



BURNIE
CITY COUNCIL

MINUTES

Ordinary Meeting

TUESDAY, 30 JANUARY 2018

7.00PM

CITY OFFICES, 80 WILSON STREET, BURNIE

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**MINUTES OF THE OPEN SESSION ORDINARY MEETING
OF THE BURNIE CITY COUNCIL
HELD AT THE CITY OFFICES ON TUESDAY, 30 JANUARY 2018**

HOUR: 6.00pm – 6.01pm
7.03pm – 8.14pm

TIME OCCUPIED: 1 hour 12 minutes

PRESENT: Mayor A Boyd, Deputy Mayor S French AM, Ald R Bentley, Ald R Blake OAM, Ald T Brumby, Ald K Dorsey, Ald S Kons and Ald C Lynch.

Officers in Attendance:

General Manager (A Wardlaw), Director Land and Environmental Services (P Earle), Director Community and Economic Development (R Greene), Manager Engineering Services (R Sharman), Executive Manager Corporate Finance (M Smith), Executive Manager Corporate Governance (M Neasey), and Governance Officer (N French).

APOLOGIES: Apologies had been received and accepted from Ald A Keygan.

AO001-18 COUNCIL ALDERMAN DECLARATIONS OF INTEREST

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

Ald R Blake OAM declared an interest in Items AC0007-18 Question on Notice – Lease Matters; AC008-18 Question on Notice – Lease Matters; AC009-18 Motion on Notice – Lease Matters; and AO019-18 Burnie Surf Life Saving Club Redevelopment.

'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
AC001-18 COUNCIL ALDERMAN DECLARATIONS OF INTEREST	15(2)(f)
AC002-18 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 12 DECEMBER 2017	15(2)(f)
AC003-18 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC004-18 QUESTION ON NOTICE - BURNIE AIRPORT CORPORATION - BENCHMARKING	15(2)(g)
AC005-18 QUESTION ON NOTICE - BURNIE AIRPORT CORPORATION - DIRECTORS	15(2)(g)
AC006-18 QUESTION ON NOTICE - SENIOR MANAGEMENT SALARIES CONTRACTUAL ARRANGEMENTS	15(2)(a)
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AC010-18 BURNIE AIRPORT - ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS 2016-17	15(2)(g)
AC011-18 TENDERS CONTRACT 2591 CLEANING SERVICES FOR CITY OFFICES	15(2)(d)
AC012-18 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(f)
AC013-18 PERSONNEL REPORT JANUARY 2018	15(2)(a)
AC014-18 OUTSTANDING DEBTORS	15(2)(j)

AC015-18	NON AGENDA ITEMS	15(2)(f)
AC016-18	AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC017-18	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 AC001-18 to AC017-18 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION

Resolution number: MO014-18

MOVED: Ald S French AM

SECONDED: Ald C Lynch

“THAT the meeting be closed to the public to enable Council to consider agenda items AC001-18 to AC017-18 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

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

RESUMPTION

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

ACKNOWLEDGEMENT OF COUNTRY

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

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

PRAYER

The meeting was opened with prayer by Kim Searle of the Uniting Church.

AO002-18 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING OF COUNCIL HELD ON 12 DECEMBER 2017**RECOMMENDATION:**

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices on 12 December 2017, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO014-18

MOVED: Ald S French AM

SECONDED: Ald C Lynch

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices on 12 December 2017, be confirmed as true and correct.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

**AO003-18 CONFIRMATION OF MINUTES OF THE SPECIAL 'OPEN SESSION'
MEETING OF COUNCIL HELD ON 19 DECEMBER 2017****RECOMMENDATION:**

“THAT the minutes of the Special ‘Open Session’ of the Burnie City Council, held at the City Offices on 19 December 2017, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO015-18

MOVED: Ald T Brumby

SECONDED: Ald R Bentley

“THAT the minutes of the Special ‘Open Session’ of the Burnie City Council, held at the City Offices on 19 December 2017, be confirmed as true and correct.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

ITEM WITHDRAWN

MOTIONS ON NOTICE

AO004-18 MOTION ON NOTICE - ALL ACCESS TOILET AT WEST BEACH

FILE NO: 15/5/2
PREVIOUS MIN:

The Mayor advised that Item AO004-18 was withdrawn by Ald A Keygan and will be rescheduled for the February meeting.

MOTIONS ON NOTICE**AO005-18 MOTION ON NOTICE - LIVE STREAMING OF COUNCIL MEETINGS**

FILE NO: 15/5/2
PREVIOUS MIN:

Alderman Steve Kons has given notice that he would move the following motion at this meeting:-

“THAT Council commence a process within three months of this meeting to stream live and be accessible on Council’s web site, Council formal meetings via the internet.”

ALDERMAN’S COMMENTS

There are many ratepayers, investors and members of the public etc. who would be interested to see how the processes of Council are conducted via live debate of issues.

It would provide a good video record of Council deliberations which may be used in future as reference material.

It would allow the public an opportunity to scrutinise the performance of Council and Councilors ensuring greater Governance outcomes.

GENERAL MANAGER’S COMMENTS

The *Local Government (Meeting Procedures) Regulations 2015* provides that Council may determine to make audio recordings of a meeting.

33. Audio recording of meetings

- (1) A council may determine that an audio recording is to be made of any meeting or part of a meeting.
- (2) If the council so determines, the audio recording of a meeting or part of a meeting that is not closed to the public is to be –
 - (a) retained by the council for at least 6 months; and
 - (b) made available free of charge for listening on written request by any person.
- (3) If after the minutes of a meeting have been confirmed as a true record a discrepancy between the minutes and an audio recording of that meeting or part of that meeting is noticed, the council, at the next appropriate meeting, is to review the audio recording and either confirm that the minutes are a true record or amend the minutes to reflect the audio recording and then confirm the minutes as amended to be a true record.
- (4) A council may determine any other procedures relating to the audio recording of meetings it considers appropriate.

Live streaming would be considered a form of audio recording, but includes visual footage also.

A limited number of Councils in Tasmania undertake live streaming of their council meetings.

The motion calls for the implementation of live streaming within three months. Further time is required in order to research the equipment required and costs of implementation (both installation and operational time) in order to provide information to make an informed decision. To be effective, the live streaming would need to have an adequate standard of visual and audio quality for broadcast.

This further information would allow a considered decision based on weighing up the costs of implementation against the value or demand for such a service.

If Council is of a mind to pursue this option, it is recommended that an alternative motion be considered, to allow time for the necessary information to be gathered.

“That Council request a report by the March meeting to consider the implementation of live streaming of Council meetings, including an understanding of the costs and equipment required.”

COUNCIL RESOLUTION

Resolution number: MO016-18

MOVED: Ald S Kons

SECONDED: Ald C Lynch

“THAT Council receives a report detailing sensible costs at the March meeting and if deemed acceptable to proceed with the implementation of live streaming of Council meetings, within three months.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald K Dorsey, Ald C Lynch.

Against: Ald T Brumby.

CARRIED

MOTIONS ON NOTICE**AO006-18 MOTION ON NOTICE - CHRISTMAS DECORATIONS**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council consider, in budget deliberations, an allocation of funds over a period of years to continually add to and upgrade Christmas decorations and provide Burnie with a Christmas Tree.”

ALDERMAN’S COMMENTS

The larger municipalities including Devonport, Launceston and Hobart have Christmas Trees to mark the festive season – Burnie does not.

We are currently exploring the idea of spot lights on the trees as per a previous motion. To meet basic requirements of a western Christmas options include:

1. Themes that include the spotlighted trees
2. Christmas lights on a Norfolk Pine on the waterfront to signify Christmas
3. Asking Forico, Sustainable Timbers Tasmania or someone similar to provide a natural pine tree to be placed on the waterfront – that could be later symbolically burned on the NYE celebration on the waterfront.

Regardless of how Burnie, in my opinion, underperforms with regards to the development of a Christmas spirit in the town.

The allocation of funds to a Christmas decorations each year has the city moving forward with a view to the future and prevents considerable expenditure at any one time.

GENERAL MANAGER’S COMMENTS**Background**

The motion seeks consideration be given in the 2018/19 budget process to allocate an ongoing annual budget amount that is of sufficient value to accommodate additions and upgrades to Christmas decorations including the provision of a Christmas Tree.

Currently Council has an inventory of various Christmas decorations that are installed on light poles within the Burnie CBD and the commercial areas of Upper Burnie and Cooe. In addition, decorations are installed on the Wilson Street arch and within the City Offices atrium and some banners are displayed on light poles.

Discussion

Of the options put forward, in previous years (ten years or so ago) the Norfolk Pine on North Terrace at the end of Wilson Street was lit up with Christmas lights each year, which was quite effective.

Whilst the use of a natural pine Christmas Tree placed on the waterfront may be novel, burning it on New Year's Eve, unless it was located or re-located to the beach along with the main bonfire may cause some operational and safety challenges.

The Norfolk Pines along the North Terrace waterfront resemble a classic pine Christmas Tree in shape and habit. It may be an option to place lights on two or more of the Norfolk Pines to emphasise and enhance the Christmas spirit.

Decorations could also be extended to the Wivenhoe commercial precinct, to also function as eastern city entry marking.

Cost

Council is on a cost reduction strategy, so any increased spending in operational costs, including depreciation of increased capital cost would need to be offset with savings elsewhere.

Should Aldermen support the motion, it is recommended that further discussion and exploration of options be included in the 2018/19 budget deliberations as sought by the motion.

COUNCIL RESOLUTION

Resolution number: MO017-18

MOVED: *Ald K Dorsey*

SECONDED: *Ald R Blake OAM*

"THAT Council consider, in budget deliberations, an allocation of funds over a period of years to continually add to and upgrade Christmas decorations and provide Burnie with a Christmas Tree."

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO007-18 MOTION ON NOTICE - CONSULTATION ON DECISIONS**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council seek input from affected rate paying groups prior to making arbitrary decisions that affect the future of an organisation or business.”

ALDERMAN’S COMMENTS

This is a simple motion that asks the GM and/or Mayor to establish a workshop to hear the views of affected members or groups prior to decisions being taken.

For the Council to be an effective voice of the community; the community and those directly affected must be heard for rational decisions to be made.

Examples include of decisions made without consultation:

1. Price changes at AFC
2. West Park Grove change to slip lane
3. Speed limit change on Ridgley Highway
4. Defunding City Link

I appreciate that we are required to make decisions on behalf of the community and that many may prove to be unpopular, but simple discussion and consultation is, in my opinion, a requirement for good governance.

GENERAL MANAGER’S COMMENTS

Consultation with the community should be an important part of many Council decisions.

Under the strategic plan *Making Burnie 2030*, developed by the community, there is an objective stating that ‘*Council and the community are **informed and engaged** on issues of local importance*’. This objective recognises that sometimes communication involves providing information, and other times, it involves seeking input and contribution prior to making a decision.

Not every decision of Council can incorporate consultation. Some decision processes, such as planning applications, permit assessments or judicial processes cannot involve consultation in this form. It is understood from the examples cited, that this is not likely the intent of the motion, but rather that consultation be a key part of decision-making on matters not subject to prescribed processes.

The Continuum of Engagement, from the IAP2 Spectrum of Engagement, is cited in Council’s Communications Strategy, and explains the various levels of engagement appropriate to different situations. The five levels are to inform, consult, involve, collaborate and empower – generally (but not always) depending on the level of public impact.

Spectrum of Public Participation:



	Inform	Consult	Involve	Collaborate	Empower
Public Participation Goal	To provide the public with balanced and objective information to assist them in understanding the problem, developing alternatives, or solutions.	To obtain public feedback on analysis, alternatives, or decisions.	To work directly with the public through the process to ensure that public and private concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
Promise to the Public	We will keep you informed.	We will keep you informed, listen to and acknowledge your concerns, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
Example Techniques	Fact sheets; Web sites; Open houses;	Public comment; Focus groups; Surveys; Public meetings	Workshops; Elector polls	Community advisory committees; Consensus-building; Participative decision-making	Ballots; Delegated decision

Source: IAP2 Spectrum of Engagement (www.iap2.org) – Example techniques adapted for Australian context

There are many methods available to Council when undertaking consultation, including:

- Media coverage – radio and newspaper articles providing awareness and correspondence links.
- Website information – offering download information and email response link or feedback forms
- Atrium displays and contact person – providing a display of printed materials and a contact person for discussion.
- Advisory Committees – as an avenue for obtaining specialist input.
- Online surveys – to collect and analyse data opinions and attitudes to issues
- Open-house sessions – conducted specifically for target audiences affected
- Focus groups – used in order to establish an in-depth response from a sample group

- Online collaboration – using blogs, forums, social media, consultation software
- Pop-up events / stalls

When Council considers any matter for a decision in its formal Council Meeting, with a full report provided, a section titled 'Consultation' is provided. This allows for a description of consultation undertaken to date. The recommendations will also sometimes include provision for further consultation prior to decisions being made.

Decisions that are put to Council without adequate research or reporting may sometimes occur without adequate consultation and this something to be conscious of when considering decisions, including alternative or amended motions.

With regard to Alderman Dorsey's comments provided to the motion, it is noted that Council Workshop discussions with various parties is only one form of consultation. They can be a valuable way to have a direct two-way conversation with an affected party or several parties. Whilst important for some situations, this does not generally incorporate the broader views of the community, which may also be important in the fuller context. Workshops are appropriate and useful in some circumstances, and not the best for other circumstances.

Therefore there isn't a one size fits all consultation method.

All consultation – the purpose, the level of engagement, and the best methods – is unique to each decision and who the audience is that Council wishes to engage with.

There are many examples where Council has undertaken a structured consultation or communication process prior to making decisions.

An alternative motion supporting the importance of consultation might be:

"That Council reaffirm its commitment to effectively consulting with the community on matters where feedback and engagement prior to a decision is appropriate."

COUNCIL RESOLUTION**Resolution number: MO018-18****MOVED:** *Ald K Dorsey***SECONDED:** *Ald S Kons****“THAT Council seek input from affected rate paying groups prior to making arbitrary decisions that affect the future of an organisation or business.”*****For:** Ald K Dorsey.**Against:** Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald C Lynch.***LOST*****COUNCIL RESOLUTION****MOVED:** *Ald R Blake OAM***SECONDED:** *Ald S French AM****“THAT Council reaffirm its commitment to effectively consulting with the community on matters where feedback and engagement prior to a decision is appropriate.”*****For:** Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.**Against:*****CARRIED UNANIMOUSLY***

MOTIONS ON NOTICE**AO008-18 MOTION ON NOTICE - WASTE VOUCHERS**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council give consideration to making all tip passes universal in the next year’s budget.”

ALDERMAN’S COMMENTS

The current system of 4 green vouchers and 4 general waste vouchers is inherently unfair to specific groups of ratepayers.

1. We know from experience that less than 25% of waste vouchers are utilised
 2. Neighbouring Councils
 - a. Wynyard and Circular Head provide 10 free (universal) passes to all rate paying properties
 - b. Central Coast provide 38 tip passes to those not receiving curb side collection and charge \$70 for 10 tip passes
 - c. Devonport don’t provide any but have not raised general rates for numerous years.
 3. Burnie - those in the country
 - a. do not receive but are charged for waste collection generally do not need green waste vouchers
 - b. are not eligible to receive hard waste collection once a year (outside collection area)
 - c. are charged a waste levy on each title of land that they own increasing their rate burden substantially
 - d. do not receive recycling collection
 4. Those with properties in the CBD, who pay higher rates
 - a. generally do not need green waste vouchers
 - b. do not receive recycling services
 5. Those in the suburbs
 - a. generally utilise green waste vouchers for clearing of garden areas
 - b. receive mixed vouchers
 - c. have recycling collection
 - d. and rubbish collection
-

6. Therefore we can reasonably conclude that of the vouchers issued a percentage of the highest rate payers get minimal use.
7. It has been argued that “we are training” rate payers on rubbish disposal practices; where the logic for this eventuates is confusing
 - a. When disposing of rubbish at the tip we are advised where to take to goods for disposal at the gate
 - b. If we have a mixed load, the individual at the gate would advise the individual the location to dispose of rubbish
 - c. What further information is required?

The current system discriminates against the ratepayers that in some instances bear the greatest cost without benefit.

GENERAL MANAGER’S COMMENTS

Background

The motion seeks consideration be given in the 2018/19 budget process to make all waste vouchers universal, that is, that vouchers can be used for either green waste or general waste on the basis that the current system is unfair to some groups of ratepayers. In this discussion the term voucher and token mean the same thing.

Council currently issues four green waste tokens and four general waste tokens to all ratepayers with each property rate notice. All rural and rural residential property ratepayers are included. The value of each token is for a car, ute or small trailer load size of green waste or general waste.

Council has a three tier waste rate structure for the current 2017/18 year as follows:

Municipal Waste Management Charge \$118/year

This charge applies to all ratepayers in the municipality including all rural, urban and commercial. The charge covers the cost of general waste management services in the community and includes such things as a portion of the operation of Burnie Waste Management Centre, Parks and Reserves bins, street side litter and recycling bins in commercial areas, general cleanliness of the CBD and other commercial areas. This charge also funds the provision of the waste vouchers.

Kerbside Garbage Collection \$218/year

This charge is in addition to the Municipal Waste Management charge and applies to all urban residential ratepayers within the collection area for a weekly collection, processing and disposal of general waste. Wheelie bin supply and cost is the responsibility of the ratepayer.

This service is optional for some rural residential properties within and along collection routes, such as West Ridgley, Algona Ave, Three Mile Line, Poimena Road and West Mooreville Road and the below mentioned areas for recycling collection.

Kerbside Recycling Collection \$73/year

This charge applies to all urban residential ratepayers within the collection area for a fortnightly collection and processing of recyclables. All urban residential ratepayers that receive a garbage collection also receive a recyclables collection. A wheelie bin is supplied and paid for by Council.

This service is compulsory for some rural residential properties within and along collection routes such as Ridgley Highway, Cascade Road, East Cam Road, and West Mooreville Road. These areas are compulsory due to the nature of the contract arrangements with the regional recycling collection contract.

Discussion

Waste management services provided by Council are budgeted for on a full cost recovery basis. Although vouchers provide free entry to the Burnie Waste Management Centre, their value (to operate the services provided) are covered in the Municipal Waste Management Charge and are therefore funded by all ratepayers.

All ratepayers have an opportunity to use the vouchers, however the amount consumed by individual residents will depend on individual circumstances of resident location and waste management habit. Many of the differing resident circumstances are discussed in the Motion rationale.

Token use is relatively low as cited in the motion. In the financial year to date, of the approximately 72,000 (9,000 ratepayers x 8) tokens issued only 9,372 have been redeemed, approximately evenly split between green waste and general waste. On an annualised basis this represents approximately 16,000 or 22% of tokens.

The demand for token use is not high and Officers and Waste Operations staff at the waste centre have not reported dissatisfaction with the current system, although we do occasionally receive complaint from tenants whom have not received tokens from their landlords.

Risk

Voucher systems are common and successful at many Councils throughout Tasmania and the nation. Approximately 50% of the vouchers presented at Burnie are for green waste and the current system encourages green waste separation from the waste stream.

Currently if a load of uncontaminated green waste is presented, a general waste token is accepted for that load, but a green waste voucher is not accepted for a general waste load, thereby encouraging a degree of universal waste voucher use for good waste management outcomes. Due to the current good green waste separation practices, low level of voucher demand and little complaint, Officers do not believe the voucher system warrants change as there is a risk the current good practice may decline.

An alternative could be to have universal vouchers and apply a penalty (say two vouchers instead of one) for general waste loads that contain green waste, however operational staff believe a token that is dedicated to green waste will work best for good outcomes.

Should Aldermen wish to consider changing the voucher system, it is recommended the matter is dealt with in next year's budget deliberation process.

COUNCIL RESOLUTION

Resolution number: MO019-18

MOVED: *Ald K Dorsey*

SECONDED: *Ald S Kons*

"THAT Council give consideration to making all tip passes universal in the next year's budget."

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against: Ald R Bentley.

CARRIED

MOTIONS ON NOTICE**AO009-18 MOTION ON NOTICE - PINE AVENUE TRAFFIC FLOW**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council complete community consultation with regards to altering the one way section of Pine Avenue to 2 way traffic.”

ALDERMAN’S COMMENTS

I was approached by a resident seeking a change to the one way status of Pine Street.

There is a traffic light at the intersection of Pine Avenue and Mount Street that allows for controlled use of the intersection.

It is a 50 metre stretch of road that creates confusion and inconveniences residents. I subsequently canvassed a few of the residents in the adjoining streets who advised the following:

1. There are numerous vehicles that turn into Pine Street from Mount Street as the lights cause confusion
2. The street was, in most likelihood, altered to one way due to the traffic associated with the Upper Burnie Primary School, the school has been demolished and the area is strictly residential.
3. Residents in adjoining streets advise that they regularly use the Woolworths parking lot to access Pine Street
4. Giving directions on how to get Johnson, Monnington, Duke and Best Street is problematic as access to them is hindered by the one way street.

I understand that there is currently confusion re the street and there will be confusion if the street is returned to normal use. There is a planning application for the building on the corner of Pine Avenue and Mount Street and any serious change in activity will require a change to the status of the street for the project to be successful.

GENERAL MANAGER'S COMMENTS**Background**

The motion seeks community consultation regarding changing the current one way section of Pine Avenue (between Mount Street and Johnson Streets) to two way traffic flow on the basis that it is inconvenient to access the areas around Johnson, Monnington, Duke and Best Streets and that it causes confusion at the intersections of Mount Street and Pine Avenue and of Johnson Street and Pine Avenue.

It is understood traffic flows in Pine Avenue between Mount Street and Johnson Street were changed from a two-way to a one-way eastbound flow some time during the mid to late 1990s.

It has not yet been possible to locate and review the documents and reasons underpinning the decision by Council to introduce a one-way traffic flow.

The current traffic arrangements have been in place for some 20 years, and circumstances may have changed to the extent that modification may be appropriate. However, a decision in this regard cannot be made until the matter is more fully investigated against applicable traffic management criteria and standards.

Community consultation should be conducted on the basis of sound evidence and expert technical opinion in relation to performance of the current traffic arrangements and for the implications to traffic function and safety if the proposed change to a two-way flow were to occur, including for the Mount Street intersection, pedestrian crossings, and traffic signal operation.

The Department of State Growth would be required to approve any change in traffic arrangements given current status of Mount Street as a State Road.

Traffic impact assessment must be undertaken by a person with an appropriate qualification and accreditation in order to be acceptable to Department of State Growth.

There is no current budget allocation to undertake this work. A decision should be deferred to allow consideration for allocation of funds in the 2018/18 Budget.

There is a current permit application for consideration at the Council meeting of 30 January 2018. The application includes a Traffic Impact Assessment provided by a suitably qualified person. In relation to traffic safety and performance matters on the local road network, the assessment concludes there will be no significant safety detriment if the use and development were to occur.

If Council were of a mind to pursue the matter further an alternative recommendation allowing for appropriate investigation of the area prior to consultation on any changes might be considered:

“That Council:

- 1) Refer the matter of an investigation of Pine Avenue traffic flow for consideration as part of the 2018/19 Budget deliberation for allocation of funds to undertake the investigation (including assess performance of the current traffic flow arrangements to identify any shortcomings, and to identify options, implications and costing for any alternate arrangement); and***

- 2) Defer any decision on consultation or support for changed traffic arrangements until the results of the traffic investigation are available.”***

COUNCIL RESOLUTION**Resolution number: MO020-18*****MOVED: Ald R Blake OAM******SECONDED: Ald K Dorsey******“That Council:***

- 1) Refer the matter of an investigation of Pine Avenue traffic flow for consideration as part of the 2018/19 Budget deliberation for allocation of funds to undertake the investigation (including assess performance of the current traffic flow arrangements to identify any shortcomings, and to identify options, implications and costing for any alternate arrangement); and***

- 2) Defer any decision on consultation or support for changed traffic arrangements until the results of the traffic investigation are available.”***

For: Ald K Dorsey.**Against: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald C Lynch.*****LOST***

MOTIONS ON NOTICE**AO010-18 MOTION ON NOTICE - PROPOSED SALE OF MULTI-STOREY CAR PARK****FILE NO:** 15/5/2**PREVIOUS MIN:**

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

“That Council consider, in the parking review workshop, placing the multi-story carpark out for tender.

Any consideration concerning the sale of the carpark only considered with any staff affected being retained by the purchaser.”

ALDERMAN’S COMMENTS

The Council Officers and Aldermen in reality do not possess real commercial experience that has resulted in losses in the past.

To do this would require a valuation of the structure and a reasonable price ascertained to determine what Council would accept.

Burnie has surplus parking spaces, which according to the studies provided by Mr Earle – are as detrimental to growth as are too few.

Benefits:

1. No longer a community asset that creates angst for the residents of Burnie
2. Provides the Council with potentially 10 years income in advance
3. Removes all operational cost
4. Allows for rates to be paid on the premise, increasing income to the Council
5. Allows for commercial operators to make commercial decisions and be competitive in the marketplace.

Potential utilisation of funds:

1. Marina
2. Pier
3. Development of South Burnie Beach
4. Surf Club extension
5. Events
6. Marketing

Whilst not 100% positive that the idea has merit, all options should be on the table and reasonable debate needs to be encouraged as the future of the Burnie MSCP.

Examples:

University of Adelaide carpark sold	\$54 million
Frome Street Adelaide sold	\$27 million or \$47,000 per carpark
Victoria University carpark	\$40 million or almost \$70,000 per car space
Flinders Street car park Melb	\$120 million (includes office space)

GENERAL MANAGER'S COMMENTS

The MTCP provides 653 of the 1600 publicly accessible parking spaces currently operated by Council in the Burnie central business area.

Council's contribution is approximately 43% of the total available CBD parking stock.

Council's parking estate is an integrated asset with the objective of assisting the convenience and accessibility of the Burnie town centre through provision of shared public parking facilities in both on-road and off-road locations to service demand from multiple destinations. The MTCP does not represent a facility with a purpose or function which is different to that which is applicable for other Council parking sites.

Council's long-term involvement in ownership and operation of parking facilities has been to secure a minimum opportunity for public accessible parking against reliance on private sector provision.

The parking asset class currently recovers all capital, operation, and competitive neutrality costs directly from user fees and penalties, and generates a surplus on a reasonable rate of return for redistribution to other Council operational programs.

The Motion proposes sale of the facility for ownership and operation by another party.

Disposal of the Council's parking asset by sale in whole or part will terminate all or part of a recurrent income stream which is currently assigned to the Council's operational budget, and for which an alternate revenue source would be required.

Loss of Council ownership in part of its parking estate carries risk of shortfall in available parking if the MTCP site is subsequently redeveloped or public access is restricted.

Market value of the facility will be determined by estimated rate of return on continuing operation as a car park or value of the site for redevelopment to an alternate use.

Attraction and promotion of the facility could be beyond control and influence of the Council, including for pricing and community discounts, hours of operation, and options for payment.

Sale would provide the Council with a one-off cash return for which there is no current redistribution decision.

Loss of Council ownership for 653 spaces would require reconsideration of the long-standing regulatory position under which existing and new use in the Burnie town centre is not

required to make physical provision or to contribute through rates and other charges to arrangements for parking.

There are no individual Council employees assigned exclusively to the MTCP. The pool of parking officers and technicians has duties which cover the scope of Council's current operation across all facilities.

As an alternative, disposal of the asset by transfer of management and operation to a commercial provider may reduce operating costs comparative to the current Council arrangement; and provide Council with a secured and certain income.

However, it is likely an operator would seek to be unrestrained on price, operating hours, and other management considerations in order to be commercially viable.

Loss of the MTCP from the current parking operation may have negative implication for administration and compliance costs and revenues from the balance of Council's parking assets.

These matters will require more particular examination prior to any decision to dispose of the MTCP by sale or private operation.

COUNCIL RESOLUTION

Resolution number: MO021-18

MOVED: Ald K Dorsey

SECONDED: Ald S Kons

"That Council consider, in the parking review workshop, placing the multi-story carpark out for tender.

Any consideration concerning the sale of the carpark only considered with any staff affected being retained by the purchaser."

For: Ald K Dorsey.

Against: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald C Lynch.

LOST

MOTIONS ON NOTICE**AO011-18 MOTION ON NOTICE - PROPOSED RECREATIONAL PIER**

FILE NO: 15/5/2
PREVIOUS MIN:

Alderman Steve Kons has given notice that he would move the following motion at this meeting:-

“THAT the State Government be requested to consider support on a dollar for dollar basis up to \$3 million dollars of which their contribution would be \$1.5 million as an election promise for the establishment of a recreational pier on the area north of the children's playground on the water front to be designed in a way which would not impact in a significant way on other users of the waterfront.”

ALDERMAN'S COMMENTS

- 1) It is not a difficult engineering task to design and contrary to the belief of some the water on the Burnie waterfront is not as challenging as other areas which have piers established on them.
- 2) The water front needs a focal point for those visiting the water front as currently it has its limitations on keeping people interested and retained thereon.
- 3) A pier would create opportunities for fishing, diving and walking on.
- 4) We can utilise our distinct advantage of being a water front City by providing access over the water.
- 5) The current extension of the walkway along Marine Terrace would have a focal point to keep users interested in continuing their path either East or West after they have a break mid way along the path.
- 6) It would attract users from neighbouring towns and cities which do not have such an advantage.
- 7) It would assist in the re invigoration of the C.B.D. by creating a drawcard like so many other coastal cities have.

GENERAL MANAGER'S COMMENTS**Background**

At the September 2015 meeting Council resolved to investigate the establishment of a recreational pier off West Beach. At a Council Workshop on 29 September 2015, a briefing

paper *Burnie Waterfront Development* was tabled and discussion occurred on outstanding items and issues. As part of that discussion, information was presented on the outcome of a 1998 Council investigation and community response to the idea of a recreational pier off West Beach, however at that workshop no decisions were made on the matter and it was determined to proceed with preliminary design and costing to extend the Waterfront promenade to the east which at the time was thought to offer a similar use and functionality as a sea pier.

The eastern promenade project was included in the 2017/18 budget deliberations but to meet the capital works budget targets it was determined to hold the project over until the 2018/19 year budget process.

As part of the 2017/18 budget process the November 1998 Pier Development report was provided to Aldermen (*attached*) and at that time a decision was made not to proceed with investigations.

A summary of that report provided Aldermen in 2015/16 was:

- Such a pier as is conceived is likely to cost \$3-5m. It was estimated at \$1.1m 17 years ago
- Cost benefit is in doubt
- No strong public support in 1998
- Rough conditions and rock sea bed likely to prove very challenging and high cost risk (as advised by Burnie Port Corp)
- Boating and pier loading issues
- Access around the pier at shore
- Who would use – it was recognised at the time, that any such development was better undertaken at South Burnie beach, where a bit more protection is afforded, however wave power in action on such timber frame structures at South Burnie indicates the engineering design challenge and cost to withstand such action.
- Due to complexity, risk and conditions, a feasibility study alone could cost \$200K+

Discussion

The Motion on Notice cites such a pier would be a focal point, recreational in nature and attract users from neighbouring towns and cities with the overall objective of economic, social and cultural benefit.

The motion seeks a State Government contribution of up to \$1.5m on a dollar for dollar basis. It is thought that such a request would need to be supported by a rigorous cost benefit feasibility study.

Risk

The potential construction, operational and maintenance risks of such a development have been highlighted in the 1998 report, however the economic risk to Council is of equal importance, given the financial management strategy drive to reduce costs and rates.

It is suggested that Aldermen consider the rationale for such a development and if they support the motion, then prior to seeking a State Government contribution, a feasibility study that includes the technical challenges and a business case should be commissioned.

The cost of a detailed feasibility study of the rigour required to gain State support will be expensive and could cost up to \$200,000.

It is noted that Council has already submitted an application for funding for the eastern promenade project under the Federal Government's Regional Jobs and Investment Package and is awaiting the outcome.

The eastern promenade project could be considered an alternative to a pier that offers similar recreational and use opportunities as follows:

- The end is proposed as a viewing point for sea, coastal and port activity and fishing could occur at high tide
- The new Marine Terrace Coastal Pathway and railway corridor integration will have a pathway link across to the promenade, which will open up the waterfront to the city more so.
- The waterfront development has linked the city to the sea, but arguably business, Council and the community could do more to capitalise on the Waterfront development to reinvigorate the CBD. For example, Alfresco dining was part of the Waterfront Master Plan, but little occurs.

Council should perhaps consider completion of the eastern promenade and monitor the benefits to the city before committing significant resource to a feasibility study for a pier.

The timeline for a pier feasibility study so as to coincide with a 2018 State Election is not achievable and therefore it is recommended that if Aldermen wish to progress to investigate funding and construction of a pier the following steps should be taken:

- Test community support for a pier
- If the community is supportive, consider the cost of a feasibility study in the 2018/19 budget process; and
- Continue to seek out both state and other funding opportunities.

ATTACHMENTS

1. Item 500B - Open Session - Pier Development Report - 17 Nov 1998

COUNCIL RESOLUTION

Resolution number: MO022-18

MOVED: Ald S Kons

SECONDED: Ald C Lynch

“THAT the State Government be requested to consider support for a feasibility study for the establishment of a recreational pier.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against: Ald R Bentley.

CARRIED

'OPEN SESSION'

MINUTES - ORDINARY MEETING OF COUNCIL
NOVEMBER 17, 1998**500B BURNIE PORT
PIER DEVELOPMENT
MIN REF: NIL
FILE NO.: 132/0001/0017**

The Manager Engineering Services referred to Ald Altimira's Questions on Notice which asked:-

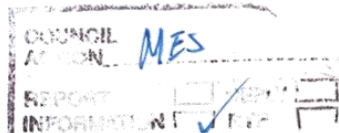
- "i) *What is the current status of assessment of the pier facilities that could be provided off West Beach?*
- "ii) *Would Council's participation in the Burnie Port Corporation's current wave and motion study assist this assessment?"*

and referred to the proposed Pier Development, the Question on Notice by Alderman Altimira and Minute No. 103 (Council Minutes March 3, 1998) in which it was requested that the Manager of Engineering Service make an assessment of the pier facilities to be provided and following that to carry out detailed survey and environment assessment to enable further plans and a more detailed costing assessment to be produced.

As discussed, at the meeting, as a consequence the Manager of Engineering Services wrote to 11 community organisations in Burnie requesting input and their ideas as to the type of facilities to be provided if a pier was to be constructed at West Beach.

A copy of letter sent May 11, 1998 and replies received from City Link, City of Burnie Lions Club, Soroptimist International of Burnie, Burnie Surf Lifesaving Club and Burnie Port Corporation were **circulated**.

As can be seen from the replies received the Community Groups have provided little in relation to the type of facilities which they would like to be provided by the pier or on the pier's superstructure. Therefore, it has been difficult to make an assessment as to what facilities should be provided, if any, on a pier off West Beach and staff resources has not permitted further development of this at this stage.



'OPEN SESSION'

MINUTES - ORDINARY MEETING OF COUNCIL
NOVEMBER 17, 1998

The Manager of Engineering Services advised that he would consider that Council's participation in relation to the pier at West Beach is unlikely to be greatly assisted, at this stage, by the Wave and Motion Study.

Considerable investigation work will need to be carried out both below and above sea bed once the design criteria for the pier has been decided.

COUNCIL RESOLUTION

MOVED: Ald Altimira
SECONDED: Ald Elphinstone

"THAT the information be received and noted."

CARRIED

MOVED: Ald French
SECONDED: Ald Elphinstone

"THAT Council not proceed with investigations into the establishment of pier facilities off West Beach."

Ald Altimira advised that he believed that Council should continue to look at the establishment of a pier and should leave its options open.

Both Ald Munro and Samec suggested that Council's energies should be focussed towards the establishment of facilities (such as a marina) in Emu Bay.

Ald French advised that Council had more projects of greater need rather than the establishment of a pier at West Beach.

The motion was put and **LOST** 5/5



Burnie Port Corporation

OUR REF: IH:IH: - 05-00
YOUR REF: WE:JC 132/0001/0016



24th June 1998

Mr W E Enkelaar,
Manager Engineering Services,
Burnie City Council,
PO Box 973,
Burnie. Tas. 7320.

35348 ✓ 26/6/98

132/0001/0016

Dear Sir,

RE: Pier Development – West Beach Burnie

In response to your letter of the 11th May 1998 I have now had an opportunity to consider the above subject and would make the following comments.

The location proposed for the pier is exposed to wind and wave action from the Northwest through to the Northeast. This would include the worst weather conditions that are generally experienced in Burnie. Significant waves can be generated in the Bass Strait and although the larger waves will have broken on the shallowing shore the conditions experienced on that section of the coast are sufficient for waves of a good height to redevelop and break on the beach. This has been demonstrated by the number of surfers using the area to make the most of the large waves rolling in during recent rough weather. The waves in themselves have the potential for imposing large forces onto the pier, which will need to be taken into account during the design phase.

You also indicate that the design loading of the pier would be for pedestrian use only, but once a pier is in place it is difficult to see how it will not be used for occasional boat access. Thus allowance for small boat impact and mooring perhaps should be considered, along with access from vessels to the pier deck.

Similarly your considerations of deck height for the pier will need to take into account the potential for wave over topping during storm conditions, or alternatively make provision to restrict access to the pier when wave height reaches set levels. The higher the deck level is set will in turn mean a greater distance to water level at low tide with a potential for safety issues to increase.

The building of the pier will need to be carefully planned for as with any form of construction on or over water potential difficulties and costs can increase very quickly if all factors are not taken into account in the early stages.

*Burnie Port Corporation Pty Ltd - ACN 078 720 279
19 - 20 Marine Terrace PO Box 216 Burnie Tasmania 7320
Telephone (03) 6434 7300 Fax (03) 6434 7373*

Your proposal places the pier starting out over the reef at approximately the middle of West Beach, and whilst establishing the pier supports in pockets above low tide level poses no real difficulties, work below low tide level would be a different matter. Once beyond the reef outcrop the difficulties may not diminish as depth of sand to underlying hard strata I presume is presently unknown. From past experience within the port the underlying rock conditions vary immensely both in depth and type, from the extreme hardness of the meta-siltstone with its thick bands of quartz to the soft decomposing phyllites. It should also be noted that the harder rock strata often require drilling and blasting for foundation installation.

The structure of the pier may also be affected by the chosen method of construction as working from floating plant can pose as many problems as end over end work (where size of plant required may override other design considerations in this lightweight structure.)

It was not my intention to be overly negative in response to your enquiry about what is potentially an interesting concept, but I feel that the difficulties of placing a man made structure out from the shore into the sea should not be under-estimated. Therefore I would once again emphasise the need for careful consideration of the conditions to be experienced at the site, both weather and geotechnical, the expected loading conditions for design, and the structural form and construction methods.

Should you wish to discuss any of the above or seek further clarification then please do not hesitate to contact me.

Yours faithfully,



Ivan Hurkett
MANAGER ENGINEERING SERVICES



BURNIE SURF LIFESAVING CLUB

NORTH TERRACE, BURNIE, TASMANIA. POSTAL ADDRESS: PO BOX 493 BURNIE TASMANIA. PHONE: (03) 6431 2697



June 23, 1998-06-23

W E Enkelaar
Manager Engineering Services
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Sir

PIER DEVELOPMENT
- WEST BEACH BURNIE

The Burnie Surf Life Saving Club management committee have briefly discussed the proposal for a pier at West Beach, but felt that we were unable to give our opinions or suggestions until a plan of what is to be done has been seen.

If it is possible to forward more information to us we will be happy to give the proposal our consideration at a management meeting.

Thankyou for asking for our input, and we look forward to the next update.

Yours sincerely

Sue Jordan
Club secretary.

MAYOR	GM	MCS
MCS ✓	12/03	MCMS
35293		2516198
FILE No: 1024000-2800		
132/0001/0017		

VIGILANCE & SERVICE



Seroptimist International of Burnie Inc.

Tasmania

President Marion Gard

Secretary Gaylene Wells

Treasurer Sue King

Box 171, Burnie 7320

15th June, 1998

Mr W Enkelaar
Manager
Engineering Services
Burnie City Council
PO Box 973
BURNIE 7320

Dear Sir

PIER DEVELOPMENT - WEST BEACH BURNIE

With regard to this development members of this Club give an "in principle" agreement to such a project with a proviso that it compliments the coastline rather than be an eyesore on the horizon and that in some way it may create some long term employment possibilities for this Community. At this stage members did not feel they could offer any practical input but look forward to hearing more about it when more decisions have been made and may then be able to offer some ideas.

Yours faithfully

Gaylene Wells
Gaylene Wells
SECRETARY.

MAYOR	CL	MOS
35153		22/6/98
132/000/0017		
ranbea 2000		



City Link
 PO Box 973
 BURNIE 7320
 Phone 6431 1033
 Mobile 0418 132 777
 Fax 6431 3896

May 14, 1998

Mr Bill Enkelaar
 Manager Engineering Services
 Burnie City Council
 PO Box 973
 BURNIE 7320

MAYOR	
RES ✓	APPS
No. 33784	15/98
DATE	TIME
RECEIVED	
1024600-2600	

Copy 14/1/1998

Dear Bill

PIER DEVELOPMENT AT WEST BEACH

I have been instructed by the City Link Committee to advise that while it is acknowledged that any new development in Burnie is encouraging the economic benefit of such a project would need to be questioned, taking into consideration its estimated cost.

It is suggested that a high priority may be Burnie's streetscapes and other urban improvements.

Yours sincerely

SR Hite
 Stephen R Hite
 EXECUTIVE OFFICER

WE:JC

May 11, 1998

«Attention»
«Company»
«Address»
«State»

Dear Sir/Madam

**PIER DEVELOPMENT
- WEST BEACH BURNIE**

I advise for your information that Council is investigating the possibility of developing a pier facility to be located off the West Beach foreshore approximately in the location of the rock outcrop on the foreshore area.

As you would aware many cities adjacent to the sea have a pier facility which is used for various purposes. A preliminary assessment carried out by my Department shows that a pier approximately 5 - 8 m wide consisting of timber and designed only for pedestrian loading would cost approximately \$900,000.00 for a 5 m wide to \$1,000,000.00 for an 8 m wide pier.

Any structure designed for heavier loading and/or wider and designed for specific facilities to be erected on the structure would of course be more costly.

I have been requested, by Council, to make an assessment of the type of pier facility that should be provided and approximate width and length of the pier and as a consequence I am writing to your organisation making you aware of the investigation and I would request your input and any ideas that you may have in relation to a facility of this nature.

Depending upon the information obtained from the community some more detailed work may need to be undertaken by my Department and a report would be presented to Council which would allow Council to continue with further investigation or to abandon the proposal.

(2)

I would very much appreciate, therefore, your thoughts on the above matter as soon as possible. Should you, however, wish to discuss same with me directly or if you need additional information, please contact me and I would be happy to assist.

Yours faithfully

W E Enkelaar
MANAGER ENGINEERING SERVICES

Sheet1

Company	Address	State	Attention
Rotary Club of Burnie	P O Box 185 BURNIE	TAS	7320 The Secretary
Rotary Club of East Burnie	P O Box 760 BURNIE	TAS	7320 The Secretary
Burnie Emu Bay Lions Club	P O Box 478 BURNIE	TAS	7320 The Secretary
City of Burnie Lions Club	P O Box 265 BURNIE	TAS	7320 The Secretary
Burnie Surf Life Saving Club Inc.	P O Box 493 BURNIE	TAS	7320 The Secretary
Burnie Port Corporation	P O Box 261 BURNIE	TAS	7320
Burnie Chamber of Commerce & Industry	P O Box 139 BURNIE	TAS	7320
City Link			
C/- Burnie City Council	P O Box 973 BURNIE	TAS	7320
Burnie Apex Club	P O Box 152 BURNIE	TAS	7320 The Secretary
Apex Club of Emu Bay	P O Box 259 BURNIE	TAS	7320 The Secretary
Soroptimist International of Burnie	P O Box 171 BURNIE	TAS	7320 The Secretary

Page 1

PLEASE QUOTE

Your Ref.

Our Ref: WE:JC 132/0001/0016

Enquiries

80 Wilson Street, Burnie Tasmania

PO Box 973, Burnie Tas 7320
AUSDOC DX 70210

Telephone (03) 6431 1033

Facsimile (03) 6431 3896

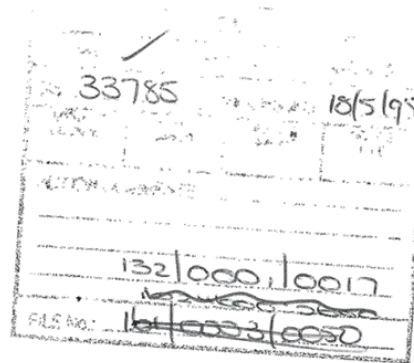
E-mail burnie@burnie.net



May 11, 1998

City Link
C/- Burnie City Council
P O Box 973
BURNIE TAS 7320

Dear Sir/Madam

**PIER DEVELOPMENT
- WEST BEACH BURNIE**

I advise for your information that Council is investigating the possibility of developing a pier facility to be located off the West Beach foreshore approximately in the location of the rock outcrop on the foreshore area.

