness Racing Club of Council's decision in relation to the donation of a used ride-on mower and negotiate a suitable contribution, in accordance with the resolution of Council AO152-20. 20 Jun 2020 NOTE: Letter sent to the BHRC advising of Council decision. Awaiting feedback from BHRC.	Works and Services
Council 16/06/2020			

GENERAL MANAGER**AO202-20 ACTING GENERAL MANAGER'S INFORMATION REPORT FOR
WORKS AND SERVICES JULY 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 Acting General Manager’s Information Report for Works and Services July 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 Expressions of Interest

a) Public Artwork – Oakleigh Park Fountain Upgrade

Expressions of Interest (EOI) for artists/artistic teams to submit for participation in a public art design and construction, integrated into paved surfaces and landscaping surrounding the planned upgrade of the Oakleigh Park Fountain, were advertised on 1 August 2020.

Seven (7) artists registered their interest and attended a Zoom Project Briefing on 7 August 2020. EOI's close on 21 August 2020.

3.1.2 Quotations

a) South Burnie Jetty (North) Ladder Replacement

Ladder installation was complete in late July 2020.

b) Quotation 2653 – Skate Park Upgrade

The project is on hold.

c) Quotation 2651 – Street Sweeper Discharge Facility Concrete Works

Construction is in progress by Contractor G & T Dick Concreting and is expected to be complete in September 2020.

d) Quotation 2649 – Mount Street Footpath – Three Mile Line to Damien Avenue

Works are complete and include delineation for pedestrians and motorists using guide posts and plastic bollards along the edge of the western footpath.

3.1.3 Tenders

a) Contract 2650 – Bitumen Surfacing Services 2020-2021

Tenders were called on 11 July 2020 and closed on 7 August 2020. A tender report is included in the confidential section of this Agenda.

3.1.4 Contracts

There are no current contract works in progress, however Officers are progressing the design phase of several projects for public tender.

3.2 Civil Construction and Stormwater

Works have begun on several annual programs in the 2020/21 year, including:

- Driveways, crossovers and kerb inserts upgrade program.
- Gully pit improvements.
- Kerb outfall replacements.
- View Road Reserve car park extension is in progress – about 25% complete.

3.3 Buildings

- Alterations and additions to the Burnie Netball Centre clubrooms – works are being undertaken by Depot staff and are progressing well. Some asbestos containing materials were identified and safety removed. Works are expected to be complete by early September 2020.
- Aquatic Centre outdoor changeroom roof replacement – 5% complete.

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

- Montello Soccer Ground upgrade terrace seating works – 80% complete.
- Mount Street Embankment Revegetation project is complete, excepting for the removal of some trees on the edge of the embankment.
- Works are in progress on the CBD Greening project outside the Anglican Church on the corner of Mount and Cattley Streets. The design has been modified to avoid very shallow tree roots of the mature silver birch tree and now excludes a ring of low blockwork around the tree.

3.5 Waste Management

- The Wetlands and EPN compliance signage – 75 % complete.
- Works on the Resource Recovery Area concrete containment bund for recyclables product, such as batteries, paint, cooking oil and other liquids in September 2020.

4 OPERATIONS AND MAINTENANCE

4.1 Civil Construction and Stormwater

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

- Customer Request Module (CRM) works – as required.
- Road signage repairs and installation – ongoing.
- Rural and urban hotmix patching program, pothole repairs and monitoring of road shoulder hotspots – ongoing.
- Stormwater hotspot inspections and monitoring – ongoing.
- Driveway maintenance program – ongoing.
- Kerb and channel maintenance program – ongoing.
- Footpath maintenance program – ongoing.

- CBD paver maintenance program – ongoing.
- Gravel roads maintenance program – 1st grading 90% complete.
- Road shoulder maintenance program – 10% complete.
- 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.
- Building gutters clean out – seasonal recurring.
- Rooftop solar panel cleaning – City Offices and Guide Falls toilet – seasonal recurring.
- Electrical testing and tagging – numerous Council locations – ongoing.
- Plumbing maintenance and inspections of public amenities and Council facilities – ongoing (grease traps, backflow prevention devices, valves, etc) – ongoing.
- CBD line marking – as required.
- Vandalism repairs and painting – as required.
- West Park Oval cycling track fence painting – 10% complete. (Carried Forward 2020/21).
- Burnie Sports Centre Court No.2 basketball ring replacement – 40% complete.
- Aquatic Centre annual maintenance – 30% complete.
- BAFC foyer varnishing – 75% complete.
- Sports Centre window replacement – 90% complete.
- Natone public toilets – new doors and door frames – 15% 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.
- Preventative tree maintenance – ongoing.
- Dangerous tree assessments/removal – as required/identified.
- Grass care and ground and feature care schedules – ongoing.
- Sports grounds maintenance and mowing schedules – ongoing.
- Walking track annual maintenance program – ongoing.
- Routine playground maintenance and statutory inspections – in accordance with SLD and regulations. Softfall mulch replacement – ongoing.
- West Park Oval and sports grounds maintenance and wicket preparation – as required.
- Sports grounds maintenance – ongoing.
- Playground safety and compliance inspections – ongoing.
- High risk area mowing – 5% complete.

4.4 Waste Management

- BWMC site maintenance – ongoing.
- Wetlands maintenance – ongoing.
- Mulch bund maintenance – ongoing.
- Routine pumps and gas flare maintenance – ongoing.

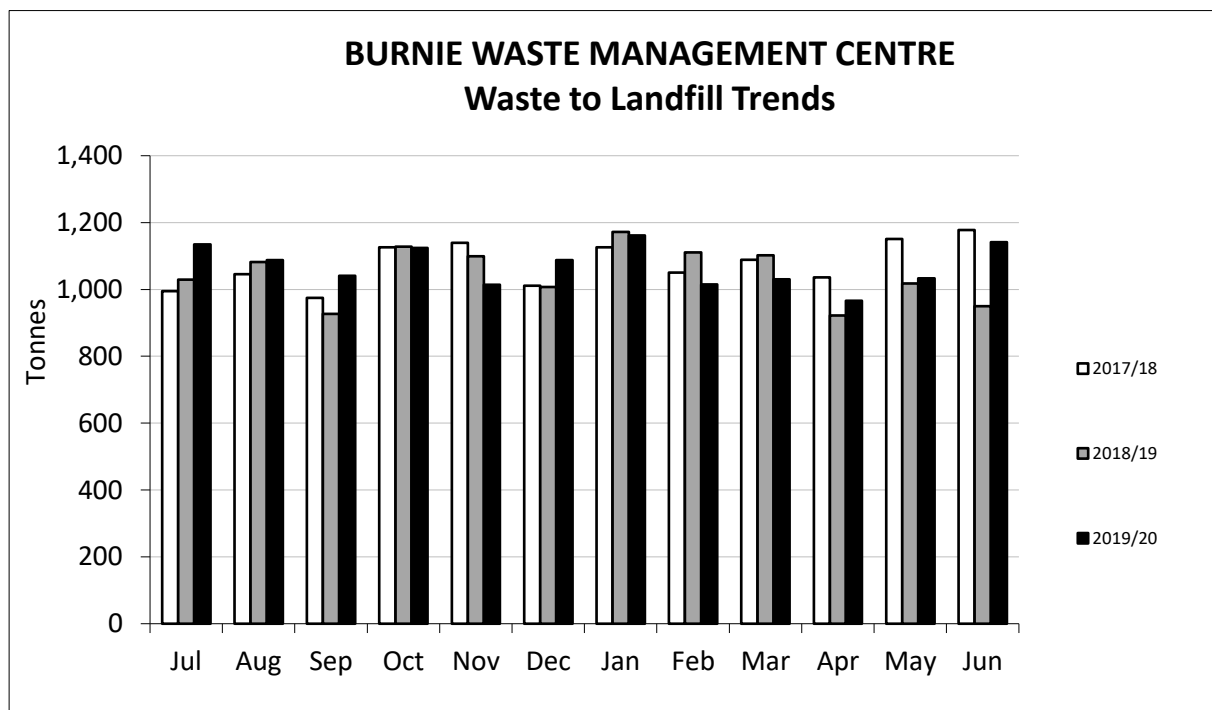
- Mulched green waste removal from site – 80% complete.
- COVID-19 – Passive controls still in place to manage congregation and safe distancing rules. Will remain in place whilst 1.5m rule still applies.
- COVID 19 – Advisory signage installed to assist the public to comply with social distancing, hygiene and public gathering rules.

The following waste graphs and figures report activities for the full financial year to 30 June 2020. The lower landfill diversion rate and waste to landfill during April 2020 is thought to reflect the influence of COVID-19 on the community.

Overall however, the budgeted waste to landfill quantity of 12,800 tonnes aligns closely with the actual quantity to landfill of 12,835 tonnes and the diversion rate averaged 35% which is slightly down on 2018/19 figure of 37%.

MUNICIPAL WASTE DIVERSION FROM LANDFILL (tonnes)														
	2018/19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	2019/20
Waste Transported to Landfill	12,548	1,135	1,088	1,040	1,124	1,014	1,088	1,161	1,015	1,030	967	1,033	1,141	12,835
BCC Recovery	5,030	278	305	304	380	419	391	494	452	411	136	374	334	4,277
Cleanaway Recovery	1,197	174	62	108	62	161	76	94	91	138	72	163	144	1,345
Recyclables Collected Kerbside	1,117	99	100	153	102	113	118	123	117	152	105	104	110	1,396
Total Municipal Waste	19,892	1,686	1,555	1,605	1,669	1,707	1,672	1,872	1,675	1,730	1,280	1,673	1,729	19,854
% diverted from Landfill	37%	33%	30%	35%	33%	41%	35%	38%	39%	40%	24%	38%	34%	35%

Note: Figures are displayed to nearest whole number.

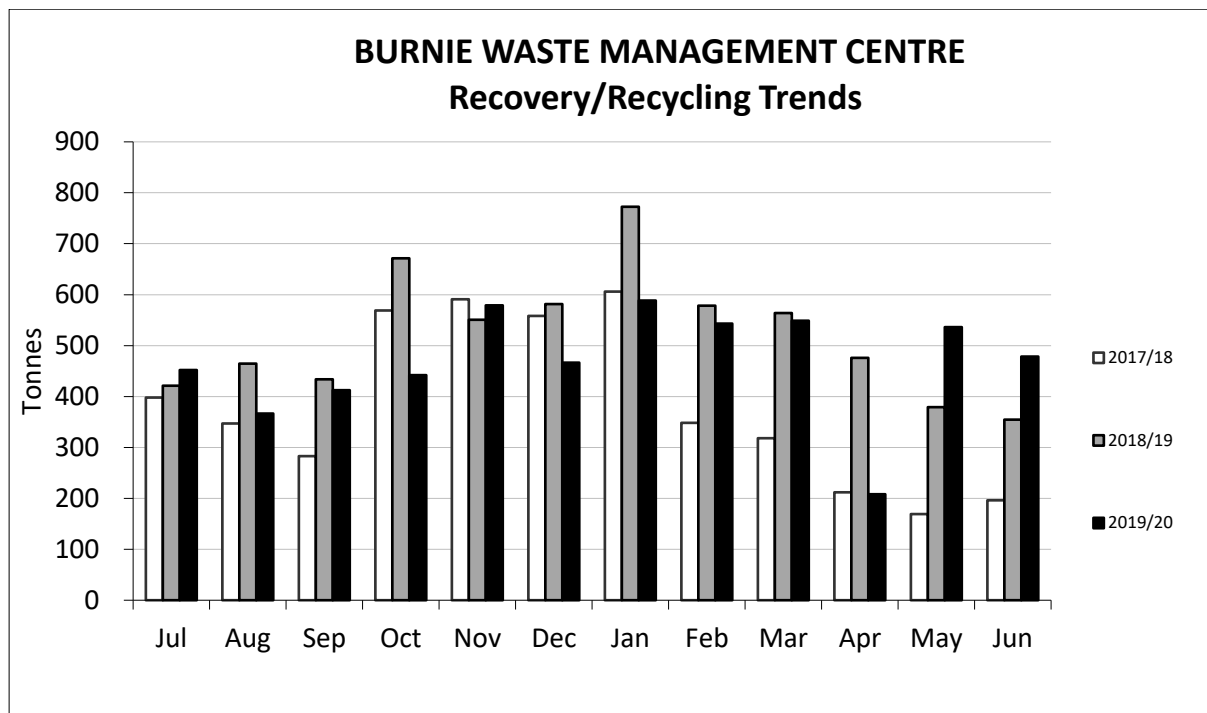


BURNIE WASTE MANAGEMENT CENTRE						
WASTE TO LANDFILL						
Summary Table (tonnes)						
Month	2017/18	YTD	2018/19	YTD	2019/20	YTD
Jul	995	995	1,029	1,029	1,135	1,135
Aug	1,046	2,041	1,082	2,111	1,088	2,223
Sep	975	3,016	927	3,038	1,040	3,263
Oct	1,126	4,142	1,128	4,167	1,124	4,388
Nov	1,139	5,281	1,099	5,266	1,014	5,402
Dec	1,011	6,292	1,007	6,273	1,088	6,489
Jan	1,126	7,418	1,172	7,445	1,161	7,651
Feb	1,050	8,468	1,111	8,555	1,015	8,665
Mar	1,089	9,557	1,102	9,657	1,030	9,695
Apr	1,036	10,593	922	10,580	967	10,662
May	1,151	11,744	1,018	11,597	1,033	11,694
Jun	1,178	12,922	950	12,548	1,141	12,835
TOTAL	12,922		12,548		12,835	

Note: Figures are displayed to nearest whole number.

BURNIE WASTE MANAGEMENT CENTRE RECOVERY/RECYCLING																
BCC ACTIVITIES		MONTH														YTD
	Units	2018/19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	2019/20	
Recyclables	t	86	7	6	5	6	10	8	8	6	7	2	6	3	74	
Cardboard	t	121	9	7	9	9	8	12	8	26	9	6	8	13	124	
E-Waste	t	23	-	-	-	-	-	-	9	-	-	-	-	-	9	
Oil	L	13,600	1,190	750	1,220	1,000	1,370	660	790	900	920	-	870	820	10,490	
	t	11.97	1.05	0.66	1.07	0.88	1.21	0.58	0.70	0.79	0.81	-	0.77	0.72	9.23	
Green Waste	m3	23,927	1,304	1,455	1,446	1,824	1,995	1,849	2,345	2,095	1,970	642	1,797	1584.53	20,305	
	t	4,806	261	291	289	365	399	370	469	419	394	128	359	317	4,061	
Total BCC Activities	t	5,049	278	305	304	380	419	391	494	452	411	136	374	334	4,277	
CLEANAWAY ACTIVITIES		2018/19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	2019/20	
Cardboard	t	82	8	4	5	9	5	1	3	2	2	2	2	1	45	
Steel	t	309	42	21	18	24	67	16	17	14	15	19	25	21	297	
NonFerrous Metals	t	47	5	2	3	4	2	0	3	2	4	0	3	2	30	
Timber	t	34	30	1	1	0	0	0	18	6.2	1	5	3	11	78	
Concrete	t	10	-	1	2	-	-	5	5	1	0.0	0	-	-	14	
<i>Total Transfer Shed Recovery:</i>		481	85	29	29	37	73	22	46	26	22	26	34	35	464	
Skip Bin Steel	t	314	13	23	16	14	1	22	17	22	29	18	48	43	267	
Skip Bin Tyres	No.	452	67	27	45	46	34	35	35	31	40	26	38	34	458	
	t	2.5	0.37	0.15	0.25	0.25	0.19	0.19	0.19	0.17	0.22	0.14	0.21	0.19	2.5	
Skip Bin Timber	t	46	2	0	2	3	5	3	2	2	2	0	2	1	25	
Concrete Stockpile	t	354	74	10	61	8	81	29	29	41	84	27	78	65	587	
Total Cleanaway Activities		1,197	174	62	108	62	161	76	94	91	138	72	163	144	1,345	
TOTAL RECOVERY	t	6,246	452	367	412	442	579	467	588	543	549	208	536	479	5,622	

Note: Figures are displayed to nearest whole number.



Note: Green waste input trend continues to be lower than recent years and April reflects the influence of COVID-19 including the temporary closure of the green waste area for public safety reasons.

BURNIE WASTE MANAGEMENT CENTRE						
RECOVERY/RECYCLING						
Summary Table (tonnes)						
Month	2017/18	YTD	2018/19	YTD	2019/20	YTD
Jul	398	398	421	421	452	452
Aug	347	745	465	886	367	819
Sep	283	1,028	434	1,320	412	1,231
Oct	569	1,597	671	1,991	442	1,673
Nov	591	2,188	550	2,541	579	2,253
Dec	558	2,746	581	3,122	467	2,719
Jan	606	3,352	772	3,895	588	3,307
Feb	348	3,700	578	4,473	543	3,851
Mar	318	4,018	564	5,036	549	4,399
Apr	212	4,230	476	5,512	208	4,607
May	169	4,399	379	5,891	536	5,144
Jun	196	4,595	354	6,246	479	5,622
TOTAL	4,595		6,246		5,622	

Note: Figures are displayed to nearest whole number.

