



BURNIE
CITY COUNCIL

MINUTES

Ordinary Meeting

TUESDAY, 8 DECEMBER 2020

7.30PM

**TOWN HALL
BURNIE ARTS AND FUNCTION CENTRE
77-79 WILMOT STREET, BURNIE**

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**MINUTES OF THE OPEN SESSION ORDINARY MEETING
OF THE BURNIE CITY COUNCIL
HELD AT THE CITY OFFICES ON TUESDAY, 8 DECEMBER 2020**

HOUR: 5.31pm – 5.32pm
7.29pm – 8.43pm

TIME OCCUPIED: 1 hour 15 minutes

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

Officers in Attendance:

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

APOLOGIES: There were no apologies tendered.

'CLOSED SESSION': COUNCIL

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

	Meeting Regulations Reference
AC151-20 COUNCILLOR DECLARATIONS OF INTEREST	15(2)(g)
AC152-20 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 17 NOVEMBER 2020	15(2)(g)
AC153-20 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
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AC155-20 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC156-20 PERSONNEL REPORT NOVEMBER 2020	15(2)(a)
AC157-20 TENDERS CONTRACT 2660 VIEW ROAD RESERVE PUMP TRACK AND CYCLE PATH	15(2)(d)
AC158-20 TENDERS CONTRACT 2664 CIRCULAR ROAD - DARLING RIVER BRIDGE REPLACEMENT	15(2)(d)
AC159-20 TEN DAYS ON THE ISLAND	15(2)(g)
AC160-20 OUTSTANDING DEBTORS	15(2)(j)
AC161-20 CRADLE COAST AUTHORITY BOARD MEETING UNCONFIRMED MINUTES OF MEETING HELD ON 29 OCTOBER 2020	15(2)(g)
AC162-20 NON AGENDA ITEMS	15(2)(f)
AC163-20 MATTERS CONSIDERED IN CLOSED SESSION	15(2)(f)
AC164-20 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC165-20 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 AC151-20 to AC165-20 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION

Resolution number: MO336-20

MOVED: Cr G Simpson

SECONDED: Cr D Pease

“THAT the meeting be closed to the public to enable Council to consider agenda items AC151-20 to AC165-20 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

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

Against:

CARRIED UNANIMOUSLY

Reg Confidential Reason

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

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

Agenda Item	Title	Brief Description
AC151-20	Councillor Declarations of Interest	A report to consider any declarations of interest by Councillors in any matter in the Agenda
AC152-20	Confirmation of Minutes of the Closed Session Meeting of Council held on 15 September 2020	A motion to confirm the Minutes of the previous meeting
AC153-20	Applications for Leave of Absence	A report to consider any requests for leave of absence by a Councillor
AC154-20	Tas Communications – Annual Report and Audited Financial Statements 2019-20	A report to receive the Annual Report and Audited Financial Statements for the year ended 30 June 2020
AC155-20	General Manager’s Report – Closed Session	A report that considers various operational updates of a confidential nature
AC156-20	Personnel Report October 2020	A report to consider key indicators in personnel management
AC157-20	Tenders – Contract 2660 – View Road Reserve Pump Track and Cycle Path	A report to consider a tender for the View Road reserve Pump Track and Cycle Path
AC158-20	Tenders – Contract 2664 – Circular Road – Darling River Bridge Replacement	A report to consider a tender for the Darling River Bridge Replacement
AC159-20	Ten Days on the Island	A report to consider financial assistance toward Ten Days on the Island Festival
AC160-20	Outstanding Debtors	A report to review current outstanding debtors to Council
AC161-20	Cradle Coast Authority Board Meeting Unconfirmed Minutes of Meeting held on 29 October 2020	A report to receive the minutes of meeting held 29 October 2020
AC162-20	Non Agenda Items	A report to consider dealing with any matter that is not on the Council Agenda
AC163-20	Matters Considered in Closed Session	A report containing a brief description of all reports considered by Council in the Closed Session
AC164-20	Authorisation to Disclose Confidential Information	A report that authorises the Mayor and General Manager to disclose information if required during the course of implementing the decisions of Council
AC165-20	Completion of Closed Session/Meeting Adjournment	This report confirms the completion of Closed Session

RESUMPTION

At 7.30pm the Meeting of Council resumed in Open Session.

ACKNOWLEDGEMENT OF COUNTRY

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

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

AUDIO RECORDING

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

PRAYER

The meeting was opened with prayer by Pastor Nick Booth of Romaine Park Christian Centre.

AO288-20 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 A Keygan declared an interest in Item AO292-20 Motion on Notice – Emusicians – Funding.

**AO289-20 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING
OF COUNCIL HELD ON 17 NOVEMBER 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 17 November 2020, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO337-20

MOVED: Cr D Pease

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 17 November 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**AO290-20 MOTION ON NOTICE - COUNCIL AS A PLANNING AUTHORITY**

FILE NO: 15/5/2, 20/13142
PREVIOUS MIN:

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

“THAT Burnie City Council move at the March 2021 LGAT General Meeting that the LGAT investigate an amendment to the Land Use Planning and Approvals Act 1993 to –

- 1) delete the mandatory requirement for a council to act as a planning authority for purposes of determining an application for a permit to use or develop land within its municipal area; and***
- 2) provide as an alternative, the establishment of an independent development assessment panel to determine a permit application.”***

COUNCILLOR’S COMMENTS

There is a general and long-standing disquiet within Tasmanian councils over the confusion, conflict, and complexity of the “two hats” requirement inherent in the obligation to act as a planning authority and make decisions on permit applications.

It is time to test the appetite for an alternative.

The current system is seriously flawed, archaic, irrelevant and stupid for the following reasons:

1. Councillors are asked to understand the complex issues and to consider the validity of detailed planning applications within the 5-day period following provision of an agenda and reports to a Council meeting. This is inadequate.
2. We are required to make the decision directed by the planning scheme and explained in the qualified advice provide by Council officers unless we can come up with valid reason to move for an alternate decision.
3. If we are required to adopt the advice of a Council office and to follow the instructions of the planning scheme, is the role of a planning authority a mere formality that need not take place?
4. We are representatives of the residents of Burnie, and have a statutory obligation to provide for and protect the interests of the community. The limitations on how we

must act as a planning authority mean it is improper to give consideration to views and opinions on matters outside the tests set by a planning scheme.

5. It appears that 100% agreement by nearby residents has no value? Why bother with a petition, we are instructed by the planning laws to ignore it if it is not directly relevant to any matter set out in the planning scheme; and because of our duties as a planning authority we have no avenue by which to voice support and act on those interests.
6. Councillors are conflicted, we may agree with our neighbors, but are forced to vote against them.

Recognising that there is a problem without offering a realistic solution is akin to missing meetings and then finding discontentment with the decisions?

There are a raft of possibilities that include:

1. An independent planning board that assesses applications and frees Councillors to speak openly in support of community interests
2. Planning meetings with all Councillors in attendance to be held a minimum of one week before the meeting focusing solely on a contentious application. However, the need to observe strictly enforced and limited timeframes means Council must act without delay on planning decisions; and does not remove the need for decisions based on the planning scheme.
3. Councillors meeting with those lodging an objection to clarify concerns and examine options – however, procedural fairness to hear all sides, and the processes required by State legislation, may mean such meetings are unlawful and could compromise any decision that follows.
4. An independent board of experts that review planning applications that have substantial conditions and/or community concerns – may allow a broader perspective on interpretation and application of the planning scheme, but could delay outcomes and still requires a decision by the council.
5. Greater use of the appeals process to test the validity and integrity of council decisions based on officer advice and interpretation of the planning scheme. There is no need for legal representation or professional planning assistance to make an appeal. However, the process requires a decision by the council, and creates delays in acting on a permit while the appeals process runs.

The ultimate decision that is required in this Motion is who do we represent? I appreciate the 2 hat analogy, but in reality we only wear one – the hat that represents the residents of Burnie and requires we look after their well-being and rights to question, challenge and be championed by their representatives.

To this end I suggest we test the desire of local government to continue being a planning authority with a responsibility to make decisions on permit applications, and to explore the option of establishing independent assessment panels to assess and decide permit applications

GENERAL MANAGER'S COMMENTS

The parliament of Tasmania has legislated in the *Land Use Planning and Approvals Act 1993* that the council elected under the *Local Government Act 1993* must also serve as the planning authority for its municipal area.

The requirement is a continuation of a similar arrangement dating from the early 1960's under which a local council had responsibility for how the land within a municipal area is to be used and developed.

The key responsibilities of a planning authority are to –

- a) prepare and maintain a planning scheme for the municipal area; and
- b) take all reasonable steps within the ambit of its power to enforce the observance of that planning scheme in respect of all use or development undertaken within the municipal area, including to determine an application to use and develop land if a permit is required.

The planning authority role is mandatory; and is entirely separate from the function of a council under the *Local Government Act 1993*.

While a Council may exercise its authority as a planning authority through a committee of the council, and may delegate powers and functions to an employee, it cannot ignore, abandon or surrender the role, or devolve responsibility in whole or part to any person or body external to the Council.

The powers and functions of a planning authority require actions and decisions with potential to materially affect the rights and interests of others; and which may generate an intersection of conflicting views and opinion.

The requirement on a council to act as a planning authority has long caused conflict and confusion.

There is an almost irresolvable tension between the general responsibilities of a council and its role as a planning authority. The former requires that it provide peace, order and good governance, and promote and represent the health, safety, welfare and best interests of the community. The latter imposes considerable limitations on the ability to act as a council because of the duty on a planning authority to remain neutral, and to set aside matters of importance to the community if irrelevant to the considerations and decision instructed by the planning scheme.

Other Australian jurisdictions have recognised the struggle experienced by local government when required to separate the role as people's representative from that of an independent arbitrator of compliance to a strict set of planning rules.

Several State jurisdictions currently operate a form of independent assessment panel which act as an alternative to the local council for decisions on land use permits.

There are also many overseas models, including some systems where the local council has no involvement in assessment or determination of a permit application.

While there are variations in administrative arrangements and scope of practice for assessment panels, underlying principles typically include to increase probity and accountability, safeguard against corruption or misconduct, and to lead to better planning outcomes.

Significantly, the use of an independent panel can free a council to focus on planning strategy and provide a freedom to make representations and to advocate for its community on any aspect of a proposal.

Most States have prescribed the matters that must come before a panel are to include significant or technically complex permit applications; projects that may have a high economic, environmental and social value or impact; proposals within a specific locality or of a particular kind; public housing and State agency proposals; applications made by the council; and matters likely to attract significant public interest, opposing views and opinions, or controversy.

Some systems allow a council to refer other kinds of application for decision by a panel.

Panels generally comprise a chair with a legal or public administration background and two or more specialist members; and may include a local government and/or community representative to provide local knowledge and perspective.

The use of an assessment panel does not deprive or change a council's responsibility and involvement in land use planning strategy and policy, or in the preparation of a local planning scheme.

The investigation would examine the various models currently used in other jurisdictions; and consider the scope of permit matters that must or may be referred, and the necessary membership and administrative arrangements.

A decision to support introduction of an independent assessment and decision panel or panels requires amendment to the *Land Use Planning and Approvals Act 1993*.

A persuasive argument to State government will require support from the local government sector to forego or modify an exclusive power, and to devolve that power in whole or part to an external body of experts.

It is appropriate to present the proposition for the LGAT to investigate the level of support, and to examine options for how a panel would be structured and operate.

COUNCIL RESOLUTION

Resolution number: MO338-20

MOVED: Cr K Dorsey

SECONDED: Cr D Pease

“THAT Burnie City Council move at the March 2021 LGAT General Meeting that the LGAT investigate an amendment to the Land Use Planning and Approvals Act 1993 to –

- 1) delete the mandatory requirement for a council to act as a planning authority for purposes of determining an application for a permit to use or develop land within its municipal area; and***
- 2) provide as an alternative, the establishment of an independent development assessment panel to determine a permit application.”***

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**AO291-20 MOTION ON NOTICE - SMOKING SURVEY**

FILE NO: 15/5/2; 20/12996
PREVIOUS MIN:

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

“THAT Council:

- 1) Defer the expenditure of an estimated \$18,000 on a “survey” to determine community expectations on smoking in the CBD.***
- 2) That we invite a DHHS officer to meet with Council to discuss options, requirements and means to implement a smoking decision.***
- 3) That the funds currently earmarked for the “survey” be reallocated to 10 Days on the Island to enhance their program and provide Burnie an event that brings economic and social benefits to the populace.”***

COUNCILLOR’S COMMENTS

1. Without a clear objective on what we are trying to achieve with a “smoking” survey i.e.
 - a. Ban smoking (will this work and at what cost)
 - b. Reduce smoking (can we do this through education and signage)
 - c. Limit smoking (is this the achievable goal)
 - d. Create smoking areas in the CBD (is this the solution to banning smoking)
 - e. Send a “message” (are we making a statement – failure to do anything is a statement of its own – we are condoning)
 - f. Encourage compliance (education and signage)
 - g. Take a stance (ban smoking with a compliance officer patrolling and issuing fines)
 - h. The area to which we would want a smoking ban/limit/reduction/statement to apply
 - i. Benefits (what are we trying to achieve)
 - j. Cost (of any or all the above)

why would we persevere? Without clear direction and knowing exactly what we want to achieve and deciding not to stand by the findings of a survey – why spend the money? I realize that that we can weave this into the survey, but with numerous options the results may become abstruse. If we are seeking a yes/no answer – this can be done with local free surveys.

2. Rate payers expect Council to utilise their funds judiciously. I am aware that many in the community struggle to pay their rates and do so with the belief that we are using the funds with due consideration. Completing a survey without knowing what we want, what we are trying to achieve and deciding not to abide by the results of the survey does not appear to be a judicious use of funds
3. **10 Days on the Island** is seeking funds to enhance their program bringing economic and social benefits to the city. The relocation of their offices to Burnie and Burnie being the start of the 10 Days program is a win for the city. We need to encourage the arts, visitation to the city and increased cultural awareness. This is money better spent.

GENERAL MANAGER'S COMMENTS

Council made a decision on 21 October 2020 (Item AO236-20) to engage an independent agent to conduct a survey to determine the level of support for a proposed no smoking ban in the Burnie town centre and receive a further report on the outcome of the survey.

The Council confirmed the decision at its meeting of 17 November 2020.

Purpose of the survey is to –

- a) determine the level of acceptance for a ban on smoking in public places within the Burnie town centre, and to identify reasons for support or opposition; and
- b) identify the likely impacts of a ban on users and occupiers of the town centre, including business and retail operators

A brief has been prepared; and has been provided to two (2) Tasmanian based market and social research providers with an invitation to submit a project response and quotation.

Service providers were asked to –

- a) identify the relevant target audience and establish a valid sample size;
- b) identify a suitable methodology for contact with the relevant target population;
- c) work with the Burnie City Council to design an appropriate survey instrument to meet the research objectives; and
- d) provide a written report describing the project outcomes, including survey data, analysis, and recommendations

Two submissions have been received.

Both submissions indicate availability to commence preparation of the survey questionnaire in late 2020, and to undertake community consultation and provide a report during early 2021 at a fixed price consistent with the sum previously identified to Council.

A decision on appointment has been deferred pending debate and decision on the Motion.

Council has considered the support of Ten Days in the Closed Session of this meeting. As was noted in that Report, there are sufficient funds in the COVID Support events budget to support this event.

Alternate Recommendation

“THAT Council confirm the decision of 21 October 2020 to undertake community consultation on a proposition to designate the Burnie town centre as a smoke free area.”

COUNCIL RESOLUTION

Resolution number: MO339-20

MOVED: Cr D Pease

SECONDED: Cr K Dorsey

“THAT Council:

- 1) Defer the expenditure of an estimated \$18,000 on a “survey” to determine community expectations on smoking in the CBD.***
- 2) That we invite a DHHS officer to meet with Council to discuss options, requirements and means to implement a smoking decision.”***

For: Cr S Kons, Cr K Dorsey, Cr C Lynch, Cr G Simpson, Cr D Pease.

Against: Cr A Boyd, Cr T Brumby, Cr A Keygan, Cr T Bulle.

CARRIED

Cr A Keygan left the meeting, the time being 8.09pm.

MOTIONS ON NOTICE

AO292-20 MOTION ON NOTICE - EMUSICIANS - FUNDING

FILE NO: 15/5/2; 20/13104

PREVIOUS MIN:

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

“THAT Council consider providing extra funding to the Emusicians to help cover the ongoing cost of buses at their yearly tour camps, to the value of \$4,000.”

COUNCILLOR’S COMMENTS

I would like to ask Council to consider providing extra funding to the Emusicians to help cover the ongoing cost of buses at their yearly tour camps, to the value of \$4,000.

The Emusicians is a combined Primary School Band consisting of students from the Burnie area. The group is made up of students from Grades three to six. Students audition for the program at the end of each year and once they are included in the program, they are provided with a wind instrument or guitar or drums. They are tutored by a highly trained team and each year they travel around various schools to play to Primary students. Two buses are hired to the value of approximately \$4,000.

The Emusicians and Parents Association Incorporation have advised that whilst current fundraising and donations help with ongoing costs and instrument maintenance, it has become quite difficult to raise funds for the buses as well. They talk about the value of young people being involved in the Emusicians, as it helps build on out of school relationships, builds self confidence and self worth, as well as providing extremely valuable life skills.

As a parent myself of a former Emusician, my daughter would not have had the connections that she has today. The camps were vital in providing her with lifelong friendships, self confidence and belief in herself whilst performing to people she had never met and being guided by such inspirational people such as David and Nick Turner.

Photo sourced from: <http://www.emusicians-burnie.com/>



GENERAL MANAGER'S COMMENTS

Council currently contributes \$2,500 to the Emusicians on an annual basis, and also supports a number of other musical groups.

While there is no doubt the Emusicians is an important and long standing community initiative; a key consideration for Council in assessing this request to provide additional support is the precedent it sets in relation to other groups who also have cost burdens.

In particular Council has been approached by sporting groups in relation to the costs involved in participation but has not provided contributions to these groups.

Should Council agree to this request it will either need to clarify the criteria around the level of support it provides to certain community groups and not others; or it will need to increase the budget for community support significantly to provide for the needs of many community organisations.

ATTACHMENTS

1 [↓](#). Letter from EMUicians

COUNCIL RESOLUTION

Resolution number: MO340-20

MOVED: Cr K Dorsey

SECONDED: Cr G Simpson

“THAT Council consider providing extra funding to the Emusicians to help cover the ongoing cost of buses at their yearly tour camps, to the value of \$4,000, through the Financial Assistance Grants with applicable requirements thereto.”

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

Against:

CARRIED UNANIMOUSLY

Cr A Keygan returned to the meeting, the time being 8.19pm

30th November 2020

Cr Giovanna Simpson
Deputy Mayor
Burnie City Council

Dear Giovanna,

Thankyou for taking the time to consider the EMUicians Primary School Concert Band and the role it plays in building musicianship, personal resilience in its students, social cohesion and the arts in greater Burnie. The EMUicians began in 1983 with the purpose of providing opportunity for children in the arts on the NW coast; music teacher Mrs Jenny Lakeland was the co-ordinator. Mr David Turner assumed the role of co-ordinator in 2000 and Mrs Janet Matic in 2016. The EMUicians has become an institution in Burnie and is a source of pride and belonging for many past students and staff.

In 2020 sixty-two primary school students from Burnie, Cooee, Somerset, Romaine Park, Montello, Ridgely, Havenview and Penguin Primary Schools participated in the program. Each Monday the students learn and rehearse at the Cooee Memorial Hall with dedicated and talented teachers and tutors. The Department of Education funds .2 towards teachers however, the EMUicians funds the remaining teachers and tutors.

In 2019 The EMUicians & Parents Association (Incorporated) was formed to provide an electronic student fee payment option for parents and guardians of EMUician students. The Association's main role however, is to raise funds to support the running costs of the band and its program. My role within the Association is Secretary and Public Officer and I write to you in that capacity.

Burnie City Council supports the EMUician's through a grant of \$2500 per annum. I am writing to you to seek further assistance as the costs of the program are ongoing and significant.

Each year the EMUicians conduct a tour of several schools across the north west coast. They play many concerts over a period of two days. The tour is the culmination of the years commitment to practise, learning and collaboration between the students. Further the students are actively involved in the logistics of the tour: packing, moving and unpacking expensive equipment, concert set up at each location, time management, personal management and for some the experience is the first time they have spent away from their parents/guardians/family.

Students report that their confidence grows significantly throughout the year, they make a network of friends from other primary schools and they take back their knowledge about music, co-operation and a greater understanding of the interconnectedness of all students to their own schools.

As there are approximately 60 students each year participating and approximately ten teachers and tutors, two tour bus's are required to transport all personal and equipment for the camp. The cost for bus's in 2019 was \$3000, please see attached. 2020 expenses were covered by the Department of Education due to COVID-19.

The tour is a valuable experience for students and integral to the EMUicians program. The annual transport costs of the tour are significant and ongoing. The Association seeks assistance regarding this specific cost.

If you would like more information regarding the costs associated with the EMUicians program and the fundraising conducted by the Association since inception in 2019 please contact myself or Association President Janet Matic.

Thankyou for your consideration.

Kind Regards,

Kellie Little
Secretary and Public Officer
The EMUicians & Parents Association (Inc)
0428026437

PUBLIC QUESTION TIME**AO293-20 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

There were no public questions.

COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advised that for item AO294-20 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.

The Mayor advised that the following provisions apply with respect to motions relating to recommendations on a land use planning process:

- (a) a councillor moving a motion contrary to the recommendation is to:-
 - (i) provide the motion in writing; and
 - (ii) provide in writing supporting reasons for approval or refusal;
- (b) the motion and supporting reasons for approval or refusal are to be provided to the general manager at least 24 hours prior to the meeting to allow for circulation and consideration by all members of the planning authority;
- (c) the general manager is to ensure that the supporting reasons provided under paragraph (a)(ii) are recorded in the minutes, in accordance with regulation 25 of the Local Government (Meeting Procedures) Regulations 2015.

PLANNING AUTHORITY**AO294-20 LAND USE PLANNING
TASMANIAN PLANNING SCHEME
PERMIT APPLICATION DA 2020/94
SHOPS X 2 AND MULTIPLE DWELLINGS X 2
24A TERRYLANDS STREET, HILLCREST****FILE NO: DD.001.2020.0000094.001; 6153024
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	7.3.1	Ensure Council remains compliant with all its statutory and regulatory obligations and contributes to the regulatory environment which affects our community.

1.0 RECOMMENDATION:***“THAT Council in its role as a planning authority –***

- a) Acknowledge receipt of representations made under section 57(5) Land Use Planning and Approvals Act 1993 during the relevant exhibition period as representations in accordance with clause 6.10.1(b) which are relevant to the exercise the discretion in clause C5.2.1 P1.1 and P1.2 of the State Planning Provisions; and***
- b) In accordance with section 57(6) Land Use Planning and Approvals Act 1993 and clause 6.8.1(b) State Planning Provisions REFUSE to grant a permit to allow use and development as described in permit application DA 2020/94 for a building to contain commercial and residential use on land contained on CT 65152/1 and located at 24A Terrylands Street, Hillcrest for the reason the planning authority is not satisfied on compliance to clause C2.5.1 in relation to arrangements for provision of parking.”***

2.0 SUMMARY

Application has been made to use and develop a 280m² site at 24A Terryland Street, Hillcrest to which the Local Business zone applies for a two storey building with total floor area of 251m² to contain two x commercial units on the ground level and two x one-bedroom dwellings on the upper level.

The ground floor units are intended for occupation by uses within the Business and Professional, Food Services, or General Retail and Hire Use classes.

The application does not meet the acceptable solution requirement for provision of on-site car parking; and cannot satisfy the considerations for exercise of discretion to allow a lesser number of parking spaces.

Two representations which express concern at inability of the proposed development to make adequate provision for parking are relevant to the decision.

It is recommended the application be refused.

3.0 BACKGROUND

The land at 24A Terrylands Street is a lot of 280m² contained on CT 65152/1.

The land is shown shaded on the aerial photograph below.



The land has a north south orientation and rectangular proportion, with the north-western and south-western corners cut off to form rounded corners. The land has a fall from north to south of approximately 2.0 m over a distance of 26 m toward Terrylands Street.

The lot is the westernmost and larger of a cluster of seven (7) small titles each in separate ownership having frontage to the northern side of Terrylands Street, Hillcrest, and located opposite the Burnie Aquatic Centre.

The six (6) smaller titles are each developed with a single storey building constructed during the 1970's, and presenting as a row of conjoined units, each currently occupied as a separate commercial premises.

The land comprised of the seven (7) titles is circled by a Council road providing access to the rear to create the illusion the land is a single site.

The proposal is to construct a 10.99 m x 9.6 m two storey building to contain a total floor area of 251m² comprised of –

- a) two (2) x separated commercial units with gross floor area of approximately 60m² each; and a usable floor area of 44m² and 47m² on the ground level; and
- b) two (2) x separate one-bedroom dwellings on the upper floor, with a gross floor area of 74 m² and 60m²

The building will be cut into the site; and have an articulated façade comprised of various building materials, with large glazing areas within the Terrylands Street elevation for both floors; and will adjoin the existing building on the east.

There are no windows or openings to the ground floor and high slit windows on the upper floor on the western elevation.

Access to the upper floor residential space is from the rear or northern elevation via separate external stairs; and each unit will have a small external deck.

The ground surface at the front or southern elevation to Terrylands Street will be sealed to provide two (2) car parking spaces.

The rear or northern area will contain access stairs to the upper units, screened waste bin areas, and two (2) further sealed parking spaces for a total of four (4).

Documents and plans submitted with the application are **attached**.

4.0 LEGISLATIVE REQUIREMENTS

The relevant legislation is the *Land Use Planning and Approvals Act 1993*.

The Act requires in section 51 that –

- a) a person must not commence or carry out use or development of land for which a permit is required under a planning scheme applying in the municipal area unless such a permit has been granted and is in effect; and
- b) a decision of a planning authority on a permit application must be made by reference to the planning scheme in force for the municipal area on the day the decision is made

The Tasmanian Planning Scheme (TPS) is the applicable planning scheme, and is comprised of the State Planning Provisions (SPPs) and the Burnie Local Provisions Schedule (BUR LPS).

The BUR LPS applies the Local Business zone to the land at 24A Terrylands Street, Hillcrest.

The following provisions of the TPS are applicable -

- 6.2 – each use must be categorised into one of the specified use classes
- 6.8.1 – a permit for use or development that relies on a performance criteria in an applicable standard is discretionary, and the planning authority may refuse or grant a permit having regard to the level of compliance with the considerations set out in that performance criteria
- 6.10.1 – a decision on a permit application must consider the matters contained in any representation made in accordance with s57 but only in so far as that representation is relevant to the particular discretion being exercised
- 14.2 – Permissible use classes and any qualification
- 14.3.1 – Use Standards – hours for operation, external lighting and commercial delivery vehicles
- 14.4.1 – Building height
- 14.4.2 – Setbacks of buildings from a frontage
- 14.4.3 – Design – location of mechanical plant
- 14.4.5 – Outdoor storage
- 14.4.6 – Dwellings – provision for private open space and private storage
- C2.5.1 – Car parking numbers for each category of use
- C2.5.2 – Bicycle parking numbers
- C2.5.3 – Motorcycle parking numbers

The application relies on performance criteria in –

- Clause 14.4.2 – Setbacks - P1
- Clause 14.4.3 – Design - P1
- Clause C2.5.1 – Car parking numbers - P1.1
- Clause C2.5.2 – Bicycle parking numbers - P1
- Clause C2.5.3 – Motorcycle parking numbers - P1

Reliance on performance criteria requires a planning authority must exercise discretion, and the application must be notified and a period of public exhibition provided in accordance with section 57 of the Act to allow representations.

The application was notified and exhibited from 11 – 25 November 2020.

The application must also be assessment by the relevant entity under the *Water and Sewerage Industry Act 2008*; and any requirements of the entity must be included as conditions on any permit granted.

There are no other relevant regulatory requirements.

5.0 POLICY CONSIDERATIONS

There are no Council policy considerations relevant to determination of a permit application under the *Land Use Planning and Approvals Act 1993*.

A planning authority must limit its consideration to whether the information provided with the permit application is sufficient and relevant to allow it can be satisfied there will be compliance to the applicable standards in the planning scheme.

Strategic and policy matters which underpin the current provisions of the planning scheme, or which may inform a potential to amend the planning scheme, are not relevant and have no part in the decision.

The Tasmanian Planning Scheme identifies use which are permissible within a zone, and sets out the matters that are to be taken into account when determining a permit application.

6.0 FINANCIAL IMPACT

There are no financial impacts directly associated with the requirement for a planning authority to make a decision on a permit.

There may be a subsequent cost to engage legal and specialist representation and to appear and give evidence if the decision of the planning authority is appealed.

The nature of these impacts are that the planning authority may be required to meet the costs of the applicant or a third party if the decision of an appeals tribunal goes against the planning authority.

These are inherent structural costs associated with operation of the land use planning system.

7.0 DISCUSSION

Application has been made to use and develop a 280m² site at 24A Terryland Street, Hillcrest to which the Local Business zone applies for a two storey building with total floor area of 251m², to contain two x commercial units on the ground level and two x one-bedroom dwellings on the upper level.

The ground floor units are intended for occupation by uses within the Business and Professional, Food Services, or General Retail and Hire Use classes.

Provision will be made for four (4) on-site parking spaces.

It can be agreed on the information provided with the permit application that the proposed use and development will meet the applicable acceptable solutions in clause 14 of the Tasmanian Planning Scheme with the exception of the following, for which the application relies on performance criteria –

- Clause 14.4.2 – Setbacks - P1
- Clause 14.4.3 – Design - P1
- Clause C2.5.1 – Car parking numbers - P1.1
- Clause C2.5.2 – Bicycle parking numbers - P1
- Clause C2.5.3 – Motorcycle parking numbers - P1

The application was notified and exhibited in relation to the matters relying on performance criteria.

Two representations were received in relation to the requirements in C2.5.1 for provision of parking (see table 1 below).

The application addresses 14.4.2 P1, 14.4.3 P1, C52.5.2 P1 and C5.2.3 P1 in a manner that will allow the planning authority to be satisfied on compliance to the objective.

The planning authority is required to consider whether the arrangements for provision of parking will satisfy C2.5.1 P1.1.

Two representations were received in relation to the requirements in C2.5.1 for provision of parking (see Table 1 below).

C2.5.1 requires development must make arrangements for *“an appropriate level of car parking spaces are provided to meet the needs of the use”*.

The acceptable solution in C2.5.1 A1 requires *“the number of on-site car parking spaces must be no less than the number specified in Table C2.1”*

The application indicates the ground floor premises (59m² and 58m²) may be used by undertakings within the Professional and Business Services, Food Services, or General Retail and hire use classes.

A parking requirements, unless otherwise specified, is calculated on gross floor area for each separate occupation of a building, excluding the area of stairs, loading bays, access ways, or

parking areas, of any area occupied by machinery required for air conditioning, heating, power supply, or lifts.

Table C2.1 requires a different standard for provision of parking for each use class or for uses within each use class –

- for Business and Professional Services - 1 space /50m² for a bank, real estate or travel agent, 1 space/40m² for an office, 1 space/30m² for other activities, and 4 spaces/practitioner for medical and veterinary services
- for Food Services - 1 space/15m² for restaurant and take-away premises, and 15 spaces/100m² for other food premises
- for General Retail and Hire – 1 space/30m²
- for Residential – 1 space/1-bedroom dwelling + 1 additional spaces per 5 dwellings or part thereof

Absence of specificity in relation to occupation of the ground floor areas makes it difficult to calculate the acceptable solution provision for parking.

Use	Parking Requirement
Office (59m ² and 58m ²) each at 1/40m ²	4 spaces
Residential @ 1/ dwelling + 1 additional	3 spaces
	Total - 7 spaces
Restaurant or takeaway (59m ² and 58m ²) each at 1/15m ²	8 spaces
Residential @ 1/ dwelling + 1 additional	3
	Total - 11
General Retail and hire (59m ² and 58m ²) each at 1/30m ²	4 spaces
Residential @ 1/ dwelling + 1 additional	3
	Total = 7 spaces

There is a minimum requirement for 7 parking spaces for use of premises within the suggested use classes.

The application indicates 4 parking spaces.

C2.5.1 P1.1 and P1.2 contain the considerations that must be satisfied if the acceptable solution requirements cannot be met.

C2.5.1 P1.1 deals with non-residential use and requires “*The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to –*”

Consideration under C2.5.1 P.1	Information in Application	Planning Authority comment

<i>(a) the availability of off-street public car parking spaces within reasonable walking distance of the site</i>	Not addressed	There are no public off-street parking facilities in the locality. The off-street parking area on land opposite is specifically provided for patrons of the Aquatic Centre and PCYC and is not lawfully available for occupants and users of the proposed building
<p><i>(b) the ability of multiple users to share spaces because of:</i></p> <p><i>(i) variations in car parking demand over time; or</i></p> <p><i>(ii) efficiencies gained by consolidation of car parking spaces</i></p>	Not addressed	<p>The existing buildings are each on separate titles, and cannot be classified as multiple users of a single site for which shared parking arrangements are valid.</p> <p>Parking provision on the land of the existing development is within the frontage, and occupies part of the road area. There is no record of any formal requirement for parking associated with the original development. Compliance to the TPS parking requirements for the existing development over 6 titles would require between 15 and 20 spaces, and this cannot be achieved.</p> <p>There is no information within the application to indicate acceptance of other land owners to any arrangement for shared parking.</p> <p>Even if it were possible to apply a shared parking area approach –</p> <p>a) there is insufficient information in the application on hours of use for the range of possible occupations within the new premises to allow conclusion there will be variation in demand time between uses for access to parking space; and</p> <p>b) there is insufficient existing and proposed parking space to deliver efficiency gains if the parking areas are consolidated</p>
<i>(c) the availability and frequency of public transport within reasonable walking distance of the site;</i>	The site is on a Metro bus route	The application does not detail the frequency and period for bus services; and cannot establish public transport will provide a viable alternative for private vehicles use
<i>(d) the availability and frequency of other transport alternatives;</i>	Not addressed	The only transport alternate will be walking, private transport provided by

		others, or taxi. The latter is on demand, the former will still require parking; and there is no data in the application to quantify the proportion of customers and staff arriving by foot as opposed to private or other vehicle
<i>(e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping;</i>	Not addressed	There are no apparent site conditions or features, apart from size of the land, to constrain provision of parking
<i>(f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity;</i>	<i>“There is also sufficient space for street parking along Terryland street that should again help for the compensating for the required parking under the council planning scheme.”</i>	<p>On-street parking on Terrylands Street in the vicinity of the development site is restricted by reason of no stopping lines on the southern side inside the intersection, the length of layback kerb across the frontage of the 6 adjoining titles to permit access to parking space in front of these buildings, and by a number of existing vehicle access points and traffic management devices.</p> <p>There is a relatively high existing demand for on-street parking on the available area of Terrylands Street associated with activity at the existing local shopping centre, and at the Aquatic Centre and PCYC.</p> <p>On street parking further west on Terrylands Street or east on the Boulevard must be considered too remote to be of practical use to the proposed new development.</p> <p>The availability of on-street parking cannot be relied on to meet the parking demand generated by two additional commercial premises and two new dwellings.</p>
<i>(g) the effect on streetscape; and</i>	Not addressed	There is a predominance of vehicle access and sealed surfaces in vicinity of the site. The provision of additional parking space will have no discernible impact on appearance of that part of Terrylands Street within 100 m of the site.
<i>(h) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the</i>	No assessment provided by a suitably qualified person	There is no opinion from a specialist traffic or parking engineer to establish the proposed parking provision will be adequate to service the proposed new

<i>use and development</i>		uses.
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The application does not address the requirements in C2.5.1 P1.1, and therefore does not make a case for why the proposed arrangements will be *“an appropriate level of car parking spaces are provided to meet the needs of the use”* in the new ground floor commercial premises as required by C2.5.1.

It is the responsibility of an application to provide sufficient information to allow a planning authority may be certain on compliance to an applicable provision. The applicant was requested on two separate occasions to provide additional information on the requirements in C2.5.1 P1.1 and P1.2; and the material attached to this report is the resultant submission provided by the application.

The requirements in C2.5.1 apply for residential use, and require - *“The number of on-site car parking spaces for dwellings must meet the reasonable needs of the use, having regard to –“*

Consideration under C2.5.1 P.1	Information in Application	Comment
<i>(a) the nature and intensity of the use and car parking required;</i>	<i>“The two allocated parks located at the rear of the building would be sufficient for the apartments as each apartment are only catering for a single bedroom.”</i>	The TPS makes specific provision for a single bedroom dwelling in Table C2.1 – requires 1 space/dwelling plus one additional space for every 5 dwellings or part thereof. The application does not discuss why the proposed provision of two spaces will be adequate.
<i>(b) the size of the dwelling and the number of bedrooms; and</i>	<i>“The two allocated parks located at the rear of the building would be sufficient for the apartments as each apartment are only catering for a single bedroom.”</i>	The TPS makes specific provision for a single bedroom dwelling in Table C2.1 – requires 1 space/dwelling plus one additional space for every 5 dwellings or part thereof.
<i>(c) the pattern of parking in the surrounding area</i>	Not addressed	The pattern of parking demand for a dwelling differs from that for commercial premises in terms of frequency and time of demand and duration of occupancy, such that residential parking space is typically dedicated, and cannot practically be made available for shared use with non-residential activity.