As you would aware many cities adjacent to the sea have a pier facility which is used for various purposes. A preliminary assessment carried out by my Department shows that a pier approximately 5 - 8 m wide consisting of timber and designed only for pedestrian loading would cost approximately \$900,000.00 for a 5 m wide to \$1,000,000.00 for an 8 m wide pier.

Any structure designed for heavier loading and/or wider and designed for specific facilities to be erected on the structure would of course be more costly.

I have been requested, by Council, to make an assessment of the type of pier facility that should be provided and approximate width and length of the pier and as a consequence I am writing to your organisation making you aware of the investigation and I would request your input and any ideas that you may have in relation to a facility of this nature.

Depending upon the information obtained from the community some more detailed work may need to be undertaken by my Department and a report would be presented to Council which would allow Council to continue with further investigation or to abandon the proposal.

(2)

I would very much appreciate, therefore, your thoughts on the above matter as soon as possible. Should you, however, wish to discuss same with me directly or if you need additional information, please contact me and I would be happy to assist.

Yours faithfully



W E Enkelaar
MANAGER ENGINEERING SERVICES

'OPEN SESSION'

MINUTES - ORDINARY MEETING OF COUNCIL
MARCH 3, 1998

MANAGER ENGINEERING SERVICES

103 **BURNIE PORT AUTHORITY
PIER DEVELOPMENT
MIN REF: 529B
FILE NO: 132/0001/0016 17**

COUNCIL ACTION	MES
REPORT	<input checked="" type="checkbox"/> REPLY
INFORMATION	<input type="checkbox"/> RTF

REPORT

The Manager of Engineering Services refer to Minute No. 529B (Council December 9, 1997) in which Council resolved that an investigation be carried out regarding the possibility for the construction of a pier across the rock outcrop, between the eastern and western sections of West Beach.

From an engineering view point, it is possible for a pier to be constructed in this location. Without a detailed engineering investigation of the foundation conditions (especially below low water) and knowledge of the facilities required on the pier, together with access to those facilities, it is impossible to provide detailed estimates. However, for Council's information a preliminary design has been carried out for a pier of five (5) to eight (8) metres wide, consisting of timber with a three (3) pile group and designed for pedestrian loading, with only light vehicle access for maintenance purposes. The estimated cost would be from \$905,000 for a five (5) metre wide to \$1,000,000 for an eight (8) metre wide pier.

If any super structure together with services is to be provided on this structure, this would lead to an additional cost. The preliminary design would provide for the pier to be approximately the same level as the existing Hilder Parade, but it may be necessary for this to be somewhat higher to enable the pier surface to be free from spray under most weather conditions. At this height there would be minimal space of approximately two (2) metres between the beach and the pier at high tide so that access from one side of the beach to the other could just be maintained.

A detailed analysis of the environmental aspects etc would also need to be undertaken.

It is suggested that, if Council is interested in furthering the proposal, an assessment would need to be made of the facilities to be provided. Detailed survey work and an environmental assessment would need to be carried out to enable further plans and a more detailed costing assessment to be made.

'OPEN SESSION'

MINUTES - ORDINARY MEETING OF COUNCIL
MARCH 3, 1998

COUNCIL RESOLUTION

MOVED: Ald Elphinstone
SECONDED: Ald Currie

"THAT information be received"

CARRIED

COUNCIL RESOLUTION

MOVED: Ald Altimira
SECONDED: Mayor Kons

"THAT an assessment be made of the pier facilities to be provided and following this, detailed survey work and environmental assessment be undertaken to enable further plans and a more detailed costing assessment to be produced."

CARRIED

"OPEN SESSION"

MINUTES - ORDINARY MEETING OF COUNCIL
DECEMBER 9, 1997

**529B BURNIE PORT AUTHORITY
MARINA
PIER DEVELOPMENT
MIN REF: NIL
FILE NO.: 132/0001/0016 17**

REPORT

Mayor Kons had given notice that he would move the following motion at this meeting:-

COUNCIL RESOLUTION

*MOVED: Mayor Kons
SECONDED: Ald Altimira*

"That Council investigate the possibility of developing a pier facility to be located off the West Beach foreshore in the vicinity of the Burnie Surf Life Saving Club."

**CARRIED
with Ald Sargent and Samec dissenting**

COMMENT

Mayor Kons supports the investigation of a pier development project, as it would provide for the interest of recreational fishermen and outdoor entertainment. The Mayor notes that a substantial base of natural rock already exists on the foreshore area, thus assisting with construction work. Also of key importance, is that an opportunity is provided for Burnie to enhance and make use of one of its valued assets - the sea - a natural asset that many communities do not have.

ACTION	MES		
REPORT	<input checked="" type="checkbox"/>	REPLY	<input type="checkbox"/>
INFORMATION	<input type="checkbox"/>	RTF	<input type="checkbox"/>

Ald S Kons left the meeting, the time being 7.37pm, and returned to the meeting, the time being 7.38pm.

PUBLIC QUESTION TIME

AO012-18 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.

What to do?

Council has adopted a procedure whereby any person wishing to ask a question must write it out on the form provided (available at the rear of the Meeting Room and the City Offices Customer Service Counter).

This form may be given to the General Manager seven (7) days prior to the meeting but must be given to the General Manager prior to the commencement of the meeting.

At each meeting the Mayor will invite those members of the public who have provided written questions to ask their questions.

When requested please:-

- Stand up
- State clearly your name and address
- Ask your question(s) as written (limit two (2) per meeting) as clearly and briefly as possible

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

Trent Aitken of Burnie asked:

1. *Can the Council please respond to the emails sent to the Council by a resident from Mace Street. He has written three times with no response?*

The General Manager replied that Council would take the question on notice and a copy of the email, and follow up on the matter.

2. *Can the Council please advise if it intends to increase its spending on maintenance of our cemeteries?*

The General Manager replied that the Council looks at its allocation for cemetery maintenance every year during the budget deliberations and makes a decision each year at that time. He advised that there is nothing on the books at this stage to indicate that the amount will increase, but confirmed that the Council does look at the provision annually.

A Moret of Burnie asked:

1. *The new smoking signs are ineffective and wrong colour.*

The Director of Land and Environmental Services replied that the no smoking signs installed in Cattley Street are a request only and not instructional. There was some deliberation about colour and the effectiveness of the colour is a matter of personal opinion.

2. *Obstructing footpaths. Cars blocking them.*

The Manager of Engineering Services replied that the Council is aware of this occurring in some areas of Burnie. This tends to occur in older streets where the thoroughfare is narrow. When notification of damage to footpaths is received, or reports of pedestrian are unable to access footpaths due to vehicles blocking them, Council takes action. Mr Moret was invited to provide further information for Council to follow up.

Neil Thorne of Burnie asked:

1. *Does Council have a publicly available register of land and property they own?*

The General Manager replied that the Register of Public Land owned by Council is available on Council's website. He noted that there was a small amount of land owned by Council that was not deemed 'public land' under the Act and therefore would not appear on that register, but that that the significant portion of land owned by Council would be included.

2. *Do you pay water rates on the above to TasWater?*

The General Manager confirmed that Council does pay water rates to TasWater on properties owned by Council where there are water connections and/or usage.

Ian Jones of Burnie asked:

1. *It is vital to Burnie and the larger region of Circular Head and the West Coast that Burnie retain its Magistrate and Supreme Court facilities. I note from the Communications Journal a meeting with a Justice Department Deputy Secretary Kristy Bourne took place on January 13th. Are you able to advise on the contents of that discussion and what steps the Council is taking to ensure we retain these facilities in Burnie?*

The General Manager replied that Council has been advocating strongly on this for a number of years, and there is a motion on the books indicating a strong position to keep the Magistrates Court in Burnie. In a review by the State Government which is publicly available, it was identified that the Burnie Magistrates Court is in need of some attention and work. The review identified the opportunity to amalgamate the Magistrates Court with Devonport. However the State Government further issued a public statement that they did not agree with the suggested amalgamation. The meeting with Kristy Bourne was regarding procedures and systems around the court system. In response to the Supreme Court facilities, the General Manager advised that he believed that no decision had made on the Supreme Court at this point in time.

COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advised that for items AO013-18 to AO014-18 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) an aldermen 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

**AO013-18 LAND USE PLANNING
BURNIE INTERIM PLANNING SCHEME 2013
PERMIT APPLICATION DA 2017/104
CHANGE OF USE TO SEAWEED PROCESSING AND DISTRIBUTION
18 ANGLESEA STREET, WIVENHOE**

FILE NO: 7584862

PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	5	A NATURAL AND BUILT ENVIRONMENT THAT IS RESPECTED AND CARED FOR
Objective	5.5	A built environment that is valued, reflects our past and embraces our future.
Strategy	5.5.1	Ensure the use and development of land enables communities to provide for their social, economic and cultural well-being and for their health and safety, while maintaining the potential for land to meet reasonably foreseeable needs, without risk to the life supporting capacity of land, air and water.

1.0 RECOMMENDATION:

“THAT Council determine:-

- (a) ***The representation made in regard to Permit Application DA 2017/104 does not contains matters of merit on which the planning authority may justify a decision to refuse the grant of a permit;***
- (b) ***In accordance with Section 51 and Section 57 of the Land Use Planning and Approvals Act 1993 and pursuant to clause 8.8 and 8.10 of the Burnie Interim Planning Scheme 2013, that a permit be granted for a Resource Processing use (Seaweed Processing and Distribution) on land described in CT 74415/1 & CT 63074/6 and known as 18 Anglesea Street, subject to the following conditions:-***

Nature of Approval

- 1. That the use is to proceed and be maintained generally in accordance with the descriptions, commitments and recommendations contained in the following documents, copies of which are attached and endorsed to be documents forming part of this Permit:-***
- (a) ***Site plan (hand drawn), provided by the applicant***
- (b) ***Site plan and parking plan (drawn to scale), provided by the applicant***
- (c) ***Full description of the use, provided by the applicant***
- (d) ***Statement addressing the relevant discretions, provided by the applicant***

Operating and Management Constraints

Nil.

Notes

It is the responsibility of the Permit holder to:-

- a) identify the correct boundaries of the land and to ensure the structures will be located where approved;*
- b) cover all costs associated with the provision and construction of access to the site and with the connection of utilities;*
- c) take all reasonable measures to locate and protect any public utility installation within the land or in the vicinity of works, and to make good any damage which may occur.*

In this regard no use is to be made of a public road for the loading, unloading, storage or handling of goods and materials without the prior approval of the Burnie City Council.

The Permit holder must ensure reasonable measures are in place to avoid the tracking of mud and debris from the site onto a public road; and to immediately remove and clean up any mud or debris which may inadvertently be carried onto a road; and

- e) identify the need for and obtain all other permits or approvals which may be required by the law of Tasmania in relation to the conduct of the use and the carrying out of development on the land."*

2.0 SUMMARY

A permit application has been made for the change of use in an 33m x 23m industrial building in an existing development located on land located at 18 Anglesea Street, Wivenhoe for a Seaweed Processing and Distribution.

The land is located within the General Industrial zone under the *Burnie Interim Planning Scheme 2013*.

A permit for a Resource Processing use is discretionary in the General Industrial zone.

The application relies on performance criteria contained in clause 25.3.1 for discretionary permit use.

The application was notified, and a period of public exhibition provided from 25 November until 11 December 2017 in accordance with the requirements in s57 *Land Use Planning and Approvals Act 1993*.

One (1) representation was received strongly objecting on grounds the proposed application will affect the long term business proposal for the area, and potential noise and odour emissions.

The representation is relevant in that it relates to matters identified as local area objectives for the General Industrial zone to which the planning authority must have regard when determining whether to grant a permit. However, the objection address matters which the interim planning scheme expressly anticipate as outcomes for permissible use, and do not warrant refusal of a permit.

The relevant standards of the Burnie Interim Planning Scheme for use in the zone will be satisfied.

A conditional permit is recommended.

3.0 BACKGROUND

The site is comprised of CT 74415/1 and CT 63074/6 in the same ownership and addressed as 18 Anglesea Street Wivenhoe as shown by heavy white lines on the map below.

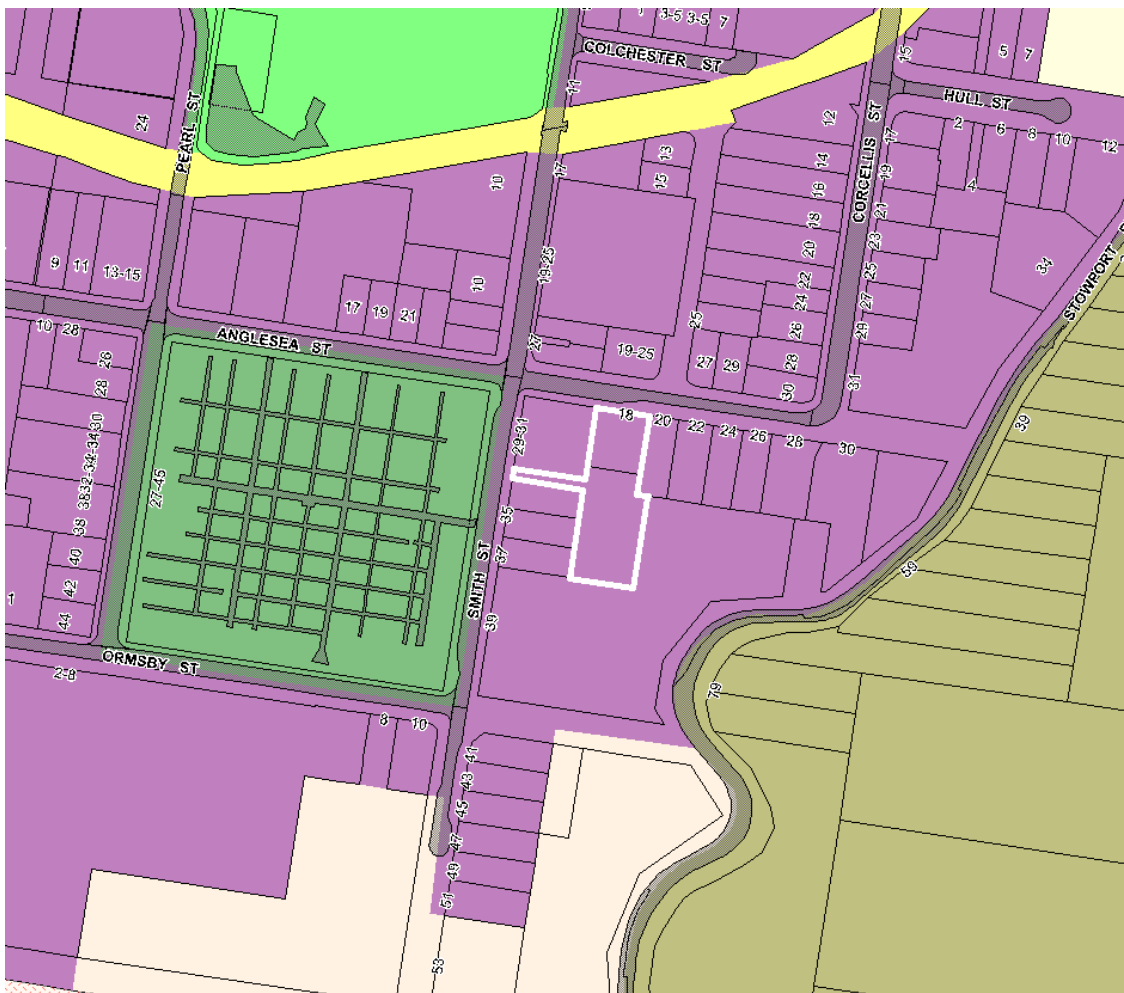


Image 1: The subject site indicating the zoning and surrounding zones

The proposed use is to occupy an existing 33m x 23m industrial building for the processing and packing of fresh storm-cast seaweed, and includes receiving unprocessed seaweed for drying, shredding, grinding or liquefaction, and packaging for transportation to other sites for use as ingredients in making seaweed based agricultural products.

There is no development proposed as part of this permit application. The existing building and parking facilities will be utilised.

The site is zoned General Industrial and is located within an area where the predominant use of land is for manufacturing, processing, storage and transport purposes.

There are a number of existing dwellings located within the industrial area which continue to be occupied for residential purposes.

A copy of the application documents is attached.

4.0 LEGISLATIVE REQUIREMENTS

The following legislation applies to the use of the land:-

The application seeks grant of a permit under the *Land Use Planning and Approvals Act 1993* to undertake a change of use for an existing development in accordance with the requirements contained in the *Burnie Interim Planning Scheme 2013*.

a) *Land Use Planning and Approvals Act 1993*

The Act establishes –

- i. in s 51 - requirements for making a valid application if a permit is required by a planning scheme;
- ii. in s 54 - process for a planning authority to request additional information to complete a permit application;
- iii. in s 57 – the period within which a decision must be made on a permit application is 42-days; and in s 59, the process that is to be followed if a decision is not made within that period;
- iv. in s 57 - process for notifying and publicly exhibiting an application if the grant of a permit is discretionary;
- v. in s 51 - matters to be taken into consideration when determining a permit application, including the objectives for the land use planning system, the applicable provisions of a planning scheme, and the matters in any representation received if s 57 applies;
- vi. in s 57 - power to refuse or grant a permit and to include conditions on a permit if granted; and
- vii. in s 61 - opportunity for the applicant or for any person who has made a representation to appeal the decision of a planning authority on a permit application.

b) *Burnie Interim Planning Scheme 2013*

A planning scheme contains the purpose, outcomes, and compliance tests which are applicable for use or development of land, and establishes whether a permit is required.

The proposed seaweed processing and distribution is within the Resource Processing use class.

The land on CT 74415/1 and CT 63074/6 is assigned to the General Industrial zone.

Resource Processing is a discretionary permit use on land assigned to the General Industrial zone.

Clause 8.10 applies for a use for which a permit is discretionary and requires an application must be determined having regard to the purpose and objectives for the zone to which the land is assigned, and for any applicable code insofar as is relevant to the particular discretion being exercised.

The use standards in clause 24.3.1 P1 which require discretionary permit use must be consistent with local area objectives, desired future character statements, and without adverse impact for existing and potential manufacturing, processing, service, repair, storage and transport activities and on land beyond the boundaries of the zone, are relevant.

The parking requirement for Resource processing use in Code E9 must be satisfied.

5.0 POLICY CONSIDERATIONS

There is no policy consideration associated with the determination of a permit application.

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

The strategic or policy matters which may 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.

6.0 FINANCIAL IMPACT

There are no financial impacts directly associated with the requirement for a planning authority to make a decision on whether a permit application is in compliance to the applicable provisions of a planning scheme.

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 an appeals tribunal decides that the planning authority did not act appropriately in relation to the issues or processes relevant to determining the permit application.

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

7.0 DISCUSSION

The permit application seeks to introduce a new use into an existing industrial building.

There is no development in that the proposed use will utilise the existing building, vehicle access and car parking without alteration or addition.

The proposed use will comply with all relevant development standards in clause 25.4 and satisfy the acceptable solution requirement for car parking in Code E9.

The matter for decision is whether the proposed use will satisfy the criteria in clause 25.3.1 P1 and be –

- a) consistent to the relevant local area objectives and any applicable desired future character statements as expressed in the BIPS 2013 for the General Industrial zone; and
- b) without likelihood for adverse impact on existing and potential industrial use on land assigned to the General Industrial zone and on the use of land beyond the boundaries of the General Industrial zone

The test for consistency to zone objectives and desired future character statements in clause 25.3.1 P1 is the same as applies for the general considerations under clause 8.10 which require regard be had to the relevant intentions for the zone.

Objectives are not compliance tests. The Resource Management and Planning Appeals Tribunal in a number of decisions has established that consistency will occur if a proposed use will be in general harmony or broad correspondence with the intentions of the scheme for the zone.

Purpose of the General Industrial zone is stated in 25.1.1 as being to provide land *“for manufacturing, processing, repair, storage and distribution of goods and materials where they may have impacts on neighbouring uses”*.

The embedded strategic intent is to provide opportunity for industry uses which by reason of type, scale, intensity or operation may have inherent characteristics of activity or emissions detectable on other sites both within and external to the zone boundaries.

The proposed use is for the processing and packaging of fresh seaweed, and is within the “Resource processing” use class as an activity for treating, processing or packing of plant or animal resources. The use class is permissible within the zone as an undertaking which fits to the general purpose statement.

Local area objectives and desired future character statements are included in the BIPS 2013 as descriptors for what will occur on land assigned to a zone if the opportunities provided by the scheme are progressively realised.

The local area objectives in 25.1.2 more particularly describe that land assigned to the General Industry zone is to cluster industrial activities into one or more locations with strategic advantage for industry resulting from availability of suitable land, efficient access for freight transport and adequate provision for utilities. The objectives indicate land assigned to the zone will provide sites for activity which requires *“separation from other use due to likelihood for conflict and impact to extend beyond the zone boundary”*; and is to exclude activity which *“competes for and displaces availability of land for industrial use, including general retail and hire, bulky goods sales, large format retail, community meeting and entertainment, and sports and recreation”*.

The desired future character statements in 25.1.3(b) state *“use on industrial land is likely to include activities that conflict with or impact on the amenity of use on land external to the industrial zone boundary by reason of –*

- i. emission to air, land or water of light, noise, odour, particulates, radiation or vibration;*
- ii. hours of operation;*
- iii. level of freight transport activity; or*
- iv. visual prominence of buildings, structures and external activity areas”*

It is not offensive or fatal to the purpose and intention of the BIPS 2013 if a proposed use on land assigned to the General Industry zone will operate in such a manner as to be detectable on other land or to include materials or processes which are inherently risky or which may intrude upon or interfere with the amenity of other uses. Indeed, it is sensible and necessary to the economy and welfare of any settlement that a planning scheme allocate land where such undertakings may lawfully occur without unreasonable constraint.

It is not the function of the objectives and desired future character statements to set or enforce tolerable levels of risk for activity and emissions which may cause or be likely to

cause danger or harm to health, life, property or the environment. There are no standards within the scheme which contain measurable risk management criteria.

Standards for managing risk associated with industrial activity are set and enforced through regulation which is applicable and enforceable external to the land use planning permit process.

The proposed activity may be said to be consistent to the purpose and to the particular objectives and descriptions for the General Industrial zone.

The requirement in 25.3.1 P1(a) and clause 8.10 for consistency is satisfied.

25.3.1(b) requires the proposed use “*must minimise likely adverse impact for existing and potential –*

- i. manufacturing, processing, service, repair, storage, and transport activities within the zone boundaries; and*
- ii. use on land beyond the boundaries of the zone”*

The test requires the planning authority that the risk of adverse impact is minimised, and does not require there must be no adverse impact.

“*Adverse impact*” is a negative effect which goes against desired conditions.

The desired conditions in relation to land assigned to the General Industrial zone are as described in the zone purpose, objectives and desired future character statements. There is a very specific desired condition for lawful activity with a potential to impact on neighbouring use by reason of one or more of an identified list of factors.

The question for the planning authority is whether the proposed seaweed processing plant has characteristics which are likely to have an impact of a nature, scale, or intensity which is significantly beyond that reasonably associated with activity for manufacturing, processing, repair, storage and distribution of goods and materials after all mandatory standards for managing risk to health, life, property and the environment have been satisfied.

The use is of a type expressly intended for the zone, and is sufficiently similar to other activity as to not present risk to operation of existing or potential industrial type use.

The proposed seaweed processing operation is described to involve the periodic use of shredding and mixing equipment installed inside the building, the noise levels of which are said to be equivalent at most to an average lawn mower, and which can be mitigated by operating the premises with all external doors closed.

The fresh seaweed is said to have a marine odour similar to that which is detectable on a beach or apparent in an on-shore wind. The product is hung and dried on racks to control quality, and the odour is said to be primarily detectable within the site boundaries and readily dispersed by wind.

There are a range of existing industry types in the Wivenhoe industrial area, including heavy machinery manufacturing, petroleum storage, transport depots, and bitumen processing of a scale which exceed that of the proposed seaweed use, and which exhibit characteristics which may impact on amenity external to the zone boundary.

The site is centrally located within the land area assigned to the General Industrial zone and is not on the fringe where there would be the potential to have any adverse impact on land beyond the boundaries of the zone.

There is nothing in the permit application to indicate the facility will operate in a manner which is in excess of the level of impact associated with existing activity on land within the Wivenhoe General Industrial zone.

There are continuing residential uses within the area assigned to the General Industrial zone. Residential is not a permissible use, however, established dwelling development has protection under s12 *Land Use Planning and Approvals Act 1993* as existing lawful non-conforming use and may continue without contravention of the BIPS 2013.

Existing non-conforming residential use cannot expect or be afforded the same levels of protection for amenity as may apply in relation to land assigned for residential purposes. Location within an industrial area requires acceptance that activity conducted in accordance with zone purpose and objectives will interfere with standards for peaceful enjoyment of residential use by reason of one or more of the matters described in 25.1.3(b).

The test in 25.3.1 P1(b) is satisfied.

Representation

One representation was received from during the public notification period, a copy of which is attached.

The representation is relevant in that it relates to matters expressly addressed in the objective and desired future character statements to which the planning authority must have regard when determining the application.

The general principles for making a regulatory decision require there must be sufficient evidence in the information available to the planning authority, including in any representation, for it to be satisfied there are facts material to the merits of the application and that such facts can be related to the applicable rules.

The representation identifies concerns relevant to the local area objectives of the zone, but does not provide any evidence to support the assertions of non-compliance with the local area objectives.

Matters raised in the representation are:-

- a) *“The change to resource processing and its definition are a concern. Its approval will affect the long-term business proposal for the area, including the development of abattoirs, fish processing or other resource processing development applications. We believe that this would not be consistent with the local area objectives.”*

The planning scheme provides a current opportunity for inclusion of resource processing uses on land assigned to the General industrial zone. The application does not alter the enabling provisions of the BIPS 2013, and therefore, if granted, does not of itself facilitate possibility for other resource processing activity.

The representation does not detail what is meant by *“the long-term business proposal for the area”*; or why it should be otherwise that intended by the BIPS 2013 under the applicable provisions for use in a General Industrial zone.

The application must be determined having regard only for whether it is consistent to zone intention and capable of minimising impacts which go beyond the outcomes anticipated by the Scheme.

No evidence is provided on how the long-term business proposals for the area may be affected.

- b) *“Property and business owners in our area believe that the proposed use of fencing will not protect or diminish the noise made, specifically the grinding machines, or the smell of the seaweed especially in the winter months. As there are numerous sporting clubs and business, including a family day care, Leighlands Christian School, and residents in this area we do not believe this to be substantial solution or protection of the zone.”*

The application contains no reference to development of a fence intended to buffer noise and odour emissions.

There is no requirement in the BIPS 2013 to fence the site.

There is no information in the representation to establish the likely level of noise or the nature of odours which may be emitted from the site

The desired future character statements in the general industrial zone unreservedly state that use on industrial land is likely to include activities which may conflict with or impact amenity of use on land external to the industrial zone boundary by reason of emission to air, land or water of noise and odour.

Irrespective of this, the applicant has provided clarification on the matter or noise and smell in association with the proposed use on site, as follows –

The noisiest machinery used is said to be a shredder. The applicants state *“We estimate this would operate at most 1-2 hours a week. The noise generated would be less than your average lawn mower. We would take steps to undertake the process inside the shed with the door down to assist in minimising any potential nuisance. The stirrers in tanks are not noisy, perhaps half the volume of your average front loader*

washing machine. Operations will be kept to business hours 8:30am – 5:00pm, with safe workplace noise limits adhered to.”

The smell from seaweed is described by the applicant to be *“a natural beach smell, not dissimilar to that already smelt at that location due to the proximity to the sea/beach. We anticipate the smell would only be detectable within the boundaries of the premises. The onshore breeze would easily dissipate any smell before reaching nearby residential houses that are located in the industrial zone.”* The strong odour sometimes associated with large deposits of seaweed on a beach result from decomposition of the material, and is not present in fresh seaweed.

The existing residents and any family day care facilities within the General Industrial zone are existing non-conforming uses. Existing non-conforming uses are not afforded any protection or right of protection other than for the normal standards of risk management imposed by other regulation against use and development that is permissible within the zone.

The existing showground is approximately 200m to the north of the site, and Leighlands Christian School is approximately 300m to the east of the site.

- c) *“We do believe in business growth for the area but strongly suggest that the negative impact this development could potentially have out ways its positive economic values. The business and area development to Wivenhoe’s shopping and dining businesses within its new parking will be impacted.”*

No evidence is provided on the negative impact the proposed use could have on the Wivenhoe shopping area and its parking.

The existing on-site parking arrangements for 14 spaces exceed the applicable requirement in Code E9 for 10 spaces.

The representation does not explain relevance of the permit application to the Wivenhoe shopping area which is sited approximately 400m to the north.

- d) *“With Wivenhoe having the potential for being a windy area there can be no guarantee of unpleasant smell. The noise and smell will also impact house and business price potential in the area leaving investors and residents in the area with financial hardship in future.”*

The desired future character statement in the general industrial zone specifically acknowledge and accept use on industrial land is likely to include activity that conflicts with or impacts amenity of use on land both within and external to the industrial zone boundary by reason of emission to air, land or water of noise and odour.

The effect of wind is generally to disperse and dilute the intensity of odour.

The actual or perceived impact on property values is not a relevant consideration for determining a permit application.

Conclusion

For the reasons listed above, it can be concluded that there is no regulatory reason to withhold grant of planning permit.

The matters in the representation are relevant to but of no consequence for the decision required of the planning authority.

A permit must be granted if the planning authority is satisfied the proposed use is consistent to zone purpose, objectives and any applicable desired future character statements, and will not have an adverse impact which exceeds that foreseen and described by the scheme.

External Referral

The permit application was referred to TasWater on the 21 November 2017.

TasWater requested additional information on 27 November 2017; and the applicant provided such information to TasWater on 29 November 2017.

TasWater has seven (7) days in which to advise whether the information is unsatisfactory; and if satisfied, a further seven (7) days to impose any conditions necessary.

TasWater has not provided any further response, and subsequently there are no conditions imposed by TasWater on any permit that may be granted.

Grant of a conditional permit is recommended.

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 in consultation with all relevant staff of the Burnie City Council.

ATTACHMENTS

1. Application and supporting documents
2. Representation
3. Extension of Time

COUNCIL RESOLUTION

Resolution number: MO023-18

MOVED: Ald K Dorsey

SECONDED: Ald R Bentley

“THAT Council determine:-

- (a) *The representation made in regard to Permit Application DA 2017/104 does not contains matters of merit on which the planning authority may justify a decision to refuse the grant of a permit;*
- (b) *In accordance with Section 51 and Section 57 of the Land Use Planning and Approvals Act 1993 and pursuant to clause 8.8 and 8.10 of the Burnie Interim Planning Scheme 2013, that a permit be granted for a Resource Processing use (Seaweed Processing and Distribution) on land described in CT 74415/1 & CT 63074/6 and known as 18 Anglesea Street, subject to the following conditions:-*

Nature of Approval

1. *That the use is to proceed and be maintained generally in accordance with the descriptions, commitments and recommendations contained in the following documents, copies of which are attached and endorsed to be documents forming part of this Permit:-*

- (a) *Site plan (hand drawn), provided by the applicant*
(b) *Site plan and parking plan (drawn to scale), provided by the applicant*
(c) *Full description of the use, provided by the applicant*
(d) *Statement addressing the relevant discretions, provided by the applicant*

Operating and Management Constraints

Nil.

Notes

It is the responsibility of the Permit holder to:-

- a) *identify the correct boundaries of the land and to ensure the structures will be located where approved;*
b) *cover all costs associated with the provision and construction of access to the site and with the connection of utilities;*
c) *take all reasonable measures to locate and protect any public utility installation within the land or in the vicinity of works, and to make good any*

damage which may occur.

In this regard no use is to be made of a public road for the loading, unloading, storage or handling of goods and materials without the prior approval of the Burnie City Council.


The Permit holder must ensure reasonable measures are in place to avoid the tracking of mud and debris from the site onto a public road; and to immediately remove and clean up any mud or debris which may inadvertently be carried onto a road; and

- e) identify the need for and obtain all other permits or approvals which may be required by the law of Tasmania in relation to the conduct of the use and the carrying out of development on the land.”*

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

BURNIE CITY COUNCIL PO Box 973, BURNIE, TASMANIA 7320. Ph : (03) 6430 5700 Fax : (03) 6431 6840 Email : burnie@burnie.net	 BURNIE CITY COUNCIL
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Land Use Planning and Approvals Act 1993

Burnie Interim Planning Scheme 2013

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	<input type="text" value="Ultra Grow Pty Ltd"/>	Second Name	<input type="text"/>
Surname	<input type="text" value="James Young"/>	NAR No.	<input type="text"/>



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

First Name	<input type="text" value="ALC Holding Pty Ltd"/>	Second Name	<input type="text"/>
Surname	<input type="text" value="Alex Cilmi"/>	NAR No.	<input type="text"/>



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 8.2 Burnie Interim Planning Scheme 2013 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 8.1 Burnie Interim Planning Scheme 2013 prescribes the minimum information that is necessary in order to complete a valid permit application.

S54 *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 Burnie Interim Planning Scheme 2013, 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 Burnie Interim Planning Scheme 2013.

The application is to identify by reference the clauses it relies upon to demonstrate compliance. (eg clause 10.4.3 (A1 – AA4, 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:	Seaweed processing and distribution of agricultural products	
Use Class	Resource processing	
Documents included with the permit application to describe the Use		
<p>Photos of eradicate stock storage Photos of dried seaweed storage Photo's of fresh seaweed in vegie bins and on racks Photo's of seaweed shredding Vehicle storage</p> <p>Supporting documents - Copy of DIPWE licences to collect marine plant J Young, C Young, S Harris</p>		
Proposed Development		
Use class to which the development applies		
Documents included with the permit application to describe the Development		
THERE IS NO NEW PROPOSED DEVELOPMENT, ONLY CHANGE OF PERMITTED USE		
Provisions and Standards relied upon for grant of a Permit		
<p>See 25.3.1 - refer statement addressing relevant discretions</p> <p>See 25.2 - Use Table "resources processing" is a discretionary use with no qualification.</p>		

Value of use and/or development

Notification of Landowner/s

If land is not in applicant's ownership

I, James Young, 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 14/11/17

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, James Young, 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 14/11/17

Office use only



**RESULT OF SEARCH**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

SEARCH OF TORRENS TITLE

VOLUME 63074	FOLIO 6
EDITION 6	DATE OF ISSUE 19-Aug-2015

SEARCH DATE : 25-Sep-2017

SEARCH TIME : 02.03 PM

DESCRIPTION OF LAND

City of BURNIE

Lot 6 on Sealed Plan 63074 (formerly being SP2083)

(Formerly Lots 1 & 5 on Sealed Plan 63074)

Derivation : Part of Lot 3 (Sec.) Gtd. to G F Grubb

Prior CT 2573/45

SCHEDULE 1C741537 TRANSFER to ALC HOLDINGS PTY LTD Registered
18-Jul-2007 at 12.02 PMSCHEDULE 2

Reservations and conditions in the Crown Grant if any

SP 1627 EASEMENTS in Schedule of Easements

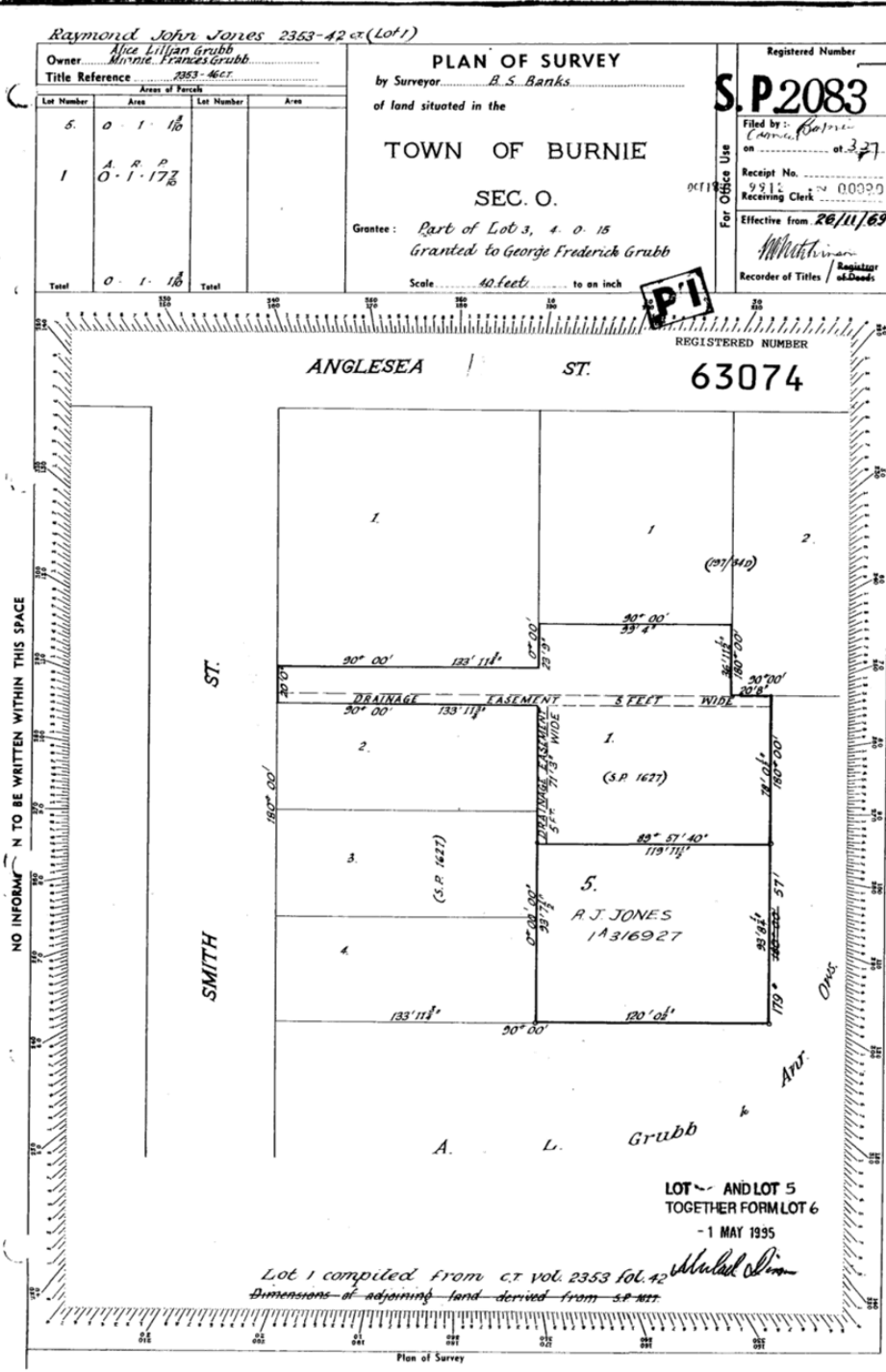
SP 1627 FENCING CONDITION in Transfer

E11279 MORTGAGE to Westpac Banking Corporation Registered
19-Aug-2015 at 12.01 PMUNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



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



**RESULT OF SEARCH**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

SEARCH OF TORRENS TITLE

VOLUME 74415	FOLIO 1
EDITION 8	DATE OF ISSUE 19-Aug-2015

SEARCH DATE : 25-Sep-2017

SEARCH TIME : 01.55 PM

DESCRIPTION OF LAND

City of BURNIE

Lot 1 on Diagram 74415 (formerly being 197-34D)

Derivation : Lot 4 Section O Gtd to E F J Aldred

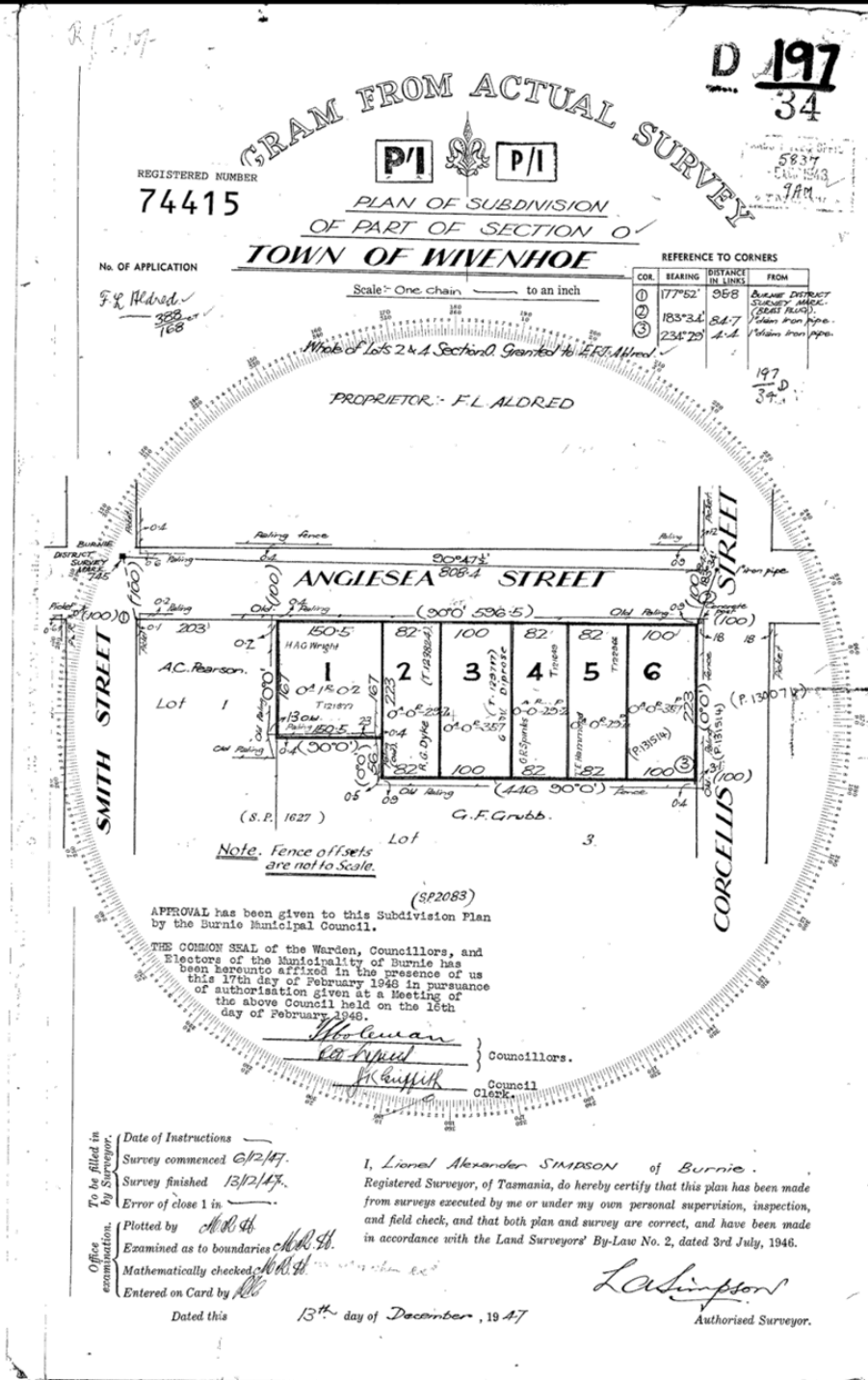
Prior CT 2341/17

SCHEDULE 1C741537 TRANSFER to ALC HOLDINGS PTY LTD Registered
18-Jul-2007 at 12.02 PMSCHEDULE 2Reservations and conditions in the Crown Grant if any
121877 FENCING CONDITION in TransferUNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



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



Fresh kelp arriving for processing in vegie bins



Fresh kelp drying on racks



Fresh kelp being shredded



Seaweed Stock storage - Similar to this photo of our Campbellfield factory



Eradicate snail pellets in storage similar to this photo of our Campbellfield factory



Vehicle storage in shed



TASMANIA

Living Marine Resources Management Act 1995

FISHING LICENCE
AND FISHING CERTIFICATELicence
HolderMR JAMES YOUNG
DIAMOND CREEK VIC 3089Certificate: T556091
Client Id: 100366
Page: 1 of 2
Transaction Id: 7087837
Transaction Date: 24/08/2017 10:08:06
Description: Renew/Grant Licence

LICENCES ENDORSED ON THIS CERTIFICATE:

Licence(s) valid from 1 September 2017 until 31 August 2018

Fishing licence (marine plant) - Entitlement number 2

Valid from 1 September 2017 until 31 August 2018

The holder must display a copy of this document at or near the windscreen of the collection vehicle during collection periods.

Note that cast bull kelp is defined as bull kelp no longer attached to the bottom or no longer in the water. This fishing licence (marine plant) does not authorise the holder to take seaweed that is attached to the bottom or in the water.

HARVEST LOCATION Bluff Point to Temma

Area between 250m north and 750m south of the bridge in the centre of Trial Harbor Settlement.

This fishing licence (marine plant) only authorises the holder to take and sell cast bull kelp (*Durvillaea potatorum*) at the harvest locations specified on this licence.

It is a condition of this licence that the holder must not enter public or private property without the prior approval of the manager or owner of that property. It is a condition of this licence that the holder must abide with an agreement between the holder and the manager or owner of the property.