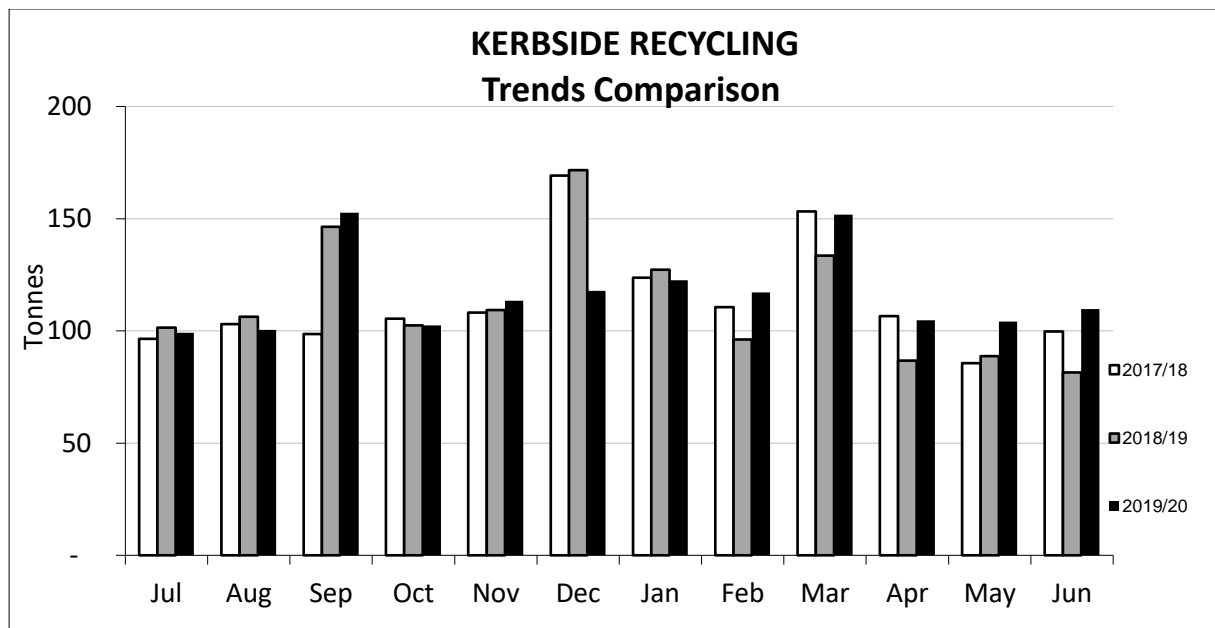
KERBSIDE RECYCLING														
RECYCLABLES COLLECTED	YTD 2018/19	MONTH (tonnes)												YTD 2019/20
		Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	
Kerbside Recycling	1,062.2	83.1	85.6	130.2	88.5	94.0	95.6	105.7	94.7	132.1	93.4	90.8	90.9	1184.4
CBD Cardboard	42.0	12.7	12.7	19.9	12.4	13.2	12.6	9.1	10.3	12.1	5.9	7.0	9.8	137.7
Outer BD Cardboard	22.0	-	-	-	-	-	-	-	-	-	-	-	-	0.0
Council/Public Place Recyclables	54.8	3.4	2.2	2.7	1.5	6.2	9.7	7.8	12.2	7.7	5.4	6.4	9.0	74.0
TOTAL	1,181.0	99.2	100.5	152.7	102.4	113.5	117.8	122.6	117.2	151.8	104.7	104.2	109.7	1,396.1

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

The collection Contractor has confirmed that the monthly data previously reported for Council/Public Place Recyclables from July 2019 to October 2019 was incorrect due to an estimate of volume rather than an actual measurement of the weight of collected materials. The data collection issue is rectified.

The quantity of Council/Public Place Recyclables collected since November 2019 to June 2020 averages 8.05 tonnes/month. The long term average for the same materials collected during 2017/18 and 2018/19 is 7.12 tonnes/month.

Officers will monitor trends and provide comment over the next few months.



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	2017/18	YTD	2018/19	YTD	2019/20	YTD
Jul	96	96	101	101	99	99
Aug	103	199	106	208	100	200
Sep	99	298	146	354	153	352
Oct	105	404	102	456	102	455
Nov	108	512	109	566	113	568
Dec	169	681	172	737	118	686
Jan	124	805	127	865	123	809
Feb	111	915	96	961	117	926
Mar	153	1,068	134	1,094	152	1,078
Apr	107	1,175	87	1,181	105	1,182
May	86	1,261	89	1,270	104	1,286
Jun	100	1,360	81	1,351	110	1,396
TOTAL	1,360		1,351		1,396	

Note: Figures are displayed to nearest whole number.

4.5 Residential Free Green Waste Review

Council resolution AO111-20 (15) at the 28 April 2020 Council meeting resolved to:

“Receive residential green waste free of charge (to a maximum of 3 m³ per resident) at the Waste Management Centre from the easing of Government social distancing restrictions for a period of 3 months, to be reviewed at the conclusion of this time.”

The free green waste period is due to expire on Sunday, 30 August 2020.

This discussion is a review of the response from the community in terms of numbers of visits to the Waste Management Centre and the quantity of residential green waste disposed during the free period in comparison with the same period last year. It examines if the residential free green waste disposal period should end as planned on 30 August 2020.

Due to COVID-19 related direction and advice from the State Government, Council closed access to the disposal of residential sourced green waste on 6 April 2020 as it deemed disposal of green waste, a non-essential activity.

The relevant changes to the disposal status and time periods are shown in the table below:

Residential Green Waste Status	Date
Closed Disposal	6 April 2020
Reopened Disposal - with social distancing (not free)	12 May 2020
Free Disposal	6 June to 30 August 2020

The following Table 1 shows the number of all customers (includes commercial) disposing green waste for the months from February to July for 2019 and 2020.

TABLE 1 - Green Waste Customers/Month			
Month	2019	2020	Increase/Decrease compared to same month in 2019
Feb	879	894	+2%
Mar	1022	865	-15%
Apr	787	248	-68%
May	630	765	+21%
Jun	584	711	+22%
Jul	519	766	+48%
Average	737	708	(1 per day decrease)

The following Table 2 shows the volume of all green waste (includes commercial) disposed for the same period of February to July for 2019 and 2020.

TABLE 2 - Green Waste Volume/Month			
Month	2019 (m³)	2020 (m³)	Increase compared to same month in 2019
Feb	1967	2016	+3%
Mar	2338	1909	-18%
Apr	1792	577	-68%
May	1410	1794	+27%
Jun	1300	1523	+17%
Jul	1144	1630	+42%
<i>Average</i>	<i>1659</i>	<i>1575</i>	<i>(2.8 m³/day decrease)</i>

The following Table 3 shows that total annual volume of green waste disposal and total annual customer numbers in recent years has a high degree of variability.

Due to this variability, concluding green waste disposal patterns or trends under normal (non-restrictive) circumstances, is likely to be influenced more by seasonal variability than any other measure, and that following a period of disposal disruption or free disposal, figures will tend to normal, subject to the season.

TABLE 3 - Annual Customers and Volume			
Metric	2017/18	2018/19	2019/20
Customer numbers	6,978 (estimate)	10,132	8,983
Volume (m ³)	15,490 (estimate)	22,431	19,940

Anecdotal evidence however from Council's Toll Booth operators is the number of green waste customers from 1 August through to 12 August 2020 (reporting date) appears to be tapering off and circumstances are expected to return to normal, if not during late August, soon thereafter.

Conclusions drawn from the above data can be summarised as follows:

- The significant reduction in customer numbers and volume of green waste disposed during April 2020 is consistent with expectation due to the COVID-19 restrictions (the NWRH was closed on 12 April 2020 for 14 days). March also had a meaningful reduction in customers and volume, most likely influenced by double the average rainfall and thus less disposal.
- April was the month of disposal closure, coinciding with the COVID-19 lockdown peak.
- Higher customer numbers and volume in May and June reflects the re-opening of residential disposal on 12 May 2020.
- The 40% + increase in customer numbers and volume in July reflects the free disposal period which began on 6 June 2020. July was also an unseasonably dry period, which Officers believe also contributed to the increased numbers and volume.

- Data also confirms that during the free disposal period of June and July combined, 72% of all green waste disposal was by residential customers. (1477 total customers, 1061 residential).
- Over the six month period February to July 2020, compared to the same period in 2019, the average number of green waste customers decreased by 1/day and the average volume decreased by 2.8 m³/day.

Officers believe it is evident from the data, that as a result of closing residential green waste disposal in April to respond to COVID-19 restrictions, followed by a re-opening with social distancing in May and then free disposal from June through July, that;

The community has responded well to the opportunity of free green waste disposal to adjust for the disposal restrictions during April and May, and that overall customer numbers and volumes during the six month period to the end of July 2020 are very similar to the same period in 2019, where no interruptions or restrictions applied.

Officers recommend that the free residential green waste disposal period should expire on Sunday, 30 August 2020 as planned.

Noting also that the next instalment of waste and green waste vouchers have been issued for 2020/21.

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.

DATE	LOCATION	VANDALISM AND REPORTED INCIDENTS	POLICE REPORT FILED	MONTHLY SUMMARY TO POLICE	CCTV FOOTAGE	OUTCOME	ESTIMATED MONTHLY COST	PROGRESSIVE ANNUAL TOTAL
JULY								
15/07/20	Camdale Reserve	Timber Seats & Top stolen from BBQ Table	No	Yes	No	Replace Timber	\$550.00	
20/07/20	How Street Playground	Smashed & Part Stolen Treated Pine Log Retaining Wall	No	Yes	No	Replace Treated Pine Logs as Required	\$350.00	
20/07/20	Upper Burnie Public Toilets	Ripped Door Closer From D.D.A. Toilet Door	No	Yes	No	Refit Door Closer	\$200.00	
23/07/20	Rutherford Road	Walking Track Sign Vandalised & Knocked Over	No	Yes	No	Reinstall Sign	\$150.00	
23/07/20	Reeve Steet & Fernglade Toilets	Graffiti	No	Yes	No	Remove/Paint Out Graffiti	\$350.00	
TOTAL							\$1,600.00	\$1,600.00

6 PRIVATE WORKS

No information to report.

7 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS**a) Emergency Management Committees**

North Western Regional Emergency Management Committee (NWREMC)

- The Regional Emergency Coordination Centre has been stood down, however, there remains a regional focus on various COVID-19 related matters.
- The NWREMC 15 July 2020 meeting was held online.

Western Emergency Management Committee (WEMC)

- The next meeting of the WEMC is planned for September and it is anticipated that gathering restrictions will have relaxed sufficiently to allow a physical meeting to occur.

b) Western Fire Management Area Committee (FMAC)

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

8 ENERGY MANAGEMENT

An agreement has been reached with Electric Highway Tasmania (EHT) for the installation of a fast charge electric vehicle charging station on North Terrace located opposite the Voyager Motel. Installation is planned for September 2020.

COUNCIL RESOLUTION

Resolution number: MO235-20

MOVED: Cr A Keygan

SECONDED: Cr G Simpson

“THAT the Acting General Manager’s Information Report for Works and Services July 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**AO203-20 ACTING GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES JULY 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 Acting General Manager’s Information Report for Land and Environmental Services for July 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	
	July 2020	YTD Total
Air	2	2
Water	0	0
Noise	2	2
Solid Waste	1	1
Other	1	1

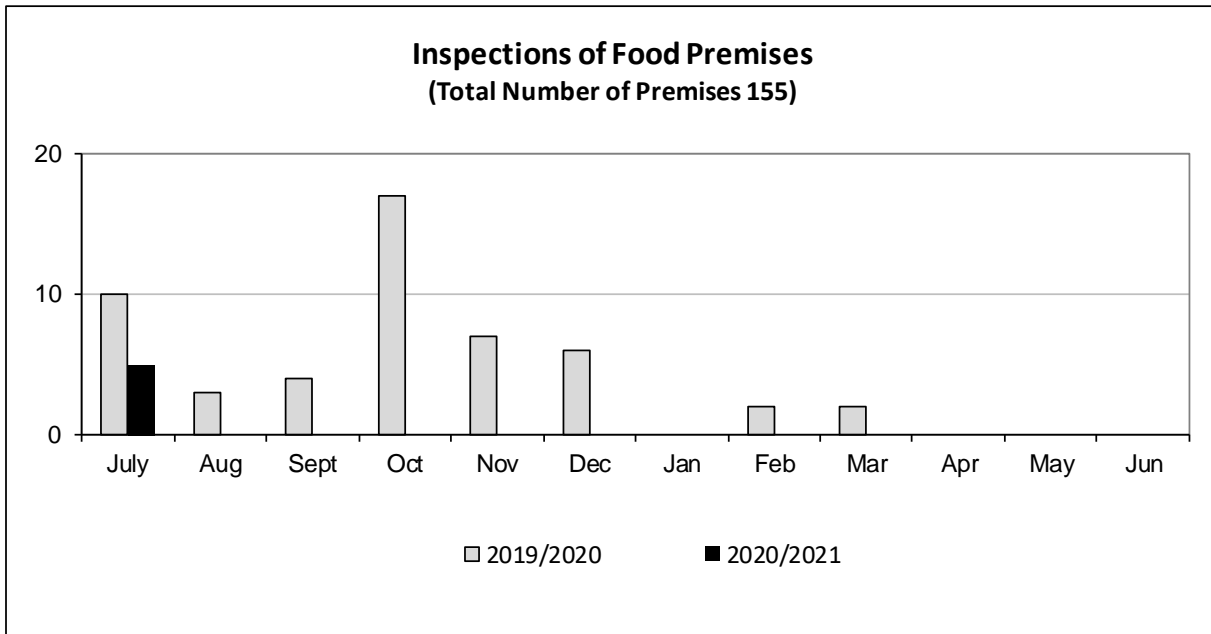
YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

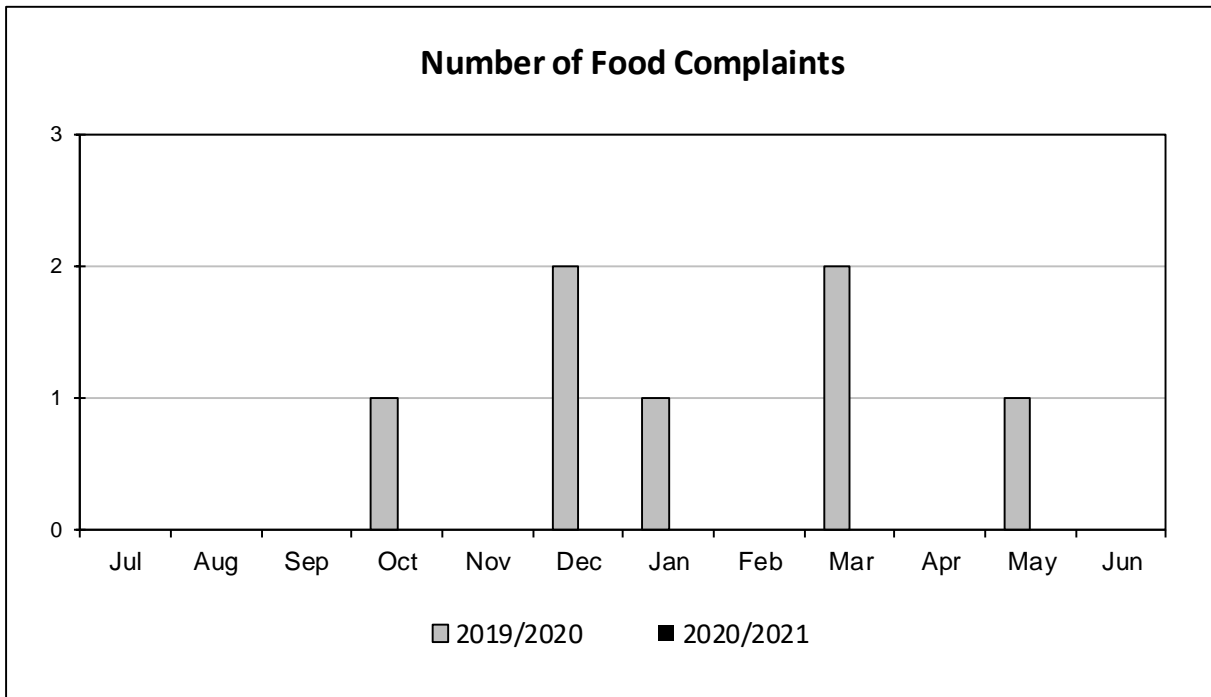
Type	Number of Samples Taken	
	July 2020	YTD Total
Beach Water Samples (summer months only)	0	0
Public Swimming Pool samples	4	4

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 and July 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					
Notifiable Building	11	14	8	8	6	5	9					
Permit Plumbing	5	2	3	3	3	4	1					
Permit Building	4	2	4	7	6	4	7					
Substantial Compliance	1	2	1	0	0	0	0					
Notifiable Demolition	0	0	0	0	0	0	0					
Permit Demolition	0	0	0	0	1	0	0					
Permit Refused	0	0	0	0	0	0	0					
Application Value \$	4,249,070	1,802,493	2,455,260	30,777,166	3,105,370	2,648,246	5,232,442					
Cumulative Total \$	4,249,070	6,051,563	8,506,823	39,283,989	42,389,359	45,037,605	50,270,047					