		The residential use component cannot rely on other parking areas to cater for parking requirements.
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The application does not address the requirements in C2.5.1 P1.2, and therefore does not make a case for why the proposed arrangements will be “*an appropriate level of car parking spaces are provided to meet the needs of the use*” in the new residential premises as required by C2.5.1.

Table 1 - Representations on DA 2020/94

No	Author	Matter	Relevant TPS Discretion	Response
1	C & W Fleming	Parking Advising parking has always been a problem for occupants and users of the existing commercial complex at Terrylands Street; and noting the proposed development does not include a sufficient number of spaces to accommodate requirements of 2 x new shops and 2 x dwellings.	C2.5.1 P1.1 and C2.5.1 P1.2	The representation is relevant to the discretion to be exercised under C2.5.1 P1.1 and P1.2. A discussion on how the application addresses the considerations in C2.5.1 P1.1 and P1.2 is provided above; and concludes the application does not provide sufficient information or certainty to address the considerations and establish compliance.
2	S Stevens	Parking Not enough parking spaces provided in the proposed development for 2 x new shops as parking as there is already a shortage of parking for existing shops, and very little parking available on-street because of bus stop, taxi rank, and kerb islands	C2.5.1 P1.1 and C2.5.1 P1.2	The representation is relevant to the discretion to be exercised under C2.5.1 P1.1 and P1.2. A discussion on how the application addresses the considerations in C2.5.1 P1.1 and P1.2 is provided above; and concludes the application does not provide sufficient information or certainty to address the considerations and establish compliance.

8.0 RISK

There is risk –

- a) The decision of the planning authority may be appealed if the applicant, or a third party who has made a representation, is dissatisfied.
- b) The applicant or a third party may allege breach of procedural fairness in relation to the execution of one or more of the statutory processes applicable for determining a permit application.

Both categories of risk are inherent in the statutory land use planning process.

A planning authority may minimise likelihood of an appeal or a challenge on procedural fairness by –

- a) determining a permit application by reference only to the information provided with the permit application and in any representation received;
- b) determining compliance by reference only to the relevant tests which are applicable for the permit application; and
- c) by remaining impartial and not indicating any position on the application until the matter is raised for decision

9.0 CONSULTATION

This report has been prepared following consultation with all relevant officers of the Council.

ATTACHMENTS

1. [Permit Application and Documents](#)
2. [TasWater Submission to Planning Authority Notice](#)
3. [Representation - C & W Fleming](#)
4. [Representation - S Stevens](#)

COUNCIL RESOLUTION**Resolution number: MO341-20****MOVED:** Cr A Keygan**SECONDED:** Cr G Simpson***“THAT Council in its role as a planning authority –***

- a) Acknowledge receipt of representations made under section 57(5) Land Use Planning and Approvals Act 1993 during the relevant exhibition period as representations in accordance with clause 6.10.1(b) which are relevant to the exercise the discretion in clause C5.2.1 P1.1 and P1.2 of the State Planning Provisions; and***
- b) In accordance with section 57(6) Land Use Planning and Approvals Act 1993 and clause 6.8.1(b) State Planning Provisions REFUSE to grant a permit to allow use and development as described in permit application DA 2020/94 for a building to contain commercial and residential use on land contained on CT 65152/1 and located at 24A Terrylands Street, Hillcrest for the reason the planning authority is not satisfied on compliance to clause C2.5.1 in relation to arrangements for provision of parking.”***

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

BURNIE CITY COUNCIL
PO Box 973, BURNIE, TASMANIA 7320.
Ph : (03) 6430 5700
Email : burnie@burnie.net



Land Use Planning and Approvals Act 1993
Tasmanian Planning Scheme
PERMIT APPLICATION

Office use only
Application No _____
Date Received _____
Permit Pathway - Permitted/Discretionary

Use or Development Site:

Street Address

Certificate of Title Reference

Applicant

First Name
Surname

Second Name



Owner (note – if more than one owner, all names must be indicated)

First Name
Surname

Second Name



Instruction for making a permit application**a) Use or development?**

The application must provide a full description of the proposed use and/or development and of the manner in which the use and/or development is to operate.

“Use” is the purpose or manner for which land is utilised. “Development” is any site works (including any change in natural condition or topography of land and the clearing or conversion of vegetation), and the construction, alteration, or removal of buildings, structures and signs, required in order to prepare a site for use or to change existing conditions within a site. Subdivision is development.

Clause 6.2 Tasmanian Planning Scheme provides the use classes by which all use or development must be described. Development must be categorised by reference to the use class it is to serve.

b) Required Information

Adequate statements, plans and specifications must be included within the permit application to address and demonstrate compliance with all applicable requirements of the planning scheme, including any site analysis, impact report and recommendation, and advice, consent or determination required from a State agency or utility entity.

The application must clearly identify the documents relied upon for determination.

Section 51(1AC) *Land Use Planning and Approvals Act 1993* provides that a permit application is not valid unless it includes all of the information required by a planning scheme. Clause 6.1 Tasmanian Planning Scheme prescribes the minimum information that is necessary in order to complete a valid permit application.

Section 54 *Land Use Planning and Approvals Act 1993* provides that the planning authority may require the applicant to supply further information before it considers a permit application. If the planning authority requires further information to more particularly address one or more of the applicable requirements of the Tasmanian Planning Scheme, the statutory period for determination of a permit application does not run until that information is answered to the satisfaction of the planning authority

c) Applicable Provisions and Standards

The permit application must be assessed against the applicable provisions and standards of the Tasmanian Planning Scheme. The application is to identify by reference the clauses it relies upon to demonstrate compliance. (eg clause 8.4.3 (A1 – A4, and P5)

d) Discretionary Permits

If a permit is discretionary the permit application must be notified for a period of 14 days to allow opportunity for any interested person to consider the proposed use and/or development and to provide comment on the discretionary matter.

If a permit application relies on performance criteria to satisfy an applicable standard or is discretionary under another provision of the interim planning scheme, the permit is discretionary only with respect to that standard.

The Council must have regard to all representations received during the notification period on a discretionary matter when determining whether to grant or refuse a permit.

e) If the applicant is not the landowner

If the applicant is not the owner of the land in the use or development site, the applicant is required to notify all of the owners either prior to or within 7 days from the date of making the permit application.

The permit application must identify all of the landowners; and the applicant must sign the application form to acknowledge the obligation to advise such landowners that the permit application has been made.

If the site includes land owned or administered by the Burnie City Council or by a State government agency, the consent in writing from the Council or the Minister responsible for Crown land must be provided at the time of making the application.

f) Applicant declaration

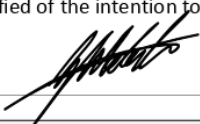
It is an offence for a person to do any act that is contrary to a compliance requirement created under the section 63 *Land Use Planning and Approvals Act 1993*. The applicant is required to complete a declaration that the information given in the permit application is true and correct.

g) Payment of Fees

The Council is not required to take any action on the permit application until all the relevant fees have been paid.


Permit Information	(NB If insufficient space, please attach separate document)
Proposed Use:	Apartments & Shops
Use Class	
Documents included with the permit application to describe the Use	
Proposed Development	
Use class to which the development applies	
Documents included with the permit application to describe the Development	
Provisions and Standards relied upon for grant of a Permit	



Notification of Landowner/s	
If land is not in applicant's ownership	
I, Lachlan Walsh , declare that the owner/each of the owners of the land has been notified of the intention to make this permit application.	
Signature of Applicant 	Date 30.07.2020

If the permit application involves land owned or administered by the BURNIE CITY COUNCIL	
Burnie City Council consents to the making of this permit application.	
General Manager (Signature)	Date


If the permit application involves land owned or administered by the CROWN	
I, the Minister responsible for the land, consent to the making of this permit application.	
Minister (Signature)	Date

Applicant Declaration	
I, Lachlan Walsh declare that the information I have given in this permit application to be true and correct to the best of my knowledge.	
Signature of Applicant 	Date 30.07.2020



CERTIFICATE OF TITLE

LAND TITLES ACT 1980





TASMANIA

TORRENS TITLE

VOLUME 65152	FOLIO 1
EDITION 6	DATE OF ISSUE 15-May-2020
Page 1	of 1

I certify that the person described in Schedule 1 is the registered proprietor of an estate in fee simple (or such other estate or interest as is set forth in that Schedule) in the land within described subject to such exceptions, encumbrances, interests and entries specified in Schedule 2 and to any additional entries in the Folio of the Register.



 Recorder of Titles

DESCRIPTION OF LAND

City of BURNIE
 Lot 1 on Sealed Plan 65152 (formerly being SP3616)
 Derivation : Part of 3A-OR-39Ps. Gtd. to The Director of
 Housing
 Prior CT 3284/73

SCHEDULE 1

M820913 TRANSFER to PLATINUM GROUP AUS PTY LTD Registered
 15-May-2020 at noon

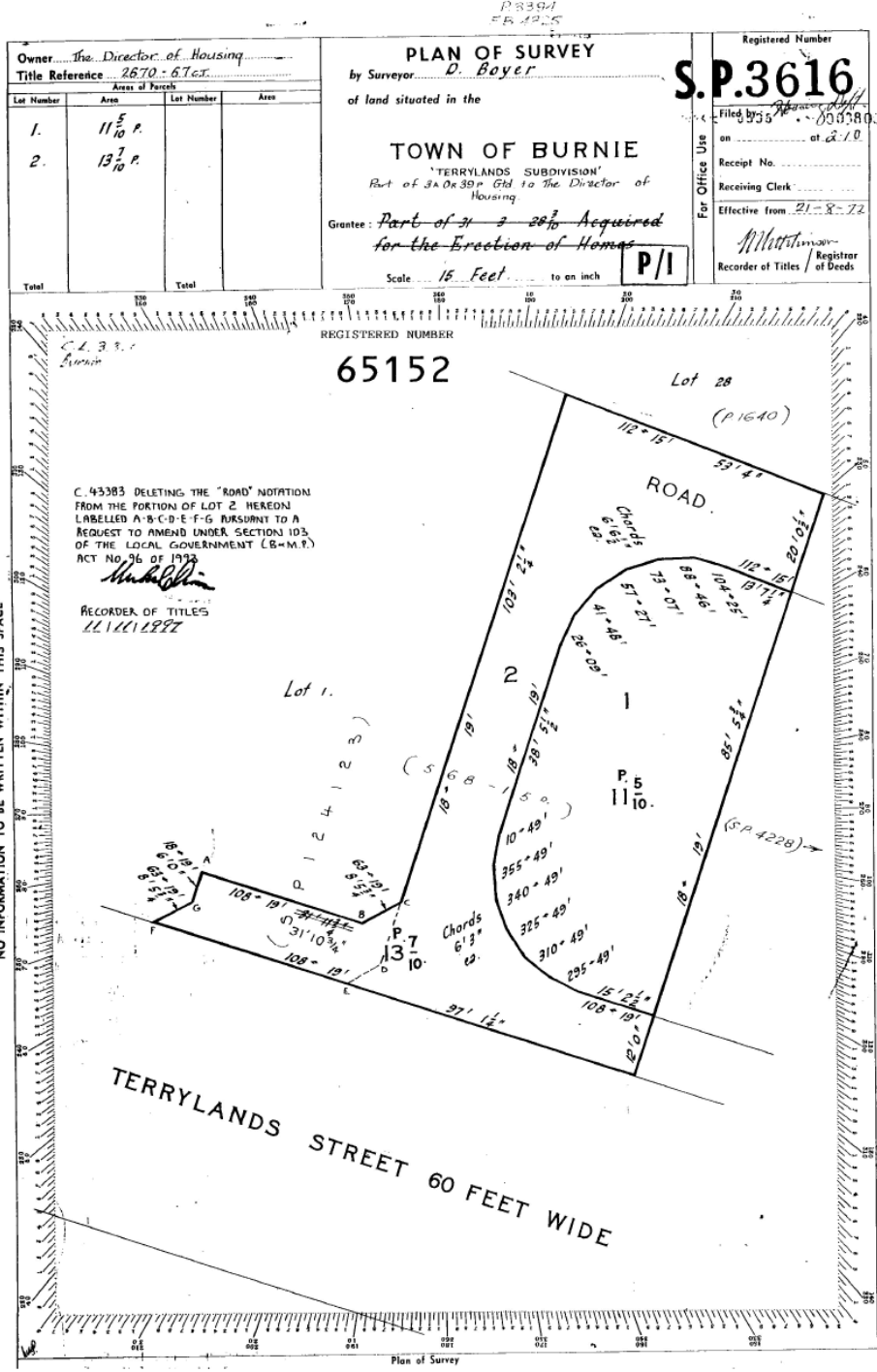
SCHEDULE 2

Reservations and conditions in the Crown Grant if any
 SP 65152 APPROVED for business purposes as defined by Section
 472(7) of the Local Government Act 1962

WARNING: BEFORE DEALING WITH THIS LAND SEARCH THE CURRENT FOLIO OF THE REGISTER



FOLIO PLAN
RECORDER OF TITLES
Issued Pursuant to the Land Titles Act 1980





SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SCHEDULE OF EASEMENTS PLAN NO.

S.P.3616

NOTE:—The Town Clerk or Council Clerk must sign the certificate on the back page for the purpose of identification.

The Schedule must be signed by the owners and mortgagees of the land affected. Signatures should be attested.

No easements, profits a prendre, or covenants are created to benefit or burden any lots shown on the plan

THE DIRECTOR OF HOUSING

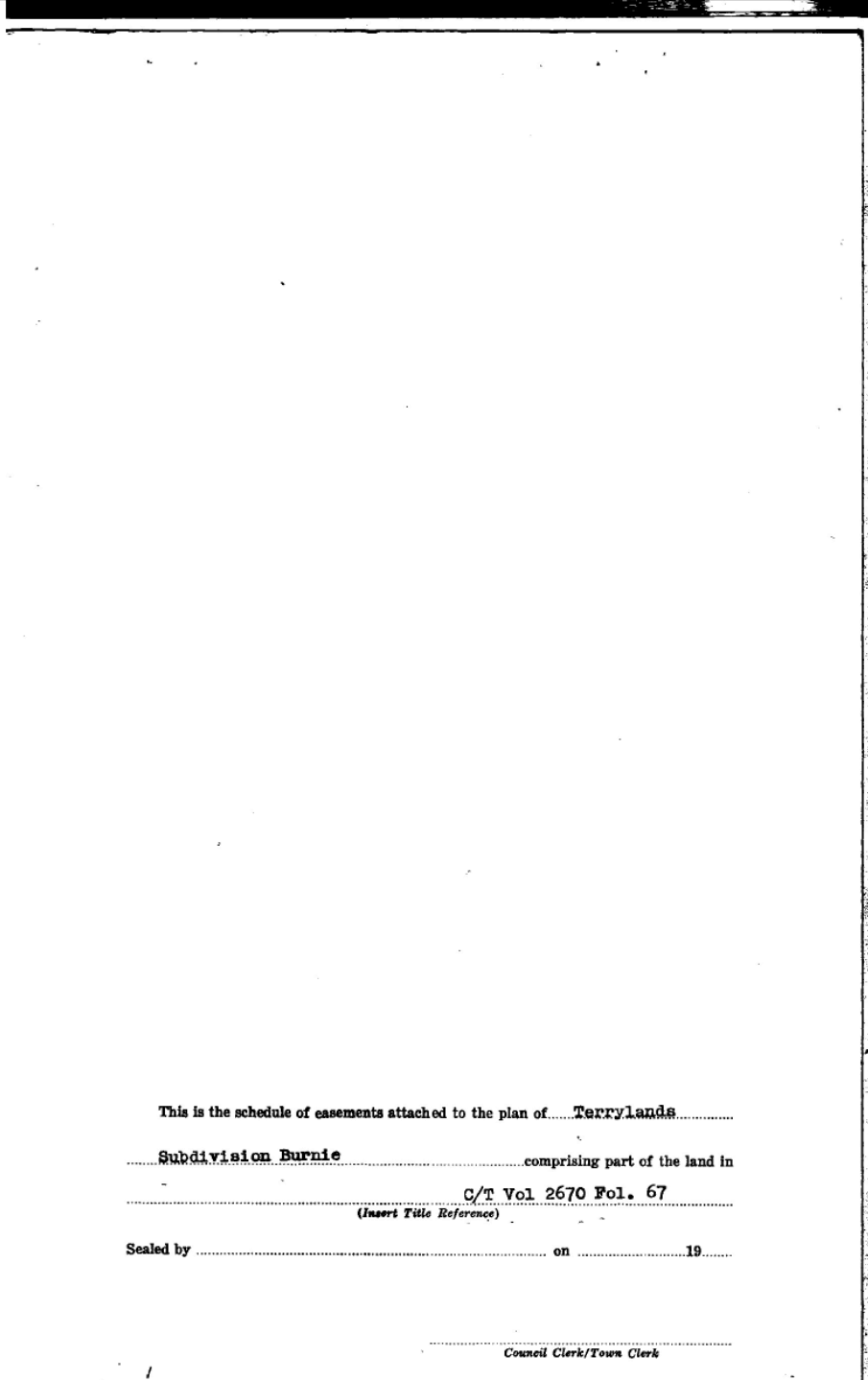
Registered Proprietor of
the land shown on the Plan
in the presence of -



SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



This is the schedule of easements attached to the plan of Terrylands

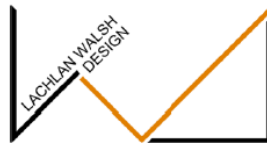
Subdivision Burnie comprising part of the land in

C/T Vol 2670 Fol. 67

(Insert Title Reference)

Sealed by on 19.....

.....
Council Clerk/Town Clerk



Phone: 6424 8053
Email: lachlan@lachlanwalshdesign.com
Postal Address: P.O.Box 231, Devonport TAS, 7310

RFI: DA 2020/94
Permit Application for Apartments and Shops x2 at 24A Terrylands St,
Hillcrest

Below is a response for the request of further information from council on the 5th August, 2020.

1. Clause 14.2

The proposed shops will be used for either,

- Business and Professional Services
- Food Services
- General Retail and Hire

2. Clause 14.3.1 – All Uses

A1 – The hours of operation for the proposed use indicated in Clause 14.2 will be from 7am to 9pm Monday to Saturday and 8am to 9pm on Sunday and Public Holidays

A2 – The External Lighting for the proposed use indicated in Clause 14.2 will be operating within the hours of 11pm to 6am excluding security lighting and for the security lighting will be baffled so to prevent direct lighting into adjoining properties

A3 – Commercial Vehicle movements and the unloading and loading of commercial vehicles for the proposed use indicated in Clause 14.2 will be from 7am to 9pm Monday to Saturday and 8am to 9pm Sunday and Public Holidays.

3. Clause 14.4.2 - Setbacks

P1 – The set back of the proposed front facade of the building was in response to the nature of the site's boundary alignment. Due to the curve nature of the front boundary, the building had to be set back to accommodate for this. This also allowed to provide a variation to the long facade to break up the continues length as well as to help in leasing the scale of the proposed building in relation to the existing single-story buildings. The orientation of the step within the building is clearly visible from the street and parking to allow for passive surveillance and will be clearly lit by security lighting.

A3 – the location of Air extractions, pumping, refrigeration systems or compressors will be able to achieve a separation distance of 10m from the edge of the General Residential zone. These can be located in the storage area at the rear of the building for shop 1 and located on the east wall behind the start for shop 2. Air conditioning units for the apartments located on the first floor can be located on the roof and be along the dividing fire wall between both apartments. This position is also 10m away from the general residential zone and will also prevent visibility from seeing them at street level.

4. Clause 14.4.3 - Design

P1 – the placement of heat pumps/air conditioning units will be located in the centre back section of the roof for the apartments. This will help minimise the visual impacted from the street due to the height of the building and the down slope of the site in relation to the proposed building. The placement of heat pumps/air conditioning units for the shops on the ground floor will be located at the rear of the building. Appropriate lighting will be used for the front and rear of the building at the location of the parking and circulation spaces (stairs) for safety and security of users.

A2 – The front façade of the building to the shops have access from the street. The font facade currently have more than 40% of glass facing the front boundary. The shops also have an awning which is being created by the first floor deck above.

5. Clause 14.4.5 – Outdoor Storage Areas

A1 – the outdoor storage for shop one is located under the roof line next to the back access to the shop. This will not be visible from the road. The storage for shop 2 is located within the building but also a small area located to the left of the back door, this too is located under the roof line of the building and won't be visible from the road.

6. Clause 14.4.6 – Dwelling

P1 – Each apartment on the first floor have adequate storage within the dwellings for the purpose of storing of clothes, linen, food, cleaning etc. on the ground floor for apartment 1 on the west side, dedicated lockable storage is located under the stairs as shown on the floor plan (page 02). Dedicated lockable storage for apartment 2 on east side is located under the stairs also shown on the floor plan (page 02)

7. Clause C2.5.1 – Car parking Numbers

P1.1 – currently the existing shops located next door to this proposed development is currently allocating parking out the front of the buildings. These parks are shown to be off street parking as shown in the image below.



The below image shows that all these parking spaces for the existing shops would be located over their own property boundaries. It is evident in the previous image even though these parking spaces are outside their property boundary that there will still be sufficient space for pedestrian path at the front of the car that is parked as well as from the rear of the car.



As shown on the site plan of the attached drawings (page 01) that there would be sufficient space to park and allow space for pedestrians to pass and being there is already a precedence for the existing shops within this area then the allocation of the proposed park outside of this boundary should be considered an appropriate solution.

The number of parking spaces is adequate to the function of the proposed development. The proposed two parks located at the front of the building would be sufficient for a business and professional surface to be located within the premises. As these proposed shops are not yet have a proposed tenet then If one of the shops where to have a food service or general retail then the parking along the fronts of the existing shops will compensate for the required parking needed. There is also sufficient space for street parking along Tearyland street that should again help for the compensating for the required parking under the council planning scheme.

There is evidence of public transport within 120m from the proposed development (as shown on the above image). This would help as an alternative transport to the proposed side to lessen the requirements for parking on or withing the premises of the proposed building.

P1.2 - The two allocated parks located at the rear of the building would be sufficient for the apartments as each apartment are only catering for a single bedroom.

8. Clause C2.5.2 – Bicycle parking Numbers & Clause C2.5.3 – Motorcycle parking Numbers

P1 – the location of space and storage for bicycles can be done from the rear of the building. The space for storage for the apartment can be used for bicycle storage. There is also sufficient space at the rear of the building as well as beside "carpark shop 1" for parking of a motorcycle.

I hope this clarifies the request for further information, if you have any more questions please fill free to contact this office.

Regards
Lachlan Walsh



Director/Building Designer - Architectural



LACHLAN WALSH DESIGN

Tasmania Accreditation Number: CC 6162 E
ABN: 94 660 558 746
PO Box 231, Devonport TAS, 7310
E: lachlan@lachlanwalshdesign.com | P: 6424 8053



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08	NCC NOTES 2 of 2

GENERAL INFORMATION

LAND TITLE REF. NUMBER	65152 / 1
PROPERTY ZONE	20.0 Local Business
DESIGN WIND CATEGORY (AS 4055)	-
SOIL CLASSIFICATION (AS 2870)	-
CLIMATE ZONE (NCC 3.11)	ZONE 7
BAL RATING (AS 3959)	-

OTHER CONSULTANTS

- STRUCTURAL ENGINEER
- GEOLOGICAL REPORT (SOIL)
- ENVIRONMENTAL ASSESSMENT
- WASTEWATER REPORT
- BUSH FIRE ASSESSMENT
- CIVIL ENGINEER
- MECHANICAL ENGINEER
- ELECTRICAL ENGINEER
- SITE SUPERVISOR

NOTES

POWER TO BE PROVIDED

CONTRACTOR TO VERIFY ALL DIMENSIONS AND HEIGHTS ON THE PLAN TO COMPLETION OF ALL WORKS

IF AT THE CONTRACTORS REQUEST, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FOR ALL WORKS

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CONTRACTOR TO VERIFY ALL DIMENSIONS AND HEIGHTS ON THE PLAN TO COMPLETION OF ALL WORKS

CONTRACTOR TO VERIFY ALL DIMENSIONS AND HEIGHTS ON THE PLAN TO COMPLETION OF ALL WORKS

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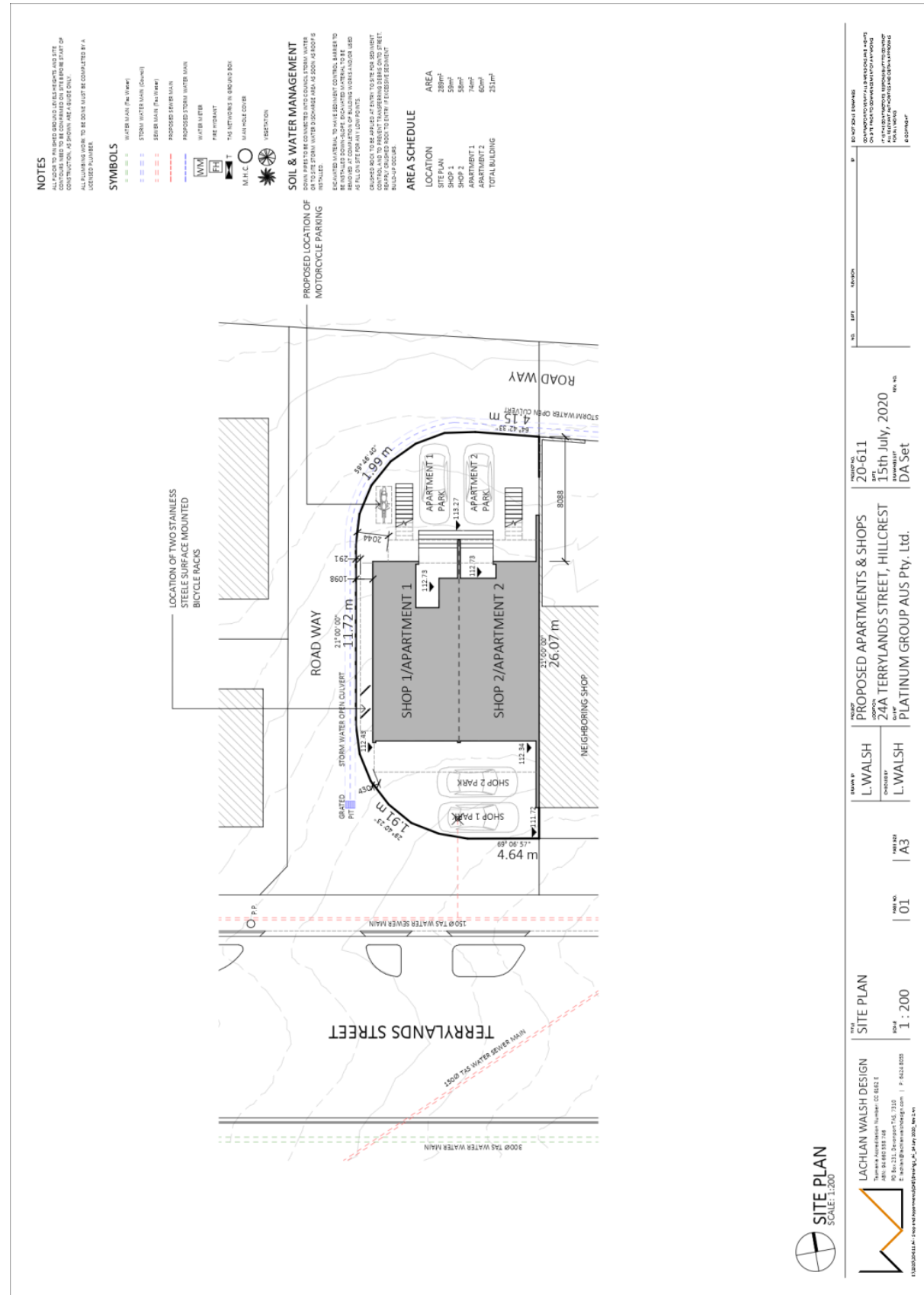
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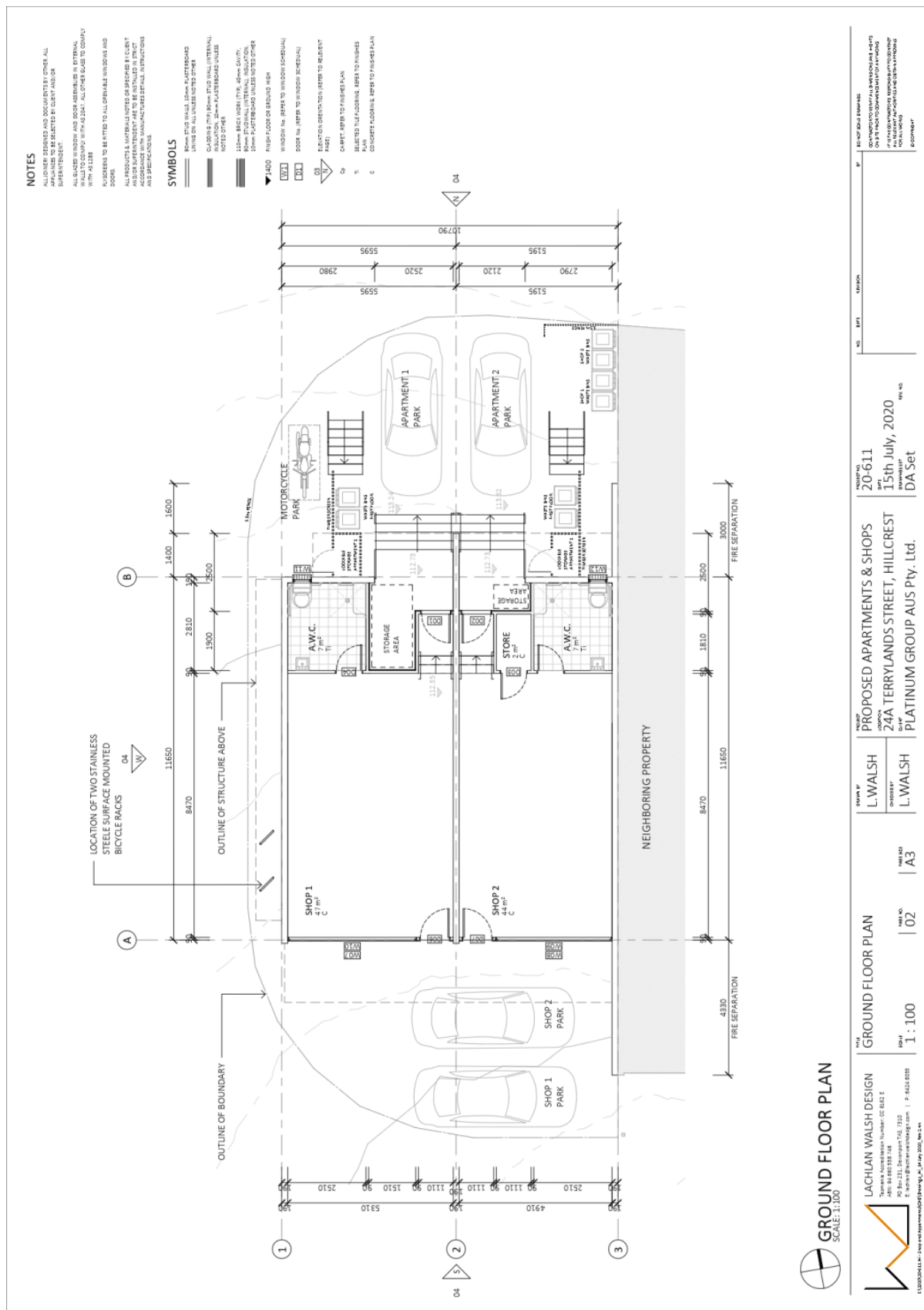
15/07/2020 10:41 AM

PROPOSED APARTMENTS & SHOPS

24A TERRYLANDS STREET, HILLCREST
PLATINUM GROUP AUS Pty. Ltd.

PROJECT NUMBER: 20-611
DRAWINGS SET: DA Set
DATE: 15th July, 2020





NOTES

ALL GLAZED WINDOW AND DOOR UNITS ARE TO BE SET IN A TIMBER FRAME AS PER 2019 WINDOW SCHEDULES UNLESS OTHERWISE SPECIFIED.

REFER TO WINDOW SCHEDULES FOR WINDOW STYLE, FRAME FINISH AND GLASS TYPE.

DOORS TO BE SET TO ALL OPERATE IN WINDOW SCHEDULES UNLESS OTHERWISE SPECIFIED.

ALL PRODUCTS & MATERIALS NOTED ARE TO BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.

SYMBOLS

WIDOW W/n. (REFERS TO WINDOW SCHEDULE)

DOR. (REFERS TO WINDOW SCHEDULE)

M.B. (METRE BOX)

WIND. (WINDOW)

A (ALUMINIUM WINDOW)

F (FRAMED WINDOW)

OP (OPERABLE WINDOW)

DF (DOUBLE FRAME WINDOW)

FL (FLASHING TO WALL OPENINGS)

FLASHING TO WALL OPENINGS

ALL OPENINGS MUST BE DETAIL FLASHING USING MATERIALS IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS FOR BACK FLASHING OR LIGHTWEIGHT CONSTRUCTION.

WEST ELEVATION
SCALE: 1:100

NORTH ELEVATION
SCALE: 1:100

SOUTH ELEVATION
SCALE: 1:100

PROPOSED APARTMENTS & SHOPS
24A TERRYLANDS STREET, HILLCREST
PLATINUM GROUP AUS Pty. Ltd.

DATE: 04
SCALE: AS

ARCHITECT: L. WALSH

PROJECT NO.: 20-611
DATE: 15th July, 2020
TYPE: DA Set

LACHLAN WALSH DESIGN
Lachlan Walsh Design Pty Ltd
2401-2405 Terrylands Street, Hillcrest
Township of North Coast Council, NSW 2440
P: 08 9238 1215
E: info@lwdesign.com.au | F: 6224 8225
1300026444 - Open and Warmwater@LWDDesign.com.au | 2020, 2021, 2022

ELEVATION

DESIGNER: L. WALSH

DATE: 04

SCALE: 1:100

PROJECT NO.: 20-611
DATE: 15th July, 2020
TYPE: DA Set

SCHEDULES

WINDOW SCHEDULES

Mark	Width	Height	Head Opening Type	Frame Type	Glazing Type
W01	600	1800	1479		
W02	600	1800	1479		
W03	600	1200	2878		
W04	600	1200	2729		
W05	980	1200	2877		
W06	980	1200	2725		
W07	1140	1200	2800		
W08	1140	1200	2650		
W09	1140	580	2870		
W10	4140	580	2870		
W11	600	900	2700		
W12	600	900	2700		
W13	800	1400			
W14	800	1400			
W15	800	1400			
W16	800	1400			
W17	800	1400			
W18	800	1400			
W19	800	1400			
W20	2000	1000	2100		
W21	1140	1200	2800		
W22	1140	1200	2650		
W23	2400	300	2100		
W24	2400	300	2100		

WINDOW NOTES

FRAME TYPE
TYPE 1 - ALUMINIUM WINDOW FRAME, POWDER COATED IN SELECTED COLOR, PNEUMATIC OPERATOR

GLAZING TYPE
GLAZING REQUIREMENTS AS OUTLINED IN THE PERFORMANCE SPECIFICATION, ENERGY ASSESSMENT BELOW AREA A GUIDE ONLY, GLAZING CALCULATOR OR ENERGY ASSESSMENT TAKE PRECEDENCE

TYPE 1 - GLAZING L-V-NBM, SHGC Double Glazed - 4C/10A/ACR - 4.32 - 0.55

DOOR SCHEDULES

Mark	Height	Width	Door Type	Frame Type	Opening Type
D01	2040	900			
D02	2040	900			
D03	2040	900			
D04	2040	900			
D05	2040	900			
D06	2300	900			
D07	2300	900			
D08	2100	4500			
D09	2100	4500			
D10	2040	900			
D11	2040	900			
D12	2040	900			
D13	2040	720			
D14	2040	900			

DOOR NOTES

DOOR TYPE
TYPE 1 - HUME TIMBER SQUID CORE EXTERIOR DOOR, PNEUMATIC OPERATOR, PAINTED FINISH TO SELECTED COLOR WITH GLASS INFILL TO SELECTED DESIGN

TYPE 2 - HUME TIMBER HONEYCOMB INTERNAL DOOR, PNEUMATIC OPERATOR, PAINTED FINISH TO SELECTED COLOR

TYPE 3 - ALUMINIUM GLASS SLIDING DOOR, PNEUMATIC OPERATOR, PNEUMATIC VISUAL INDICATORS TO SELECTED DESIGN

TYPE 4 - AUTOMATIC ROLL-UP DOOR, POWDER COATED IN SELECTED COLOR

TYPE 5 - ALUMINIUM GLASS EXTERIOR DOOR, POWDER COATED TO SELECTED FINISH, VISUAL INDICATORS TO SELECTED DESIGN

FRAME TYPE
TYPE 1 - HUME (MDF) TIMBER FRAME, PNEUMATIC OPERATOR, PAINTED FINISH TO SELECTED COLOR

TYPE 2 - ALUMINIUM DOOR FRAME, POWDER COATED IN SELECTED COLOR

NOTES

ALL GLAZED WINDOW AND DOOR ASSEMBLIES IN EXTERNAL WALLS TO COMPLY WITH AS 2047 - ALL OTHER GLASS TO COMPLY WITH AS 1288

FLYSCREENS TO BE FITTED TO ALL OPERABLE WINDOWS AND DOORS

ALL EXTERNAL OPENINGS TO BE ADEQUATELY FLASHED USING MATERIALS THAT COMPLY WITH AS 2304

WINDOWS TO BEDROOMS WHERE THE FALL HEIGHT IS 2 METERS OR GREATER MUST BE PERMANENTLY RESTRICTED TO OPEN A MAXIMUM OF 125mm OR HAVE A NON-REMOVABLE ROBUST SCREEN INSTALLED

CLIENT
L. WALSH

PROJECT
PROPOSED APARTMENTS & SHOPS
24A TERRYLANDS STREET, HILLCREST

DESIGNER
L. WALSH

DATE
05

SCALE
A3

NO. 157

DATE 15th July, 2020

PROJECT NO. 20-611

PROJECT NAME PLATINUM GROUP AUS Pty. Ltd.