This licence is also subject to the conditions specified in the Schedule attached.

Note: This certificate may contain details that have varied from the certificate/s on which these licence/s previously appeared.
This document has been prepared in the Dept. of Primary Industries, Parks, Water and Environment for or on behalf of the Minister for Primary Industries and Water, Tasmania

TASMANIA

Living Marine Resources Management Act 1995

FISHING LICENCE
AND FISHING CERTIFICATE

Licence Holder	MR STEPHEN HARRIS [REDACTED] DIAMOND CREEK VIC 3089
----------------	-----------------------------------------------------------

Certificate: T556094
Client Id: 214290
Page: 1 of 2
Transaction Id: 7089147
Transaction Date: 24/08/2017 10:32:30
Description: Renew/Grant Licence

LICENCES ENDORSED ON THIS CERTIFICATE:

Licence(s) valid from 1 September 2017 until 31 August 2018

Fishing licence (marine plant) - Entitlement number 4

Valid from 1 September 2017 until 31 August 2018

This fishing licence (marine plant) only authorises the holder to take and sell cast bull kelp (*Durvillaea potatorum*) at the harvest locations specified on this licence.

The holder must display a copy of this document at or near the windscreen of the collection vehicle during collection periods.

Note that cast bull kelp is defined as bull kelp no longer attached to the bottom or no longer in the water. This fishing licence (marine plant) does not authorise the holder to take seaweed that is attached to the bottom or in the water.

HARVEST LOCATION

Area between 250 north nad 750 south of the bridge in the centre of Trial Harbour Settlement.

It is a condition of this licence that the holder must not enter public or private property without the prior approval of the manager or owner of that property. It is a condition of this licence that the holder must abide with an agreement between the holder and the manager or owner of the property.

This licence is also subject to the conditions specified in the Schedule attached.

Note: This certificate may contain details that have varied from the certificate/s on which these licence/s previously appeared.
This document has been prepared in the Dept. of Primary Industries, Parks, Water and Environment for or on behalf of the Minister for Primary Industries and Water, Tasmania

TASMANIA

Living Marine Resources Management Act 1995

FISHING LICENCE
AND FISHING CERTIFICATELicence
Holder

MR COLIN LESLIE YOUNG
WATTLE GLEN VIC 3096

Certificate: T556092
 Client Id: 113872
 Page: 1 of 2
 Transaction Id: 7089064
 Transaction Date: 24/08/2017 10:22:52
 Description: Renew/Grant Licence

LICENCES ENDORSED ON THIS CERTIFICATE:

Licence(s) valid from 1 September 2017 until 31 August 2018

Fishing licence (marine plant) - Entitlement number 3

Valid from 1 September 2017 until 31 August 2018

HARVEST LOCATION

Area between 250m north and 750m south of the bridge in the centre of Trial Harbour Settlement.

This fishing licence (marine plant) only authorises the holder to take and sell cast bull kelp (*Durvillaea potatorum*) at the harvest locations specified on this licence.

The holder must display a copy of this document at or near the windscreen of the collection vehicle during collection periods.

Note that cast bull kelp is defined as bull kelp no longer attached to the bottom or no longer in the water. This fishing licence (marine plant) does not authorise the holder to take bull kelp that is attached to the bottom or in the water.

It is a condition of this licence that the holder must not enter public or private property without the prior approval of the manager or owner of that property. It is a condition of this licence that the holder must abide with an agreement between the holder and the manager or owner of the property.

This licence is also subject to the conditions specified in the Schedule attached.

Note: This certificate may contain details that have varied from the certificate/s on which these licence/s previously appeared.
 This document has been prepared in the Dept. of Primary Industries, Parks, Water and Environment for or on behalf of the Minister for Primary Industries and Water, Tasmania

C - FULL DESCRIPTION OF THE USE

As per definition provided in Table 8.2 – Use classes (Burnie Interim Planning Scheme 2013) we wish to apply for change of use to:

Resource Processing – use of land for treating, processing or packing plant or animal resources. Examples include an abattoir, animal saleyard, cheese factory, fish processing, milk processing, winery and sawmilling.

In our case the Resource Processing would be characterised by the processing or packing storm cast seaweed for use in making seaweed based agricultural products. (refer to attached product brochure for product examples). This processing and packaging consists of receiving collected seaweed, shredding or grinding the seaweed and bagging for transportation. It may also involve turning into a liquid for transportation.

We are duly authorised to collect cast seaweed under a licence with the Department of Primary Industries, Parks, Water & Environment (Tas).

D - STATEMENT ADDRESSING THE RELEVANT DISCRETIONS

The site is currently zoned General Industrial. Our request to change permitted use to "Resource Processing" is discretionary in this zone and requires us to demonstrate compliance against clause 25.3.1 (P1).

25.3.1 Discretionary Permit Use

Objective: Use that is a discretionary use in this zone is to minimise likely adverse impact on use on any other land.

Performance Criteria: (P1)	How we meet this requirement
a) Be consistent with the local area objectives:	The local area objectives for the zone the property is currently under (General Industrial Zone), are listed below. Our operations will contribute to the strategic advantage of clustering general industrial business, as we will make use of efficient access for freight and use of complimentary industrial services in the area. Similar to industrial activity our resource processing tasks require separation from other use, residential etc. Our operations are not of a general retail and hire, bulky goods sales, large format retail, community meeting/entertainment or sports/recreation nature, and as such does not displace availability of land for industrial use.
b) Be consistent with any applicable desired future character statement for the zone; and	Our operations on this site are serviced by a site of sufficient size that readily accommodates all buildings and proposed activity. Frontage and vehicle access will be maintained in its current format, as will style of building and floor area. All operations will be conducted within the fenced area of the property, in order to minimise impact on life or property, human health or the biophysical environment around the site.
c) Minimise likely adverse impact for existing and potential:- i. Manufacturing, processing, service, repair, storage, and transport activities within the zone boundaries; and	The change in permitted use to resource processing will not adversely impact existing manufacturing, processing, service, repair, storage and transport activities within the zone. These existing or future activities will potentially benefit from our use of their services.
ii. Use on land beyond the boundaries of the zone.	The site is well within the general industrial zone and is not on the fringe where there would be the potential to have any adverse impact on land beyond the boundaries of the zone. Our operations are of a manufacturing and processing nature which is very similar to that of the general industrial zone.

25.1.2 Local Area Objectives

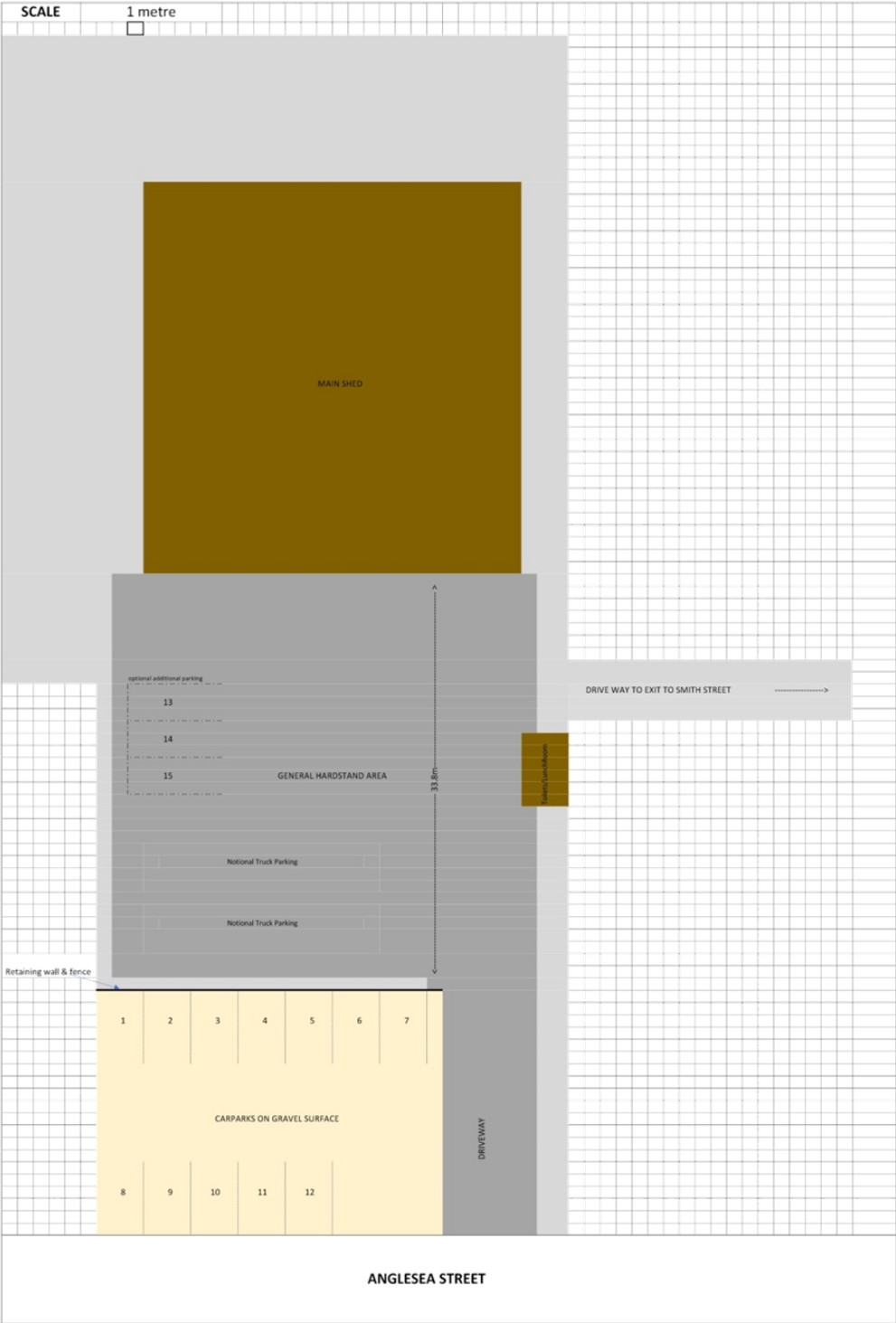
Local Area Objectives	Implementation Strategy
<p>(a) General industrial use is clustered into one or more locations with strategic advantage for industrial activity resulting from availability of suitable land, efficient access for freight transport and adequate provision for utilities;</p> <p>(b) Provide for industry that requires separation from other use due to likelihood for conflict and impact to extend beyond the zone boundary.</p> <p>(c) Restrict use that competes for and displaces availability of land for industrial use, including general retail and hire, bulky goods sales, large format retail, community meeting and entertainment, and sports and recreation.</p>	<p>Implementation is in accordance with the requirement in Clause 8.10.2 to have regard to the purpose of the zone in determining a permit for a discretionary use.</p>

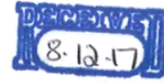
25.1.3 Desired Future Character Statements

Desired Future Character Statements	Implementation Strategy
<p>(a) Use or development for general industry -</p> <ul style="list-style-type: none"> (i) is to occur on a site of sufficient size to fully accommodate all buildings and external activity areas; (ii) is to create a site with well-defined frontage access; (iii) typically provide utilitarian industrial style buildings and structures of large floor area and bulk; (iv) may include expansive hard-seal and illuminated parking and loading areas and areas for the display, storage and handling of goods and materials exposed to view from a road internal to the industrial estate ; and (v) may include an activity, process, good, material, product or plant that if undertaken, operated, handled, or stored in accordance with all measures to minimise impact could create likely risk to human health, life or property, or to the biophysical environment <p>(b) Use on industrial land is likely to include activities that conflict with or impact on the amenity of use on land external to the industrial zone boundary by reason of -</p> <ul style="list-style-type: none"> (i) emission to air, land or water of light, noise, odour, particulates, radiation or vibration; (ii) hours of operation; (iii) level of freight transport activity; or (iv) visual prominence of buildings, structures and external activity areas 	<p>Implementation is in accordance with the requirement in Clause 8.10.2 to have regard to the purpose of the zone in determining a permit for a discretionary use.</p>

33 Smith St WIVENHOE







Natalie Barker
39A Smith Street
Wivenhoe, TAS 7320
0438370719
nat@frenchsbuidingsrvices.com

December 7, 2017

Andrew Wardlaw
General Manager
Burnie City Council,
PO Box 973
Burnie TAS 7320

Dear Andrew Wardlaw

RE: DA 2017/104, 18 Anglesea Street, Wivenhoe – CT 74415/1 & CT 63074/6

I am a business and property owner in Burnie and have concerns in relation to the change of land use application, DA 2017/104, at 18 Anglesea Street Wivenhoe.

I am aware that a decision will be made after December 11, 2017. There are residents and Businesses in their area, including myself, that disagree with several aspects of the application.

Firstly, the change to resource processing and its definition are a concern. Its approval will affect the long-term business proposals for the area, including the development of abattoirs, fish processing or other resource processing development applications. We believe that this would not be consistent with the local area objectives.

Property and business owners in our area believe that the proposed use of fencing will not protect or diminish the noise made, specifically the grinding machines, or the smell of the seaweed especially in the winter months. As there are numerous sporting clubs and business, including a family day care, Leighlands Christian School, and residents in this area we do not believe this to be substantial solution or protection of the Zone.

We do believe in business growth for the area but strongly suggest that the negative impact this development could potentially have out ways its positive economic values. The business and area development to Wivenhoe's shopping and dining businesses with its new parking will be impacted.

With Wivenhoe having the potential for being a windy area there can be no guarantee of unpleasant smell. The noise and smell will also impact house and business price potential in the area leaving investors and residents in the area with financial hardship in the future.

Community members and myself have spoken to various people in relation to the industry including employees and business owners, and we believe our argument to be credible.

We are aware of a similar development on the north-west coast that was required to develop at an alternate location due to similar community concerns that were found to be credible.








We strongly agree as a community that this permit be denied for the above argument.

Sincerely,



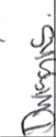


















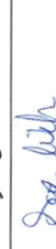

Natalie Barker

Petition to disallow land use permit for seaweed processing plant

Petition summary and background	Proposed land use permit for seaweed processing plant. We believe that smell and noise and the potential for similar permits to be obtained for the area (for example, fish processing plants, abattoirs, etc.) will have a negative impact for dining and shops, residents, family day care, school, sporting events and housing prices in the area.			
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to decline the application			
Printed Name/Business	Signature	Address	Comment	Date
Briony Chilcott		22 Main Rd Wivenhoe		4/12/17
Robbie Hayward		114 Old Survey Rd		4/12/17
Michelle Scolyer		9 McAra Pl. Burnie		4/12/17
Denni Buchalk		22 main road Wivenhoe		4/12/17
Tiffany Morley		21 Sampson st Hilkrest		4/12/17
Kelly Lawrence		7 Bass Hwy Chasm		4.12.17
Mari Smith		215 upper redbone rd		6.12.17

Petition to disallow land use permit for seaweed processing plant

Petition summary and background	Proposed land use permit for seaweed processing plant. We believe that smell and noise and the potential for similar permits to be obtained for the area (for example, fish processing plants, abattoirs, etc.) will have a negative impact for dining and shops, residents, family day care, school, sporting events and housing prices in the area.			
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to decline the application			
Printed Name/Business	Signature	Address	Comment	Date
Kris Garret		13 Smith St	-	5/12
Samantha Crack		9 Smith St	we dont want it!	5/12/17
Daniel Wiggins		7 Smith	-	5/12/17
Jody Warner		14 Corcellis St.		5/12/17
G. TEWANT		27 Corcellis St		5-12-17
L. HIRD		28 Corcellis St		5/12/17
N GEE		30 Corcellis St.		5/12/17
MALCOLM DUNN		31 Corcellis St		5/12/17
SILVIA CARREZ		26 Angelsea St	Dont want it!	5/12/17
Mark Carpenter		26 Angelsea St	Dont want it	5-12-17
William Carpenter		26 Angelsea St	"	5-12-17
Lewis Burbury		27 Angelsea Street		5-12-17

Printed Name/Business	Signature	Address	Comment	Date
Natalie Whitehead		39 Smith Street, Wivenhoe	Don't want it	7/12/17
Sonya Lyons		9 Angelsea Street, Wivenhoe	DEFINITELY NOT!!	7-12-17
STEVE PYKE		9 ANGLESEA ST WIVENHOE	X ? NO WAY	7-12-17
MAX HILLIER		20 PROGLESEA ST. WIDGOWAY	DON'T WANT IT	7-12-17
Katrina Whitehead		39 Smith Street Wivenhoe	Don't want it!!	7-12-17
Natalie Barker		245 ironcliffe rd peng	NO THANK YOU	8-12-17
Chris Barker		39 A Smith st Wivenhoe	I think this will have a negative impact on the surrounding houses.	8-12-17
LEIGH GOOD		HALE ST		8-12-17
Gaye Wilson		mant st.	This will impact on surrounding properties	8/12/17

PLEASE QUOTE

Your Ref:

Our Ref:

Enquiries

80 Wilson Street, Burnie Tasmania
PO Box 973, Burnie TAS 7320

ABN: 29 846 979 690
Phone: (03) 6430 5700
Email: burnie@burnie.net
Web: www.burnie.net

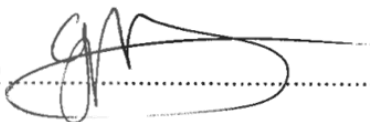
We value your feedback on our service.
Tell us about it at www.burnie.net/feedback



AGREEMENT FOR AN EXTENSION OF TIME

Pursuant to Clause 57(6A) of the *Land Use Planning and Approvals Act 1993*

I, James Young, as a representative of the Ultra Grow Pty Ltd,
agree to an extension of time until Friday 2 February 2018 for determination of permit
application DA 2017/104 at 18 Anglesea Street WIVENHOE.

Signed 

Date: 18/12/17

PLANNING AUTHORITY**AO014-18 LAND USE PLANNING
BURNIE INTERIM PLANNING SCHEME 2013
PERMIT APPLICATION DA 2017/65
APARTMENTS (X 10) INCLUDING DEMOLITION OF EXISTING
DWELLING TO FACILITATE PARKING
234-236 MOUNT STREET AND 1 JOHNSON STREET, UPPER BURNIE****FILE NO: 6144486****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	5	A NATURAL AND BUILT ENVIRONMENT THAT IS RESPECTED AND CARED FOR
Objective	5.5	A built environment that is valued, reflects our past and embraces our future.
Strategy	5.5.1	Ensure the use and development of land enables communities to provide for their social, economic and cultural well-being and for their health and safety, while maintaining the potential for land to meet reasonably foreseeable needs, without risk to the life supporting capacity of land, air and water.

1.0 RECOMMENDATION:

“THAT Council in its capacity as a planning authority determine in accordance with section 57 Land Use Planning and Approvals Act 1993 and clause 8.8 of the Burnie Interim Planning Scheme 2013 to REFUSE grant of a permit for Residential use and redevelopment of the first and second floors of an existing building located on land described in CT 104208/1, CT 104209/1 and demolition of an existing single dwelling and construction of an associated car park on land described in CT 197919/1 and known as 234-236 Mount Street and 1 Johnson Street, UPPER BURNIE to create 10 x dwellings for the reason –

- a) the development does not include provision of private open space for each dwelling which is sufficient to meet the reasonable private and communal needs of residents for garden, recreation, service and storage purposes in accordance with clause 20.4.4 in that there will be limited balcony area available to each dwelling and no provision for communal private open space or storage areas, including for clothes drying and waste purposes; and no ready access to alternate private or public open space on adjacent land in the locality ; and***
- b) the development does not make arrangements in accordance with the requirements in clause E9.5.1 for the provision of parking which is of an adequate and appropriate number to satisfy requirements for new residential use and which is sufficient to avoid likely impact for use or development on other land in the locality in that the number of proposed on-site spaces will not accommodate predicted need, and there is no identified available alternative parking arrangement.”***

2.0 SUMMARY

A permit application has been made for the redevelopment on the first and second floor in an existing commercial building at 234-236 Mount Street for a Residential use contained in a multiple dwelling development comprised of ten dwellings in an apartment configuration, and the demolition of an existing single dwelling on land at 1 Johnson Street to provide for vehicular parking.

The land is located within the Local Business zone under the *Burnie Interim Planning Scheme 2013* which requires a permit for Residential use.

The planning authority must determine whether it is satisfied the proposed use and development complies with the applicable performance criteria in relation to arrangements for the provision of parking and private open space.

The application was notified, and a period of public exhibition provided from 13 December 2017 until 5 January 2018 in accordance with the requirements in s57 *Land Use Planning and Approvals Act 1993*. One (1) representation was received objecting on grounds of traffic movement and on-street parking which are matters relevant to the decision required of the planning authority.

A recommendation is made to refuse grant of a permit for reasons that the application does not adequately address the relevant criteria in relation to provision of private open space and for car parking arrangements.

3.0 BACKGROUND

The land to which the application refers comprises three titles with a total site area of 1,192m² as shown by heavy edging on the map below.

The site comprises –

- 825m² described on CT 104208/1 and CT 104209/1 located on the southwestern corner of Mount Street and Pine Avenue, Upper Burnie which contains an existing three storey commercial building constructed in the 1974; and
- 367m² described by CT 197919/1 located to the west of the commercial building site and a frontage to Johnson Street on which there is an existing free-standing cottage

The upper two floors of the commercial building are understood to have been vacant for several years. Any continuing existing rights for prior use within the General retail and hire use class must be assumed to have been extinguished by the passage of time in accordance with section 12 *Land Use Planning and Approvals Act 1993*.

Any new use of the upper two floors of the building must comply with the applicable provisions of the current planning scheme.

The proposal is to –

- a) redevelop the first and second floors as multiple dwellings to provide a total of ten “long term units” consisting of 2 x 3 bedroom and 8 x 2 bedroom dwellings;
- b) demolish the existing cottage and utilise the site to assist in provision of car parking facilities to service the dwellings; and
- c) provide a total of 12 x on-site car parking spaces at ground level accessed from Johnson Street

The application indicates an intended continuing retail use for the ground floor of the existing building.



Image 1: The subject site indicating the zoning and surrounding zones

4.0 LEGISLATIVE REQUIREMENTS

The following legislation applies to the use of the land:-

The permit application seeks grant of a permit under the *Land Use Planning and Approvals Act 1993* to undertake a change of use in accordance with the requirements contained in the *Burnie Interim Planning Scheme 2013*.

a) *Land Use Planning and Approvals Act 1993*

The Act establishes –

- i. in s 51 - requirements for making a valid application if a permit is required by a planning scheme;
- ii. in s 54 - process for a planning authority to request additional information to complete a permit application;
- iii. in s 57 – the period within which a decision must be made on a permit application is 42-days; and in s 59, the process that is to be followed if a decision is not made within that period;
- iv. in s 57 - process for notifying and publicly exhibiting an application if the grant of a permit is discretionary;
- v. in s 51 - matters to be taken into consideration when determining a permit application, including the objectives for the land use planning system, the applicable provisions of a planning scheme, and the matters in any representation received if s 57 applies;
- vi. in s 57 - power to refuse or grant a permit and to include conditions on a permit if granted; and
- vii. in s 61 - opportunity for the applicant or for any person who has made a representation to appeal the decision of a planning authority on a permit application.

b) *Burnie Interim Planning Scheme 2013*

A planning scheme contains the purpose, outcomes, and compliance tests which are applicable for use or development of land, and establishes whether a permit is required.

Clause 8.1 requires an application must provide sufficient information to detail the locality and to fully describe the proposed use or development and the manner in which it will operate. Such information must be sufficient to allow the planning authority can be satisfied that the proposed use or development will comply with any relevant standards and purpose statements in the zone and code standards applicable to the use or development.

The land in CT 104208/1, CT 104209/1 and CT 197919/1 is assigned to the Local Business zone. Purpose of the zone is “to provide for business, professional and retail

services which meet the convenience needs of a local area” by “offering a mix of convenience services of a type and scale appropriate to satisfy daily routine requirements of the immediate resident population and visitors to the locality”.

The proposed Residential use and multiple dwelling development are within the Residential use class.

Residential use is permitted and requires a permit if located on a floor above road or pedestrian level or to the rear of active frontage.

The Scheme contains applicable development standards –

- i. in clause 20.4.1 for suitability of a site for use;
- ii. in clause 20.4.2 for location and configuration of a building
- iii. in clause 20.4.3 for visual and acoustic privacy for residential use;
- iv. in clause 20.4.4 for private open space for residential use;
- v. in clause 20.4.5 for setback of development from a zone boundary;
- vi. in clause E9.5.1 for provision of parking

The application relies on performance criteria in –

- a) clause 20.4.2 for location of car parking within between the frontage to Johnson Street and the front elevation of the building;
- b) clause 20.4.4 in relation to provision for private open space to each dwelling; and
- c) clause E9.5.1 in relation to the number of car parking spaces provided to service the use

A planning authority must determine whether to refuse or grant a permit in relation to the matters on which the application relies on performance criteria.

5.0 POLICY CONSIDERATIONS

There is no policy consideration associated with the determination of a permit application.

A planning authority must limit its consideration to whether the information provided with the permit application allows it can be satisfied that there will be compliance to the applicable standards and relevant criteria as prescribed in the planning scheme.

The strategic or policy matters which may 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.

6.0 FINANCIAL IMPACT

There are no financial impacts directly associated with the requirement for a planning authority to make a decision on whether a permit application is in compliance to the applicable provisions of a planning scheme.

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 an appeals tribunal decides that the planning authority did not act appropriately in relation to the issues or processes relevant to determining the permit application.

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

7.0 DISCUSSION

The permit application information provides only a basic description of the proposed use and development by reliance on drawings and the traffic impact assessment. Other than for E9.5.1, the application does not specifically identify or address any of the applicable requirements of the Burnie Interim Planning Scheme 2013 which must be relied upon for a permit decision.

It is open to the planning authority to refuse grant of permit for the reason the application does not provide sufficient information to allow certainty for the permit pathway relied upon in relation to all applicable standards.

On analysis the information demonstrates compliance to the acceptable solution criteria in relation to the matters in clause 20.4.1, 20.4.3, and 20.4.5. There is no requirement for the planning authority to further consider these provisions.

By deduction, the application relies on performance criteria in relation to the applicable standards in clause 20.4.2 P2, 20.4.4 P1; and expressly indicates an intention to rely on performance criteria E9.5.1 P1.

Performance criteria provide the relevant considerations on which to determine whether a proposed development will meet the objective for the standard. Performance criteria are an alternative to and must be considered independently of any corresponding acceptable solution criteria. The Resource Management and Planning Appeals Tribunal has established *“Once the Acceptable Solution is abandoned as the applicable standard, its terms have no further work to do. Its terms do not inform the operation of the performance criterion.”*

The planning authority must determine on the information provided whether it is satisfied the proposed use and development will comply with the relevant standards and criteria in clause 20.4.2 P2, 20.4.4 P1 and E9.5.1 P1, and with the purpose statements for Code E9 - Traffic Generating Use and Parking, as applicable to the use or development.

If the planning authority is satisfied the intention of the standard will be satisfied on the relevant performance criteria for each standard, it must grant a permit. If the planning authority is not so satisfied on one or more of the relevant standards, it must refuse grant of a permit.

It is not the role of a planning authority to construct a case for compliance or to augment deficiencies in the information provided with a permit application. An application must be determined on the information it contains.

The following address the three standards on which the application must rely on performance criteria.

It must be noted the analysis in relation to 20.4.2 P2 and 20.4.4 P1 is not assisted by any material provided within the permit application other than the application drawings which represent what is to occur but which provide no reference to criteria for compliance.

20.4.2 - Location and configuration of development

The proposed development cannot satisfy the acceptable solution in 20.4.2 A2 in that sheet T/P 1 of the application drawings dated 17.07.2017 indicate an external car parking area at ground level which will not be *“located behind the primary frontage elevation of a building”*.

The planning scheme defines the *“primary frontage”* to mean, where there are 2 or more frontages, the frontage with the shortest dimensions measured parallel to the road irrespective of minor deviations and corner truncations.

The frontage dimension for each of the three lots comprising the development site is 14.56m.

The application must be determined for compliance to 20.4.2 P2.

The planning authority must be satisfied the location of car parking between the western elevation of the existing building and the frontage to Johnson Street will *“provide for the facade of a building to remain the dominant architectural or visual element to the frontage, and assist to attenuate likely impact on amenity of use on adjacent land.*

The relevant considerations are stated in P2 to be –

An external car parking and loading area, and any area for the display, handling, or storage of goods, materials or waste, must –

- (a) not dominate the architectural or visual frontage of the site;*
- (b) be consistent with the streetscape;*
- (c) be required by a constraint imposed by size, shape, slope, orientation, and topography on development of the site; and*
- (d) provide durable screening to attenuate appearance of the parking or loading area from a frontage*

and adjacent land.

An assessment of the application drawings and the locality suggest the proposed external car parking –

- (a) demolition of the existing cottage will expose more of the existing commercial building to view; however, the upper portion of the building has always been part of the visual presentation in that it is visible over the existing cottage;
- (b) will not dominate the architectural frontage of the site as it is on open ground level space within which there is to be no structure or building;
- (c) will be visual as a hard sealed area differentially occupied in time and number by stationary motor vehicles;
- (d) will be back dropped and dominated by the visual mass of the existing three-storey building;
- (e) will be relatively consistent with site characteristics within 100m in which there are a number of external ground level car park areas with the frontage elevation of buildings
- (f) is constraint by available land area and the existing building in terms of opportunity to be located elsewhere within the site; and
- (g) low vegetation (500mm) will be planted across the frontage either side of the access driveway to soften appearance

These observations allow that proposed location of the parking area will retain the existing building as the dominant architectural and visual element in the frontage to Johnson Street, and will not be at odds with the factors on adjacent sites which contribute to existing amenity of the locality.

20.4.4 - Private open space for residential use

The proposed development cannot satisfy the acceptable solution in 20.4.4 A1 in that while the application drawings T/P3 and T/P 4 dated 17.07.17 indicate each dwelling will be provided with a private balcony for open space purpose, the area of each balcony does not have the required minimum area of 25m².

The proposed balcony open space as shown on the relevant drawings is –

Apartment 1 – 7.2m 3.17m = 22.824m²

Apartment 2 – 6.2m 3.17m = 19.654m²

Apartment 3 – 6.2m 3.17m = 19.654m²

Apartment 4 – 6.2m 3.17m = < 19.654m² as the north eastern corner is cut off

Apartment 5 – 7.4m 2.0m = 14.8m²

Apartment 6 – 7.2m 3.17m = 22.824m²

Apartment 7 – 6.2m 3.17m = 19.654m²

Apartment 8 – 6.2m 3.17m = < 19.654m² as the north eastern corner is cut off

Apartment 9 – 6.2m 3.17m = 19.654m²

Apartment 10 – 7.4m 2.0m = 14.8m²

The application must rely on the performance criteria in 20.4.4 P1.

The planning authority must be satisfied arrangements for the provision of private open space will “*meet the reasonable private and communal needs of residents for garden, recreation, service and storage purposes*”.

The relevant considerations are stated in P1 to be –

Private open space must -

(a) be a size and dimension appropriate for the projected requirements of the residents of the dwelling; and

(b) be usable taking into account –

(i) the effect of shape, orientation, and topography of the site;

(ii) the availability, accessibility, purpose, and characteristics of –

a. any other recreation and service area within the site;

b. any external communal open space area; and

c. public open space

The dwellings are described by the application to be “long term units”, presumably as a permanent place of residence as opposed to casual or visitor accommodation. A requirement for private open space is most necessary for amenity and service purposes in dwellings where there is a long-term occupation.

The ability to provide external private or communal open space is restricted by the site area and the necessity to utilise available space for car parking.

There will be no other private or communal recreation area within or external to the building for the use of residents. There will be no private or common service area, including for general and waste storage, and for the drying of washing.

Provision for private open space is limited for each dwelling to a balcony immediately accessible from the internal living room. While balconies provide a valid private open space option, they must be of sufficient size, orientation and location to create areas which are both functional and attractive.

Eight balconies are located on the Mount Street elevation with an easterly aspect, and two balconies will be on the Pine Avenue elevation with a northerly aspect.

Balconies on the Mount Street elevation each have a depth of 3.17m and width of 6.2m – 7.2m to provide a reasonably practical area for external use. The Pine Avenue balconies have a narrower depth of 2.0m and width of 7.4m to provide a less functional space.

The level of privacy, amenity and serviceability afforded to residents by each balcony will be constrained by exposure to the street, particularly if required for storage of waste bins and for drying washing given there is not alternative provided.

There is no developed public open space area within 500m walking distance from the site.

The development is under-provided with regard to private and communal open space in terms of ability to satisfy needs of residents for garden, recreation, service and storage purposes.

There are no viable alternate public or private open space areas in the immediate vicinity.

The application does not address the considerations in 20.4.4 P1, and the planning authority cannot be satisfied there will be compliance to the outcome required by the standard for provision of private open space.

E9.5.1 - Provision for parking

Code E9 is relevant to the application in that its purpose is to require arrangements for the parking of vehicles at a particular destination.

Arrangements for provision of parking may be satisfied by facilities provided as an integral part of a development on the same site or on adjacent land if intended specifically to meet predicted need of a particular use. Alternatively, arrangements may involve the shared use of adjacent facilities where the nature and pattern of parking demand and user requirements will allow a common facility to meet requirements for a number of destinations.

The upper portion of the existing commercial building has been vacant for a period in excess of 2 years and has consequently lost any prior use rights in relation to the first and second floor.

Any new use of the two upper floors will require compliance to the applicable standards of the current planning scheme, including in relation to provision for parking.

E9.5.1 A1 provides an acceptable solution for car parking will be achieved by providing not less than the number of spaces detailed in Table 9.1 for the applicable use class.

Residential use in a multiple dwelling development will satisfy the acceptable solution in E9.5.1 A1 by provision of 2 x spaces per dwelling plus 1 x additional space per 3 dwellings or part thereof for over-flow and visitor parking.

The proposed redevelopment generates a total requirement for not less than 24 x spaces.

The Note to Table E9.1 which contain the acceptable solution parking requirements for each use class state –

- (d) The requirement for parking in a changed or enlarged use must be calculated as the difference between the required parking for the changed or enlarged use and any existing parking requirement (whether or not there is full compliance with this Code) provided the total number of spaces in the current parking provision is retained as part of the proposed use (albeit such spaces may be relocated within the redevelopment)*

There is no existing requirement in any permit applying for use of the land in CT 104208/1, CT 104209/1 or CT 197919/1 for arrangements in relation to the provision of parking.

There are no facilities provided on the land for the parking of vehicles.

The formula in Note (d) is of no benefit to the application and the proposed new use must satisfy the intention in E9.5.1 to be eligible for a permit.

The application drawing T/P 1 shows a total of 12 x on-site car parking spaces.

The application acknowledges the test in E9.5.1 A1 cannot be satisfied.

A requirement to provide parking in accordance with the acceptable solution for any future use of the building may provide a considerable and potentially unresolvable challenge.

Development which cannot satisfy the acceptable solution for parking must rely on the performance criteria in E9.5.1 P1.

The planning authority must be satisfied on the objective in E9.5.1 that *“provision is to be made for convenient, accessible, and usable vehicle parking to satisfy requirements for use or development without impact for use or development of other land or for the safety and operation of any road”*

The performance criteria offer two options –

- (a) argue it is either unnecessary or unreasonable to require arrangements for the provision of parking; or
- (b) argue an intended provision for a lesser number of parking spaces than is required under the acceptable solution will be adequate and appropriate to meet the anticipate requirements of the use, users of the site, and the nature of parking demand

P1(a) – It must be unnecessary or unreasonable to require arrangements for the provision of vehicle parking

The application at p16 of the Traffic Impact Assessment notes E9.5.1 P1(a) is not relevant, implying a position that it is both necessary and reasonable to require the development include provision for car parking.

A planning authority must make its own determination as to whether a test is applicable.

P1(a) provides two alternatives – it is either unnecessary, or it is unreasonable, to require arrangements for the provision for vehicle parking. It is not required a parking requirement must be both necessary and reasonable.

Is it necessary to require arrangements for vehicle parking?

A requirement for parking arrangements must be critical or essential to residential use in order to achieve a specific outcome in order to be necessary.

The purpose of parking is to provide a place for the storage of a vehicle while it is stationary in a manner which is adequate and appropriate to the destination and without adverse impact on the function, safety and amenity of any road, other parking facility, and the users of a locality.

Traffic management guidelines and land use regulation typically require provision for residential parking in order to accommodate the predicted need of residents and visitors based on factors such as level of vehicle ownership, patterns of usage, access to public transport, and opportunity for shared use of parking facilities.

The 2016 Census of Population data for Burnie reports 36.7% of households have access to 1 x motor vehicle, 32.3% to 2 or more motor vehicles and 15.3% to 3 or more vehicles. These data indicate 85% of dwellings in Burnie will have a parking requirement for at least one motor vehicle; and an average of 1.47 vehicles per dwelling.

The application indicates units will be available for long-term occupation, and does not offer any qualification which allows a position that residents will not reflect the general level of motor vehicle accessibility and use evident in the general population.

Technical traffic management and parking standards apply average daily vehicle movement to assist in establishing parking need for residential use. A single dwelling has been shown to generate an average 8 – 9 round trips per day, and a dwelling in a multiple or medium density complex an average 4 – 5 round trips per day. These criteria establish the resident of a dwelling will have a need to accommodate a stationary motor vehicle in the vicinity of a dwelling with differing levels of frequency and duration across all periods of the day, and not just at night.

Upper Burnie is on a public bus route but does not have an equivalent provision, capacity or frequency of public transport access as exists in metropolitan centres. It is likely access to a

motor vehicle will be important to personal mobility of residents in the proposed apartment development for employment, education, service and social purposes given available public transport options are limited.

Publicly accessible parking spaces at Upper Burnie are limited and provided only within road areas. The BIPS 2013 in the Notes to Table E9.1 expressly instructs on-road parking is not to be considered as part of any arrangements for provision of parking to service a traffic generating use.

The level of access by dwellings in Burnie to use of a motor vehicle, the pattern of motor vehicle use in residential development, and the absence adequate available public transport to service personal mobility requirements indicate it is essential that residential development make adequate and appropriate arrangements for parking.

The planning authority cannot be satisfied it is unnecessary to require arrangements for the provision of vehicle parking based on predicted demand by residential use in Burnie and the absence of alternate transport options.

Is it reasonable to require arrangements for parking?

The term “reasonable” when used in the context of a regulatory provision is generic and relative, and applies to that which may be expected as legitimate and appropriate for a particular circumstance.

The BIPS 2013 contains in Code E9 specific provisions which intend adequate and appropriate arrangements must be made for provision of parking to serve a new or changed use.

The purpose of the provisions in Code E9 is typical of all Tasmanian planning schemes, and has been long accepted as a legitimate and appropriate response to a high level of car ownership and usage in the local community.

There is limited publicly accessible parking at Upper Burnie, and this must be excluded from consideration as available to the proposed residential use because of the direction in Table E9.1 which states “*Adjacent on-road car parking space must not be included to satisfy minimum parking spaces requirements*”.

The majority balance of parking is on private land as a permit requirement for other use, and is not lawfully available to the proposed residential use.

The planning authority cannot be satisfied it is unreasonable to require the redevelopment include arrangements for provision of parking given the level of car ownership and pattern of vehicle use associated with residential use in Burnie.

P1(b) - Adequate and appropriate provision must be made for vehicle parking to meet –

- (i) anticipated requirement for the type, scale, and intensity of the use;**
- (ii) likely needs and requirements of site users; and**
- (iii) likely type, number, frequency, and duration of vehicle parking demand**

There are three elements to the P1(b) test, and each must be satisfied.

The application does not expressly address any of the criteria in E9.5.1 P1(b).

There is an existing building at Upper Burnie which has for the better part of 40 years operated as retail and business premises without any specific provision for on-site car parking.

The adverse consequence of non-provision of arrangements for parking by the existing building for other land use in the Upper Burnie shopping area, and for amenity of the locality, may be said to have manifest and assimilated into the character and function of Upper Burnie during currency of the building's occupation and operation from 1974.

It appears private car park areas provided in association with other buildings are unofficially utilised by those with business on sites which do not provide parking facilities. The evolved situation for accommodating parking demand at Upper Burnie is not ideal or enforceable and cannot be lawfully sanctioned or required as part of any decision for a change in use of the building.

The described development will be an improvement on the current situation in that it intends creation of 12 x new parking spaces.

While the proposed parking provision may be said to alleviate rather than exacerbate the current parking situation, E9.5.1 P1(b) does not allow such a consideration. There will be a new use which must make its own arrangements for parking. Arrangements for parking must be assessed against characteristics of the particular use, the likely need of site users, and the likely type of vehicles.

The application relies on the NSW Department of Road and Marine Services document *Guide to Traffic Generating Development 2002* (RMS) recommended parking standard for high density residential flat buildings in metropolitan sub-regional areas as justification for the proposed parking provision, and concludes at p16 that "*Based on the findings of the empirical parking assessment (section 5.2 at p15), the proposed development meets the requirements of Performance Criteria of E9.5.1 of the Planning Scheme*".

The relevance of the RMS Guide is not explained. The RMS is not a document incorporated into the BIPS 2013, and has no lawful status or relevance for determining an acceptable standard for provision of car parking in a multiple dwelling development.

Section 5.2 of the Traffic Impact Assessment Report indicates the RMS standard recommends a desirable requirement of not less than 0.9 x parking spaces per 2 bedroom dwelling and 1.4 x parking spaces per 3 bedroom dwelling, plus 1 x additional space for each 5 dwellings “*in a high density residential flat building in metropolitan sub-regional areas*”.

The intended parking provision for the development is 12 spaces calculated against the RMS Guide for a high density residential flat building.

The RMS document defines “*high density residential*” to be a building containing 20 or more dwellings, typically in a building comprising 5 or more levels, with basement car parking, and located in close proximity to public transport services.

The RMS Guide includes in section 5.4.2 a definition for “*medium density residential*” development as “*a building containing at least 2 but less than 20 dwellings*”.

The application incorrectly applies the RMS definition for “*high density residential*” in that the redeveloped building is to provide a total of 10 x dwellings over 2 levels of a 3-storey building.

The RMS Guide recommends a desirable parking provision for “*medium density residential*” of not less than 1 x space per dwelling plus 1 x additional space for each 5 x 2 bedroom and 1 x additional space for each 2 x 3 bedroom dwelling.

Correct observation of the RMS Guide will generate a requirement for 13 x parking spaces to service the intended development.

The development is deficient in terms of the RMS Guide which the application relies upon for determining parking numbers.

The 2016 Census data on household access to a motor vehicle provides a more accurate and local indicator for what is adequate and appropriate to meet residential parking need. The distribution of motor vehicles per dwelling will not be constant in any particular location or development. The average number of vehicles per dwelling in Burnie is a valid local indicator of demand, and suggests an adequate and appropriate provision to meet the predicted parking need for 10 x dwellings is not less than 15 x spaces ($1.47 \times 10 = 14.7$ x spaces rounded upward to the nearest whole in accordance with Note (a) to Table E9.1).

The intended 12 x spaces will not be sufficient to accommodate the level of demand derived from the census data for the number of cars per dwelling for the Burnie community.

Overflow parking may be required elsewhere to avoid risk of adverse impact due to a shortfall in parking capability. The application accepts the development cannot lawfully rely on-road spaces to accommodate overflow demand.

The application does not include any suggestion for a shared parking arrangement with existing private car parking facilities in Upper Burnie to assist predicted requirements by the dwelling development. Such facilities cannot be relied upon without agreement of the

owner, and consideration for impact for uses which currently rely on that parking to meet compliance requirements.

The application does not provide sufficient information and the planning authority cannot be satisfied proposed parking arrangements for 12 x spaces will make adequate and appropriate provision for convenient, accessible, and usable vehicle parking to satisfy the new residential use.

Representations

The planning authority is required by clause 8.10 of the BIPS 2013 to have regard to any matter in a representation received during the notification period which is relevant to a consideration against 20.4.2, 20.4.4 or E9.5.1.

One representation was received from during the notification period, a copy of which is attached.

The representation questions the assumed traffic route within the Traffic Impact Assessment (TIA), and is concerned for possible congestion in Johnson Street resulting from a need to utilise on-street parking.

Matters raised in the representation are:-

- a) *The assumed traffic route is described in the Traffic Impact Assessment to be via Linton Street and James Street, whereas it could be safer for drivers to use the route via Thorne Street, Churchill Avenue and Henry Street into Johnson Street.*

The likely route for vehicles to access the redevelopment site is not a relevant matter under the BIPS 2013.

All possible routes involve public roads and allow lawful traffic movement. Residents will determine the route for which is most convenient to requirements.

- b) *The T junction on Henry Street/Churchill Avenue, lines need to be painted at the junction firstly so that traffic coming down Churchill Avenue has to give way to traffic coming along Henry Street, and secondly so that vehicles do not cut the corner when turning right from Churchill Avenue into Henry Street/Johnson Street as it currently occurring on a regular basis.*

The consideration is not relevant to a decision on the permit application.

The adequacy of traffic management arrangements in the local road network is a matter for the Council in its separate role as a Road Authority.