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

LAND USE AND DEVELOPMENT APPLICATIONS	Jul 19	Aug 19	Sept 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20
Permitted Use & Development	4	9	9	11	7	5	1	5	5	3	9	8	11
Discretionary Use & Development	7	5	8	8	11	6	5	6	6	7	11	12	5
Subdivisions	1	3	2	1	0	1	0	0	1	0	1	1	2
TOTAL APPLICATIONS	12	17	19	20	18	12	6	11	12	10	21	21	18
Determined by Delegation	8	10	16	20	17	16	10	5	9	6	9	14	21
Determined by Council	0	1	0	1	0	0	1	0	0	0	0	0	0
Withdrawn	2	0	1	1	2	2	0	0	0	0	0	0	3
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	0	0	0	1	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	0	0	0	1	0	0	0	0	0	0	0	0
Amendment finally approved	0	0	0	1	0	0	0	0	0	0	0	1	0
Amendment Refused by Tasmanian Planning Commission	0	0	0	0	1	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

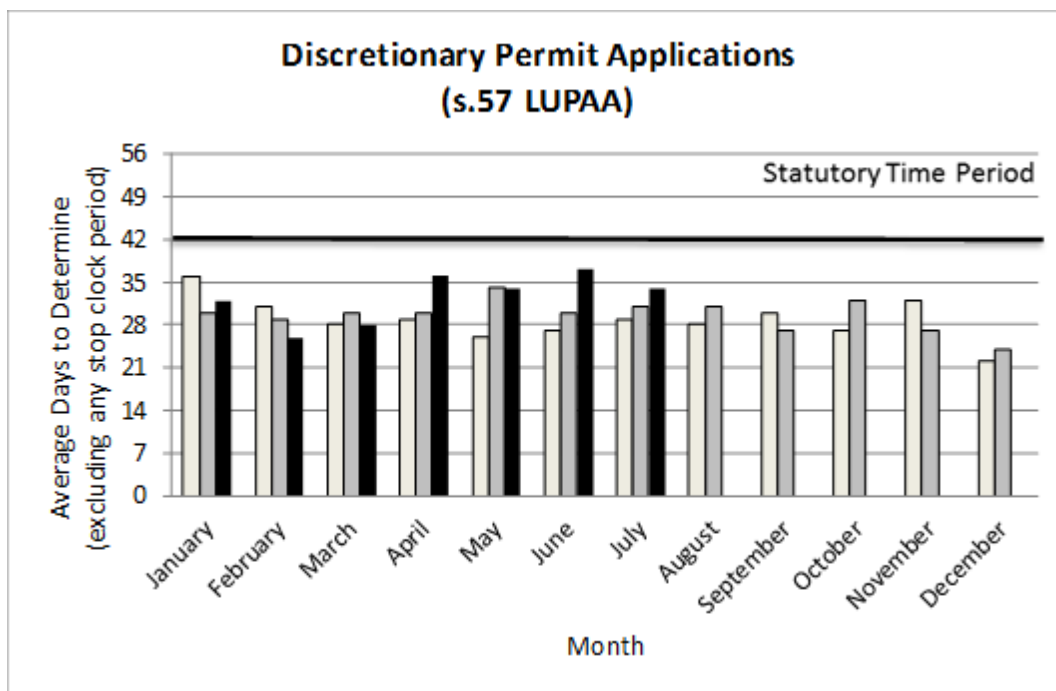
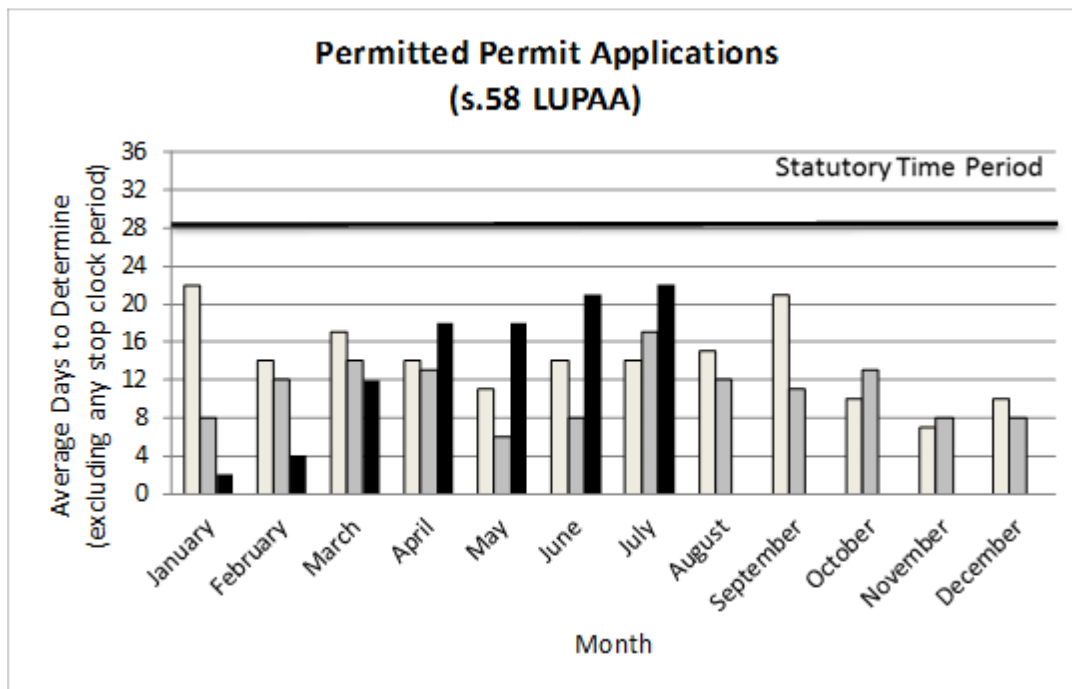
2.3.2 Land Use Permit Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
14/4/20	2020/32	6 Arlington Place, Heybridge	Single Dwelling contained in a detached, single storey, 2 x bedroom building with pitched roof and two internal parking spaces and a freestanding 10.0m x 7.0m metal clad Outbuilding	N/A	N/A	Approved 7/7/2020
8/5/20	2020/43	96 Three Mile Line Road, Shorewell Park	Outbuilding. Reliant on Performance Criteria for grant of Permit – Clause 10.4.2 (P3)	17/6/20	1/7/20	Approved 15/7/2020
8/5/20	2020/44	8 Crisp Street, Cooee	Outbuilding. Reliant on Performance Criteria for grant of Permit – Clause 10.4.2 (P1, P2 & P3)	10/6/20	24/6/20	Approved 13/7/2020
12/5/20	2020/46	76 Minna Road, Heybridge	Storage Shed (Contractors Yard). Reliant on Performance Criteria for grant of Permit – Clause 26.4.1 (P1 & P3) and Clause 26.4.2 (P1 & P2)	13/6/20	29/6/20	Approved 13/7/20
12/5/20	2020/47	68 Moody Street, Burnie	Development for Alterations and Additions to an existing Dwelling forming part of an existing Multiple Dwelling Residential use	N/A	N/A	Approved 3/7/2020
13/5/20	2020/48	15 Nairana Avenue, Shorewell Park	Multiple Dwellings (x 2). Reliant on Performance Criteria for grant of Permit – Clause 10.4.2 (P3)	27/6/20	13/7/20	Approved 24/7/2020
21/5/20	2020/52	9 Applebys Road, Upper Natone	Dwelling Extension and Demolition of Outbuilding. Reliant on Performance Criteria for grant of Permit – Clause 13.4.1 (P1) and Clause 13.4.2 (P1)	10/6/20	24/6/20	Approved 13/7/2020
22/5/20	2020/57	168 Cascade Road, Romaine	Single Dwelling and Outbuilding. Reliant on Performance Criteria for grant of Permit – Clause 13.4.1 (P1) and Clause 13.4.3 (P1, P2 & P4)	6/6/20	23/6/20	Approved 9/7/2020
22/5/20	2020/58	40 & 42 Barnard Crescent, Shorewell Park	Multiple Dwelling Development comprised of six (6) single storey Dwellings	N/A	N/A	Approved 31/7/2020
26/5/20	2020/59	96 Laoona Road, Ridgley	Development for a 16.04m 9.96m Outbuilding in association with the existing Single Dwelling – Residential use	N/A	N/A	Approved 15/7/2020
4/6/20	2020/63	17 Cardinal Court, Park Grove	Single Dwelling. Reliant on Performance Criteria for grant of Permit – Clause 10.4.2 (P3)	20/6/20	6/7/20	Approved 14/7/2020
4/6/20	2020/64	53 & 54 Marine Terrace, Burnie	Demolition of existing structures and buildings (including the removal of underground petroleum storage tanks)	27/6/20	13/7/20	Approved 30/7/2020
5/6/20	2020/65	100 & 102 Wilson Street, Burnie	Office / General Retail / Food Services (Café). Reliant on Performance Criteria for grant of Permit – Clause 22.4.1 (P2)	20/6/20	6/7/20	Approved 14/7/2020
11/6/20	2020/68	12 Richardson Crescent, Park Grove	Multiple Dwellings (x 2). Reliant on Performance Criteria for grant of Permit – Clause 10.4.3 (P2) and Clause 10.4.4 (P1)	24/6/20	8/7/20	Approved 21/7/2020

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
15/6/20	2020/71	541 Stowport Road, Stowport	Alfresco Extension and Outbuilding. Reliant on Performance Criteria for grant of Permit – Clause 13.4.1 (P1) and Clause 13.4.2 (P1)	1/7/20	15/7/20	Approved 20/7/2020
18/6/20	2020/72	2A Malunna Crescent, Parklands	Alterations and Additions (Re-development of the Senior College Building) as an associated and subservient part of the existing Educational and Occasional Care use (Marist Regional College)	N/A	N/A	Approved 15/7/2020
22/6/20	2020/73	16 Thirkell Street, Cooee	Storage (Self-Storage Units). Reliant on Performance Criteria for grant of Permit – Clause 9.5.1 (P1) and Clause 9.5.2 (P2)	4/7/20	20/7/20	Approved 21/7/2020
23/6/20	2020/76	28 Lorrie Place, Park Grove	Single Dwelling contained in a two (2) storey building with internal parking spaces	N/A	N/A	Approved 20/7/2020
24/6/20	2020/77	30 Fidler Street, Cooee	Storage Shed (6.0m x 6.0m) for use in association with the existing Educational and Occasional Care use (Burnie High School)	N/A	N/A	Approved 15/7/2020
3/7/20	2020/81	2181 Ridgley Highway, Hampshire	Alteration and Additions to an existing Single Dwelling for Residential use	N/A	N/A	Approved 28/7/2020
7/7/20	2020/84	8 Janet Drive, Park Grove	Single Dwelling			Withdrawn by Applicant 28/7/2020
8/7/20	2020/86	18 Byworth Street, Park Grove	Single Dwelling and Demolition of an Outbuilding			Withdrawn by Applicant 28/7/2020
14/7/20	2020/88	22 Janet Drive, Park Grove	Single Dwelling			Withdrawn by Applicant 28/7/2020

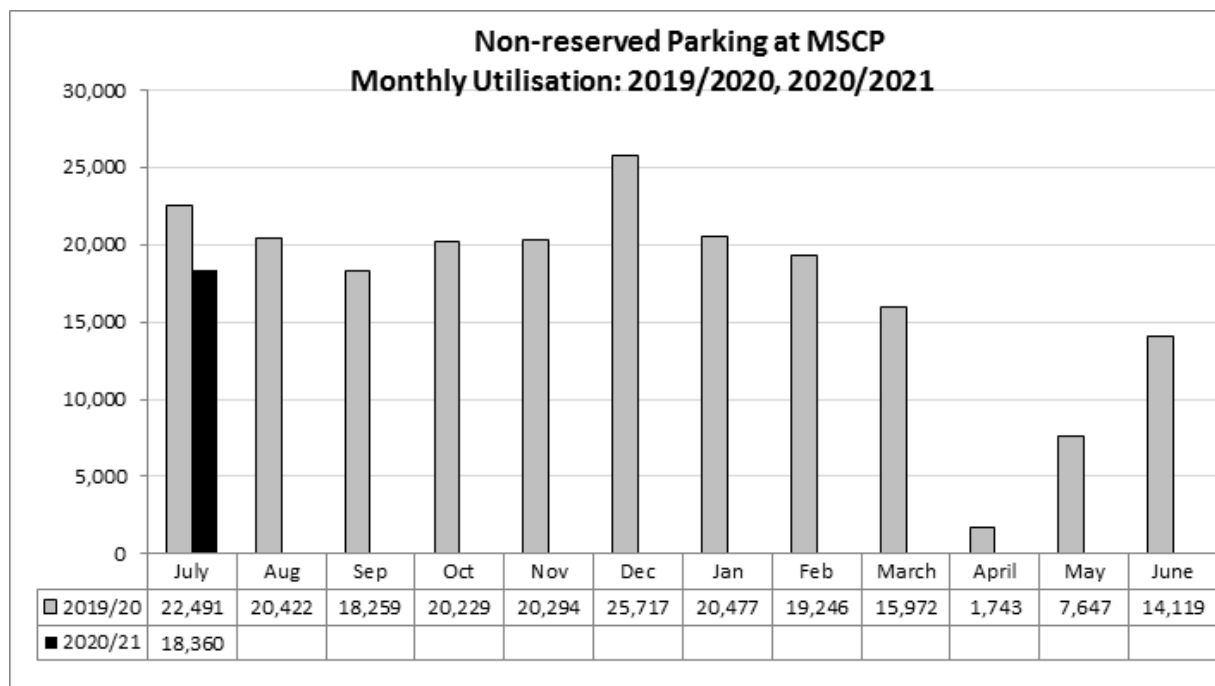
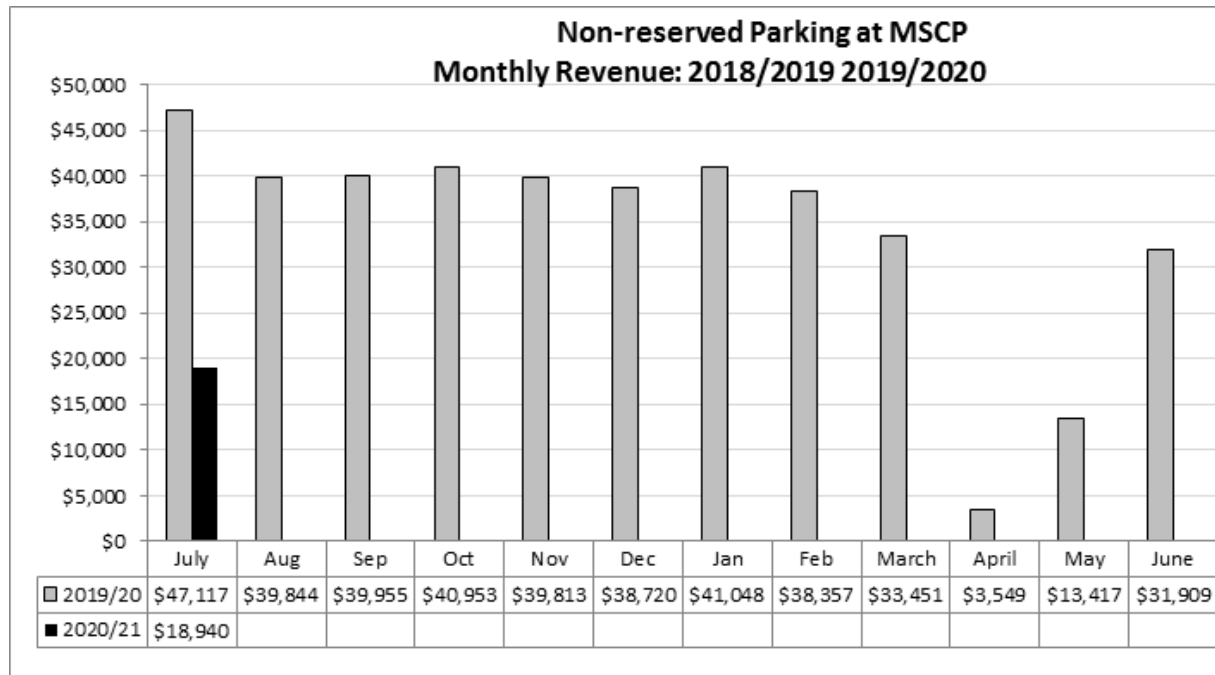
2.3.3 Subdivision Applications