PROJECT ADDRESS 24A TERRYLANDS STREET, HILLCREST

PROJECT CONTACT DA Set

SAFETY NOTES

FALLS, SLIPS, TRIPS
A) Working at Heights
 During Construction
 Wherever possible, components for this building should be prefabricated off-site or at ground level to minimise the risk of workers falling more than two metres. However, construction of this building will require workers to be working at heights. Where this type of activity is required, scaffolding is likely to result from such a fall. The builder should provide a suitable barrier whenever a person is required to work in a situation where falling more than two metres is a possibility.
During Operation or Maintenance
 Cleaning and maintenance of windows, walls, roof or other components of this building will require persons to be situated where a fall from a height in excess of two metres is possible. Where this type of activity is required, scaffolding, practice, regulations or legislation.
 For buildings where scaffold, ladders, trestles are not appropriate. Cleaning and maintenance of windows, walls, roof or other components of this building will require persons to be situated where a fall from a height in excess of two metres is possible. Where this type of activity is required, scaffolding, fall barriers or Personal Protective Equipment (PPE) should be used in accordance with relevant codes of practice, regulations or legislation.
Anchorages Points
 For portable scaffold or fall arrest devices have been included in the design for use by maintenance workers, any persons engaged to work on the building after completion of construction work should be informed about the anchorage points.
Floor Finishes (Specified)
 If finishes have been specified by designer, these have been selected to minimise the risk of floors and paved areas becoming slippery when wet or when walked on with wet shoe/heel. Any change to this specified finish should be made in consultation with the designer or, if this is not practical, suitable alternative finishes with the same level of slip resistance should be chosen.
Steps, Loose Objects & Uneven Surfaces
 Due to design restrictions for this building, steps and/or ramps are included in the building which may be a hazard to workers carrying objects or while working occupied. Steps should be clearly marked with both visual aid tactile warning during construction, maintenance, demolition and at all times when the building operates as a workplace. Building owners and occupiers should monitor the pedestrian access ways and in particular access to areas where maintenance is routinely carried out to ensure that surfaces have not become hazardous. Stray objects or any other matter that may cause a slip or trip hazard should be cleaned or removed from access ways. Contractors should be required to maintain a tidy work site during construction, maintenance or demolition to reduce the risk of trips and falls in the workplace. Materials for construction or maintenance should be stored in designated areas away from access ways and work areas.
Falling Objects
Loose Materials or Small Objects
 Loose materials or small objects falling from the building or from the building is likely to involve persons working above ground level or above floor level. Where this occurs one or more of the following measures should be taken to avoid objects falling from the area where the work is being carried out onto persons below.

Prevent or restrict access to areas below where the work is being carried out.
 Provide toeboards to scaffoldings or work platforms.
 Provide protective structure below the work area.
 Ensure that all persons below the work area have Personal Protective Equipment (PPE)
Building Components
 During construction, renovation or demolition of this building, part of the structure including structural steelwork, heavy panels and many other components may be required to be removed or lifted in place. Contractors should ensure that temporary bracing or other required supports in place at all times where collapse which may injure persons in the area is a possibility.
 Mechanical lifting of materials and components during construction, maintenance or demolition presents a risk of falling objects. Contractors should ensure that appropriate lifting devices are used, that loads are properly secured and that access to areas below the load is prevented or restricted.
Traffic Management
 For buildings under construction, appropriate safety signage, including of construction zones, should be used to warn of any traffic hazard. During construction, maintenance or demolition of this building designated parking for workers and loading areas should be provided. Trained traffic management personnel should be responsible for the supervision of these areas.
 For buildings where on-site loading, unloading, is restricted, construction of this building will require loading and unloading of materials on the roadway. Deliveries should be well planned to avoid congestion of loading areas and to ensure that traffic management personnel should be used to supervise loading and unloading.
 For all buildings, busy construction and demolition sites present a risk of collision where deliveries and other traffic are moving within the site. A traffic management plan supervised by trained traffic management personnel should be adopted for the work site.
Services
 Rupture of services during excavation or other activity creates a variety of risks including release of hazardous material. Existing services are located on or above ground level and should be identified and protected. Services should be located using an appropriate service (such as Dial before You Dig).
 appropriate excavation practice should be used and, where necessary, specialist contractors should be used.
 Locations with underground services, underground power lines MAY be located in or around this site. All underground power lines must be disconnected or carefully located and adequate warning signs used prior to any construction, maintenance or demolition commencing.
 Locations with overhead power lines MAY be near or over the construction site. Overhead power lines should be identified and marked. The construction of cranes or propped by lifting devices or other plant and persons working above ground level. There is a danger of this occurring, power lines should be, where practical, disconnected or relocated. Where this is not practical adequate warning in the form of bright coloured tape or signage should be used or a protective barrier provided.

Manual Tasks
 Components within this design with a mass in excess of 25kg should be lifted by two or more workers or by mechanical lifting device. Where this is not practical, suppliers or fabricators should be required to limit the components mass. All material packaging, building and maintenance components should clearly show the total mass of packages and where practical all items should be stored on site in a way which minimises bending before lifting. Advice should be provided on safe lifting methods in all areas where lifting may occur. Construction, maintenance and demolition of this building will require the use of portable tools and equipment. Contractors should ensure that appropriate lifting devices are used, that loads are properly secured and that access to areas below the load is prevented or restricted.
Hazardous Substances
 For all alterations to a building constructed prior to 1990, it may contain asbestos. This existing building was constructed prior to 1990 - it may contain asbestos. Asbestos is a naturally occurring mineral fibre which is found in many materials either in building or lining material or in the retained insulation. In either case, the builder should check and, if necessary take appropriate action before demolishing, cutting, sanding, drilling or otherwise disturbing the existing structure.
Powered Materials
 Many materials used in the construction of this building can cause harm if inhaled in powdered form. Persons working on or in the building during construction, operational maintenance or demolition should ensure good ventilation and wear appropriate respiratory protection. Powered materials should be used using powered material equipment including pneumatic tools, cutting, grinding or otherwise disturbing or creating powdered material.
Treated Timber
 The design of this building may include provision for the inclusion of treated timber within the structure. Dust or fumes from this material can be harmful. Persons working on or in the building during construction, operational maintenance or demolition should ensure good ventilation and wear Personal Protective Equipment including protection against inhalation of harmful material. If a person is working with treated timber in any way that may cause harmful material to be inhaled, they should wear appropriate respiratory protection. Do not burn treated timber.
Volatile Organic Compounds
 Many types of glue, solvents, spray paints, varnishes and some cleaning materials and disinfectants have dangerous emissions. Areas where these are used should be kept well ventilated while the material is being used and for a period after installation. Personal Protective Equipment may also be required. The manufacturers' recommendations for use must be carefully considered at all times.
Synthetic Mineral Fibre
 Synthetic mineral fibre and other material used for thermal or sound insulation may contain synthetic mineral fibre which may be harmful if inhaled or if it comes in contact with the skin, eyes or other sensitive parts of the body. Personal Protective Equipment including protection against inhalation of harmful material should be used when installing, removing or working near insulation material.

Timber Floors
 This building may contain timber floors which have an applied finish. Areas where finishes are applied should be kept well ventilated during sanding and application and for a period after installation. Personal Protective Equipment may also be required. The manufacturers' recommendations for use must be carefully considered at all times.
Confined Spaces
 Construction of this building and some maintenance on the building will require entry into confined spaces. Contractors should ensure that appropriate lifting devices are used, that loads are properly secured and that access to areas below the load is prevented or restricted.
Excavated Areas
 Excavated areas should be provided to prevent collapse. Warning excavation signs and barriers to prevent accidental or unauthorised access to all excavations should be provided.
Enclosed Spaces
 For buildings with enclosed spaces where maintenance or other access may be required, enclosed spaces within this building may present a risk to persons entering the space. Contractors should ensure that appropriate lifting devices are used, that loads are properly secured and that access to areas below the load is prevented or restricted.
Small Spaces
 For buildings with small spaces where maintenance or other access may be required, enclosed spaces within this building will require access by construction or maintenance workers. The design documentation calls for documentation calls for warning signs and barriers to be provided. These should be maintained throughout the life of the building. Where workers are required to enter enclosed spaces, air testing equipment and Personal Protective Equipment should be provided.
Public Access
 Public access to construction and demolition sites and to areas under maintenance causes risk to workers and public. Warning signs and secure barriers to unauthorised access should be provided. Where electrical installations, excavations, plans or loose materials are present they should be secured when not in use.
Residential
 For construction of residential buildings, where the end user is known, the building has been designed for the specific use as identified on the drawings. Refer drawings cover sheet for building classification. Where a change of use occurs at a later date a further assessment of the workplace and safety issues should be undertaken.
Other High Risk Activity
 All electrical work should be carried out in accordance with the Code of Practice: Managing Electrical Risks at Work, Workplace Safety and all licensing requirements.
 All work using Plant should be carried out in accordance with the Code of Practice: Managing Risks of Plant at the Workplace.
 All work should be carried out in accordance with the Code of Practice: Managing Noise and Preventing Hearing Loss at Work.
 Due to the history of serious incidents it is recommended that particular care be exercised when undertaking work involving steel construction and concrete placement. All the above applies.

SAFETY NOTES
 SCALE: 1:100
 LACHLAN WALSH DESIGN
 15/200/2014/4 - Issue and Variation 02/2020, 05/2020, 08/2020
 2801-84 800 558 148
 15/200/2014/4 - Issue and Variation 02/2020, 05/2020, 08/2020
 P: 6422 8225

PROPOSED APARTMENTS & SHOPS
 24A TERRYLANDS STREET, HILLCREST
 PLATINUM GROUP AUS Pty. Ltd.
 DRAWN BY: L. WALSH
 CHECKED BY: L. WALSH
 DATE: 15th July, 2020
 DA SET


20-611
 15th July, 2020
 DA SET



Submission to Planning Authority Notice

Council Planning Permit No.	DA 2020/94	Council notice date	14/10/2020
TasWater details			
TasWater Reference No.	TWDA 2020/01693-BCC	Date of response	20/10/2020
TasWater Contact	David Boyle	Phone No.	0436 629 652
Response issued to			
Council name	BURNIE COUNCIL		
Contact details	planning@burnie.net		
Development details			
Address	24A TERRYLANDS ST, HILLCREST	Property ID (PID)	6153024
Description of development	New apartments and shops x 2		
Schedule of drawings/documents			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
LWD	20-611 Pg 02 & 03		15/07/2020
Conditions			
Pursuant to the <i>Water and Sewerage Industry Act 2008</i> (TAS) Section 56P(1) TasWater imposes the following conditions on the permit for this application:			
CONNECTIONS, METERING & BACKFLOW			
1. A suitably sized water supply with metered connection and sewerage system and connection for this apartments & shops development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit.			
2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost.			
3. Prior to commencing construction of the subdivision/use of the development, any water connection utilised for construction/the development must have a backflow prevention device and water meter installed, to the satisfaction of TasWater.			
DEVELOPMENT ASSESSMENT FEES			
4. The applicant or landowner as the case may be, must pay a development assessment fee of \$211.63 to TasWater, as approved by the Economic Regulator and the fee will be indexed, until the date paid to TasWater. The payment is required within 30 days of the issue of an invoice by TasWater.			
Advice			
General			
For information on TasWater development standards, please visit http://www.taswater.com.au/Development/Development-Standards			
For application forms please visit http://www.taswater.com.au/Development/Forms			



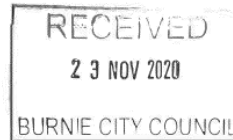
Declaration			
The drawings/documents and conditions stated above constitute TasWater's Submission to Planning Authority Notice.			
Authorised by			
			
Jason Taylor Development Assessment Manager			
TasWater Contact Details			
Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au

General Manager

23rd November 2020

Burnie City Council

PO Box 973, Burnie 7320



REF: Notice of application for land use permit
{ section 57 (3) land use planning and Approvals Act 1993

Application No; DA 2020 / 94

Development site; 24A Terrylands Street HILLCREST
CT 65152/1

Proposal; Shops x 2 and multiple Dwellings x 2

Discretionary Matter ; Reliant on performance criteria for grant of permit – clause
14.4.2 (P1), 14.4.3 (P1) & (P2) , C2.5.1 (P1.1) C2.5.2 (P1) and C2.5.3 (P1)

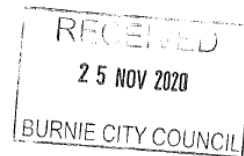
We the owners of shop 1 /24 Terrylands street Hillcrest now used as a busy hairdressing Salon
Are concerned about parking , parking has always been a problem , I see looking at the proposed
plans there are 2 parking spaces in front of the two shops where are the occupants of the shops and
the patrons to these shops going to park their vehicles and also the units behind the said shops
need spaces for visitors parking , this is our main reason for the objection to this building proposal.
They should have to provide off street parking for the shops and units.

Charles & Wanda Fleming
17 Sassafras Crescent
Burnie 7320 Tasmania

A handwritten signature in black ink, appearing to read "Charles & Wanda Fleming".

25th/November/2020

General Manager
Burnie City Council
PO Box 973, Burnie 7320



Reference Notice of application for land use permit
(section 57 (3) land use planning and Appeals Act 1993.

Application NO DA 2020/94

Development site 24A Terrylands Street
Hillcrest

CT 65152/1

Proposal Shops x 2 and multiple dwellings x 2

Discretionary Matter reliant on performance criteria for grant of
permit - clause

14.4.2 (P1)

14.4.3 (P1) + (P2)

C2.S.1 (P1.1)

C2.S.2 (P1) and C2.S.3 (P1)

As the husband of shop 1/24 Terrylands street Hillcrest lease holder
tenant

I am very concerned that there hasn't been enough car parking
spaces provided in the new proposal for the 2 new shops,
as there is very little street parking available in this street
because of bus stops and taxi rank and road islands and
general lack of parking for existing businesses already.

Shawn Stevens
3 Belbin Street Burnie Tas 7320

WORKS AND SERVICES**AO295-20 LAND DISPOSAL (VIA A LEASE) - PROPOSAL TO DISPOSE OF A PORTION OF PUBLIC LAND TO RIDGLEY DISTRICT BOWLS CLUB INC
4 PARKER COURT, RIDGLEY - CT VOLUME 27710, FOLIO 3****FILE NO: 5/2/5; 7525205**
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 Council determines its intention to dispose (via a lease) of a portion of public land, located on 4 Parker Court, Ridgley, (being part of CT Volume 27710, Folio 3, the area identified on the plan attached), to Ridgley District Bowls Club Inc, and that a further report be presented to Council as to the outcome of the submission process.”

2.0 SUMMARY

During a previous review of policy *Community Leases CP-CBS-SG-036*, Council was advised of the need to progress a public land disposal process where a community lease was to be for a period greater than five years.

The current lease with the Ridgley District Bowls Club Inc will need to be renewed in the near future and triggers the need to progress a public land disposal process, as the lease term will be greater than five years.

Progressing the public land disposal process as noted in this report enables Council to meet its statutory obligations under the *Local Government Act 1993*.

3.0 BACKGROUND

The Ridgley District Bowls Club Inc has leased premises on Council land at 4 Parker Court, Ridgley (Ridgley Recreation Ground) for many years. The current lease is due for renewal and Officers will progress discussions with the Club in regard to the lease renewal in accordance with the provisions of Council's policy *Community Leases CP-CBS-SG-036*.

The plan ***attached*** shows the footprint of the land occupied, including building (red line) and common area (yellow line).

The land occupied by the Ridgley District Bowls Club Inc can be designated as public land under the relevant provisions of the *Local Government Act 1993* and the land is listed as such on Council's Public Land Register.

Council must follow the processes under the *Local Government Act 1993* for the disposal of public land, including the lease of land, where the period of the lease term is greater than five years. Refer to the legislative section of this report for the relevant sections of legislation.

Council's policy *Community Leases CP-CBS-SG-036* permits a community lease term to be a maximum of ten years. It is expected that the lease term with the Ridgley District Bowls Club Inc will be the maximum permitted under the policy. A longer term requires a separate resolution of Council.

The purpose of this report is to progress the public land disposal process in respect to the proposed lease renewal with the Ridgley District Bowls Club Inc.

4.0 LEGISLATIVE REQUIREMENTS

The Act details specific requirements in relation to the sale and disposal (including lease) of land, as follows:

177. Sale and disposal of land

(1) *A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.*

(2) *Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under section 4 of the Land Valuers Act 2001.*

(3) *A council may sell –*

(a) *any land by auction or tender; or*

(b) *any specific land by any other method it approves.*

(4) *A council may exchange land for other land –*

(a) *if the valuations of each land are comparable in value; or*

(b) *in any other case, as it considers appropriate.*

(5) *A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.*

(6) *A decision by a council under this section must be made by absolute majority.*

A separate and additional process for the disposal of public land is provided for under the Act. Section 177A of the Act (reproduced below) describes public land.

177A. Public land

(1) *The following land owned by a council is public land:*

(a) *a public pier or public jetty;*

(b) *any land that provides health, recreation, amusement or sporting facilities for public use;*

(c) *any public park or garden;*

(d) *any land acquired under section 176 for the purpose of establishing or extending public land;*

(e) *any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993;*

(f) *any other land that the council determines is public land;*

(g) *any other prescribed land or class of land.*

(2) *The general manager is to –*

(a) *keep lists or maps of all public land within the municipal area; and*

(b) *make the lists and maps available for public inspection at any time during normal business hours.*

The land which is the subject of this report is public land.

Section 178 of the Act (reproduced below) details the procedural steps that must be undertaken in respect to a proposal to dispose of public land (including leases greater than five years).

178. Sale, exchange and disposal of public land

(1) *A council may sell, lease, donate, exchange or otherwise dispose of public land owned by it in accordance with this section.*

(2) *Public land that is leased for any period by a council remains public land during that period.*

(3) *A resolution of the council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority.*

(4) *If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to–*

(a) *publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and*

(ab) *display a copy of the notice on any boundary of the public land that abuts a highway; and*

(b) *notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.*

(5) If the general manager does not receive any objection under subsection (4) and an appeal is not made under section 178A, the council may sell, lease, donate, exchange or otherwise dispose of public land in accordance with its intention as published under subsection (4).

(6) The council must –

(a) consider any objection lodged; and

(b) by notice in writing within 7 days after making a decision to take or not to take any action under this section, advise any person who lodged an objection of –

(i) that decision; and

(ii) the right to appeal against that decision under section 178A.

(7) The council must not decide to take any action under this section if –

(a) any objection lodged under this section is being considered; or

(b) an appeal made under section 178A has not yet been determined; or

(c) the Appeal Tribunal has made a determination under section 178B(b) or (c).

(8)

The purpose of this report is to commence the statutory process as outlined in Section 178.

Guidance on the process to follow in the disposal of public land is provided in an information sheet produced by the Local Government Division titled “Sale of Public Land” (It is noted that for the purposes of the *Act*, the term disposal includes a lease greater than five years. The subject land is not proposed for sale).

Reference has been made to that document in the preparation of this report.

5.0 POLICY CONSIDERATIONS

The Ridgley District Bowls Club Inc has occupied the land and premises as noted in this report for many years under a lease with Council.

The renegotiated lease with the Ridgley District Bowls Club Inc will be in accordance with Council’s policy *Community Leases CP-CBS-SG-036*.

6.0 FINANCIAL IMPACT

Section 177 of the *Local Government Act 1993* requires that a valuation for land be obtained before Council disposes of the land through a lease.

Council has engaged a company to provide valuations for Council’s buildings for building assets revaluation and insurance purposes.

As part of this valuation process, lease values for various premises have been sought.

The Valuers have indicated an annual rental figure for the building occupied by the Ridgley District Bowls Club Inc as \$35,972 per annum (as at 30 June 2019).

However, it is noted that the proposed lease arrangement with the Ridgley District Bowls Club Inc would be in accordance with the Council's policy *Community Leases CP-CBS-SG-036*.

The lease fee payable by an eligible community organisation is specified in the policy. For 2020-2021, the applicable annual lease fee is \$387.80, including GST.

In addition, the organisation must reimburse Council the cost of the building insurance premium associated with the facility occupied.

7.0 DISCUSSION

There are no apparent reasons why the occupation and use of the Council land and facility at 4 Parker Court, Ridgley by the Ridgley District Bowls Club Inc should not continue, subject to a suitable lease arrangement being negotiated.

The focus of this report is to progress a public land disposal process related to the disposal (via a lease) of a portion of land owned by Council at 4 Parker Court, Ridgley.

This is a process required under the *Local Government Act 1993* to ensure the community has a say in the use of public land that is intended to be placed into a medium-long term lease.

The rationale for the disposal (via a lease) of the public land is to facilitate the ongoing occupation and use of a portion of the land by a community group.

In regard to the public land disposal process, the following steps need to occur:

- a) Council determines its intention to dispose of the subject land.
- b) Council's determination is published as a public notice, twice, in a local newspaper advising interested parties of Council's intention to dispose of the land.
- c) A notice is required to be placed at the property boundary advising of Council's intention to dispose of the land.
- d) Submissions are invited from interested parties in respect to Council's intention to dispose of the subject land.

In providing the public notification, staff will refer to the Department of Local Government's information sheet "Sale of Public Land" (albeit noting that this is a lease disposal not a sale).

Any submissions received within the specified time frame will be considered by Council following the completion of the statutory period.

The Act contains appeal provisions should a person who lodges a submission, be aggrieved by the subsequent Council decision.

8.0 RISK

The following table identifies relevant risks and how they may need to be addressed to either eliminate or reduce the risks.

The specific risk associated with the public land disposal process relates to ensuring the appropriate procedural steps are implemented and the necessary information to inform the community of the process is readily available.

Officers have reviewed the best practice guidelines issued by the Department of Local Government in the preparation of this report.

A general exploration of risk matters in relation to the subject land, the public land disposal process and development generally are noted for information.

RISK CATEGORY	COMMENT	MITIGATION STRATEGY
Assets and Infrastructure	No Council assets are impacted by the current use and occupation of the subject land.	No issue to manage.
Corporate Business Systems	Lease terms not complied with.	Lease, when executed, would be included on the lease register and compliance actions entered in the compliance register.
Emergency Management	The occupation of the land has no impact on such a risk.	None proposed.
Environmental	The occupation of the Council land presents no specific environmental risks.	None proposed.
Financial	The lease value will be in accordance with Council policy. Roles and responsibilities in terms of building management are contained in lease agreement.	Apply the lease provisions.
Political	Continuation of an existing an existing occupation arrangement. No identified issues.	None proposed.
Public Safety	No identified issues.	None proposed.
Strategic	Council has permitted the land at 4 Parker Court, Ridgley to be used for community purposes.	None proposed.
Regulations and Compliance	The public land disposal process is a statutory process and Council must demonstrate it has met all the proscribed elements of the process.	Council reports, records of notices and photos of site notices.
Workers	No identified issues.	None proposed.

9.0 CONSULTATION

The Ridgley District Bowls Club Inc have been advised of Council's intention to commence a public land disposal process.

The public land disposal process provides an opportunity for the community to make a submission in respect to the proposed disposal (via a lease) of land.

To inform the community of the intention to dispose of land there is a requirement to publish a public notice (twice) containing the prescribed information in a local newspaper.

In addition to the public notice, the same information is posted on the boundaries of the subject land.

The Act provides for a 21 day submission period from the date of first publication of the notice.

Subject to the decision of Council, the first notice will be published on Saturday, 12 December 2020.

ATTACHMENTS

1 [↓](#) Ridgley District Bowls Club Inc - Leased Map Area

COUNCIL RESOLUTION

Resolution number: MO342-20

MOVED: Cr A Boyd

SECONDED: Cr C Lynch

"THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on 4 Parker Court, Ridgley, (being part of CT Volume 27710, Folio 3, the area identified on the plan attached), to Ridgley District Bowls Club Inc, and that a further report be presented to Council as to the outcome of the submission 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



WORKS AND SERVICES**AO296-20 LAND DISPOSAL (VIA A LEASE) - PROPOSAL TO DISPOSE OF A PORTION OF PUBLIC LAND TO STOWPORT CRICKET CLUB INC
574 STOWPORT ROAD, STOWPORT
CT VOLUME 216840, FOLIO 1****FILE NO: 5/2/5; 6191100**
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 Council determines its intention to dispose (via a lease) of a portion of public land, located on 574 Stowport Road, Stowport (being part of CT Volume 216840, Folio 1, the area identified on the plan attached), to Stowport Cricket Club Inc, and that a further report be presented to Council as to the outcome of the submission process.”

2.0 SUMMARY

During a previous review of policy *Community Leases CP-CBS-SG-036*, Council was advised of the need to progress a public land disposal process where a community lease was to be for a period greater than five years.

The current lease with the Stowport Cricket Club Inc will need to be renewed in the near future and triggers the need to progress a public land disposal process, as the lease term will be greater than five years.

Progressing the public land disposal process as noted in this report enables Council to meet its statutory obligations under the *Local Government Act 1993*.

3.0 BACKGROUND

The Stowport Cricket Club Inc has leased premises on Council land at 574 Stowport Road, Stowport (Stowport Recreation Ground) for many years. The current lease is due for renewal and Officers will progress discussions with the Club in regard to the lease renewal in accordance with the provisions of Council's policy *Community Leases CP-CBS-SG-036*.

The plan ***attached*** shows the footprint of the land occupied, including building (red line) and common area (yellow line).

The land occupied by the Stowport Cricket Club Inc can be designated as public land under the relevant provisions of the *Local Government Act 1993* and the land is listed as such on Council's Public Land Register.

Council must follow the processes under the *Local Government Act 1993* for the disposal of public land, including the lease of land, where the period of the lease term is greater than five years. Refer to the legislative section of this report for the relevant sections of legislation.

Council's policy *Community Leases CP-CBS-SG-036* permits a community lease term to be a maximum of ten years. It is expected that the lease term with the Stowport Cricket Club Inc will be the maximum permitted under the policy. A longer term requires a separate resolution of Council.

The purpose of this report is to progress the public land disposal process in respect to the proposed lease renewal with the Stowport Cricket Club Inc.

4.0 LEGISLATIVE REQUIREMENTS

The *Act* details specific requirements in relation to the sale and disposal (including lease) of land, as follows:

177. Sale and disposal of land

(1) *A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.*

(2) *Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under section 4 of the Land Valuers Act 2001.*

(3) *A council may sell –*

(a) *any land by auction or tender; or*

(b) *any specific land by any other method it approves.*

(4) *A council may exchange land for other land –*

(a) *if the valuations of each land are comparable in value; or*

(b) *in any other case, as it considers appropriate.*

(5) *A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.*

(6) *A decision by a council under this section must be made by absolute majority.*

A separate and additional process for the disposal of public land is provided for under the *Act*. Section 177A of the *Act* (reproduced below) describes public land.

177A. Public land

(1) *The following land owned by a council is public land:*

- (a) a public pier or public jetty;*
- (b) any land that provides health, recreation, amusement or sporting facilities for public use;*
- (c) any public park or garden;*
- (d) any land acquired under section 176 for the purpose of establishing or extending public land;*
- (e) any land shown on a subdivision plan as public open space that is acquired by a council under the Local Government (Building and Miscellaneous Provisions) Act 1993;*
- (f) any other land that the council determines is public land;*
- (g) any other prescribed land or class of land.*

(2) *The general manager is to –*

- (a) keep lists or maps of all public land within the municipal area; and*
- (b) make the lists and maps available for public inspection at any time during normal business hours.*

The land which is the subject of this report is public land.

Section 178 of the Act (reproduced below) details the procedural steps that must be undertaken in respect to a proposal to dispose of public land (including leases greater than five years).

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- (1) A council may sell, lease, donate, exchange or otherwise dispose of public land owned by it in accordance with this section.*
- (2) Public land that is leased for any period by a council remains public land during that period.*
- (3) A resolution of the council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority.*
- (4) If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to–*
 - (a) publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and*
 - (ab) display a copy of the notice on any boundary of the public land that abuts a highway; and*
 - (b) notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.*

(5) If the general manager does not receive any objection under subsection (4) and an appeal is not made under section 178A, the council may sell, lease, donate, exchange or otherwise dispose of public land in accordance with its intention as published under subsection (4).

(6) The council must –

(a) consider any objection lodged; and

(b) by notice in writing within 7 days after making a decision to take or not to take any action under this section, advise any person who lodged an objection of –

(i) that decision; and

(ii) the right to appeal against that decision under section 178A.

(7) The council must not decide to take any action under this section if –

(a) any objection lodged under this section is being considered; or

(b) an appeal made under section 178A has not yet been determined; or

(c) the Appeal Tribunal has made a determination under section 178B(b) or (c).

(8)

The purpose of this report is to commence the statutory process as outlined in Section 178.

Guidance on the process to follow in the disposal of public land is provided in an information sheet produced by the Local Government Division titled “Sale of Public Land” (It is noted that for the purposes of the *Act*, the term disposal includes a lease greater than five years. The subject land is not proposed for sale).

Reference has been made to that document in the preparation of this report.

5.0 POLICY CONSIDERATIONS

The Stowport Cricket Club Inc has occupied the land and premises as noted in this report for many years under a lease with Council.

The renegotiated lease with the Stowport Cricket Club Inc will be in accordance with Council’s policy *Community Leases CP-CBS-SG-036*.

6.0 FINANCIAL IMPACT

Section 177 of the *Local Government Act 1993* requires that a valuation for land be obtained before Council disposes of the land through a lease.

Council has engaged a company to provide valuations for Council’s buildings for building assets revaluation and insurance purposes.

As part of this valuation process, lease values for various premises have been sought.

The Valuers have indicated an annual rental figure for the building occupied by the Stowport Cricket Club Inc as \$2,400 per annum (as at 30 June 2019).

However, it is noted that the proposed lease arrangement with the Stowport Cricket Club Inc would be in accordance with the Council's policy *Community Leases CP-CBS-SG-036*.

The lease fee payable by an eligible community organisation is specified in the policy. For 2020-2021, the applicable annual lease fee is \$387.80, including GST.

In addition, the organisation must reimburse Council the cost of the building insurance premium associated with the facility occupied.

7.0 DISCUSSION

There are no apparent reasons why the occupation and use of the Council land and facility at 574 Stowport Road, Stowport by the Stowport Cricket Club Inc should not continue, subject to a suitable lease arrangement being negotiated.

The focus of this report is to progress a public land disposal process related to the disposal (via a lease) of a portion of land owned by Council at 574 Stowport Road, Stowport.

This is a process required under the *Local Government Act 1993* to ensure the community has a say in the use of public land that is intended to be placed into a medium-long term lease.

The rationale for the disposal (via a lease) of the public land is to facilitate the ongoing occupation and use of a portion of the land by a community group.

In regard to the public land disposal process, the following steps need to occur:

- a) Council determines its intention to dispose of the subject land.
- b) Council's determination is published as a public notice, twice, in a local newspaper advising interested parties of Council's intention to dispose of the land.
- c) A notice is required to be placed at the property boundary advising of Council's intention to dispose of the land.
- d) Submissions are invited from interested parties in respect to Council's intention to dispose of the subject land.

In providing the public notification, staff will refer to the Department of Local Government's information sheet "Sale of Public Land" (albeit noting that this is a lease disposal not a sale).

Any submissions received within the specified time frame will be considered by Council following the completion of the statutory period.

The Act contains appeal provisions should a person who lodges a submission, be aggrieved by the subsequent Council decision.

8.0 RISK

The following table identifies relevant risks and how they may need to be addressed to either eliminate or reduce the risks.

The specific risk associated with the public land disposal process relates to ensuring the appropriate procedural steps are implemented and the necessary information to inform the community of the process is readily available.

Officers have reviewed the best practice guidelines issued by the Department of Local Government in the preparation of this report.

A general exploration of risk matters in relation to the subject land, the public land disposal process and development generally are noted for information.

RISK CATEGORY	COMMENT	MITIGATION STRATEGY
Assets and Infrastructure	No Council assets are impacted by the current use and occupation of the subject land.	No issue to manage.
Corporate Business Systems	Lease terms not complied with.	Lease, when executed, would be included on the lease register and compliance actions entered in the compliance register.
Emergency Management	The occupation of the land has no impact on such a risk.	None proposed.
Environmental	The occupation of the Council land presents no specific environmental risks.	None proposed.
Financial	The lease value will be in accordance with Council policy. Roles and responsibilities in terms of building management are contained in lease agreement.	Apply the lease provisions.
Political	Continuation of an existing an existing occupation arrangement. No identified issues.	None proposed.
Public Safety	No identified issues.	None proposed.
Strategic	Council has permitted the land at 574 Stowport Road, Stowport to be used for community purposes.	None proposed.
Regulations and Compliance	The public land disposal process is a statutory process and Council must demonstrate it has met all the proscribed elements of the process.	Council reports, records of notices and photos of site notices.
Workers	No identified issues.	None proposed.

9.0 CONSULTATION

The Stowport Cricket Club Inc have been advised of Council's intention to commence a public land disposal process.

The public land disposal process provides an opportunity for the community to make a submission in respect to the proposed disposal (via a lease) of land.

To inform the community of the intention to dispose of land there is a requirement to publish a public notice (twice) containing the prescribed information in a local newspaper.

In addition to the public notice, the same information is posted on the boundaries of the subject land.

The Act provides for a 21 day submission period from the date of first publication of the notice.

Subject to the decision of Council, the first notice will be published on Saturday, 12 December 2020.

ATTACHMENTS

1 [↓](#) Stowport Cricket Club Inc - Leased Area Map

COUNCIL RESOLUTION

Resolution number: MO343-20

MOVED: Cr A Boyd

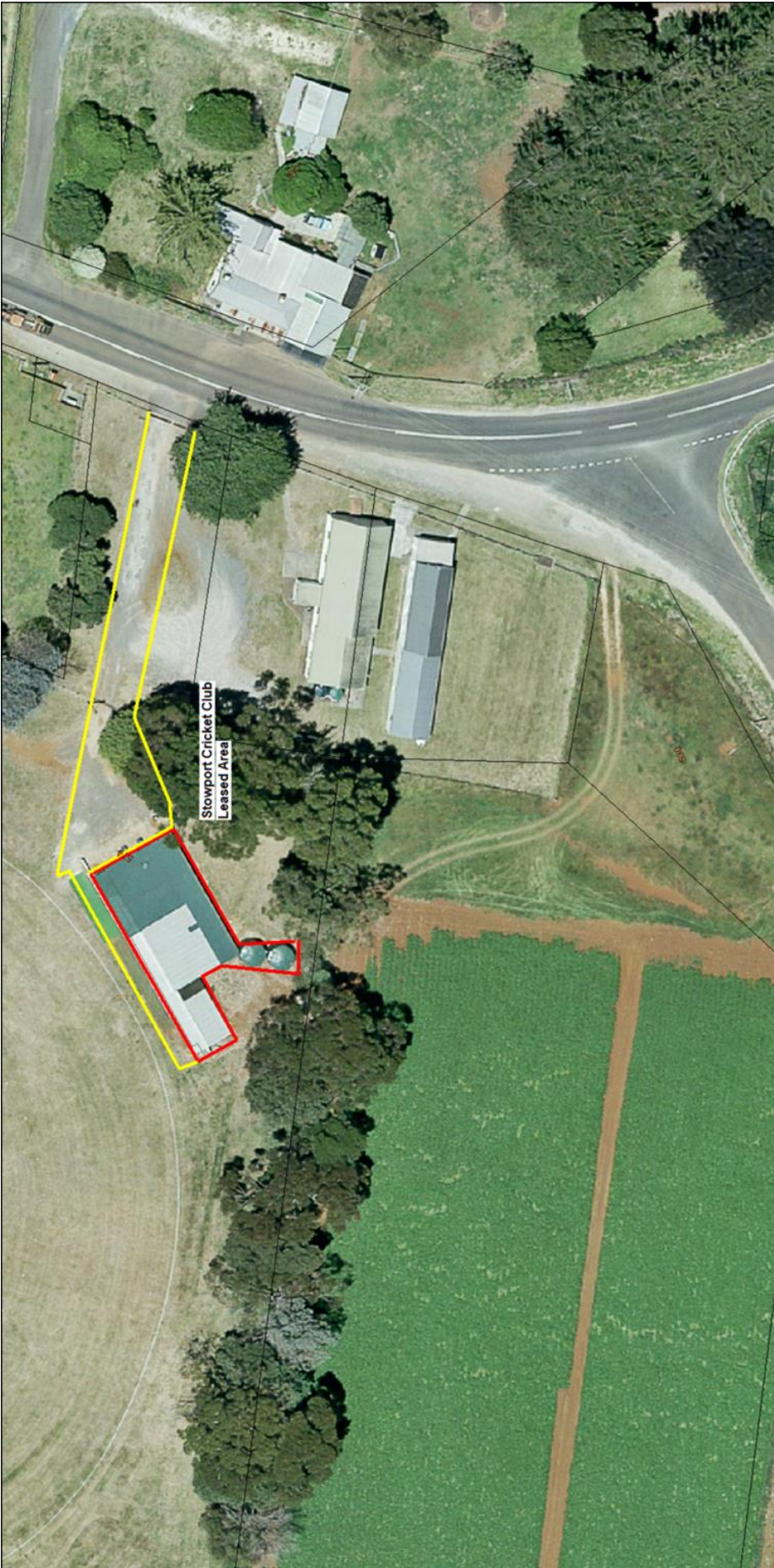
SECONDED: Cr A Keygan

"THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on 574 Stowport Road, Stowport (being part of CT Volume 216840, Folio 1, the area identified on the plan attached), to Stowport Cricket Club Inc, and that a further report be presented to Council as to the outcome of the submission 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



LAND AND ENVIRONMENTAL SERVICES**AO297-20 CAR PARKING
PORTSIDE CAR PARK****FILE NO: 2/22/1-06
PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.7 A	road transport system that meets the needs of the community and supports the wider region.
Strategy	1.7.2	Manage the creation and regulation of controlled parking spaces to provide convenience and accessibility.