- c) *Since the completion of the unit development in Johnson Street, there appear to be many more cars parked in that street. Maybe the vehicles belong to people who work at local businesses or, to people who are visiting residents in the unit complex. Some days there are vehicles parked on both sides of the street thus allowing only one lane*

for through traffic. Not only that, vehicles park on the footpaths thus inhibiting pedestrian traffic.

There is no current prohibition or restriction on vehicle parking in Johnson Street.

The concern confirms importance of the requirement in E9.5.1 for a new use to make adequate and appropriate arrangements for the provision of parking.

On-road parking must not be taken into account when determining whether arrangements for parking will be satisfactory.

The representation does not address any matter which is directly relevant to a decision on the permit application.

External Referral

The permit application was referred to TasWater on the 7 August 2017.

TasWater has detailed its consent requirements under the *Water and Sewerage Industry Act 2008* on 4 December 2017 which must be included as conditions on any permit that may be granted.

Conclusion

The permit application does not address any of the applicable standards of the planning scheme other than E9.5.1 in relation to parking.

It has been necessary to make deductions from the plans provided on matters of compliance.

There is insufficient information in the application for the planning authority to be satisfied the use and development described in the permit application will –

- a) satisfy the requirements in 20.4.4 for provision of private open space; and
- b) make adequate and appropriate arrangements for the provision of parking in accordance with the requirements in E9.5.1 P1

It is recommended a permit be refused.

8.0 RISK

There is risk –

- a) The decision of the planning authority may be appealed because the applicant or a third party 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 prescribed 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 in consultation with all relevant staff of the Burnie City Council.

ATTACHMENTS

1. Permit Application and Supporting Documents
2. TasWater Submission
3. Extension of Time
4. Representation

COUNCIL RESOLUTION**Resolution number: MO024-18****MOVED: Ald R Blake OAM****SECONDED: Ald C Lynch**

“THAT Council in its capacity as a planning authority determine in accordance with section 57 Land Use Planning and Approvals Act 1993 and clause 8.8 of the Burnie Interim Planning Scheme 2013 to REFUSE grant of a permit for Residential use and redevelopment of the first and second floors of an existing building located on land described in CT 104208/1, CT 104209/1 and demolition of an existing single dwelling and construction of an associated car park on land described in CT 197919/1 and known as 234-236 Mount Street and 1 Johnson Street, UPPER BURNIE to create 10 x dwellings for the reason –

- a) the development does not include provision of private open space for each dwelling which is sufficient to meet the reasonable private and communal needs of residents for garden, recreation, service and storage purposes in accordance with clause 20.4.4 in that there will be limited balcony area available to each dwelling and no provision for communal private open space or storage areas, including for clothes drying and waste purposes; and no ready access to alternate private or public open space on adjacent land in the locality ; and***
- b) the development does not make arrangements in accordance with the requirements in clause E9.5.1 for the provision of parking which is of an adequate and appropriate number to satisfy requirements for new residential use and which is sufficient to avoid likely impact for use or development on other land in the locality in that the number of proposed on-site spaces will not accommodate predicted need, and there is no identified available alternative parking arrangement.”***

For: Ald R Blake OAM, Ald S French AM, Ald A Boyd, Ald R Bentley, Ald K Dorsey, Ald C Lynch.

Against: Ald S Kons, Ald T Brumby.

CARRIED

BURNIE CITY COUNCIL
PO Box 973, BURNIE, TASMANIA 7320.
Ph: (03) 6430 5700 Fax: (03) 6431 6840
Email: burnie@burnie.net



Land Use Planning and Approvals Act 1993 Burnie Interim Planning Scheme 2013 PERMIT APPLICATION	<i>Office use only</i> Application No _____ Date Received _____ Permit Pathway - <i>Permitted/Discretionary</i>
----------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------

Use or Development Site: _____

Street Address

Certificate of Title Reference

Applicant _____

First Name	<input type="text" value="POP DESIGN STUDIOS"/>	Second Name	<input type="text"/>
Surname	<input type="text"/>	NAR No.	<input type="text"/>



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

First Name	<input type="text" value="SAM"/>	Second Name	<input type="text"/>
Surname	<input type="text" value="BUZZO ."/>	NAR No.	<input type="text"/>



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 8.2 Burnie Interim Planning Scheme 2013 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 8.1 Burnie Interim Planning Scheme 2013 prescribes the minimum information that is necessary in order to complete a valid permit application.

S54 *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 Burnie Interim Planning Scheme 2013, 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 Burnie Interim Planning Scheme 2013.

The application is to identify by reference the clauses it relies upon to demonstrate compliance. (eg clause 10.4.3 (A1 – AA4, 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:	
Use Class	
Documents included with the permit application to describe the Use COPY OF TITLE 6xTOWN PLANNING PERMIT DRAWINGS	
Proposed Development	
Use class to which the development applies	
Documents included with the permit application to describe the Development CONVERTING FIRST + SECOND FLOOR TO LONG TERM UNITS FOR RESIDENTS AT THE MOMENT VACANT.	
Provisions and Standards relied upon for grant of a Permit	

Value of use and/or development

Notification of Landowner/s

If land is not in applicant's ownership

I, Rob Popelich POP DESIGN STUDIOS, 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 28/7/17.

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, Rob Popelich POP DESIGN STUDIOS 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 28/7/17.

Office use only



RESULT OF SEARCH

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SEARCH OF TORRENS TITLE

VOLUME 104208	FOLIO 1
EDITION 4	DATE OF ISSUE 10-Nov-2006

SEARCH DATE : 14-Aug-2017
SEARCH TIME : 09.46 AM

DESCRIPTION OF LAND

City of BURNIE
Lot 1 on Diagram 104208
Derivation : Part of 50,000 Acres Granted to The Van Diemens
Land Company
Prior CT 3105/74

SCHEDULE 1

C748969 TRANSFER to A.C.N. 107 400 644 PTY LTD Registered
10-Nov-2006 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
BENEFITING EASEMENT: A right of carriageway over the Roadways
shown as Mornington Street, Pine Avenue and Johnson
Street on Diagram No. 104208
C748968 MORTGAGE to Commonwealth Bank of Australia
Registered 10-Nov-2006 at 12.01 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

the **LIST.**

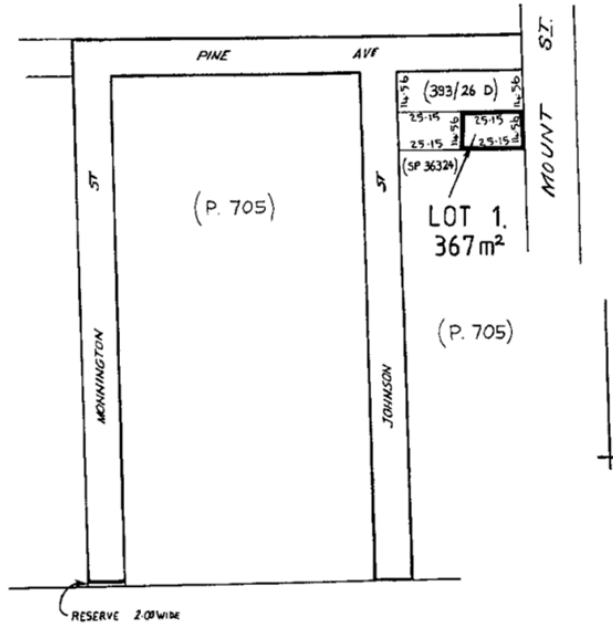
FOLIO PLAN
RECORDER OF TITLES
Issued Pursuant to the Land Titles Act 1980



Owner:	PLAN OF TITLE of land situated in the CITY OF BURNIE COMPILED FROM (P. 705) COMPILED BY _____ SCALE 1: 1500 MEASUREMENTS IN METRES	REGISTERED NUMBER D 104208
Title Reference: C.T 3105 / 74.		5 FEB 1993
Grantee:		Approved: <i>[Signature]</i> Recorder of Titles

BALANCE PLAN

TASMAP MUNICIPAL CODE NO. 42	LAST TASMAP UPI NO. 6070	LAST SURVEY PLAN (P. 705)
ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN		



**RESULT OF SEARCH**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

SEARCH OF TORRENS TITLE

VOLUME 104209	FOLIO 1
EDITION 4	DATE OF ISSUE 10-Nov-2006

SEARCH DATE : 28-Jul-2017
SEARCH TIME : 03.20 PM

DESCRIPTION OF LAND

City of BURNIE
Lot 1 on Diagram 104209
Derivation : Part of 50,000 Acres Granted to The Van Diemens
Land Company
Prior CT 2769/83

SCHEDULE 1

C748969 TRANSFER to A.C.N. 107 400 644 PTY LTD Registered
10-Nov-2006 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
C748968 MORTGAGE to Commonwealth Bank of Australia
Registered 10-Nov-2006 at 12.01 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



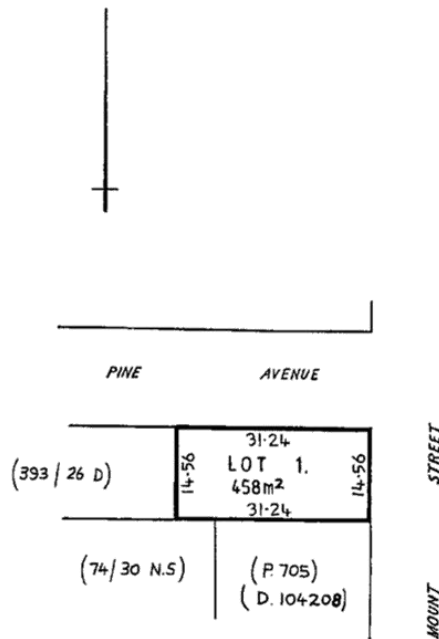
FOLIO PLAN
RECORDER OF TITLES
Issued Pursuant to the Land Titles Act 1980



Owner:	PLAN OF TITLE of land situated in the CITY OF BURNIE. COMPILED FROM (P. 705) COMPILED BY _____ SCALE 1: 600. MEASUREMENTS IN METRES	REGISTERED NUMBER D 104209 5 FEB 1993 Approved Recorder of Titles
Title Reference: C.T 2769 / 83.		
Grantee:		

BALANCE PLAN

TASMAP MUNICIPAL CODE NO. 42	LAST TASMAP UPI NO. 6068.	LAST SURVEY PLAN NO. (P. 705)
ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN		





RESULT OF SEARCH

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SEARCH OF TORRENS TITLE

VOLUME 197919	FOLIO 1
EDITION 5	DATE OF ISSUE 03-Nov-2011

SEARCH DATE : 14-Aug-2017
SEARCH TIME : 09.53 AM

DESCRIPTION OF LAND

City of BURNIE
Lot 1 on Plan 197919
Derivation : Part of 50,000 Acres Gtd. to The Van Diemens Land
Co.
Prior CT 2688/57

SCHEDULE 1

M348834 TRANSFER to ACN 107 400 644 PTY LTD Registered
03-Nov-2011 at 12.01 PM

SCHEDULE 2

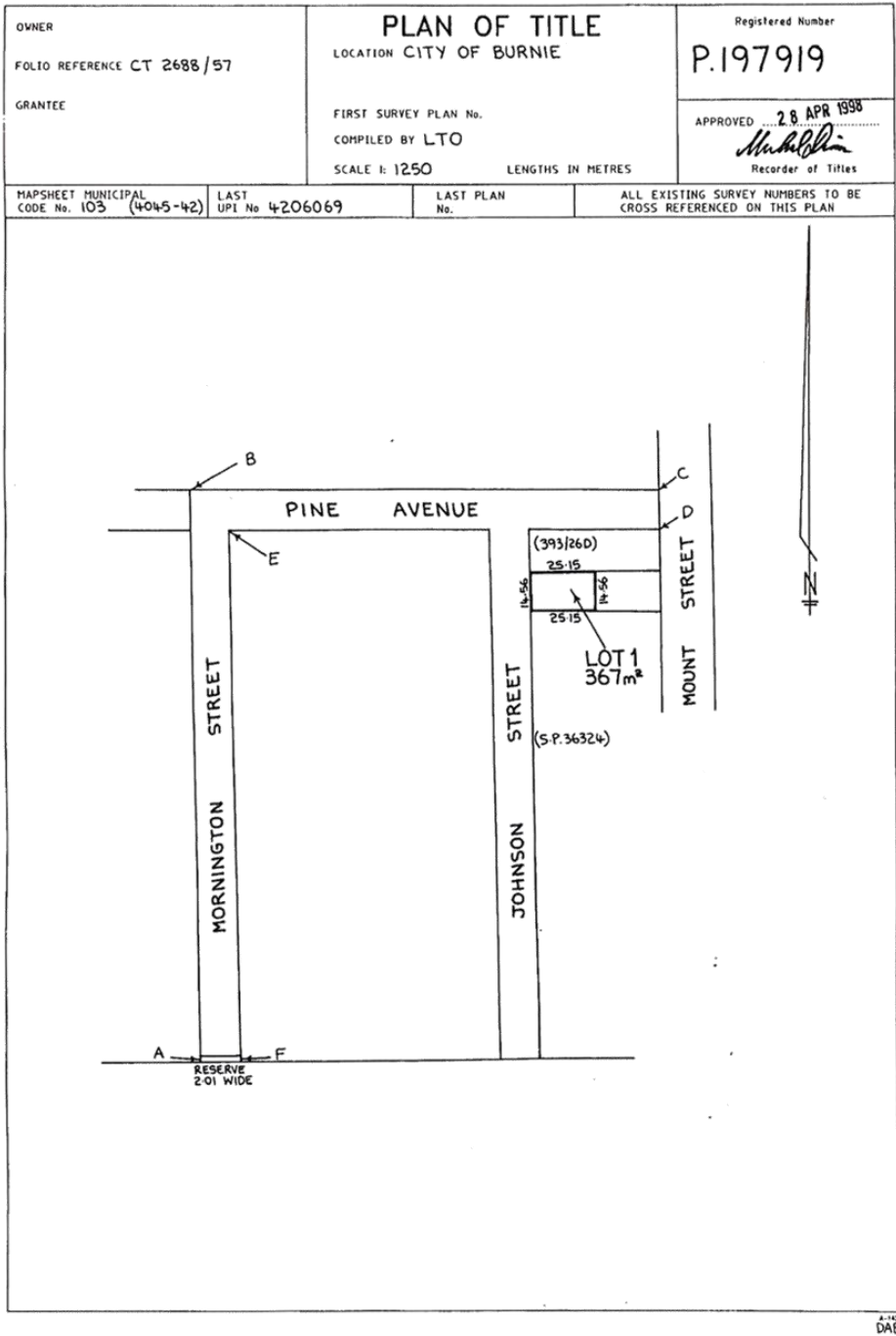
Reservations and conditions in the Crown Grant if any
BENEFITING EASEMENT: a right of carriage way over the roadways
marked A.B.C.D.E.F. and Johnson Street on Plan No.
197919
D32182 MORTGAGE to Commonwealth Bank of Australia
Registered 03-Nov-2011 at 12.02 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



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



Atten P J Earle
Director Land & Environmental Services
P O Box 973
Burnie
Tasmania
7320

Date: 11.9.2017
Architectural Ali I

**RE: PROPOSED REDEVELOPMENT OF EXISTING
STOREY BUILDING . RETAIL AND TOWNHOUSES
234-236 MOUNT STREET UPPER BURNIE**

Dear Sir,

We write to you in response to your letter dated the 8th of August 2017 requesting additional information for the above mentioned project

In relation to proposed uses for the ground floor. The existing ground floor will have retail and commercial outlets. There are existing uses at the moment within the ground floor of the building

Please find attached a traffic report which addresses the provision of Car parking spaces which has been prepared by Midson Traffic Pty Ltd

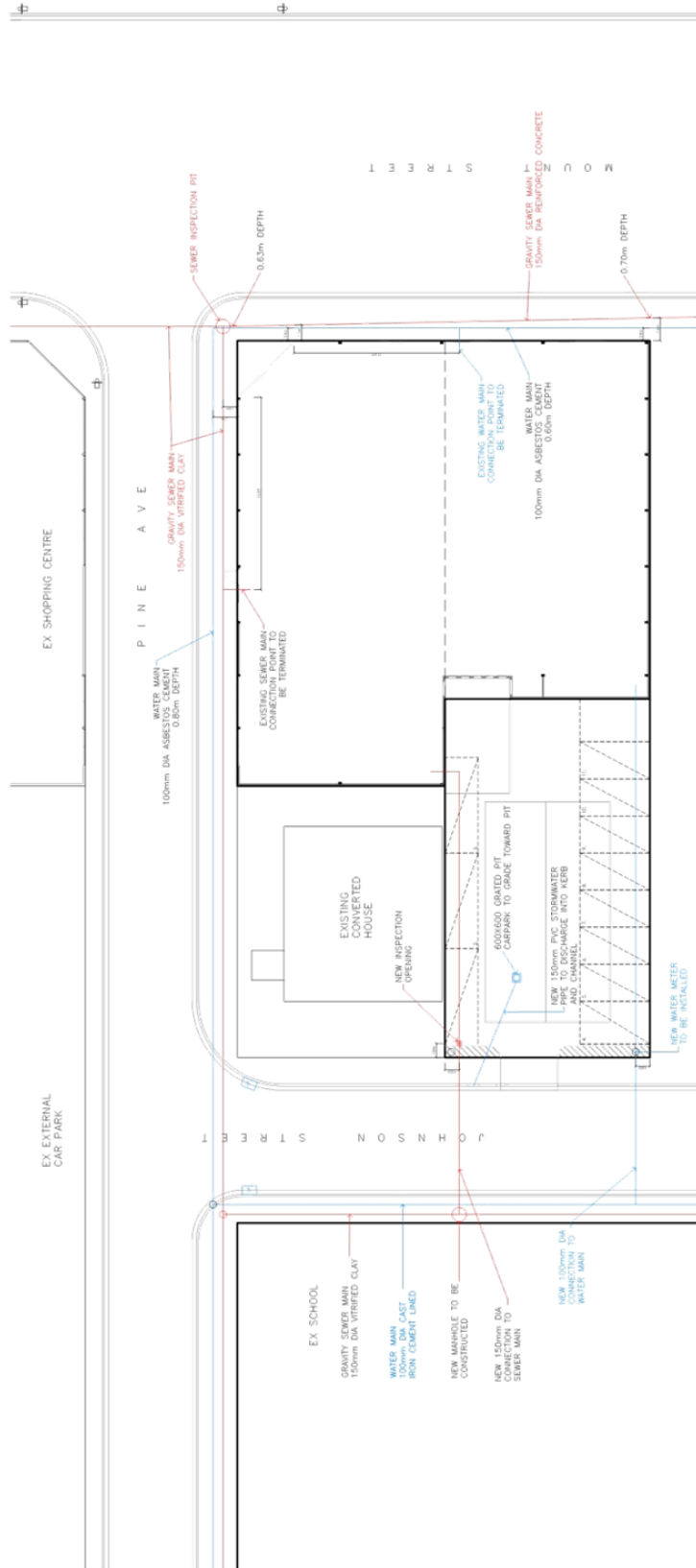
Please find attached copies of the Titles as requested

If you have any further queries please don't hesitate to contact our office on 03 5821 7444.

Yours sincerely,

Ron Popelier

- Please quote reference numbers on all correspondence -

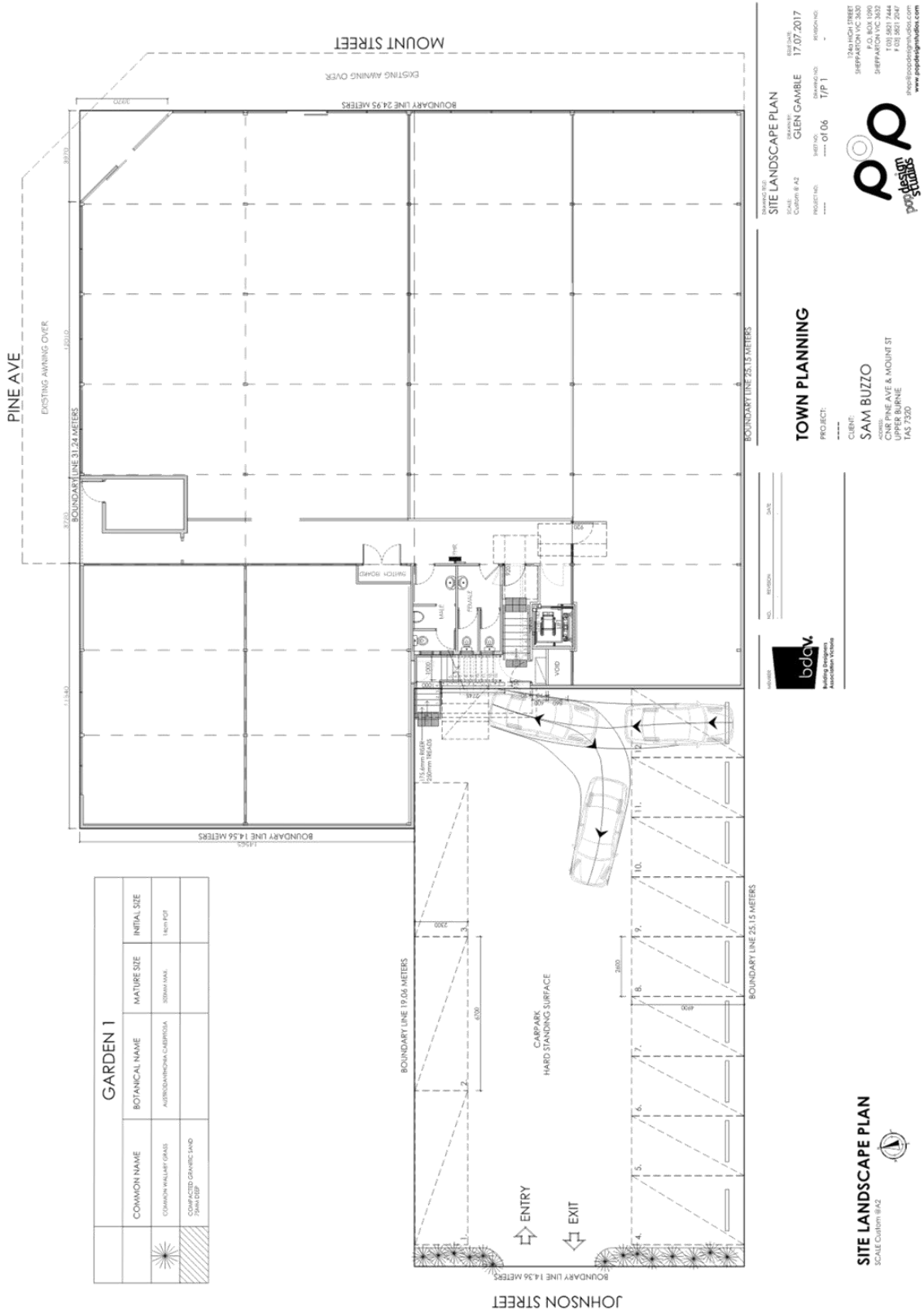


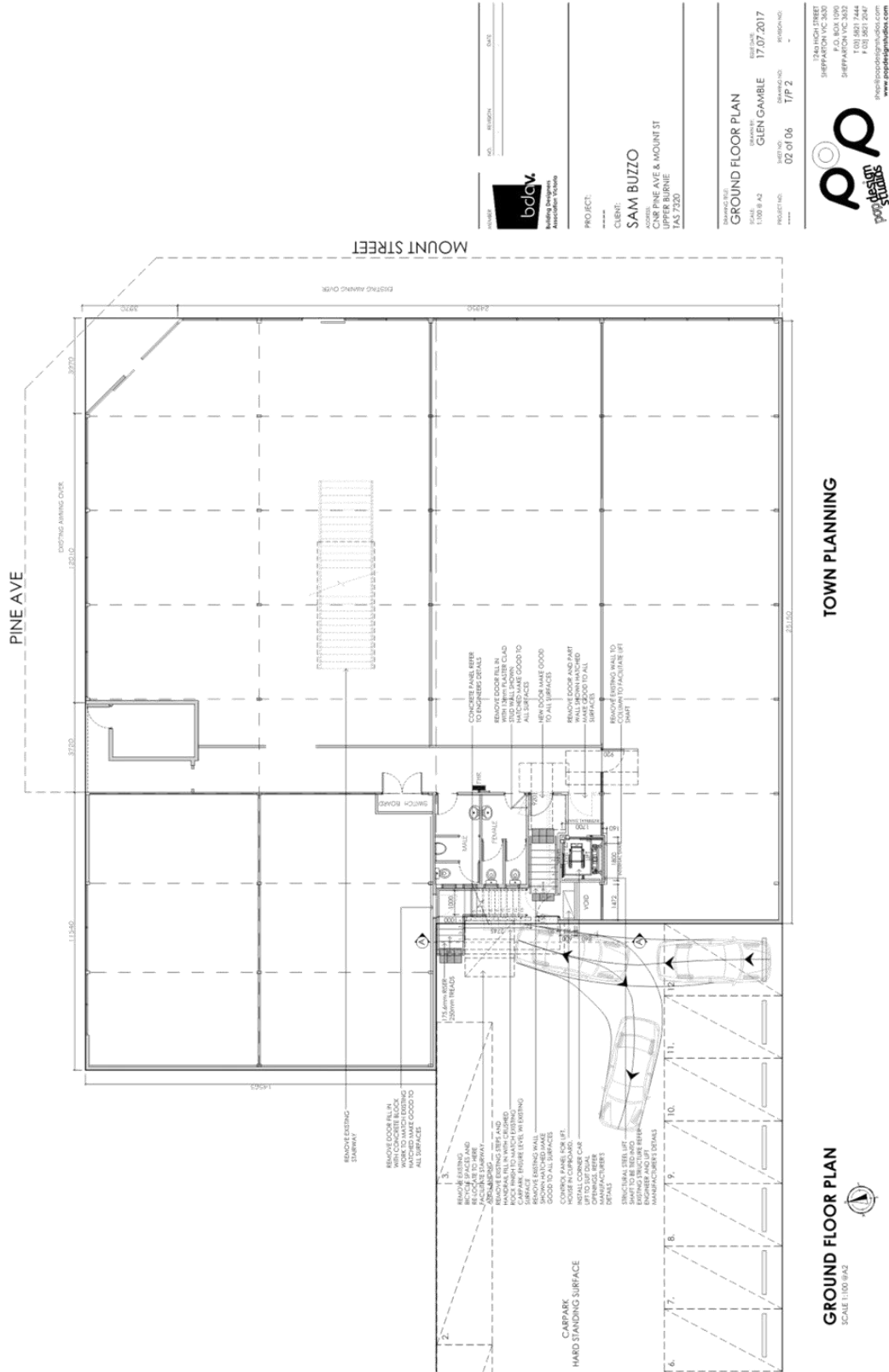
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 CLIENT: G. GAMBLE
 PROJECT NO: 3573.17
 DATE: 06.12.17
 DRAWING NO: TP007
 REVISION NO: A

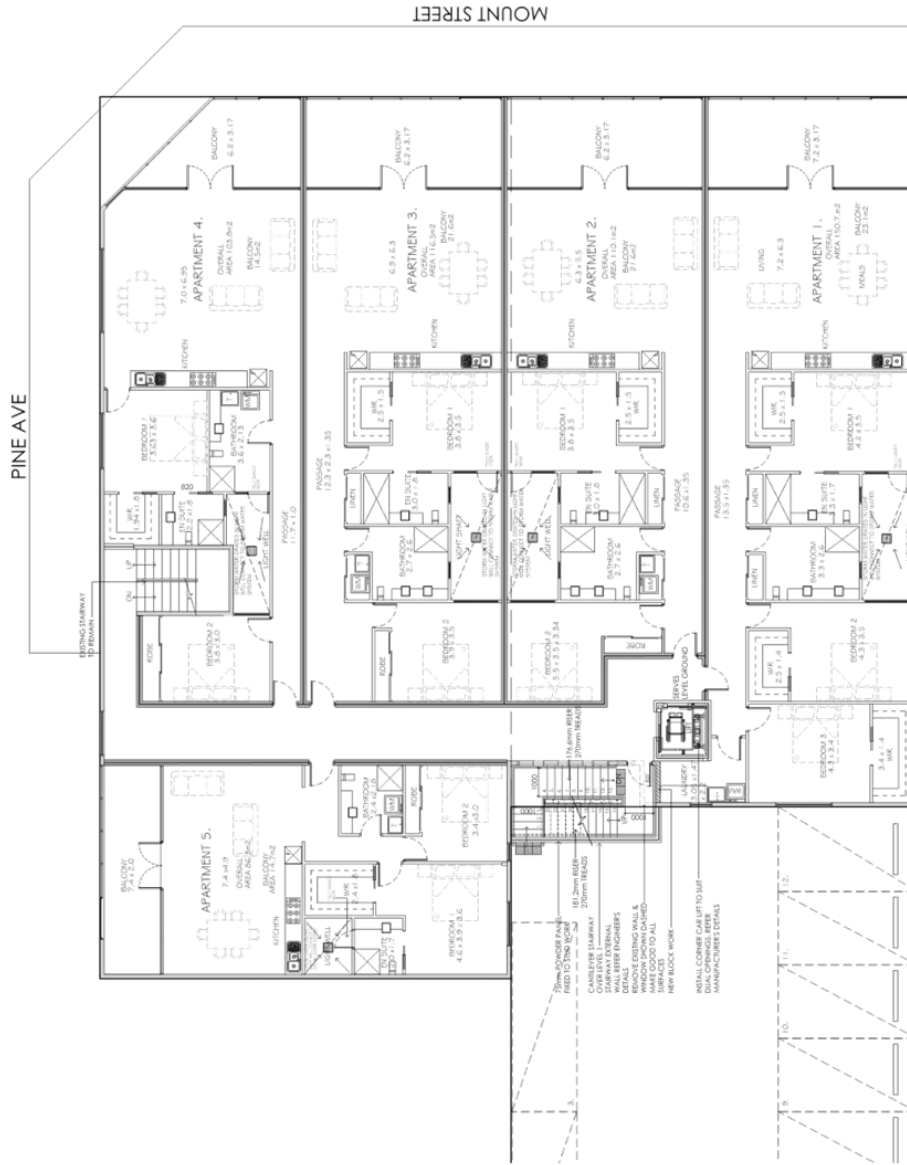
PROJECT: PROPOSED ALTERATIONS
 CLIENT: SAM BUZZO
 PROJECT NO: 3573.17
 DATE: 07.01.07
 DRAWING NO: TP007
 REVISION NO: A



PROJECT: SERVICE CONNECTION PLAN
 SCALE: 1:200 (B/A)
 DRAWING NO: TP007







FIRST FLOOR PLAN
SCALE 1:100 (B/A2)

bdov
Building Design & Visualisation

PROJECT: _____
DATE: _____

CLIENT: **SAM BUZZO**

ADDRESS: ONE PINE AVE & MOUNT ST
GLEN GAMBLE VIC 3103
TAS 7320

TOWN PLANNING

PROJECT: **FIRST FLOOR PLAN**

DATE: **17.07.2017**

PROJECT NO: **1508 B A2**

CLIENT: **GLEN GAMBLE**

PROJECT NO: **03 01 06**

DATE: **1/7/3**

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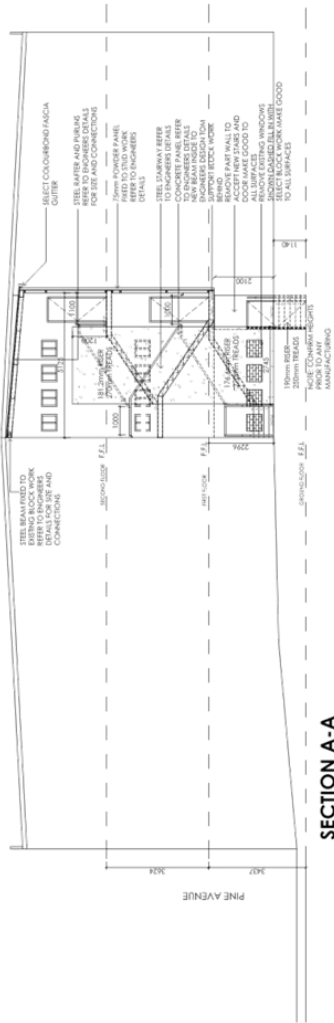
SECOND FLOOR PLAN
SCALE: Custom 1:50

TOWN PLANNING

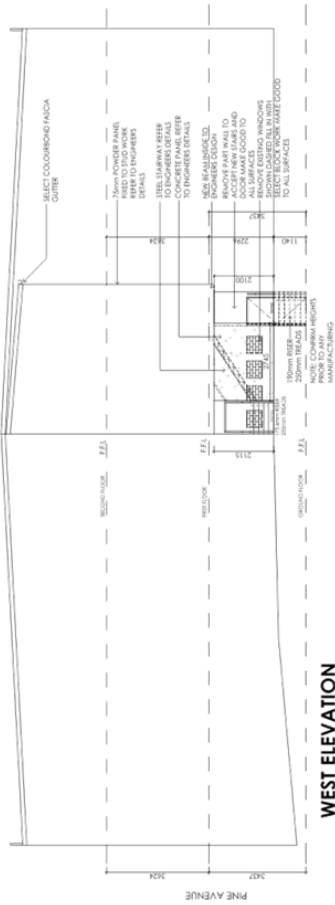
PROJECT NO: 04-01-06
DATE: 17.07.2017

CLIENT: GLEN GAMBLE
DRAWN BY: 1/77 4

12/141 MOUNT STREET
SHEPPARTON VIC 3630
P.O. BOX 1090
SHEPPARTON VIC 3632
AUSTRALIA
F (03) 9811 2647
www.papainstitut.com



SECTION A-A
SCALE 1:100 (B/A2)



WEST ELEVATION
SCALE 1:100 (B/A2)

OWNER	NO.	REVISION	DATE
bdov Building Design & Visualisation			
PROJECT:	SAM BUZZO		
CLIENT:	CME PINE AVE & MOUNT ST		
ADDRESS:	124 MOUNT STREET SHEPPARTON VIC 3632		
PROJECT NO:	08 of 06	DATE:	17/07/2017
PROJECTING:	GLEN GAMBLE	DATE:	08 of 06
SCALE:	1/7.6	DATE:	
TOWN PLANNING			
PROPOSED ELEVATIONS (2)			
DATE:	17.07.2017		
PROJECTING:	GLEN GAMBLE		
SCALE:	1/7.6		

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SHEPPARTON VIC 3632
P.O. BOX 1090
SHEPPARTON VIC 3632
T 03 9811 2447
F 03 9811 2447
www.popstudios.com.au

Atten P J Earle
Director Land & Environmental Services
P O Box 973
Burnie
Tasmania
7320

Date: 11.9.2017
Architectural sam buzzo Burnie I

T 03) 5821 7444
F 03) 5821 2047
124A High Street
P.O. Box 1090
Shepparton, Vic. 3630
shep@popdesignstudios.com
www.popdesignstudios.com

/ BUILDING & INTERIOR DESIGN

**RE: PROPOSED REDEVELOPMENT OF EXISTING
STOREY BUILDING . RETAIL AND TOWNHOUSES
234-236 MOUNT STREET UPPER BURNIE**

Dear Sir,

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Please find attached copies of the Titles as requested

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Yours sincerely,

Ron Popelier

- Please quote reference numbers on all correspondence -



Pop Design Studios
Residential/ Retail Development
Mount St/ Pine St, Burnie
Traffic Impact Assessment

June 2017



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1. Introduction

1.1 Background

Midson Traffic were engaged by Pop Design Studios to prepare a traffic impact assessment for a proposed residential and retail development on the corner of Mount Street and Pine Street, Burnie.

1.2 Traffic Impact Assessment (TIA)

A traffic impact assessment (TIA) is a process of compiling and analysing information on the impacts that a specific development proposal is likely to have on the operation of roads and transport networks. A TIA should not only include general impacts relating to traffic management, but should also consider specific impacts on all road users, including on-road public transport, pedestrians, cyclists and heavy vehicles.

This TIA has been prepared in accordance with the Department of State Growth (DSG) publication, *A Framework for Undertaking Traffic Impact Assessments*, September 2007. This TIA has also been prepared with reference to the Austroads publication, *Guide to Traffic Management*, Part 12: *Traffic Impacts of Developments*, 2009.

Land use developments generate traffic movements as people move to, from and within a development. Without a clear understanding of the type of traffic movements (including cars, pedestrians, trucks, etc), the scale of their movements, timing, duration and location, there is a risk that this traffic movement may contribute to safety issues, unforeseen congestion or other problems where the development connects to the road system or elsewhere on the road network. A TIA attempts to forecast these movements and their impact on the surrounding transport network.

A TIA is not a promotional exercise undertaken on behalf of a developer; a TIA must provide an impartial and objective description of the impacts and traffic effects of a proposed development. A full and detailed assessment of how vehicle and person movements to and from a development site might affect existing road and pedestrian networks is required. An objective consideration of the traffic impact of a proposal is vital to enable planning decisions to be based upon the principles of sustainable development.

This TIA also addresses relevant clauses in E9, '*Traffic Generating Use and Parking Code*', of the Burnie Interim Planning Scheme, 2013.

1.3 Statement of Qualification and Experience

This TIA has been prepared by an experienced and qualified traffic engineer in accordance with the requirements of Council's Planning Scheme and The Department of State Growth's, *A Framework for Undertaking Traffic Impact Assessments*, September 2007, as well as Council's requirements.

The TIA was prepared by Keith Midson. Keith's experience and qualifications are briefly outlined as follows:



- 21 years professional experience in traffic engineering and transport planning.
- Master of Transport, Monash University, 2006
- Master of Traffic, Monash University, 2004
- Bachelor of Civil Engineering, University of Tasmania, 1995
- Engineers Australia: Fellow (FIEAust); Chartered Professional Engineer (CPEng); Engineering Executive (EngExec); National Engineers Register (NER)

Keith is a Director of the traffic engineering, transport planning and road safety company, Midson Traffic Pty Ltd. He is also a Teaching Fellow at Monash University, where he teaches and coordinates the subject 'Road Safety Engineering' as part of Monash's postgraduate program in traffic and transport. Keith is also an Honorary Research Associate with the University of Tasmania, where he lectures the subject 'Transportation Engineering' in the undergraduate civil engineering program as well as supervising several honours projects each year.

1.4 Project Scope

The project scope of this TIA is outlined as follows:

- Review of the existing road environment in the vicinity of the site and the traffic conditions on the road network.
- Provision of information on the proposed development with regards to traffic movements and activity.
- Identification of the traffic generation potential of the proposal with respect to the surrounding road network in terms of road network capacity.
- Review of the parking requirements of the proposed development. Assessment of this parking supply with Planning Scheme requirements.
- Traffic implications of the proposal with respect to the external road network in terms of traffic efficiency and road safety.

1.5 Subject Site

The subject site is located on the corner of Mount Street and Pine Street, Burnie. The existing site is a commercial building that has ground floor retail. Two vacant levels are located on the upper floors of the site. Vehicular access to the site is available from Johnson Street.

The subject site and surrounding road network is shown in Figure 1.



Figure 1 Subject Site & Surrounding Road Network



Source: LIST Map, DPIPW

1.6 Reference Resources

The following references were used in the preparation of this TIA:

- Burnie Interim Planning Scheme, 2013 (Planning Scheme)
- Austroads, *Guide to Traffic Management, Part 12: Traffic Impacts of Developments*, 2009
- DSG, *A Framework for Undertaking Traffic Impact Assessments*, 2007
- Roads & Maritime Services NSW, *Guide to Traffic Generating Developments*, 2002 (RMS Guide)
- Roads and Maritime Services NSW, *Updated Traffic Surveys*, 2013 (Updated RMS Guide)
- Australian Standards, AS2890.1, *Off-Street Parking*, 2004 (AS2890.1:2004)



2. Existing Conditions

2.1 Transport Network

For the purpose of this report, the transport network consists of Mount Street, Pine Street and Johnson Street, Burnie.

Mount Street is a major collector road that connects between North Terrace, through Burnie CBD, to Ridgley Highway south of Burnie. Mount Street provides the primary access to the Upper Burnie commercial area.

Pine Avenue and Johnson Street are local access roads that provide access to the local residential and commercial areas to the west of Mount Street. Pine Avenue has one-way eastbound flow near the subject site. It connects to Mount Street at a signalised intersection. Mount Street at the junction with Pine Street is shown in Figure 2.

Johnson Street provides vehicular access to the subject site. Johnson Street is shown in Figure 3, and Figure 7 (site access).

Figure 2 Mount Street





Figure 3 Johnson Street



2.2 Road Safety Performance

Crash data can provide valuable information on the road safety performance of a road network. Existing road safety deficiencies can be highlighted through the examination of crash data, which can assist in determining whether traffic generation from the proposed development may exacerbate any identified issues.

Crash data was obtained from the Department of State Growth for a 5+ year period between 1st January 2012 and 12 May 2017 for Pine Avenue (including the intersection with Mount Street) and Johnson Street near the subject site.

The findings of the crash data is summarised as follows:

- There were a total of 8 crashes were reported during this time.
- Of these crashes – 1 occurred at the intersection of Johnson Street and Henry Street (curve); 2 occurred at the intersection of Mount Street and Pine Avenue; 1 occurred at the intersection of Pine Avenue and James Street; 3 occurred in Pine Avenue (midblock); and 1 occurred in Johnson Street (midblock). The location of these crashes is shown in Figure 4.
- 2 crashes involved minor injury (1 involved a pedestrian at Mount St/ Pine St intersection), 1 involved first aid at the scene and the balance involved property damage only.
- There were no clear crash trends: 3 crashes involved rear-end/ right-rear; 4 crashes involved parked vehicles or parking manoeuvres; and 1 involved a near-side collision.
- Day of week: 3 crashes occurred on Saturdays; 2 crashes occurred on Mondays; 1 crash occurred on a Tuesday; and 1 crash occurred on a Friday.
- Time of day: all crashes occurred between 6:30am and 6:00pm.



The crashes are generally consistent with a busy urban/ commercial environment. The crash history does not indicate that there are any specific road safety deficiencies that would be exacerbated by the proposed development.

Figure 4 Crash Locations



Source: Department of State Growth



3. Proposed Development

3.1 Development Proposal

The proposed development involves 10 apartments over two levels, with retail on the ground floor. The apartments consist of 2 x 3 bedroom units and 8 x 2 bedroom units.

A total of 12 car parking spaces are proposed, accessed via Johnson Street. An existing dwelling is proposed to be demolished in order to construct the car parking area.

The proposed development is shown in Figure 5 and Figure 6.

Figure 5 Proposed Development Plans – Ground Floor

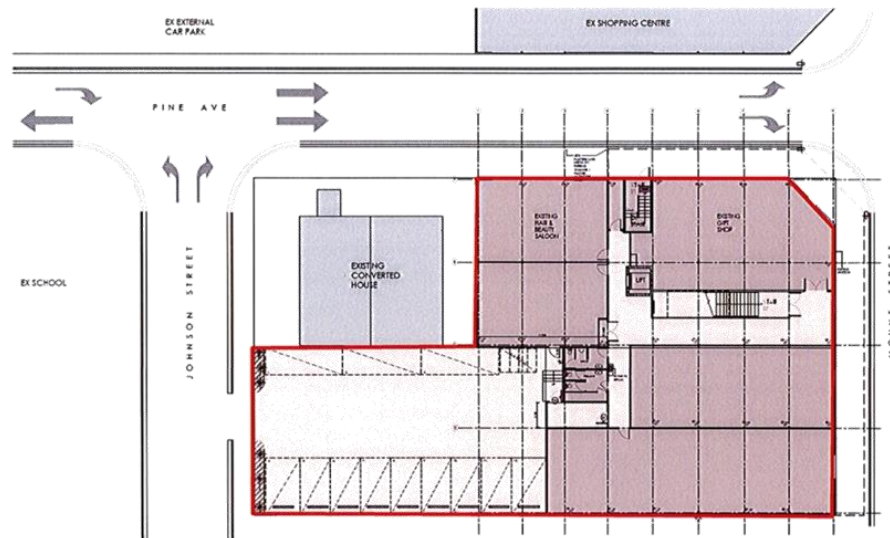
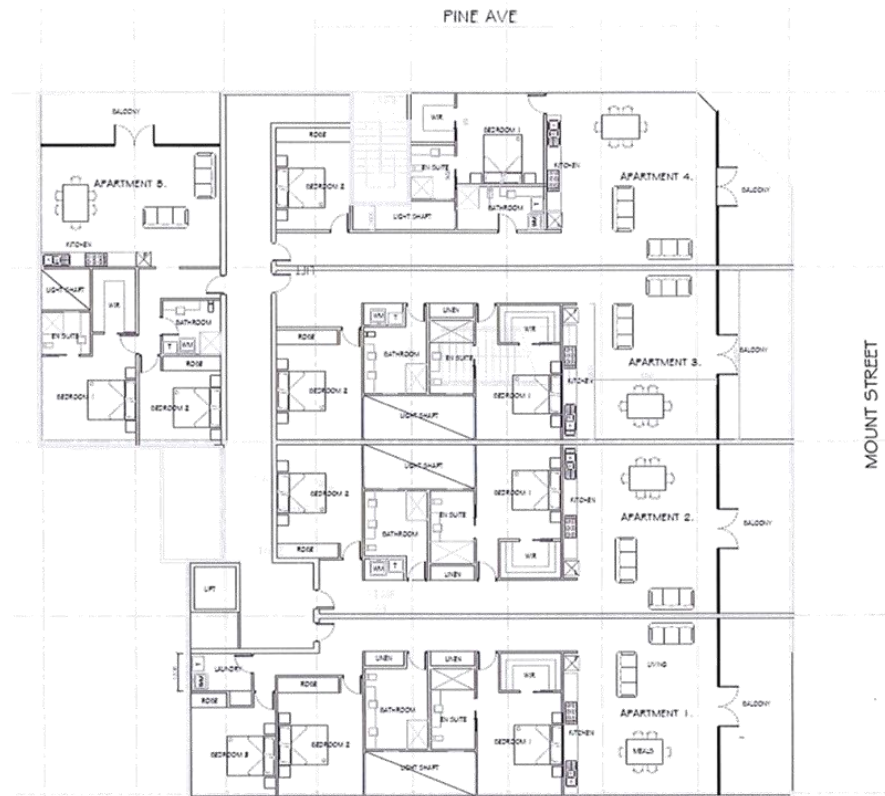




Figure 6 Proposed Development Plans – First Floor





4. Traffic Impacts

4.1 Traffic Generation

Traffic generation rates were sourced from the RMS Guide. The RMS Guide (updated surveys) states the following traffic generation rates for high density residential unit developments:

- | | |
|--------------------------------------|---------------------|
| ▪ Daily vehicle trips | 4.6 trips per unit |
| ▪ AM weekday peak hour vehicle trips | 0.53 trips per unit |
| ▪ PM weekday peak hour vehicle trips | 0.32 trips per unit |

Based on these trip generation rates, the new traffic generation associated with the unit component of the development when fully developed is likely to be in the order of 46 trips per day, and 5 trips per hour during peak periods.