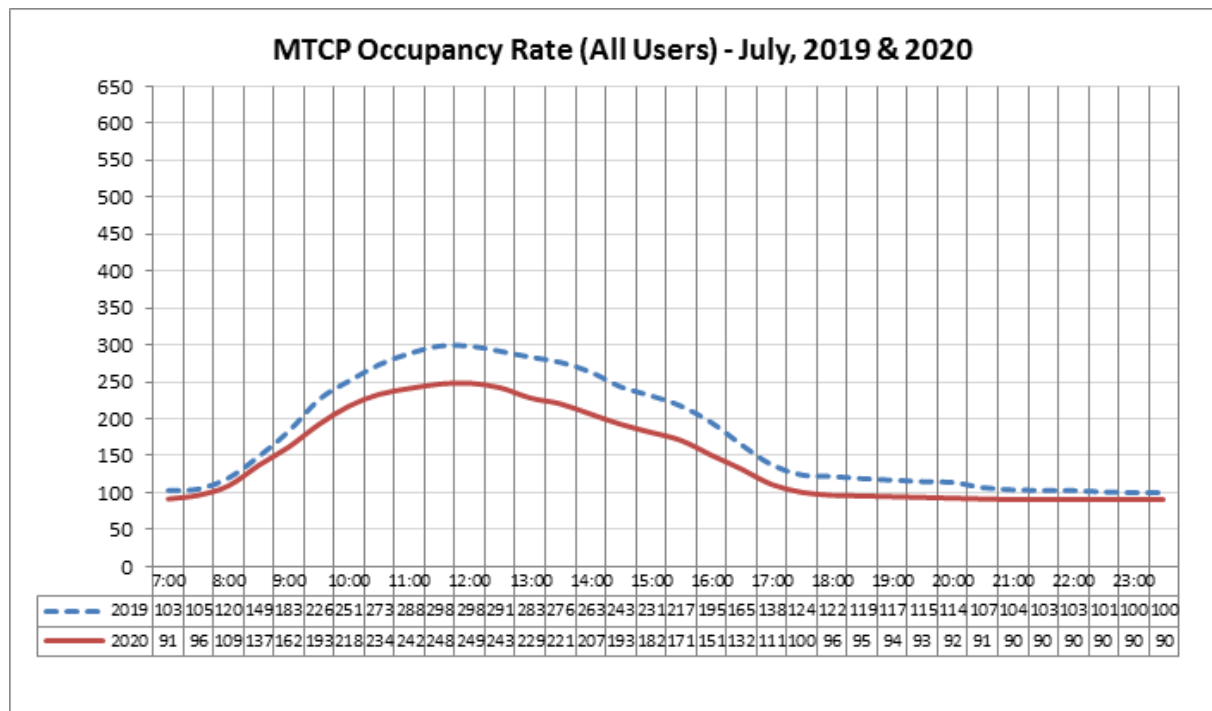
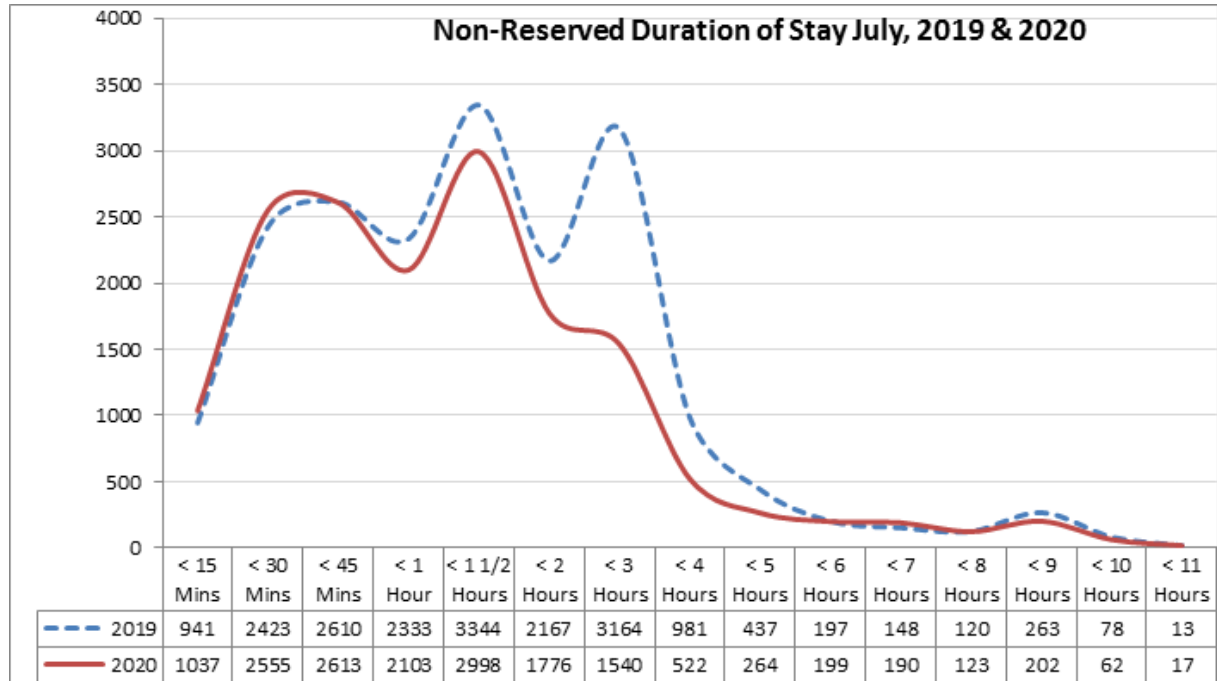
DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
13/3/20	SD 1303	3 Hamilton Street, Upper Burnie	Subdivision to create two (2) Residential lots	N/A	N/A	Approved 28/7/2020



Average time for determination of permit applications decided by month.

2.4 PARKING





Calculated on remaining spaces – 91 Reserved spaces for 2019, 84 Reserved spaces for 2020

2.5 CEMETERY STATISTICS

Burials	July 2020	YTD Total
Lawn Cemetery	9	9
Wivenhoe / Ridgley	0	0
Other	0	0
Total	9	9

YTD is measured from 1 July each year.

Ashes Interred	July 2020	YTD Total
Lawn Cemetery	2	2
Wivenhoe / Ridgley	0	0
Total	2	2

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO236-20

MOVED: *Cr G Simpson*

SECONDED: *Cr T Bulle*

“THAT the Acting General Manager’s Information Report for Land and Environmental Services for July 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**AO204-20 ACTING GENERAL MANAGER'S INFORMATION REPORT
COMMUNITY AND ECONOMIC DEVELOPMENT JUNE 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 Acting General Manager’s Information Report for Community and Economic Development July 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

The final updates were completed on the new website with information relating to the new 2020 virtual format. Work is continuing with our registration/results provider in readiness for entries to be open by 1 September.

Community Groups Return to Play

More sporting clubs and community groups inquired about returning to activities as State Government restrictions eased last month. Council has assisted all groups in different capacities as they work their way through their Covid-19 Safety Plans to ensure the plans meet the minimum requirements recommended.

The Health Care Insurance 321GO kids' race

It was resolved at the committee meeting in July and after discussion with the naming rights partner that the event would go ahead on 15 November dependent on advice from Public Health. In 2019, the highest race tally was 171 for one of the early age categories. Given that if we permitted a single chaperone, the maximum amount per race could potentially be limited to around 350 individuals which would allow the committee to keep attendance below the maximum 500, including volunteers and officials, allowed under present State Government restrictions.

2.2 COMMUNITY / CULTURAL DEVELOPMENT

Australia Together: National Community Recovery Summit

Council Officers attended (via Zoom) the National Community Recovery Summit for representatives of local communities, service providers, social and economic development practitioners and researchers, philanthropic bodies, advocacy organisations and representative bodies – to enable community voices to deliberate on, and to inform, how Australia can recover best from the COVID pandemic.

The focus areas of the summit were: early childhood development; social and affordable housing; jobs, skills and enterprises; engaging local communities.

Burnie Farmers Market

Council Officers worked with the new Market Manager to ensure the Burnie Farmers Market is COVID ready and abiding by the Governments restrictions and guidelines.

There was great support from stallholders at the first Burnie Farmers Market on Saturday 18 July with 27 stallholders attending, compared to 32 stallholders the same time last year in July, 2019.

Financial Assistance Grants**2020/2021 Financial Assistance Grants (as at 4/8/20)*****Committed Three Year Sponsorship (2019-2022)***

Coose 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	

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	\$0
Total	\$3,360	\$1,500

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

Community Bands 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	\$0
Total	\$15,000	\$0

Other - Annual Assistance

Name/Organisation	Committed	Paid
Burnie Mens Shed (2020/21 to 2024/25)	\$2,500	\$0
Carols by Candlelight	\$4,500	\$0
Total	\$7,000	\$0

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
Total	\$1,900	\$0

YTD Totals

Name/Organisation	Budget	Committed	Paid
Committed Three Year Sponsorship (2019-2022)		\$7,450	\$0
Other Annual Community Group Assistance		\$3,360	\$1,500
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	\$24,310	\$1,641
Community Bands		\$15,000	\$0
Other – Annual Assistance		\$4,500	\$0
Waste Disposal Costs for Charitable & NFP Organisations	\$5,000	\$1,900	\$0

2.3 BURNIE REGIONAL MUSEUM and BURNIE REGIONAL ART GALLERY**Burnie Regional Museum**

The Federation Street project is continuing. Objects in the Butter Factory and Carpenter's Workshop have been processed and many have been entered in the Mosaic database. There are a few objects requiring further conservation work (freezing) due to insect damage. All of the objects in the Butter Factory have been rehoused and are ready for new interpretation.

Ninety-nine percent of the objects processed so far have been photographed. The photographs have to be renamed (to match their unique accession ID number) and copied to the archive drive to be permanently linked to the Mosaic record.

We have been posting some of our more obscure objects on social media, which is attracting interaction from the community.

Advocate Journal Transcription

We now have five Burnie City Council staff members working part-time on the task of transcribing the Advocate journals.

Significance Assessment

Museum consultant Jai Paterson is writing an updated Significance Assessment for the BRM's collections and the document is on track to be completed by the end of August. The Friends of the Burnie Regional Museum and the Burnie Historical Society have contributed \$1500 each towards the cost of this project. This report will help to identify key themes for interpretation in NWMAG.

BRAG Attendance Figures

Month	2019	2020
July	1,328	494

Gallery Exhibitions

<i>JUNE JULY AUGUST SEPTEMBER</i>	
<i>Unpacked: artworks from the Collection (Foyer)</i>	22 June to 19 August: Alberr SHOMALY, pop artist/ screenprints from 1973 20 August – 24 September – Karen WOOD – popular Tasmanian printmaker
<i>Art Rage 7 August to 18 September [Main and Middle Galleries]</i>	This QVMAG travelling exhibition showcases the work of young artists from across the state in years 11 and 12. The artworks have been selected by a curator from works shortlisted by the art teachers of the various colleges and reflect the students' originality and the creativity encouraged by the schools.
<i>Primary Kaleidoscope 7 August to 18 September Online</i>	Puppets! – Working with schools to deliver puppet-making workshops and the finished product will be shown online through our social media pages.

Art Donations and Cultural Program Gifts

With the end of the financial year we have been offered two donations under the Cultural Gifts Program (ie donors receive a tax benefit from their donations - BCC is a registered gift recipient) and in addition we have received several gifts of artwork, as straight donations.

Workshops in the Gallery/Outreach Programs:

The Gallery is still not open for public programs but we are delivering some online children's programs via social media.

2.4 BURNIE ARTS AND FUNCTION CENTRE

The BAFC has managed half a dozen bookings for smaller meetings, mainly in the VIP room during July as well as a Council staff training session in the Town Hall.

It is expected that those numbers will double in August for functions, and the comedy night on 7 August has sold out.

Catering is being considered to be re-commenced from within the Centre. We have booked approximately \$15,000 worth of catering, between now and the end of October. This is expected to return a small profit, and will be managed with that goal in mind.

A performance of “Croon” is booked for 18 September, and has already started selling tickets.

Unfortunately, a theatre production scheduled in September had to cancel, as well as Trinket the robot that was being planned to send to schools, as they simply could not get out of Victoria to meet schedules.

2.5 MAKERS’ WORKSHOP – VISITOR INFORMATION CENTRE

Makers’ Workshop operating hours during recovery period will be Monday to Friday 9:00am – 3:00pm.

Visitor Numbers – July 2020

Makers Workshop Door Count 1391 people
Visitor Centre Counter 202 people

Creative Paper Tasmania

Creative Paper continue to sell paper over the phone, via email and online through the website and eBay.

Hand Made Paper Tour Experience: 12 entries – Tours re-commenced Tuesday 16 July.

Online Activity

	Online Sales	Online Enquiries
Website	14	4
eBay	1	-

July 2020 paper sales were 102% of July 2019 due to large customer orders.

2.6 MARKETING AND EVENTS

Future Events:

Burnie Shines

Registrations for Burnie Shines remains open until the 14 August. To date there have been 11 events registered and 5 others that we know will be happening to be registered. We are reconnecting with past Featured Artists (2003 – 2019) to see how they have progressed in their arts practice. A reminder regarding registration has been sent out to past event registrants, Local Schools and Organisations.

Burnie Bite and Brew NYE 2020

No further progress on this event due to the unknown nature of COVID-19 and associated restrictions.

Augmented Reality (AR) Proposal

Council Officers are contacting a number of suppliers for its Augmented Reality proposal.

2.7 COLLECTIVE IMPACT**Burnie Works**

The Local Enabling Group is continuing work on developing its governance and legal structure.

The State Government has confirmed Stronger Places Stronger people funding for this financial year.

The Burnie Works team is facilitating the development of a Social Recovery Plan with partner organizations, to prepare a funding application to the Tas Community Fund.

Employment Partnership Group

The Transport to Work Regional Employment Trial is currently on hold due to COVID-19. Planning is underway to recommence this program in late 2020.

Discussions are being held with the Department to refocus the Building Bridges campaign on a mentoring rather than a social networking program. This is a response to the limitations due to COVID.

BIG

BIG will hold an online Up Close and BIG with Rosalie Martin, speech pathologist on 18 August 2020 via Zoom.

The Burnie Works team is planning to facilitate a Live Streamed community event in late August to encourage businesses to offer VET students placements, following a request for assistance from the Hellyer Regional Collective.

Local Drug Action Team

The Local Drug Action Team will complete activities under the 'Resilient Burnie Families' Community Action Plan in September 2020.

The Team is about to commence activities under the 'Know the Risks' Community Action Plan.

2.8 YOUTH DEVELOPMENT**NWAY**

The next meeting of North West Action for Youth (NWAY) is 20 August 2020 via Zoom.

Art Challenge

The Burnie Youth Council Art Challenge is being planned for October during Burnie Shines.

YMCAB

The YMCAB Facebook page has seen increases of engagement with 924 likes and 965 people following the page.

Young artists from Discord <https://nwtassie.com> are being included in the graphic design of the upcoming Youth Strategy and a logo has been produced.

The Discord server has seen 19 people join this month and sits at 167 members. Service information and updates relevant for young people are posted regularly to the News channel and members can subscribe to content that interests them. Job posts are a new content type young people can subscribe to. Giveaways occur each week donated by members of the server.

An eSport Tournament Committee has been created with currently 3 young people plus the YDO. A number of games are planned for being run over Burnie Shines and young people are working on the rules and layout for those tournaments.

Currently 123 players are signed up at <https://minecraft.nwtassie.com> to play.

Youth Strategy Update

An updated Youth Strategy is underway and schools and organisations were approached before and after school holidays to have young people contribute to an online survey. Individual organisations have been approached to join a workgroup planned for mid-August to contribute to working on goals and actions in the strategy.

Other

The YDO is delivering a number of short workshops for young people on-line over the school holidays in August in collaboration with Infoxchange:

- *Simple ways to keep your money safe online*
- *Tools and tips to keep your budget on track*
- *Introduction to code*

COUNCIL RESOLUTION

Resolution number: MO237-20

MOVED: Cr T Brumby

SECONDED: Cr D Pease

“THAT the Acting General Manager’s Information Report for Community and Economic Development July 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**AO205-20 ACTING GENERAL MANAGER'S INFORMATION REPORT
CORPORATE AND BUSINESS SERVICES JULY 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 Acting General Manager’s Information Report for Corporate and Business Services for July 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

Council's summary financial statements are unable to be produced for July 2020 due to the delay in adoption of Council Annual Plan & Budget Estimates. Summary Financials will be included in the agenda for Council's September meeting.

2.2 SCHEDULE OF INVESTMENTS

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

Investments Schedule as at 31/07/2020							
<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	1.15%	A1+			3,255,833	3,255,833
ANZ	180 Days	0.81%	A1+	1/07/2020	1/01/2021	1,000,000	1,000,000
MyState	365 Days	1.90%	A2	2/09/2019	2/09/2020	1,000,000	
MyState	90 Days	1.10%	A2	30/06/2020	1/10/2020	1,000,000	
MyState	90 Days	1.10%	A2	30/06/2020	1/10/2020	1,000,000	3,000,000
NAB	180 Days	0.90%	A1+	30/06/2020	30/12/2020	2,000,000	
NAB	90 Days	0.80%	A1+	30/06/2020	30/09/2020	1,000,000	3,000,000
ME Bank	62 Days	0.80%	A2	30/06/2020	31/08/2020	2,000,000	2,000,000
Bank of Queensland	365 Days	1.05%	A2	30/06/2020	30/06/2021	1,000,000	1,000,000
							13,255,833

Investment Allocation by Credit Rating

<u>Credit Rating</u>	<u>%</u>	<u>Amount</u>	<u>WAIR</u>
A1+	55%	\$7,255,833	0.52%
A1	0%	\$0	
A2	45%	\$6,000,000	0.32%
		100%	\$13,255,833

Investment Allocation by Bank

<u>Bank</u>	<u>%</u>	<u>Amount</u>
ANZ	32%	\$4,255,833
MyState	23%	\$3,000,000
NAB	23%	\$3,000,000
ME Bank	15%	\$2,000,000
BOQ	8%	\$1,000,000
		100%
		\$13,255,833

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

Final directorate reports for 2019-20 will be provided to Council once Council's 2019-20 financial statements are finalised.