1.0 RECOMMENDATION:*“THAT Council endorse the –*

- a) closure of the Portside car park to permit occupation by the COVID-19 testing site for period of up to 12 months from December 2020;*
- b) relocation of 6 x reserved parking spaces from the Portside car park onto Spring Street for duration of the closure;*
- c) application of the Early Bird parking scheme to spaces on Spring Street for duration of the closure; and*
- d) forego revenue from the Portside car park during the period the site is occupied by the COVID-19 testing station.”*

2.0 SUMMARY

This report seeks endorsement for the arrangements made to close the Portside Car Park to facilitate relocation of the Department of Health COVID-19 testing site from West Park.

3.0 BACKGROUND

The Department of Health has operated a COVID-19 testing site on land behind West Park since mid – 2020.

The site is within the construction area for the current UTAS development. Relocation is necessary to enable work to continue.

The Department sought an alternate site, and made a recent decision to relocate to the Portside car park effective from the first week of December.

Council officers have been required to make a number of decisions to accommodate the move and to address impacts on existing users of the car park.

4.0 LEGISLATIVE REQUIREMENTS

The authority to control use of a Council owned and managed off-street car park is set out in the Burnie City Council Parking By-law.

Clause 25 of the By-law allows an authorised officer may close a car park.

5.0 POLICY CONSIDERATIONS

The Car Parking Policy CP-007 confirms the Council will provide and manage public parking space within the Burnie town centre.

The Car Park Policy requires that Council must agree to and account for any waiver or discount in an applicable parking fee.

6.0 FINANCIAL IMPACT

The Council has set fees and charges for use of Council car parks.

Fees apply for use of the Portside car park.

7.0 DISCUSSION

Arrangements have been made with the Tasmanian Department of Health to relocate the COVID-19 testing station from its current site behind the West Park Recreation Ground to the Council operated car park adjoining the Portside building.

Purpose of the relocation is to facilitate progress on the UTAS development, and will provide more space to accommodate parking for the New Year carnival.

The Department of Health will relocate operations to Portside from early December 2020; and gave short notice of the decision.

Council management has been required to make a number of decisions to accommodate the relocation and to provide alternatives for existing users of the car park.

a) Closure of the car park

Relocation of the COVID test station to Portside has required the 54 space car park be closed to the public.

A small number of assigned tenant car spaces will be retained

The Burnie City Council Parking By-law provides in clause 25 that an authorised officer may close any parking area or portion of a car park.

The power is typically used for a short-term closure in an emergency, to undertake maintenance and repair work, or to allow a particular event.

On this occasion the authority has been exercised to close the car park for an initial period of 12 months.

The car park is used primarily by occupants of the Portside building, and currently has a low occupation rate.

It is unlikely the closure will result in a significant shortfall in capacity of the Council's public parking provision in the short to medium term.

b) Dislocation of existing users

The car park currently includes reserved parking space for Portside tenants, and is one of Council's Early-Bird parking sites.

Capacity is available on metered spaces on Spring Street to accommodate relocation of regular users and some reserved tenant parking.

Arrangements have been made to relocate six (6) reserved spaces from within the car park area required by the COVID test site to spaces on Spring Street.

The Early Bird scheme will operate for spaces within Spring Street.

Consultation has occurred with occupants of Portside on these arrangements

c) Foregone Revenue

Closure will remove revenue opportunities from car park use.

Portside has delivered an average income of \$600 per month from 1 July 2020.

A twelve month occupation by the COVID test station will forego revenue in the order of \$7,000.

Loss of revenue is likely to be off-set by increased use of metered spaces on Spring Street by occupants and users of Portside.

The Parking Policy requires Council is to account for any revenue foregone as the result of closing a car park.

The test station is a necessary public health response to the COVID emergency. Access to the car park may be included as part of the Council's contribution to managing the COVID 19 disease.

No demand has been placed on the Department of Health for payment to use the car park.

Adjustments will be made in the 20/21 budget forecast to reflect foregone revenue.

8.0 RISK

The following table identifies relevant risks and how they may need to be addressed to either eliminate or reduce the risks.

Risk Category	Risk identified	Ways to eliminate or reduce the risk
Assets and infrastructure	Possible loss in capacity of public parking stock with closure of 50+ spaces	The car park currently has low levels of use. Other Council provided facilities have capacity to accommodate overflow without impact.
Corporate business systems	n/a	No required
Emergency management	n/a	DoH will have responsibility to manage risk and emergencies associated with the COVID test facility. Alternate emergency management arrangements are being developed for Portside occupants
Environmental	Low	DoH will have responsibility for managing any environmental risks associated with operations from the site
Financial	Loss of revenue from public user fees	Current low usage; modification to parking management on Spring Street to accommodate relocation of regular car park users
Political	Low	Responsible action to assist protection of community health
Public Safety	Low – exposure to COVID	DoH will operate strict controls to prevent exposure and transmission of COVID associated with people attending and delivering services within the test site. Dedicated toilet and washroom facilities will be installed for DoH staff
Strategic	Low	Car park will return to public use when COVID 19 emergency ends – initial occupation by test site is for up to 12 months
Regulations and Compliance	Nil	Compliance to Parking By-law for closure and use of a Council park under

Risk Category	Risk identified	Ways to eliminate or reduce the risk
Workers	Low	DoH responsible for worker safety within test site. Arrangements made for safety of Portside workers by controls on access and use of COVID test site

9.0 CONSULTATION

This report has been prepared in consultation with all relevant Council staff and other parties

COUNCIL RESOLUTION**Resolution number: MO344-20****MOVED:** *Cr D Pease***SECONDED:** *Cr G Simpson****“THAT Council endorse the –***

- a) closure of the Portside car park to permit occupation by the COVID-19 testing site for period of up to 12 months from December 2020;***
- b) relocation of 6 x reserved parking spaces from the Portside car park onto Spring Street for duration of the closure;***
- c) application of the Early Bird parking scheme to spaces on Spring Street for duration of the closure; and***
- d) forego revenue from the Portside car park during the period the site is occupied by the COVID-19 testing station.”***

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

Against:

CARRIED UNANIMOUSLY

COMMUNITY AND ECONOMIC DEVELOPMENT**AO298-20 BURNIE TARMAC RALLY EVENT**

FILE NO: 29/1/14
PREVIOUS MIN: NIL

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.3	A community that promotes and values its broad range of quality leisure, recreational and sporting opportunities.
Strategy	1.3.1	Enhance and promote opportunities for recreation and leisure around our natural assets

1.0 RECOMMENDATION:

“THAT Council provide sponsorship of \$10,000 to Auto Corsa towards the Burnie Tarmac Rally Event.”

2.0 SUMMARY

Council has received a sponsorship proposal from Auto Corsa to support a Burnie Tarmac Rally event. The sponsorship proposal is **attached**.

The event replaces the previous Rally Tas and Targa North West Rally events, which Council has supported for many years.

Given the economic benefits to the city from hosting this event, is proposed that the event be supported from Council’s community events budget which was established to support these events.

3.0 BACKGROUND

Given the terrain and road network in the municipality; the popularity of motorsport in the Tasmanian and local communities; and the opportunities to promote the city to a national audience, tarmac rallying has been consistently supported by Council, with Rally Tasmania and Targa Tasmania events an important part of the annual sporting calendar.

In the recent past, Targa Tasmania has conducted a weekend tarmac rally event across Burnie, Circular Head and Waratah-Wynyard council areas, however due to a change of ownership, the event will no longer be proceeding.

Council has now been approached by the Auto Corsa Group which is providing tarmac motorsport events in Tasmania.

4.0 LEGISLATIVE REQUIREMENTS

There are no legislative requirements impacting on this report.

5.0 POLICY CONSIDERATIONS

There are no policy considerations impacting on this report.

6.0 FINANCIAL IMPACT

The sponsorship proposal is seeking a cash contribution of \$10,000 from Council as well as access to the Marine Terrace Car Park for competition vehicles and to the Burnie Waterfront for an event finish.

7.0 DISCUSSION

The proposal is for a weekend event with cars inspected on the Friday afternoon, and the competition held at Hellyer Gorge on Saturday 27 February 2021, and an awards presentation on the Burnie Waterfront that evening.

The event timetable will require the event crew and participants to overnight in Burnie for two nights.

Based on projected numbers, it is expected the event will generate an economic benefit to the city of more than \$50,000 as well as providing a closing event that, based on previous similar events, will draw people from across the region.

The motorsport event also reaches thousands of rally enthusiasts from across Australia, and this provides the city with destination marketing opportunities.

8.0 RISK

The key risk to Council is that the event is cancelled at the last minute due to public health restrictions following another COVID outbreak.

Given the nature of the global pandemic it is difficult to mitigate this risk, other than seeking the organisers reschedule to another date.

9.0 CONSULTATION

Due to the lateness in receiving the proposal there has been no opportunity for consultation with councillors.

ATTACHMENTS

[1↓](#) Burnie Tarmac Rally Proposal

COUNCIL RESOLUTION

Resolution number: MO345-20

MOVED: Cr G Simpson

SECONDED: Cr A Keygan

“THAT Council provide sponsorship of \$10,000 to Auto Corsa towards the Burnie Tarmac Rally Event.”

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

Against:

CARRIED UNANIMOUSLY



BURNIE TARMAC RALLY EVENT
Major Event Proposal

Organiser:

Auto Corsa Group Pty Ltd

ACN 603 756 181

ABN 50 603 756 181

17 Kelson Place

Acton Park TAS 7170

Contact:

Stuart Benson

Event Director

+61-412-868-979

stuart@autocorsa.com.au

**Company profile:**

Auto Corsa Group is a promotor of client-focused social motorsport events, including tarmac rallies, hillclimbs and track days.

The principal focus of Auto Corsa Group is the delivery of premium yet accessible events that provide participants with unique and exhilarating experiences.

Auto Corsa Group apply a hands-on approach to the design and delivery of events, with group members being former and active participants in Australian motorsport.

Spearheading the team is experienced former motorsport professional Stuart Benson.

Now a leading Hobart real estate sales professional and successful national level motorsport driver and co-driver, Stuart gained much of his motorsport event management experience in his former roles as Director and Clerk of the Course of the international endurance tarmac rally event, Targa Tasmania, and the Australian Targa Championship.

Stuart completed a 14-year tenure with global sports marketing and entertainment company Octagon in the role of Group Director - Motorsport, and during the period he managed key components of many high profile events including the Australasian Safari, rounds of the Australian Rally Championship, Porsche Carrera Cup Australia, V8 Supercars events, Targa Adelaide, Targa High Country, Targa Wrest Point, Mark Webber Tasmania Challenge, and historic events such as the Longford Revival and Adelaide Motorsport Festivals.



Executive Summary

Introduction

Between the years 1982 and 2009, Rally Tasmania was a much loved motorsport event that that firmly occupied the calendar of rally professionals and enthusiastic amateurs alike. For three days in February, Burnie became the centre of tarmac rally attention, where local, national and even international teams would challenge for ultimate bragging rights over some of Australia's best driving roads.

In 2021, Auto Corsa Group, in association with passionate local individuals, enthusiastic community groups and supportive businesses, plan to bring such an event back to the North West Tasmania, but with a new vibrant energy and even greater community integration than previously seen.

The proposed 2021 event will be a single day multi-stage tarmac rally to be held on Saturday 27 February, that is designed to drive visitation to Burnie and expose event participants to the region's beauty, all while creating an exciting free to see community event.

The indented annual event is planned to grow to a multi-day format in 2022 and will draw unique and highly prized classic and modern, sports and touring cars from intra and inter-state entrants to take part.

Designed by former Targa Tasmania motorsport and event director, Stuart Benson, with input from national championship winning drivers, the event format responds to market feedback. The technical and challenging nature of North West Tasmania's roads selected for inclusion within this event provide are a perfect platform for genuine competition thanks to excellent road surface conditions, elevation changes, low levels of direct population and photogenic backgrounds.

Fostering community ownership and participation

Motorsport is far from a new concept to the residents of Burnie and North West Tasmania, where much enthusiasm and excitement has already been felt at the sheer suggestion of such an event re-occurring within the local area.

While complying with all COVID-19 safety and social distancing measures, at various event areas, the general public will be able to take in the colour and excitement of both professional and the experienced amateur teams and their competition cars - asking questions and finding out about the diverse array of special vehicles taking part in the rally.

Hilder Parade overlooking West Beach will be the stage of a podium finish, where music, flags, inflatable arches, and an elevated podium will ensure a celebratory, visual presence, to help create excitement at the official activity.

Designated spectator points along the course will provide an opportunity for event supporters, family, friends and spectators, as well as local residents to see 50 years

of motoring history in motion – along with a broad and quirky selection of passionate car lovers' projects.

Auto Corsa Group will work with local associations to ensure there are opportunities developed to leverage the event and for these groups to raise much-needed funds for important local projects through initiatives and activities.

Auto Corsa Group will also engage with local providers to supply goods and services for event delivery.

Creating a window to the region

Auto Corsa Group will roll out a comprehensive communications plan to secure maximum exposure for the event and the region, and this will be achieved through traditional and new media formats.

Some of the key aspects of this strategy include:

- Targeting traditional media through media releases and story placement
- Facilitate an on-event journalist program
- Create an online presence through social media channels
- Development and distribution of event collateral including posters and flyers
- Development of a spectator guide made both available online and promoted in local press

The communications plan will also outline a number of engagement activities that will ensure local residents that are directly impacted by the proposed road closures are kept up to date of event plans, logistics and timings.

Generating local economic benefits

In the immediate term, competitors, support teams, family, friends and spectators will spend on fuel, accommodation, food and beverage and other goods and services. While this will obviously be the case during event, many teams will perform course reconnaissance in the weeks prior to the event, spending on similar items.

Also, as valuable car owners, many participants fall into the upper socioeconomic market and are therefore are comfortable spending. With nurtured local hospitably relationships there is potential for people to extend their stay and/or re-visit at other times of the year.

Safety a top priority

Minimising public inconvenience and maximising general safety are always key concerns for organisers of closed road motorsport events.

All roadways that form the proposed competitive course have been chosen by Auto Corsa Group based on their compliance with the following criteria, and in this order of priority:

- Minimal public inconvenience on the given day and time of closure
- Compliance to safety matrix
- Driving challenge

At all times during the course design process, careful consideration is paid to road closure impact on the local and greater community.

The event's impact on schools, businesses and homes is of the highest concern so careful attention is paid to ensure reasonable detours or effective traffic management practices are delivered to ensure support is gained from those affected by the event. The working goal is that any inconvenience caused as a result of the event is outweighed by positive outcomes for the greater community.

Auto Corsa Group uses a 'world's best practice' approach to motorsport risk management

Closed road events create unique risks that require a high level of understanding and experience to optimally manage.

Auto Corsa Group Director Stuart Benson first commenced working with the world motorsport body in developing and documenting world standard emergency management systems for tarmac rally events in 2000. Thanks to such familiarity, event design and contracted medical and rescue staff are well educated as the first line of response with resources similar to those of an ambulance rescue vehicle.

The operational Event Coordination Centre (ECC) is the central location for event coordination and is staffed by operational controllers and emergency management controllers.

Should the services of the Ambulance, Police or Fire Service be required within a section of the closed road, for either an event or non-event related emergency, a specific joint protocol has been developed to ensure the timely and safe deployment of a responding vehicle onto the otherwise closed road.



Event Summary

The 2021 event will comprise a single day tarmac rally designed for at least 50 competition cars, covering 150 kilometres of driving, of which almost 65 kilometres are competitive, over seven special stages, made up of just one section of closed road, utilised in two directions.

The compact rally route will see competitors start the event in Burnie, then travel to Hellyer Gorge, finish each stage of competition within the designated road closure, then return at the conclusion of the day's competition for the event's celebratory finish in Burnie.

The official course of the event has been designed with a competition-to-touring ratio weighted in favour of closed road competition, with only limited public road touring. By focusing on just one section of closed road where easy detours are available, community impact caused by this compressed format single day structure is much reduced from that of a typical tarmac rally, but accessibility for entrants is increased and therefore stimulates participant popularity.

Even by using just one section of road to create a special stage, the course creates a platform for genuine competition. Utilising rally designer Stuart Benson's fifteen years' experience in domestic and international tarmac rally event management, the 2021 event has been designed around world's best practice for the tarmac rallying.

Between 2009 and 2014 Stuart Benson was global sports marketing and entertainment company Octagon's tarmac rally event course designer and motorsport director, and as such has a high level of experience managing motorsport events under national and international sanctioning. For Octagon, Stuart was a consultant industry expert and held responsibility for the safe and successful delivery of various major state government supported motorsport events and Stuart today continues this work through Auto Corsa Group.

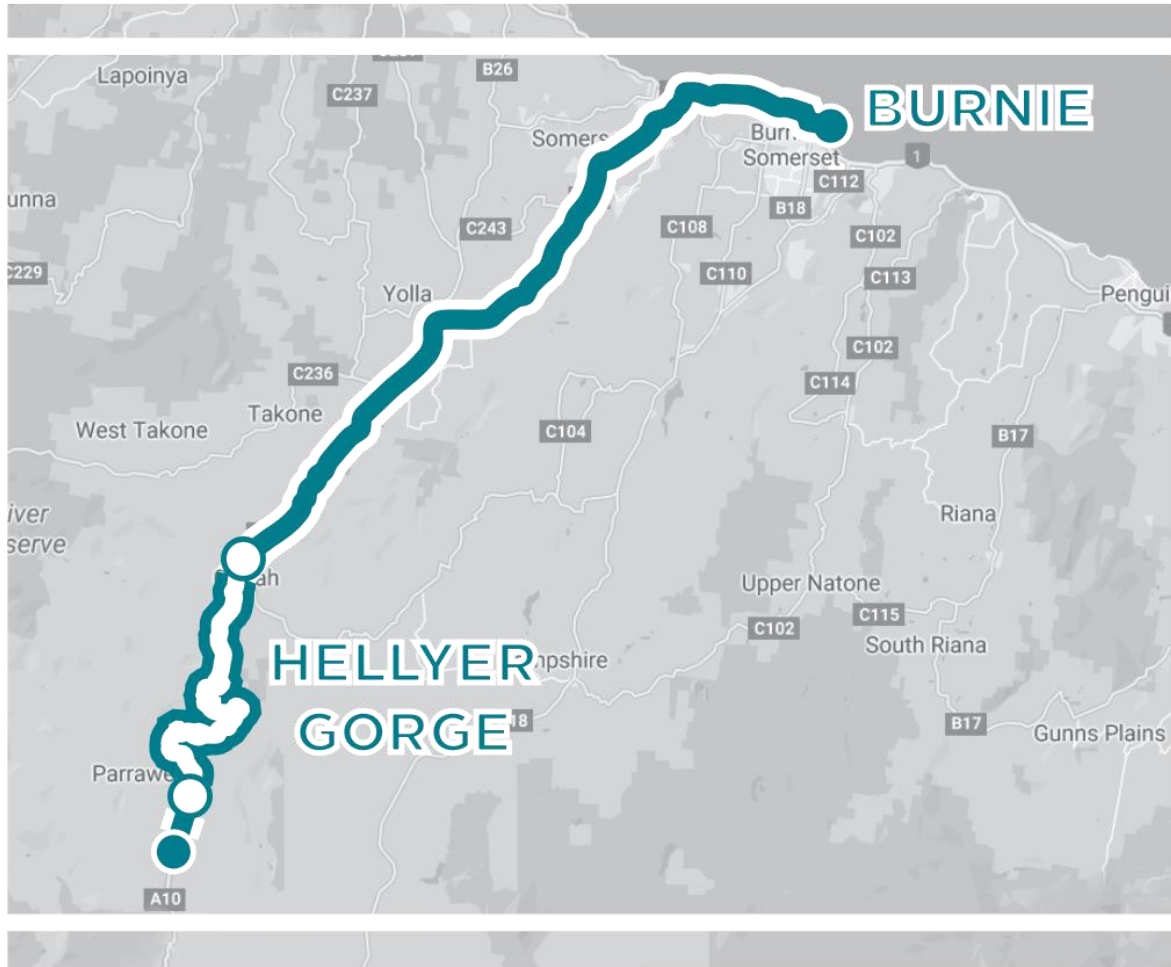


Investment

Auto Corsa Group wishes to establish a relationship with Burnie City Council to deliver to outlined event, which it is hoped will create an excellent platform from which to grow the event in 2022 and beyond in terms of both participation and event duration.

In 2021, the following support is requested of council:

- Access to Marine Terrace Car Park for competition vehicles Friday afternoon and overnight.
- Access to and closure of Hilder Parade (North Terrace) for event finish Saturday afternoon and evening.
- \$10,000 cash to be used in event delivery with local businesses



Event Structure:**Friday, 26 February 2021**

3:00 – 5:00, Documentation verification	Marine Terrace Car Park
Vehicle technical inspection	Marine Terrace Car Park

Saturday, 27 February 2021

08:00, Competitor briefing	Marine Terrace Car Park
08:30, First vehicle departs start line	Marine Terrace Car Park
09:15, Special Stage One	Closed Road Stage
Regroup and minor service	Hellyer Gorge
Special Stage Two	Closed Road Stage
Regroup and minor service	Hellyer Gorge
Special Stage Three	Closed Road Stage
Regroup and minor service	Hellyer Gorge
Special Stage Four	Closed Road Stage
Regroup and minor service	Hellyer Gorge
Special Stage Five	Closed Road Stage
Regroup and minor service	Hellyer Gorge
Special Stage Six	Closed Road Stage
Regroup and minor service	Hellyer Gorge
Special Stage Seven	Closed Road Stage
16:00 Official Finish	West Beach, Burnie
From 17:30, Awards Presentation and Wrap Party	West Beach, Burnie

*Times are approximate time of first car.

CORPORATE AND BUSINESS SERVICES**AO299-20 COUNCILLOR APPOINTMENTS TO SPECIAL COMMITTEES AND REGIONAL BODIES**

FILE NO: 2/5/23

PREVIOUS MIN: AO314-18; AO339-18; AO270-20

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.1	A Council that provides engaging and effective leadership to Burnie.
Strategy	7.1.2	Ensure effective operation and support for Council entities, authorities and special committees.

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

- 1) Appoint Cr Dorsey and Cr Brumby to the Burnie Australia Day Special Committee, and Deputy Mayor Simpson as proxy; and appoint Cr _____ as Chair;***
- 2) Appoint Deputy Mayor Simpson to the Burnie City Youth Council Special Committee in a non-voting advisory role, and Cr Bulle as proxy;***
- 3) Appoint Cr Keygan and Cr Brumby to the Burnie Regional Art Gallery Special Advisory Committee;***
- 4) Appoint Cr Lynch to the Burnie Regional Museum Special Advisory Committee, and Cr Pease as proxy;***
- 5) Appoint Cr Keygan and Cr Pease to the Burnie Sports Centre Special Committee;***
- 6) Appoint all nine councillors to the General Manager’s Performance Review Special Committee;***
- 7) Appoint Mayor Kons to the Public Art Projects Special Committee, and Cr Pease as proxy;***
- 8) Appoint Cr Dorsey to the Upper Natone Reserve Special Committee and as Council representative on the Bush Watch committee, and Cr Simpson as proxy;***
- 9) Resolve to wind up the Youth Making Changes Around Burnie Special Committee noting that YMCAB will continue as an engagement program facilitated by Council;***
- 10) Appoint Cr Boyd and Cr Lynch to the Burnie City Council Audit Committee (Audit Panel), and Cr Simpson as proxy;***
- 11) Appoint Cr Bulle to the Western Emergency Management Planning Committee, and Cr Boyd as proxy;***

- 12) *Appoint the position of Mayor as Voting Representative to the Local Government Association of Tasmania;*
- 13) *Appoint the position of Mayor as Owner Representative to the Taswater Owners' Representatives Group;*
- 14) *Acknowledge that the above appointments replace former appointments to those named committees or bodies, and will be effective immediately; and*
- 15) *Authorise the Mayor to fill casual vacancies or appoint proxies on any special committee, advisory committee, working group or representative body in accordance with their relevant rules."*

2.0 SUMMARY

The report has been prepared to enable Council to review and make appointments to special committees, working groups and regional bodies.

3.0 BACKGROUND

The appointments are reviewed every two years, aligned with local government elections.

4.0 LEGISLATIVE REQUIREMENTS

Section 24 of the *Local Government Act 1993* provides the power for Councils to establish special committees; including the appointment of members, setting of rules and meeting procedures as it sees fit.

Each special committee operates under Committee Rules set by Council. All Special Committee Rules are publically available at www.burnie.net

The Audit Committee operates as an Audit Panel as prescribed under section 85 the *Local Government Act 1993*.

Council also makes appointments to regional bodies which may be governed by relevant legislation, such as the Taswater Owners' Representatives Group.

Working Groups are formed from time to time for short term purposes but are not formed under any relevant legislation.

5.0 POLICY CONSIDERATIONS

There are no current Council policies that impact the appointment of councillors to committees.

6.0 FINANCIAL IMPACT

There are no financial impacts on appointments to committees.

7.0 DISCUSSION

The tables below summarises the purpose of each Special Committee, Working Group and Regional Body, together with the requirements for appointments and reference to its rules.

Special Committees

Special Committees are established by Council.

Special Committees (established under s.24 Local Government Act 1993)		
Name of Committee	Purpose	Representative
Burnie Australia Day Special Committee	To arrange and manage the Australia Day ceremony / celebrations in Burnie, award the Burnie Australia Day awards, and promote Australia Day in Burnie. Rules: Delegation of Authority and Rules of Operation – Burnie Australia Day Special Committee	2 councillors 1 proxy Rules require Council to appoint the Chair from one of the councillors
Burnie City Youth Council Special Committee	To advise Council on matters relating to youth; to develop communications and leadership skills through participation in a formal forum setting; and for participants to become familiar with meeting procedures in a local government setting. Rules: Delegation of Authority and Rules of Operation – Burnie City Youth Council Special Committee	1 councillor 1 proxy (non-voting advisory roles)
Burnie Regional Art Gallery Special Advisory Committee	To support the maintenance and sustainability of the Burnie Regional Art Gallery as a regional gallery, to support access to a wide range of exhibitions and activities, and support the acquisitions program. Rules: Schedule of Delegation of Authority and Operating Procedures – Burnie Regional Art Gallery Special Advisory Committee	2 councillors No proxy
Burnie Regional Museum Special Advisory Committee	To support the development and operations of the Museum as a visitor experience and centre for research, ensure the conservation of the Museum collection, provide advice to council on marketing and promotion, and strengthen relationships with other cultural groups. Rules: Delegation of Authority and Rules of Operation – Burnie Regional Museum Special Advisory Committee	1 councillor 1 proxy

Special Committees (established under s.24 Local Government Act 1993)		
Name of Committee	Purpose	Representative
Burnie Sports Centre Special Committee	To manage the functions and operations of the Burnie Sports Centre, promote use and maximise viability, market the centre, establish maintenance programs, and review user arrangements. Rules: Schedule of Delegation of Authority and Operating Procedures – Burnie Sports Centre Special Committee	2 councillors No proxy
General Manager's Performance Review Special Committee	To undertake the annual performance review of the General Manager. Rules: Delegation of Authority and Rules of Operation – General Manager's Performance Review Special Committee	All 9 councillors No proxy
Public Art Projects Special Committee	To evaluate and assess all public art proposals (commissions, submissions and gifts) against the prescribed criteria of the Public Art Policy CP-CBS-SG-039 and be responsible for identifying new public art opportunities and making recommendations to Council. Rules: Schedule of Delegation of Authority and Operating Procedures – Public Art Projects Special Advisory Committee	1 councillor 1 proxy
Upper Natone Reserve Special Committee	To manage the operation of the reserve and promote the use of the facility to maximise its viability. Rules: Delegation of Authority and Rules of Operation – Upper Natone Reserve Special Committee	1 councillor 1 proxy
Youth Making Changes Around Burnie Special Committee	To advise Council on matters relating to youth, to allow participants to become familiar with the concepts and procedures which relate to the operations of Local Government, and to work on community projects and youth focused events.	Recommended wind up of special committee and continue as an engagement group

It is recommended that Youth Making Changes Around Burnie (YMCAB) Special Committee be continued as an engagement program under Council operations, but that the special committee formality be wound up as this structure is not required to support the group. In practice, the group does not operate as a committee requiring the appointment of all its members by Council.

Audit Panel

Council must establish an audit panel, in accordance with sections 85 – 85B of the *Local Government Act 1993*.

Audit Panel – Local Government Act		
Name of Committee	Purpose	Representative
Burnie City Council Audit Committee (Audit Panel)	To assist Council in providing a transparent and independent process in its financial management to ensure accountability to the community in the governance, management and allocation of resources. Formed under S.85 of the Local Government Act 1993 Rules: Revised Schedule of Delegation of Authority and Operating Procedures to Burnie City Council Audit Committee Relevant Ministerial Orders	2 councillors 1 proxy Note: Mayor cannot be appointed

Working Groups

Council currently has the following working groups which are shorter term and informal in nature, for a specific purpose. It is recommended that appointments to these working groups remain unchanged. The current appointments will continue unless a change is made to the motion for this report.

Mr Ron Blake OAM has confirmed his agreement to continue his appointment on the West Park Users Working Group.

Working Groups		
Name of Working Group	Current Representatives	Appointment
Burnie Indoor Sports Stadium Working Group	Cr Pease, Cr Keygan, Cr Dorsey	AO095-19, 16 Jul 2019
Street Art Working Group	Cr Keygan, Cr Pease	AO218-19; 20 Aug 2019
West Park Users Working Group	Cr Lynch; Independent Member: Ron Blake	AO339-18, 11 Dec 2018
Wivenhoe Property Working Group	Deputy Mayor Simpson, Cr Dorsey, Cr Chris Lynch	AO006-19, 29 Jan 2019
View Road Reserve Working Group	Deputy Mayor Simpson, Cr Keygan	AO268-20, 17 Nov 2020

Regional Bodies

Council makes appointments to the following regional bodies, as required under the rules of membership in each case. Re-appoints for each are included in the recommendation, with the exception of Cradle Coast Authority which was determined last month.

Regional Bodies		
Name of Committee	Comments	Representative
Cradle Coast Authority Representatives Group	<p>The CCA Rules require the appointment of the Mayor and General Manager as the two Representatives from each Council (Rule 8(1)). Alternative appointments are not permitted to this Group.</p> <p>The General Manager, in consultation with the Mayor, may appoint a substitute representative to act in place of a representative whenever that representative is unable to act (Rule 8(4)).</p> <p>Note: This appointment was made last month by Council on 20 November 2020, AO270-20.</p> <p>Rules: Cradle Coast Authority Constitution</p>	Mayor and General Manager
Local Government Association of Tasmania (voting delegate)	<p>The LGAT Rules require Council appoint one Voting Representative to attend Meetings (Rule 13(a)), and allow for a proxy to be appointed. The Voting Representative for Burnie has traditionally been the position of Mayor.</p> <p>It is recommended that the position of Mayor continue be appointed as voting delegate.</p> <p>It is recommended that the proxy position be left open at this time and the Mayor delegated to appoint a proxy at any time he is unable to attend a meeting (per Rule 14(a)(b)).</p> <p>Rules: Local Government Association of Tasmania Rules</p>	Mayor

Regional Bodies		
Name of Committee	Comments	Representative
Tasmanian Water and Sewerage Corporation Pty Ltd (owner representative)	<p>The Taswater Constitution requires either an elected member or the General Manager as Owner Representative (Rule 9.1(b)).</p> <p>This appointment for Burnie has traditionally been the position of Mayor. It is recommended that the position of Mayor continue be appointed as the Owner Representative.</p> <p>The Rules allow an Acting Owner Representative to be appointed if and when required (Rule 9.3(a)).</p> <p>It is recommended that the Mayor be delegated to appoint an Acting Owner Representative at any time he is unable to attend a meeting.</p> <p>It is noted that the appointment as an Owner Representative may only be for a term not exceeding three years but may be reappointed for unlimited terms (Rule 9.1(a)(d)). This appointment is therefore included in the review of all appointments every two years.</p> <p>Rules: Tasmanian Water and Sewerage Corporation Pty Ltd Constitution</p>	Mayor
Western Emergency Management Planning Committee	<p>Purpose: To ensure that the three municipalities making up the Western Combined Area (Burnie, Circular Head and Waratah-Wynyard) meet their responsibilities under the Emergency Management Act 2006, in particular s22.</p> <p>Appointment for each council is to be the Mayor or his/her delegate.</p> <p>Rules: Western Emergency Planning Committee Terms of Reference</p>	1 councillor (Mayor's delegate) 1 proxy

Casual Vacancies

It has been Council's practice that the Mayor be given the authorisation to fill any casual vacancies on Special Committees and regional bodies and to appoint proxies at times when appointed Councillors are unable to attend. This ensures that Council is always able to be represented at meetings with the appropriate voting rights.

8.0 RISK

The Delegation of Authority and Operating Procedures (the Rules) provide for the functions of the Special Committees and also impose restrictions on the powers of the Special Committees. These Rules seek to minimise risk in the operation of the committees.

Some committees or bodies, such as the Audit Committee and the Western Emergency Management Planning Committee, contribute to risk minimisation by their nature and purpose.

External members of the Special Committees are covered by Council's personal accident insurance.

Councillors are covered by Council's insurance policies in their capacity as a Councillor for duties undertaken at the direction of Council and in accordance with the role and functions of a Councillor.

9.0 CONSULTATION

Councillors discussed their committee preferences at a workshop on 10 November 2020, prior to compiling this report.