The retail component of the development will remain effectively unchanged from existing. The associated traffic generation has therefore not been included in the assessment as it would not alter irrespective of the proposed development.

4.2 Trip Distribution

All traffic generated from the proposed development will access Johnson Street. The majority of traffic exiting the site is likely to access Pine Avenue and Mount Street. Entering traffic is likely to access the site via Linton Street/ James Street.

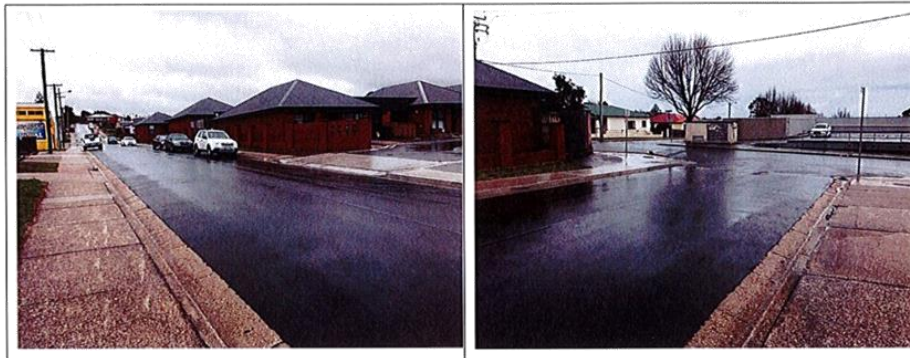
4.3 Access Impacts

The proposed access on Johnson Street was assessed against the sight distance requirements in AS2890.1. For a frontage road speed of 50-km/h, a desirable sight distance of 69 metres is required. The minimum requirement is 45 metres.

The available sight distance at the access is unrestricted into Pine Avenue to the north of the access (noting that sight distance is not generally required beyond the frontage road), and greater than 200 metres to the south. This is shown in Figure 7.



Figure 7 Johnson Street at Site Access



4.4 Pedestrian Impacts

The proposed development will generate a moderate amount of pedestrian activity relating to the residential units. Much of this pedestrian activity will be between the subject site and nearby shops/services, etc. The existing footpath infrastructure is considered to be of a high standard in the existing road network to cater for these pedestrian movements.

The traffic signals at Pine Avenue/ Mount Street provide high level pedestrian crossing facilities.

4.5 Traffic Efficiency

The forecast traffic generation of 5 vehicles per hour during peak periods will have a negligible impact on the traffic efficiency in the surrounding road network.

4.6 Road Safety Impacts

There are no significant detrimental road safety impacts foreseen for the proposed development. This is based on the following:

- The surrounding road network is able to adequately absorb the relatively low amount of traffic generated by the proposed development. Noting particularly that the peak hour traffic generation is likely to be in the order of 5 vehicles per hour.
- The existing road safety performance of the road network does not indicate that there are any current road safety deficiencies that might be exacerbated by the proposed development.
- Adequate sight distance is available at the proposed site access at Johnson Street in relation to the prevailing vehicle speeds and posted speed limit of 50-km/h.



-
- The proposed development is located in a predominantly commercial area, and as such movements into and out of the subject site will not be seen as an uncommon event by other motorists.



5. Parking Assessment

5.1 Parking Provision

The proposed development provides a total of 12 parking spaces accessed via Johnson Street. The parking layout is shown in Figure 5.

5.2 Empirical Parking Assessment

The RMS Guide recommends the following parking provision for high density residential flat buildings (metropolitan sub-regional areas):

- 0.9 spaces per 2 bedroom unit
- 1.4 spaces per 3 bedroom unit
- 1 space per 5 units (visitor parking)

This equates to a total parking requirement of 12 parking spaces. The proposed development provides 12 off-street parking spaces, therefore complying with the RMS Guide requirements.

The parking requirements of the retail component of the site were not assessed as this is an existing use that currently does not provide off-street parking.

5.3 Planning Scheme Requirements

The Objective of Clause E9.5.1 of the Planning Scheme states that "*Provision is to be made for convenient, accessible, and usable vehicle parking to satisfy requirements for use or development without impact for use or development of other land or for the safety and operation of any road*". Acceptable Solution A1 of E9.5.1 states: "*Provision for parking must be the minimum number of on-site vehicle parking spaces must be in accordance with the applicable standard for the use class as shown in the Table to this Code*".

The parking requirements set out in Table E9.1 specify 2 spaces per dwelling and 1 space per 3 dwellings for visitor parking for 'multiple dwellings other than in the General Residential Zone'. This is a requirement for 24 parking spaces (rounded up from 23.3). With a provision of 12 parking spaces, the development does not comply with Acceptable Solution A1 of Clause E9.5.1 of the Planning Scheme.

The development must therefore be assessed under the Performance Criteria P1, which states:

"(a) It must be unnecessary or unreasonable to require arrangements for the provision of vehicle parking; or

(b) Adequate and appropriate provision must be made for vehicle parking to meet -

(i) anticipated requirement for the type, scale, and intensity of the use;

(ii) likely needs and requirements of site users; and



(iii) likely type, number, frequency, and duration of vehicle parking demand”.

The following is relevant with respect to the proposed development:

- P1(a) is not relevant to the proposed development.
- The anticipated parking requirements were assessed using the RMS Guide. The provision of 12 parking spaces satisfies the likely demands associated with the 10 apartments.

Based on the findings of the empirical parking assessment, the proposed development meets the requirements of Performance Criteria P1 of E9.5.1 of the Planning Scheme.

5.4 Car Parking Layout

The car park meets the requirements of Australian Standards, AS2890.1, for User Class 1A (residential, domestic and employee parking).

5.5 On-Street Parking

On-street parking demands are relatively high as the site is located a commercial area, with nearby shops, commercial site, etc.

Time restricted parking is provided along the Mount Street frontage. Johnson Street has unrestricted parking.



6. Conclusions

This traffic impact assessment (TIA) investigated the traffic and parking impacts of a proposed residential development located on the corner of Mount Street and Pine Avenue, Burnie. Ten residential apartments are proposed over two levels, located above an existing retail ground floor area.

The development proposes the demolition of an existing dwelling on Johnson Street to accommodate a 12 space car park.

The key findings of the TIA are summarised as follows:

- The proposed development is likely to generate 46 vehicle trips per day, with a peak of up to 5 vehicles per hour.
- The traffic generation associated with the proposed development will not have any significant adverse impacts on traffic efficiency or safety in the surrounding road network.
- The provision of 12 car parking spaces satisfies the Performance Criteria, P1, or Clause E9.5.1 of the Planning Scheme. This is based on the likely parking demand of 12 spaces recommended in the RMS Guide for a high density residential unit development.
- The retail component of the site is effectively unaltered from existing conditions. No parking is currently provided for this component of the site. The parking requirements for this component are therefore unchanged.

Based on the findings of this report and subject to the recommendations above, the proposed development is supported on traffic grounds.



Midson Traffic Pty Ltd ABN: 26 133 583 025
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 Sandy Bay TAS 7005
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Document Status

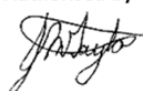
Revision	Author	Review	Date
0	Keith Midson	Zara Kacic-Midson	8 June 2017



Submission to Planning Authority Notice

Council Planning Permit No.	DA 2017/65	Council notice date	7/08/2017
TasWater details			
TasWater Reference No.	TWDA 2017/01245-BCC	Date of response	04/12/2017
TasWater Contact	Anthony Cengia	Phone No.	(03) 6237 8243
Response issued to			
Council name	BURNIE COUNCIL		
Contact details	planning@burnie.net		
Development details			
Address	234-236 MOUNT ST, UPPER BURNIE	Property ID (PID)	6144486
Description of development	Partial change of Use to 10 residential apartments on level 1 & 2		
Schedule of drawings/documents			
	Prepared by	Drawing/document No.	Revision No. Date of Issue
	Pop design studios	3573.17 TP007 Sheet 07	01/12/2017
	Pop design studios	T/P 1 to T/P 6	17/07/2017
Conditions			
SUBMISSION TO PLANNING AUTHORITY NOTICE OF PLANNING APPLICATION REFERRAL			
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 connections / sewerage system and connections to each dwelling unit must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit.			
a. Where 10 or more apartments are connected to the TasWater sewer system this minimum DN150mm connection must be to a sewer maintenance hole;			
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/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 to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date they are paid to TasWater, as follows:			
a. \$343.55 for development assessment.			
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

AGREEMENT FOR AN EXTENSION OF TIME

Pursuant to Clause 57(6A) of the *Land Use Planning and Approvals Act 1993*

I, Rob Popelick, as a representative of the Pop Design Studios,
agree to an extension of time until Friday 2 February 2018 for determination of permit
application DA 2017/65 at 234-236 Mount Street, UPPER BURNIE.

Signed 

Date: 19/12/2017.

Burnie TAS 7320

General Manager
Burnie City Council
PO Box 973
Burnie TAS 7320

January 1, 2018



Dear Sir,

Re Application Number DA 2017/65
234 – 236 Mount Street, 1 Johnson Street, Upper Burnie

After reading the application I wish to raise the following issues:

a) Traffic movement and report prepared by Midsen Traffic Pty Ltd

It is stated that Johnson Street provides vehicular access to the subject site – fair enough statement but to reach Johnson Street traffic has to pass through other residential areas in Upper Burnie, mainly Henry Street, Churchill Avenue and Thorne Street.

Point 4.2 of the traffic report states that traffic going to the new complex is likely to access the site via Linton Street and James Street. This route includes a very sharp narrow turn from Linton Street into James Street and can be very dangerous depending on the amount of traffic leaving Woolworths Supermarket. Point 4.2 is very presumptive on the part of the report writer. He has assumed that drivers will travel that route; however it would be much safer for drivers to use the route via Thorne Street, Churchill Avenue and Henry Street into Johnson Street.

This leads on to the question of the T junction on Henry Street/Churchill Avenue. Lines need to be painted at the junction firstly so that traffic coming down Churchill Avenue has to give way to traffic coming along Henry Street, and secondly, so that vehicles do not cut the corner when turning right from Churchill Avenue into Henry Street/Johnson Street, as is currently occurring on a regular basis.

b) Parking in Johnson Street

Since the completion of the unit development in Johnson Street, there appear to be many more cars parked in that street. Maybe the vehicles belong to people who work at local businesses, or to people who are visiting residents in the unit complex. Some days there are vehicles parked on both sides of the street thus allowing only one lane for through - traffic. Not only that, vehicles park on the footpaths thus inhibiting pedestrian traffic.

Johnson Street used to have No Parking signs on the eastern side at certain times when the Upper Burnie School was in existence. This measure certainly made travelling and walking easier and safer for all concerned.

c) Access to new proposed development

After studying the planned exit/entrance to the new units, it appears that the NBN connector box in Johnson Street, outside No 1, might be in the middle of the proposed driveway. Maybe I am wrong.

d) Questions to be answered

How much disturbance will there be to traffic flow whilst development takes place, and how long will the development take?

I am not against the proposed units as something certainly needs to be done about the eyesore that currently stands on the corner of Pine Avenue and Mount Street, but I am concerned that the proposed development and increased traffic flow will be detrimental to what was once a quiet residential area.

Yours sincerely



Mrs Ruth McKenna

WORKS AND SERVICES**AO015-18 WEST MOOREVILLE ROAD
SPEED LIMIT CONSULTATION**

FILE NO: RD303690 & 2/2/8
PREVIOUS MIN: MO 358-17

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:

- 1) Note the feedback received from the community in regard to a proposal to introduce a 80 km/hr speed zone on West Mooreville Road between a point 350 metres north of Poimena Road, south to the Ridgley 60 km/hr zone and based on the limited community support from the change, determines not to seek approval from the Department of State Growth for the speed limit change; and***
- 2) Advise the community of its decision.”***

2.0 SUMMARY

A community consultation process has been progressed to understand the views of the community in regard to a proposal to reduce the speed limit on a section of West Mooreville Road.

This report informs Council of the outcome of that process.

In summary there was little community support for the proposed change based upon an assessment of the feedback and comments received from the consultation process.

3.0 BACKGROUND

At the Council meeting held on 21 November 2017, Council considered a request from the community to reduce the speed limit on West Mooreville Road to 80 km/hr, between a point 350 metres north of Poimena Road, south to the Ridgley 60 km/hr zone and determined:

“THAT Council determines to support a speed limit reduction and progress community consultation to assist decision making. Following consultation, Officers to present a further report to Council.”

Officers' progressed with a public consultation process and this report analyses the feedback received from the community.

4.0 LEGISLATIVE REQUIREMENTS

The Department of State Growth (DSG) have jurisdiction on setting speed limits on all roads throughout the State.

To progress a reduction in the speed limit a formal request would need to be made by Council to the Department.

It is understood that DSG, in considering such requests, would take into consideration supporting information from Council, including technical assessments, traffic counts and the outcome of consultation processes.

5.0 POLICY CONSIDERATIONS

Council has no policy in regard to the setting of speed limits as this is not a responsibility of Council.

Where requests are received, Officers assess the situation against industry guidelines and standards, and seek comment from the Department of State Growth.

In respect to the consultation process carried out, Council has a role to advocate on behalf of the community on matters of interest and concern.

6.0 FINANCIAL IMPACT

To implement a speed zone change appropriate signage will need to be installed. Such works, if progressed, would be the responsibility of Council and could be funded via the operational budget.

7.0 DISCUSSION

At the Council Meeting held on 21 November 2017, Council supported a request to reduce the speed limit on a section of West Mooreville Road to 80 km/hr, however determined that a community consultation process be progressed to understand the views of the community in regard to such a change.

The extent of the speed zone change proposed was the section of West Mooreville Road from Ridgley township (end of 60km zone to a point 350m north of Poimena Road).

The views of the community in regard to this proposal were sought through:

- Publishing a public notice in the Advocate Newspaper (2 December 2017) advising of the proposal and seeking comment.
- Council website: information article and copies of the report to Council.

- Facebook.

The community was requested to provide comment either via email, in writing or on the Council Facebook page.

A total of 45 (including three duplicated) responses were received via the submission page on the web page. There were also 45 Facebook posts with comments.

A summary table of the comments received and copies of the Facebook posts have been provided to Alderman under separate cover to the agenda.

Officers have reviewed the formal comments provided. The table below records the clear responses for and against and those where no comment or no position has been stated (duplicate comments have been removed).

Position	Number of comments	%
Support a change in the speed limit	5	12
Do not support a change	35	83
No position expressed	2	5
	42	100

In respect to the Facebook posts, the commentary is a little less informative and comments are in the main very short. In reading the comments though, it is clear that the majority of posts do not favour a change in the speed limit on West Mooreville Road.

Some common themes / issues can be identified in the comments provided.

Themes / Issues	Comment
Dissatisfaction with changes to the Ridgley highway speed limit to 80 km/hr and a desire to return to 100 km/hr where appropriate.	Council is aware of a range of views in regard to the speed limit changes on the Ridgley Highway.
Old Surrey Road / Mount Street intersection – reduce from 80 to 60.	Council has raised this matter with DSG previously. DSG have responded that no changes are proposed.
Use signage to encourage appropriate speeds on the windy sections of West Mooreville Road.	Signage improvements have occurred.
West Mooreville Road, Ridgley township speed limits need to be enforced.	Issue noted in a report to Council considered at the December meeting. Officers to liaise with Tas Police in regard to enforcement.
Drivers need to drive to the condition. Belief that concerns with the speed limit relate to driver training , behaviour etc	In the previous report to Council, Officers indicated that driving to the conditions is an important element of road safety which motorists can influence themselves.

Review

The feedback from the community in regard to the speed limit change indicates the proposal put forward is not well supported by the respondents to the consultation process.

In the previous report to Council, Officers were of the view that the technical assessment of the section of West Mooreville road did not demonstrate a strong case to propose a change in the speed limit.

It is suggested that the Department of State Growth in considering a request to change the speed limit, would require a strong technical assessment or clear community support (and preferably both) for the proposal.

In this case there is neither of these two elements.

Based upon the community feedback received, it is recommended that Council does not progress to seek Department of State Growth approval for a change in the speed limit on the section of West Mooreville road in question.

8.0 RISK

The previous report to Council identified a range of risk areas to consider in regard to the possible introduction of an 80 km/hr speed zone on a section of West Mooreville Road.

The table is reproduced below for information:

RISK CATEGORY	DISCUSSION	MITIGATION
Strategic	The existing speed limit is consistent with the State Government approach and guidelines. Lowering the speed limit of West Mooreville Road could prompt requests for lower limits on other rural roads.	Should a change be desired Community consultation is necessary to determine support and acceptance. Submission to DSG for approval should ensure assessment is consistent with a State approach.
Finance	Council has not allocated funds for a change to the speed limit.	Should a speed limit change be desired and approved, the cost is expected to be moderate and able to be funded from the 2017/18 operational budget.
Assets and Infrastructure	A lower speed limit is not expected to impact infrastructure	No mitigation required
Environment	Potential for reduced impact on animals.	If complied with, a lower speed limit may reduce the incidence of road kill.

RISK CATEGORY	DISCUSSION	MITIGATION
Public Safety	The crash history data indicates a lower level of serious crashes.	Speed may have been a factor in the severe accidents, but a lower speed limit may not result in less accidents. Signage review required.
Regulation and Compliance	Speed limit change subject to technical review in accordance with DSG standards and guidelines.	Community consultation will be required to test the technical position.

Council has determined to support the change in speed zoning subject to a community consultation process. Based upon the feedback received there is a low level of support in the community for the proposed speed zone change.

Council can consider two paths in respect to the matter at hand, progress to seek approval from the Department of State Growth for the speed zone change or determine not to progress this matter further.

Officers have previously noted that based upon a technical assessment of the section of road in question there would be limited reasons for introducing a change in the speed zone. In addition there is a general duty for motorists to drive to the conditions. This view was supported by Tas Police.

Were the speed limit not to change there may be some members of the community aggrieved at that decision.

It is suggested though that a wider section of the community would feel similarly aggrieved if the speed limit change was introduced

9.0 CONSULTATION

To understand the views of the community in relation to a proposed change to the speed zone on a section of West Mooreville Road a consultation process was progressed.

- Publishing a public notice in The Advocate newspaper (2 December 2017) advising of the proposal and seeking comment.
- Council website: information article and copies of the report to Council.
- Facebook.

Interested persons were encouraged to provide comments in writing, email or via the Facebook page.

The comments provided have been summarised in the discussion section of this report.

The community would be advised of Council determination through the Mayor's Message, and via Council's web page and Facebook page.

COUNCIL RESOLUTION**Resolution number: MO025-18****MOVED:** *Ald S French AM***SECONDED:** *Ald K Dorsey****“THAT Council:***

1) Note the feedback received from the community in regard to a proposal to introduce a 80 km/hr speed zone on West Mooreville Road between a point 350 metres north of Poimena Road, south to the Ridgley 60 km/hr zone and based on the limited community support from the change, determines not to seek approval from the Department of State Growth for the speed limit change; and

2) Advise the community of its decision.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

WORKS AND SERVICES**AO016-18 VIEW ROAD / WEST PARK GROVE INTERSECTION**

FILE NO: 31/3/313, RD103700 & RD103570
PREVIOUS MIN: MO 354-17

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 not to progress with modifications to the intersection of View Road and West Park Grove, excepting for the installation of a pedestrian refuge on View Road, and advise the community of its determination.”

2.0 SUMMARY

This report informs Council as to the outcome of a public consultation process to understand the views of the community in regard to proposed modifications to the intersection of View Road and West Park Grove.

Council has been previously briefed on the project and design rationale.

From the extensive feedback and comment received it is very clear that the vast majority of respondents including abutting residents, regular users of the intersection and the broader community do not support the progression of the project.

The discussion section of this report provides an overview of the feedback received.

Officers would recommend, based on the feedback received, that the project not progress in the form proposed.

However it is suggested that one element of the project proceed, being the provision of a pedestrian refuge on View Road, to improve safety for pedestrians crossing View Road, in the vicinity of the intersection.

3.0 BACKGROUND

Council allocated funds in the capital works budget to undertake modifications to the intersection of View Road and West Park Grove to address safety concerns.

The proposed intersection design was workshopped with Aldermen.

Leading up to implementing the project, correspondence was forwarded to residents in close proximity to the intersection to advise of the project and proposed changes to current parking arrangements.

Concerns with the project were expressed by residents and the broader community and these concerns were shared with Aldermen.

At the November 2017 meeting a motion on notice in respect to the project was considered and Council determined the following:

“THAT Council put on hold changing the intersection at West Park Grove and View Road until public consultation has occurred.”

Officers have undertaken a public consultation process and this report advises of the feedback received from the community

4.0 LEGISLATIVE REQUIREMENTS

Council as a manager of Local Highways in the municipality has a responsibility to ensure that it delivers a safe and efficient road network for the community.

Section 21 of the *Local Government Highways Act 1983* specifies the responsibility of Council in that regard.

21. General responsibility of corporations

- (1) Subject to this Act, the corporation of a municipality is charged with the duty of maintaining the local highways in the municipality that are maintainable by the corporation as shown on its municipal map, and, in any particular case, it shall discharge that duty in such manner as, having regard to all the circumstances of the case, it considers practicable and appropriate.*
- (2) For the purposes of the discharge of its duties under this section in respect of a highway, a corporation may carry out such works as it considers necessary for the maintenance or renewal of any bridge, embankment, or other work carrying, or otherwise associated with, the highway.*
- (3) The local highways in a municipality that are maintainable by the corporation vest in the corporation and, for the purpose of the exercise of its functions in respect of those highways, the corporation has, subject to the Traffic Act 1925 and the Vehicle and Traffic Act 1999, the care, control, and management of those highways.*
- (4) Except as otherwise provided in this Act, a corporation is not liable for any injury or loss arising from the condition of a highway unless that condition results from the improper carrying out of highway works that are carried out by, or at the direction of, the corporation.*

In determining the relative needs and priorities of maintenance and construction activities Council may take into consideration various matters including community concerns and expectations, use and function of a road, accident history and the like.

Were Council not to progress the intersection works as proposed, or a modified version of the works, a rationale for the decision should be documented as a means for Council to be able to demonstrate it has met its responsibilities under the Act.

This report documents the decision making process of Council in respect to the matter at hand.

5.0 POLICY CONSIDERATIONS

In the development of the annual and forward capital works programs Council will take into consideration various matters and set project priorities accordingly.

Due to various reasons Council may consider the relative priority of a project has reduced or changed and the project may be deferred or the scope of the project reviewed as may be appropriate.

In considering such matters Officers provide advice to Council to inform its decision making.

Where priorities change it is appropriate that there be a record of that decision.

6.0 FINANCIAL IMPACT

Council has allocated \$72,960 within the capital works program to undertake modifications to the intersection of View Road and West Park Grove.

The design as put forward can be implemented within the funding available.

If the project were not progressed, the funds available may be directed to other projects or retained as cash reserves.

It is noted that the recommendation to Council proposes to progress only one element of the project, the pedestrian refuge. The estimated cost of this work is \$16,000.

7.0 DISCUSSION

To provide an understanding of the broader community views regarding the proposed modification to the View road and West Park Grove intersection a community consultation process was implemented.

The views of the community in regard to this proposal were sought through:

- Publishing a public notice in the Advocate Newspaper (2 December 2017) advising of the proposal and seeking comment.
- Council website: information article and copies of the report to Council.
- Facebook.

As noted above correspondence was initially sent to residents in close proximity to the intersection to advise of the project. A further letter was sent, post the November Council meeting, to those residents advising of the consultation process to be carried out and requesting their feedback.

Feedback

A total of 49 responses were received via the submission page on the web page .There were 100 face book posts with comments.

A summary table of the comments received and the face book posts has been provided to Alderman under separate cover to the agenda.

Officers have reviewed the formal comments provided. The table below records the clear responses for and against, and those where no comment or no position has been stated.

Position	Number of comments	%
Support the intersection modification.	5	10
Do not support a change	43	88
No position expressed	1	2
	49	100

In respect to the face book posts the commentary is a little less informative and comments are in the main very short. In reading the comments though it is clear that the vast majority of posts do not favour a change to the intersection arrangement.

Some common themes / issues can be identified in the comments provided.

Themes / Issues	Comment
There were a number of other intersections noted in the feedback which the respondents had concerns with from a traffic management perspective and questioned the priority to address the View road intersection.	Officers are aware of a number of the intersections of concern and there are projects noted in the forward works program in a number of instances. Officers will review the list of concerns for potential projects and also provide the list to the Community safety committee for information and review.
Construct a roundabout at the intersection.	This would be a significantly more expensive traffic management solution and impact access to a number of properties.
Install a mirror at the exit to the existing slip lane to improve lines of sight for motorists.	A potential option to consider addressing the sightline concerns. Mirrors distort images and there may be a risk when motorists are merging at speed and misread the gap in traffic.
The Advocate Newspaper undertook a poll some weeks ago to gauge the community views on the	The consultation process carried out would confirm the majority of respondents did not

proposed works. Some 80% of respondents did not support change.	support a change to the intersection.
Congestion at the new T junction will occur at peak time.	The existing slip lane does allow for reducing intersection congestion but with attendant risk. It is probable that there will be some congestion occurring in the modified intersection at peak times, but this would clear reasonably quickly outside the peak times.
Impact on residents – loss of parking.	The introduction of a right turn lane on West Park Grove will require the existing parking provision to be removed. As noted in the past report to Council these parking opportunities are rarely used as there is potential for conflict between the parked and through vehicles.

Based upon the information presented above it is quite clear that there is limited support for the project as planned.

Accident history

At the November 2017 Council meeting there was a public question related to the intersection project, querying the accident history at the intersection in comparison to other intersections in the City.

Attached is a list of intersections (95 locations) with the attendant accident history.

The list does not include any assessment of the cause of the accidents recorded, their severity or opportunities to reduce the potential for future accidents to occur.

Excluding the Bass Highway intersections, Mount Street and the CBD, the View Road/West Park Grove intersection has an accident history similar to many other urban intersections in the City. It is noted that the accident history is not extensive though.

Where safety concerns are raised in regard to an intersection, opportunities to improve road safety are reviewed, as has occurred in regard to the project at hand.

The information provided by the Department of State Growth provides an opportunity to explore other locations within the City that may benefit from road safety improvements.

Review

The feedback from the community in regard to the proposed modification of the intersection of View Road and West Park Grove demonstrates that there is little, if any, support for the project as presented.

While there is a recorded accident history (albeit consistent with many other intersections within the city) and acknowledgement among some respondents that the angle of the slip

lane can present a sight line challenge, based on the feedback received it would be difficult to suggest progressing with the project in its current form.

A potential opportunity to achieve some safety improvements would be to implement only some elements of the design.

Design Element	Comment
Remove the slip lane from View road to West Park grove and create a T Junction	Significant concern expressed that increased congestion will occur at the intersection .This is a valid concern and at peak times it is probable there may be some congestion. In such situations there is a need to find a balance between providing improved safety outcomes and impacting on functionality and user expectations.
Right turn lane	This element could be installed, with the existing slip lane retained. The impact of the works is loss of parking for some adjacent residents, which was a significant concern for those residents. If the slip lane were not closed off though the additional parking proposed would not be able to be provided.
Pedestrian refuge – View road	The retention of the slip lane will maintain current vehicle speeds past the proposed pedestrian refuge. The refuge would provide some value in terms of pedestrian safety; however motorists will need to be aware of persons crossing at this location. Appropriate advance warning signage could be used to increase awareness.

One further suggestion raised a number of times is the installation of a mirror at the western end of the slip lane on to West Park Grove, with the purpose being to provide an opportunity to open up the sightlines for motorists merging from View road on to West Park Grove.

However such an arrangement requires motorist to firstly use the mirror and secondly to understand that the image can be distorted, which can impact on their ability to judge distances and vehicle speeds accurately. In this situation officers consider a mirror may exacerbate the safety issues at the intersection.

8.0 RISK

This report advises Alderman on the outcome of a consultation process.

In summary the overwhelming view of those providing a response to Council is that the intersection should remain as is. It appears that the only uncontroversial aspect of the project is the installation of the pedestrian refuge in View road, which has not elicited any comment.

Many of the respondents raised concerns with the potential for the modified intersection to increase the likelihood that there will be increased congested at peak times. Officers acknowledge that there is potential for this situation to occur and this is a trade-off for addressing the safety concerns related to the slip lane.

The intersection has a modest accident history but can be seen to be comparable to the accident history of many other intersections in the City.

If the intersection modification were not progressed, the inherent deficiencies in the intersection will remain however to most motorists these deficiencies (the restricted sightline when exiting the slip lane and lack of right turn slot on West Park Grove) are recognisable and can be managed with attentive driving.

If an alternate view were taken and the project progressed there would be many in the community who would feel aggrieved at the decision. There is also potential, in at least the short term, for congestion concerns to be raised as the operation of the intersection is bedded down, with consequential negative feedback and potential criticism of Council's decision.

9.0 CONSULTATION

To understand the views and concerns of the community in regard to the proposed modification of the View Road and West Park Grove intersection, a community consultation process was progressed.

The consultation process entailed

- Public Notice in The Advocate Newspaper (2 December 2017)
- Web page
- Facebook page
- Letter to residents abutting the intersection

Interested persons were encouraged to provide comments in writing, email or via the Facebook page.

The comments provided have been summarized in the discussion section of this report.

Council's decision in regard to this matter would be communicated via the Mayor's message section of the Advocate Newspaper and via Council's web and facebook pages.

ATTACHMENTS

1. Accident History Report 2012-2017 - Burnie Urban Area

COUNCIL RESOLUTION

Resolution number: MO026-18

MOVED: *Ald S Kons*

SECONDED: *Ald C Lynch*

“THAT Council determines not to progress with modifications to the intersection of View Road and West Park Grove, excepting for the installation of a pedestrian refuge on View Road, and advise the community of its determination.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

ACCIDENT HISTORY REPORT 2012-2017 - BURNIE URBAN AREA

ID#	Intersection	Fatal	Serious	Minor	First Aid	Property Damage Only	TOTAL
1	75 Bass Hwy/Mount St (South)	0	2	3	3	12	20
2	80 Bass Hwy/Wilson St (North)	0	0	3	0	14	17
3	85 Bass Hwy/North Tce/West Park Grove	0	0	2	2	11	15
4	61 Bass Hwy/Marine Tce/Massy-Greene Dr	0	0	2	1	11	14
5	79 Bass Hwy/Wilson St (South)	0	0	4	1	9	14
6	86 Bass Hwy/North Tce/Queen St	0	0	4	4	6	14
7	58 Bass Hwy/Stowport Rd	0	0	3	0	10	13
8	1 Bass Hwy/East Cam Rd	0	1	1	1	8	11
9	94 Ladbrooke St/Mount St	0	0	2	1	7	10
10	60 Bass Hwy/River Rd	0	0	1	0	8	9
11	21 Mooreville Rd/West Mooreville Rd/stevens Pl	0	0	2	0	5	7
12	77 Bass Hwy/Mount St (North)	0	1	0	0	6	7
13	6 Bass Hwy/Brickport Rd	0	0	3	1	2	6
14	34 Mount St/ Thorne St	0	0	0	0	6	6
15	66 Edwardes St/Marine Tce	0	1	2	0	3	6
16	67 Edwardes St/Strahan St	0	0	0	2	4	6
17	20 Brickport Rd/Mooreville Rd/West Park Grove	0	0	3	0	2	5
18	62 Marine Tce/Reeves St/The Esplanade	0	0	0	0	5	5
19	63 Hopkinson St/Wellington St	0	0	1	2	2	5
20	91 Cattley St/Mount St	0	0	2	0	3	5
21	3 Bass Hwy/Fidler St	0	0	2	0	2	4
22	15 Futuna Ave/West Park Grove	0	0	1	1	2	4
23	28 Madden St/Thorne St	0	0	0	0	4	4
24	90 Wilmot St/Wilson St	0	0	1	0	3	4
25	22 Mooreville Rd/Wiseman St	0	0	1	0	2	3
26	24 Wiseman St/Woniora Rd	0	0	2	0	1	3
27	31 Atkins Dr/Mount St/Three Mile Line Rd	0	0	1	0	2	3
28	33 Mount St/Roslyn Ave	0	0	1	0	2	3
29	40 Mount St/Pine Ave	0	0	2	1	0	3
30	56 Mount St/Alleen Cres	0	0	1	0	2	3

ID#	Intersection	Fatal	Serious	Minor	First Aid	Property Damage Only	TOTAL
31	Burton St/Hill St/ Mount St	0	0	0	0	3	3
32	Morse St/View Rd	0	0	1	0	2	3
33	Alexander St/Wilmot St	0	0	2	0	1	3
34	Mount St/Wilmot St	0	0	1	0	2	3
35	Bass Hwy/Arthur St	0	0	2	0	0	2
36	Brickport Rd/Park Grove	0	0	0	1	1	2
37	Marist Dr/Oldaker St	0	0	2	0	0	2
38	Howe St/West Park Grove	0	0	0	0	2	2
39	View Rd/West Park Grove	0	0	1	0	1	2
40	Mooreville Rd/Thre Mille Line Rd	0	0	1	0	1	2
41	Payne St/Thorne St	0	0	0	0	2	2
42	Hardy St/Nelson St	0	0	1	0	1	2
43	Bird St/Lyons St	0	0	0	0	2	2
44	Bass Hwy/Main Rd Round Hill	0	0	0	0	2	2
45	Main Rd/Pearl St	0	0	0	0	2	2
46	Hale St/Strahan St	0	0	0	1	1	2
47	Hodgman St/Jones St/William St	0	0	0	1	1	2
48	Alexander St/High St	0	0	1	0	1	2
49	Bass Hwy/Osborne St	0	0	0	0	1	1
50	Bass Hwy/Coosee Point Rd	0	0	0	0	1	1
51	Bass Hwy/Mollison St	0	0	0	0	1	1
52	Bay St/Mollison St	0	0	0	0	0	1
53	Bay St/Wood St	0	0	0	0	0	1
54	Futuna Ave/Howe St	0	0	0	0	1	1
55	Tracey St/West Park Grove	0	0	1	0	0	1
56	Eastwood Dr/West Park Grove	0	0	0	0	0	1
57	Chanel St/West Park Grove	0	0	1	0	0	1
58	Curraghmore Ave/West Park Grove	0	0	0	0	1	1
59	Loongana Ave/Wiseman St	0	0	0	1	0	1
60	Thorne St/Wontiora Rd	0	0	0	0	1	1
61	Crudwell Crt/Thorne St	0	0	0	1	0	1
62	Thorne St/West St	0	0	0	0	1	1

ID#	Intersection	Fatal	Serious	Minor	First Aid	Property Damage Only	TOTAL
63	32 Colegrave Rd/Mount St	0	0	0	0	1	1
64	35 Collins St/Roslyn Ave	0	0	0	0	1	1
65	36 Exhibition St/Spencer St/Wembley St	0	0	0	0	1	1
66	37 Blackwood Pde/Cypress Cr	0	0	1	0	0	1
67	38 Gray St/West St	0	0	0	0	1	1
68	39 Abbott St/Mount St	0	0	0	0	1	1
69	41 James St/Pine Ave	0	0	1	0	0	1
70	42 Beattie St/Madden St	0	0	0	0	1	1
71	43 Kent Ave/Nelson St	0	0	0	1	0	1
72	45 Belton St/Madden St	0	0	0	0	1	1
73	46 Belton St/Cabot St	0	0	0	0	1	1
74	47 Linton St/Mount St	0	0	1	0	0	1
75	48 Federal St/Mount St	0	0	0	0	1	1
76	49 Cabot St/Grenville St	0	0	1	0	0	1
77	50 Malonga Dr/Oonah St	0	0	0	0	1	1
78	51 Belton St/Hayes St	0	0	1	0	0	1
79	53 Belton St/Lyons St/The Boulevard	0	0	1	0	0	1
80	54 Bird St/Terrylands St	0	0	1	0	0	1
81	55 Bird St/Tattersall St	0	0	0	0	1	1
82	64 Hopkinson St/Strahan St	0	0	0	1	0	1
83	68 Menai St/Wilson St	0	0	0	0	1	1
84	70 Hill St/Moody St	0	0	0	0	1	1
85	71 Hill St/Wilson St	0	0	1	0	0	1
86	72 Farquhar St/Jorgensen St	0	0	1	0	0	1
87	73 Mace St/Randall St	0	0	0	0	1	1
88	76 Bass Hwy/Fleming Cr	0	0	0	0	1	1
89	78 Vernon Pl/View Rd	0	0	0	0	1	1
90	81 Vernon Pl/View Rd	0	0	0	0	1	1
91	83 Queen St/Wilmot St	0	0	0	0	1	1
92	84 Princes St/Queen St	0	0	0	0	1	1
93	92 Cattley St/Wilson St	0	0	1	0	0	1
94	93 Cattley St/Marine Tce	0	0	1	0	0	1
95	95 Ladbrooke St/Wilson St	0	0	0	1	0	1
		0	5	75	28	205	316

WORKS AND SERVICES**AO017-18 WEST PARK PRECINCT
COASTAL PATHWAY INFILL CONSTRUCTION****FILE NO: 23/4/114****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.1	A range of vibrant, safe and attractive community spaces.
Strategy	1.1.2	Enhance the use of community spaces through initiatives to improve the feeling of safety for all ages.

1.0 RECOMMENDATION:

“THAT Council endorses the provision of a 200m section of shared path within the West Park precinct, as per the plan attached to this report, and fund the project in the 2017/2018 capital works budget from allocations associated with the two Coastal pathway projects included within the capital works budget.”

2.0 SUMMARY

This report seeks Council support to undertake works within the carpark area at West Park, to provide a 200m section of shared pathway.

This work will link the eastern and western sections of the dedicated coastal pathway and support improved safety outcomes in the precinct.

There will be some impact on existing parking provisions, resulting in a loss of parking, however a plan to offset this parking loss is noted in the report.

Discussion with UTAS have indicated that the existing and proposed sections of the shared pathway would be utilised to convey pedestrians and cyclists around the university development, when site construction works progress, and that there is potential in the longer term to consider incorporating elements of the shared pathway into the precinct development.

3.0 BACKGROUND

In 2018 there will be progress towards completing the coastal pathway link between the Emu River and Wynyard, with the completion of the Marine Terrace section and the commencement of development of the rail corridor west of Cooee.

However at West Park there is a 200m section of the pathway which traverses through the carpark on the north side of the precinct. Vehicles, pedestrians and cyclists share the

northern access aisle of the carpark and while functional there is an element of risk for path users.

Periodically community concerns are raised with the current arrangement. To address the concerns modification of the current parking layout would be required to provide a shared path width of 2.7 m.

With greater utilisation of the coastal pathway expected as the network expands, Officers are of the view that progressing works to complete the infill link at West Park is warranted to address safety concerns.

This section has been problematic with the accreditation of a Parkrun in Burnie as this section forms part of the preferred course from the Waterfront and Cooee and return.

A plan suggesting a proposed arrangement to achieve this outcome is **attached**.

Officers are seeking the support of Aldermen through approving funding to progress the implementation of the plan discussed in this report.

4.0 LEGISLATIVE REQUIREMENTS

There are no specific legislative requirements to consider in respect to the proposed project.

Compliance with relevant parking and traffic management guidelines and standards would need to be achieved in the delivery and operation of the project.

5.0 POLICY CONSIDERATIONS

Council have supported the development of the coastal pathway project and has progressed various stages of the project.

The infill works proposed are consistent with Council's position in respect to the coastal pathway.

6.0 FINANCIAL IMPACT

The infill shared pathway works and associated parking changes, have an estimated cost of \$30,000.

Officers consider there is opportunity to fund the works with in the overall allocations associated with the two coastal pathway projects included in the 2017/2018 capital works budget.

7.0 DISCUSSION

For some time now Council has received comments and concerns from the community in relation to the sharing of the northern access aisle of the West Park carpark by vehicles, pedestrians and cyclists. The length of shared space is some 200m.

Funding was previously sought under the Vulnerable Roads Users Program to facilitate modifications however Council was not successful in that application.

At that time the project was placed on the back burner for later consideration.

As mentioned earlier in this report this section has been identified as a safety risk by the Tasmanian, Parkrun Co-ordinator and while safety measures are implemented by organiser of existing running events using this pathway, with a weekly event a permanent solution is warranted.

Officers believe it is now appropriate timing to consider addressing the infill path development as:

- The balance of the coastal pathway (west of the Emu river to Wynyard will be developed in the near future)
- UTAS have selected a preferred concept plan for the West Park precinct and are progressing with detailed planning and design.

Infill Concept

The plan **attached** details proposed modifications to the existing car parking arrangements at West Park to provide a 2.7m wide shared pathway to link the section from the Penguin interpretation centre to the shared pathway to the west (some 200 m)

The elements of the project are:

- Removal of parking on the north side of the carpark, immediately east and west of the turn area (loss of twenty four (24) parking spaces).
- Loss of three (3) parking spaces adjacent to the penguin interpretation centre.
- Provision of five (5) parallel parking bays.
- Modification of garden beds and existing pavement markings.
- Installation of bollards to delineate the shared pathway.

In total twenty two (22) parking bays will be removed. However these could be replaced by utilising a section of the gravel parking area to the west of the sealed carpark. To do so would require the guard rail fence to be relocated and a section of the gravel carpark resurfaced.

In undertaking such works, the manoeuvring space for buses, which park on the west side of the carpark, will be reduced, however it is believed that there is sufficient space available to facilitate the safe manoeuvring of buses.

The outcome of the proposed work would be a separated shared path, providing a safe path of travel for users, with limited impact on persons using the parking area.

University development

The adopted master plan for the UTAS development on West Park identifies pedestrian linkages along the northern side of the precinct (refer **attached** information sheet).

In discussion with the UTAS Construction Manager for the West Park development, it was identified that the coastal pathway would be retained during the UTAS build as a means of separating construction and recreational activities. There was also acknowledgement that in the longer term there would be value in maximising the reuse of existing infrastructure with in the precinct.

While there is no certainty that the works proposed in this report will be retained in the longer term, the modest cost of the works and community safety benefits now and as the UTAS development progresses, suggest to Officers that there is value in funding and implementing the proposed works.

8.0 RISK

The aim of the infill shared pathway project is to address potential risks of injury to pedestrians and cyclists, as they pass through the car park area at West Park.

While this is a risk in many road environments, users of the coastal pathway would expect a consistent standard of infrastructure along its length, and the 200m section in question is not consistent in standard with the balance of the pathway.

Below is a brief exploration of possible risk considerations against Council's risk management framework.

RISK CATEGORY	DISCUSSION	MITIGATION
Strategic	Council has, and is developing various sections of the shared coastal pathway through the city. The project at hand is consistent with that policy position.	None required.
Finance	Council has not allocated funds for this project within the current financial year.	Officers believe the project can be funded from the broader coastal pathway project funding.
Assets and Infrastructure	The project will require modification to existing infrastructure. There is potential that the works carried out may need to be removed as the broader UTAS development of the West Park precinct occurs.	Initial discussions with UTAS suggest that there is potential for the coastal pathway to be incorporated within the precinct.