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 July 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	191,466	167,576	30	13,530	10,329
Reserved Parking Spaces	16,388	16,136	67	(314)	499
Burnie Venues & Catering	81	197		(116)	
Lease Debtors	128,449	90,378	14,515	13,864	9,693
Business & Recreation Debtors	201	-	-	-	201
Waste Debtors	46,061	44,617	456	398	590
Total Trade Debtors	382,646	318,903	15,068	27,363	21,312
Goods & Services Tax	(779)				
Infringements & Parking	1,316,914				
Other Receivables	24				
Rates & Charges	19,179,791				
Allowance for Impaired Debts	(1,087,975)				
Total Receivables	19,790,621				

Infringements & parking

	Jul-20		Jul-19		Movement	
	Count	Balance	Count	Balance	Count	Balance
Issued 2021	361	13,261			361	13,261
Issued 2020	2,078	206,642	3,193	228,598	(1,115)	(21,956)
Issued 2019	1,178	108,921	1,131	84,794	47	24,127
Issued 2018	929	61,092	1,671	62,130	(742)	(1,038)
Issued 2017	1,636	49,232	998	41,755	638	7,477
Issued 2016	965	35,040	603	39,152	362	(4,112)
Issued 2015	562	34,512	540	35,908	22	(1,396)
Issued 2014	496	31,675	642	39,010	(146)	(7,335)
Issued 2013	611	36,370	542	34,181	69	2,189
Issued 2012	501	30,755	554	33,728	(53)	(2,973)
Issued 2011	507	30,654	664	24,715	(157)	5,939
Issued 2010	634	23,022	773	53,547	(139)	(30,525)
Issued 2009	745	51,722	1,454	72,252	(709)	(20,530)
Issued Pre-2008	13,304	612,982	11,902	548,739	1,402	64,243
	24,507	1,325,880	24,667	1,298,509	(160)	27,371

2.5 RATES ANALYSIS

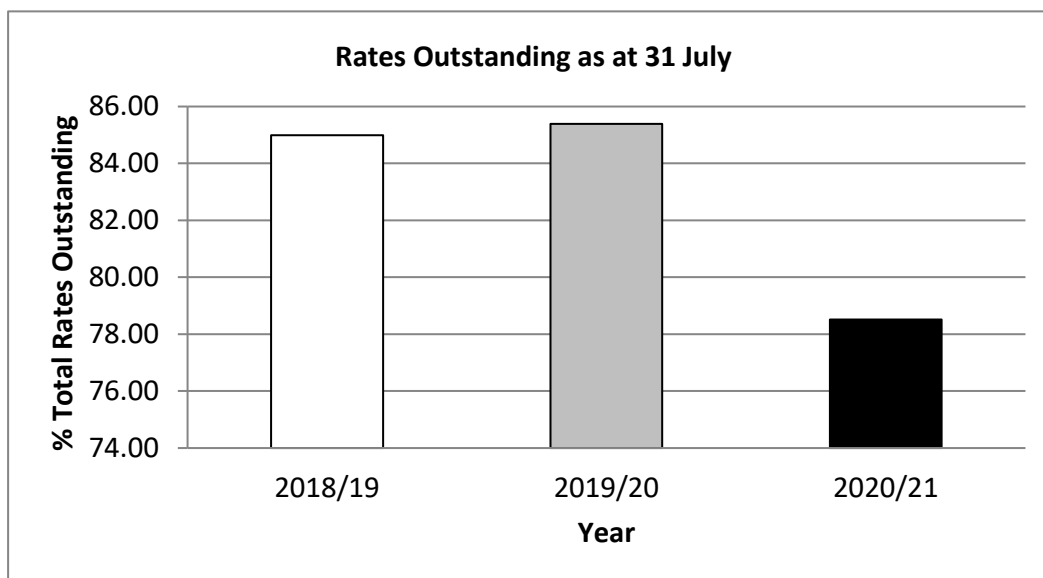
The rates analysis contains a summary of rating transaction movements for 2020/21 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

Rates Outstanding as at 31/07/2020

	This Financial Year 31 Jul 2020		Last Financial Year 31 Jul 2019		Change
		\$		\$	\$
Arrears Brought Forward as at July 1	7.30%	1,734,603	2.90%	674,513	1,060,091
Credit Brought Forward	-3.39%	(805,360)	-0.45%	(103,929)	(701,431)
Legal Fees Carried Forward		(1,687)			(1,687)
Add Current Rates & Charges Levied	96.06%	22,830,167	97.50%	22,697,041	133,126
Penalty	0.03%	7,956	0.05%	11,627	(3,671)
Supplementary Rates	0.00%	121	0.00%	-	121
Gross Rates and Charges Demanded	100.01%	23,765,801	100.00%	23,279,252	486,549
Less: Rates & Charges Collected	17.97%	4,271,524	11.25%	2,618,100	1,653,424
Pension Remission	2.96%	703,553	2.94%	684,746	18,807
Residential Waste Remission	0.08%	19,305	0.08%	19,008	297
Hardship Interest Remission	0.00%	-	0.00%	-	-
Private Conservation	0.00%	165	0.00%	105	60
Misc Remissions	0.00%	-	0.00%	-	-
Services Remissions	0.00%	-	0.00%	-	-
Stormwater Remission	0.04%	8,491	0.04%	8,781	(290)
General Rate Remission	0.00%	-	0.00%	-	-
- Legal Fees	0.00%	-	0.00%	-	-
- Discounts	0.44%	103,533	0.30%	70,937	32,595
- Roundings/Adjustments	0.00%	-	0.00%	-	-
Sub Total	21.49%	5,106,571	14.61%	3,401,677	1,704,894
Unpaid Rates & Charges as at 31/07	78.52%	18,659,230	85.39%	19,877,574	(1,218,345)

	<u>2020/2021</u>		<u>2019/2020</u>	
Outstanding as at 31 July		18,826,401		20,010,119
Rates in credit		(167,171)		(132,545)
Legal Fees Carried Fwd		(1,687)		
		18,659,230		19,877,574
Total number of assessments		10,092		10,036
Assessments outstanding	80.54%	8,128	95.6%	9,591

There were 8,128 assessments outstanding as at 31 July 2020 compared to 9,591 as at 31 July 2019.



2.6 CAPITAL EXPENDITURE REPORT

Council’s capital expenditure report is unable to be produced for July 2020 due to the delay in adoption of Council Annual Plan & Budget Estimates. A capital expenditure report will be included in the agenda for Council’s September meeting.

2.7 CONTRACTS AWARDED

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

Contract Number	Contract Title	Contractor Registered Business Name and Address	Awarded Date	Initial Term/ Delivery Date	Value of Contract (Ex GST)
No contracts awarded over \$100,000 for July 2020.					

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	217,228	B	Capital Works Allocation	On Hold
Sports Centre Planning Study	@Leisure Planners	Planning study	19,765	17,959	B	Strategic project funding	No
Oakleigh Park Fountain Upgrade	Debbie Thomson and (EST sub-consultant)	Design, Documentation and Inspections	15,100	0	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

2.9 GOVERNANCE – USE OF COUNCIL SEAL

7 July 2020	Final Survey Plan and Schedule of Easements – SD 2008/1113 – Part 2, Stage 3 (Hamlet 4) – Eagle Sea Estate
9 July 2020	Part 5 Agreement – Rail Pine Pty Ltd – SD2015/1236 Grant Street North, Havenview Tasmania Lots 1 – 10
9 July 2020	Part 5 Agreement – Rail Pine Pty Ltd – SD2015/1236 Grant Street North, Havenview Tasmania Lots 1 – 10 and Lot 200
9 July 2020	Plan of Survey– SD2015/1236 – Grant Street North
20 July 2020	Final Plans of Survey – SD2013/1204 – Stage 2B - Three Mile Line Road, Mooreville
20 July 2020	Final Plans of Survey – SD2018/1285 Churchill Avenue, 298 Mount Street and Jacobs Crescent, Upper Burnie
27 July 2020	Deed of Variation of Lease – Cradle Coast Authority – 1-3 Spring Street, Burnie

COUNCIL RESOLUTION

Resolution number: MO238-20

MOVED: Cr C Lynch

SECONDED: Cr D Pease

“THAT the Acting General Manager’s Information Report for Corporate and Business Services for July 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

AO206-20 COMMUNICATIONS JOURNAL AUGUST 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:

- Meeting with Tim Lovibond, Cricket Australia
- Meeting with Lynne Price
- Business NW Breakfast Networking Session with Guest Speaker - Warren Moore of Braddon Business Centre
- Business NW General Meeting
- Virtual Café – Regional Tourism Discussion
- LGAT AGM and General Meeting
- UTAS / West Park media announcement
- UTAS visit at the Original Equipment Manufacturing (OEM) building with Minister Ferguson and Gavin Pearce
- LPS Launch
- Chartering of the Rotary Club of Burnie West
- Meeting with Senator Anne Urquhart

- Official Opening of the Ten Days on the Island offices
- Business NW Breakfast Networking Session with Guest Speaker – Adam Goern
- TasWater Owners' Representatives Group Information Session
- Meeting with Hydro Tasmania - Battery of the Nation update
- WxNW Board Meeting

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

Workshop	27 July 2020	
Councillors in attendance	Mayor Kons, Cr Boyd, Cr Brumby, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease	
Apologies	Deputy Mayor Simpson, Cr Bulle	
Items Discussed	Todd Bubiak and Tom Wootton - Brand Tasmania Workshop	Councillor Briefing

Workshop	28 July 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	General Manager's Farewell	Farewell with Councillors
	Augmented Reality	Discussion with Councillors
	Ban smoking in the CBD	Discussion with Councillors
	State Budget request	Discussion with Councillors
	TasNetworks Funding	Discussion with Councillors
	Business North West – Destinalional Marketing	Presentation to Councillors
	McArthur update	Discussion with Councillors

Workshop	4 August 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	McArthur update	Interviews with Councillors

Workshop	11 August 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	Burnie Health Information and Wellbeing Hub	Discussion with Councillors
	Business North West – City of Lights	Presentation to Councillors
	Burnie Arts and Function Centre- 5 Year Plan	Presentation to Councillors
	Making Burnie 2030 Review	Discussion with Councillors
	Jeremy White Foundation – View Road Pump Track Funding Opportunity	Discussion with Councillors
	CCA Representatives Committee Meeting	Agenda discussion with Councillors

5.0 CORRESPONDENCE FOR NOTING

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

ATTACHMENTS

1. Letter of thanks for meeting with Mayor and General Manager - Senator Anne Urquhart
2. Cradle Coast Authority 2019-20 Annual Plan Progress Report - Q4

COUNCIL RESOLUTION

Resolution number: MO239-20

MOVED: *Cr G Simpson*

SECONDED: *Cr T Bulle*

“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

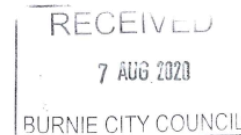


Senator Anne Urquhart

Labor Senator for Tasmania
Chief Opposition Whip



Mayor Steve Kons
Burnie City Council
80 Wilson Street
Burnie TAS 7320



Dear Steve,

I write to thank you for the opportunity to meet with yourself and the General Manager, Andrew Wardlaw recently.

It was great to hear about your response to the challenge of COVID-19.

Meetings such as these, with local government representatives, provide me with the opportunity to hear firsthand the main priorities of council and how the Federal Government could be in a position to assist where possible.

They also offer me the opportunity to receive updated information on Council's future plans for the Burnie municipality.

I believe it is important in my role, and with my office located in this north west, that I continue to stay connected and up to date with happenings in the Braddon Electorate.

Once again, thank you for taking the time to meet with me and I look forward to further meetings in the future.

Yours sincerely

Anne Urquhart
Labor Senator for Tasmania

30 July 2020

Cc Andrew Wardlaw, GM Burnie CityCouncil

1-3 Rooke Street (PO Box 360) DEVONPORT TAS 7310
Telephone: (03) 6423 1933
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Parliament House, CANBERRA ACT 2600
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CRADLE COAST
A U T H O R I T Y

Stronger Councils, Stronger Region

2019-20 ANNUAL PLAN PROGRESS REPORT

APRIL – JUNE 2020



2019-20 ANNUAL PLAN PROGRESS REPORT – Q4

Chair's Report

COVID-19 continues to negatively affect our region, mostly in economic and social terms, but the potential threat to our State and region's health is still currently very real and ever-present.

Our region was at the epicentre of the coronavirus outbreak at one stage and fortunately, this was managed quickly, as has the pandemic to date in Tasmania. Notwithstanding the sad loss of lives in the meantime, our political leaders, governments and various agencies at all levels, and our community have done a great job in difficult, unprecedented circumstances to minimise the negative health effects of the virus. Unfortunately, the economic and social toll has been considerable.

Just like our communities and their various Councils, CCA has sought to mitigate the economic cost of doing business on our nine Member Councils by taking pay reductions across the board, reducing service costs as much as possible and providing safe, amenable, working environments for our dedicated staff by implementing a comprehensive COVID-19 health and safety program. The Board is highly appreciative of our CEO Daryl Connelly's ongoing leadership and management during this difficult time and of the staff's goodwill and professional determination to provide the best services they can.

In the meantime, CCA's Natural Resource Management (NRM) Committee, and Regional Economic Development Steering Group (REDSG) - have been busy working on COVID-19 REGIONAL RECOVERY initiatives such as the Regional Restart Hub. At the same time, CCA continues to deliver on the quarterly and yearly targets related to the Futures Plan as outlined in this Report.

In spite of the trials facing our region, CCA joins with our Member Councils, State and Federal governments, business groups, training and education providers and our communities in general, to keep our region as safe as possible while doing all we can to keep our region working in every sense of the word. CCA is ready, willing, and able to work with our community to try new ways of doing business, supporting innovative ideas, and promoting the best ways of sharing our common resources – programs, services, and personnel.



The Hon. Sid Sidebottom

Chair

29th of July 2020

Nine Councils working together to make a difference - representing one in five Tasmanians.



2019-20 ANNUAL PLAN PROGRESS REPORT – Q4

CEO's Report

Our COVID-19 recovery efforts have been a feature of Quarter 4, with our [Regional Restart Hub](#) – encompassing free mentoring, the Cradle Coast Funding Finder and useful resources – being very well received. I'd like to take this opportunity to thank the more than two dozen professionals who continue to volunteer their time mentoring local businesses, clubs and not for profit organisations. I would also like to thank the University of Tasmania and CPA Australia, for the important role they have played in this initiative. Thanks are also due to The Advocate, who alongside the University, partnered with us to publish a series of '[Reimagining Our Region](#)' articles each Friday.

As always, this report provides a snapshot of many, but not all of the things we have been working on, and importantly, demonstrates with only a couple of exceptions (noted below), we have delivered on our 2019-20 Annual Plan. This is a credit to my team, the Board, our Committees and Member Councils as well as the many stakeholders who work with us. Thank you. The key deliverables that escaped us, were development of a Regional NRM Investment Prospectus and making a start on constructing farm vehicle washdown and effluent dumping facilities. The former will occur when we have made more progress on a new Regional NRM Strategy, and the latter is finally underway, after executing a funding deed with the Australian Government a couple of weeks ago.

We are now into delivering against our 2020-21 Annual Plan, which was endorsed by Member Councils with our [2020-25 Strategic Plan](#) in May 2020.

Another small but important change this quarter was the cessation of separate "Cradle Coast NRM" branding. Separate branding which artificially presented our NRM team and Committee as being separate from the rest of CCA, was the final barrier to a truly integrated organisation. The investment in the move towards full integration is starting to pay off, with plenty of good examples of our NRM, Economic Development and Strategic Services staff working together – watch this space.

Putting our [Regional Investment Framework](#) through its paces and publishing a list of Projects of Regional Importance for the first time, is an important milestone, and has generated a lot of interest from decision-makers in Hobart and Canberra, which is what it is all about.

Thank you for your interest and don't forget to follow [Choose Cradle Coast](#) and [Cradle Coast Authority](#) on Facebook, or [signup](#) for 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
15th of July 2020



2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

Summary of current projects and initiatives (for more details about our 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



2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

<p>Regional Agriculture Landcare Facilitator (RALF) – Working with farmers, industry and community groups to promote sustainable agricultural practices.</p>	<p>Federal Government</p>	<p>2019 – 2023</p>
<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>	<p>State Government</p>	<p>2018 – 2021</p>
<p>Little Penguin Conservation Project – The objective of this project is to increase public awareness of the threats to Little Penguins; to develop a community-based survey and monitoring program, and to develop a structured framework to assess and mitigate threats to this species. This will provide an implementation pathway and the basis for land managers and community stakeholders to undertake a state-wide census of Penguins in Tasmania.</p>	<p>State Government</p>	<p>2019</p>
<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>	<p>Industry / State Government</p>	<p>2019 – 2022</p>
<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>	<p>Federal Government</p>	<p>2019 – ongoing</p>
<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>	<p>Industry / Federal / Local Government</p>	<p>2019 – ongoing</p>



2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

<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
<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



2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

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.