COUNCIL RESOLUTION

Resolution number: MO346-20

MOVED: *Cr G Simpson*

SECONDED: *Cr K Dorsey*

"THAT Council:

- 1) *Appoint Cr Dorsey and Cr Brumby to the Burnie Australia Day Special Committee, and Deputy Mayor Simpson as proxy; and appoint Cr Dorsey as Chair;*
- 2) *Appoint Deputy Mayor Simpson to the Burnie City Youth Council Special Committee in a non-voting advisory role, and Cr Bulle as proxy;*
- 3) *Appoint Cr Keygan and Cr Brumby to the Burnie Regional Art Gallery Special Advisory Committee;*
- 4) *Appoint Cr Lynch to the Burnie Regional Museum Special Advisory Committee, and Cr Pease as proxy;*
- 5) *Appoint Cr Keygan and Cr Pease to the Burnie Sports Centre Special Committee;*
- 6) *Appoint all nine councillors to the General Manager's Performance Review Special Committee;*
- 7) *Appoint Mayor Kons to the Public Art Projects Special Committee, and Cr Pease as proxy;*
- 8) *Appoint Cr Dorsey to the Upper Natone Reserve Special Committee and as Council representative on the Bush Watch committee, and Cr Simpson as proxy;*
- 9) *Resolve to wind up the Youth Making Changes Around Burnie Special Committee noting that YMCAB will continue as an engagement program facilitated by Council;*

- 10) Appoint Cr Boyd and Cr Lynch to the Burnie City Council Audit Committee (Audit Panel), and Cr Simpson as proxy;**
- 11) Appoint Cr Bulle to the Western Emergency Management Planning Committee, and Cr Boyd as proxy;**
- 12) Appoint the position of Mayor as Voting Representative to the Local Government Association of Tasmania;**
- 13) Appoint the position of Mayor as Owner Representative to the Taswater Owners' Representatives Group;**
- 14) Acknowledge that the above appointments replace former appointments to those named committees or bodies, and will be effective immediately; and**
- 15) Authorise the Mayor to fill casual vacancies or appoint proxies on any special committee, advisory committee, working group or representative body in accordance with their relevant rules."**

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**AO300-20 GENERAL MANAGER'S REPORT - OPEN SESSION**

FILE NO: 4/18/2

PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:***“THAT Council note the information contained in the 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 General Manager advises Council the following functions and meetings were attended since the last Council Meeting report:

Date	Meeting / Function
11 November	Remembrance Day Service
	Meeting with Tom Wootton, CEO WxNW
12 November	Cradle Coast Authority Representatives Meeting
13 November	Meeting with John Dowling, COSTA
	Business North West Budget Dinner with Premier Peter Gutwein MP
16 November	Meeting with Alan Moret
	Cradle Coast Authority Quarterly Presentation, via Zoom
17 November	Meeting with Shane Crawford, CEO - Waratah Wynyard Council
	Meeting with Brenda Rosser
	Meeting with Jane Haley and Lindy Hume (Ten Days on the Island)
19 November	Meeting with Louise Grimmer, UTAS re CBD revitalisation

Date	Meeting / Function
20 November	Meeting with Katie Cooper, CEO - Metro Tasmania
23 November	Meeting with Matthew Atkins, CEO - Devonport City Council
24 November	Meeting with Jess Cassidy, ASU Introduction
	UTAS/BCC West Park Transition Working Group Meeting
25 November	Audit Committee Meeting
26 November	Sustainable Murchison Meeting
	25 Year Club Luncheon
	Meeting with Matthew Greskie, Dulverton
27 November	Meeting with Pro Vice Chancellor, Jim Cavaye, UTAS
	Burnie Arts and Function Centre – Subscription Season Launch

2.2 COUNCIL MEETING ACTION LIST

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

ATTACHMENTS

1. [Open Session - All Actions - 17 Nov 2020](#)
2. [Open Session - Outstanding Actions Jan 2018 to Oct 2020](#)

COUNCIL RESOLUTION

Resolution number: MO347-20

MOVED: *Cr T Brumby*

SECONDED: *Cr D Pease*

“THAT Council note the information contained in the 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 17 November 2020				
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note			Date From: 17/11/2020	Date To: 17/11/2020
			Printed: Tuesday, 1 December 2020	
Item Number	Report Title	Action	Department	Completed
AO263-20	MOTION ON NOTICE - BASS HIGHWAY BETWEEN STOWPORT AND COOEE - GRASS AND WEEDS MANAGEMENT	18 Nov 2020 RES: Write to DSG in relation to Council's request to take control of the grass and weeds management on the Bass Highway from Stowport intersection to Fidler Street Cooe, in accordance with the resolution of Council AO263-20.	Works and Services	
Council 17/11/2020				
AO265-20	MOTION ON NOTICE - DUAL NAMING POLICY	18 Nov 2020 RES: Undertake community consultation (both Aboriginal and non-Aboriginal), and progress to develop a dual naming policy for Burnie, in accordance with the report and resolution of Council AO265-20.	Community and Economic Development	
Council 17/11/2020				
AO266-20	PUBLIC QUESTION TIME	18 Nov 2020 RES: Provide a response to Ian Jones public question in relation to planter boxes in centre of CBD roadways, per AO266-20. 24 Nov 2020 Action completed. DOC ID 20/12595.	Office of the General Manager	24/11/2020
Council 17/11/2020				
AO267-20	YOUTH DEVELOPMENT	18 Nov 2020 RES: Implement steps to move to a partnership model for youth engagement and development activities through Burnie Works and established youth services organisations, in accordance with the resolution of Council AO267-20.	Community and Economic Development	
Council 17/11/2020				
AO268-20	VIEW ROAD RESERVE WORKING GROUP MEMBERSHIP	18 Nov 2020 ACT: Update the Register of Councillor Appointments to Special Committees and Working Groups for the View Road Reserve Working Group, as per AO268-20. 25 Nov 2020 Action completed. Updated on Register.	Corporate and Business Services	25/11/2020
Council 17/11/2020				
AO268-20	VIEW ROAD RESERVE WORKING GROUP MEMBERSHIP	18 Nov 2020 RES: Prepare letters of appointment to the approved members of the View Road Reserve Working Group, in accordance with the resolution of Council, AO268-20.	Community and Economic Development	
Council 17/11/2020				
AO269-20	WIVENHOE PROPERTY WORKING GROUP EXPRESSION OF INTEREST PROCESS	18 Nov 2020 RES: Coordinate 5x licence agreements with approved licensees at Wivenhoe, in accordance with the resolution of Council AO269-20. (City of Burnie Lions, Rotary Burnie, Soroptomists, Pigeon Club, Realm of Gaming)	Community and Economic Development	
Council 17/11/2020				
AO269-20	WIVENHOE PROPERTY WORKING GROUP EXPRESSION OF INTEREST PROCESS	18 Nov 2020 RES: Coordinate 5x community leases for the tenants approved for lease at Wivenhoe, in accordance with the resolution of Council AO269-20 (Men's Shed, Fairy GM's, NWCC, St John's Amb, EB Lions).	Community and Economic Development	
Council 17/11/2020				

Council Meeting Action Report		Date From: 17/11/2020		
All Actions for Open Session of 17 November 2020		Date To: 17/11/2020		
		Printed: Tuesday, 1 December 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
AO270-20	GENERAL MANAGER'S REPORT - OPEN SESSION	18 Nov 2020 ACT: Undertake a review of outstanding council meeting actions with councillors at workshop. 24 Nov 2020 NOTE: Scheduled for discussion at workshop on 2/2/21.	Office of the General Manager	
Council 17/11/2020				
AO270-20	GENERAL MANAGER'S REPORT - OPEN SESSION	18 Nov 2020 ACT: Update the Register of Councillor Appointments to Special Committees and Regional Bodies for the CCA Representatives appointment, by resolution of Council AO270-20. 25 Nov 2020 Action completed. Register updated.	Corporate and Business Services	25/11/2020
Council 17/11/2020				
AO275-20	COMMUNICATIONS JOURNAL NOVEMBER 2020	18 Nov 2020 ACT: Provide an acknowledgement to CCA for the CCA Annual Plan Progress Report, per AO 275-20. 24 Nov 2020 Action completed. DOC ID 20/12618.	Office of the General Manager	24/11/2020
Council 17/11/2020				

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Oct 2020		Date To: 31/10/2020	
		Printed: Tuesday, 1 December 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	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 SG. 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			
AO198-18	MOTION ON NOTICE - SINGLE USE PLASTICS	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. 5 Sep 2018 NOTE: Initial discussion of ban workshopped with Aldermen 28 August. Council officers to present draft policy in early 2019. 18 Jan 2019 NOTE: A working group established to develop policy. 27 Sep 2019 NOTE: Policy being completed. To be presented to a Workshop of Council in February 2020. 5 Mar 2020 NOTE: Workshop scheduled for 7 April 30 Oct 2020 NOTE: On hold due to impact of COVID on events.	Community and Economic Development
Council 21/08/2018			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Oct 2020		Date To: 31/10/2020	
		Printed: Tuesday, 1 December 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
AO311-18	MOTION ON NOTICE - WALKING TRAILS	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. 5 Jul 2019 NOTE: Trails being considered as part of broader track / trail strategy. Briefing previously provided to Council on signage strategy.	Works and Services
Council 20/11/2018			
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 paint 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			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Oct 2020		Date To: 31/10/2020	
		Printed: Tuesday, 1 December 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
AO189-19	MOTION ON NOTICE - FOOD ORGANICS AND GARDEN ORGANICS (FOGO) COLLECTION	17 Jul 2019 RES: Provide an updated FOGO Discussion Paper at a 2019 Workshop incorporating community consultation and cost implications for the FMS, so that the matter can be considered prior to the 2020-21 budget process, in accordance with the resolution of Council AO 189-19. 5 Sep 2019 note: Paper drafted. To be presented to 29 October workshop. 23 Oct 2019 NOTE: Briefing provided to 22 October workshop. To progress to an education and communication planning process with CCWMG 15 Dec 2019 NOTE: Issue discussed with CCWMG. Awaiting a response for the group in regard to Council's suggestions. 7 Apr 2020 NOTE: No further advice provided by Region to date. 6 Aug 2020 NOTE: Discussion to occur at 25 August workshop 8 Sep 2020 NOTE: Discussion at 1 Sep workshop. Gathering further information on CCC service - benefits and impacts.	Works and Services
Council 16/07/2019			
AO218-19	MOTION ON NOTICE - STREET ART WORKING GROUP	22 Aug 2019 RES: Form a street art working group to develop a 3 year strategy and action plan for street art in the city, to be presented to council in March 2020, in accordance with the resolution of Council AO218-19. 23 Dec 2019 NOTE: First Working Group meeting held. 6 Apr 2020 NOTE: Working Group has been suspended.	Community and Economic Development
Council 20/08/2019			
AO244-19	MOTION ON NOTICE - SMOKING BAN IN CBD	19 Sep 2019 RES: Prepare a report to council that investigates matters relevant to proposing the town centre be a smoke free area, by addressing each of the matters contained in Council resolution AO244-19. 24 Feb 2020 NOTE: scheduled for Council workshop in March 2020. 3 Aug 2020 NOTE: Discussed at Council workshop on 28 July 2020.	Land and Environmental Services
Council 17/09/2019			
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			

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Oct 2020		Date To: 31/10/2020	
		Printed: Tuesday, 1 December 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
AO311-19	PROPOSAL TO DISPOSE (LEASE) A PORTION OF PUBLIC LAND TO BURNIE POLICE AND CITIZENS BOYS AND GIRLS CLUB INC (PCYC) 1-5 TERRYLANDS STREET, BURNIE CT VOLUME 158965 FOLIO 1	21 Nov 2019 RES: Negotiate a community lease with PCYC, in accordance with the resolution of Council AO311-19. 30 Oct 2020 NOTE: Discussions taking place with Aquatic Centre regarding shared spaces.	Community and Economic Development
Council 19/11/2019			
AO334-19	MOTION ON NOTICE - PUBLIC MEET AND GREET	12 Dec 2019 ACT: Make arrangements for Councillor quarterly public meet and greet sessions to commence February/March 2020. 3 Apr 2020 NOTE: Planning undertaken for remainder of 2020 but deferred due to Covid 19 restrictions.	Corporate and Business Services
Council 10/12/2019			
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 RES: Investigate a location within the CBD suitable for paid parking for vehicles towing a caravan in accordance with the resolution of Council AO065-20.	Land and Environmental Services
Council 17/03/2020			

Council Meeting Action Report		Outstanding Actions for Open Sessions Jan 2018 to Oct 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: 31/10/2020	
		Printed: Tuesday, 1 December 2020		
Item Number	Report Title	Action	Department	Completed
AO071-20	MOTION ON NOTICE - BURNIE 'HASHTAG' SIGN	24 Mar 2020 RES: Investigate locations for Burnie 'hashtag' sign and provide report back to Council in accordance with the resolution of Council AO071-20.	Works and Services	
Council 17/03/2020				
AO111-20	PHASE ONE - COVID-19 COMMUNITY SUPPORT PACKAGE	29 Apr 2020 RES: 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: 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				
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				
AO190-20	MOTION ON NOTICE - REWARDS FOR VOLUNTEERS	20 Aug 2020 RES: Implement Council's decision to provide \$75 Burnie Gift Vouchers to volunteers of Council sponsored events and activities (in lieu of volunteers dinner), as per the resolution of Council AO190-20. 1 Sep 2020 NOTE: Community Development Officer currently collating volunteers over the last 12 months. Once compiled will organise for vouchers along with letter from Mayor to each volunteer.	Community and Economic Development	
Council 18/08/2020				

Council Meeting Action Report		Outstanding Actions for Open Sessions Jan 2018 to Oct 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:	31/10/2020		
		Printed:	Tuesday, 1 December 2020		
Item Number	Report Title	Action	Department	Completed	
AO193-20	MOTION ON NOTICE - SOUTH BURNIE BEACH - BASKETBALL HOOP	20 Aug 2020 RES: Engage with local stakeholders and look into installing a basketball hoop within an area at the South Burnie Yacht Club, and either implement or report back to Council if any significant impediments, as per the resolution of Council and associated report AO193-20.	Works and Services		
Council 18/08/2020					
AO194-20	MOTION ON NOTICE - RECREATIONAL COMMUNITY WORKING GROUP	20 Aug 2020 RES: Develop a charter and call for a View Road recreational areas working group by the end of September made up of representatives listed in the resolution of Council, AO194-20 to provide input into long term planning for View Road recreational areas. 18 Nov 2020 NOTE: Project to be managed by CED. EOI for working group called. Members appointed at Nov 2020 meeting.	Works and Services		
Council 18/08/2020					
AO199-20	ANNUAL PLAN AND BUDGET ESTIMATES 2020/2021	20 Aug 2020 RES: Provide a copy of the APBE to the Director of Local Government, as per resolution AO199-20 and required under the LG Act.	Corporate and Business Services		
Council 18/08/2020					
AO217-20	AUDIT COMMITTEE MEMBER RECRUITMENT	17 Sep 2020 RES: Undertake an EOI process for Audit Committee Member, progress to Selection Panel and return a report to Council at the November meeting recommending a new member, as per Council Resolution AO217-20. 9 Oct 2020 NOTE: EOI was advertised on the 26th September & 3rd October with a closing date of 12th October. Interviews are scheduled to be held on the 19th October 2020. 3 Nov 2020 NOTE: Interviews held on the 19th October 2020. Selection Report including recommended appointment is included in the November Council Agenda.	Corporate and Business Services		
Council 15/09/2020					
AO236-20	MOTION ON NOTICE - SMOKING BAN - PUBLIC CONSULTATION	22 Oct 2020 RES: Undertake an independent survey to determine the level of support for a proposed no smoking ban in the Burnie town centre and provide a further report to Council, in accordance with the resolution of Council AO236-20. 26 Nov 2020 NOTE: Brief prepared and issued - submissions to provide service to be received by 26 November 2020.	Land and Environmental Services		
Council 20/10/2020					
AO238-20	MOTION ON NOTICE - WELCOME TO BURNIE SIGN - ROUNDHILL	22 Oct 2020 RES: Develop signage concepts for entry signage at Roundhill, for consideration at a council workshop, with implementation planned for the current financial year, in accordance with the resolution of Council AO238-20.	Works and Services		
Council 20/10/2020					

Council Meeting Action Report		Date From: 30/01/2018	
Outstanding Actions for Open Sessions Jan 2018 to Oct 2020		Date To: 31/10/2020	
		Printed: Tuesday, 1 December 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
AO239-20	MOTION ON NOTICE - JUNIOR AND YOUTH TRAFFIC PARK - VIEW ROAD RESERVE	22 Oct 2020 RES: Explore the development of a road safety park as part of the current project to develop a long term strategic plan for the recreational area at View Road Reserve, and refer consideration of capital works under the Plan to the next budget deliberations, in accordance with the resolution of Council AO239-20.	Works and Services
Council 20/10/2020			
AO246-20	COMMUNITY STRATEGIC PLAN - MAKING BURNIE 2030 REVIEW	22 Oct 2020 RES: Update the community strategic plan and corporate plan in the Corporate Document Framework and make available to the public; and provide a copy of the revised strategic plan to the Director of Local Government, in accordance with the resolution of Council AO246-20.	Corporate and Business Services
Council 20/10/2020			

GENERAL MANAGER**AO301-20 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES NOVEMBER 2020****FILE NO: 4/18/2**
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:***“THAT the General Manager’s Information Report for Works and Services for November 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 Quotations

No information to report.

3.1.2 Tenders

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

- The tender was awarded to CJD Equipment and the tipping truck is due for delivery by March 2021.

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

- Tenders close on Friday, 27 November 2020. A tender report is included in the confidential section of this agenda.

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

- Tenders closed on Tuesday, 3 November 2020. A tender report is included in the confidential section of this agenda.

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

- The tender was awarded to BUCHER Municipal and the garbage truck is due for delivery in June 2021 TBC.

e) Contract 2656 – Montello Soccer Ground Upgrade

- The tender was awarded to Total Turf Care, subject to Council receiving grant funding for the project and works are anticipated to start in December 2020 if the grant is approved.

3.1.3 Contracts

a) Contract 2650 – Bitumen Surfacing Services 2020-2021

- Mooreville Road Upgrade (Stage 4) and Ready Street have been sealed.

3.2 Civil Construction and Stormwater

Works have commenced on several annual programs for the 2020/2021 year, including:

- Driveways, crossovers and kerb inserts annual upgrade program – 20% complete.
- Gully Pit Improvements – Completed.

- Bay Street – major road upgrade – 85% complete.
- Mooreville Road – Stage 4 – 85% complete.
- Reseal manhole lid replacements – 20% complete.
- Wivenhoe Showground – Rail Corridor Stormwater Upgrade – the rail crossing works are complete and Council staff will undertake works to connect buildings and infrastructure in January 2021.

3.3 Buildings

- Montello Soccer Ground terrace seating and coaches boxes – 50% complete.
- Aquatic Centre outdoor changeroom roof sheeting replacement – 30% complete.
- Wivenhoe Recreation Ground (South) new toilet – Completed.
- City Offices Recycling Hub Cabinet Upgrade – Completed.
- West Park Grandstand cladding repairs – 5% complete.

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

- Mount Street Embankment Revegetation – complete, excepting tree removal on top of bank.
- Oakleigh Park Fountain Upgrade – design is progressing to include public artwork in the surrounding paving with the aim of starting construction February 2021.

3.5 Waste Management

- Works on the Resource Recovery Area concrete containment bund for recyclable products, such as batteries, paint, cooking oil and other liquids – Completed.

4 OPERATIONS AND MAINTENANCE

4.1 Civil Construction and Stormwater

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

- Road shoulder maintenance program – 50% complete.
- Road signage repairs and installation – ongoing.
- Hotmix and footpath patching – ongoing.
- Kerb and channel maintenance program – ongoing.
- Culvert maintenance – ongoing.
- Pearl Street Bridge handrail painting – Completed.
- Rural Roads Roadside Slashing – 5% complete.
- Rural Roadside Weed Spraying – First Spray 10% complete.
- Urban Roadside Weed Spraying – First Spray 40% complete.

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.
- Gutter cleaning of Council buildings – ongoing seasonal program.
- Solar panel cleaning program – ongoing annual program.
- Regulatory Plumbing Inspections – 20% complete.
- West Park Oval cycling track fence painting – Completed.
- Cooee Hall hot water supply to toilets – Completed.
- Wivenhoe Recreation Ground kiosk maintenance – Completed.
- Public toilet maintenance – Completed.
- Aquatic Centre – pump house painting – Completed.
- Stowport Hall – door frame installation – Completed.
- Ridgley Bowls Club – door frame installation – Completed.
- Wivenhoe Ground – George Sorrell Pavilion toilet door replacement – Completed.
- West Park Oval – northern ticket box gate replacement – Completed.
- Acton Sports ground door replacement – Completed.
- Yeoman/Natone Clubrooms door and frame replacement and new floor vinyl – Completed.
- Natone Hall alloy door replacement – Completed.
- Acton Sports Club toilet cisterns – Completed.
- Civic Plaza flag pole removal and install bollard to house power outlets – 50% complete.

4.3 Parks, Reserves, Sporting Grounds and Cemeteries

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

- CRM Works – as required.
- Annual playground inspections – Completed.
- Walking track annual maintenance program – 45% complete.
- Annual broadleaf spraying of parks, reserves and sporting grounds – Completed.
- Christmas decorations installed.
- Annual Fire Hazard Reduction Program – in progress.
- Mowing to high risk/inaccessible areas – Completed.
- Urban Slashing – Commenced.
- Vegetation control eastern side of Mount Street to Southwell Street – Completed.
- Sand sifting commencing 5 December 2020 – concludes 28 March 2021.

- Montello Soccer Ground Upgrade – the spectator shelter was relocated during November and craned into a new position to complement the terrace seating. The treated pine retaining wall for the seating is complete.

4.4 Waste Management

- Road maintenance – 95% complete.
- Drainage maintenance – 85% complete.
- Wetlands signage – 95% complete.
- Wetlands maintenance – ongoing.
- CBD bin audit – 70% complete.
- Green waste mulch transfer to Dulverton – Completed.

- 2020 Hard Waste Collection Program – Completed.

Waste graphs and figures are reported quarterly and is due in the February 2021 agenda.

5 VANDALISM AND REPORTED INCIDENTS

Vandalism and reported incidents to Council property for November 2020 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
NOVEMBER								
	Parks and Reserves (including Cemeteries)	Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs		Yes	No	Damage made good and surfaces cleaned, repaired and repainted as necessary	\$800.00	
	Sports Grounds	Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs		Yes	No	Damage made good and surfaces cleaned, repaired and repainted as necessary	\$160.00	
4/11/20	Burnie CBD	Graffiti on Structures around the Burnie CBD Area	No	Yes	No	Remove Graffiti	\$300.00	
4/11/20	Burnie CBD	Graffiti on Structures around the Burnie CBD Area	No	Yes	Yes	Remove Graffiti	\$100.00	
5/11/20	Multistorey Car Park	Graffiti to Building	No	Yes	No	Remove Graffiti	\$150.00	
9/11/20	Wilson Street/Cattley Street	Dyna Bolts Removed from Seats	No	Yes	Yes	Replaced Dyna Bolt Seats Down	\$150.00	
9/11/20	Hilder Parade	Graffiti all over Notification Sign	No	Yes	No	Clean Graffiti off Carefully as not to Discolour Perspex Cover	\$100.00	
9/11/20	Upper Burnie Public Toilets	Broken Baby Change Table	No	Yes	No	Replace Baby Change Table	\$800.00	
11/11/20	BWMC	Chain Mesh Fence Cut and Flattened	No	Yes	No	Repair Damaged Sections of fence	\$350.00	
26/11/20	Mount Street CBD	Graffiti on Street Light Post	No	Yes	No	Removed Graffiti from Light Post	\$40.00	
TOTAL							\$2,950.00	\$14,789.00

6 PRIVATE WORKS

No information to report.

7 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS

Emergency Management Committees

a) North Western Regional Emergency Management Committee (NWREMC)

The Committee met Wednesday, 11 November 2020 at the Regional SES Headquarters in Burnie. This was the first normal agenda meeting since the Regional Emergency Coordination Centre (RECC) was stood down in Burnie.

The next meeting is scheduled for 10 February 2021.

b) Western Emergency Management Committee (WEMC)

The Committee met Thursday, 29 October 2020 at the Burnie City Offices. This was the first normal agenda meeting since before the COVID-19 emergency escalated.

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

Council EM Tasks

The Annual Fuel Reduction Program is currently underway due for completion by Christmas.

c) Western Fire Management Area Committee (FMAC)

Council Officers are continuing to work with TasFire Bushfire Risk Unit (formerly fuel reduction unit) to progress further community information sessions and fuel reduction burn plans for Round Hill and Havenview areas.

8 ENERGY MANAGEMENT

No information to report.

COUNCIL RESOLUTION

Resolution number: MO348-20

MOVED: *Cr D Pease*

SECONDED: *Cr G Simpson*

“THAT the General Manager’s Information Report for Works and Services for November 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**AO302-20 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES NOVEMBER 2020****FILE NO: 4/18/2**
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:***“THAT the General Manager’s Information Report for Land and Environmental Services for November 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	
	November 2020	YTD Total
Air	1	9
Water	1	2
Noise	3	12
Solid Waste	4	10
Other	0	8

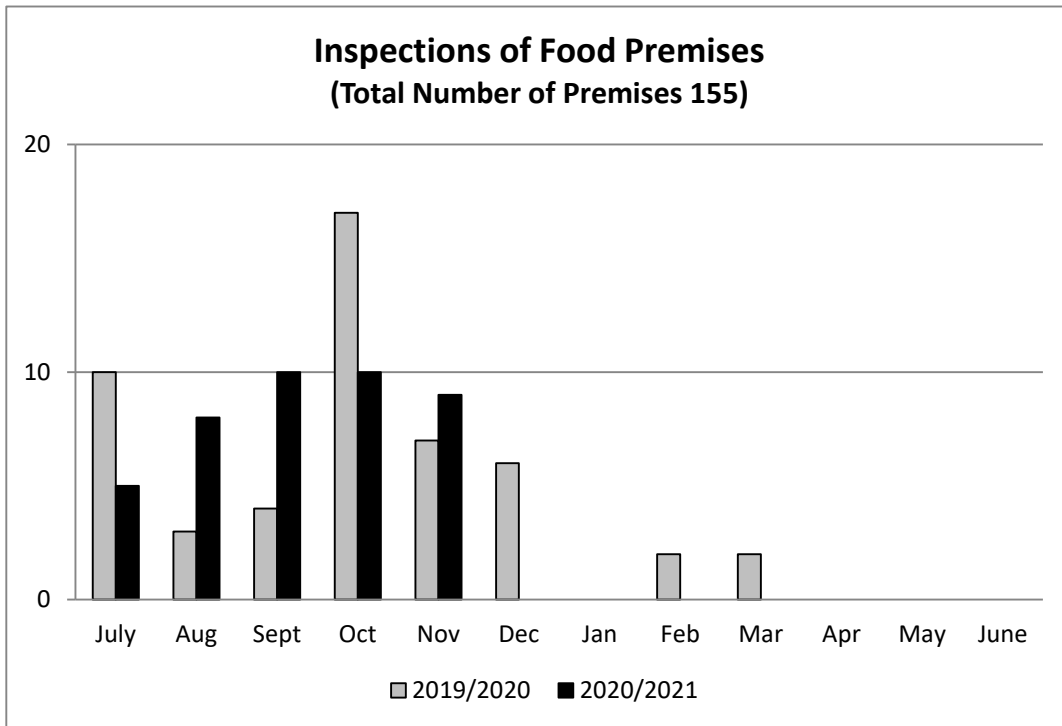
YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

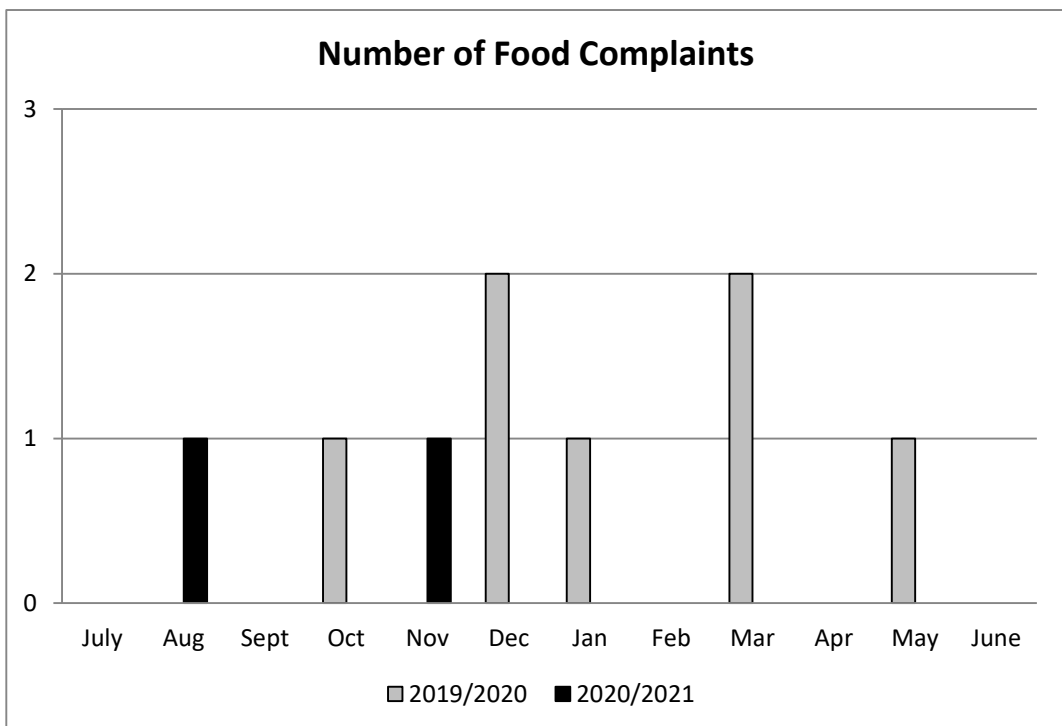
Type	Number of Samples Taken	
	November 2020	YTD Total
Beach Water Samples (summer months only)	10	10
Public Swimming Pool samples	5	22

YTD is measured from 1 July each year.

2.1.3 Food



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



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

2.2 BUILDING APPLICATIONS

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

Permit Authority Applications - 2020												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	5	6	7	6	5	7	10	6	19	16	10	
Notifiable Building	11	14	8	8	6	5	9	16	8	29	17	
Permit Plumbing	5	2	3	3	3	4	1	4	8	2	4	
Permit Building	4	2	4	7	6	4	7	8	6	10	3	
Substantial Compliance	1	2	1	0	0	0	0	1	0	0	0	
Notifiable Demolition	0	0	0	0	0	0	0	0	0	0	0	
Permit Demolition	0	0	0	0	1	0	0	0	1	0	1	
Permit Refused	0	0	0	0	0	0	0	0	0	1	0	
Application Value \$	4,249,070	1,802,493	2,455,260	30,777,166	3,105,370	2,648,246	5,232,442	4,330,688	2,848,632	9,222,151	3,030,147	
Cumulative Total \$	4,249,070	6,051,563	8,506,823	39,283,989	42,389,359	45,037,605	50,270,047	54,600,735	57,449,367	66,671,518	69,701,665	

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

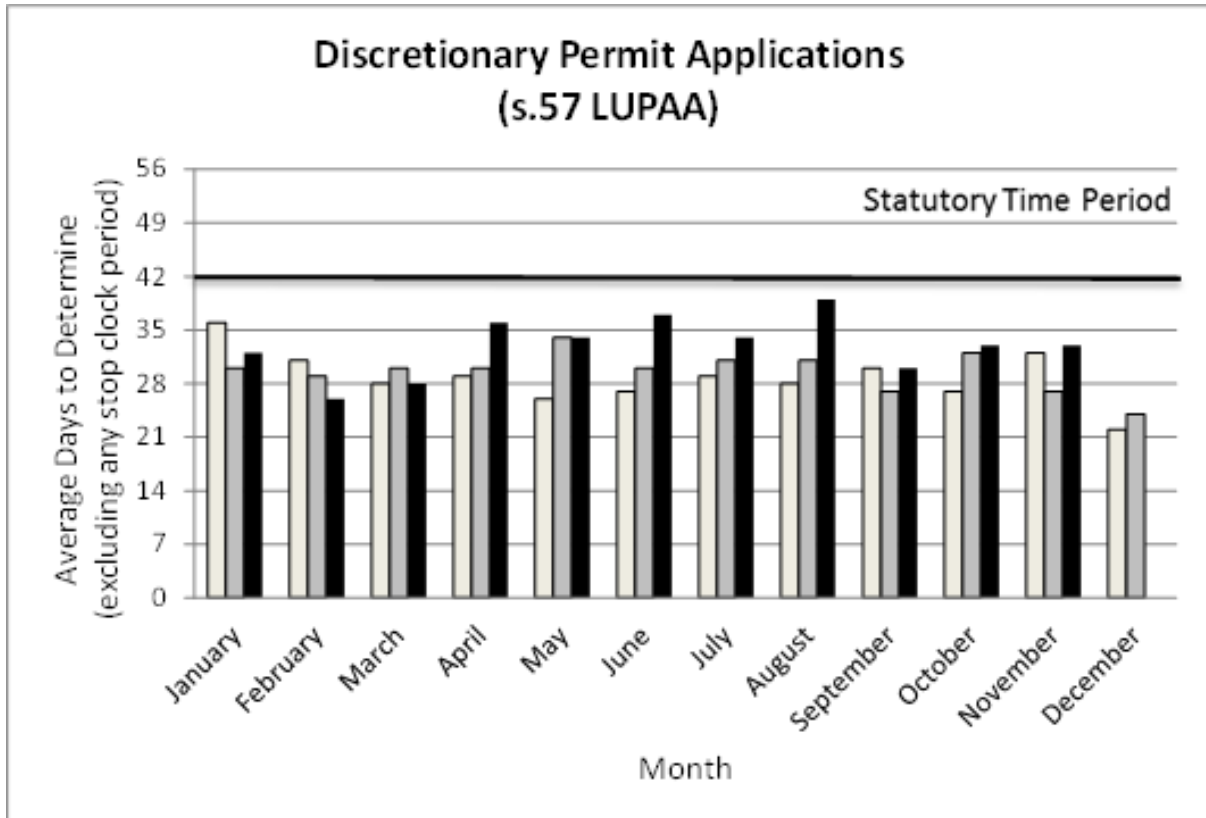
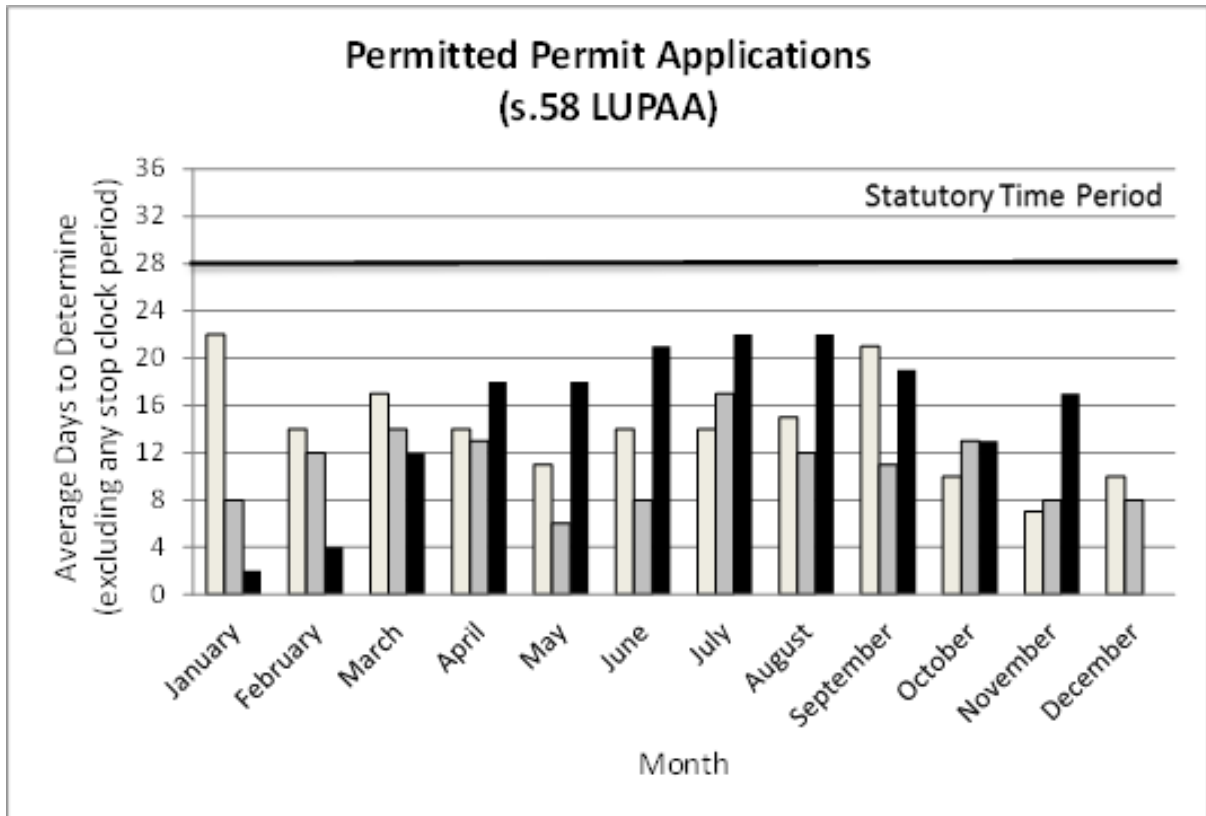
LAND USE AND DEVELOPMENT APPLICATIONS	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20	Aug 20	Sept 20	Oct 20	Nov 20
Permitted Use & Development	7	5	1	5	5	3	9	8	11	11	7	10	2
Discretionary Use & Development	11	6	5	6	6	7	11	12	5	8	8	19	15
Subdivisions	0	1	0	0	1	0	1	1	2	2	1	0	3
TOTAL APPLICATIONS	18	12	6	11	12	10	21	21	18	21	16	29	20
Determined by Delegation	17	16	10	5	9	6	9	14	21	11	18	9	15
Determined by Council	0	0	1	0	0	0	0	0	0	0	1	1	0
Withdrawn	2	2	0	0	0	0	0	0	3	4	4	2	0
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	1	0	0	0	0	0	0	0	0	0	0	0	0
Applications Appealed and Approved by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0
PLANNING SCHEME AMENDMENTS													
Amendment requests	1	0	0	0	0	0	0	0	0	0	0	0	0
Amendment finally approved	0	0	0	0	0	0	0	1	0	0	0	0	0
Amendment Refused by Tasmanian Planning Commission	1	0	0	0	0	0	0	0	0	0	0	0	0
Applications Appealed and Refused by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0

2.3.2 Land Use Permit Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
20/07/2020	2020/89	44 Nairana Avenue SHOREWELL PARK TAS 7320	Single Dwelling - Reliant on performance criteria for grant of permit - Clause 8.4.2 (P3)	28/10/2020	13/11/2020	Approved 23/11/2020
10/08/2020	2020/100	23 Brickport Road COOEE TAS 7320	Antenatal Clinic Development - Reliant on performance criteria for grant of permit - Clause C2.5.1 (P1.1) and Clause C16.6.1 (P2)	24/10/2020	10/11/2020	Approved 20/11/2020
07/09/2020	2020/119	55 Marine Terrace SOUTH BURNIE TAS 7320	Establish a new Fitness Centre - Reliant on performance criteria for grant of permit - Clause 17.3.2 (P1) - Clause C1.6.1 (P1 & P3) - Clause C1.6.2 (P1) and Clause C3.5.1 (P1)	05/11/2020	19/11/2020	Approved 27/11/2020
09/09/2020	2020/122	279 Ridgley Highway ROMAINE TAS 7320	Horticulture Shed - Reliant on assessment against performance criteria for grant of permit - Clause 21.3.1 (P2 & P3)	07/10/2020	21/10/2020	Approved 05/11/2020
24/09/2020	2020/126	1 Arlington Place HEYBRIDGE TAS 7316	Dwelling Extension - Reliant on performance criteria for grant of permit - Clause BUR-S1.7.3 (P1)	24/10/2020	10/11/2020	Approved 11/11/2020
29/09/2020	2020/129	16 Bay Street PARKLANDS TAS 7320	Dwelling Extension and Outbuilding - Reliant on performance criteria for grant of permit - Clause 8.4.2 (P1, P2 & P3)	17/10/2020	03/11/2020	Approved 11/11/2020
06/10/2020	2020/131	3 Winforton Avenue HEYBRIDGE TAS 7316	Single Dwelling and Outbuilding - Reliant on performance criteria for grant of permit - Clause BUR-S1.7.2 (P3.1 & P3.2) and Clause BUR-S1.7.3 (P3)	17/10/2020	03/11/2020	Approved 13/11/2020
06/10/2020	2020/132	66 Grandview Avenue PARK GROVE TAS 7320	Second Dwelling - Reliant on performance criteria for grant of permit - Clause 8.4.2 (P3) and Clause 8.4.3 (P2)	24/10/2020	10/11/2020	Approved 13/11/2020
13/10/2020	2020/133	3 Ormsby Street WIVENHOE TAS 7320	Contractors Depot	N/A	N/A	Approved 20/11/2020
13/10/2020	2020/134	Unit 1 44 Wilmot Street BURNIE TAS 7320	Wine Bar	N/A	N/A	Approved 11/11/2020
20/10/2020	2020/138	4 Sunny Place HEYBRIDGE TAS 7316	Single Dwelling	N/A	N/A	Approved 12/11/2020
23/10/2020	2020/142	315 Bass Highway CAMDALE TAS 7320	Second Dwelling	N/A	N/A	Approved 12/11/2020