RISK CATEGORY	DISCUSSION	MITIGATION
Environment	The work will occur within the confines of the existing developed carpark. No environmental impacts have been identified.	None required
Workers	The work site is within a trafficked environment. There are risks to workers in undertaking the works.	Implement the relevant components of Council's Work Health and Safety system.
Public Safety	The area around the worksite will be used by the public	Install appropriate signage and site fencing. Monitor public use.
Emergency Management	No issues identified.	None required
Regulation and Compliance	The infrastructure installed will need to comply with relevant standards and guidelines	Design process includes review of appropriate standards and guidelines. Designs peer reviewed
Corporate and Business Systems	Appropriate systems will be used in the management of the project.	None required
Political	Concern could be expressed by the community in the event that the works proposed are removed in the short term as part of the UTAS development	Officers have consulted with UTAS and believe there will be opportunity to discuss the incorporation of the coastal pathway or elements of the pathway in the broader UTAS development

9.0 CONSULTATION

The driver for this project is ongoing feedback from users of the coastal pathway as to safety concerns, when traversing the West Park carpark area, to access the coastal pathway, to the west and east of the carpark.

Discussions have occurred with UTAS in regard to the potential for integration of the coastal pathway into the broader precinct development.

ATTACHMENTS

1. West Park East-West Pathway Concept Plan
2. UTAS Master Plan

COUNCIL RESOLUTION**Resolution number: MO027-18****MOVED:** *Ald S Kons***SECONDED:** *Ald T Brumby*

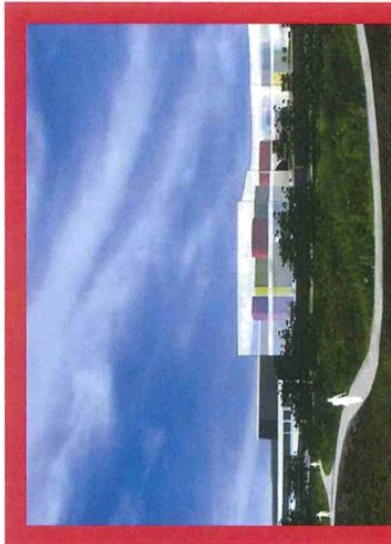
“THAT Council endorses the provision of a 200m section of shared path within the West Park precinct, as per the plan attached to this report, and fund the project in the 2017/2018 capital works budget from allocations associated with the two Coastal pathway projects included within the capital works budget.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY



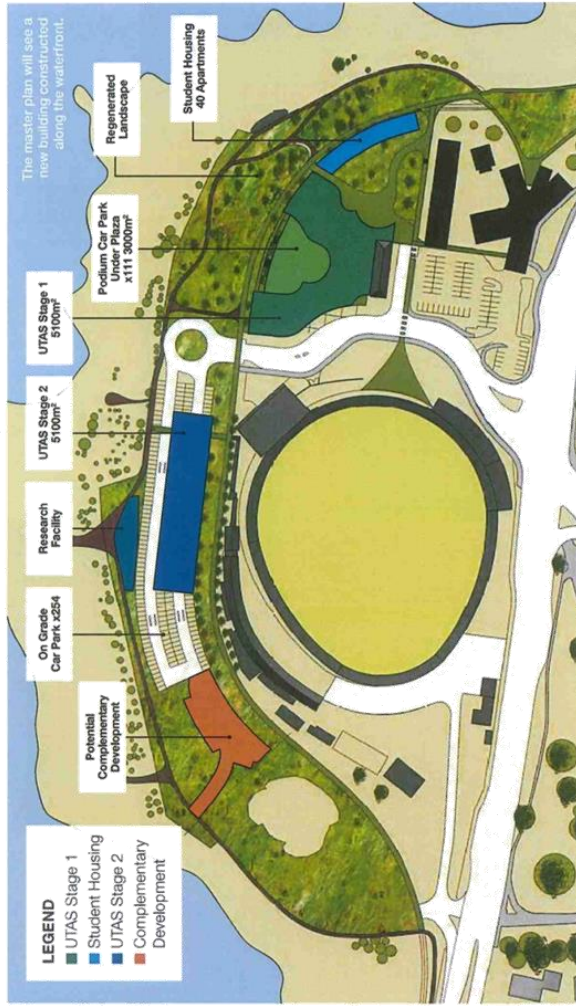


The West Park Master Plan

The University of Tasmania is progressing plans for a modern, purpose-built campus at West Park, Burnie. We have already completed a number of infrastructure projects on the site, including the refurbishment of the Makers' Workshop and Domestic Arts building and construction of 40 student apartments.

We have now finalised the master plan for the next stage of development, which will incorporate new buildings for teaching, learning and research constructed along the waterfront as well as car parking and landscaping.

The new West Park campus will create a vibrant academic community in the heart of Burnie, with community spaces, contemporary learning and research environments, and innovative courses on offer. There is capacity for growth in student numbers as the University strives to attract more Tasmanians into higher education. The design will also conserve the unique social, cultural and environmental attributes of the site.



Community feedback

We have consulted extensively with the local community in relation to the new West Park campus and have incorporated your feedback into the final master plan. Here is a summary of the key themes identified.



Courses

The new campus will create opportunities to increase student numbers and expand course delivery. A range of new associate degrees will also be offered, which are shorter, more flexible and relevant degrees designed around the needs of local industry.

Views

The design of buildings will ensure existing views will be preserved on the site. The selected master plan also has lower building height.



Building design sustainability

Buildings will be designed to five Green Star certification standard.



Environment

The new development will be sensitive to the natural environment, placing a high importance on the protection of native flora and fauna, including the penguin colony and coastline.



Mooreville Road

We continue to work with the Department of Education, who own the site, and the Burnie City Council to resolve the future use of the site.



Access and car parking

The new campus will feature easy pedestrian access and 445 car parks.



The rail line

The development will complement the rail line should it be re-commissioned in the future.



Relocation of bands

The bands will have access to like-for-like or improved facilities on the site.

WORKS AND SERVICES**AO018-18 PIGEON CONTROL - BURNIE CBD**

FILE NO: 15/5/2; 870596
PREVIOUS MIN: AO266-17

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

1.0 RECOMMENDATION:

“THAT Council note the information contained in the following report.”

2.0 SUMMARY

This report advises Alderman as to the outcome of discussion with the Department of Primary Industries, Parks, Wildlife and Environment in regard to pigeon management.

3.0 BACKGROUND

At the November 2017 meeting, Council considered a motion on notice in regard to concerns with the resident pigeon population in the Burnie CBD and determined:-

“THAT Council seeks the assistance of the appropriate Government Agency to assist in kind and financially for the removal of the pigeon problem in the CBD.”

The Department of Primary Industries, Parks, Wildlife and Environment (Invasive Species Branch) was contacted to seek advice in regard to the information and support sought by Council.

4.0 LEGISLATIVE REQUIREMENTS

The use of chemical controls to manage a pigeon population must be in accordance with relevant legislation and be undertaken by a licensed pest control company.

5.0 POLICY CONSIDERATIONS

Council has in the past undertaken some pigeon control activities on land it manages in the CBD, generally where a specific issue or concern has been raised.

Council has no jurisdiction over or responsibility for pigeon control activities on private lands.

6.0 FINANCIAL IMPACT

The report does not present any financial implications for Council.

7.0 DISCUSSION

The Department of Primary Industries, Parks, Wildlife and Environment (Invasive Species Branch) was contacted in regard to the request from Council.

Officers from the Department have advised that pigeons are considered a pest bird rather than an invasive species. As such the Department has no active control programs for such species and is only able to provide assistance in the form of advice as to appropriate methodologies for bird control.

The recommended method for pest pigeon control is the use of Alpha Chloralose by an appropriately licensed pest control company.

At the November 2017 meeting there was some discussion about the use of chemicals to sterilise the bird population. The Department were queried in regard to such a control methodology and advised that there are no such methodologies approved for use in Tasmania. Council officers explored various information sources and noted that chemical sterilisation has been trialled in other Countries but not in Australia to their knowledge.

Other methods for pigeon control include the installation of physical deterrents to birds roosting and nesting.

In the previous advice to Council it was suggested a practical solution to the concern noted in the motion on notice may be for Council to consider working with relevant CBD businesses/property owners to co-fund a pigeon control program.

To support that approach, Officers could obtain indicative costs for a whole of CBD control program from a licensed pest control company, seek the level of interest of business/property owners in participating and provide a further report to Council.

It is noted that there will be a range of views within the community in relation to the progression of a pigeon control program

8.0 RISK

The report provides advice to Council on the outcome of discussions with DPIPWE officers and in itself presents no risk to Council.

There may be an expectation in the CBD business community that Council will take action in regard to pigeon management in the CBD given the previous decision of Council.

9.0 CONSULTATION

Officers have consulted with Officers of the Department of Primary Industries, Parks, Wildlife and Environment in the preparation of this report.

COUNCIL RESOLUTION

Resolution number: MO028-18

MOVED: Ald R Bentley

SECONDED: Ald S French AM

“THAT Council note the information contained in the following report.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

Ald R Blake OAM left the meeting, the time being 7.52pm.

COMMUNITY AND ECONOMIC DEVELOPMENT

AO019-18 BURNIE SURF LIFE SAVING CLUB REDEVELOPMENT

FILE NO: 22/1/1; 2745778

PREVIOUS MIN: AC101-17

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:

- 1) Allocate funds from the 2017/18 and 2018/19 Capital Works budgets to the extension and redevelopment of the Burnie Surf Life Saving Club ;***

AND

- 2) Authorise the General Manager to call tenders from architectural consultants to complete detailed design and undertake contract administration for the Burnie Surf Life Saving Club extension;***

AND

- 3) Authorise the General Manager to call tenders for extension to the Burnie Surf Life Saving Club as per the concept plans from Jaws Architects Drawing No:1776_SD 01 and 02 dated 27 November 2017.”***

2.0 SUMMARY

Council is in discussions with the Burnie Surf Life Saving Club to redevelop and extend its club rooms, after a co-tenant of the Surf Club building exercised its lease option to exclusively utilise the current shared function space (the Wave Room).

Due to the reduction of space, the Surf Club has advised that it cannot provide for a number of activities including major functions and training; which will have an impact on the financial sustainability of the Club.

As a result Council has offered to redevelop and extend the Surf Club space, and has been in discussion with Surf Club representatives to identify the space required, and to understand the cost of these works.

Council has sought the advice of an architect and quantity surveyor to assist in this process.

The proposed concept plans and costings for the redevelopment have been **circulated** separately.

3.0 BACKGROUND

At its meeting on 8 August 2017 Council made the following unanimous resolution:

“THAT Council:

- 1) Advise Bonzak that it accepts they have exercised their option for exclusive use of the function room:***
- 2) Authorise the General Manager and the Mayor to meet with the Burnie Surf Club executive to discuss the loss of the function room up to six times per year, with the view of establishing interim arrangements prior to creating an extension of an equivalent space to the Wave Room;***
- 3) Provide a further report to Council following discussion with Burnie Surf Club; and***
- 4) Authorise General Manager in consultation with the Mayor to make necessary public statements about the matter subject to legal advice, if appropriate.”***

4.0 LEGISLATIVE REQUIREMENTS

The Local Government (General) Regulations 2015 provide that Councils must publicly invite tenders for the purchase of goods and services with a value in excess of \$100,000 excluding GST.

5.0 POLICY CONSIDERATIONS

Council’s Code for Tenders and Contracts is to provide a policy framework on best practice tendering and procurement methods in line with the legislative requirements of the *Local Government Act 1993* and the *Local Government (General) Regulations 2015*. The Act requires Councils to adopt a Code relating to tenders and contracts.

The objective of the Code is to achieve the purchasing principles of:

- i) Open and effective competition;
- ii) Value for money;
- iii) Enhancement of the capabilities of local business and industry;
- iv) Ethical behaviour and fair dealing;
- v) Environmental and sustainability considerations; and
- vi) Risk management considerations.

6.0 FINANCIAL IMPACT

The proposed plans for the Surf Club extension have been reviewed by an independent Quantity Surveyor who has indicated the total base project cost of the redevelopment to be \$853,000. However a number of further items have been considered during the design phase, which could add an additional \$232,900 to the cost of the Project.

Total costs of architectural and engineering consultants are expected to be approximately \$140,000.

Council has budgeted \$162,000 in the 2017/18 capital Budget towards the installation of a lift which would form part of these works.

A further \$50,000 would be required to provide a storage area for the Surf Club. This work would be included as part of the completion of the Waterfront development when the rail corridor is landscaped, and will form part of the budget for that work.

7.0 DISCUSSION

The plan for the proposed extension and the Quantity Surveyors Cost Estimate has been reviewed by Council Officers, Surf Club representatives and a qualified Architect. Aldermen also reviewed an initial cost estimate, and this was revised following feedback from the various parties.

There are a number of items that have contributed to the cost of the proposed extension.

- The extension of the Surf Club premises on the first floor to provide a similar floor space as that currently provided through access to the Wave Room.
- The addition of a semi-commercial kitchen to allow catering for Surf Club functions. Current catering arrangements will not be able to continue under the new use proposed for the Wave Room area.
- The relocation of the bar area to align with the kitchen area.
- Changes to the front of the building to allow improved sight lines to the beach.
- The addition of a storage area. Current storage arrangements will not be able to continue under the new use proposed for the Wave Room area.
- The relocation of an external electrical substation as required by the electricity provider.
- The addition of a lift and new stairs to accommodate the lift.

A number of items have been costed but have not been included in the base cost.

- The addition of an access toilet on the first floor so that clients do not need to use the lift to access the ground floor access toilet.
- A perforated steel stair to achieve sight lines through the stairwell area.
- The use of a glass lift to also achieve sight lines through the stairwell area.
- Roof replacement to achieve falls. This may not be required, and will be reliant on a more thorough examination during the detailed design phase.

- Kitchen equipment such as ovens, fridges, food warmer, cutlery and crockery to allow for catering

The cost estimate of \$140,000 for consultant's fees represents 12.9% of the total project cost. Typically design and project management fees for a building of this nature is around 10 to 15 %, depending upon the complexity of the project.

Council could reduce the cost by undertaking the contract administration but this could blur the line of responsibility and may result in generating more costs.

Council's Technical Services area currently has limited resources to undertake the Contract Administration for this project.

8.0 RISK

Potential risks are identified under the following categories:

Assets and infrastructure

There is a risk that the proposed works will not be fit for purpose, or alterations may impact on the functionality of the existing building.

This risk will be mitigated by ensuring sign-off by the Surf Life Saving Club on the final design; and the use of qualified architects and services engineering consultants in designing the building extension and alterations.

Financial

There is a risk that the costs of the project could increase further.

This risk will be mitigated by ensuring that the project remains within the scope, and that all potential building issues are identified and mitigated prior to the construction tender being called.

A contingency amount of \$98,000 together with an allowance for market conditions of \$47,000 is included in the cost estimate.

Political

There is a political and reputational risk to Council that the general community will judge the expenditure of over \$1 million to correct an issue created by Council entering into conflicting lease agreements as a poor use of ratepayers funds.

While there is little Council can do to mitigate this risk, it should ensure that the other two parties are not held responsible for this issue, as neither party was aware of the conflicting leases.

Regulations and Compliance

There is a risk that building works will not comply with the necessary planning and building regulations.

Council as the property owner must obtain the relevant planning and building permits in order to complete proposed works which are subject to approval under the appropriate regulations, which serves to mitigate this risk.

Workers

As with any construction project there is a risk of injury or fatality to workers or contractors on site.

Council has a detailed Workplace Health and Safety system and strict procurement processes in place to mitigate this risk.

9.0 CONSULTATION

Council officers have consulted with the representatives of the Burnie Surf Life Saving Club, the architectural firm responsible for the original building design, and an independent Quantity Surveyor.

Aldermen discussed this project at a Workshop in November.

COUNCIL RESOLUTION**Resolution number: MO029-18****MOVED: Ald S French AM****SECONDED: Ald C Lynch*****“THAT Council:***

- 1) Allocate funds from the 2017/18 and 2018/19 Capital Works budgets to the extension and redevelopment of the Burnie Surf Life Saving Club ;***

AND

- 2) Authorise the General Manager to call tenders from architectural consultants to complete detailed design and undertake contract administration for the Burnie Surf Life Saving Club extension;***

AND

- 3) Authorise the General Manager to call tenders for extension to the Burnie Surf Life Saving Club as per the concept plans from Jaws Architects Drawing No:1776_SD 01 and 02 dated 27 November 2017.”***

For: Ald S French AM, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald C Lynch.**Against: Ald S Kons, Ald K Dorsey.*****CARRIED***

Ald R Blake OAM returned to the meeting, the time being 8.03pm.

COMMUNITY AND ECONOMIC DEVELOPMENT

AO020-18 CITY LINK REVIEW - ALDERMAN APPOINTMENT

FILE NO: 8/5/7; 861206
PREVIOUS MIN: AO196-17

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

1.0 RECOMMENDATION:

“THAT Council note the resignation of Ald Dorsey from the Business Support Review Working Group and nominate Alderman to be Council’s representative on the Working Group, and nominate Alderman as their proxy.”

2.0 SUMMARY

The Business Support Review Working group has been meeting for a number of months and is due to present a draft Report to Council at a Workshop on 13 February.

Aldermen Dorsey was nominated to be Council’s representative on the Working Group; however provided notice to the General Manager on 7 December 2017 of his decision to resign as Council’s representative.

Council is now required to nominate a new representative.

3.0 BACKGROUND

At its meeting on 15 August 2017 Council resolved to:

- 1) ***Establish a Working Group to develop a model for support of Burnie business groups and request that a report be provided for Council’s consideration by 9 February 2018;***
- 2) ***Nominate Alderman Dorsey to be Council’s representative of the Working Group, and nominate Alderman Brumby as their proxy;***
- 3) ***Request the Burnie Chamber of Commerce and Industry, City Link and the Burnie Tourism Association to each nominate a representative and a proxy to be part of the Working Group;***

- 4) *Appoint Steven Jarman as an independent member and Chair of the Working Group;*
- 5) *Appoint the General Manager and Director Community and Economic Development as ex officio members of the Working Group;*
- 6) *Authorise the General Manager to engage Moore Consulting to provide assistance to the Working Group in developing the model; and*
- 7) *Allocate \$8,000 towards the review of a model."*

Subsequent to this decision Steven Jarman advised he was unable to accept and Mark Smith was invited as the independent member.

4.0 LEGISLATIVE REQUIREMENTS

There are no legislative requirements impacting on this Report.

5.0 POLICY CONSIDERATIONS

There are no policy considerations impacting on the Report.

6.0 FINANCIAL IMPACT

There is no financial cost in replacing an Alderman as Council's representative on the Working Group.

7.0 DISCUSSION

While the Alderman need to replace Aldermen Dorsey, there will be limited input into the Working Group's draft Report to be presented to Council in February, however there will be further work required by the Working Group after the Report is endorsed by Council for consultation with commercial ratepayers.

8.0 RISK

There is little risk to Council in appointing a replacement Alderman onto the Working Group.

9.0 CONSULTATION

There has been no consultation about this matter.

COUNCIL RESOLUTION

Resolution number: MO030-18

MOVED: *Ald S French AM*

SECONDED: *Ald K Dorsey*

“THAT Council:

- 1) Note the resignation of Ald Dorsey from the Business Support Review Working Group;***
- 2) Nominate Alderman Keygan to be Council’s representative on the Working Group;***
- 3) Nominate Alderman Brumby as the proxy; and***
- 4) Nominate Alderman Blake OAM to attend the meeting on 31 January 2018 in their absence.”***

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

CORPORATE AND BUSINESS SERVICES**AO021-18 POLICY REVIEW - CUSTOMER SERVICE CHARTER**

FILE NO: 4/14/2
PREVIOUS MIN:

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

1.0 RECOMMENDATION:

“THAT Council adopt the revised Policy CP-CBS-SG-022 Customer Service Charter as presented.”

2.0 SUMMARY

This report presents the review of the existing Customer Service Charter.

3.0 BACKGROUND

The purpose of this policy is to facilitate consistent standards of service delivery across Council and to provide a mechanism whereby compliments and complaints may be received and processed.

The policy was last reviewed in August 2014.

4.0 LEGISLATIVE REQUIREMENTS

The *Local Government Act 1993* stipulates that Council is to have a customer service charter and that it is to be reviewed every two years. S339F of the Act states:

339F. Customer service charter

- (1) A council must adopt a customer service charter on or before 1 January 2006.*
- (2) The customer service charter is to –*
 - (a) specify the principles relating to services provided by the council; and*
 - (b) specify a procedure for dealing with complaints relating to services provided by the council; and*
 - (c) include any prescribed matter.*
- (3) The general manager is to make the customer service charter available –*
 - (a) for public inspection at the public office during ordinary office hours; and*
 - (b) on the council's internet site free of charge; and*

(c) for purchase at a reasonable charge.

(4) A council is to review its customer service charter at least once every 2 years.

(5) The general manager is to provide the council with a report at least once a year of the number and nature of complaints received.

The Act is supported by s30 of the *Local Government (General) Regulations 2015* which states:

31. Customer service charter

For the purposes of [section 339F](#) of the Act, a customer service charter adopted under that section is to include the following matters:

(a) the manner in which a complaint referred to in [section 339E](#) of the Act may be made;

(b) the manner in which a response to a complaint is to be made;

(c) opportunities for a review of a response by the general manager;

(d) the periods within which complaints are to be dealt with;

(e) other actions that may be taken if a complainant is dissatisfied by the response;

(f) reporting of the complaints received.

5.0 POLICY CONSIDERATIONS

No policy issues have been identified in reviewing the Customer Service Charter.

6.0 FINANCIAL IMPACT

There is no financial impact to Council in adopting this policy.

7.0 DISCUSSION

The Customer Service Charter is in accordance with the requirements of the *Local Government Act 1993* and outlines Council's commitment to customers in accordance with our mission statement and provides a formalised process for making complaints. It outlines customers' rights, the standards customers can expect when dealing with Council and what a customer can do if dissatisfied with Council decisions or actions.

In reviewing this existing Policy, it is recommended to continue this policy with no changes.

8.0 RISK

Council must review this policy every two years in accordance with the *Local Government Act 1993*. The Policy was last reviewed in 2014 and therefore must be updated in order to meet the requirements of the Act.

9.0 CONSULTATION

This policy has been tabled for review with Aldermen at workshop on 28 November 2017.

ATTACHMENTS

1. Draft Revised Customer Service Charter

COUNCIL RESOLUTION

Resolution number: MO031-18

MOVED: *Ald T Brumby*

SECONDED: *Ald R Bentley*

“THAT Council adopt the revised Policy CP-CBS-SG-022 Customer Service Charter as presented.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY



COUNCIL POLICY

Customer Service Charter

Approved By: **Council**
Doc Controller: **General Manager**
File: 4/14/2

Document Code: **CP-CBS-SG-022**
Version: **4.0**
Approved Date: **Draft**
Next Review Date: **+ 2 years**

1 PURPOSE

To provide guidance to staff and customers in relation to the standards of service and the process for making compliments, enquiries and requests, and complaints in relation to Council services.

2 OBJECTIVE

To facilitate consistent standards of service delivery across Council and to provide a mechanism whereby compliments and complaints may be received and processed.

3 SCOPE

This policy covers all services provided by Council to all of its customers.

4 POLICY

The mission of the Burnie City Council is making a valuable contribution to our community through excellence in leadership, services programs and facilities.

This Customer Service Charter is in accordance with the requirements of the *Local Government Act 1993* and outlines our commitment to customers in accordance with our mission statement and provides a formalised process for making complaints. It outlines customers' rights, the standards customers can expect when dealing with Council and what a customer can do if dissatisfied with Council decisions or actions.

4.1 Our Commitment to Customer Service

The Council is committed to the provision of timely, efficient, consistent and quality services provided by polite and helpful officers that meet our customer's expectations.

The Council places great emphasis on the efficient handling of complaints. Our aim at all times is to provide a quality service. Council may not be able to provide complete satisfaction but will always be trying for the best possible solution.

To achieve this, customers are encouraged to voice their complaints and from Council's perspective to work toward increasing customer satisfaction and continuously improve our services by responding to customer complaints as efficiently and effectively as possible.

4.2 Who are Our Customers?

A customer is any person or organisation having dealings with or using the services of the Council.



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4.3 Our Service Standards**4.3.1 What you can expect from Council staff and services:**

- Professional and informative approach
- Courteous, polite and friendly manner
- Efficient execution of tasks
- Commitment to listening and responding to your needs
- Referral of requests to the appropriate person or agency if unable to fulfil your requirements
- All information will be treated with the highest level of confidentiality
- Acknowledgement and respect for customers' time.

4.3.2 When a customer visits or telephones the Council

Staff will attend the counter and answer the telephone promptly, courteously and deal with an enquiry directly without unnecessary referrals or transfers. If staff cannot deal with the enquiry they will provide the customer with the name of the person or agency the request or enquiry should be referred to. If that information is not readily available, staff will request the relevant person or agency to contact the customer directly. Telephone calls to the Council will be returned at the first opportunity, however where information is not readily available verbal enquiries will be answered within 10 (ten) working days.

4.3.3 When a customer writes or emails

Council will respond to all written requests or enquiries within ten (10) working days. Our response will be either in full, or as an acknowledgement outlining the name of the person handling the matter. Such acknowledgement may be by telephone or in writing as appropriate. All correspondence will be as prompt as possible, courteous and written in plain English.

4.4 Our Expectations Of The Customer

To make our job easier in providing our services Council ask customers:

- for patience and understanding
- to treat staff with respect and in a civil and courteous manner
- to provide information that is clear, concise and complete
- to respect the privacy, safety and needs of other members of the community
- to phone to make an appointment for a complex enquiry or a need to see a specific officer



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- to phone the officer nominated on correspondence sent to the customer, quoting the file reference on the letter.

4.4.1 Abusive Customers

In any interaction with members of the community where personal abuse or vulgar language is used, the communication may be terminated immediately by the officer. If face to face, the officer will walk away. If on a telephone, the officer will terminate the call. If in email, the address may be blocked.

There may be occasions when the issue(s) a person has cannot be dealt with to their satisfaction and it is not possible for Council officers to continue to respond; or correspondence contains personal abuse or vulgar language is used. In these cases, Council may decide to limit or cease responses to the person. A decision of this nature will be communicated in writing to the person.

If a staff member feels threatened by the language or behaviour of the customer, they may notify the Police.

4.5 Compliments

Burnie City Council welcomes compliments about its staff and the services they provide. Compliments assist us to determine whether we are doing something well and also enhance the morale of staff. If you would like to pay a compliment, you may do so by telephone, at the counter or in writing. Council appreciates the time you take to make a compliment.

4.6 Enquiries and Requests

All customer enquiries and requests received by staff at Council are dealt with appropriately. If necessary, customer requests are entered into a Customer Request Management system (CRM). This ensures they are directed to the appropriate officer/s for further actioning. Enquires and Requests can be made by telephone, in person, or in writing.

4.7 Complaints**4.7.1 What is a complaint?**

A complaint is an expression of dissatisfaction with a decision (outside of a structured process), level or quality of service, or behaviour of an employee or agent, which can be investigated and acted upon and has been specifically referred to Council for action. From an operational perspective, a complaint is also an



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opportunity for Council to review certain processes to see whether they can be improved.

A structured process is where legislation (Act, Regulation, Rule or By-law) specifically makes provision for an appeal, internal or external review of a decision.

4.7.2 What is not a complaint?

The following are not considered a complaint:

- A request for service (unless there was no response to a first request for service).
- A request for information or an explanation of a policy or procedure.
- Disagreement with a policy or decision of the Council.
- An appeal or request for internal or external review of a decision for which a structured process applies, other than that made as the result of a complaint.
- An expression concerning the general direction and performance of Council or its Aldermen.
- An expression of dissatisfaction with the behaviour of an Alderman.
- Reports of damaged or faulty infrastructure.
- Reports about neighbours, noise, dogs, nuisances, unauthorised building work or similar issues that fall into the regulatory aspect of our service.

Many of the issues above are called 'complaints' when a customer contacts us. They are called complaints because a customer is unhappy about the situation and wants something done. The actions we take to resolve many 'complaints' are an everyday part of organisational life for us, due to the nature of services we provide. These issues will be dealt with separately from the formal complaints management process.

4.7.3 Complaints Management Process

The Director of each Department of the Council is responsible for handling complaints relevant to that Department.

While most problems can usually be resolved at an early stage, there are times when they require detailed investigation. If a complaint is of a very serious nature, it will be referred to the General Manager.

Irrespective of the manner in which the complaint was received, a response to the complaint can be expected within ten (10) working days. If an Alderman has submitted a complaint on a customer's behalf we will also respond to the Alderman within ten (10) working days.



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There are times when it is not possible to meet this deadline, e.g. where a complaint is a complex one and Aldermen are to be briefed on the outcome of the investigations. In these cases we will endeavour to keep the customer informed of progress.

4.7.4 Form of Complaint

A complaint may be lodged orally (by telephone or at the counter) or in writing. Your complaint will be referred to the relevant Director and may be responded to verbally by telephone, or by meeting with the Director to discuss the complaint, or in writing.

If the complaint relates to a complex matter or there is no resolution from discussing the matter with the relevant Director, the complaint will then be referred to the General Manager for consideration. At this stage, all complaints should be put in writing setting out the complaint details as simply as possible. If you are unable to provide a written complaint yourself, assistance with writing your complaint can be provided.

To assist Council in dealing with your complaint a customer should include the following, if relevant:

- a) date, times and location of events
- b) what happened
- c) to whom the customer has spoken (names, position in the Council and dates)
- d) copies or references to letters or documents relevant to the complaint
- e) state what the customer hopes to achieve as an outcome to the complaint.

4.7.5 Internal Review

Experience has shown that the majority of complaints will be satisfactorily resolved by the relevant Director. However, a person who is not satisfied with the outcome may request a review of the complaint by the General Manager. A request for a review of the complaint to the General Manager is to be in writing.

The General Manager will inform the customer of the findings on completion of an investigation.

4.7.6 Consideration of a Complaint

In considering a complaint the relevant Director or the General Manager will:



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- Examine and analyse the information already available and follow up points requiring clarification,
- Look at the Council Policies which might have a bearing on the complaint,
- Consider whether or not the Council is at fault;
- Consider any necessary action to be taken to correct the faults identified; and
- Consider a review of the Council's procedures to avoid recurrence of any similar complaint in the future if necessary.

The relevant Director may enter into informal discussions or mediation on a complaint with a view to resolution. If this process does not resolve the situation it may be referred to the General Manager.

4.7.7 Vexatious Complaints

All complaints received by Council will be treated with the utmost seriousness however if a complaint is found to be malicious, frivolous or vexatious no further action will be taken on the complaint. The customer will be informed of this decision in writing.

4.7.8 Anonymous Complaints

While Council will receive anonymous complaints, it will generally only act on them where the matter is considered to be serious and where there is sufficient information in the complaint to enable an investigation to be undertaken.

4.7.9 Protection of Customer

Council will take all care to ensure that the reporting of complaints will not result in a customer experiencing any form of victimisation or retribution as a result of the complaint.

4.7.10 What if a customer is not satisfied with the resolution of the Complaint?

Council is confident that it can resolve the majority of complaints received. However, we understand that it may not be able to satisfy every customer on every occasion.

Sometimes Councils have to make difficult and complex decisions involving many people and individual customers do not get the outcome they want.



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If a complaint remains unresolved or a customer is dissatisfied with our process in dealing with a complaint other avenues remain for the customer to explore which include:

- available Administrative Appeals Process,
- the Judicial Review Act 2000, and
- external agencies which can review actions and decisions taken by the Council.

These include:

- The Ombudsman who is an officer responsible to Parliament for investigating complaints made about administrative actions (or inactions) of Tasmanian Government Departments, most Statutory Authorities and Local Government. The Ombudsman is located at Ground Floor, 99 Bathurst Street, Hobart, 7000. Ph (03) 6233 6217.
- Local Government Division, Level 8, 15 Murray Street, Hobart (GPO Box 123 HOBART, 7001) Ph. (03) 6233 6758.

While a customer is entitled to refer a complaint directly to these bodies at any time, customers are encouraged to allow the Council to investigate the complaint first.

4.8 How You Can Contact Us

You can contact us to make an enquiry, compliment or a complaint:

- in person by visiting Council's Offices at 80 Wilson Street, Burnie during the hours of 8:30am to 5:00pm Monday to Friday,
- by telephone by phoning 6430 5700 during the hours of 8:30am to 5:00pm Monday to Friday. Council provides an After-Hours Emergency Service on the same number.
- by Email to burnie@burnie.net
- by Internet on the Council website at www.burnie.net/feedback

4.9 Personal Information Protection

Council has a commitment to protection of Personal Information provided by a customer to Council in accordance with the requirements of the *Personal Information Protection Act 2004* and the *Right to Information Act 2009*.

The *Right to Information Act 2009* allows for a person to obtain certain information that is held by the Council that is not already publicly available.



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4.10 Reporting

The General Manager is to provide Council with a report at least once a year of the number and nature of complaints received in accordance with section 339F(5) of the *Local Government Act 1993*.

4.11 Availability

This Customer Service Charter is available:

- for public inspection at the Council Office during normal office hours,
- on the Council's website free of charge, and
- from the Council offices free of charge.

4.12 Review

This Customer Service Charter will be reviewed at least once every two years in accordance with section 339F(4) of the *Local Government Act 1993*.

5 LEGISLATION

Local Government Act 1993
Local Government (General) Regulations 2015
Personal Information Protection Act 2004
Right to Information Act 2009
Public Interest Disclosures Act 2002

6 RELATED DOCUMENTS

CP-CBS-SG-008 Personal Information Protection Policy
CP-CBS-SG-013 Public Interest Disclosure Policy



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Policy Endorsement	
Responsibility:	It is the responsibility of the General Manager to keep a register of formal complaints received by Council. It is the responsibility of the Executive Manager Corporate Finance to maintain and review this policy. It is the responsibility of the Governance Unit to maintain this policy within the Corporate Document Framework.
Minute Reference:	
Council Meeting Date:	
Strategic Plan Reference:	Strategy 7.1.1 Formulate policy that is equitable, inclusive and responsive to current needs, and ensure decision-making is informed and accountable.
Previous Policies Replaced:	This policy replaces the previous policy CP-CBS-SG-022 version 3.0 dated 19 August 2014, Item AO208-14.
Date of Commencement:	
Publication of policy:	Members of the public may inspect this policy at the City Offices where copies can be obtained free of charge. Alternatively it can be accessed on Council's website (www.burnie.net)

GENERAL MANAGER**AO022-18 APPOINTMENT OF ACTING GENERAL MANAGER - 2018**

FILE NO: 15/2/5
PREVIOUS MIN:

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

1.0 RECOMMENDATION:

“THAT Council, in accordance with the new provisions of the Local Government Act 1993 under section 61B, appoint Rodney Greene, Director Community and Economic Development as the Acting General Manager during any absence of the General Manager Andrew Wardlaw for the period 1 February 2018 until 31 January 2019.”

2.0 SUMMARY

The *Local Government Act Amendment (Targeted Review) Act 2017* brought in new provisions to the *Local Government Act 1993* that affect the way Councils appoint an Acting General Manager during times of absence of the General Manager (such as annual leave, long service leave, emergency leave or incapacitation).

This report summarises those changes and puts forward a recommendation for Council to make an appointment in accordance with the new provisions.

3.0 BACKGROUND

Past practice at Burnie City Council has been for the General Manager to make a delegation of Acting General Manager during times of leave, to one of the Executive Management Team. Section 64 of the *Act*, the ability for the General Manager to delegate, was relied upon for this purpose.

On 22 November 2017, the *Local Government Act Amendment (Targeted Review) Act 2017* was given royal assent, which brought in a number of changes to the *Local Government Act 1993*. One of those changes was to introduce specific clauses on how appointments of Acting General Managers could be made. This has brought clarification and specific rules for such an appointment.

4.0 LEGISLATIVE REQUIREMENTS

The new provisions of the *Local Government Act 1993*, now state:

61B. Acting general managers

- (1) For the purposes of this section, a general manager is absent if –
 - (a) he or she is absent from duty for any reason; or
 - (b) he or she is otherwise unavailable or unable to perform the functions of the office of general manager; or
 - (c) the position of general manager is vacant.
- (2) The mayor may appoint a person to act in the office of general manager if –
 - (a) the general manager is absent and no person holds an appointment under [subsection \(4\)](#); or
 - (b) the general manager is absent and the person appointed under [subsection \(4\)](#) is absent from duty or otherwise unavailable or unable to act in the office of general manager.
- (3) An appointment under [subsection \(2\)](#) ends when the first of the following occurs:
 - (a) the general manager returns to duty;
 - (b) the term of the appointment expires;
 - (c) the mayor or the council revokes the appointment;
 - (d) a person is appointed as general manager under [section 61](#).
- (4) The council may appoint a person to act in the office of general manager during every absence of the general manager.
- (5) An appointment under [subsection \(4\)](#) is for the term, not exceeding 5 years, specified in the appointment and ends when the first of the following occurs:
 - (a) the term of the appointment expires;
 - (b) the council revokes the appointment;
 - (c) if the appointment is to the holder of an office, the person ceases to hold that office.
- (6) While a person appointed to act in the office of general manager is acting as general manager, that person is taken to be the general manager.

The intention of the provision is to provide for the Council (rather than the General Manager) to appoint the Acting General Manager.

5.0 POLICY CONSIDERATIONS

There are no policy considerations relevant to this matter.

6.0 FINANCIAL IMPACT

There is no financial impact relevant to this matter.

7.0 DISCUSSION

The new provisions require Council to make the appointment, rather than the General Manager. A council may make such an appointment at any time, and as frequently as it likes. The term of the appointment may not exceed five years.

Past practice has allowed for different members of the Executive Management Team to undertake the role of Acting General Manager from time to time, depending on circumstances of the day, and allowing for professional development across the team.

It is proposed that Council make an appointment of an Acting General Manager for the term of one year, and that this appointment be reviewed at the January Council Meeting every year with the suggestion of rotating the responsibility through the Directors as appropriate. Such a decision is at the discretion of Council.

There is benefit in having a longer standing one year appointment in place, in that an Acting General Manager can be in place times of unexpected leave, particularly where it is not possible to go to a council meeting prior. This is also a more efficient approach than preparing a report to Council each time leave is taken.

It is proposed that this report be presented on an annual basis so that Council may reconsider its appointment each year. The changeover date for the term is suggested as 1 February each year, rather than 1 January which is in the middle of the holiday period when various events are in place.

The Council may revoke its appointment of an Acting General Manager at any time, and make a new appointment, for any term it sees fit.

Of the current serving Directors, each of Mr Neil, Mr Earle and Mr Greene have served in the capacity of Acting General Manager from time to time. It is recommended that Mr Greene be appointed for the coming year.

The Acting General Manager may only exercise the powers of General Manager during the absence of the General Manager, as defined under the *Act* in section 61B(1).

8.0 RISK

Correct procedures for the appointment of Acting General Manager are important due to the broad range of duties and powers that must be executed under the position of General Manager. In order for those powers and duties to be executed lawfully, the appointment must be in accordance with the newly prescribed procedures under the *Act*.

9.0 CONSULTATION

Discussion has taken place with the General Manager and the Executive Management Team.