2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region



Purpose of this document

Outlining high-level actions designed to support a clear strategy, CCA's 2019/20 Annual Plan and Budget was endorsed by the Representatives in May 2018. 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.

Making this information publicly available is a show of our commitment to our Vision, Purpose and Values.

Our Vision, Purpose and Values

<p>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'.</p>
<p>Our Purpose: To help Councils achieve regional outcomes and maintain strong Local Government, by working together.</p>
<p>Our Values: We are agile, collaborative, optimistic, and lean. We take our responsibility as public administration professionals seriously and have a growth mindset.</p>



2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

Overview of the 2019/20 Annual Plan

The first part of the 2018/19 financial year saw the emergence of several crises for our business, and the second part of the year saw a period of intense organisational reform, including a change of CEO and a shift to a flatter, leaner organisation. The fact we have turned a corner and the 2019/20 financial year looks set to be a period of strength and renewal, is a testament to the calibre and commitment of our staff, our Board and our Committees. Nor could this have been achieved without the support of the Representatives and everybody else who maintained faith in the CCA model. While many challenges remain, the future is bright.

The 2019/20 Annual Plan and Budget outlines an organisational structure which will provide much needed extra capacity compared to the September 2018 – July 2019 period, while still delivering a reduction in core employee expenses. The Premier's recent \$300,000 commitment is a significant show of faith in our new direction, as is Swinburne University's decision to fund a PhD candidate to assist with economic development. Other external funding will see us continuing our great NRM work, as well as managing the construction of the Coastal Pathway and farm vehicle washdown facilities, and working with Councils, National Joblink and jobseekers, to promote Local Government careers and overcome barriers to employment.

'Stronger Councils, Stronger Region' encapsulates our understanding of what our owners expect from the business. The 2019/20 Annual Plan and Budget retains the best of the good work done before now while shifting our focus towards working more effectively with and for our Member Councils. The creation of a new position – Director of Strategic Services – is central to this and will provide the expanded CEO role with valuable support.

Best wishes,

Daryl Connelly M.Bus
Chief Executive Officer



2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

Stronger Councils, Stronger Region

1. Regional Economic Development - Making our region an even better place to work, visit, learn and invest.

Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
1.1 Support the implementation of the Regional Futures Plan (RFP)	More jobs, better jobs. Regional Futures Plan is established as an effective overarching economic development framework for the region.	<p>Establish an overarching governance framework:</p> <ul style="list-style-type: none"> Execute MoU with key agencies Execute Shared Service Agreements Establish 'Core Team' working arrangements <p>Establish Regional Economic Development Steering Group (REDSG)</p>	<p>Shared Service Agreements supporting RFP MoU executed and Core Team working arrangements established.</p>	<p> <ul style="list-style-type: none"> Presentation from UTAS Honours students and parliamentarians. Impact of COVID-19 on RFP goals considered. Updated Working Group action plans reviewed. Developed a regional recovery plan. RIF projects of regional importance list finalised and announced. </p>	
		<p>Establish Working Groups (WG), estimated:</p> <ul style="list-style-type: none"> Education and Training (ETWG) Renewable Energy (REWG) Business Association (BAWG) 	<p>All WGs established, with further discussion/planning re: Adventure Business Network. Activity in relation to each WG listed below.</p> <p>ETWG</p> <ul style="list-style-type: none"> Focus areas identified, Investment Logic Map (ILM) 	<p>ETWG</p> <ul style="list-style-type: none"> COVID-19 impacts on action plan considered. Briefing on CCA's ASBA Project. 	



Stronger Councils, Stronger Region

2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
		<ul style="list-style-type: none"> Choose Cradle Coast - Retention & Attraction (CCCWG) Events (EWG) Arts & Culture (ACWG) 	<p>reviewed and project ideas generated and prioritised.</p> <ul style="list-style-type: none"> Retaining Older Workers and Young Adult Career Building Program scoped and developed for funding submissions. <p>REWG</p> <ul style="list-style-type: none"> Finalised ToR and action plan. Considered Energising Tasmania funding opportunities. Prepared draft PR/Communications Strategy and Investment Prospectus. Secured funding through Granville Harbour grants program to support Beacon Foundation schools pilot program. Beacon Foundation Growth Industry Preparation program delivered to two West Coast schools. <p>BANWG</p> <ul style="list-style-type: none"> Agreed to replace BANWG with an annual business summit, forum or workshop. Program developed for 2020 with initial options explored. 	<ul style="list-style-type: none"> Briefing from Bumie Industry Training Hub Coordinator, Damien Pollice. <p>CCCWG</p> <ul style="list-style-type: none"> Considered COVID-19 impacts on action plan. Ex-Cradle Coast resident survey questions developed. Presentation from Brand Tasmania's CEO, Todd Babiak. Considered Working Group involvement in Welcoming Cities project being adopted by Member Councils. <p>AWG</p> <ul style="list-style-type: none"> Considered COVID-19 impacts on action plan. WG agreed to progress the Creative Ageing Project using non-face-to-face methods, the design will be considered by artists involved, with suggestions provided by the WG. <p>EWG</p> <ul style="list-style-type: none"> Considered COVID-19 impacts on action plan. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
			<p>CCCWG</p> <ul style="list-style-type: none"> Developed population strategy guiding principles. Action plan developed. Workshop with Regional Australia Institute providing an overview of population and mobility trends along with factors to ensure migration is successful to assist development of attraction and retention initiatives and/or a strategy. Developed survey for ex-Cradle Coast residents around what will entice them back to the region, to inform future actions. <p>AWG</p> <ul style="list-style-type: none"> Action plan developed. Defined and scoped "Assets List" project. Development of Arts and Cultural assets list in the region underway. Provided feedback on BCC Museum and Art Gallery project. Submitted grant application for 2021 RANT funding. <p>EWG</p> <ul style="list-style-type: none"> Action plan developed. 	<ul style="list-style-type: none"> Discussions progressed with Events Tasmania on event data reporting. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
			<ul style="list-style-type: none"> Defined and scoped several project ideas, including Seniors Week idea from AWG. 		
Develop Regional Investment Framework (RIF)			<ul style="list-style-type: none"> RIF developed, finalised and released. Initial project submissions assessed against the framework. Revisions to RIF considered considering COVID-19. 	<ul style="list-style-type: none"> Adjustments made to RIF around economic impact measures. Five new projects assessed against the RIF and list of initial regional projects developed. New project submissions discussed and considered by REDSG. 	
Map the entrepreneurial ecosystem including the identification of gaps and opportunities (Swinburne PhD initiative)			<ul style="list-style-type: none"> PhD candidate commenced. PhD scoping and work program completed. Scoping paper presented to for approval, ethics approval prepared. 	<ul style="list-style-type: none"> Literature review underway and ethics approval submitted and approved. Project launch and interviews commenced. Stakeholder engagement and data collection commenced. 	In progress
Establish food producers' network			<ul style="list-style-type: none"> Developed partnership with Seedlab Tasmania to support professional development for food producers in our region. Information sessions held. Engaged with business groups and food procedures to promote the Network. Bootcamp in Burnie delivered for Seedlab participants. 	<ul style="list-style-type: none"> Promotion of businesses involved in Seedlab program undertaken on Facebook. Feedback on COVID-19 impacts on the network provided to the State Government. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
		Initiate other Regional Futures Plan projects	<ul style="list-style-type: none"> Masterclass scheduled and promoted. Investigated Tasmanian Community Fund (TCF) funding to support workplace engagement and community wellbeing. Background work completed to submit ETWG proposal on Retaining Older Workers and Young Adult Career Building Program to TCF for funding. TCF funding application prepared and submitted. Partnership established with COFA for Older Works program. Recruited and selected two UTAS Honours students and two PhD candidates. Developed collaborative projects supporting RFP goals with Swinburne University. 	<ul style="list-style-type: none"> Launched Cradle Coast Funding Finder and delivered training for Core Team. Regional Restart Hub developed, and Mentoring Program with CPA Australia and UTAS initiated. COVID-19 business impact survey developed, analysed, and published. Discussions with Swinburne University re: future career-building projects and unemployment systems research. Planning completed for an action research project in career aspirations, grant application developed and submitted in June. State Economic Development Meeting hosted by CCA - highlighting the RFP approach, Renewable Energy and Future Energy Hub. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
<p>1.2 Build the Coastal Pathway improvements</p>	<p>Improved community health and wellbeing and connectedness across the region supporting future cycling-related economic development opportunities.</p>	<p>Complete detailed designs and obtain development application approvals for all sections</p>	<ul style="list-style-type: none"> Considered fencing requirements in consultation with Councils and TasRail. Sulphur Creek to Penguin section progressed with TasRail. Finalised Don to Leith section design. Aboriginal Heritage consent obtained for Don River bridge DA submitted. Milestone 2 achieved for Australian Government deed. <p>Latrobe to Ambleside</p> <ul style="list-style-type: none"> Consultation with Property Services re: Crown Land. DA submitted; Representations considered at the November Council meeting. Planning applications considered, approved and issued by DCC and LC. RFT advertised for construction and tender awarded. 	<ul style="list-style-type: none"> Engaged with Business Events Tasmania and Office of the Coordinator-General to discuss RFP initiatives and collaborative opportunities. Design drawings submitted to TasRail (Lillico Straight section of Don to Leith and Sulphur Creek to Penguin section). Engaged with residents along Preservation and Penguin Roads. Engaged with residents along Lillico Straight. Final review of West Ulverstone design drawings before submission to TasRail. Meet with TasRail. Reviewed bridge options at the request of Ministers' office. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
		Commence and manage construction	<ul style="list-style-type: none"> Works commenced on Latrobe to Ambleside section. Threatened species permits issued for the Latrobe section. 	<ul style="list-style-type: none"> Third milestone reached for the Australian Government deed. Arborists assessment commenced along Latrobe to Ambleside section. Latrobe to Ambleside section construction commenced. Further assessments of endangered species completed in Latrobe area in accordance with planning permit. 	
		Execute Deed with State Government	<ul style="list-style-type: none"> Changes made to milestone dates to allow for time passed and lessons learnt re: timeframes on other sections. Draft deed accepted by State Government and CCA. Deed executed late November and progress report submitted against first milestone. 	<ul style="list-style-type: none"> Revised milestones submitted to the Department and preliminary agreement reached. New deed executed and second milestone achieved. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
1.3 Manage the establishment of farm vehicle washdown facilities	Improved biosecurity, amenity and animal welfare.	Complete request for information (RFI) and secure funding	<ul style="list-style-type: none"> Workshop held in Smithton with key stakeholders to discuss design, construction and management options. Budget estimate received for construction costs of Smithton washdown facility. 	<ul style="list-style-type: none"> Finalised and agreed on terms of payment and milestones for final deed. Final QA process by the Australian Government underway. 	
1.4 Assist with hosting the Australian Regional Tourism Convention	Increased capacity and capabilities of stakeholders and greater regional profile.	Host Australian Regional Tourism Convention (ARTC) in October 2019 in collaboration with Devonport City Council, Department of State Growth (DoSG) and Business Events Tasmania	<ul style="list-style-type: none"> Hosted ARTC in October in collaboration with Devonport City Council, DoSG and Business Events Tasmania. 		
1.5 Complete Award-Winning Tasmania television series	Increased regional exposure as a food tourism destination.	Manage contract delivery	<ul style="list-style-type: none"> Episodes reviewed by CCA Management and submitted to the television network. Episodes delivered to Channel Nine and broadcasting commenced. 	<ul style="list-style-type: none"> Choose Cradle Coast video developed and delivered. All 26 episodes delivered to Channel Nine. 	



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2. Natural Resource Management - Maintaining our clean, green environment and supporting sustainable agriculture.

Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
2.1 Undertake regional NRM planning	Stakeholders are engaged with the Regional NRM Strategy and Investment Prospectus which supports a collaborative approach to addressing regional NRM priorities.	Establish a Stakeholder Advisory Group to guide strategic decision making and advocate for Regional NRM.	<ul style="list-style-type: none"> ToR reviewed Scope of engagement activities developed, and potential makeup of stakeholders identified. 	<ul style="list-style-type: none"> State-wide strategy development approach approved by the State and Australian Government. Request for Tender (RFT) developed for state-wide procurement. Working Group and Tender Assessment Panel established. RFT process completed and contract awarded. Delivery date confirmed with State Government (June 2021), along with KPIs and criteria for strategies. 	
		Review 2015-20 Regional NRM Strategy, including identification of synergies with RFP and opportunities to collaborate with Councils.	<ul style="list-style-type: none"> Planning process completed. Strategy review commenced with a state-wide workshop held with NRM North and NRM South. Questionnaire developed and completed to facilitate review. Proposal developed to seek State and Australian Government support of state-wide approach. 		
		Develop a Regional NRM Investment Prospectus			Deferred



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
<p>2.2 Deliver Regional Land Partnership (RLP) services</p>	<p>RLP projects successfully engage the community and deliver stated project outcomes.</p>	<p>Establish a Project Reference Group</p> <p>Develop Community Participation and Communication Plans</p>	<ul style="list-style-type: none"> All project reference groups established, and initial meetings took place. Plans developed and submitted to Australian Government for approval. 	<ul style="list-style-type: none"> Plans approved by Australian Government and implementation commenced. 	
<p>Deliver RLP and Regional Agricultural Landcare Facilitator (RALF) projects</p>					
<p>RLP Core Services</p> <ul style="list-style-type: none"> Aboriginal stakeholder meetings took place to assist in development of Indigenous Participation Plan. Completed MERI Plans for five approved RLP projects. Planning for Aboriginal Internship Program initiated. <p>Regional Agriculture Landcare Facilitator (RALF)</p> <ul style="list-style-type: none"> Established spring-active dung beetle colony, aiming to establish a new species in Tasmania (<i>Onthophagus vacca</i>). RALF and Sustainable Agriculture state-wide engagement commenced. Developed and launched an online PMP program. 					
<p>RLP Core Services</p> <ul style="list-style-type: none"> Output reporting and Annual Report completed and submitted. <p>Regional Agriculture Landcare Facilitator (RALF)</p> <ul style="list-style-type: none"> Supported delivery of online PMP program. Supported sUSAg project activities, including erosion demonstration trial summary and design/development of soil acidification demonstration trial. Maintenance and conclusion of beetle trapping of spring-active dung beetles. 					