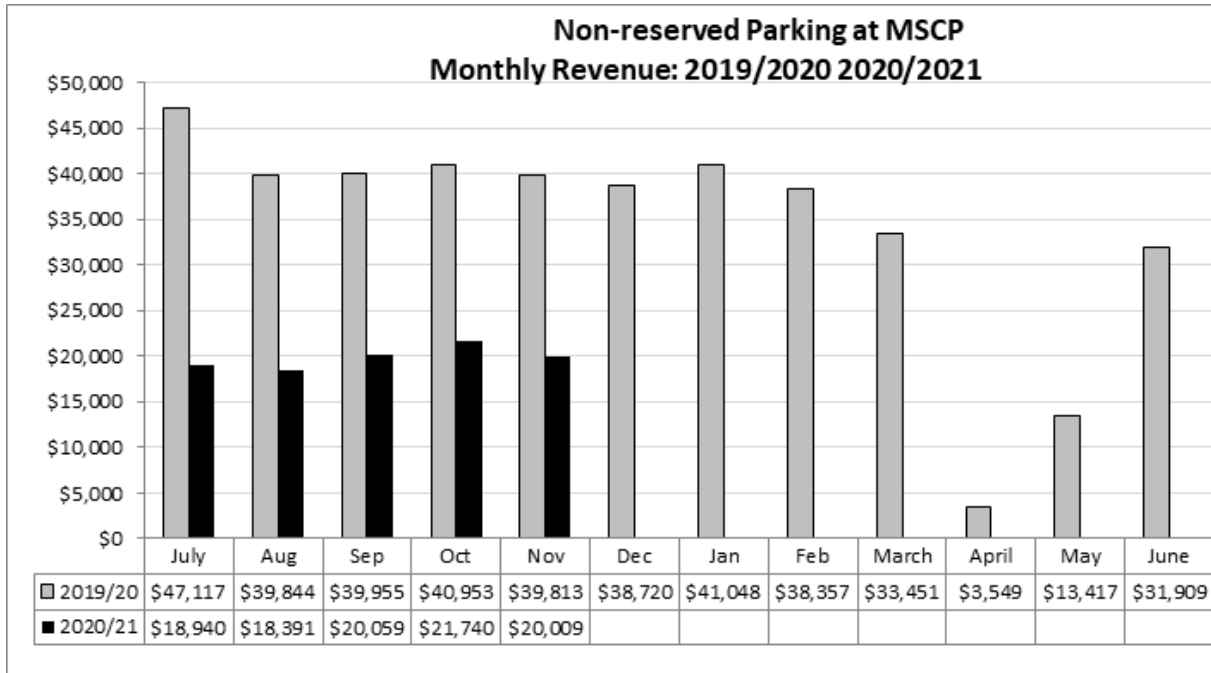
2.3.3 Subdivision Applications

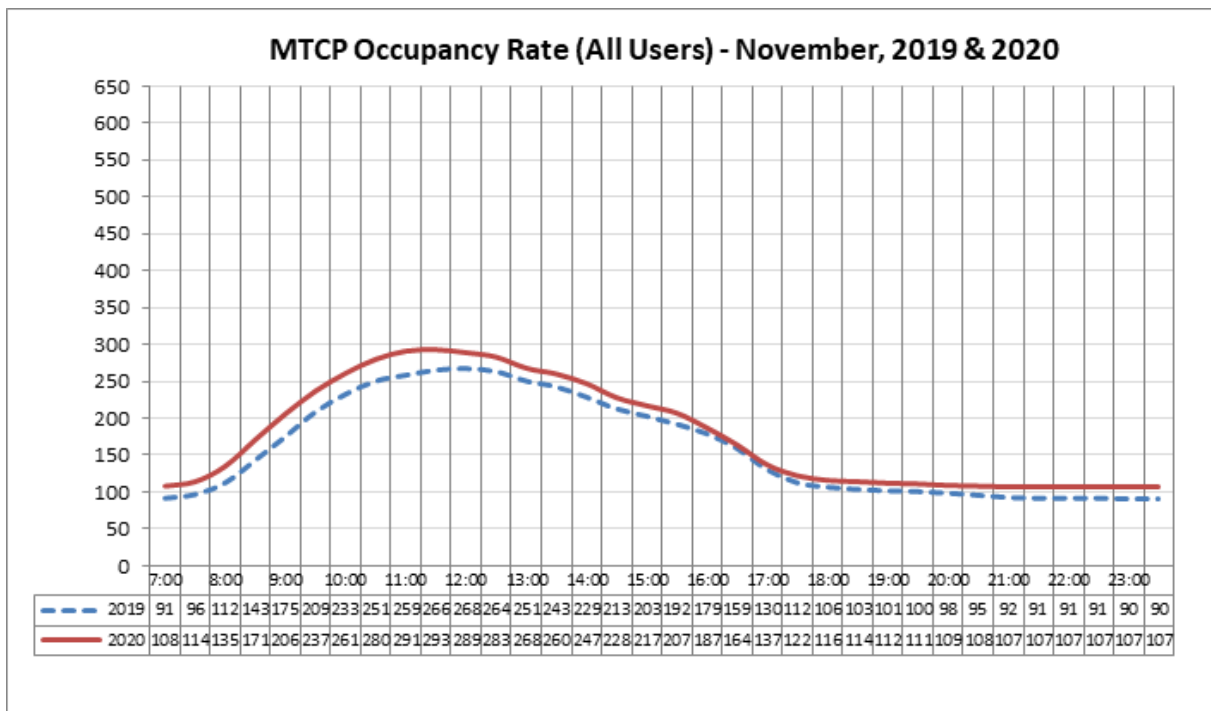
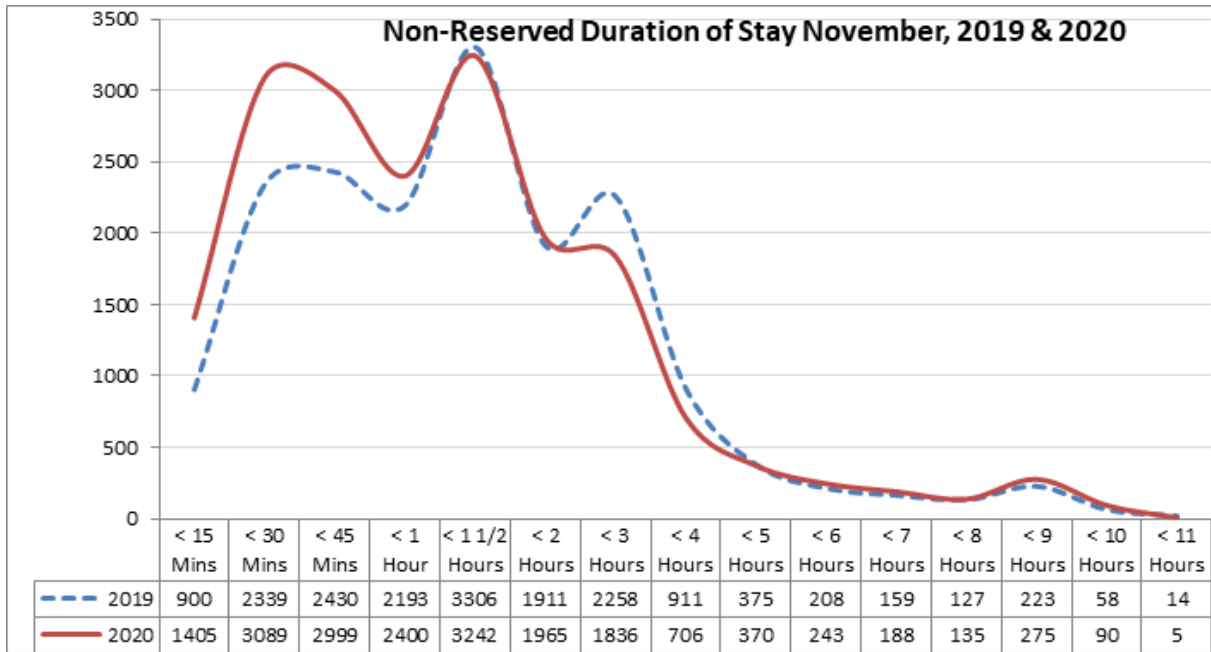
DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
07/07/2020	2020/1306	50-52 West Mooreville Road, PARK GROVE TAS 7320	Subdivision to create 2 Residential lots	10/10/2020	26/10/2020	Approved 06/11/2020
21/08/2020	2020/1308	298 & 302A Mount Street, UPPER BURNIE TAS 7320	Subdivision to create 10 Residential lots and 1 balance lot - Reliant on performance criteria for grant of permit - Clause 8.6.1 (P2 & P4) and Clause 8.6.2 (P1)	28/10/2020	12/11/2020	Approved 20/11/2020
25/08/2020	2020/1309	76 & 96 Minna Road, HEYBRIDGE TAS 7316	Subdivision through Reconfiguration - Reliant on performance criteria for grant of permit - Clause 20.5.1 (P1)	07/11/2020	21/10/2020	Approved 12/11/2020



Average time for determination of permit applications decided by month.

2.4 PARKING





Calculated on remaining spaces – 86 Reserved spaces for 2019, 102 Reserved spaces for 2020

2.5 CEMETERY STATISTICS

Burials	November 2020	YTD Total
Lawn Cemetery	7	29
Wivenhoe / Ridgley	0	0
Other	0	0
Total	7	29

YTD is measured from 1 July each year.

Ashes Interred	November 2020	YTD Total
Lawn Cemetery	4	9
Wivenhoe / Ridgley	0	0
Total	4	9

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO349-20

MOVED: *Cr G Simpson*

SECONDED: *Cr D Pease*

“THAT the General Manager’s Information Report for Land and Environmental Services for November 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**AO303-20 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT NOVEMBER 2020**

FILE NO: 4/18/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Community and Economic Development for November 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

2.1 BUSINESS AND RECREATION

The Health Care Insurance 321-GO! kids' race

Established as a safe alternative to children competing in The Heritage Burnie Ten, the day offers children aged between five and thirteen the chance to participate in a running event in a top Coastal arena over a distance appropriate for their age (hence three categories were introduced with different distances: 3kms, 2kms, 1km).

There were a number of changes introduced this year, most notably: a participant limit on each of the six races, no entries on race day, only two chaperons per child, no Lap for Littlies (fields are usually around 150 for these), no entertainment or giveaways (anything that may encourage people to stay longer than necessary) and the race start times were stretched out through the day to allow everyone time to depart the ground before participants for the next race began arriving. There was a strict and comprehensive COVID-19 safety plan adopted for the HCI 321GO kids' race.

Despite these changes the event still attracted over 600 participants and included fields of regular size in the Girls and Boys 13 and Under race fields.

2.2 COMMUNITY / CULTURAL DEVELOPMENT

Indoor Sports Centre Working Group

At the November meeting, @leisure Planners Consultants presented the Site Evaluation Report to the Working Group to assist in determining a preferred site for the new Indoor Sports Centre.

Social Recovery/Emergency Management

Work is being undertaken on a COVID-19 pandemic plan to include in Council's current Evacuation Centre set up plan.

Disability Action Plan Consultation Group Burnie (DAP)

A meeting held in November:

- Bus Procurement – Launceston and Burnie have reached full DDA compliance, 82 new buses arrived State-wide and on target.
- Street Infrastructure – Department of State Growth will be developing a framework for all future bus stop upgrades.
- Integrated Ticketing – Metro released a request for expression of interest for a replacement ticketing system. This will be rolled out at Metro first, it will have the capability to be extended to other public transport operators in the future. The preferred suppliers will be announced in 2021.

Expressions of Interest - Wivenhoe Buildings

Community groups are currently viewing their allocated buildings. The meeting room is being prepared for community groups to use.

Volunteer Thank You Gift Vouchers

Eight Gift Card Vouchers are yet to be collected.

2020/2021 Financial Assistance Grants (as at 25/11/20)**Committed Three Year Sponsorship (2019-2022)**

Name/Organisation	Committed	Paid	Name/Organisation
Cooee to Camdale Coastcare (\$7,410 over 3yrs)	\$2,470	\$455	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	\$455	

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

Name/Organisation	Committed	Paid	Name/Organisation
Burnie Men's Shed (2020/21 to 2024/25)	\$2,500	\$714	In recognition of the valuable support it provides to residents of the Burnie community.
Total	\$2,500	\$714	

Annual Community Group Assistance

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

State Representatives Allowance

	Budget	Paid
State Representatives	\$10,000	\$150

Mayor Financial Assistance Minor Sponsorship Requests

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

Food License Permits Requests

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

Other Annual Assistance

Name/Organisation	Committed	Paid
Burnie Concert Band	\$2,500	\$0
Burnie Highland Pipe Band	\$2,500	\$0
City of Burnie Brass Band	\$2,500	\$0
EMUsicians	\$2,500	\$0

Name/Organisation	Committed	Paid
Stringalong Music Programme	\$2,500	\$1,513
Total	\$12,500	\$1,513

Waste Disposal Costs for Charitable & NFP Organisations

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

YTD Totals

Name/Organisation	Budget	Committed	Paid
Committed Three Year Sponsorship (2019/2020 -2021/2022)		\$7,450	\$455
Committed Five Year Sponsorship (2020/21 to 2024/25)		\$2,500	\$714
Other Annual Community Group Assistance		\$10,258	\$8,848
State Representatives Allowance		\$10,000	\$150
Minor Sponsorship Grants by Mayor		\$2,500	\$0
Food License Permits		\$1,000	\$141
Total Financial Assistance Grants	\$70,500	\$33,708	\$10,308
Other Annual Assistance		\$12,500	\$1,513
Waste Disposal Costs for Charitable & NFP Organisations	\$5,000	\$1,900	\$0

2.3 BURNIE REGIONAL MUSEUM and BURNIE REGIONAL ART GALLERY

Ten volunteers have registered and have returned to work at the Museum.

<i>DECEMBER JANUARY FEBRUARY</i>	
<i>The Partnership Project 30 October to 12 December</i>	This nationally touring exhibition started in Burnie in 2018 and after travelling to Townsville, Lismore and Mt Gambier, it returns for its final exhibition at BRAG. The exhibition that returns will be quite different from the one that showed two years ago.
<i>Artist books- from the collection 30 October to 12 December</i>	Artists' books are works of art that take the form of a book but usually are unique or very limited publication. The Burnie Gallery permanent collection holds several very good examples that have come through the Burnie Print Prize.
<i>The Overwintering Project 18 December to 6 February</i>	Also called Mapping Sanctuary, this is an environmental art project where contributing artists from Australia and New Zealand respond to the unique nature of local migratory shorebirds and their habitat. With nearly 300 artists represented including well known north west artists Kit Hiller and Raymond Arnold.
<i>Unpacked: David Rose 12 November – 12 January 2021</i>	Exquisite screen prints by Australian master printer David Rose (1936 – 2006) – from the collection.

The Gallery will restart public programs from 1 December. In the meantime we are delivering some online children's programs via social media and with "Craft@Home" projects available for collection once registering online.

Gallery and Museum are exploring online delivery (via social media and the web) of combined exhibitions.

Gallery and Museum are also working toward a combined website and social media page in response to our strategic plan.

BRAG Attendance Figures

Month	2019	2020
Nov	1 181	282

2.4 BURNIE ARTS AND FUNCTION CENTRE

The BAFC held 22 events during November including 4 performances by Emusicians, Burnie school of Irish dance "Get Reelin", *Bridges out of Poverty* workshops and the 2021 Subscription season launch.

2.5 MAKERS' WORKSHOP – VISITOR INFORMATION CENTRE

Makers' Workshop adjusted its operating hours to include weekend trading on November 2, for a 3 month trial. The building will be closed to the public on Tuesday and Wednesday with the exception of private bookings through Creative Paper Tasmania.

Visitor Numbers

	1-30 November 2019	1-22 November 2020
Makers Workshop Door Count	5632	1909
Visitor Centre Counter	1632	173
Cruise Ships	2	-

Note: Visitor Centre Counter does not include cruise ship days

Creative Paper Tasmania

	November 2019	November 2020
Hand Made Paper Tour Experience	261	198
Coach/School Groups	5	6 (all schools)
Attractions Bus (Cruise Ship Days)	1 (48 seats)	-

Online Activity

	Online Sales - November		Online Enquiries - November	
	2019	2020	2019	2020
Website	8	11	2	3
eBay	-	4	-	-

2020 paper sales were 47% of same period 1 to 25 November 2019.

2.6 MARKETING AND EVENTS

Burnie Shines

The final event to wrap up Burnie Shines 2020 was held on 6 November. The event was a Projection Mapping exercise onto the Burnie Arts and Function Centre, Burnie Shines organisers worked with the team from Round Table Studio to produce a tribute show reel of the past Burnie Shines Featured Artists. Approximately 60 guests were entertained pre show by Clinton Hutton followed by the show once it became dark, despite the cool evening the show was well received by those in attendance. The projection show was repeated on Saturday evening.

Christmas in the Plaza Arcade

Planning and co-ordination of an installation in the Plaza Arcade for the Christmas period is underway with an Aussie Christmas themed backdrop organised to be set up from next week. Working with EyeJack the back drop will have a Christmas Augmented Reality component (as we did for the Wings Backdrop for Burnie Shines), this should be a great photo opportunity for the public.

Christmas Family Fun Time

Work continues on this event, to be held at the Wivenhoe Recreation Ground on Saturday 19 December. This event will be held as a replacement for the Christmas Parade. Three sessions will be run throughout the day:- 10am – 12noon, 1pm – 3pm and 4pm – 6pm. Those wishing to attend will be required to register prior.

Activities and entertainment has been arranged for the day:- Borys – BMX Stunt Rider, Slipstream Circus, Fairy Tales and Pirate Sails, Disc Golf, Photo Booth, Show Rides and of course Santa will pay a visit. A coffee van and food van along with the Burnie Basketball Club operating a sausage sizzle will be available at the event.

2.7 COLLECTIVE IMPACT

Burnie Works

The Backbone Team is continuing planning on a social recovery campaign.

Recharge with speaker Alexandra Morse, Music Therapist was held on 24 November 2020. Recharge is part of the social recovery campaign, and provides an opportunity to for service workers who have been experiencing additional pressure due to COVID-19 to recharge.

Celebrating Capacity (formerly Bridges out of Poverty) Training was held 10 - 11 November at Burnie Arts and Function Centre, with 67 attendees.

Local Enabling Group

The Local Enabling Group Inc has commenced the process to transition from an incorporated association to a company limited by guarantee.

Dream Big

Dream Big is planning for Grade 5 Higher Education Visits in Term 1 2021 and exploring options to create a higher education experience for Grade 6 students in 2021, who were unable to go on their visits due to COVID-19.

BIG

BIG has begun planning for 2021. All activities for 2020 are now complete.

Local Drug Action Team

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

Families

The second meeting of the new Families Working Group was held on 17 November 2020 at the Burnie Child and Family Centre with families and services attending.

Employment Partnership Group

Work has commenced on a Future Jobs and Training Expo on 11 February.

COUNCIL RESOLUTION

Resolution number: MO350-20

MOVED: Cr T Brumby

SECONDED: Cr T Bulle

"THAT the General Manager's Information Report for Community and Economic Development for November 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

AO304-20 COMMUNICATIONS JOURNAL DECEMBER 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:

- Remembrance Day Service
- Meeting with Tom Wootton, WxNW
- Cradle Coast Authority Representatives Committee Meeting
- Business North West Budget Dinner with Premier Peter Gutwein MP
- CCA Quarterly Presentation, via Zoom
- Business North West Breakfast Session with Guest Speaker, Lalla Mackenzie from MAS National - apprenticeships
- Business North West General Meeting
- Burnie City Council Audit Committee Meeting
- Burnie City Council – 25 Year Club Luncheon
- 2021 Burnie Arts and Function Centre – Subscription Season Launch

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

Workshop	24 November 2020	
Councillors in attendance	Mayor Kons, Deputy Mayor Simpson, Cr Boyd, Cr Bulle, Cr Brumby, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease	
Apologies		
Items Discussed	UTAS Bursary Recipients	Zoom Discussion with Councillors
	Quarterly Works Update	Presentation to Councillors
	View Road Reserve – Pump Track and Cycle Path	Discussion with Councillors
	Cradle Coast Authority	Update and Discussion with Councillors
	FMS and Budget	Discussion with Councillors
	General Manager’s Update	Presentation and Discussion with Councillors

5.0 CORRESPONDENCE FOR NOTING

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

ATTACHMENTS

1. Correspondence from Hon Scott Buchholz MP - Bridges Renewal Program and Heavy Vehicle Safety and Productivity Program
2. Correspondence from Paul Fletcher MP - National Broadband Network (NBN)
3. Correspondence from Premier Peter Gutwein MP - Tasmanian State Budget 2020-21
4. Correspondence from Michael Ferguson MP - North West Coastal Pathway

COUNCIL RESOLUTION

Resolution number: MO351-20

MOVED: Cr K Dorsey

SECONDED: Cr G Simpson

“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



The Hon Scott Buchholz MP

Assistant Minister for Road Safety and Freight Transport
Federal Member for Wright

Ref: MS20-001702

Cr Steven Kons
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Cr Kons

**BRIDGES RENEWAL PROGRAM (BRP) ROUND FIVE AND HEAVY VEHICLE
SAFETY AND PRODUCTIVITY PROGRAM (HVSPP) ROUND SEVEN**

Thank you for your proposal for funding under either or both Rounds Five and Seven, of the BRP and HVSPP respectively. Your continued support of these programs, which provide funding to improve community access and increase heavy vehicle safety and productivity, is valued.

I am pleased to advise you that the proposal listed below has been successful in qualifying for Australian Government funding under the current funding rounds:

- Circular Road Bridge 30232 replacement, East Ridgely

Attached to this document is an offer of funding setting out the terms and conditions for these projects. This documentation needs to be completed and returned by email to the relevant address, BridgesRenewal@infrastructure.gov.au or HVSPP@infrastructure.gov.au by 30 November 2020. Council should not accept tenders for, or commence construction of, the project until the funding agreement has been finalised.

If you require further information or assistance, the Department of Infrastructure, Transport, Regional Development and Communications can be contacted by the above email addresses or by telephone on 02 6274 8040.

I wish you every success with your project.

Yours sincerely

A handwritten signature in blue ink that reads "S Buchholz". Below the signature, the name "Scott Buchholz" is printed in a smaller font.

The Hon Scott Buchholz MP
Parliament House Canberra | (02) 6277 4144 | minister.buchholz@infrastructure.gov.au
21 William Street, Beaudesert QLD 4285 | scott.buchholz.mp@aph.gov.au



PARLIAMENT OF AUSTRALIA • HOUSE OF REPRESENTATIVES

PAUL FLETCHER MP
Federal Member for Bradfield
Minister for Communications,
Cyber Safety and the Arts

MC20-012252

Cr Steve Kons
Mayor
Burnie City Council
PO Box 973
Burnie TAS 7320

Dear Cr Kons

Recently the Morrison Government announced a \$4.5 billion investment in the National Broadband Network (NBN) to bring ultra-fast broadband to millions of families and businesses.

I wanted to give you some further details of what this will mean for your local government area.

With the volume rollout practically complete, the NBN is available to more than 99 per cent of all premises in Australia, delivering on the Government's commitment to provide fast, reliable and affordable broadband to Australians as soon as possible.

To improve accessibility and affordability of business-grade fibre, particularly for small and medium businesses, NBN Co Limited (NBN Co) will invest \$700 million over the next three years to extend ultra-fast connectivity to 90 per cent of all Australian business locations at no upfront cost. The initiative includes the rollout of 240 Business Fibre Zones, 85 of which will be in regional Australia.

This initiative will transform the access and affordability of business-grade fibre and increase choice and competition in a market typically dominated by one provider. This initiative will create thousands of jobs and allow businesses to boost their digital capabilities to contribute to the Government's goal for Australia to be a leading digital economy by 2030.

The locations of the 240 Business Fibre Zones have now been announced, including a Business Fibre Zone at Burnie in your local government area.

Maps of these locations are downloadable via: www.nbnco.com.au/bfzmaps.

Level 2, 280 Pacific Highway, Lindfield NSW 2070 • T 02 9465 3950
P O Box 6022 Parliament House, Canberra ACT 2600 • T 02 6277 7480
paul.fletcher.mp@aph.gov.au • www.paulfletcher.com.au

Businesses in the Business Fibre Zones will be eligible to access Enterprise Ethernet, NBN Co's fastest wholesale product. Enterprise Ethernet provides options for prioritised bandwidth, 24/7 dedicated support through NBN Co's business operations centre, and symmetrical wholesale speeds up to 1 gigabit per second (1Gbps) suitable for data-intensive applications such as online collaboration and cloud-based tools.

Businesses in the Business Fibre Zones will also be eligible to access NBN Co's CBD-equivalent wholesale pricing, helping to eliminate the divide between CBD and regional broadband connectivity costs and providing wholesale discounts of up to 67 per cent.

In addition to the measures I've already outlined, NBN Co has also allocated funds to co-invest with local councils and state and federal government in areas that will benefit from further investment. This includes the establishment of a \$50 million fund to facilitate the creation of future Business Fibre Zones, in partnership with local government and other organisations.

NBN Co has also created a \$300 million fund, which it will use to co-invest with federal, state and territory governments and local councils to deliver access to higher speed wholesale broadband services over the NBN to households and businesses in regional and remote areas of Australia. The \$300 million co-investment fund is expected to assist in moving more regional areas from fixed wireless or satellite to a fixed line access technology.

NBN Co is calling for Expressions of Interest from federal, state and territory governments and local councils that are interested in leveraging this co-investment fund for the benefit of residential and business customers in their areas. NBN Co's Regional Development and Engagement team and NBN Local representatives in each state and territory will be coordinating this co-investment with state and territory governments, local councils and industry groups.

More information regarding these initiatives is available from:

Business Fibre Initiative - www.nbnco.com.au/campaigns/business-fibre
Email: Business_fibre_enquiries@nbnco.com.au

NBN Corporate Plan -
www.nbnco.com.au/content/dam/nbnco2/2020/documents/media-centre/corporate-plan-2021/nbnco-corporate-plan-2021.pdf

Yours sincerely



Paul Fletcher

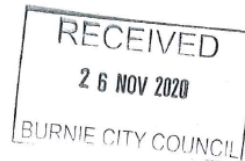
14/11/2020



PREMIER OF TASMANIA

24 November, 2020

Councillor Steve Kons
Mayor
Burnie City Council
PO Box 973
Burnie TAS 7320



Dear Steve

I am very pleased to provide you with an overview of the Tasmanian State Budget 2020-21 and a copy of my speech to the Tasmanian Parliament.

There is no doubt that the Covid-19 pandemic has been the biggest shock in generations to the Tasmanian way of life and our economy. We moved quickly to put in place sound measures to save Tasmanian lives and bold measures to save livelihoods.

The 2020-21 Budget provides the economic platform to create jobs, through infrastructure and community investment, providing the certainty and confidence to rebuild a stronger Tasmania.

The Budget is all about Jobs, Confidence and Community with the centrepiece of our Plan a landmark \$5 billion infrastructure program over four years to support 25,000 jobs, bolster confidence and deliver better services for our community. It will build the intergenerational infrastructure Tasmania needs to thrive, including more homes, better schools, roads, bridges and irrigation systems, as well as renewable energy assets, health, housing and justice facilities.

Importantly our plan will provide:

- A record \$9.8 billion over four years for hospitals and health services to build a better health system for all Tasmanians.
- A record \$7.5 billion over four years for education and training so more Tasmanians can grasp the opportunities ahead; and
- A record investment of more than \$300 million over four years into social and affordable housing projects to support more Tasmanians.

Before the pandemic hit, Tasmania's economy was nation leading and we were the most confident state for business across the nation. We rebuilt our economy and budget once before and we can do it again.

The 2020-21 Budget continues our plan to rebuild a stronger economy, create jobs, supporting confidence and delivering for our community.

I look forward to working with you to continue to rebuild a stronger Tasmania.

Your sincerely

A handwritten signature in blue ink, appearing to read "Peter Gutwein".

Peter Gutwein MP
Premier

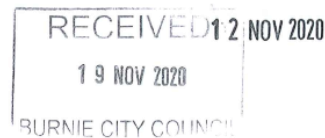
GPO Box 123, Hobart TAS 7001 | Telephone: 61 3 6165 7650 | Email: premier@dpac.tas.gov.au

Minister for Finance
Minister for Infrastructure and Transport
Minister for State Growth
Minister for Science and Technology
Leader of the House

Level 5, 4 Salamanca Place, Hobart
Public Buildings, 53 St John Street, Launceston
GPO Box 123, HOBART TAS 7001
Phone: (03) 6165 7701; Email: Michael.Ferguson@dpac.tas.gov.au



Mayor Steve Kons
Burnie City Council
PO Box 973
BURNIE TAS 7320



Dear Mayor Kons

I am writing to you to confirm the establishment of a strategic infrastructure corridor on the Western Line between Wynyard and Burnie Port to support the North West Coastal Pathway project as well as facilitate access to the West Park Precinct, with the commencement designated for 20 November 2020.

The Tasmanian Government has supported this project through the development of the *Strategic Infrastructure (Strategic and Recreational Use) Act 2016* (the Act) and I am pleased that we have now reached this important milestone to progress this project.

On commencement of the strategic infrastructure corridor between Wynyard and Burnie Port, Burnie City Council will be appointed corridor manager with the associated responsibilities as set out in the Act. This includes management of access arrangements with adjacent landowners for private road crossings and service infrastructure.

Importantly, the Act provides for a number of further actions that must be taken prior to the further work being undertaken.

The legislation provides that all uses and developments within a corridor are taken to be discretionary for the purposes of the *Land Use Planning and Approvals Act 1993*. As Burnie City Council is both the project proponent and the planning authority, the legislation requires Burnie Council to notify the Minister Infrastructure and Transport, who may declare another council to be the planning authority for the purposes of determining the application.

There are also a range of approvals that must be made by the Minister for Infrastructure and Transport in relation to the use, removal or disposal of railway infrastructure. Burnie City Council is also required to have all of the necessary permits in place, and the approval of the Minister, prior to undertaking any works (other than emergency or routine works) on the corridor or in relation to railway infrastructure. The Government will require further information from Burnie City Council to determine these approvals.

I have requested the Department of State Growth liaise directly with Burnie City Council's General Manager with further detail as to what is required to progress these matters to support this process. Mr James Verrier (6166 3480) or james.verrier@stategrowth.tas.gov.au is the Department's contact in the first instance.

Yours sincerely



Michael Ferguson MP
Minister for Infrastructure and Transport

AO305-20 COMMUNICATIONS JOURNAL - CRADLE COAST WASTE MANAGEMENT GROUP - ANNUAL REPORT 2019/2020

FILE NO: 2/17/3; 2/5/37
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	5	A NATURAL AND BUILT ENVIRONMENT THAT IS RESPECTED AND CARED FOR
Objective	5.4	A region that is energy, water and waste efficient.
Strategy	5.4.3	Support the State and regional strategies in waste reduction.

1.0 RECOMMENDATION:

“THAT Council receive the 2019/2020 Annual Report from the Cradle Coast Waste Management Group.”

2.0 SUMMARY

The Cradle Coast Waste Management Group (CCWMG) has forwarded a copy of their 2019/2020 Annual Report to Council for information.

3.0 GENERAL MANAGER’S COMMENTS

The 2019/2020 Annual Report from the CCWMG, reports on the activities and achievements of the group over the previous financial year.

The Chairperson’s report can be found on page 10 and provides a detailed overview of the group’s activities during the year.

Key projects of the CCWMG are reported in section 3.2 of the Annual Report and include:

- Illegal dumping funding – to support Council based projects to address illegal dumping. Burnie City Council have successfully applied for funding to assist with the cost of clean-up of dumped waste.
- Recycling bin assessments – annual audit of recycling bins which provides data to inform the region of where to target programs for maximum effect to achieve the waste management objectives of reducing waste to landfill and increasing sustainability through closed loop initiatives. In excess of 10,000 bins were assessed, with an 85% pass rate. The target pass rate is 90%.

- Education and promotion – content regularly published on Rethink Waste Facebook page/website and resources developed to assist people to improve resource recovery.

A partnership with the Master Builders Association was established to provide tools to members on making better waste disposal decisions.

- Schools program: worked with five (5) schools and addressed 32 classes.
- Free residential battery, fluorescent tube, light globe, e-waste and paint recycling initiatives.
- WTS Best Practice Improvements – funding program to assist Councils to upgrade waste transfer station facilities.
- Public place bin subsidy: a funding program to support increase opportunities for public place recycling.
- Tyres recycling subsidy – a \$2 per tyre rebate to Councils to encourage responsible tyre disposal.

Each of the projects contributes in some way to reducing waste to landfill and diverting materials to alternative uses including recycling, repurposing and reusing. The group continues to monitor and review the opportunity to establish a kerbside collection for Food Organics and Garden Organics (FOGO) throughout the region.

These projects are discussed in more detail within the Annual Report. Further, the Rethink Waste website is an excellent resource for Council and the community to learn more about good practice in waste management and draw upon the experiences of others.

ATTACHMENTS

1. [Cradle Coast Waste Management Group - 2019/2020 Annual Report](#)

COUNCIL RESOLUTION

Resolution number: MO352-20

MOVED: *Cr T Brumby*

SECONDED: *Cr K Dorsey*

“THAT Council receive the 2019/2020 Annual Report from the Cradle Coast Waste Management Group.”

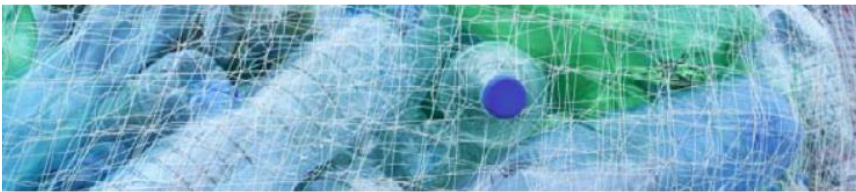
For: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.

Against:

CARRIED UNANIMOUSLY



Annual Report
Cradle Coast Waste Management Group



2019-20



This report was prepared by:

Cradle Coast Waste Services
Level 1/17 Fenton Way
Devonport TAS 7310
Email: admin@dulverton.com.au
Web: www.dulverton.com.au

ABN: 11 784 477 180

For: Cradle Coast Waste Management Group

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DOCUMENT RECORD

Revision	Issued To	Date	Reviewed	Approved
1	DWM CEO for approval	08/10/2020	MP	MG
2	CCWMG for approval	04/11/2020	MG	CCWMG
3	CCWMG to distribute to Council			CCWMG

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GLOSSARY OF ABBREVIATIONS

BCC	Burnie City Council
CCA	Cradle Coast Authority
CCC	Central Coast Council
CHC	Circular Head Council
CCWMG	Cradle Coast Waste Management Group
CCWS	Cradle Coast Waste Services
DCC	Devonport City Council
DPIPWE	Department of Primary Industries, Parks, Water and Environment
DWM	Dulverton Waste Management
EPA	Environmental Protection Authority
ERF	Emissions Reduction Fund
FC&S	Fieldwicks Crushing & Screening
FOGO	Food Organics Garden Organics
KC	Kentish Council
LC	Latrobe Council
LGAT	Local Government Association of Tasmania
MOU	Memorandum of Understanding
MRA	MRA Consulting Group
MRF	Materials Recycling Facility
MSW	Municipal Solid Waste
NSRF	National Stronger Regions Fund
NTWMG	Northern Tasmania Waste Management Group
TOR	Terms of Reference
WGPC	Waste Governance Project Coordinator
WSS	Waste Strategy South
WTS	Waste Transfer Station
WWC	Waratah Wynyard Council

1 INTRODUCTION

1.1 WHO WE ARE

The Cradle Coast Waste Management Group (CCWMG) was formed in 2007 and represents seven northwest Tasmanian municipal councils participating in the voluntary waste levy including: Burnie City (BCC), Central Coast (CCC), Circular Head (CHC), Devonport City (DCC), Latrobe (LC), Kentish (KC) and Waratah Wynyard (WWC).