COUNCIL RESOLUTION**Resolution number: MO032-18****MOVED:** *Ald S Kons***SECONDED:** *Ald R Bentley*

“THAT Council, in accordance with the new provisions of the Local Government Act 1993 under section 61B, appoint Rodney Greene, Director Community and Economic Development as the Acting General Manager during any absence of the General Manager Andrew Wardlaw for the period 1 February 2018 until 31 January 2019.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO023-18 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 of the following functions and meetings attended since the last Council Meeting report:

Date	Meeting / Function
5 December	Met with Brett Smith, Cradle Coast Authority
	Met with Kurt and Anne Wyss, Bayviews
6 December	Met with Representatives – Electric Vehicle Smart Charge Network
	Business Group Support Review - Working Group Meeting
	Burnie Tourism Association Christmas BBQ
7 December	Burnie City Council 25 Year Club Luncheon
	Met with Doug Baird/Royce Crawn
8 December	LGPA (Tas) NW Branch - Annual General Meeting
	Cradle Coast GM's Meeting
13 December	Local Government Board Meeting - Hobart
18 December	BAC Board Meeting
	CCA Workshop – Our Region, Our Future - Together
20 December	Business Group Support Review - Working Group Meeting
3 January	Met with Shane Crawford, Waratah-Wynyard Council
11 January	Met with Theresa Lord, Cradle Coast Authority
12 January	Met with Kristy Bourne and Kim Perkins, Department of Justice
15 January	Tennis Australia – Australian Open 2018
17 January	Met with Jane Haley and Lindy Hume, Ten Days on the Island
	3BG Meeting
19 January	Business Group Support Review - Working Group Meeting
	National Geographic: 50 Greatest Photographs exhibition preview

2.5 COUNCIL MEETING ACTION LIST

The following action lists from Council Meetings in Open Session are attached:

- Action List - All Items from Meetings of 12 December 2017
- Action List - Outstanding Items from September 2015 – November 2017

ATTACHMENTS

1. All Actions - Open Session - 12 December 2017
2. Outstanding Actions - Open Session - Sep 2015 - Nov 2017

COUNCIL RESOLUTION

Resolution number: MO033-18

MOVED: *Ald S French AM*

SECONDED: *Ald S Kons*

“THAT Council note the information contained in the General Manager’s Report.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

Council Meeting Action Report		Date From: 12/12/2017		
All Actions for Open Session of 12 Dec 2017		Date To: 12/12/2017		
		Printed: Tuesday, 23 January 2018 3:55pm		
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
AO304-17	MOTION ON NOTICE - LIGHTING WEST BEACH	14 Dec 2017 RES: Further investigate potential to install lighting on West Beach trees including capital and operating costs, and refer to a workshop in 2018.	Works and Services	
Ordinary Meeting of Council 12 December 2017				
AO305-17	MOTION ON NOTICE - LIGHTING UP EMU BRIDGE	14 Dec 2017 RES: Further investigate potential to light up Emu Bridge including capital and operating costs, and refer to a workshop in 2018.	Works and Services	
Ordinary Meeting of Council 12 December 2017				
AO307-17	PUBLIC QUESTION TIME	14 Dec 2017 RES: Prepare a written response from the Mayor to Ms Lyn Grey for her public question relating to 'Welcome to Burnie by the Sea' signage as per AO307-17. A response is required within 10 days (Regulation).	Community and Economic Development	
Ordinary Meeting of Council 12 December 2017				
AO308-17	POLICY REVIEW RETAINING WALLS CP-CBS-SG-026	14 Dec 2017 Action completed Policy finalised and published. 14 Dec 2017 ACT: Finalise the Retaining Walls Policy in the corporate document framework and make available to the public.	Corporate and Business Services	14/12/2017
Ordinary Meeting of Council 12 December 2017				
AO309-17	POLICY REVIEW DUST NUISANCE - UNSEALED RURAL ROADS CP-CBS-SG-019	14 Dec 2017 Action completed Policy finalised and published. 14 Dec 2017 ACT: Finalise the Dust Nuisance Policy in the corporate document framework and make available to the public.	Corporate and Business Services	14/12/2017
Ordinary Meeting of Council 12 December 2017				
AO311-17	CONSULTANT SERVICES BRIEF 189 BURNIE CBD - CATTLEY STREET BUS INTERCHANGE STREETSCAPE UPGRADE PROJECT	15 Dec 2017 Action completed Works planned and being implemented 14 Dec 2017 RES: Implement painting and cleaning works within Cattley Street Bus Interchange, in accordance with the resolution of Council AO311-17.	Works and Services	15/12/2017
Ordinary Meeting of Council 12 December 2017				
AO312-17	SPECIAL COMMITTEES AND REGIONAL BODIES - APPOINTMENTS	21 Dec 2017 Action completed Letter sent Doc 873174 14 Dec 2017 RES: Write to Cradle Coast Authority to advise the updated appointments of Mayor and Deputy to the Representatives Group.	Corporate and Business Services	21/12/2017
Ordinary Meeting of Council 12 December 2017				
AO314-17	CRADLE COAST SHARED SERVICES REPORT - FINAL	21 Dec 2017 Action completed Letter sent to CCA 21/12/2017 - DOC ID 873100 14 Dec 2017 RES: Advise the Cradle Coast Authority of Council's resolution in relation to the Shared Services Report in accordance with AO314-17.	Office of the General Manager	21/12/2017
Ordinary Meeting of Council 12 December 2017				
AO315-17	POLICY REVIEW - CP027 RISK MANAGEMENT POLICY	14 Dec 2017 Action completed Policy finalised and published. 14 Dec 2017 ACT: Finalise the Risk Management Policy in the corporate document framework and make available to the public.	Corporate and Business Services	14/12/2017
Ordinary Meeting of Council 12 December 2017				

Council Meeting Action Report		Date From: 12/12/2017		
All Actions for Open Session of 12 Dec 2017		Date To: 12/12/2017		
		Printed: Tuesday, 23 January 2018 3:55pm		
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
AO318-17	GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES NOVEMBER 2017	15 Dec 2017 Action completed Email sent to alderman 13 December 2017 detailing reported vandalism cost over the last 12 months 14 Dec 2017 QON: Provide aldermen with an update of YTD cost of vandalism.	Works and Services	15/12/2017
Ordinary Meeting of Council 12 December 2017				
AO321-17	COMMUNICATIONS JOURNAL DECEMBER 2017	20 Dec 2017 Action completed Emails sent x 7 - DOC ID NUMBERS 872954, 872955, 872957, 872958, 872960, 872961, 872962, 14 Dec 2017 ACT: Send acknowledgments to each of the cruise ship letters tabled in the Dec Comms Journal AO321-17.	Office of the General Manager	20/12/2017
Ordinary Meeting of Council 12 December 2017				
AO322-17	COMMUNICATIONS JOURNAL - MR NORMAN HOUSE WEST MOOREVILLE ROAD	17 Dec 2017 Action completed Letter drafted for GM to sign 15 Dec. 14 Dec 2017 RES: Provide a response to Mr House in relation to his concerns about West Mooreville Road, and the report and resolution of Council AO322-17.	Works and Services	17/12/2017
Ordinary Meeting of Council 12 December 2017				
AO323-17	COMMUNICATIONS JOURNAL - HON PETER GUTWEIN MP - PREPARATION OF LOCAL PROVISIONS SCHEDULE	04 Jan 2018 Action completed Letter provided to Minister Gutwein in late December 2017 advising Council's position in accordance with resolution 14 Dec 2017 RES: Send a response to Minister Gutwein in relation to his correspondence re the preparation of Local Provision Schedules, in accordance with the resolution of Council AO323-17.	Land and Environmental Services	4/01/2018
Ordinary Meeting of Council 12 December 2017				
AO307-17	PUBLIC QUESTION TIME	14 Dec 2017 ACT: Put the public question from Ms Lyndal Thorne to the EPA in relation to monitoring of bunker fuel burning off.	Land and Environmental Services	
Ordinary Meeting of Council 12 December 2017				
AO312-17	SPECIAL COMMITTEES AND REGIONAL BODIES - APPOINTMENTS	21 Dec 2017 Action completed Letter sent Doc 873172 14 Dec 2017 RES: Write to the Upper Natone Reserve Special Committee to advise of the revised proxy appointment of Council.	Corporate and Business Services	21/12/2017
Ordinary Meeting of Council 12 December 2017				
AO312-17	SPECIAL COMMITTEES AND REGIONAL BODIES - APPOINTMENTS	21 Dec 2017 Action completed Register and website updated 14 Dec 2017 ACT: Update the Register of Appointments and the website with the latest Council committee appointments per AO312-17.	Corporate and Business Services	21/12/2017
Ordinary Meeting of Council 12 December 2017				

Council Meeting Action Report		Date From: 12/12/2017		
All Actions for Open Session of 12 Dec 2017		Date To: 12/12/2017		
		Printed: Tuesday, 23 January 2018 3:55pm		
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
AO314-17	CRADLE COAST SHARED SERVICES REPORT - FINAL	21 Dec 2017 Action completed Correspondence sent to Minister Gutwein MP - DOC ID 873186 14 Dec 2017 RES: Write to the Minister for Local Government to request an ongoing involvement in the CC Shared Services Report, in accordance with the resolution of Council AO314-17.	Office of the General Manager	21/12/2017
Ordinary Meeting of Council 12 December 2017				
AO321-17	COMMUNICATIONS JOURNAL DECEMBER 2017	20 Dec 2017 Action completed Email acknowledgement sent to Mr Clear - DOC ID 872968 14 Dec 2017 ACT: Send an acknowledgment letter to Raymond Clear, Comms Journal AO321-17.	Office of the General Manager	20/12/2017
Ordinary Meeting of Council 12 December 2017				
AO322-17	COMMUNICATIONS JOURNAL - MR NORMAN HOUSE WEST MOOREVILLE ROAD	14 Dec 2017 RES: Investigate and implement actions to mitigate heavy vehicles travelling over footpaths and nature strips on West Mooreville Road; and engage with Transport Inspectors and Tas Police to monitor heavy vehicle speed and unauthorised use of West Mooreville Road, in accordance with the resolution of Council AO322-17.	Works and Services	
Ordinary Meeting of Council 12 December 2017				

Council Meeting Action Report Outstanding Actions for Open Sessions Sep 2015 – Nov 2017		Date From: 1/09/2015 Date To: 30/11/2017 Printed: Tuesday, 23 January 2018 4:03pm
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
AO274/15	PUBLIC QUESTION TIME	18 Nov 2015 ACT: Schedule a workshop revision of Council's guidelines around buskers, as requested by the Mayor in response to the public question about buskers.	Land and Environmental Services	
Ordinary Meeting of Council 17 November 2015				
AO042/16	NBN - BURNIE CBD	03 May 2017 NOTE: With the NBN going live in Burnie in may further contact has been made to develop a case study on technology switching for local companies 04 Nov 2016 NOTE: In a recent phone discussion NBN Co has now advised that it is unable to undertake exploratory work on Technology Choice until the physical roll-out of FTTN is nearly completed. 12 Sep 2016 NOTE: Due to staff changeover within NBN, a delay occurred with costings. 06 May 2016 NOTE: currently working with NBN to understand costs associated with individual technology switches 02 Mar 2016 NOTE: Workshop Presentation provided by NBN Co to Aldermen on 1/3/16 18 Feb 2016 RES: Explore opportunities for Council to provide assistance to those businesses seeking Fibre to the Premises, in accordance with the resolution of Council, and provide a briefing back to Council.	Community and Economic Development	
Ordinary Meeting of Council 16 February 2016				
AO054-16	ADVENTURE PARK	04 Jan 2018 NOTE: 2nd round of consultation occurred. Pop up park approach planned for early February 2018 27 Sep 2017 NOTE: Summary of consultation and discussions with Alderman to be collated and a basic position paper / fact sheet developed. Broader consultation to occur - plan being developed to undertake this work in late October 2017 08 Jul 2017 NOTE: Consultant provided outcome from Community Consultation at Workshop on 27 June 2017. Consultant inspected additional potential sites with Mayor and Ald Brumby and will submit a further report to Council providing update on concepts and a recommended direction to progress the scope and feasibility of an all ages playground 09 Mar 2017 Met with consultant 7 March workshop. To progress a community consultation process. 09 Dec 2016 NOTE: Workshopped late November. Seeking consultant proposal for community engagement process 05 Nov 2016 NOTE: Item listed for discussion at a workshop late November 2016 18 Mar 2016 RES: Investigate options for an Adventure Park in Burnie, in consultation with relevant stakeholders, and potential funding options for a staged development, in accordance with the resolution of Council.	Works and Services	
Ordinary Meeting of Council 15 March 2016				

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Council Meeting Action Report		Outstanding Actions for Open Sessions Sep 2015 – Nov 2017	
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note		Date From: 1/09/2015 Date To: 30/11/2017 Printed: Tuesday, 23 January 2018 4:03pm	
Item Number	Report Title	Action	Department Completed
AO197-16	COMMUNICATIONS JOURNAL - NATONE FOOTBALL CLUB - NATONE RECREATION GROUND UMPIRE CHANGE ROOMS	04 Jan 2018 NOTE: Continuing to await advice from the club as to options and capacity to support with funding as at 4 Jan 2018 27 Sep 2017 NOTE: Awaiting comment from the Club on preferred option 08 Jul 2017 NOTE: Design in progress, project is a carry forward to 2017/18 capital works program 07 Sep 2016 NOTE: Council has allocated funds to facilitate the project in the 16/17 fin year. Officers working with the club on options. 05 Aug 2016 NOTE: Advice provided to Council in respect to Council's decision. Project noted on forward works program. Potential to fund in the current financial year to be explored 03 Aug 2016 RES: Advise Natone Football Club of Council's decision re change rooms.	Works and Services
Ordinary Meeting of Council 26 July 2016			
AO269-16	MOTION ON NOTICE - A LEAGUE SOCCER MATCH	13 Nov 2017 NOTE: Discussions with FFT have indicated that there would be an expectation that Council would need to contribute to the cost of bringing League Clubs to play at West Park. FFT has also indicated that Council may need to do a face to face presentation to FFA and clubs should it wish to proceed. 09 Oct 2017 NOTE: Unable to progress opportunity prior to the start of the national league season. Will continue to pursue opportunities with FFA for a game in 2018. 03 Aug 2017 NOTE: A representative of Football Federation Tasmania inspected West Park Oval in early July and was more than satisfied with the condition of the ground. Unfortunately a Football Federation Australia representative was unable to inspect the Ground. FFT will continue to lobby FFA for an A League game, however once the FFA have agreed, it will need to get the agreement of two A League Teams to participate. 07 Jul 2017 NOTE: Representatives of Football Federation Australia will be inspecting West Park Ground week commencing 10/7/2017 16 Mar 2017 NOTE: FFTas have approached FFAustralia with two weekends in mid-September to host an A League match at West Park. 20 Oct 2016 RES: Work with Football Federation Tas toward the opportunity to attract an A League soccer match to Burnie at West Park Oval in 2017, in accordance with the resolution of Council under AO269-16.	Community and Economic Development
Ordinary Meeting of Council 18 October 2016			

Council Meeting Action Report		Date From: 1/09/2015	
Outstanding Actions for Open Sessions Sep 2015 – Nov 2017		Date To: 30/11/2017	
		Printed: Tuesday, 23 January 2018 4:03pm	
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
AO303-16	AGE FRIENDLY CITIES PLAN	03 May 2017 NOTE: Aged Care prospectus is being developed 17 Nov 2016 RES: Commence the development of an Aged Care Prospectus, in accordance with the resolution of Council to endorse the Age Friendly Communities Plan.	Community and Economic Development
Ordinary Meeting of Council 15 November 2016			
AO008-17	MOTION ON NOTICE - EMU RIVER	04 Jan 2018 NOTE: Awaiting correspondence from Crown land Services 21 Nov 2017 NOTE: Followed up Parks - awaiting a response 27 Sep 2017 NOTE: Awaiting a response from Parks and wildlife 10 Mar 2017 Meeting occurred with officers from Parks and Wildlife 10 March. Mayor and Dep Mayor attended. PWS to review options and come back to BCC with a response. 09 Feb 2017 NOTE: Correspondence sent to DPIPWE Dep Sec. Awaiting response 02 Feb 2017 RES: Write to DPIPWE to request removal of the loose logs at Emu River, left following the recent floods.	Works and Services
Ordinary Meeting of Council 31 January 2017			
AO132-17	MOTION ON NOTICE - MULTI STOREY CAR PARK DISCOUNT	23 Jun 2017 RES: Ensure that the proposal for 50% concession card discount for the first 2 hours at MSCP (AO132-17) is discussed as part of the parking strategy review. 23 Jun 2017 RES: Ensure that the proposal for first hour free at MSCP (AO132-17) is discussed as part of the parking strategy review.	Land and Environmental Services
Ordinary Meeting of Council 20 June 2017			
AO133-17	MOTION ON NOTICE - MULTI STOREY CAR PARK FIRST HOUR FREE	23 Jun 2017 RES: Ensure that the proposal first hour free of parking at the MSCP (AO133-17) is considered as part of the parking strategy review.	Land and Environmental Services
Ordinary Meeting of Council 20 June 2017			
AO272/15	PLANNING AUTHORITY	2 Mar 2016 NOTE: This has been deferred until after the Regulatory Services Review that is to be undertaken in April/May 2016. 18 Nov 2015 RES: Investigate with LES and Governance how the review time for planning reports can be increased to allow at least 5-6 days for aldermen to review, in accordance with the resolution and the advice provided in the report to Council.	Office of the General Manager
Ordinary Meeting of Council 17 November 2015			

Council Meeting Action Report		Date From: 1/09/2015	
Outstanding Actions for Open Sessions Sep 2015 – Nov 2017		Date To: 30/11/2017	
		Printed: Tuesday, 23 January 2018 4:03pm	
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
AO165-17	COOEE POINT - TRUCK WASH FACILITY	06 Dec 2017 NOTE: Meeting held with Secretary of DPIPWE. Waiting on further information on State Strategy from Department. 13 Nov 2017 NOTE: Meeting scheduled with Secretary of DPIPWE on 15 November 03 Aug 2017 NOTE: Letter sent to Secretary of Department of Primary Industries, Parks, Water and Environment 20 Jul 2017 RES: Work with the DPIPWE on relation of Cooee Truck Wash in accordance with the resolution of Council AO165-17.	Community and Economic Development
Ordinary Meeting of Council 18 July 2017			
AO193-17	DURHAM ROAD RESERVE TREE MANAGEMENT	21 Nov 2017 NOTE: Arborist report in progress to support a referral process 28 Aug 2017 NOTE: Discussions occurring with Arborist to develop referral documentation 17 Aug 2017 RES: Progress referral process under the EPBC Act for tree removal and trimming works and provide a subsequent report to Council in accordance with the resolution of Council.	Works and Services
Ordinary Meeting of Council 15 August 2017			
AO194-17	CAMDAL POINT	13 Nov 2017 NOTE: Contamination assessment underway. Concrete from old sheep pens has been removed to enable assessment to be completed. Meeting with Secretary of DPIPWE scheduled for 15/11. 08 Sep 2017 NOTE: Council officers have completed an initial scoping of the Project 17 Aug 2017 RES: Commence planning for Camdale Point in accordance with the resolution of Council (AO194-17).	Community and Economic Development
Ordinary Meeting of Council 15 August 2017			
AO244-17	POINTS OF INTEREST - THE ADVOCATE AND WINTERS PHOTOGRAPHIC COLLECTION	18 Oct 2017 RES: Progress the 'Points of Interest' project of placing photographic images and interp's in shopfronts, with allocation up to \$4,000 from Strat Initiatives budget.	Community and Economic Development
Ordinary Meeting of Council 17 October 2017			
AO261-17	MOTION ON NOTICE - MULTI STOREY CAR PARK - CROSSING SAFETY	23 Nov 2017 RES: Arrange to install additional safety signage at the MSCP crossing, as described in the resolution of Council, AO261-17.	Land and Environmental Services
Ordinary Meeting of Council 21 November 2017			
AO262-17	MOTION ON NOTICE - SCHOOL CROSSINGS	27 Nov 2017 NOTE: Letter sent to Education department - awaiting a response 23 Nov 2017 RES: Prepare letter to the Dept Education seeking a review of schools crossings in Burnie, in particular for Montello Primary, Havenview Primary and the School of Special Education, in accordance with the resolution of Council AO262-17.	Works and Services
Ordinary Meeting of Council 21 November 2017			

Council Meeting Action Report			
Outstanding Actions for Open Sessions Sep 2015 – Nov 2017			
Key: RES = Action arising from Resolution; QON = Question on Notice;		ACT = Action required in addition; NOTE = Progress Note	
		Date From: 1/09/2015 Date To: 30/11/2017 Printed: Tuesday, 23 January 2018 4:03pm	
Item Number	Report Title	Action	Department Completed
AO263-17	MOTION ON NOTICE - PROPOSED MOTOR CYCLE PARKING	23 Nov 2017 RES: Provide a report to Council on opportunities for dedicated motor cycle parking bays, in accordance with the information listed under resolution of Council AO263-17.	Land and Environmental Services
Ordinary Meeting of Council 21 November 2017			
AO266-17	MOTION ON NOTICE - PIGEON PROBLEM IN THE CBD	04 Jan 2018 NOTE: Discussions have occurred with DPIPWE. Seeking advice from a pest control company on possible options to consider 23 Nov 2017 RES: Write to the relevant government agency to seek in-kind and financial assistance in addressing the pigeon problem in Burnie's CBD, in accordance with the resolution of Council AO266-17.	Works and Services
Ordinary Meeting of Council 21 November 2017			
AO267-17	MOTION ON NOTICE - INNOVATIVE IDEAS TO GET BURNIE MOVING FOR THE FUTURE	23 Nov 2017 RES: Ensure that the 2018-19 budget deliberations include consideration of a CBD refurbishment program to bring forward capital works, and consider a further strategy of accelerated general capital works, in accordance with the resolution of Council AO267-17.	Works and Services
Ordinary Meeting of Council 21 November 2017			
AO268-17	MOTION ON NOTICE - PROPOSED FUTURE FUND	23 Nov 2017 RES: Develop a draft Future Fund strategy for consideration by Council, in accordance with the resolution of Council, and work through the steps outlined in the alternative recommendation under AO268-17.	Corporate and Business Services
Ordinary Meeting of Council 21 November 2017			
AO270-17	MOTION ON NOTICE - POP-UP PLAYGROUND CONSULTATION PHASE	23 Nov 2017 RES: Undertake a Pop-Up Playground Consultation as the third phase of the public consultation process on an Adventure Playground, in accordance with the resolution of Council AO270-17.	Works and Services
Ordinary Meeting of Council 21 November 2017			
AO278-17	BURNIE TOWN CENTRE MASTER PLAN	09 Jan 2018 NOTE: Reviewed options. Limited opportunity to open up sightlines. To discuss matter further with the Department of State Growth in respect to the operation of the Bass Highway / West Park Grove intersection 24 Nov 2017 RES: Investigate the removal of the fence at West Park Oval and develop a design to improve sightlines by June 2018 for implementation in the 2018-19 financial year and engage with UTAS and West Park user groups to ensure the design and landscape plan also reflect the outcomes of the West Park Master Plan.	Works and Services
Ordinary Meeting of Council 21 November 2017			
AO278-17	BURNIE TOWN CENTRE MASTER PLAN	24 Nov 2017 RES: Seek the advice of a qualified arboriculturist by June 2018 as to the most appropriate trees, and to develop a landscape plan for: West Park Oval Bass Highway frontage, West Park to the Waterfront area, and Central Business District streetscape, for implementation in the 2018-19 year.	Works and Services
Ordinary Meeting of Council 21 November 2017			

Council Meeting Action Report Outstanding Actions for Open Sessions Sep 2015 – Nov 2017		Date From: 1/09/2015 Date To: 30/11/2017 Printed: Tuesday, 23 January 2018 4:03pm
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
AO278-17	BURNIE TOWN CENTRE MASTER PLAN	24 Nov 2017 RES: Ensure that funds are allocated in the 2018-19 budget to develop detailed designs for Marine Plaza, Civic Plaza and a pocket park on the corner of Cattley and Mount Streets, and to negotiate public access to the area of land in the grounds of St George's Anglican Church (Note: implementation intended for the 2019-20 to 2021-22 capital budgets), in accordance with the resolution of Council AO278-17. Ordinary Meeting of Council 21 November 2017	Works and Services	
AO278-17	BURNIE TOWN CENTRE MASTER PLAN	24 Nov 2017 RES: Commence negotiations with DSG to access areas in or adjacent to the highway corridor to install art and sculpture features, and request the Public Art Committee to develop concepts for entry features (Note: concept plan to be developed for consideration by Council in the 2019/20 capital works budget) in accordance with the resolution of Council AO278-17 Ordinary Meeting of Council 21 November 2017	Community and Economic Development	
AO278-17	BURNIE TOWN CENTRE MASTER PLAN	24 Nov 2017 RES: Prepare a further report to Council on the most appropriate Burnie Loop trail by April 2018, including options to link with the Coastal Pathway. Ordinary Meeting of Council 21 November 2017	Community and Economic Development	
AO278-17	BURNIE TOWN CENTRE MASTER PLAN	24 Nov 2017 RES: Ensure that the Local Provision Schedule of the Statewide Planning Scheme meets the strategic objectives for accommodation conversions as proposed in the Town Centre Masterplan, in accordance with the resolution of Council AO278-17. Ordinary Meeting of Council 21 November 2017	Land and Environmental Services	

GENERAL MANAGER**AO024-18 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES DECEMBER 2017****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 December 2017 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	
	December 2017	YTD Total
Air	2	8
Water	2	5
Noise	2	10
Solid Waste	0	2
Other	1	9

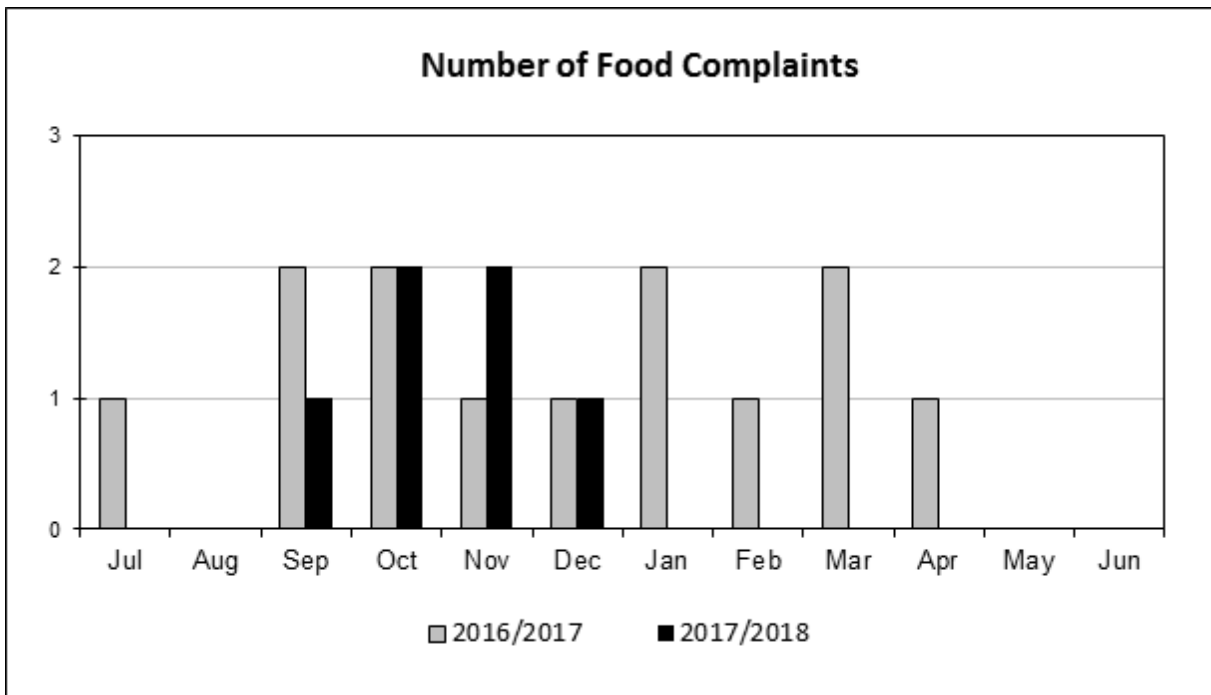
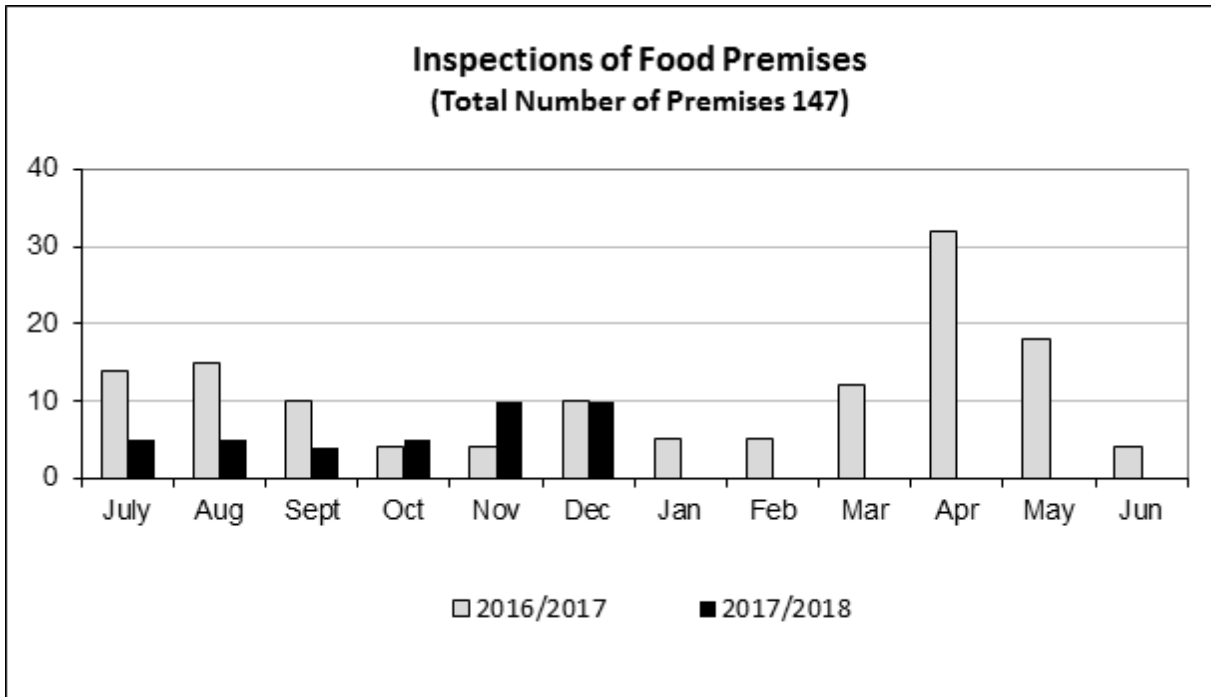
YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

Type	Number of Samples Taken	
	December 2017	YTD Total
Beach Water Samples (summer months only)	10	20
Public Swimming Pool samples	7	36

YTD is measured from 1 July each year.

2.1.3 Food



Notes: There were zero food complaints for March, June and August 2016, May, June, July and August 2017.

2.2 BUILDING APPLICATIONS

Permit Authority Applications - 2017												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	4	7	7	8	11	7	3	5	8	5	11	6
Notifiable Building	1	0	0	4	12	5	7	9	6	6	10	9
Permit Plumbing	2	2	3	1	0	0	5	2	2	2	1	1
Permit Building	2	5	7	5	6	5	2	2	7	4	7	2
Substantial Compliance	0	0	1	0	0	1	0	0	0	1	0	0
Notifiable Demolition	0	0	0	0	0	0	0	0	0	0	0	0
Permit Demolition	0	0	1	1	0	0	0	0	1	0	0	0
Permit Refused	0	1	0	0	0	0	0	0	0	0	0	0
Application Value \$	610,790	3,080,400	3,859,662	662,292	3,407,291	2,283,013	1,131,176	2,536,801	1,766,161	1,773,600	6,542,019	1,601,960
Cumulative Total \$		3,691,190	7,550,852	8,213,144	11,620,435	13,903,448	15,034,624	17,571,425	19,337,586	21,111,186	27,653,205	29,255,165

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

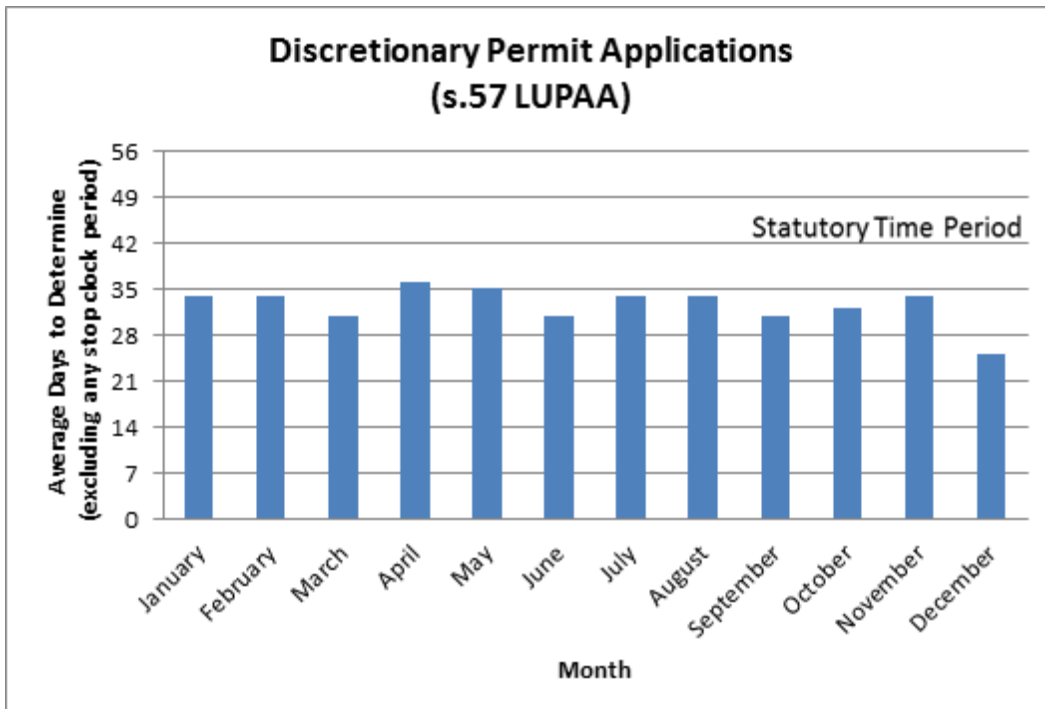
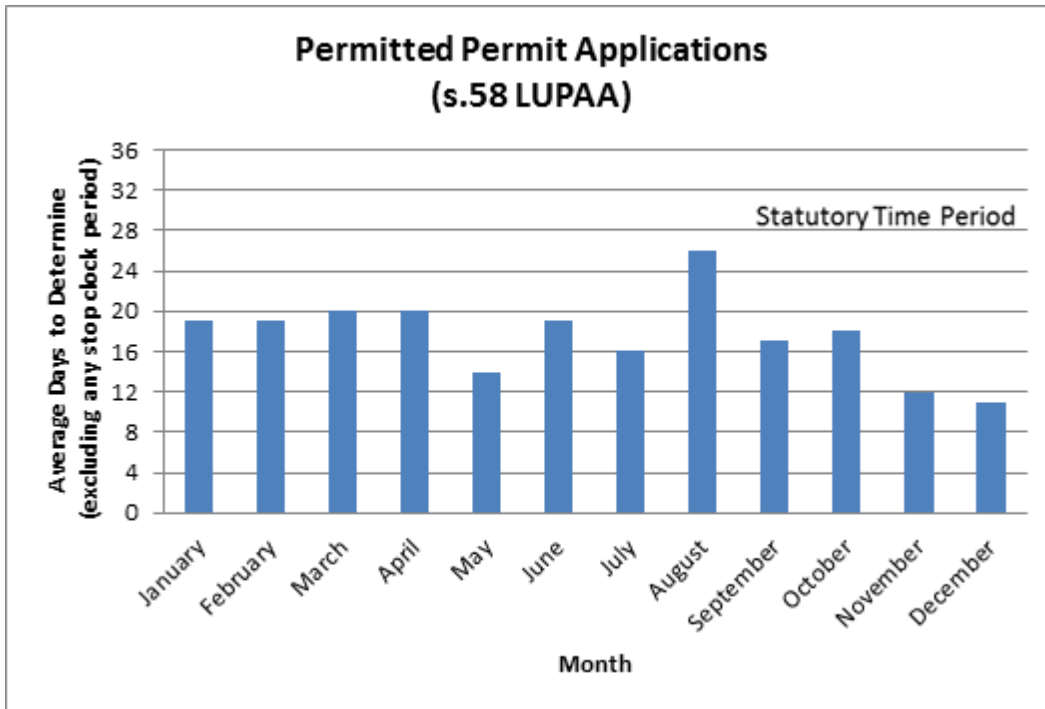
LAND USE AND DEVELOPMENT APPLICATIONS	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17
Permitted Use & Development	6	2	5	7	2	5	3	6	8	3	9	6	5
Discretionary Use & Development	4	3	7	2	1	6	9	5	6	7	4	9	6
Subdivisions	2	0	1	5	0	0	0	1	1	0	0	0	0
TOTAL APPLICATIONS	12	5	13	14	3	11	12	12	15	10	13	15	11
Determined by Delegation	8	9	9	9	7	11	6	10	10	11	18	13	11
Determined by Council	0	0	2	0	1	0	0	0	0	0	0	0	0
Withdrawn	0	0	0	1	0	0	1	0	1	0	0	0	1
Applications Cancelled by Planning Authority	0	0	0	0	0	0	0	0	0	0	0	0	0
Consent Decisions	0	0	0	0	0	0	0	0	0	0	0	0	0
Application Approved by Tasmanian Planning Commission	0	0	0	0	0	0	0	0	0	0	0	0	0
Applications Appealed and Approved by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0
PLANNING SCHEME AMENDMENTS													
Amendment requests	0	1	0	1	0	0	0	0	0	0	0	0	1
Amendment finally approved	0	0	0	0	0	0	0	1	0	0	0	0	0
Amendment Refused by Tasmanian Planning Authority	0	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 Development Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
2/10/17	2017/88	2 Wilson Street, Burnie	Extension to Motel and New Lift	N/A	N/A	Approved 8/12/17
4/10/17	2017/92	South Burnie Foreshore Reserve	Change of Use to Food Service (Café) and extension to existing building (Deck)	18/11/17	4/12/14	Approved 11/12/17
8/11/17	2017/101	19 Janet Drive, Park Grove	Single Dwelling	29/11/17	13/12/17	Approved 20/12/17
13/11/17	2017/103	10 Jorgensen Street, Montello	Dwelling Extensions & New Outbuilding	23/11/17	6/12/17	Approved 13/12/17
16/11/17	2017/105	23 Janet Drive, Park Grove	Single Dwelling and Outbuilding	2/12/17	18/12/17	Approved 20/12/17
17/11/17	2017/107	53 Breffny Road, Romaine	Single Dwelling	N/A	N/A	Approved 8/12/17
20/11/17	2017/108	2 Emerald Court, Park Grove	Single Dwelling	N/A	N/A	Approved 8/12/17
28/11/17	2017/111	1 Emerald Court, Park Grove	Single Dwelling	N/A	N/A	Approved 15/12/17
29/11/17	2017/114	15 Janet Drive, Park Grove	Single Dwelling	7/12/17	21/12/17	Approved 22/12/17
11/12/17	2017/118	66 Jorgensen Street, Montello	Single Dwelling	N/A	N/A	Approved 19/12/17
14/12/17	2017/122	3 Janet Drive, Park Grove	Single Dwelling	N/A	N/A	Approved 19/12/17

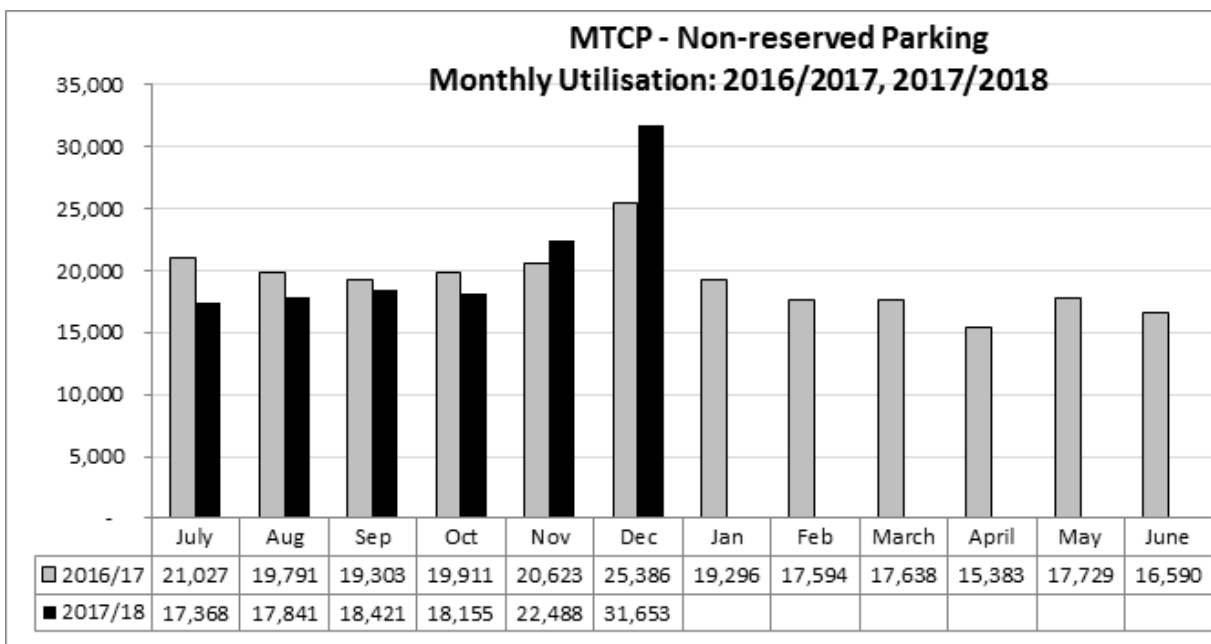
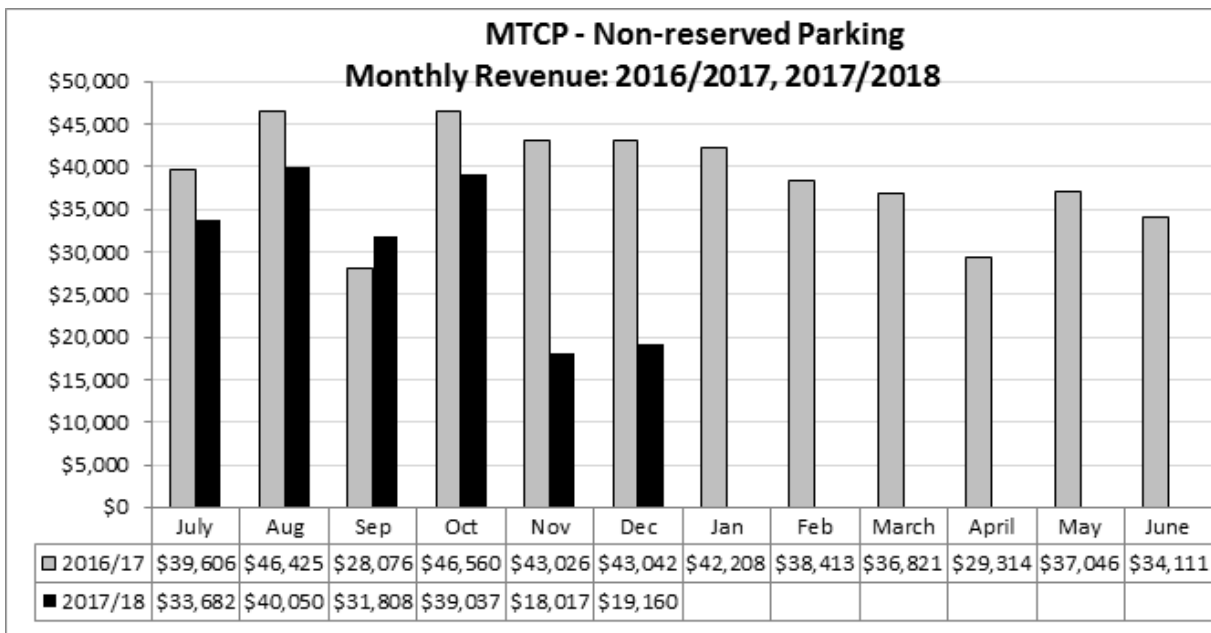
2.3.3 Subdivision Applications

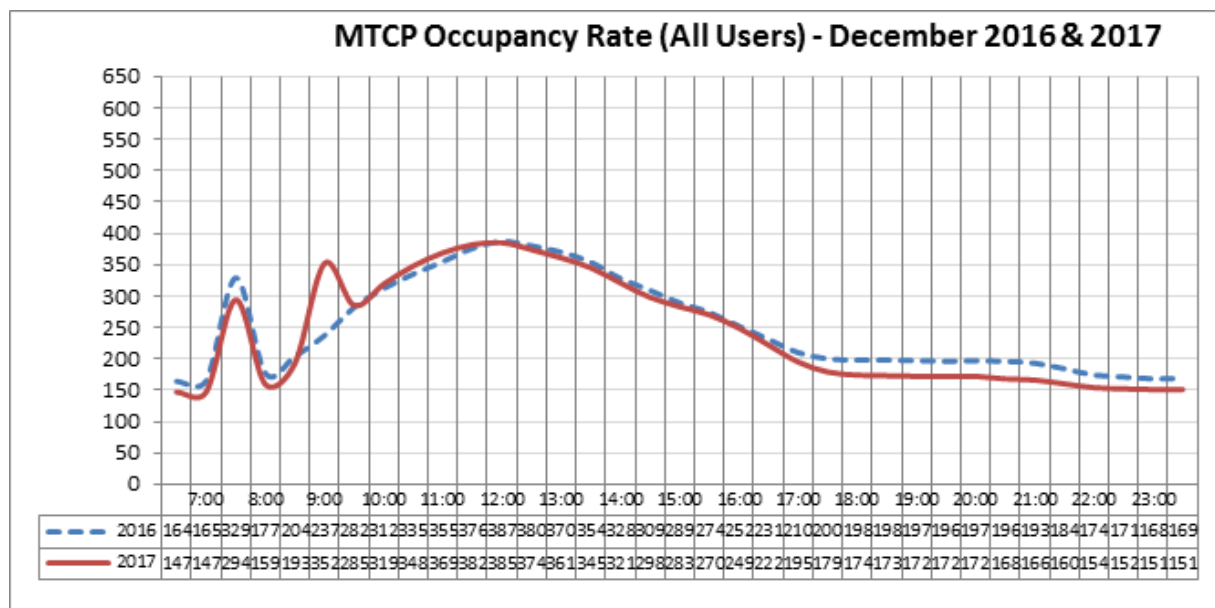
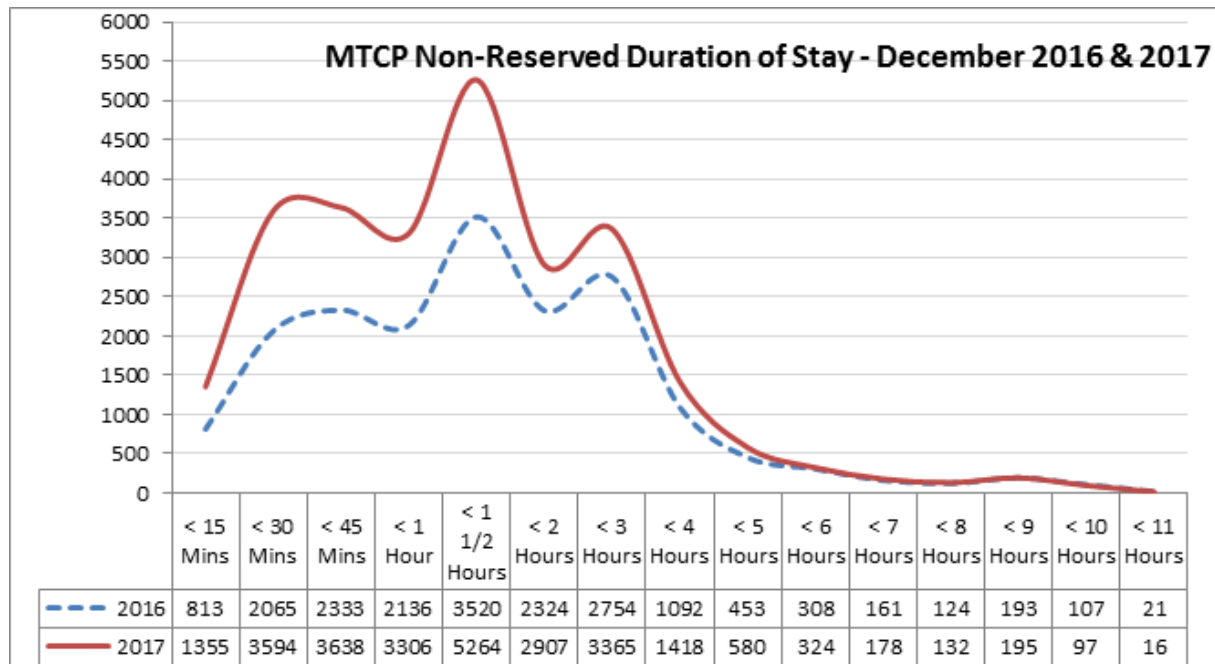
Nil subdivision permits issued in December.



Average time for determination of permit applications decided by month.

2.4 PARKING





All users including reserved and non-reserved spaces (159 x reserved spaces 2016, 141 x reserved spaces 2017)

2.5 CEMETERY STATISTICS

Burials	December 2017	YTD Total
Lawn Cemetery	7	64
Wivenhoe / Ridgley	0	0
Other	0	0
Total	7	64

YTD is measured from 1 July each year.

Ashes Interred	December 2017	YTD Total
Lawn Cemetery	7	24
Wivenhoe / Ridgley	0	0
Total	7	24

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO034-18

MOVED: *Ald K Dorsey*

SECONDED: *Ald R Bentley*

“THAT the General Manager’s Information Report for December 2017 be noted.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO025-18 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES DECEMBER 2017****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 December 2017 be noted.”

2.0 SUMMARY

The report includes the following items:-

- 3.0 Capital Works
 - 3.1 Quotations, Tenders and Contracts
 - 3.2 Civil Construction and Stormwater
 - 3.3 Buildings
 - 3.4 Parks, Reserves, Sporting Grounds and Cemeteries
- 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 (Quarterly in Feb, May, Aug, Nov)
- 5.0 Vandalism and Reported Incidents
- 6.0 SES and Burnie Emergency Activity Reports

3.0 CAPITAL WORKS**3.1 Request for Quotations, Tenders and Contracts**

3.1.1 Quotations

There are no quotations to report.