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
			<p>Protecting Our Productive Soils</p> <ul style="list-style-type: none"> Project agreements established with project partners. Various successful workshops and field days held with farmers. Soil acidification and Hillslope erosion trials developed and commenced. Data collection and monitoring methods established. <p>Coastal Saltmarsh Recovery in Robbins Passage and Surrounds</p> <ul style="list-style-type: none"> Finalised detailed project plan and budget for Australian Government approval. Contract for Services negotiated with key project partners. Landholders with substantial saltmarsh assets identified. Meetings held with key commercial stakeholders. Rice Grass control works completed for spraying season. 	<p>Protecting Our Productive Soils</p> <ul style="list-style-type: none"> Hillslope erosion Management Agreements negotiated with farmers. Mentoring and monitoring progressed with five farmers who have Soil Acidification Management Agreements in place. Hillslope erosion cover crop trials installed. Soil acidification trails established. Monitoring of multi-species cover crop for erosion control underway. Engagement with agri-business, agricultural education facilities, soil health professionals and farmers continued. <p>Coastal Saltmarsh Recovery in Robbins Passage and Surrounds</p> <ul style="list-style-type: none"> Site inspection of saltmarsh sites on VDL property at Woolnorth with potential saltmarsh parcels identified and mapped. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
			<p>Creating a Hooded Plover Stronghold on Three Hummock Island</p> <ul style="list-style-type: none"> Baseline monitoring completed. Non-toxic bait testing completed. Survey of Hooded Plovers on the island obtained. Project agreements established with project partners. Baseline datasets established. Reserve Activity Assessment Form (Including Environmental Management Plan) completed and submitted to PWS. <p>Giant Freshwater Crayfish (GFC) Recovery</p> <ul style="list-style-type: none"> Commencement of Agriculture Project Coordinator, Fiona Marshall. Project agreements established with project partners. Social research commissioned. Stakeholder engagement and landholder visits commenced. 	<ul style="list-style-type: none"> Site inspections of private landholding to identify covenant potential. Annual Reporting for the Australian Government completed. <p>Creating a Hooded Plover Stronghold on Three Hummock Island</p> <ul style="list-style-type: none"> Further research conducted to respond to DPI/PWE queries about the project plan. Engaged archaeological consultant to complete Aboriginal Heritage Assessment. Planning for July field trip to take place. Annual project reporting requirements completed, and project re-design commenced considering COVID-19 impacts and addition of Felixer devices. <p>Giant Freshwater Crayfish (GFC) Recovery</p> <ul style="list-style-type: none"> Funding support guidelines finalised and distributed to landholders. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
<p>2.3 Deliver on-ground NRM projects</p>	<p>Effective partnerships and diversified funding streams deliver successful regional</p>	<p>Deliver projects as determined by funding partners to address regional NRM priorities</p>	<ul style="list-style-type: none"> Priority areas identified and site inspections commenced. AUSRIVAS and GFC monitoring completed on three priority areas. <p>Rice Grass Removal from the Rubicon-Port Sorell Estuary</p> <ul style="list-style-type: none"> Initiated project establishments, negotiations with funding and project partners took place. Budget and implementation plan developed and submitted to Australian Government for approval. Pre-works on-site project briefing completed. Commenced community and stakeholder consultation. Commenced Rice Grass weed control work at Narawntapu NP. Weed control work completed for spraying season. 	<ul style="list-style-type: none"> Project work maps prepared, and detailed budget developed. Priority areas finalised. Project video completed and distributed. Annual project reporting requirements completed. <p>Rice Grass Removal from the Rubicon-Port Sorell Estuary</p> <ul style="list-style-type: none"> Aerial spraying permit progressed. Annual project reporting requirements completed. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
<p>2.4 Implement the Tasmanian Cat Management Plan (TCMP)</p>	<p>NRM priority projects.</p> <p>The Tasmanian community is well-informed on cat management issues leading to more responsible cat ownership and management.</p>	<p>Engage key stakeholders and establish strategic partnerships to facilitate collaborative cat management</p>	<ul style="list-style-type: none"> Little Penguin Conservation Project completed, and final payment received. 	<ul style="list-style-type: none"> Collaboration with three cat management facilities and two cat behaviourists on messaging for education campaign. Met with ZooDoo (Richmond) and Ten Lives to discuss the possibility of domestic cat exhibit, workshop development underway. Animal ethics approvals for Cat Tracker project plan finalised with DPIPWE. 	
			<ul style="list-style-type: none"> Represented TCMP at the Australian Institute for Animal Management Annual Conference in Darwin – project coordinator-presented project outcomes and engaged with cat management experts from around Australia to learn about innovative ways other Councils are approaching cat management. The three Regional Coordinators met with DPIPWE to discuss the Cat Management Amendment Bill 2019 and potential impacts on Councils. Cat Tracker Program developed and approved. Animal and human ethics approvals sought. 		
		<p>Develop and implement awareness and education programs</p>	<ul style="list-style-type: none"> Education and awareness campaign developed and commenced, including letterbox drops, social media and state-wide public survey. 	<ul style="list-style-type: none"> TassieCat education and awareness campaign continued via print media which coincided with two 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
Assist Councils to develop policies and compliance programs in accordance with the TCMP			<ul style="list-style-type: none"> Approvals received from Libraries, Tasmania and Service Tasmania to display brochures. 	<ul style="list-style-type: none"> Weeks of TV advertisements on Channel Nine. Several new brochures were developed and designed. TassieCat sponsored 'The Dog House', a program showing dog adoptions from a British dog shelter on WIN, which involved an eight-week advertising campaign on WIN. TassieCat Facebook competition had 900+ respondents increasing audience by 800 to 2,027. 	
Conduct first annual review of strategic plan in conjunction with the state-wide TCMP team and adapt where necessary			<ul style="list-style-type: none"> Presentation of DCC workshop. Progress report prepared providing a summary of the project for Member Councils. WG considered a proposal from Just Cats for the establishment of a Cat Management Facility in the region. 	<ul style="list-style-type: none"> Prepared outline for a Regional Cat Management Strategy. Supported CCC with cat trapping project. Increased advertising in Central Coast area to advocate keeping cats indoors. 	



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3. Strategic Services - Pursuing opportunities for our business, our owners and our region.

Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
3.1 Attract, influence and manage private and public sector funding to achieve better regional outcomes	Improved long-term financial sustainability leading to increased value of CCA model to owners.	Develop and implement a stakeholder engagement plan to complement project level planning	<p>Refer to previous Annual Plan Progress reports for details: July – September 2019 October – December 2019 January – March 2020</p> <ul style="list-style-type: none"> Communications and Engagement Strategy developed. New and improved Annual Progress Reporting development and implemented. 	<ul style="list-style-type: none"> Ongoing stakeholder engagement in accordance with plan. Details of specific meetings / briefings / engagements listed elsewhere in this document. 	
		Advocate for regional projects to attract private and/or public investment in the region	<ul style="list-style-type: none"> Developed a collaborative bid for Industry Training Hub tender. Advocated for action re: Quaiaba Saleyards on behalf of Member Councils. 	<ul style="list-style-type: none"> Quaiaba Saleyards. RFP Projects of Regional Importance. 	
		Secure funding for relevant projects and strategic services initiatives	<ul style="list-style-type: none"> Launched Cradle Coast Future Energy Hub, a partnership between CCA and industry established to showcase Cradle Coast's future energy potential. Finalised teaming Agreement with TasNetworks 	<ul style="list-style-type: none"> Developed and scoped projects to address climate change, with four grant applications submitted to the State Government. Secured support from UTAS and CPA Australia for the 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
			<ul style="list-style-type: none"> To fund a dedicated economic development resource to coordinate activities of the Future Energy Hub. Future Energy Facilitator commenced. MoU negotiated and finalised with Swinburne University which will see us collaborate on social impact initiatives. Secured Skills Tasmania funding for Local Government ASBA program. MoU negotiated and finalised with LGAT which will see us collaborate on initiatives such as training and advocacy. MoU negotiated and finalised with EDA, which will see membership benefits extended to staff from Member Councils. 	<ul style="list-style-type: none"> Regional Restart Hub and Mentoring Program. Regional Restart Mentoring Program developed and established. Secured additional funding for NRM related project on King Island. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
		Local Government Australian School-based Apprenticeship (ASbA) Program	<ul style="list-style-type: none"> Developed Stakeholder Engagement Plan for the Feb-Sep 2020 period. Engaged with stakeholders to understand and support ASbA 2020 applicants, including Skills Tasmania, DoE ASbA Unit, Australian Network Providers, and RTOs. Engaged with Member Councils considering ASbA in 2020 and provided information and assistance navigating the program. Signed up two ASbA Students. Developed and distributed ASbA survey to Member Councils. Commenced pathway mapping work with DoE ASbA Unit. 	<ul style="list-style-type: none"> Workforce data analysis templates developed and prepared in readiness for distribution to Member Councils. Workforce data collected from Member Councils and analysis commenced in preparation for individual Council and Regional Local Government Workforce Planning. Program developed in consultation with DoE ASbA Unit in preparation for next phase of project (ASbA 2021 recruitment/intake). 	Ongoing through to 2021



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
<p>3.2 Plan, coordinate, facilitate, advocate and otherwise act on behalf of Councils, when required</p>	<p>Greater capacity to deliver and support Councils, increasing value of CCA model to owners.</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"> Delivered the second stage of the King Island Future Leaders Program which saw The Institute of Positive Education deliver a leadership and resilience workshop, site visits to King Island Hydro and Meet your Beef, a networking event at the King Island Cheese Shop and a workshop delivered by CCA to establish The Coasters on the Island. Supported The Coasters King Island launch event in December. Arranged for Welcoming Cities Manager, Sebastian Geers to meet with Representatives* to discuss initiative and how we might become a 'Welcoming Region'. Facilitated joint workshop for WWC, BCC and CHC to progress their Shared Services initiatives. 	<ul style="list-style-type: none"> Post COVID-19 Recovery discussions with UTAS. Circular Economy Recovery Planning with LGAT. CEO appointed to UTAS Tasmanian School of Business and Economics Advisory Board. Submission prepared for Premier's Economic and Social Recovery Advisory Council. Submission prepared for EPBC Act Review. Submission prepared for Rural Water Use Strategy. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
3.3 Assist with the implementation of additional shared services and collaborative working arrangements	Increased ratepayer and government confidence in Councils - Stronger Councils, Stronger Region.	Develop an Internal Audit Program for Member Council consideration	<ul style="list-style-type: none"> Internal Audit Program proposal developed for WWC. 	<ul style="list-style-type: none"> WWC Internal Audit scope and engagement plan developed, with work commencing in June. 	
		Establish program of events for Local Government networking	<ul style="list-style-type: none"> Entered an MoU with LG Professionals Tasmania to jointly deliver the Cradle Coast Local Government Networking Program. The initiative will deliver a series of professional development and networking opportunities, aimed at strengthening ties across the region's Local Government workforce and increasing collaboration. Initial events held in December and March were well received and well attended. Future events planned and scheduled for May, August and November. 	<ul style="list-style-type: none"> Next event planned for August. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
Deliver regional events calendar through the events working group	Develop a shared services strategy to be endorsed by the Representatives	Refer to EWG section under RFP.	<ul style="list-style-type: none"> Year one actions reviewed and discussed with GMS considering COVID-19 impacts on Member Councils. 	<ul style="list-style-type: none"> Two initiatives progressed: workforce analysis/planning (in conjunction with ASBA project) and review of telecommunications/ productivity suites used by Member Councils to consider regional contract opportunities and other joint procurement methods. 	
Develop a shared services strategy to be endorsed by the Representatives	Develop a shared services strategy to be endorsed by the Representatives	<ul style="list-style-type: none"> Draft Shared Services Strategy developed and presented to the Representatives in November. Discussions progressed with DPAC and others re: dashboard and performance reporting for Councils. Submitted a shared payroll proposal to another organisation. Finalised Shared Services Strategy tabled at February Representatives' meeting and endorsed; year one actions will inform 2020/21 Annual Plan development. 	<ul style="list-style-type: none"> Year one actions reviewed and discussed with GMS considering COVID-19 impacts on Member Councils. 	<ul style="list-style-type: none"> Two initiatives progressed: workforce analysis/planning (in conjunction with ASBA project) and review of telecommunications/ productivity suites used by Member Councils to consider regional contract opportunities and other joint procurement methods. 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
<p>3.4 Promote Local Government careers and help councils with workforce development</p>	<p>Councils have the right people in the right roles to meet service delivery needs.</p>	<p>Deliver Regional Employment Trials (RET) Project</p>	<ul style="list-style-type: none"> • Training and work placements completed. • 19 job seekers were put through two weeks of training followed by work experience with Member Councils. • Member Councils supported the project with 18 work experience placements, extending the placement durations and getting heavily involved in the training – training was also supported by many local business guest speakers. • Mentoring of participants continued. • Two participants started working at LC/KC and others have gained apprenticeships and/or are considering going to TAFE. 	<ul style="list-style-type: none"> • Several participants who completed work experience with Member Councils confirmed to have been offered further employment. • Final project report submitted and accepted by the Australian Government. 	
<p>3.5 Increase Member Council and external stakeholder communication</p>	<p>Increased stakeholder confidence.</p>	<p>Biannual attendance at Council workshops</p>	<ul style="list-style-type: none"> • Devonport City Council • Waratah Wynyard Council • Circular Head Council • West Coast Council • Latrobe Council • King Island Council • Waratah Wynyard Council 	<ul style="list-style-type: none"> • Central Coast Council • Burnie City Council 	



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Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
	Maintain monthly newsletter and social media	<ul style="list-style-type: none"> Regular e-news maintained. Facebook content maintained, including new 'Choose Cradle Coast' social media presence. LinkedIn presence maintained. Monthly e-news maintained. 	<ul style="list-style-type: none"> Regular e-news maintained. Facebook content maintained, including new 'Choose Cradle Coast' social media presence. LinkedIn presence maintained. Monthly e-news maintained. 	<ul style="list-style-type: none"> Regular e-news maintained. Facebook content maintained, including new 'Choose Cradle Coast' social media presence. LinkedIn presence maintained. Monthly e-news maintained. 	
	Continued radio, television and newspaper coverage	<p>For copies of our Media Releases, publications and previous Annual Plan Progress Reports visit our website here.</p> <p>The Advocate coverage:</p> <ul style="list-style-type: none"> Regional Restart Hub launch. Regional Restart Mentoring Program. Comment on regional recovery. Cradle Coast Funding Finder launch. Reimagining Our Region articles published. PhD research underway. <p>Radio/television coverage:</p> <ul style="list-style-type: none"> CEO interviewed by Pia Wursu from ABC radio and Martin Agatyn 7AD radio re: Regional Investment Framework. Various radio interviews re: Regional Restart Hub Mentoring Program. 	<p>For copies of our Media Releases, publications and previous Annual Plan Progress Reports visit our website here.</p> <p>The Advocate coverage:</p> <ul style="list-style-type: none"> Regional Restart Hub launch. Regional Restart Mentoring Program. Comment on regional recovery. Cradle Coast Funding Finder launch. Reimagining Our Region articles published. PhD research underway. <p>Radio/television coverage:</p> <ul style="list-style-type: none"> CEO interviewed by Pia Wursu from ABC radio and Martin Agatyn 7AD radio re: Regional Investment Framework. Various radio interviews re: Regional Restart Hub Mentoring Program. 		



2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
		Public presentations	<ul style="list-style-type: none"> Community information session – Smitfont, Devonport and Ulverstone. CEO presented at Live Learn/UTAS Community Conversations initiative. CEO and Director, Andrew Wardlaw attended Northern GIs meeting to provide briefing on CCA. LG Professionals Tasmania Conference – panel discussion (RFP). 	<ul style="list-style-type: none"> CEO invited to participate in UTAS 'Tasmania Project' as a panellist. CEO invited to participate in EDA webinar 'Grant Giving and Grant Winning'. CEO invited to participate in Tasmanian Women in Agriculture Webinar. 	



Stronger Councils, Stronger Region

2019/20 ANNUAL PLAN PROGRESS REPORT – Q4
Stronger Councils, Stronger Region

Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
		Regular, transparent and meaningful reporting to our owners and external stakeholders	<p>In addition to communication and engagement activities covered elsewhere, briefings were provided to:</p> <ul style="list-style-type: none"> The Hon. Jane Howlett MLC. Premier, Will Hodgman. Deputy Premier, Jeremy Rockliff. Melanie Brown, Senior Advisor – Office of Minister Mark Shelton. Andrew Dyer, National Wind Farm Commissioner. 	<p>In addition to communication and engagement activities covered elsewhere in this document, briefings were provided to:</p> <ul style="list-style-type: none"> Minister Roger Jaensch Minister Guy Barnett Senator Richard Colbeck NRM North and NRM South CEOs Gavin Pearce MP Brian Mitchell MP Senator Helen Polley Senator Carol Brown Senator Anne Urquhart DPIPWE Assistant Secretary Anita Dow MP NTDC CEO RDA Tas CEO Huon Valley Mayor LGAT Policy Director Tasmanian Transport Association EO TasRail CEO 	



Stronger Councils, Stronger Region

2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
3.6 Increase organisational performance (staff morale and capabilities)	Increased confidence in CCA's capability and capacity to deliver – CCA has the right people and right skills to achieve its purpose.	Develop learning and development plans for all staff	Staff capability assessment developed to inform annual performance appraisals reviews and learning and development planning.	Staff capability assessments completed in conjunction with annual performance reviews.	✔
	Embed project management framework into business practices				✔
		Review Strategic Plan (2017-20 Corporate Plan)	<ul style="list-style-type: none"> Strategic planning workshops held with the Board. Development of five-year draft Strategic Plan. Focus group meeting held in February to review and discuss draft Strategic Plan with representatives from Board, REDSG, NRM Committee, General Managers, the Chief Representative and Deputy Chief Representative. Strategic Plan presented at Representatives' meeting in February prior to being finalised and approved by the Board. 	<ul style="list-style-type: none"> Strategic Plan approved by the Board and endorsed at Representatives' meeting in May. Strategic Plan year one goals informed development of 2020-21 Annual Plan and Budget. 	✔



2019/20 ANNUAL PLAN PROGRESS REPORT – Q4
Stronger Councils, Stronger Region

Annual Plan Action	Long-term outcome	Key Deliverable	Activity in previous quarter(s)	Activity this quarter	Status of Key Deliverable(s)
		Establish clear financial goals and continue to enhance and streamline financial reporting	<ul style="list-style-type: none"> Delivered dashboard reporting and continued to progress streamlined reporting initiatives. 		