The CCWMG is governed by the Interim Memorandum of Understanding (MOU) which was adopted on 1st July 2019 whilst the Terms of Reference (TOR) undergo development. It is made up of skills based working group specialising in engineering, environmental health, waste management, corporate governance and general management, with a representative from each council.

The 19/20 CCWMG representatives include:

- > **Rowan Sharman**, Engineering Representative from the BCC.
- > **Sandra Ayton (Chair)**, General Manager Representative from the CCC.
- > **James Brewer**, Engineering Representative from the CHC.
- > **Carol Bryant**, Management Representative from the DCC.
- > **Adam Gardner**, Environmental Health Representative from LC & KC.
- > **Dana Hicks**, Service Officer Representative from the WWC.
- > **Don Thwaites**, non-voting Observer on behalf of the Cradle Coast Authority (CCA) Representatives Group.

The Cradle Coast Waste Services (CCWS), operated by Dulverton Waste Management (DWM), provides project management support and waste expertise to the CCWMG and is represented by:

- > **Mat Greskie**, CEO; and
- > **Mel Pearce**, Project & Administration Officer (P&AM).

The CCWMG strongly focus on utilising levy funds on actions that have a direct positive impact on regional resource recovery and waste management.

The CCWMG's vision is to deliver a sustainable community in the Cradle Coast region of Tasmania by implementing strategies which minimise waste through increases in waste diversion and recovery.



1.2 OUR PRINCIPLES, GOALS AND TARGETS

The CCWMG's *5 Year Strategy 2017 – 2022* was ratified in June 2017 by the Cradle Coast Council's participating in the voluntary waste levy of \$5 per tonne.

The Strategy's four goals are:

1. **Waste diversion:** Diversion of materials from landfill to increase resource recovery, extend the life of existing landfills and reduce greenhouse gas emissions from waste.
2. **Regional planning & efficiencies:** Provide regional planning and coordination of waste infrastructure and services to provide improved resource recovery, delivering efficiencies and reducing costs of services/ waste infrastructure.
3. **Partnerships:** Maintain partnerships with government, planning authorities and the 3 waste regions to shape waste management policies and regulation to influence future regulatory requirements and to identify programs and infrastructure best delivered with a state-wide approach.
4. **Community engagement:** Work with the community and industry, through education and feedback, to take ownership of waste avoidance and reuse to improve the use of existing and future services.

CCWMG's strategic goals and KPIs have many synergies with the Draft Tasmanian Waste Action Plan. The region is well placed if a State-wide approach is implemented.

The CCWMG have also set measurable and achievable objectives in the Strategy which will allow the CCWMG and member councils to track their progress over the 5-year plan. The objectives take the form of Key Performance Indicators (KPIs), which include:

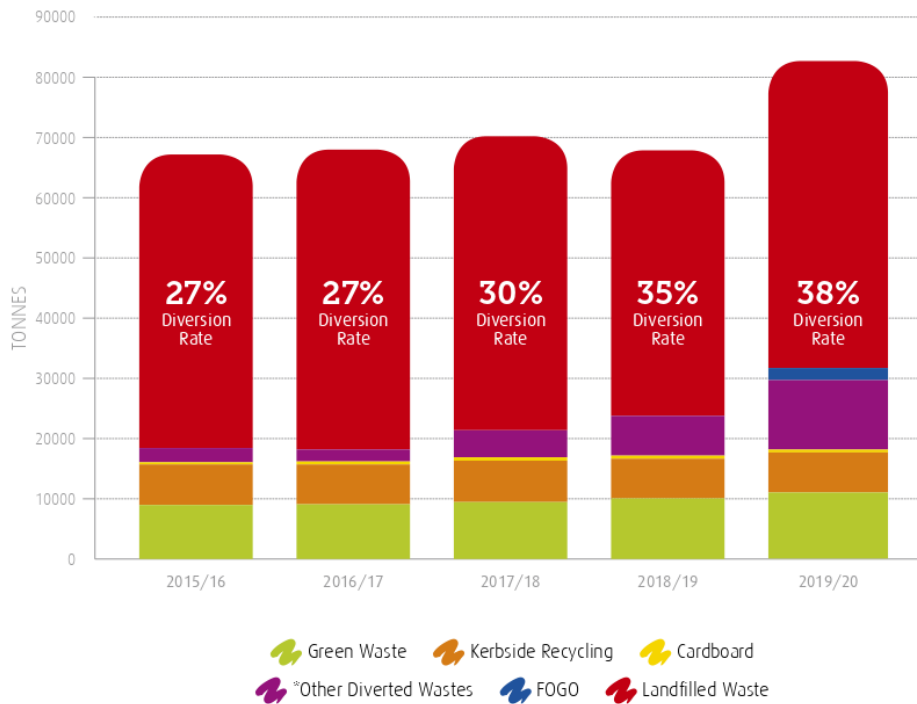
1. By 2022, divert 50% of all MSW from local government landfill facilities across the region.
2. By 2022, increase the proportion of recycling bin receiving a pass mark as part of the recycling bin assessments to 90% across the region (based on the 2015-16 assessment pass rate of 81%).
3. By 2022, reduce incidents of illegal dumping at hotspot sites by 25% across the region (upon first establishing baseline data from council reports).
4. By 2022, member councils to be collecting and reporting a standardised set (for material types, units, etc.) of data in relation to waste and resource recovery activities.

The interim MSW diversion target of 50% took into account the implementation of a kerbside Food Organic Garden Organic (FOGO) collection service, which was estimated to divert approximately 50% (20,000 tonnes) of waste placed into kerbside bins from landfill into composting. In early 17/18 councils determined not to proceed with a FOGO collection and are likely to revisit this project again from a regional perspective into the future.

On the 28th October 2019 the CCC implemented a FOGO collection within their Municipality which overall has been well received by the community. Since implementation the CCC have reported that the quantity of municipal waste to landfill has reduced by approximately 45%.

Figure 1 displays the tonnes of MSW landfilled (red) by the region compared with the tonnes of wastes diverted including: green waste (green), kerbside recycling (orange), cardboard (black) and other diverted wastes (purple).

**Figure 1 –
Tonnes of Regional Municipal Waste: Landfilled vs Diverted**



**Other diverted wastes includes the smaller scale recycling initiatives carried out by the regional transfer stations including the recycling of steel, e-waste, tyres, fluoro tubes/globes, paint, batteries, concrete and oil for example.*

Despite an increased volume of MSW to landfill, the region continues to perform well, achieving a staggering yet conservative waste diversion rate of 38% in 2019/20. The increased diversion rate is directly attributable to an increase in Councils inputting data into the regional data collection portal (providing a better understanding of the quantities of waste being diverted by Councils), resulting in an increase in diversion of the 'Other Diverted Wastes' items and also the introduction of FOGO by the CCC.

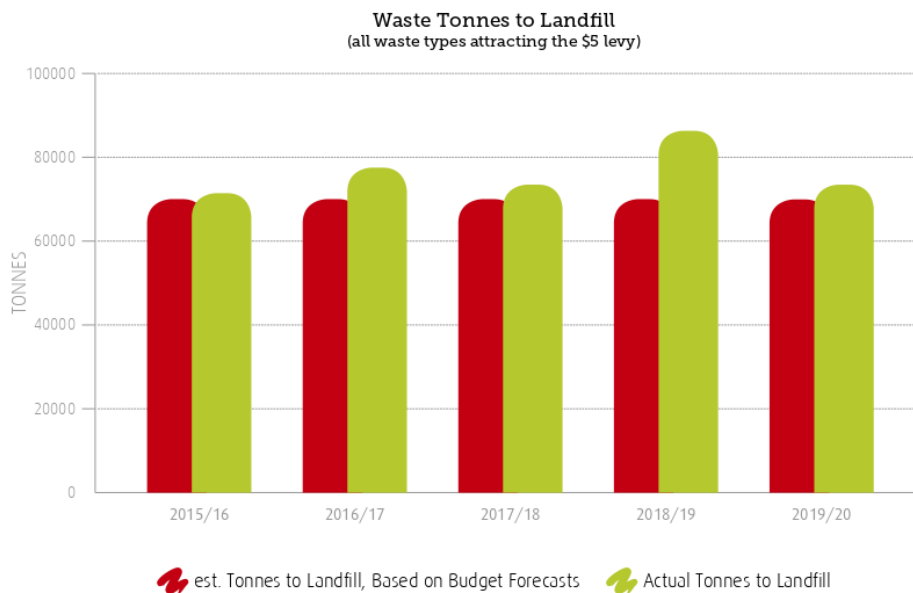
2019-20 > CRADLE COAST WASTE MANAGEMENT GROUP ANNUAL REPORT

1.3 Regional Waste Trends

Waste landfilled at the DWM, Ulverstone (inert) and Port Latta Landfills is charged the voluntary waste levy of \$5 per tonne. This waste is made up of commercial, municipal, controlled and various other waste types.

Figure 2 displays the tonnes of waste (attracting the \$5 levy) landfilled annually compared with the budgeted waste projections.

**Figure 2 –
Tonnes to Landfill vs Budgeted Waste Projections**



After a big year of special projects in 2018/19, the quantity of waste landfilled reduced by 15% in 2019/20 with 73,650 tonnes landfilled, which is consistent with historic years.

A number of factors can influence the tonnages of waste to landfill, over the years some standout events include:

- > The mono-cell special project at DWM in 2016/17, resulting in an additional 6,306 tonnes of waste landfilled;

- > Extreme weather events such as the flooding in June 2016, resulting in significant property damage which consequently required landfilling; and
- > Another special project at DWM in 2018/19 charged by cubic meter, resulting in excess of 11,000 cubic metres of waste landfilled.

8 > INTRODUCTION

**Figure 3 –
Tonnes of Municipal Solid Waste to Landfill –
Specific Tonnes Received for Each Landfill**

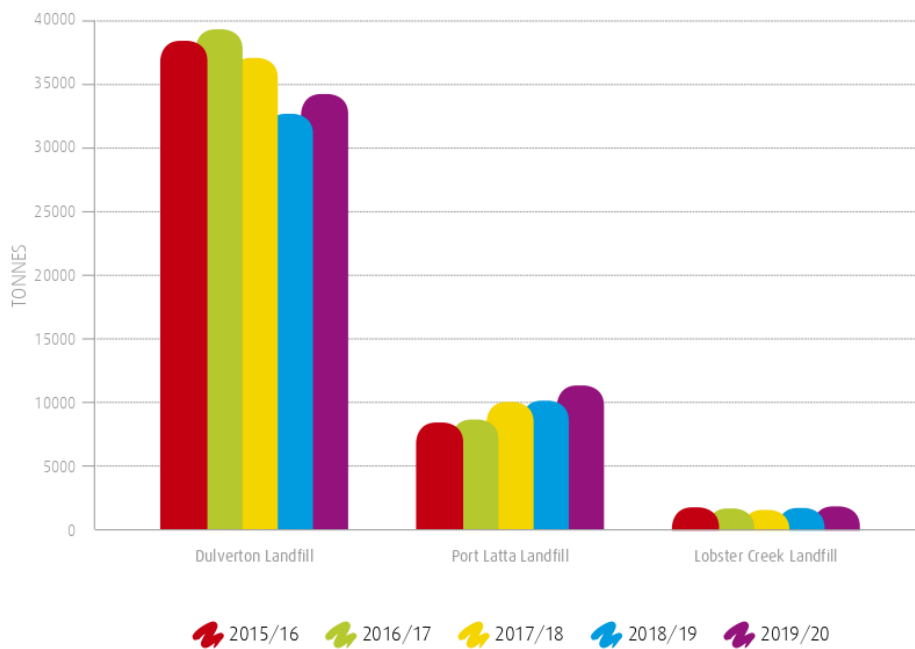


Figure 3 displays the MSW tonnages received at each Council owned landfill since 2015/16. Municipal waste is the term used to describe the waste collected at waste transfer stations (WTS) and from kerbside waste bins.

In 2019/20 MSW to landfill increased by 14.6% across the three landfills when compared to 2018/19.

The Dulverton Landfill predominately receives MSW from BCC, CCC, DCC, KC and LC and disposals across these individual Council areas increased by an average of 8%, with the exception of the CCC who experienced a 25% waste reduction due to the introduction of FOGO.

Lobster Creek (predominately MSW from CCC) and Port Latta (MSW from CHC and WWC) also saw increased MSW disposals of 7% and 12% respectively.

2019-20 > CRADLE COAST WASTE MANAGEMENT GROUP ANNUAL REPORT

2 REPORTS

CHAIRPERSON'S REPORT

I have pleasure in presenting the Cradle Coast Waste Management Group's Annual Report on behalf of the Group to member Councils.

The report provides an overview of the Group's activities throughout the 2019-2020 financial year, to deliver on the objectives and actions of the 5 Year Strategic Plan for our region. The Group have actioned many projects this last year and I implore you to read through the rest of the Annual Report to understand the activities that have been undertaken. These activities are funded via a voluntary levy on waste deposited to landfill which at present is \$5 per tonne.

Our four key focus areas as highlighted in the Strategic Plan for 2017-2022:

- > waste diversion;
- > regional planning and efficiencies;
- > partnerships; and
- > community engagement.

The report also provides information that all councils should be aware of to help us in strategically preparing for the future, both within our region and at individual council level. Information such as the tonnes of municipal waste landfilled, green waste mulched, kerbside recycling and cardboard recycling provide targets and trends that should be at the forefront of our thinking, particularly as our Strategic Plan is centred around a major waste diversion target.

This year has seen a focus on progressing the review of governance and waste management arrangements for waste management services within the region.

After a slow start, this project has moved forward with the new governance structure which is intended to be in place in the first half of the coming financial year. Once the new governance model has proven successful, Councils will then consider the next stage, which includes the regional delivery of waste management services.

This year has also seen a focus on the funding from the \$5 tonne levy being attributed back to the Council's to help implement some of the projects that are in our Strategic Plan. Projects this year included illegal dumping funding, transfer station improvements and public place bin subsidies. The Group also have oversight of three regional contracts which include the regional co-mingled recycling, mulching of green waste and regional cardboard recycling. All contracts have provided competitive prices for the Council's that have participated due to a rigorous tendering process and economies of scale.

While COVID-19 has impacted on many services, you cannot stop dealing with Waste during these times. I would like to thank Dulverton and the Councils who worked together and continued delivering these important services on behalf of their communities.

Council's are eager to see the completion of the Waste Action Plan for the State, which will determine the direction that the State is taking towards elimination of waste. We are keen to watch with interest the State's direction to a Container Deposit Scheme and the implementation of a State-wide Waste Levy.

The Cradle Coast Waste Management Group is a Local Government skills-based group hosted by the Cradle Coast Authority (CCA). Participation in the CCWVG is voluntary with representation from Burnie City Council, Central Coast Council, Devonport City Council, Circular Head Council, Latrobe Council, Kentish Council and Waratah-Wynyard Council.

I would like to sincerely thank them for the time and focus that they put into the Group for the benefit of the region. This is on top of their own work at their Councils. I would also like to thank Dulverton Waste Management for their expertise and dedication of skills to this Group as well.

I commend this report to you.

Sandra Ayton, Chair

10 > REPORTS

3 ACTIVITIES UNDERTAKEN FOR YEAR

3.1 REGIONAL CONTRACTS

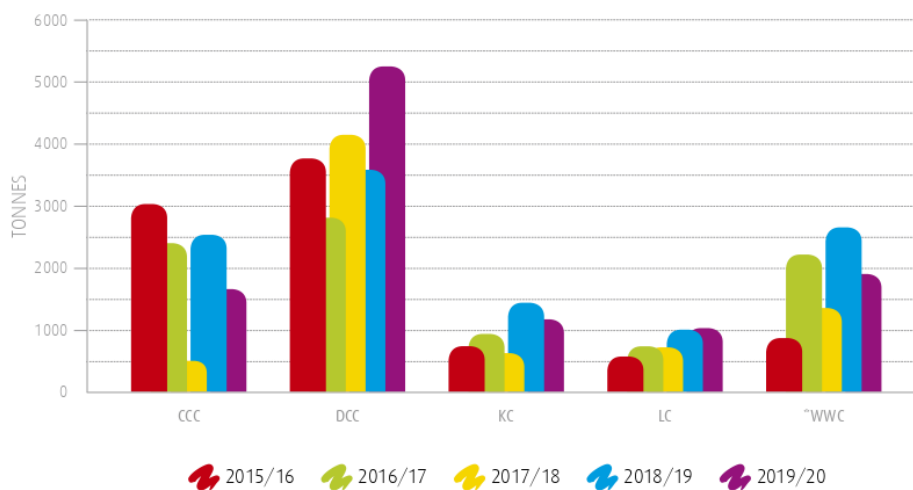
a) Mulching of Green Waste Contract

The Mulching of Green Waste Contract was re-tendered in early June 2020, with two competitive submissions received and after a comprehensive assessment process Fieldwick's Crushing and Screening (FC&S) was awarded the contract for another two years. The current green waste mulching contract with FC&S is now in place until 30th June 2022, and participating councils include CCC, CHC, DCC, LC, KC and WWC.

Councils participating in this contract have the collected green waste mulched and unless there is a specific use for it, the green waste is transported to the DWM Organics Recycling Facility (DORF) for composting. Green waste is a critical ingredient in the composting process and the high quality green waste received at the DORF is testament to Council's efforts to keep contamination to a minimum.

Figure 4 displays the total tonnages of green-waste mulched through the Mulching of Green Waste contract from 2015/16 to 2019/20. The timing of when green waste is mulched can affect the quantities recorded in any given year, for example a Council might have their green waste mulched in July 2019 and June 2020 resulting in a larger quantity recorded in 19/20 compared to the year prior.

Figure 4 – Tonnes of Green Waste Mulched Under Contract



^aWaratah Wynyard Council commenced utilising the service in 2015/16.

NOTE: Burnie City & Circular Head Council are not included in Figure 4 as they have not yet utilised the mulching service through the regional contract.

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b) Regional Recycling Contract

In 2009 a regional kerbside recycling contract, which currently services approximately 43,609 tenements across the region, was implemented between Veolia Environmental Services and the CCWVG Councils.

Table 1 compares the average number of tenements eligible for a kerbside recycling service with the average number of bin collections per month during 2019/20.

Table 1 – 19/20 Kerbside Recycling Collection, Average Tenement and Bin Collection Breakdown by Council

Council	*Average Number of Tenements Eligible for Collection	Average Bin Pickups per Collection	Bin Presentation Rate
Burnie City Council	8,320	5,192	62%
Central Coast Council	8,850	6,651	75%
Circular Head Council	2,143	1,131	53%
Devonport City Council	11,931	7,798	65%
Kentish Council	1,757	1,145	65%
Latrobe Council	5,552	3,818	69%
Waratah Wynyard Council	5,056	3,111	62%

*Every month the quantity of tenements within the kerbside recycling collection service zone increases as new properties are built and subdivisions are developed. The average number of tenements is therefore calculated taking an average of the monthly recorded tenements for each Council in 2019/20, using information provided by Veolia

A bin presentation rate was determined for each Council by comparing the average bin collections per month with the total number of tenements eligible for collection.

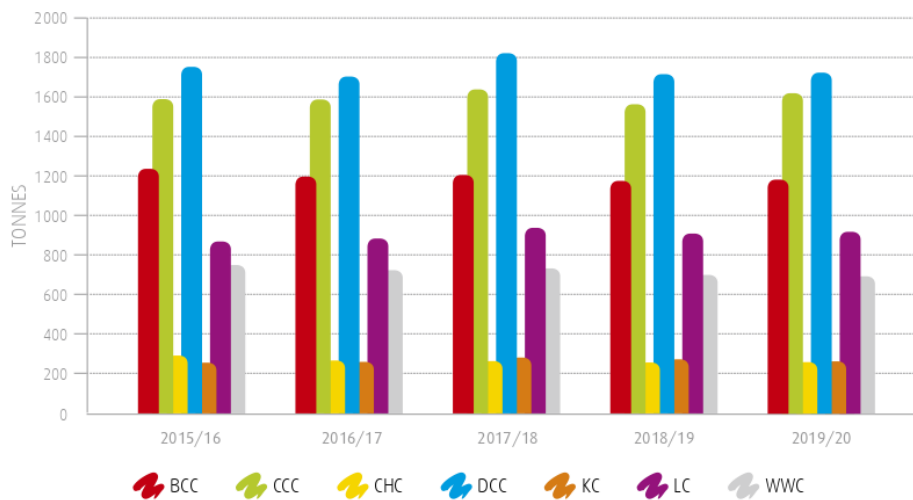
From a regional perspective, the average presentation rate for 2019/20 was 64%. Similar to last year, this presentation rate is again lower than the rate recorded in the kerbside recycling assessments of 87%. The difference may be due to the kerbside assessments only capturing approximately 12 weeks of residential activity in select Council areas, avoiding known holiday areas (shacks) and locations under development.

An annual breakdown of the tonnes of kerbside recycling received by Veolia from each Council is detailed in Figure 5.

In the past 5 years the region has recycled 33,480 tonnes of household recyclables - which is a lot of glass, cardboard, paper, hard plastic containers and aluminium, steel and tin-plated cans.

12 > ACTIVITIES

Figure 5 – Tonnes of Kerbside Recycling by Council



The tonnes of kerbside recycling collected across the region saw a slight 1.3% increase with 6,671 tonnes collected in 2019/20 compared to 6,585 in 2018/19.

The total tonnes of kerbside recycling collected since 2012 is detailed in Table 2.

Table 2 – Annual Regional Kerbside Recycling Collection Tonnages

Year	Tonnes
2012/13	6,974
2013/14	6,807
2014/15	6,631
2015/16	6,737
2016/17	6,613
2017/18	6,874
2018/19	6,585
2019/20	6,671

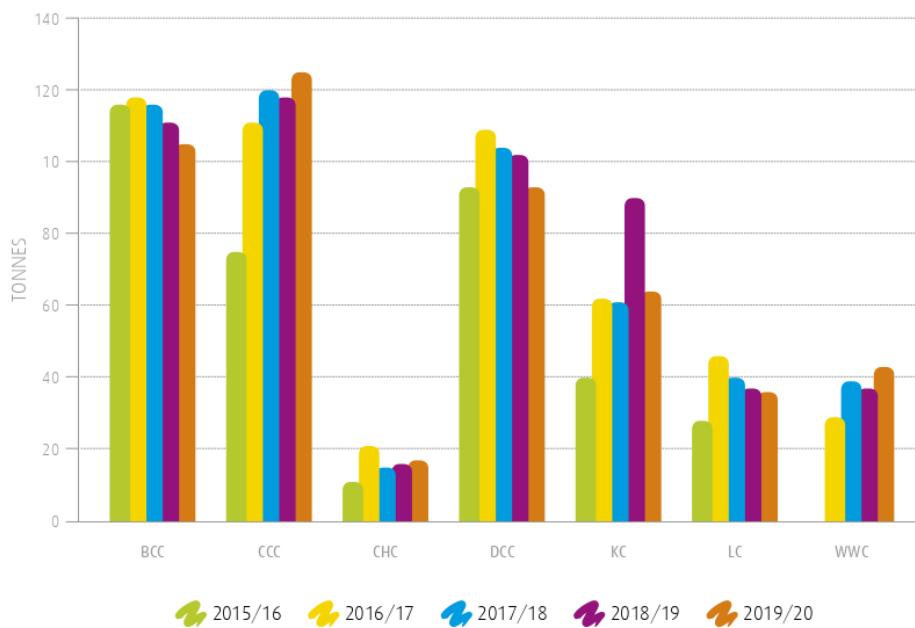
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c) Regional Cardboard Recycling Contract

In 2015 a regional cardboard recycling contract was established with Veolia, providing a cardboard collection bin at all Council WTS (except the small rural sites). This service was discounted by Veolia due to the participation of all CCWMG Councils. This contract is due to expire in October 2020 and as a consequence tenders were called in June 2020. After a comprehensive tender assessment process, Veolia were awarded the contract for another 4 years.

In 2019/20 483 tonnes of cardboard was collected, a 6% decrease when compared to 2018/19 (512 tonnes). Cardboard collection data for each Council is displayed in Figure 6.

**Figure 6 –
Tonnes of Cardboard Recycled by Council
(Under the Regional Recycling Contract)**



14 > ACTIVITIES

3.2 KEY PROJECTS

The CCWVG successfully completed a significant number of projects in 2019/20, with the complete list detailed under Section 6. Each project can be referenced back to the Annual Plan and Budget 2019/20 using the project number detailed within each heading.

a) Illegal Dumping Funding (2.2)

Illegal dumping funding valued at \$30,000 was available for Councils to apply for to assist with implementing illegal dumping reduction initiatives. Applications were received from the BCC, CCC, DCC and KC, all of which were approved either in part or in full. A total of \$30,057 worth of signage, surveillance cameras, WTS vouchers and funding assistance for clean ups were awarded.

Illegal dumping is a challenge faced by the region and the state and this funding has assisted Councils to make visible impacts.



**Figure 7 –
Clean-up in the Burnie City
Council Municipality.**

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b) Recycling Bin Assessments (2.3)

The seventh program of residential recycling bin assessments and contamination education was completed across the region in September to November 2019 and again in March 2020. A total of 11,642 properties were visited and 10,172 bins were assessed and results show that the region has experienced a plateau in progress since 2017/18, with pass rates remaining at approximately 85%.

Whilst this steady pass rate is very impressive, the assessments did highlight areas for improvement and focus for future education programs. Of the bins assessed approximately 1 in 5 contained some form of contamination, with soft plastic again being highlighted as the most common waste item incorrectly placed into the kerbside recycling bin. With opportunities available to recycle various types of soft plastic at Coles and Woolworth stores, this will be a focus for education in future years.

Based on assessor feedback the community passion for placing correct items into their recycling bins is growing and often the contaminants found highlight a misunderstanding of what can and cannot be recycled. We are hopeful that with the right education the strategic target of a 90% pass rate can be achieved.



Figure 9 – Example of the Facebook education campaign.



Figure 8 – Example of newspaper education campaign conducted to notify the residents of the assessments.

16 > ACTIVITIES

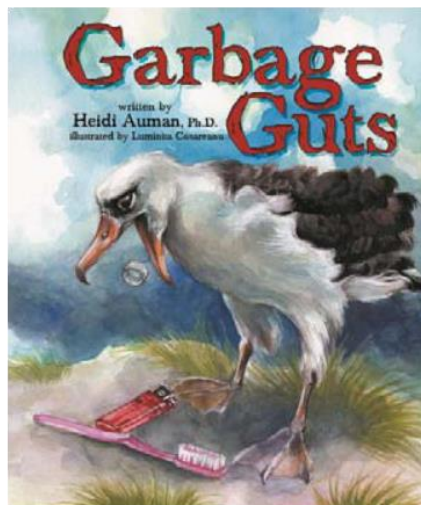
c) Education & Promotion (2.11)

State-wide waste education continued this year with the implementation of Year 3 of the *Tasmanian Waste Management Communications Plan 2017/22*.

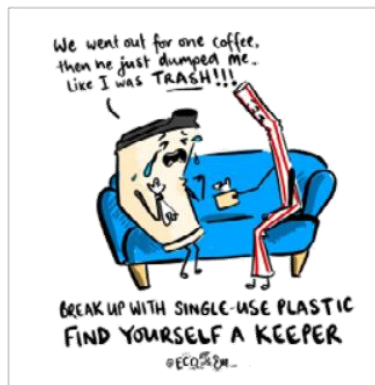
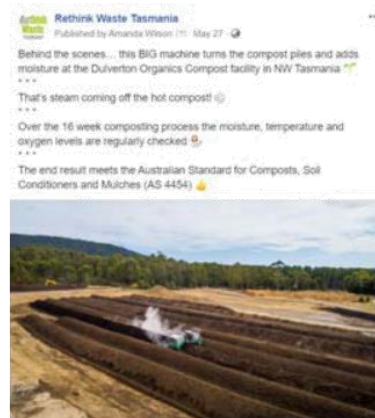
The three regional waste groups were busy publishing helpful tips and education on various media platforms including radio, newspaper, the Rethink Waste Facebook page and Website. There was a heavy focus on explaining what happens to recycled items collected in Tasmania, the circular economy, the waste hierarchy and the development of educational YouTube videos.

A partnership with the Master Builders Association was also established, with a goal to provide members with the tools to assist them in making better waste disposal decisions on their building projects.

The CCWVG also donated a copy of the *Garbage Guts* book to primary schools across North West Tasmania, to compliment the regional education program.



**Figure 11 –
Garbage Guts book donated
to Primary Schools in
North West Tasmania.**



**Figure 10 –
Examples of some Rethink
Waste Facebook Posts.**



Figure 12 – Students participating in the free Rethink Waste Schools Program.

The diversion of these items from landfill result in the retrieval of valuable by-products such as aluminium, mercury, copper, gold and nickel.



d) Schools Program (2.6)

Our waste educators were hard at work this year, providing free recycling education workshops to 32 classes, from 5 schools across the region.

These engaging workshops provide students with a hands on learning experience about what can and cannot be placed into kerbside recycling bins.

Now that our schools program is really ramping up we encourage schools to fill out an Expression of Interest (EOI) form to secure a workshop before we reach capacity in 20/21.

e) Free Residential Battery, Fluorescent Tube, Light Globe, E-waste & Paint Recycling (2.8, 2.9, 2.10, 2.11)

CCWMG’s dedication to diverting problem wastes from landfill has resulted in over 45 tonnes of batteries, fluorescent tubes, light globes, e-waste and paint collected for recycling with reputable service providers. This ongoing service is free to residents and is available at transfer stations across the region.

f) WTS Best Practice Improvements (2.3)

Over \$109,000 of grant money was awarded to CCWMG Councils over the past 12 months to improve transfer station and resource recovery centres across the region. Improvements target environmental aspects, usability and work health and safety at the sites, which provides a direct benefit to the community.

Improvements included:

- > Concrete pads for e-waste, battery and paint collection bays in Burnie.
- > Toilet and washing facilities at Preston.
- > Boundary fence installation in Circular Head.
- > Shelter construction for the e-waste collection bay in Devonport.
- > Safety barrier installation at waste drop-off areas, new signage and upgrading damaged bin waste flaps at Sheffield.
- > Safety barrier installation at waste drop-off areas and new signage at Wilmot.
- > Safety barrier installation at waste drop-off areas, new signage and upgrading damaged bin waste flaps in Latrobe; and
- > Constructing a concrete hardstand for tyre storage in Waratah-Wynyard.

Figure 13 – Before and after of the new tyre storage area at the Wynyard Waste Transfer Station

**g) Public Place Bin Subsidy**

A need for public place recycling across the region was identified by the CCWMG and to assist Councils in providing this service, one round of funding was held for Councils to apply for developing a public place recycling bin strategy and/or a roll out of bins. Applications closed in July 2020 and funding will be distributed following a comprehensive assessment process.

h) Tyre Recycling Subsidy

The \$2/tyre rebate was continued in 2019/20, offered to Councils who choose to responsibly recycle their tyres through Tyre Cycle. A total of 2,893 tyres were shredded into granulation feedstock re-used in products such as athletic tracks, new tyre manufacturing, matting surfaces, road surfaces and tile adhesives to name a few.

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4 ACHIEVEMENTS AGAINST THE 5 YEAR STRATEGY













● Action Not Started
 ● Action on Hold
 ▲ Action in Progress
 ◆ Action Completed/Ongoing

NO. ACTIONS	COMMENTS	
FOOD AND GARDEN ORGANICS		
1	Establish which member councils intend to participate in FOGO tender and appoint contractor where applicable.	17/18: Implementation of a kerbside FOGO collection was considered by each Council who determined not to proceed at this stage. 18/19: Revised FOGO pricing was provided to Councils, based on funding assistance received from the State Government, no further action was taken. ● 19/20: A number of Councils continue to explore FOGO in detail, with no immediate action taken by the Councils excepting CCC who implemented a FOGO collection in October 2019.
2	Where applicable, work in partnership with successful FOGO tenderer and member councils to implement communications materials, bin rollout and collection services to best practice standards for recovered organics.	●
3	Develop and secure markets for reprocessed organics products in the agricultural or land rehabilitation sectors. Facilitate trials where necessary and utilise results in market development activities.	●
4	Support the development of a Tasmanian organics strategy.	18/19: In June 2019 the Department of Primary Industries, Parks, Water and Environment released the Tasmanian Draft Waste Action Plan. This plan included actions associated with improving organic waste recovery and the CCWWMG will respond to the Action Plan by the deadline. ▲ 19/20: No further action was taken at a State level this year.
ILLEGAL DUMPING AND LITTER		
5	Facilitate liaison between member councils, the regional group and relevant Tasmanian Government departments responsible for managing illegal dumping incidents by establishing an illegal dumping working group.	18/19: The Tasmanian Draft Waste Action Plan does not appear to address whether there will be state-wide approach to the management of illegal dumping, the CCWWMG queried this as part of their feedback submission. ● 19/20: The EPA released the 'Report Rubbish' illegal dumping and litter reporting database and it's too early to determine whether this will improve management of illegal dumping across the region and result in a working group.
6	Using data obtained from the Illegal Dumping Web Database, produce an annual report to be disseminated amongst member councils in order to provide a measurable evidence base to group members.	◆
7	Call for annual applications from member councils for funding of projects to address illegal dumping (e.g. clean-up of hotspots, installation of signage/CCTV). Establish process for determination of successful applications, distribution of funding, reporting requirements and measurement of outcomes	◆
8	Use the Keep Australia Beautiful (2016) Litter Toolkit to build a litter reduction campaign to be rolled out across the region. Incorporate the litter reduction campaign in the regional communications and education plan.	●

20 > ACHIEVEMENTS

NO. ACTIONS	COMMENTS	
9 Provide evidence-based input to any further discussions regarding the introduction of container deposit scheme (CDS) legislation in Tasmania.	17/18: The EPA engaged consulting firm Marsden Jacob to generate a report on the framework for a CDS in Tasmania. DWM provided input on behalf of the CCWMG and Marsden Jacob were invited to attend a CCWMG meeting, however this did not eventuate. The EPA have released the report and there has been no further action at this stage. 18/19: The Tasmanian Draft Waste Action Plan addresses a CDS and the CCWMG responded to the Action Plan by the deadline. 19/20: No further action was taken at a State level this year.	◆
INFRASTRUCTURE		
10 Continue work to establish a standardised set of data collection parameters and ensure all councils are reporting data to the waste data collection portal according to the standard (including material categories, units and frequency of reporting). Monitor and audit data inputs into the centralised waste data collection portal.	The regional data collection portal was implemented in 2017/18 and quarterly reporting to the CCWMG is ongoing.	◆
11 Conduct a recycling activity survey in order to: a) establish the size of the recycling and reprocessor network b) measure the quantity of materials managed throughout the network c) establish the flow of materials between member councils and other regions d) identify opportunities for network expansion or rationalisation. This could be conducted in conjunction with other regional groups in order to build a picture of the resource recovery network in Tasmania.	17/18: The Recycling Activity Survey was complete and a master spreadsheet developed housing the collected information.	◆
12 Conduct an assessment of the region's tip-shop network. Develop standardised guidelines for tip-shops which define material diversion, stock and inventory control, material storage requirements, etc.	This project is ongoing until 2022/23.	●
13 Internally review progress of actions recommended by the Cradle Coast Transfer Station Audits report completed for CCWMG (Blue Environment 2014) in order to bring facilities up to best practice standards. Call for applications from member councils for funding for facility upgrades, establish process for determination of successful applications, distribution of funding and reporting requirements.		◆
14 Investigate options for accepting additional materials at council resource recovery centres/transfer stations, including requirements for collection infrastructure, potential on-site reprocessing opportunities and material markets.	The CCWMG implemented free e-waste, paint, fluorescent tube, light globe and battery collection services at WTS across the region in 18/19. These services are ongoing.	◆
15 Explore community-based recycling initiatives with local community groups in order to identify feasible materials for collection and diversion. Where feasible, consider funding assistance to community groups to implement services (e.g. transport vehicles, temporary storage facilities, compactors, communications).	18/19: Community groups were given the opportunity to apply for funding to implement waste collection and diversion initiatives. Funding was awarded to 4 community groups across the region.	◆
SERVICES		
16 Continue to undertake annual residential recycling bin assessments and contamination education across the region.	19/20: A round of assessments were undertaken, resulting in a pass result of 85%. This project will be conducted biannually from 2020/21.	◆
17 In conjunction with NTWMG, continue to conduct landfill and kerbside waste composition audits.	17/18: Consulting firm Anne Prince Consulting (APC) conducted landfill audits at DWM, Ulverstone and Port Latta landfills.	◆
HAZARDOUS WASTE		
18 Provide for collection and management of household batteries across the region (including advertising, bins, collection services, transport and disposal). Measure and evaluate the collection's performance.	This project is ongoing.	◆

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NO.	ACTIONS	COMMENTS	
19	Hold a household hazardous waste collection event. Event actions will include advertising, establishing a waste management contractor (via tender process), determining program and location(s), measurement and reporting framework.		
20	Continue to monitor member council e-waste schemes and opportunities to provide an economical service in the region.	In 2018/19 e-waste recycling was rolled out at one WTS in each municipality. This project is ongoing.	
21	Work with EPA Tasmania as required to implement the hazardous waste tracking system.	It is anticipated that this will be addressed as part of the Tasmanian Waste Action Plan roll-out.	
22	Liaise with EPA/other regions on investigations into hazardous waste stockpiles and disposal points in the CCWVG region.	It is anticipated that this will be addressed as part of the Tasmanian Waste Action Plan roll-out.	
TYRES			
23	Support the development of a tyre recycling site at Longford.	In 2018/19 the tyre recycling service at Longford closed down stalled and as a consequence the CCWVG commenced providing Councils with a \$2/tyre subsidy, to recycle tyres at Tyrecycle in Hobart. This subsidy will be available until the commencement of 2022/23.	
24	Work with EPA and other regional groups to investigate end users for end-of-life tyres.	Tyrecycle currently provide a service that recycles tyres that can be reused in many different products, including but not limited to athletic tracks, break pads, new tyres and matting surfaces.	
25	Disseminate and support the statewide waste tyre recycling guidelines/ management strategy when released by EPA.	Nothing release by the EPA to date.	
C&D AND C&I RECOVERY			
26	Work with the EPA to develop and align strategies to divert C&D and C&I materials from landfill. Investigate funding opportunities as they arise.	18/19: The Tasmanian Draft Waste Action Plan addresses C&D and C&I and the CCWVG responded to the Action Plan by the deadline. 19/20: No further action was taken at a State level this year.	
27	Conduct a review of C&I waste in the region to build on previous reviews conducted for C&D waste. Include consultation with key industries and identification of synergies with C&D waste processing and disposal.	18/19: The Tasmanian Draft Waste Action Plan addresses C&D and C&I and the CCWVG responded to the Action Plan by the deadline. 19/20: No further action was taken at a State level this year.	
28	In conjunction with member councils, investigate the options for expanding residential recycling collections to cover C&I customers.	18/19: The Tasmanian Draft Waste Action Plan addresses C&D and C&I and the CCWVG responded to the Action Plan by the deadline. 19/20: No further action was taken at a State level this year.	
REGIONAL GOVERNANCE ARRANGEMENTS			
29	Develop and document a governance framework which stipulates the roles, responsibilities and expectations of CCWVG member councils.	17/18: A CCWVG Terms of Reference document was developed and implemented. 19/20: A MOU was signed between the CCWVG Councils & DWM to transfer the waste levy funds management from the Cradle Coast Authority to DWM.	
30	Create a role within CCWVG to manage stakeholder group member engagement. The role should be part-time for a minimum of one year and be at an experienced/senior level.	17/18: Greg Preece was appointed as the Waste Governance Project Coordinator to work with the CCWVG and member Councils to determine the most appropriate governance model and assist with the implementation. 18/19: Stage 1 of the proposed model was agreed to by the CCWVG, which involved transitioning the management of the regional waste management services, administration and financial services to DWM. 19/20: A MOU was signed between the CCWVG Councils & DWM to transfer the waste levy funds management from the Cradle Coast Authority to DWM. The TOR were also reviewed and it was agreed that to further enhance the delivery of waste levy initiatives the CCWVG would transition into being managed by Council General Managers.	