Stronger Councils, Stronger Region

2019/20 ANNUAL PLAN PROGRESS REPORT – Q4

Stronger Councils, Stronger Region

Glossary of Acronyms and Abbreviations

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
AUSRIVAS	Australian River Assessment System	NTDA	Northern Tasmanian Development Corporation
BAWG	Business Association Working Group	P&S	PH & Shery
BCC	Burnie City Council	PCG	Project Control Group
CBB	CBB Contractors	PMP	Property Management Planning
CCA	Cradle Coast Authority	POPS	Protecting Our Productive Soils
CCCWG	Choose Cradle Coast Working Group	RALF	Regional Agriculture Landcare Facilitator
CCC	Central Coast Council	RANT	Regenerative Agriculture Network Tasmania
CCCMWG	Cradle Coast Cat Management Working Group	REDSG	Regional Economic Development Steering Group
CEO	Daryl Connelly	RET	Regional Employment Trials
CHC	Circular Head Council	REWG	Renewable Energy Working Group
CPA Australia	Certified Practising Accountant Australia	RH	Request For Information
DA	Development Application	RFP	Regional Futures Plan
DCC	Devonport City Council	RFT	Request For Tender
DFAT	Department of Foreign Affairs and Trade	RIF	Regional Investment Framework
DoE	Department of Education	RLP	Regional Land Partnership
DoSG	Department of State Growth	RTO	Registered Training Organisation
DPIPWE	Department of Primary Industries, Parks, Water and Environment	SME	Small and Medium-sized Enterprises
DSS	Department of Social Services	SusAg	Sustainable Agriculture
EDA	Economic Development Australia	TICT	Tourism Industry Council Tasmania
ETWG	Education and Training Working Group	TCF	Tasmania Community Fund
EWG	Events Working Group	TCMP	Tasmanian Cat Management Plan
GFC	Giant Freshwater Crayfish	ToR	Terms of Reference
ILM	Investment Logic Map	UPC	UPC Renewables
KC	Kenish Council	UTAS	University of Tasmania
KIC	King Island Council	WCC	West Coast Council
LC	Laloraine Council	WG	Working Group
LG	Local Government	WWC	Waratah Wynyard Council
LGAT	Local Government Association Tasmania		

**AO207-20 COMMUNICATIONS JOURNAL - SOROPTIMIST INTERNATIONAL
BURNIE - REQUEST FOR PARK BENCH AT FERN GLADE RESERVE****FILE NO: 13/22/1, 6176613****PREVIOUS MIN:**

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	1.1.2	Enhance the use of community spaces through initiatives to improve the feeling of safety for all ages.

1.0 RECOMMENDATION:

“THAT Council determines to support the request of the Soroptimist International of Burnie for the installation of a plaque and seating to mark the contribution to the club by Doris Ferrall, with the club to fund the supply of a suitable plaque (wording and location to be determined in conjunction with council officers) and the club contributing \$200 toward the supply of a suitable seat.”

2.0 SUMMARY

Correspondence has been received from Soroptimist International Burnie requesting to work together with Council to provide a park bench at Fern Glade Reserve, in recognition of their Honorary Life Member, Doris Ferrall, who has been a valuable member of their Club since 1957.

3.0 GENERAL MANAGER’S COMMENTS

There are many past examples in the City's parks and reserves where various types of infrastructure has been donated or funded (in part or in full) by organisations or individuals to recognise events or the contribution of local people to the Burnie Community.

Most recently Council supported a request from the Burnie Field naturalists to partner with Council to provide and install a seat to mark the contribution of the late Ms Lexie Paul.

Council’s Policy *Community Recognition (Individuals)* – CP-CBS-SG-041 provides a framework for recognising the contribution of individuals to the community and aims to:

- a) Provide consistency in the way Council recognises the service or achievements of individuals from Burnie.*
- b) Provide appropriate avenues for the community to apply for the recognition of Burnie individuals upon attaining significant achievements or voluntary service contributions.*

This policy applies to the recognition of individuals under the following available programs:

- Volunteer Recognition Awards.
- Australia Day Awards.
- Outstanding International Achievement Awards.

The policy does not though contemplate situations where an organisation or individuals may wish to contribute to/or donate an asset to Council to recognise the contribution of an individual to the Burnie community.

No specific assessment criteria have been adopted by Council in assessing such requests, previous discussions on such requests broadly considered:

- Whether the person was a Burnie resident.
- The nature of the contribution to the community, e.g. long term involvement with a service club (or other community organisation) at an executive level.
- Whether the person's contribution would be recognised by a broad segment of the community.

The Soroptimist International of Burnie wish to mark the contribution of their life member Doris Ferrall, as outlined in the attached letter.

The Club has offered to contribute \$200 to the purchase of a suitable seat, as well as a plaque and engraving.

The suggested location of the seat is along the walking track, between the upper and lower carparks at Fernglade.

It is suggested that the location proposed has merit and would be well used by visitors to the reserve.

Council allocates funding in the capital works program for the provision of new and replacement of parks furniture.

A typical bench seat manufactured in Burnie has a supply cost of around \$1,600. It is suggested a donation of \$500 toward the seat would be a reasonable contribution. Council would arrange for the installation of the seating.

Officers are supportive of the request.

ATTACHMENTS

1. [Correspondence from Soroptimist International Burnie - Request for Park Bench at Fern Glade Reserve](#)

COUNCIL RESOLUTION**Resolution number: MO240-20****MOVED:** *Cr G Simpson***SECONDED:** *Cr D Pease*

“THAT Council determines to support the request of the Soroptimist International of Burnie for the installation of a plaque and seating to mark the contribution to the club by Doris Ferrall, with the club to fund the supply of a suitable plaque (wording and location to be determined in conjunction with council officers) and the club contributing \$200 toward the supply of a suitable seat.”

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

a global voice
for womenSoroptimist  International

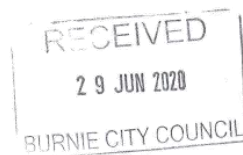
Federation of the South West Pacific

Burnie

President: Mrs Diane Mevissen

PO Box 171
BURNIE, 7320

Secretary: Mrs Marion Gard

29th June, 2020Mr Patrick Toughton
Property Services Officer
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Patrick,

Request for assistance/contribution for Park Bench at Fern Glade

Soroptimist International of Burnie is a volunteer organisation chartered in 1952 currently with 12 members. One of our aims is to work on grass roots projects in our local community. Some of our recent initiatives have included Books for Babies (where we aim to give every new born baby on the North West Coast a book), supporting Grandparents raising Grandchildren, Hospital Emergency Packs for women, supporting the Menzies Centre – Cancer Research, and dispensing Pamper Bags for women undergoing cancer treatment at the NWGH.

One of our current list of priorities is to work with the Burnie City Council in relation to the placement of public seating in the Burnie municipality. As part of our research we have identified Fern Glade as an area where more seating along the walking track would be of benefit to the many patrons that utilise this area for health and well being activities.

As you would be aware the benefits of outdoor recreation are many and varied. In particular, the benefits for our ageing population, those with mobility issues and families with small children would be greatly enhanced with some seating that would enable some places to rest while utilising this beautiful space.

SI Burnie is asking that the Burnie City Council support our "Park Bench Initiative" by way of assistance with purchasing the bench seat and transport, placement and anchorage of bench seat at the Fern Glade Reserve.

If Council was in agreement, SI Burnie would like to have a plaque placed on the bench in recognition of our Honorary Life Member, Doris Ferrall who has been a valuable member of our Club since 1957.

SI Burnie would be in a position to contribute \$200 towards the cost of the bench, plus the plaque and engraving.

In appreciation SI Burnie would arrange for the unveiling of the park bench and include recognition of support from the Burnie City Council. We would also be open to any other ideas you may have.

Our President, Diane Mevissen is available to speak with you further should you wish to discuss on 64 311724.

Thank you for taking the time to consider our request for the placement of a park bench in the Fern Glade Reserve and we look forward to hearing from you in the near future.

Yours sincerely,



Marion Gard
Secretary - SI BURNIE

AO208-20 COMMUNICATIONS JOURNAL - PETER MUDFORD - PRESERVATION OF THE RAIL LINK BETWEEN WYNYARD AIRPORT AND THE OLD BURNIE RAIL STATION

FILE NO: 2/17/3; 962053

PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.2	A community that celebrates and participates in its arts, culture and heritage.
Strategy	1.2.3	Support projects and initiatives that promote our cultural heritage and history through a variety of formats.

1.0 RECOMMENDATION:

“THAT Council advise Mr Peter Mudford that it is in the final stages of having the rail corridor between Burnie and Wynyard transferred to its management for the purposes of constructing a coastal pathway for cycling and pedestrian use, which precludes the operation of passenger rail in the corridor.”

2.0 SUMMARY

Correspondence has been received from Peter Mudford requesting that Burnie City Council give consideration to the establishment of a committee to investigate the preservation of the rail link between Wynyard Airport and the old Burnie Rail Station for the purpose of light rail passenger transport along this route.

3.0 GENERAL MANAGER’S COMMENTS

Council investigated the opportunities around running the Burnie Rail engines and carriages some years ago.

The feasibility study was completed by a consultant with many years of experience in heritage rail, and advised that there would be a significant up-front and on-going operational costs to Council to operate a passenger train on a regular basis.

A further issue is the state of the rail line west of Burnie, which would require considerable government investment to operate a passenger train.

As a result, Council has advocated for the rail corridor to be transferred to its management under the Strategic Infrastructure Corridors Act, and for the rail tracks, sleepers and ballast to be removed and for the corridor to be used as a cycle and pedestrian pathway. The State Government is currently undertaking the transfer process, and has provided funding to build the pathway as well as mitigate the impacts of coastal erosion on the rail corridor.

The capital cost to establish the coastal pathway is far less than upgrading the line for passenger trains, and the on-going operational costs are minimal.

Due to national railway regulations, the pathway and a rail line cannot operate in the same corridor. The corridor would need to be considerably widened in a number of areas (Cooee, Ocean Vista, Camdale, Somerset and Cloverlea) as well as duplication of culverts and bridges to allow for both activities, which would introduce further capital costs.

The coastal pathway has received widespread community support, and will provide a safe environment for cyclists between Burnie, Somerset and Wynyard.

ATTACHMENTS

1. Correspondence from Peter Mudford

COUNCIL RESOLUTION

Resolution number: MO241-20

MOVED: Cr G Simpson

SECONDED: Cr C Lynch

“THAT Council advise Mr Peter Mudford that it is in the final stages of having the rail corridor between Burnie and Wynyard transferred to its management for the purposes of constructing a coastal pathway for cycling and pedestrian use, which precludes the operation of passenger rail in the corridor.”

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

Withheld for Privacy

Burnie.

10 July, 2020

The Mayor & Council,
Burnie City Council.

Dear Councillors,

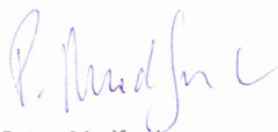
I would request that the Council give consideration to the establishment of a committee to investigate the preservation of the rail link between Wynyard airport and the old Burnie rail station for the purpose of light rail passenger transport along this route. This would in no way interfere with the pathway from Cooee through to Wynyard as there is room for both with an adjustment of the rail line in Cooee immediately west of Burnie High School where there are problems from sea erosion.

Advantages :

1. Light rail could be a tourist attraction for passengers disembarking from cruise ships perhaps combined with a return bus trip embracing for example the Table Cape area.
2. There could be a passenger service to and from the Burnie airport to coincide with flights arrival/departure times.
3. There could be stops in East Wynyard, the area adjacent the Somerset Tennis Club and also west of the Cam bridge where parking could be provided for people to leave their cars and travel by light rail to and from Burnie. This would alleviate the so called "Cooee/Camdale traffic crawl".
There could also be stops at the old saleyards in Cooee where there could be additional free parking available as well as at the skateboard and University sites.
4. MTT bus stops on the highway from the western end of the Cooee business area through to the Cam River could be replaced with rail stops thus allowing more room for the cycle and railway tracks .

Regarding the problem of erosion at Cooee, an armoured wall similar to that in Parklands could be established and the railway shifted a few metres to the seaward side to allow for the cycle pathway to run along adjacent the rail track. Unfortunately this would result in encroachment onto the beach for a short distance of some 100 metres, but there would seem to be no alternative other than the acquisition of housing along this section of the roadway.

Yours faithfully,



Peter Mudford

Cr T Bulle left the meeting, the time being 7.51pm.

AO209-20 COMMUNICATIONS JOURNAL - BURNIE HEALTH INFORMATION AND WELLBEING HUB INC

FILE NO: 2/17/3, 20/1416

PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	2	AN INCLUSIVE AND HEALTHY COMMUNITY
Objective	2.2	The importance of physical and emotional wellbeing is valued and actively adopted by the community.
Strategy	2.2.2	Encourage community-driven initiatives that focus on developing healthier lifestyles and improved emotional wellbeing.

1.0 RECOMMENDATION:

“THAT Council determine to provide a one off grant of \$7,000 to the Burnie Health Information and Wellbeing Hub to support establishment of the Hub, and require that a report be presented to Council by 30 June 2021, outlining the activities of the Hub, engagement with support organisations, number of persons using the Hub over that period and an overview of the key areas of support/assistance provided.”

2.0 SUMMARY

Correspondence has been received from Tim McCarthy, President of the Burnie Health Information & Wellbeing Hub Inc.

3.0 GENERAL MANAGER’S COMMENTS

At the 21 July 2020 meeting, Council received the correspondence mentioned above and determined to invite representatives of the Burnie Health Information and Wellbeing Hub Inc to present a detailed plan for the Hub and discuss the types of support Council may be able to provide.

Representatives of the Hub attended the Workshop held on 11 August 2020 and provided a briefing to Council on the various matters noted in their correspondence.

The key support need identified by the representatives was initial funding to aid in the establishment of the Hub, with a site in the CBD identified as preferred location.

It is recommended to Council that a one off grant of \$7,000 be made to the Burnie Health Information and Wellbeing Hub Inc to support the establishment of this community support initiative.

A requirement of the grant would be to provide a report to Council on the operation of the Hub including:

- outlining the activities of the Hub;
- engagement with support organisations;
- number of persons using the hub over that period; and
- an overview of the key areas of support/assistance provided.

ATTACHMENTS

1. Correspondence from Tim McCarthy - Burnie Health Information and Wellbeing Hub Inc

COUNCIL RESOLUTION

Resolution number: MO242-20

MOVED: Cr D Pease

SECONDED: Cr C Lynch

“THAT Council determine to provide a one off grant of \$7,000 to the Burnie Health Information and Wellbeing Hub to support establishment of the Hub, and require that a report be presented to Council by 30 June 2021, outlining the activities of the Hub, engagement with support organisations, number of persons using the Hub over that period and an overview of the key areas of support/assistance provided.”

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

Against:

CARRIED UNANIMOUSLY

Cr T Bulle returned to the meeting, the time being 7.51pm.

NOTES FOR MEETING ON BURNIE HUB TO BE HELD ON 11TH AUGUST @ 5.30

Firstly, I need to clarify that my purpose in sending my recent email was to seek clarification of Council's position, as that was not at all clear to me. Cr. Bulle has advised me the email appeared hostile but this was certainly not my intention, as I did not wish to undermine the advocacy role he has undertaken behind the scenes.

I will be accompanied to the meeting by our Treasurer, Jennifer Atkinson, who is also a cancer nurse at the NWRH.

I feel there has been a lack of engagement on addressing meaningful issues, and I request that Council clearly state its position regarding the Hub. In particular:

- Is the justification for its establishment quite clear and is addressing this issue seen as a priority in terms of Council's Corporate Plan Objective 2.1?
- Is the proposed model acceptable to Council and are there unasked questions as to operation and sustainability?
- In addressing these issues, what is the position of Council in providing access, for the Hub voluntary team, to the expertise of Council staff, particularly in the procurement of the most suitable premises. As will be clear, in the consideration of budgetary issues, this is the most significant matter in being able to accurately estimate projected expenditure and is also very relevant to the assessment of projected income.

We have several parties involved who would like to work alongside the Hub, and who will be able to assist financially due to the nature of sharing the space. However, without knowing the extent of Council's support, I have needed to be ambiguous with the specifics, and we are at risk of losing this outside support if we cannot clarify the details.

In February a comprehensive survey of available commercial properties was undertaken and presented to the Hub Committee. Contact has been made with local agents to update information. One potential property that was identified is at 26 Cattley Street and the associated figures are \$27,000 + \$9,400 outgoings. \$7,000 of this is estimated to be Council Rates. Potential income from shared tenancy(ies) is probably \$7-15,000 but cannot be confirmed without further certainty on arrangements.

The following items of income have been confirmed:-

Collaborative Care Committee- seed funding- for permanent Hub	\$29,180
Primary Health Tasmania- grant to purchase Zoom licence	\$230
Doing Better Together Grant for Mental Health First Aid Certificate for 12 volunteers	\$2,240

Relationships Australia have recommended to Primary Health Tasmania the provision of a \$6,080 grant. This would be for the purchase of hardware, printing costs and promotional material to enable pop-up Hubs to function. This amount is currently unconfirmed.

As detailed above, income from co-tenancy arrangements are estimated at \$7-15,000

The following expenditure has been incurred:

- Incorporation Fee \$162
- Training Grant \$2,240
- Zoom Grant \$230

As detailed above, rent is likely to be at least \$29,000, with potential offset from parties working alongside the Hub.

Grant of \$6,080 is based on quotes for basic start-up requirements

Volunteers Insurance- quote of \$280 received

Other Operating Costs estimated at \$5,000

Pop-up sites have been secured, free of charge, at the following addresses:

- Arnold St Penguin- private commercial premises owned by committed citizen
- Wragg St Somerset- owned by Vinnies
- Saunders St Wynyard- Live Well premises

In Burnie, the Library are considering a decision and Centro have been approached re Plaza

The Shorewell Plaza is unfortunately unavailable (unco-operative mainland investor)

AO210-20 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*.

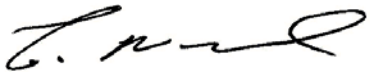
There were no non agenda items.

There being no further business the Mayor declared the Meeting closed at 7.51pm.

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 18 August 2020.

Confirmed:



Gary Neil, ACTING GENERAL MANAGER

Confirmed:



Steven Kons, MAYOR