22 > ACHIEVEMENTS

NO.	ACTIONS	COMMENTS	
COLLABORATIVE ARRANGEMENTS BETWEEN COUNCILS			
31	Continue to identify opportunities for collaborative resourcing by investigating current contractual arrangements in each council.		●
32	Investigate and facilitate human resource sharing between member councils.		●
33	Establish a platform for councils to share information with regards to their current projects and outcomes of previous projects (e.g. as an agenda item at CCWMG meetings).	Councils have an opportunity to raise projects and outcomes at the CCWMG meetings.	◆
BUILDING REGIONAL CONSISTENCY			
34	Review member council landfill and resource recovery centre/ transfer station charges and services offered and investigate barriers to implementing total cost recovery pricing.		●
WORKING WITH THE TASMANIAN GOVERNMENT			
35	Establish a framework for cooperation and collaboration between state government, waste management groups and local councils to: <ul style="list-style-type: none"> a) influence policy and strategy documents b) highlight current issues impacting on waste management in the region c) contribute to and support government policy on emerging waste issues. 	18/19: The Tasmanian Draft Waste Action Plan addresses governance and waste management issues, the CCWMG responded to the Action Plan by the deadline. 19/20: No further action was taken at a State level this year.	▲
36	Maintain key dialogue and build contacts with state government agencies. Encourage EPA to attend CCWMG meetings.	17/18: Dialogue has been undertaken with LGAT representative regarding the status of kerbside recycling in Tasmania. Dialogue with the EPA is ongoing as required, EPA representative attended a CCWMG meeting to discuss illegal dumping. Will invite other representatives to attend CCWMG meetings as appropriate. 18/19: DWM and the CCWMG provided feedback to the EPA regarding the Tasmanian Draft Waste Action Plan. 19/20: No further action was taken at a State level this year.	◆
37	Highlight current waste management issues to state government on an as needed basis as raised by member councils.	17/18: This is ongoing, consultation carried out with state government as the need arises. 18/19: Regional waste issues were communicated to the state government as part of the feedback provided on the Tasmanian Draft Waste Action Plan.	◆
38	Provide assistance and advice to state government on emerging waste issues.	17/18: Ongoing, will provide appropriate assistance as requested. 18/19: Waste issues were communicated to the state government as part of the feedback provided on the Tasmanian Draft Waste Action Plan.	◆
39	Identify funding options from various Tasmanian Government departments, not just those responsible for waste or environment issues.	17/18: Currently monitoring opportunities for funding and approaching local members for opportunities to receive funding assistance for implementation of a FOGO collection. This is ongoing, funding will be sought as opportunities arise.	▲
WORKING WITH INDUSTRY			
40	Establish a framework for cooperation and collaboration between state government, waste management groups and industry to facilitate improvements to C&I and C&D waste management and resource recovery.	18/19: The Tasmanian Draft Waste Action Plan has actions to address C&I and C&D waste management and resource recovery. 19/20: No further action was taken at a State level this year.	●
41	Facilitate a regional industry workshop/forum to encourage innovation and sharing of waste and resource management practices. Where feasible, consider using local service groups to extend CCWMG reach into local businesses.	17/18: Conducted an industry workshop in Burnie, there were 43 attendees and a number of discussions around better use of by-products.	◆

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NO. ACTIONS	COMMENTS	
42 Maintain key dialogue and build contacts with industry sectors.	17/18: Commenced building industry contacts through the recycling activity survey and the industry workshop. In 2018/19 the state-wide waste communications team obtained Master Builders Association Membership. It is envisioned that where appropriate communications will target members of this association in future years.	▲
43 Support the development of a Tasmanian recycling market development strategy.	18/19: Likely to be addressed by the Tasmanian Draft Waste Action Plan.	●
COLLABORATING WITH OTHER REGIONS		
44 Pending state government regional group coordination, establish a direct link between other regional groups (which may involve quarterly/six monthly meetings, etc.) to continue collaboration.	Key Project Officers from each of the waste groups regularly meet to discuss waste communications and other upcoming projects as necessary.	◆
45 Conduct a mid-term strategy review to consider linkages between regional strategies and funding requirements.		●
COMMUNITY EDUCATION		
46 Develop a regional or cross regional communications and education plan with input from member councils, including for: a) FOGO service b) other kerbside services c) illegal dumping d) e-waste recycling e) other waste initiatives as appropriate.	19/20: Year 3 of the Tasmanian Waste Communications Plan was successfully completed by the three waste groups.	◆
47 Develop communication materials that promote CCWMG, the Rethink Waste website and brand and correct waste and recycling practices using: a) media releases b) TV, radio and newspaper advertising c) promotional materials (e.g. bags, pens, caps) d) fact sheets e) social media (e.g. YouTube, Facebook, Twitter) Where possible, activities to be jointly undertaken with the NTWMG.	19/20: Year 3 of the Tasmanian Waste Communications Plan (which covers these activities) was successfully completed by the three waste groups.	◆
48 Continue to support the Rethink Waste Schools Program. Establish a program for visits to schools in the region to conduct waste education programs.	19/20: School visits commenced and were very well received. This project will be ongoing.	▲
49 Coordinate with member councils and other regions to provide consistent updates to the Rethinkwaste.com.au website.	Councils are required to review and provide updates to their page annually. Other updates undertaken as required.	◆
RAISING AWARENESS		
50 Provide regular briefings to Cradle Coast Authority member councils (to be disseminated throughout each), in order to build group awareness. This could be done through scheduled group meetings and dissemination of CCWMG minutes of meetings.	CCWMG receive a copy of the meeting minutes and also a monthly waste communications report.	◆
PUBLIC EVENTS		
51 Research and maintain a calendar of public events (such as local shows, market days, etc.) which would be appropriate to host an education session/stall/booth. Attend two public events per year.	This project is ongoing however COVID-19 restrictions prevented planned events from proceeding in 2019/20.	◆
52 Conduct community consultation forums when introducing new programs or services (as appropriate).		●

24 > ACHIEVEMENTS

5 FINANCIAL

Table 3 – Cash Flow Summary

Table 3 details the CCWGM Waste Levy Account opening and closing balance as at 30/06/2020.

2019/20 Cash Flow Summary Regional Waste Management Levy	
Opening Balance 30/06/2019	406,193
Levy funds received 01/07/2019 to 30/06/2020	335,790
Expense Recovery Income	68,841
Interest	939
Total Cash Inflow During 2019/20	811,763
2019/20 Annual Plan & Budget Project Expenditure	(372,011)
Total Cash Outflow During 2019/20	372,011
Closing CCWGM Waste Levy Account balance 30/06/2020	439,752

Table 4 – 2019/20 Profit and Loss

Table 4 details the CCWGM profit and loss for 2019/20.

2019/20 Profit and Loss Regional Waste Management Levy	
Waste Levy Income for period 01/07/2019 to 30/06/2020	368,254
Expense Recovery Income	68,841
Interest	939
Total Income for 2019/20	438,034
2019/20 Annual Plan & Budget Project Expenditure	(422,843)
Total Expenditure for 2019/20	(422,843)
Net Profit (Loss) as at 30/06/2020	15,191

2019-20 > CRADLE COAST WASTE MANAGEMENT GROUP ANNUAL REPORT

6 SUMMARY

With over 19 discreet projects for the CCWMG to undertake, the 2019/20 financial year was completed in a successful manner with a high project completion rate.

Many of the projects implemented provided immediate outcomes consistent with the goals of the CCWMG Strategic Plan. The balance of the projects form the foundation for implementation of actions in coming years. Table 5 displays a summary of the 2019/20 actions and their status at 30 June 2020. For more information please refer to the CCWMG Annual Plan & Budget 2019/20.

Table 5 – 2019/20 Action Summary as at 30 June 2020

KEY: CF = Carried Forward IP = In Progress NP = CCWMG Resolved Not to Proceed TC = Task Complete

REF#	PROJECT NAME	ACTION SUMMARY	STATUS
ONGOING PROJECTS			
2.1	Illegal Dumping Database	Manage and annually report on the regional illegal dumping database.	TC
2.2	Illegal Dumping Funding	Conduct one round of illegal dumping funding.	TC/CF
2.3	Recycling Bin Assessments	Undertake kerbside recycling bin assessments and contamination education across the region.	TC
2.4	Education & Promotion Year 3	Implement year 3 of the Tasmanian Waste Management Communications Plan.	TC
2.5	Schools Program	Visit schools to provide waste education / presentations.	TC
2.6	Rethink Waste Website	Maintain and improve the Rethink Waste Website.	TC
2.7	Public Events	Host an education stall at 2 public events.	TC
2.8	Household Battery Recycling	Fund a free household battery recycling program.	TC
2.9	Fluoro Tube & Globe Recycling	Fund a free fluoro tube and globe recycling program.	TC
2.10	E waste Recycling	Fund a free e waste recycling program.	TC
2.11	Paint Recycling	Participate in the Paintback funded paint recycling program.	TC
2.12	FOGO Collection	Continue to focus on implementing a FOGO Collection across the region.	TC
2.13	Allocation for Unknown	Funding allocation for resource recovery opportunities that arise during the year.	TC

26 > SUMMARY

REF#	PROJECT NAME	ACTION SUMMARY	STATUS
ONE-OFF PROJECTS			
3.1	Hazardous Waste Collection	Conduct a brief review to understand the need for a hazardous waste collection event in the region.	TC
3.2	Cardboard Recycling Contract	Revise contract specifications, tender advertising, management of tender process & contract.	CF
3.3	Green Waste Mulching Contract	Revise contract specifications, tender advertising, management of tender process & contract.	CF
3.4	WTS Best Practice Improvements	Assist in bringing WTS facilities up to best practice standards.	TC/CF
3.5	Public Place Bin Subsidy	Provide a subsidy to CCWMG Councils to install public place waste and recycling bins.	TC/CF
3.6	Tyre Recycling Subsidy	Provide a subsidy to CCWMG Councils to assist with the cost of recycling of tyres.	TC
GOVERNANCE			
4.1	Regional Waste Data Quarterly Reporting	Provide the CCWMG with a quarterly regional waste data report.	TC
4.2	2020/21 Annual Plan & Budget	Develop the CCWMG Annual Plan and Budget for 2020/21.	TC
4.3	2018/19 Annual Report	Develop the CCWMG Annual Report for 2018/19.	TC
4.4	Financial Reporting	Manage the CCWMG financials and generate reporting monthly.	TC
4.5	Waste Governance	Transition into the new Waste Governance Model.	TC
4.6	DWM Project Management	Project manage the actions detailed in Table 1, 2 and 3.	TC

SUMMARY > 27

MINUTES AND REPORTS OF COMMITTEES**AO306-20 BURNIE INDOOR SPORTS STADIUM WORKING GROUP
UNCONFIRMED MINUTES OF MEETING HELD ON 24 NOVEMBER
2020**FILE NO: 5/19/6

RECOMMENDATION:

“THAT the Unconfirmed Minutes of a meeting of the Burnie Indoor Sports Stadium Working Group held on 24 November 2020, be received for discussion.”

SUMMARY

Following discussion of a Consultant’s Report, three sites were nominated for a new sports stadium for further investigation, being the reserve south of Wiseman Street, the former APPM site in South Burnie and the current Sports Stadium site at Upper Burnie.

Council officers will assess the three preferred sites and provide a further report to the Working Group.

Wivenhoe, View Road Reserve, Cooee (Les Clark Drive) and Cooee Point sites were removed from the list of potential sites.

ATTACHMENTS

1. [Unconfirmed Minutes of the Burnie Indoor Sports Stadium Working Group held on 24 November 2020](#)

COUNCIL RESOLUTION

Resolution number: MO353-20

MOVED: *Cr D Pease*

SECONDED: *Cr K Dorsey*

“THAT the Unconfirmed Minutes of a meeting of the Burnie Indoor Sports Stadium Working Group held on 24 November 2020, be received for discussion.”

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

Against:

CARRIED UNANIMOUSLY

Meeting Minutes - Unconfirmed



Meeting: **BURNIE INDOOR SPORTS STADIUM WORKING GROUP**
 Held on: 7:00 am; Wednesday 24 November 2020
 Venue: Council Chambers
 File No(s): 5/19/6

The meeting opened at 7.03am.

	Action
<p>Present Cr David Pease, Cr Amina Keygan (via video link), Cr Ken Dorsey, Rodney Greene, Gary Neil, Mark Radford, Scott Knight, Bev Robotham, Michael Rowlands, Leon Saltmarsh, Tim Waller, Craig Brakey, Allison Daley (Minutes). Consultants: Sally Jeavons and Adrian Dixon (via video link).</p>	
<p>Apologies Nil</p>	
<p>1 Introductions Cr David Pease welcomed everyone to the meeting.</p>	
<p>2 Site Evaluation Discussion by working group about ranking:</p> <p>View Road</p> <ul style="list-style-type: none"> - Too much happening there on site both now and proposed. - Issues being an old tip site. <p>Cooee (Burnie Bowls Club location)</p> <ul style="list-style-type: none"> - Shape of available land will determine the shape of the Centre. - Courts could be arrange to better suit the location. <p>Cooee Point</p> <ul style="list-style-type: none"> - Environmental issues. - Very large space. - Access from highway an issue. 	
<p>Sally advised that the first step was to identify the key criteria for new Centre including average square metres and car parking space.</p> <p>A set of 14 site evaluation criteria was reviewed and approved by members of the working group. Each potential site was assessed against the criteria, with scoring between 1-5, highlighting advantages and disadvantages of each site.</p> <p>Top Three Sites identified: 1st Wivenhoe: Advantages -</p> <ul style="list-style-type: none"> - Council owned - Ability to build on current sports hub at Wivenhoe - Good access from major roads 	

	Action
<ul style="list-style-type: none"> - Revitalising of site with removal of old buildings <p>Disadvantages –</p> <ul style="list-style-type: none"> - Cost to remove current buildings - Currently using for community use – will need to find other buildings - Shopping precinct at Wivenhoe very busy the extra car parking needed for new stadium would be a nightmare <p>2nd Wiseman Street</p> <p>Advantages –</p> <ul style="list-style-type: none"> - Council owned - Large parcel of land - Close to bus route - Roads good size - Easy to get to other road networks <p>Disadvantages –</p> <ul style="list-style-type: none"> - Bordered by residential homes – re: noise from centre - Road not wide enough for easy access - Loss of open space for area - Streets around are very busy - Will need traffic calming infrastructure <p>3rd Old APPM site</p> <p>Advantages –</p> <ul style="list-style-type: none"> - Size of land - Utilizing of existing Bunnings car park - Access to road networks - Close to bus route - Not near residential homes - Suggestion to have entrance via Surrey Road as traffic would be easier to manage - Potential economic and social benefits to beautify city entrance and link to CBD <p>Disadvantages –</p> <ul style="list-style-type: none"> - Removing limited industrial land - Rehabilitated industrial land – more work needed to bring land up to standard - Access difficulties - Privately owned 	
<p>Questions</p> <p>1: Did consultants visit sites? Answer: no done via google and consultation with council staff. (COVID)</p> <p>2. Are there complaints from residents about noise from current stadium? Answer: no, there are complaints about parking issues when competitions are held.</p> <p>3. Amina suggested that the Zodiac Gymnastics be including on the Working Group as they are located at the Wivenhoe site. Members agreed.</p>	
<p>Current Sports Centre Site</p> <p>Advantages -</p> <ul style="list-style-type: none"> - Ranked well in some areas 	

		Action
	<ul style="list-style-type: none"> - Size is adequate, the Centre would fit well - Old stadium could be utilised for other groups, over flow training purposes - The intention is to keep the old sports stadium - Central and easy to find <p>Disadvantages –</p> <ul style="list-style-type: none"> - Will need to relocate rugby and other sport played on ground - Windy residential street network - Impacts on residential when holding large events - Access not ideal – will need to change the entry point to carpark - Slope of ground not ideal <p>CBD location</p> <ul style="list-style-type: none"> - One suggestion to have the new stadium located in the CBD to revitalise the city centre. 	
	<p>Room Discussion</p> <p>Council perspective:</p> <p>Wivenhoe</p> <ul style="list-style-type: none"> - Buildings were signed off the last council meeting for community groups. - Public transport limited - Accessibility and issue - Significant issues to rehome community group elsewhere <p>Old APPM Site</p> <ul style="list-style-type: none"> - Industrial commercial land – close to Port and Rail - Access via Bunnings is difficult - Will need to rely on State or Federal funding and they may not agree with site location. <p>Members agreed to remove Wivenhoe from the list, which makes Wiseman Street number one, comments include:</p> <ul style="list-style-type: none"> - Socio economic benefits - Great possibilities - The location will be beneficial when seeking funding - Access a bit restrictive - The Centre can be positioned away from residential homes with car parking near the shops. - Ability to expand on site – outdoor courts or building extension 	
	<p>David suggested that Gary and Rodney provide more information to the Working Group about the pros and cons of the following three sites:</p> <ol style="list-style-type: none"> 1. Wiseman Street 2. Old APPM site 3. Current site at Upper Burnie 	Gary Neil Rodney Greene
3	<p>Next Meeting</p> <p>TBA. Meeting closed 8.03am.</p>	

Signed and dated (upon confirmation at next meeting):

Cr David Pease Chairperson

Date

MINUTES AND REPORTS OF COMMITTEES**AO307-20 CRADLE COAST AUTHORITY REPRESENTATIVES COMMITTEE
MEETING AND ANNUAL GENERAL MEETING - UNCONFIRMED
MINUTES OF MEETINGS HELD ON 12 NOVEMBER 2020**FILE NO: 2/5/3; 20/13068

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Unconfirmed Minutes of the General Meeting and the Annual General Meeting of the Cradle Coast Authority Representatives Committee, held on 12 November 2020 be received for discussion.”

SUMMARY

At its Annual General Meeting of 12 November 2020, the Representatives' Committee Meeting discussed:

- Acceptance of the 2020/21 Annual Report
- Election of Chief Representative and Deputy Chief Representative

At its General Meeting of 12 November 2020, the Representatives' Committee Meeting discussed:

- Quarterly Progress Report and Quarterly Financial Report
- Regional Tourism Organisation update
- Federal Election Priorities
- Shared Services update
- 2021 Meeting dates

ATTACHMENTS

- [1↓](#). Cradle Coast Authority Representative Committee Meeting - Unconfirmed Minutes of Meeting and AGM held on 12 November 2020

COUNCIL RESOLUTION

Resolution number: MO354-20

MOVED: *Cr G Simpson*

SECONDED: *Cr T Bulle*

“THAT the Unconfirmed Minutes of the General Meeting and the Annual General Meeting of the Cradle Coast Authority Representatives Committee, held on 12 November 2020 be received for discussion.”

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

Against:

CARRIED UNANIMOUSLY

REPRESENTATIVES' MEETING
12 November 2020



UNCONFIRMED MINUTES

Meeting held 10:00am, Thursday 12 November 2020

1. ANNUAL GENERAL MEETING OPEN**2. WELCOME / APOLOGIES**

2.1. Welcome and Apologies

Chief Representative Mayor Jan Bonde opened the meeting at 10:05am, welcoming attendees.

Attendees and apologies are noted at Attachment 1.

3. STANDING ITEMS

3.1. Conflicts of interest not yet declared

Nil

3.2. Confirmation of 2019/20 Annual General Meeting Minutes

S Wright to amend the attendee list and note D Thwaites as an apology.

Resolution:

That the Representatives accept and note the minutes as a true and accurate record.

Moved: D Quilliam / Seconded: R Walsh / Carried

3.3. Acceptance of 2021/21 Annual Report

The Chief Representative thanked and commended CCA staff for their proactive approach to the difficult circumstances in 2020. She highlighted the visible unity between all nine councils.

The CCA Chair thanked everyone for all for their support. He thanked the Chief Representative and Deputy Chief Representative for their leadership, cooperation, and mentoring. The Chair also thanked the Board for their support and work throughout 2020.

The CEO echoed the thanks from the Chair. He advised of the 43 actions outlined in the Annual Report, 41 are completed. The remaining 2 (the development of a Regional NRM Investment

Prospectus and the establishment of a Stakeholder Advisory Group) are being incorporated into NRM strategy development. He highlighted several achievements.

C Smith spoke to the Audited Financial Reports indicating CCA reported a surplus of \$4.6million, mostly due to the timing of Coastal Pathway receipts. She advised CCA adopted the new accounting standards concerning reporting, leasing, and income for not for profits entities.

Resolution:

That the Representatives accept and note the 2020/21 Annual Report.

Moved: P Vickers / Seconded: T Wilson / Carried

4. ELECTION OF CHIEF REPRESENTATIVES AND DEPUTY CHIEF REPRESENTATIVE

The Chief Representative thanked the Representatives and wished the new Chief and Deputy Chief Representative all the best. She expressed gratitude for the opportunity over the last four years.

Nominations for Chief Representative were called and P Freshney was nominated.

Resolution:

P Freshney was appointed Chief Representative.

Moved: R Walsh / Seconded: A Jarman / Carried

Nominations for Deputy Chief Representative were called. M Duniam and D Quilliam were nominated.

Resolution:

Following a ballot, M Duniam was appointed Deputy Chief Representative.

Moved: S Riley / Seconded: T Wilson / Carried

5. MEMBERS OF THE PUBLIC QUESTION TIME

Nil.

6. ANNUAL GENERAL MEETING CLOSE

The Chief Representative thanked the Representatives for their attendance.

7. REPRESENTATIVES MEETING OPEN

8. STANDING ITEMS

8.1. Conflicts of interest not yet disclosed

Nil

8.2. GOVERNANCE**8.2.1. Confirmation of previous minutes****Resolution:**

That the Representatives accept and note the minutes as a true and accurate record.

Moved: R Walsh / Seconded: D Quilliam / Carried

8.2.2. Actions Register

The CEO spoke to the Actions Register.

P Voller advised the NRM Strategy is evolving and they are working closely with state and national bodies. He advised they are actively recruiting for 6 new NRM Committee members and there was a strong pool of applicants. P Voller indicated there's history and a relationship with Landcare, with a strong focus on partnership and community groups.

Resolution:

That the Representatives accept the Actions Register.

8.3. Quarterly Progress Report

The CEO advised the CCA Leadership Team have been visiting a number of Council workshops.

D Thwaites commended the Future Energy Hub website, the CEO will pass the feedback onto staff.

The Chair advised the Board recently met with Cultivate where they advised there's been interest in Award Winning Tasmania from an international network. The CEO advised worst-case scenario from the original sales forecast is 20% decrease and a 12-month delay.

Resolution:

That the Representatives note and accept the Quarterly Progress Report

Moved: M Aitkens / Seconded: M Duniam / Carried

8.4. Quarterly Financial Report

C Smith spoke to the Quarterly Financial Report, she advised there's a surplus of \$68,000 in core operations and a deficit of \$1.2 million due to Coastal Pathway expenditure.

Resolution:

That the Representatives note and accept the Quarterly Financial Report.

Moved: M Duniam / Seconded: S Riley / Carried

8.5. Regional Tourism Organisation update from Mayor Kons

S Kons advised West by North West recently held their first AGM. He indicated Tom Wotton, CEO is visiting a number of regions and there has been a roll-out of updated signage state-wide. S Kons will distribute a fact sheet of achievements to the Representatives.

The Chief Representative suggested S Kons or D Midson visit Councils in their capacity as Board members on the RTO.

9. GENERAL BUSINESS

9.1. Federal Election Priorities

The CEO spoke to the briefing note provided. He advised the Board have discussed federal election priorities and will use the Investment Framework as an assessment tool. The list of priorities will be endorsed by the Representatives. Councils are encouraged to complete a submission and the Board will consider how the REDSG have weighted them.

The Representatives suggested a co-investment scheme. The CEO advised CCA, Regional Development Australia, Southern Tasmanian Councils Authority and National Tasmania Development Corporation called on the federal government to establish a co-investment grants program. The CEO will redistribute the media release for information.

A Jarman indicated there should be a strong focus on highway maintenance in the next election. The CEO advised CCA lobbied for highways in the last election.

The CEO advised that projects from the last list of election priorities will be reconsidered by the REDSG without Councils having to make a submission. He also advised however, that Councils would need to prepare a submission for any Coastal Pathway related inclusions.

The Chief Representative indicated it's important to focus on credibility. The Chair reinforced a region that comes together has an immense influence on decision-makers.

Resolution:

That the Representatives adopt the election priority process as outlined in the briefing note provided.

Moved: J Bonde / Seconded: D Quilliam / Carried

9.2. Shared Services Update

C Smith spoke to the briefing note. She advised there has been a good response on the AsBA positions, with 6 roles advertised and 19 applications. She highlighted CCA are willing and able to assist in the process.

C Smith advised the Workforce Analysis Action Plan will be developed before the end of the year. She indicated a training gap for local government employees has been identified. Following interest from Councils to offer training, CCA is now working with an RTO.

C Smith advised Councils have agreed to look into a shared service plan for Office 365 and phones.

A Jarman thanked C Smith on the work done.

Resolution:

Moved: M Duniam / Seconded: R Walsh / Carried

9.3. 2021 Meeting Dates

The CEO advised the meeting schedule has been developed to align all meetings and quarterly reporting. The CEO advised he is aware of a clash on the 4th December, this meeting will move to 9th December from 2 pm – 4 pm.

Resolution:

That the Representatives note the 2021 Meeting Dates.

10. OTHER BUSINESS

A Jarman suggested holding the Representatives meetings at different Councils. The Chief Representative will explore this.

The CEO provided a brief update on the Coastal Pathway in relation to the Federal Election. He advised the Latrobe to Ambleside section is due for completion by January 2021. The Chief Representative advised feedback received on this project is extremely positive and highlighted this was a CCA initiated project.

11. Identification of any confidential matters as per rule (49)7

Nil.

12. WHAT WORKED WELL AND EVEN BETTER IF

The Chief Representative provided thanks for the contribution and attendance of the Representatives.

13. MEETING CLOSED

The meeting closed at 12:00pm and the next meeting is scheduled for 25 March 2021.

Attachment 1: Attendees and Apologies**Representatives**

Alison Jarman	Deputy Mayor, Devonport City Council
David Midson	General Manager, West Coast Council
Don Thwaites	Deputy Mayor, Kentish Council
Matthew Atkins	General Manager, Devonport City Council
Mayor Daryl Quilliam	Circular Head Council
Mayor Jan Bonde	Central Coast Council
Mayor Peter Freshney	Latrobe Council (Chief Representative)
Deputy Mayor Mary Duniam	Waratah-Wynyard Council (Deputy Chief Representative)
Sandra Ayton	General Manager, Central Coast Council
Scott Riley	General Manager, Circular Head Council
Mayor Tim Wilson	Kentish Council
Mayor Steve Kons	Burnie City Council
Simon Overland	General Manager, Burnie City Council
Paul West	Acting General Manager, Latrobe Council

Cradle Coast Authority

Shane Crawford	Director
Daryl Connelly	Chief Executive Officer
Kathy Schaefer PSM	Director
Mayor Annette Rockliff	Director
Peter Voller PSM	NRM Chair, Director
Sid Sidebottom	CCA Chair
Sheree Vertigan AM	REDSG Chair, Director
Claire Smith	Director Strategic Services
Sophie Wright	Executive Assistant

Observers

Deputy Mayor Graeme Brown	Latrobe Council
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Apologies

Greg Alomes	General Manager, King Island
Gerald Monson	Waratah-Wynyard Council
Malcolm Wells	Director
Shane Pitt	Deputy Mayor, West Coast Council
Mayor Julie Arnold	King Island Council

MINUTES AND REPORTS OF COMMITTEES**AO308-20 PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE MEETING
UNCONFIRMED MINUTES OF MEETING HELD ON 4 NOVEMBER
2020**

FILE NO: 29/3/137

RECOMMENDATION:

“THAT the Minutes of a meeting of the Public Art Projects Special Advisory Committee held on 4 November 2020, be received for discussion.”

SUMMARY

The Committee considered the two shortlisted artist submissions for artwork to complement the upgrade to Oakleigh Park

The Committee recommended adopting the submission by artist Brian Robinson, in association with Jensens Quality Metal Works as fabricators, supervision and installation.

ATTACHMENTS

[1↓](#). Public Art Projects Special Advisory Committee meeting held on 4 November 2020

COUNCIL RESOLUTION**Resolution number: MO355-20****MOVED:** Cr D Pease**SECONDED:** Cr G Simpson

“THAT the Minutes of a meeting of the Public Art Projects Special Advisory Committee held on 4 November 2020, be received for discussion.”

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

Against:

CARRIED UNANIMOUSLY

Meeting Minutes - Unconfirmed



Meeting: **Public art Projects Special Advisory Committee**
 Held on: Wednesday 4 November, 2020
 Venue: Burnie Regional Art Gallery
 File No(s): 29/3/137

The meeting opened at 10 am and concluded at 11.30 am

		Action
1	Present Cr David Pease (Proxy), Lyndal Thorne, Con Rhee, Debbie Thomson, Jude Ball and BRAG Director Dawn Oelrich (ex officio)	
2	Apologies Mayor Steve Kons, Rowan Sharman	
3	Declaration of Interests Debbie Thomson declared that she has been engaged by Burnie City Council to undertake some scheme drawings for Oakleigh Park. Dawn Oelrich declared that she is a personal friend of both shortlisted artists for the Oakleigh Park art component and would only be available for technical discussion.	
4	Chairman's Communications None	
5	Confirmation of Previous Minutes <i>It was moved that the minutes of the meeting held on Wednesday 26 February 2020 be accepted as a true and accurate record. Moved Con Rhee, seconded Lyndal Thorne. Carried</i>	
6	Business Arising The Director informed that neither <i>Tare Nore</i> nor <i>The Spiral Chimes Walk</i> have been removed from the Civic Plaza. She has still be unable to contact Carol Horton, the artist who created <i>Tare Nore</i> . There is still uncertainty about construction starting date of the NWMAG building. Oakleigh Park The Committee considered the two shortlisted artist submissions for artwork to complement the upgrade to Oakleigh Park. The committee was impressed with the comprehensive and well researched submissions considering restricted travel and communication. RECOMMENDATIONS: 1. The Committee recommends adopting the submission by artist Brian Robinson, in association with Jensens Quality Metal Works as fabricators, supervision and installation.	

		Action
	2. As Mr Robinson has left space for and has indicated his desire to collaborate with a local First Nation artist in the future, consideration be made for expanding the work at a later time to include artwork created by a local <i>palawa</i> artist.	
7	Next Meeting The next meeting will be held on Wednesday 17 February 2021 at Burnie Regional Art Gallery.	

Signed and dated (upon confirmation at next meeting):	
_____	_____
Chairperson	Date

UNCONFIRMED

MINUTES AND REPORTS OF COMMITTEES**AO309-20 UPPER NATONE RESERVE SPECIAL COMMITTEE UNCONFIRMED
MINUTES OF MEETING HELD ON 12 OCTOBER 2020**FILE NO: 2/5/16; 3383617

RECOMMENDATION:

“THAT the Unconfirmed Minutes of Meeting of the Upper Natone Reserve Special Committee held on 12 October 2020, be received for discussion.”

SUMMARY

The Minutes report on the activities of the special committee.


Reserve maintenance activities have recommenced.

A number of issues have been identified and the committee are working on options to address the items noted.

The new committee is operating well.

It is noted that since this meeting there have been some concerns raised in regard to the behaviour of some visitors in the reserve. Council and the committee are working with Tasmania Police in that regard.

ATTACHMENTS

- [1](#)  Upper Natone Reserve Special Committee Meeting Unconfirmed Minutes - 12 October 2020

COUNCIL RESOLUTION

Resolution number: MO356-20

MOVED: *Cr C Lynch*

SECONDED: *Cr K Dorsey*

“THAT the Unconfirmed Minutes of Meeting of the Upper Natone Reserve Special Committee held on 12 October 2020, be received for discussion.”

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

Against:

CARRIED UNANIMOUSLY

*Minutes of the Upper Natone Reserve Special Committee
12th October 2020*

In the absence of Fiona Tustian, Heather Ross took the Chair

Meeting opened 730pm

Attendance: Phil Tustian (Secretary) Ivan Caston, Dianne Cripps, Garry Watts, Heather Ross, & Jessica Reynolds

Apologies: Gary Neil & Ken Dorsey (BCC) & Fiona Tustian

Declaration of Interest – Nil Declarations

Minutes of previous Meeting (24th August 2020) were read by the Secretary.

Moved Gary Watts & seconded Dianne Cripps the Minutes be accepted as read. **Carried**

Business arising:

1. The “toilet” sign has been erected by the BCC
2. A generic lock is now secured on the gate, & the Secretary has the key.
3. A letter has been written for Arthur Bryan & card obtained for all Committee Members to sign.

Correspondence: (Inwards) Gary Neil apology unable to attend/padlock for gate

(Outwards) email (phone) Notice of Meeting 12/10/2020

Treasurer’s Report

No change \$2000 remaining

General Business

1. Working Bee & gorse eradication – it was reported that a regular camper had removed some of the gorse. The remainder to be targeted at the next Working Bee Sunday 25th October 2020 10am-1pm with BBQ after. Moved Jessica Reynolds & seconded Ivan Caston the Tustian’s provide refreshments as usual, to be reimbursed. **Carried**
2. The “Letter of Appreciation” to Arthur Bryan was read to the meeting and it was resolved this be forwarded together with a ‘Thank You’ card.
3. Work over bridge was due to be carried out last Friday but due to an urgent call Wayne Bramich cancelled. Hopefully he will be able complete over the next few days.
4. “bussies” at the Reserve getting on children’s clothing, with one person complaining. Was it feasible to spray or remove. Resolved the matter be discussed with the BCC (Weed Control Officer). The Secretary to take this matter up with the BCC.
5. Brochures requested for the Makers Workshop (Gary Watts). Fiona Tustian to take appropriate action.
6. The toilet door if often left open allowing rain to blow in. The matter was discussed and a “spring loaded closer” was costed at \$136 ex Bunnings. Ivan Caston will research this and report to the next Meeting.

Next Meeting Monday 30th November 2020 730pm Natone School

Meeting Closed 7.58pm

AO310-20 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.

**ACKNOWLEDGEMENT OF SERVICE TO MITCHELL SMITH, EXECUTIVE
MANAGER CORPORATE FINANCE**

The Mayor gave an acknowledgement of service to Mitchell Smith, Executive Manager Corporate Finance, and thanked Mitchell for all his hard work over the years. On behalf of the Councillors, the Mayor wished Mitchell all the best for his move to his new position.

There being no further business the Mayor declared the Meeting closed at 8.43pm.

CERTIFICATION OF MINUTES AS A TRUE RECORD

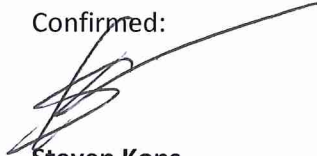
These minutes are confirmed as an accurate record of the Ordinary Meeting of Burnie City Council held on 8 December 2020.

Confirmed:



Simon Overland
GENERAL MANAGER

Confirmed:



Steven Kons
MAYOR