3.1.2 Tenders**a) Contract 2591 – Cleaning Services for City Offices**

Tenders were advertised on Saturday, 2 December 2017 and closed on Thursday, 21 December 2017. A Tender Report is included in this agenda.

b) Contract 2595 – Supply and delivery of one (1) Single Cab 7.5t GVM Flat Tray Truck

Tenders were advertised on Local Buy (MAV Procurement) on Tuesday, 12 December 2017 and close on Friday 2 February 2017.

c) Contract 2596 – Supply & delivery of one (1) Suction Street Sweeper

Tenders were advertised on Local Buy (MAV Procurement) on Tuesday, 12 December 2017 and close on Friday 2 February 2017.

d) Contract 2597 – Supply & delivery of one (1) 10 yard Tip Truck

Tenders were advertised on Local Buy (MAV Procurement) on Tuesday, 12 December 2017 and close on Friday 2 February 2017.

e) Contract 2598 – Supply & delivery of one (1) Four Wheel Drive Backhoe

Tenders were advertised on Local Buy (MAV Procurement) on Tuesday, 19 December 2017 and close on Friday 2 February 2017.

3.1.3 Contracts**a) Contract 2590 – South Burnie Breakwater Bund Reconstruction**

Works are due to start after the Easter break. A development application is in progress.

b) Contract 2586 – Bitumen Surfacing Services 2017-2018

Asphalt works will continue in the urban area during January and February.

Works are continuing in the rural areas. Poimena Road from Mooreville Road for 1.5 km has been repaired and resealed. During late December 2017 a section of Guide Road and the landslip zones on Oonah Road were resealed.

c) Contract 2577 – Marine Terrace Coastal Pathway

Fairbrother commenced work on-site on 8 January 2018. The first stage of the project involves constructing a boardwalk ramp from the Oakleigh Overpass down to Marine Terrace. Work is progressing satisfactorily and will continue along Marine Terrace over the coming months. There will be changes to traffic arrangements and some restrictions as the project moves north along Marine Terrace.

It is expected that work will be complete by the end of April 2018.

d) Contract 2570 – Romaine Dam Upgrade

This project is now nearing completion. Works are progressing on dam embankment rock protection, walking track formation and landscaping. It is expected that all works will be complete prior to the end of January 2018 and the reserve will be opened for public use. The cost status on the project will be reported to Aldermen at the February Capital Works update workshop.

e) Contract 2568 – Fern Glade Upgrade and Pathway

Repairs and spray seal overlay were undertaken by the Contractor during December and January. Officers will review the cleaning of leaf litter and aggregate regime and propose follow up weed spraying targeting willows.

f) Contract 2567 – West Park Oval – Drainage Improvements

Works will commence on 19 February 2018 with a six (6) week construction window. Officers have consulted with all stakeholders to ensure access arrangements are satisfactory.

g) Contract 2561 – Burnie Waste Management Centre, Stage 1 – Landfill Leachate Treatment Wetland

A Certificate of Final Completion was issued for this project on 10 January 2018. Minor works to weir boards are to be completed by Syrinx in conjunction with maintenance activities on-site. The treatment wetland continues to exceed expectation.

3.2 Civil Construction and Stormwater

- Rural Road Culverts Program – 60% complete.
- Kerb Ramp Upgrade Program – 92% complete.
- Gully Pit Replacement Program – 63% complete.
- Mooreville Road Upgrade – 95% complete.
- Burnie Park Terraces – completed.
- 23 Regent Street Retaining Wall – 85% complete.
- Poimena Road repairs for reseal – 100% complete.
- Oonah Road Patching – 30% complete.
- Guide Road Reseal – 100% complete

3.3 Buildings

- PCYC Stadium Hall painting and linings – 60% complete.
- Burnie Park Sound Shell Lighting Rail – completed.
- View Road Dog Exercise Area BBQ tables and seats – completed.
- CBD Smoking Signage – completed.
- Burnie Aquatic Centre BBQ's and shelters - completed

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

- Aquatic Centre – lawn rehabilitation and gardens – completed.

4.0 OPERATIONS AND MAINTENANCE

4.1 Civil Construction and Stormwater

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

- CRM works – as required.
- Reactive street signage repairs – as required 60% complete.
- Rural and urban hotmix patching and monitoring of road shoulder hotspots – ongoing.
- Manhole maintenance – as required.
- Gravel Roads and Shoulders Grading Program – 52% complete.
- Footpath Maintenance Program – 50% complete.
- Stormwater hotspot inspections and monitoring – ongoing.
- Hotmix patching/potholes and edge-breaks – 60% complete.
- Annual Rural Roadside Spraying Program – completed (1 of 2). Next spray in May
- Annual Urban Roadside Spraying Program – completed (1 of 2). Next spray in May
- Annual Roadside Slashing Program – 60% complete. Expected finish end January 2018

4.2 Buildings

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

- CRM works – as required.
- Building gutters clean out – seasonal.
- Electrical testing and tagging – numerous Council locations – ongoing.
- Plumbing maintenance – public amenities – as required.
- CBD linemarking – as required.
- Vandalism repairs and painting – as required.
- Statutory Building Essential Health and Safety Compliance inspections – as scheduled.
- Penguin Centre – cyclone strap replacement – completed.
- Parks furniture timber recoating – completed.
- Backflow device testing – completed.
- Cooe Hall toilet painting – 55% complete
- CBD Painting Program (Stage 2 - Wilson/Cattley/Wilmot/Mount outer poles & bollards) – 80% complete.

4.3 Parks, Reserves, Sporting Grounds and Cemeteries

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

- CRM works – as required.
- Preventative tree maintenance – ongoing.
- Dangerous tree removal – as required/identified.
- Mowing and garden maintenance schedules – ongoing.
- Sports grounds maintenance and mowing schedules – ongoing.
- Walking track annual maintenance program – 60% complete.
- Routine SLD Inspections – as scheduled.
- Routine playground maintenance and statutory inspections – as per SLD and Regulations.
- Annual Fire Hazard Reduction Program – completed.
- West Park Oval maintenance and wicket preparation – ongoing.
- Lawn Cemetery – top dressing and grass to Stage 5 – ongoing.
- PCYC Retaining Wall Weed spraying & re-mulching – 50%
- Wivenhoe Showground Retaining Wall Weed spraying & re-mulching – 50%

4.4 Waste Management

Deferred to Quarterly Report.

5.0 VANDALISM AND REPORTED INCIDENTS

Vandalism and reported incidents to Council property are as follows:

DECEMBER	Location	Vandalism and Reported Incidents	Reported to Police	CCTV Footage	Outcome	Estimated Cost
Aggregate of costs for December	Facilities	Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs	Yes	No	Damage made good and surfaces cleaned, repaired and repainted as necessary	\$1,193.00
	Parks and Reserves (including Cemeteries)	Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs	Yes	No	Damage made good and surfaces cleaned, repaired and repainted as necessary	\$616.00
	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	\$161.00
	Transport Services	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	\$408.00
4/12/17	Multi Storey Carpark	Graffiti on Walls	No	No	Paint Out Graffiti	\$120.00

DECEMBER	Location	Vandalism and Reported Incidents	Reported to Police	CCTV Footage	Outcome	Estimated Cost
	Toilets					
TOTAL						\$2,498.00

6.0 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS

- NWREMC – next meeting 14 February 2018 at Ulverstone Fire Station.
- WEMC – next meeting 15 February 2018 at Waratah-Wynyard Council.
- WFMAC – next meeting TBC at Burnie DPFEM Headquarters.
- BCC as part of WEMC is continuing to work on combined Regional Risk Register preparation. WWC & BCC Registers ready for combining.
- TasFire Fuel Reduction Unit (FRU) is currently preparing a burn plan for an area of the upper Fernglade Reserve off Rutherfords Road identified in Annual Fire Management Plan.

COUNCIL RESOLUTION

Resolution number: MO035-18

MOVED: *Ald S French AM*

SECONDED: *Ald R Bentley*

“THAT the General Manager’s Information Report for Works and Services December 2017 be noted.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO026-18 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT DECEMBER 2017****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 December 2017 be noted.”

2.0 SUMMARY

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

Community and Economic Development

- 2.1 Youth Development
- 2.2 Business and Recreation
- 2.3 Burnie Regional Museum
- 2.4 Burnie Regional Art Gallery
- 2.5 Makers’ Workshop – Visitor Information Centre

2.1 YOUTH DEVELOPMENT

Burnie Youth Council (BYC)

The Burnie Youth Council end of year excursion was held on 6 December.

Young people went to In the Zone Laser Tag, to the movie 'Wonder' and then on to a barbeque and the beach, with an impromptue water squirter fight.

Youth Strategy

The initial goal within the action plan of identifying stakeholders is underway.

Housing

The Youth Development Officer spoke to a number of residents in the Shorewell area, and with a young person on their housing via Anglicare and its effects on their income and job searching. A meeting in the new year will be set up to discuss some of these issues and invite interest in joining a working group.

Transport

The meeting with Red Cross resulted in a commitment to joining a working group.

The YDO met with Chris Smith from Hellyer College and a meeting is being planned for the beginning of 2018 with Hellyer College, Job Network, Red Cross and Council to form an initial working group and to identify other stakeholders.

Diversity

The YDO has been talking with members of the LGBTIQ community locally, including counsellors who would be interested in forming a working group at the beginning of next year. Rainbow Network Burnie has offered their space as a working and meeting area. Initial planning around disability services, and engagement with the indigenous community is underway.

YMCAB

The Colour Run was held at South Burnie Beach on Sunday December 10. Approximately 60 people took part, and there is some interest in running more of these events.

A meeting early December confirmed an application for a Youth Week grant and was submitted, with support from Red Cross. Red Cross also wishes to engage with YMCAB in consulting on various areas in their work.

NWAY

Central Coast Council hosted the meeting of NWAY on 7 December. Discussions occurred around local advocacy on issues, Youth Week, and a review of the Terms of Reference.

2.2 BUSINESS AND RECREATION

Cruise Ship Season

32 ships are scheduled in our 2017/18 season to visit the Burnie port, 4 of these are maiden visits.

City Link Christmas Promotion

In 2017 City Link focussed their promotions on revamping the City by the Sea commercials to encourage local visitors to the CBD through advertising our multi storey 90-minute free parking. The commercials were broadcast during December.

2.3 BURNIE REGIONAL MUSEUM

Revenue: \$9,357

Admissions: 3,191

Exhibitions and Public Programmes

'The Advocate Gift' will run through until April next year. The next exhibition will be 'A Stitch in Time' opening in May. 'Come and Play with...' items from the collection is now offered on weekends with typewriters.

Freezer Store

The Advocate contract has been finalised with Fairfax. The Collection is being checked, sorted, and packed up ready for the move into the Freezer Store.

2.4 BURNIE REGIONAL ART GALLERY

December attendance 1,780

2.5 VISITOR INFORMATION CENTRE

Visitor Numbers – December 2017

Makers' Workshop Door count	16,627 people
Visitor Centre Count	2,168 people
Cruise ships	5 visits

Creative Paper Tasmania – December 2017

Hand Made Paper Tour Experience	967 sales
Coach Groups	9 buses
Creative Paper Website	2 enquiries, 12 online sales.

COUNCIL RESOLUTION

Resolution number: MO036-18

MOVED: Ald S French AM

SECONDED: Ald T Brumby

“THAT the General Manager’s Information Report for Community and Economic Development December 2017 be noted.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO027-18 GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES DECEMBER 2017****FILE NO: 4/18/2****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Corporate and Business Services for December 2017 be noted.”

2.0 SUMMARY

The report includes the following items:

Corporate and Business Services

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

2.1 SUMMARY FINANCIAL STATEMENTS

Statement of Comprehensive Income

This report provides the draft YTD operating results for the period ending 31 December 2017.

YTD Comprehensive Income Statement

	YTD Actual	YTD Budget	YTD Variance to Budget	Annual Budget 2018	Annual Forecast 2018	Forecast Variance to Budget	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Recurrent Income							
Rates and charges	22,492	22,477	✓ (15)	22,552	22,544	⚠ 7	U
Statutory fees and fines	495	460	✓ (35)	920	930	✓ (10)	F
User fees	2,222	2,582	✗ 360	5,095	4,924	✗ 172	U
Grants	682	701	⚠ 20	1,333	1,310	⚠ 22	U
Reimbursements	237	119	✓ (119)	193	497	✓ (305)	F
Other income	350	420	✗ 71	841	881	✓ (40)	F
Investment income	247	290	⚠ 43	1,590	1,590	✓ -	F
Total recurrent income	26,724	27,048	✗ 325	32,523	32,676	✓ (153)	F
Recurrent Expenses							
Employee benefits	5,097	5,902	✓ (805)	11,435	10,893	✓ (542)	F
Materials and services	4,719	5,010	✓ (291)	10,446	10,676	✗ 230	U
Depreciation and amortisation	3,824	4,237	✓ (414)	8,485	8,485	✓ -	F
Finance costs	45	44	⚠ 2	87	87	✓ -	F
Other expenses	1,256	1,778	✓ (523)	3,173	3,202	⚠ 29	U
Total recurrent expenses	14,940	16,972	✓ (2,031)	33,627	33,344	✓ (282)	F
Operating surplus/(deficit) before capital items	11,783	10,077	✓ (1,706)	(1,103)	(668)	✓ (435)	F
Capital Items							
Capital grants	144	300	✗ 156	1,003	1,053	✓ (50)	F
Developer Contributions	601	-	✓ (601)	-	1,231	✓ (1,231)	F
Net gain/(loss) on disposal of assets	(203)	-	✗ 203	(220)	(220)	✓ -	F
	542	300	✓ (242)	783	2,065	✓ (1,281)	F
Surplus/(deficit)	12,325	10,377	✓ (1,949)	(320)	1,397	✓ (1,717)	F
Operating Margin	1.79	1.59		0.97	0.98		

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

Council is budgeting for an underlying deficit of \$1.102m in 2017-18.

Council is currently forecasting to have a favourable operational variance to budget of \$435k. This is predominately due to wages savings from vacancies within the Corporate & Business Services and Land & Environmental Services directorates and higher than budgeted reimbursements income.

Statement of Financial Position

The Statement of Financial Position provides a snapshot of Council's financial position at the end of the reporting period.

The current ratio line is an indicator of Council's liquidity and ability to pay its debts when they fall due. A ratio of more than 1.00 or more indicates that there is more cash and short terms assets than short term liabilities. Council is forecasting to have a current ratio of 1.32 as at 30 June 2018.

Statement of Financial Position

	Actual Dec-17 \$'000	Budget 2018 \$'000	Forecast 2018 \$'000
Assets			
Current assets			
Cash and cash equivalents	13,256	3,719	4,599
Trade and other receivables	6,292	2,523	2,523
Inventories	171	166	166
Other assets	11	26	26
Total current assets	19,730	6,434	7,314
Non-current assets			
Investment in water corporation	65,304	65,304	65,304
Investments in controlled entities	2,916	2,916	2,916
Property, infrastructure, plant and equipment	317,613	318,485	319,321
Total non-current assets	385,833	386,704	387,541
Total assets	405,563	393,138	394,855
Liabilities			
Current liabilities			
Trade and other payables	418	2,551	2,551
Trust funds and deposits	131	134	134
Interest-bearing loans and borrowings	296	296	296
Employee provisions	2,371	2,576	2,576
Total current liabilities	3,216	5,557	5,557
Non-current liabilities			
Interest-bearing loans and borrowings	1,428	1,278	1,278
Employee provisions	184	188	188
Total non-current liabilities	1,612	1,466	1,466
Total liabilities	4,828	7,023	7,023
Net Assets	400,735	386,115	387,832
Equity			
Accumulated surplus	271,360	271,348	271,348
Surplus/(deficit)	12,325	(320)	1,397
Reserves	117,050	115,087	115,087
Total Equity	400,735	386,115	387,832
CURRENT RATIO	6.13	1.16	1.32

Statement of Cash Flows

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

Council's cash and investments balance as at 31 December 2017 is \$13.256m compared to a forecast of \$4.599m as at 30 June 2018.

Burnie City Council Statement of Cash Flows

	Actual 2018 \$'000	Budget 2018 \$'000	Forecast 2018 \$'000
Cash flows from operating activities			
Rates and charges	18,678	22,552	22,500
Statutory fees and fines	495	920	930
User fees	2,222	5,084	4,924
Grants	682	1,333	1,310
Reimbursements	237	152	497
Other income	350	841	881
Payments to suppliers	(6,657)	(10,393)	(10,106)
Payments to employees	(5,381)	(11,381)	(10,968)
Other payments	(1,256)	(3,173)	(3,202)
Net cash provided by (used in) operating activities	9,370	5,935	6,765
Cash flows from investing activities			
Payments for property, infrastructure, plant and equip	(3,826)	(11,940)	(11,940)
Movement in landfill provision	-	-	-
Dividends and distributions	247	1,590	1,590
Capital grants	144	1,003	1,053
Net cash provided by (used in) investing activities	(3,436)	(9,347)	(9,297)
Cash flows from financing activities			
Finance costs	(45)	(87)	(87)
Sale of operations	-	-	-
Repayment of interest bearing loans and borrowings	(146)	(296)	(296)
Net cash provided by (used in) financing activities	(192)	(383)	(383)
Net increase (decrease) in cash and cash equivalents	5,742	(3,795)	(2,915)
Cash and cash equivalents at the beginning of the financial year	7,514	7,514	7,514
Cash and cash equivalents at the end of the period	13,256	3,719	4,599

2.2 SCHEDULE OF INVESTMENTS

A schedule of Council's investments is provided as at 31 December 2017:

Investments Schedule as at 31/12/17							
<u>Institution</u>	<u>Term</u>	<u>Rate</u>	<u>S&P Rating</u>	<u>Lodgement Date</u>	<u>Maturity</u>	<u>Amount</u>	<u>Total</u>
ANZ	At Call	1.90%	A1+			1,713,160	1,713,160
MyState	365 Days	2.75%	A2	2/09/2017	2/09/2018	500,000	
MyState	365 Days	2.65%	A2	20/07/2017	20/07/2018	500,000	1,000,000
ME Bank	365 Days	2.75%	A2	17/05/2017	17/05/2018	1,000,000	
ME Bank	154 Days	2.55%	A2	28/08/2017	29/01/2018	1,000,000	2,000,000
AMP	365 Days	2.60%	A1	8/08/2017	8/08/2018	1,000,000	
AMP	180 Days	2.45%	A1	15/09/2017	14/03/2018	750,000	1,750,000
Bendigo	365 Days	2.70%	A2	8/08/2017	8/08/2018	1,000,000	1,000,000
NAB	184 Days	2.50%	A1+	18/08/2017	18/02/2018	1,000,000	
NAB	212 Days	2.50%	A1+	18/08/2017	18/03/2018	1,000,000	
NAB	120 Days	2.45%	A1+	1/09/2017	1/01/2018	1,500,000	
NAB	180 Days	2.55%	A1+	1/09/2017	1/03/2018	1,000,000	4,500,000
Bank of Queensland	180 Days	2.55%	A2	1/09/2017	28/02/2018	500,000	500,000
Bankwest	120 days	2.55%	A1+	18/08/2017	16/01/2018	750,000	750,000
							13,213,160

Investment Allocation by Credit Rating

<u>Credit Rating</u>	<u>%</u>	<u>Amount</u>	<u>WAIR</u>
A1+	53%	\$6,963,160	3.39%
A1	13%	\$1,750,000	2.54%
A2	34%	\$4,500,000	2.66%
		100%	\$13,213,160

Investment Allocation by Bank

<u>Bank</u>	<u>%</u>	<u>Amount</u>
ANZ	13%	\$1,713,160
MyState	8%	\$1,000,000
ME Bank	15%	\$2,000,000
AMP	13%	\$1,750,000
Bendigo	8%	\$1,000,000
NAB	34%	\$4,500,000
Bank of Queensland	4%	\$500,000
Bankwest	6%	\$750,000
		100%
		\$13,213,160

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

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

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

Council's risk from exposure to any individual institution is restricted through diversification of the investment portfolio. No more than 40% of Council's total investment portfolio will be invested in any one institution. Council is also mindful of limiting its exposure to institutions with a credit rating of less than A1 and will not invest more than \$2,000,000 with any one institution with a credit rating of less than A1.

2.3 OPERATIONAL REPORTS BY DEPARTMENT/DIRECTORATE

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

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

Department	YTD Actuals 31/12	Annual Budget	Forecast	Forecast Variance to Budget	Note
Community & Economic Development					
Burnie Arts & Function Centre	434,015	1,077,813	1,069,073	-8,740 Favourable	
Burnie Regional Art Gallery	177,582	451,393	511,676	60,283 Unfavourable	1
Burnie Regional Museum	135,157	307,510	301,998	-5,512 Favourable	
Business & Recreation	214,915	387,709	394,215	6,506 Unfavourable	
CED Management	173,729	352,960	360,637	7,677 Unfavourable	
City Link	35,204	30,460	30,460	0 Favourable	
Community & Youth	188,015	393,190	388,481	-4,709 Favourable	
Marketing & Events	213,780	452,528	445,470	-7,058 Favourable	
Visitor Information Centre	103,205	220,761	230,846	10,085 Unfavourable	
Community & Economic Development Total	1,675,602	3,674,324	3,732,856	58,532 Unfavourable	
Corporate & Business Services					
Accounting Services	-59,674	-15,530	-42,009	-26,479 Favourable	2
Information Management	52,535	131,724	126,070	-5,654 Favourable	
Information Technology Services	-82,758	-4,476	-4,666	-190 Favourable	
Revenue Services	195,055	419,741	408,197	-11,544 Favourable	
Strategic and Governance	-15,970,533	-15,526,071	-15,534,837	-8,766 Favourable	
Corporate & Business Services Total	-15,865,375	-14,994,612	-15,047,245	-52,633 Favourable	
Employee Oncost Recovery					
Oncosts	-152,165	20	-29,131	-29,151 Favourable	3
Employee Oncost Recovery Total	-152,165	20	-29,131	-29,151 Favourable	
Land & Environmental Services					
Compliance Support	-244,131	-517,116	-620,161	-103,045 Favourable	4
Development Services	315,557	708,314	692,492	-15,822 Favourable	
Management LES	142,206	318,781	318,145	-636 Favourable	
Land & Environmental Services Total	213,632	509,979	390,476	-119,503 Favourable	
Office of the General Manager					
Executive Management	214,137	483,327	462,227	-21,100 Favourable	5
Organisational Development	-26,016	-4	-79,887	-79,883 Favourable	6
Office of the General Manager Total	188,121	483,323	382,340	-100,983 Favourable	
Works & Services					
Cemetery Services	-3,372	59	59	0 Favourable	
Facilities Management	839,408	2,143,083	2,097,713	-45,370 Favourable	7
Management WS	-87,580	15,550	-26,147	-41,697 Favourable	8
Parks & Reserves	939,910	2,046,759	2,046,934	175 Unfavourable	
Sporting Grounds	636,197	1,378,505	1,380,550	2,045 Unfavourable	
Stormwater Services	-1,070,456	-471,619	-495,373	-23,754 Favourable	9
Transport Services	3,023,218	6,551,714	6,334,270	-217,444 Favourable	10
Waste Management	-2,120,111	-233,816	-99,451	134,365 Unfavourable	11
Works & Services Total	2,157,214	11,430,235	11,238,555	-191,680 Favourable	
Total	-11,782,970	1,103,269	667,851	-435,418 Favourable	

Community & Economic Development**1. *Burnie Regional Art Gallery***

The Art Gallery presents a range of quality exhibitions and professional visual art experiences to the community.

The unfavourable forecast variance to budget of \$60,283 for the art gallery is predominately due to the timing of the receipt of a partner shipping grant in June 2017. The income was received in the 2016-17 financial year, but the grant will be expended in the 2017-18 financial year.

Corporate & Business Services**2. *Accounting Services***

The accounting services department oversees and maintains Council's treasury activities including financial planning and budgeting, overseeing financial systems and controls; and reporting to key stakeholders including Council, auditors and managers.

The favourable forecast variance to budget for accounting services is due to higher than budgeted rates penalty income (\$14k) and lower than budgeted vehicle & FBT expenditure due (\$9k).

Employee Oncost Recovery**3. *Employee Oncosts***

The favourable variance to budget of \$29k for employee oncost recovery is due to savings in superannuation due to employment vacancies (\$45k) offset by higher than budgeted workers compensation premiums (\$16k).

Land & Environmental Services**4. *Compliance Support***

Compliance support business unit includes regulatory compliance and is responsible for the administration and management of cemeteries, the provision and regulation of public car spaces; and municipal inspection. Activities of this department assist to protect the community from the nuisance behaviours of animals, weeds or other conditions on land in accordance with relevant legislation and Council by-laws.

The favourable forecast variance to budget of \$103k for compliance support is due to wages savings in municipal inspection and weeds management due to vacancies (\$42k) and higher than budgeted fines and on street parking revenue (\$120k).

This is offset by lower income from the multi storey carpark (\$60k) due to the provision of 90 minutes free parking for the period 1st November to 31st December 2017.

Office of the General Manager**5. Executive Management**

This business unit provides strategic leadership and direction to Council and focuses on the development of strategic projects, effective communications both within and outside Council, and managing the overall performance of Council.

The favourable forecast variance to budget of \$21k for executive management is due to wages savings from a vacancy.

6. Organisational Development

This business unit provides professional services relating to health, safety, risk management and human resource advice.

The favourable forecast variance to budget of \$80k for organisational development is predominately due to savings as part of the restructure of the Corporate & Business Services directorate, and the transfer of an employee to accounting services.

Works & Services**7. Facilities Management**

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

The favourable forecast variance to budget of \$45,370 is due to higher than budgeted reimbursements received for overbilling of water and sewerage charges identified during a review of Council's accounts (\$16k), higher than budgeted income rental income from the Portside building (\$18k) and lower than budgeted major maintenance expenditure (\$12k).

8. Management WS

The Management WS business unit provides management and strategic support, coordination and advice in relation to Council's significant investment in infrastructure including engineering services.

The favourable forecast variance to budget for works and services management is due to lower than budgeted technical services wages due to vacancies within the department (\$41k).

9. Stormwater Services

Stormwater services is responsible for the maintenance of Council's stormwater reticulation systems including street, easement and trunk drainage networks, pits and entry/exit structures, and natural waterways that form part of the drainage networks.

The favourable forecast variance to budget is due to higher than budgeted rates income (\$13k) and lower than budgeted major maintenance expenditure (\$10k).

10. Transport Services

Transport services is where the costs relating to construction and maintenance of Council's local roads network, maintenance and management of road reservations is captured.

The favourable forecast variance to budget of \$217k for transport services is due to the timing of the receipt of stormwater reimbursement income (\$180k) which was originally expected to be received in the 2016-17 financial year, and lower than budgeted major maintenance (\$20k) and street lighting expenditure (\$14k).

11. Waste Management

The Waste Management business unit provides waste management services including domestic garage collection, recycling, commercial garbage and litter bin collections and operation of the Burnie Waste Management Centre. This area includes maintenance and management of Burnie's CBD and street cleaning.

The unfavourable forecast variance to budget of \$134k for waste management is predominately due to an error when calculating the budget for waste management contracts, offset by lower than expected wetland monitoring expenditure (\$12k). Staff are currently looking for opportunities within the waste budget to offset this unfavourable variance.

2.4 RECEIVABLES ANALYSIS

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

Receivables Analysis as at 31 December 2017

	<u>Total</u>	<u>Current</u>	<u>30-60 Days</u>	<u>60-90 Days</u>	<u>90+ Days</u>
Trade Debtors					
Sundry Debtors	80,812	66,390	102	7,214	7,106
Reserved Parking Spaces	9,142	6,869	565	511	1,198
Burnie Venues & Catering	18,477	18,317	160	-	(0)
Lease Debtors	29,585	22,895	-	-	6,690
Business & Recreation Debtors	129,299	130,233	(1,589)	655	-
Waste Debtors	76,707	57,154	19,233	192	128
Total Trade Debtors	344,022	301,858	18,471	8,572	15,122
Goods & Services Tax	(29,167)				
Infringements & Parking	1,236,490				
Other Receivables	34,427				
Rates & Charges	5,159,105				
Allowance for Impaired Debts	(452,399)				
Total Receivables	6,292,478				

Infringements & parking

	Dec-17		Dec-16		Movement	
	Count	Balance	Count	Balance	Count	Balance
Issued 2018	1,748	99,294			1,748	99,294
Issued 2017	1,905	123,847	1,746	80,455	159	43,392
Issued 2016	1,102	61,522	1,295	110,362	(193)	(48,841)
Issued 2015	721	49,585	949	71,256	(228)	(21,672)
Issued 2014	643	45,701	801	59,938	(158)	(14,238)
Issued 2013	741	48,009	834	55,914	(93)	(7,905)
Issued 2012	599	39,198	709	47,283	(110)	(8,085)
Issued 2011	631	40,565	709	47,146	(78)	(6,581)
Issued 2010	728	30,329	771	34,512	(43)	(4,184)
Issued 2009	898	63,622	942	66,820	(44)	(3,198)
Issued 2008	1,504	79,191	1,554	85,471	(50)	(6,280)
Issued 2007	2,049	86,692	2,053	91,057	(4)	(4,365)
Issued 2006	1,996	75,872	1,999	78,779	(3)	(2,907)
Issued Pre-2005	9,663	400,918	7,950	409,043	1,713	(8,125)
	23,180	1,244,342	22,312	1,238,037	2,616	6,305

2.5 RATES ANALYSIS

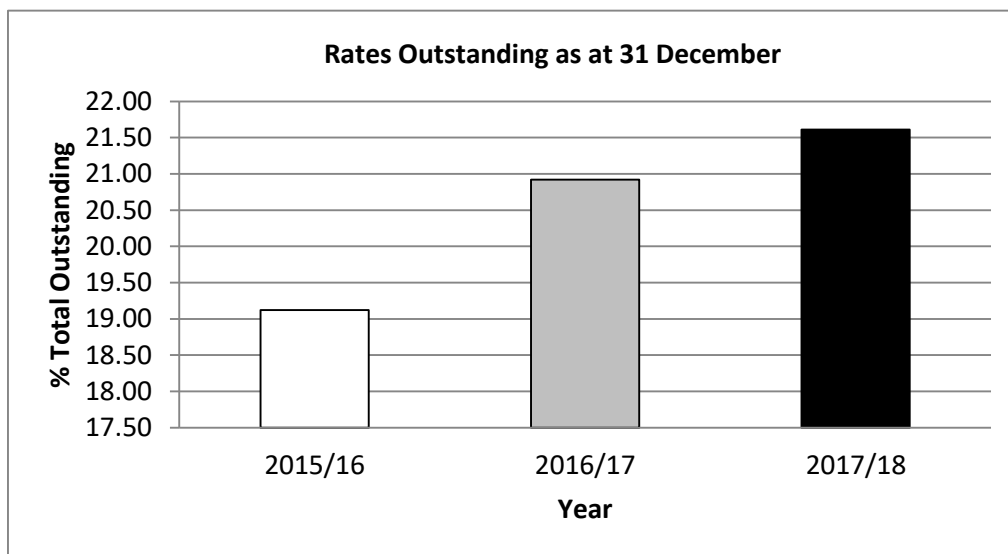
The rates analysis contains a summary of rating transaction movements for 2017/18 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

Rates Outstanding as at 31/12/2017

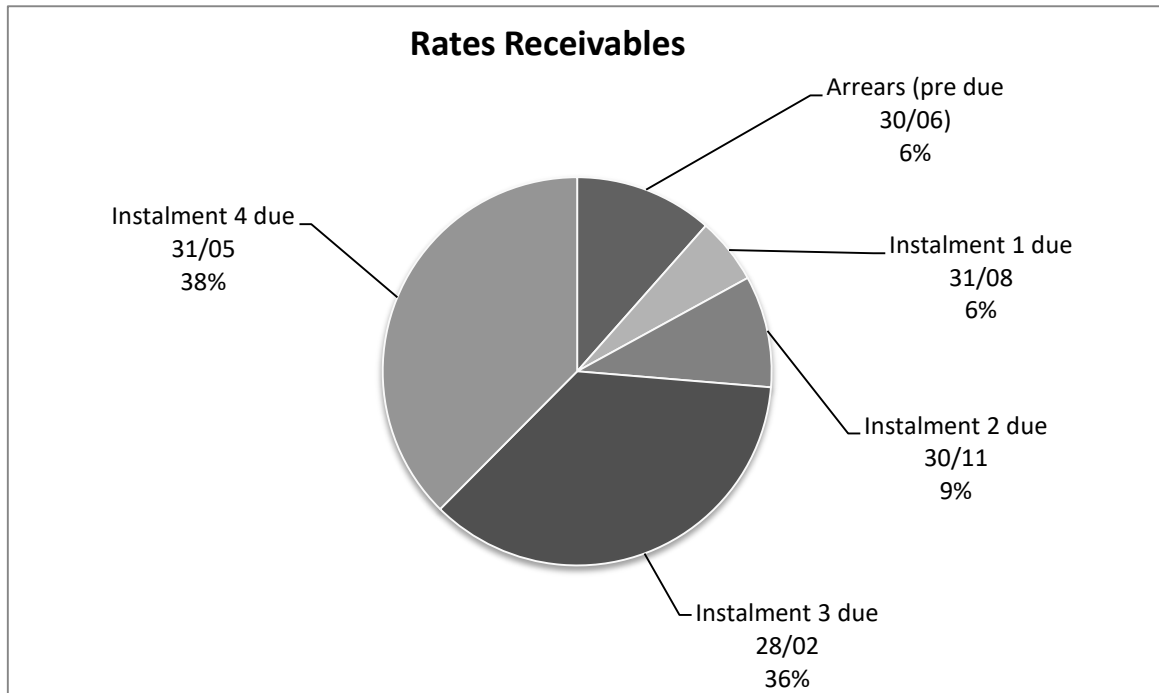
	This Financial Year 31 Dec 2017		Last Financial Year 31 Dec 2016		Change
		\$		\$	\$
Arrears Brought Forward as at July 1	5.07%	1,172,182	3.67%	837,498	334,684
Credit Brought Forward	-2.51%	(580,636)	-2.44%	(556,611)	(24,025)
Add Current Rates & Charges					
Levied	97.04%	22,444,118	98.12%	22,405,610	38,507
Penalty	0.20%	45,638	0.15%	35,295	10,343
Supplementary Rates	0.21%	47,545	0.49%	111,965	(64,421)
Gross Rates and Charges Demanded	100.00%	23,128,847	100.00%	22,833,758	295,089
Less: Rates & Charges Collected	73.28%	16,949,812	73.81%	16,854,288	95,525
Pension Remission	3.09%	713,527	3.09%	705,074	8,453
Residential Waste Remission	0.08%	18,624	0.08%	18,784	(160)
Hardship Interest Remission	0.00%	396	0.00%	430	(34)
Private Conservation	0.00%	165	0.00%	165	-
Misc Remissions	0.11%	25,977	0.03%	6,154	19,823
Services Remissions	0.00%	-	0.03%	6,784	(6,784)
Stormwater Remission	0.04%	8,153	0.04%	8,249	(96)
General Rate Remission	0.03%	6,045	0.19%	44,187	(38,142)
- Legal Fees	-0.01%	(1,382)	-0.01%	(1,823)	441
- Discounts	1.77%	409,284	1.82%	414,742	(5,457)
- Roundings	0.00%	1	0.00%	(17)	18
Sub Total	78.39%	18,130,603	79.08%	18,057,016	73,587
Unpaid Rates & Charges as at 31 December	21.61%	4,998,244	20.92%	4,776,742	221,502

	<u>2017/2018</u>		<u>2016/2017</u>	
Outstanding as at 31 December		5,310,895		5,033,019
Rates in credit		(312,651)		(256,277)
		4,998,244		4,776,742
Total number of assessments		9,954		10,024
Assessments outstanding	47.60%	4,738	41.9%	4,199
Credit Rates	-6.3%	(312,651)	-5.4%	(256,277)
Arrears (pre due 30/06)	12.2%	610,912	10.6%	506,820
Instalment 1 due 31/08	5.9%	292,539	5.0%	237,318
Instalment 2 due 30/11	9.9%	494,153	8.9%	426,862
Instalment 3 due 28/02	38.4%	1,918,681	39.6%	1,893,918
Instalment 4 due 31/05	39.9%	1,994,610	41.2%	1,968,101
	100.00%	4,998,244	100.00%	4,776,742

There were 4,738 assessments outstanding as at 31 December 2017 compared to 4,199 as at 31 December 2016.



The following graph provides a breakdown of total rates outstanding by instalment.



2.6 CAPITAL EXPENDITURE REPORT

The following report outlines council's YTD capital expenditure compared to budget as at 31 December 2017.

YTD Capital Expenditure 2017/18						
	YTD Expenditure	Annual Budget	Balance Unspent	Forecast	Forecast Variance to Budget	Note
ROADS						
RURAL ROADS						
Upgrade Programme	532,106	790,090	257,984	790,090	✓ -	
Rural Roads Resealing	334,609	986,852	652,243	986,852	✓ -	
Rural Roads Bridges Programme	1,920	74,850	72,930	74,850	✓ -	
TOTAL RURAL ROADS	868,635	1,851,792	983,157	1,851,792	✓ -	
URBAN ROADS						
Car Parking Improvements	940	51,000	50,060	51,000	✓ -	
Driveways, Footpaths and Channel	102,156	128,580	26,424	128,580	✓ -	
Retaining Walls	231,459	392,977	161,518	392,977	✓ -	
Urban Infrastructure	329,578	2,537,074	2,207,496	2,537,074	✓ -	
Urban Road Renewal & Upgrades	100,522	733,350	632,828	733,350	✓ -	
Urban Road Resealing	115,517	552,024	436,507	552,024	✓ -	
TOTAL URBAN ROADS	880,172	4,395,005	3,514,833	4,395,005	✓ -	
TOTAL ROADS	1,748,807	6,246,797	4,497,990	6,246,797	✓ -	
PARKS, RESERVES AND SPORTING FACILITIES						
General Parks and Reserves	150,730	776,578	625,848	776,578	✓ -	
Cemeteries	981	86,408	85,427	86,408	✓ -	
Sporting Grounds & Facilities	33,166	513,610	480,444	513,610	✓ -	
TOTAL PARKS, RESERVES & SPORTING FACILITIES	184,877	1,376,596	1,191,719	1,376,596	✓ -	
STORMWATER						
Flood Mitigation Works	422,725	254,700	(168,025)	254,700	✓ -	
Storm Water Upgrades & Replacements	151,978	368,927	216,949	368,927	✓ -	
TOTAL STORMWATER	574,703	623,627	48,924	623,627	✓ -	
WASTE						
Garbage and Recycling	7,785	34,308	26,523	34,308	✓ -	
Waste Management Centre	10,190	63,400	53,210	63,400	✓ -	
TOTAL WASTE MANAGEMENT	17,975	97,708	79,733	97,708	✓ -	
BUILDINGS						
Burnie Arts & Function Centre	2,647	92,099	89,452	92,099	✓ -	
Public Amenities	55,226	62,700	7,474	62,700	✓ -	
Public Halls	26,358	89,950	63,592	89,950	✓ -	
Other Buildings	428,621	710,683	282,062	710,683	✓ -	
Sporting Facilities	66,345	339,212	272,867	339,212	✓ -	
TOTAL BUILDINGS	579,197	1,294,644	715,447	1,294,644	✓ -	
PROPERTY, PLANT & EQUIPMENT (PPE)						
Information Technology	62,843	120,000	57,157	120,000	✓ -	
Heritage Assets	5,060	55,000	49,940	55,000	✓ -	
Vehicles	16,002	183,000	166,998	183,000	✓ -	
Parking Equipment	14,579	185,193	170,614	185,193	✓ -	
Plant	411,805	1,159,689	747,884	1,159,689	✓ -	
Furniture & Fittings	164,958	336,408	171,450	336,408	✓ -	
Other	45,383	262,400	217,017	262,400	✓ -	
TOTAL PLANT/EQUIPMENT/VEHICLES	720,630	2,301,690	1,581,060	2,301,690	✓ -	
TOTAL	3,826,190	11,941,062	8,114,872	11,941,062	✓ -	

2.7 CONTRACTS AWARDED

There were no contracts awarded over \$100,000 during December 2017.

2.8 CONSULTANTS ENGAGED

The following table lists consultants engaged throughout the current financial year for a cost greater than \$10,000. For the purpose of this table, a consultant is defined as a person or organisation that provides Council with professional advice in areas of strategy, planning or engineering. Consultants are engaged in accordance with Council's policy *C12 Code for Tenders and Contracts*.

Reasons that consultants may be engaged:

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

Project	Consultant	Description	Committed \$	Actual \$ LTD	Reason	Funded from	Complete
Romaine Dam Stage 2 Raising	K Moore & Associates	Construction phase services.	20,000 (Fee estimate)	9,430	B	Capital Works Allocation	No
Marine Terrace Coastal Pathway	Rare Innovation	Structural design and documentation for the elevated walkway sections.	20,800	\$25,000	B	Capital Works Allocation	No
South Burnie Breakwater Bund	Water Technology	Wave/coastal processes modelling, design and document reconstruction for tender, inspections	21,650	\$17,559	B	Capital Works Allocation	No
Surf Club Lift	GHD	Investigate lift options, prepare concept plans for consultation, detail design for tender. This work is on hold, pending outcome of Surf Club extension design	23,080	\$1,200	B	Capital Works Allocation	Yes
Environmental Design	ES&D	Contaminated Soils, detailed site investigation	26,000	0	B	Cost of Sale	No
Adventure Playground Consultancy	Playstreet	Adventure Playground	15,000	5,360	B	Capital Works Allocation	No

2.9 GOVERNANCE – USE OF COUNCIL SEAL

1 December 2017	Contract 2567 – Construction of West Park Oval – Drainage Improvements
7 December 2017	Final Survey Plan and Schedule of Easements – SD2008/1113 – Sea Eagle Estate – Stage 2 – Part 2 Release
18 December 2017	Contract of Sale – Lot 1 Beattie Street, Acton, Tasmania – Burnie City Council to CatholicCare Tasmania
18 December 2017	Adhesion Order for 2 William Street, Burnie, and 18 Jones Street, Burnie - CT 44231/1 and CT 231616/1
18 December 2017	Lease Agreement between Burnie City Council and State Fire Commission (Natone Fire Station)
19 December 2017	Contract 2577 – Construction of Marine Terrace – Coastal Pathway
19 December 2017	Licence Agreement between Burnie City Council and Life Without Barriers (Portside Room 20)

COUNCIL RESOLUTION**Resolution number: MO037-18****MOVED: Ald S French AM****SECONDED: Ald R Bentley*****“THAT the General Manager’s Information Report for Corporate and Business Services for December 2017 be noted.”***

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

AO028-18 COMMUNICATIONS JOURNAL JANUARY 2018

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 for January 2018 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 Aldermen.

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 last Council Meeting report:

- School of Special Education Burnie – End of Year Assembly
- 131st New Year’s Day Carnival Launch
- Leighland Christian School, Burnie Campus – 2017 Celebration Service
- Mayor Greg Howard, Dorset Council
- Burnie City Council 25 Year Club Luncheon
- Royce Crawn
- ‘Defining Art’ Summer Show 2017/18 - Exhibition Opening
- Burnie RSL - Book Launch 'The Commando - The Life and Death of Cameron Baird VG, MG
- 2017 Burnie Christmas Parade
- Premier, the Hon Will Hodgman MP - tourism infrastructure update
- 2017 Premier’s North West Christmas Luncheon

-
- CCA meeting with the Premier, the Hon Will Hodgman MP and the Braddon Team
 - Marist Regional College – Evening of Excellence
 - Town and Gown Procession
 - University Graduation Ceremony
 - 3BG Meeting
 - Pastor Geoff Weston and Greg Jones
 - Natone Primary School Celebration Evening
 - Cruise Ship – Regatta, Maiden Visit plaque presentation
 - Cruise Ship – Norwegian Jewel
 - Hellyer Community Choir
 - Burnie Primary School – 2017 Celebration Assembly
 - CCA Workshop – Our Region, Our Future – Together
 - Burnie High School Presentation Evening
 - Havenview Primary School – End of Year Assembly
 - Ridgley Primary School – End of Year Assembly
 - Parklands High School Presentation Assembly
 - Kirk Pinner and Sami Pinner
 - Romaine Primary School Assembly
 - Cruise Ship – Maasdam
 - Burnie Liliium Show – Official Opening and trophy presentation
 - Kristy Bourne and Kim Perkins – Department of Justice
 - Cruise Ship – Maasdam
 - Shorewell Park – New Play Equipment Opening
 - 3BG Meeting
 - BCCI General Meeting
 - CCA – Regional Land Partnerships Program Information Session
 - Business Group Support Review Working Group
 - Kaye and Robert Wolfe
 - National Geographic: 50 Greatest Photographs exhibition preview
 - Cruise Ship – Regatta
 - Cruise Ship - Maasdam

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

- Multicultural Christmas Party – attended by Alderman Robert Bentley
- Ambulance Tasmania Regional Awards and Recognition Ceremony – attended by Alderman Ron Blake OAM
- Stella Maris Primary School – 2017 Presentation Assembly – attended by Alderman Teeny Brumby
- Montello Primary School – Grade 6 Graduation and Presentation Dinner – attended by Deputy Mayor Sandra French AM
- Cooee Primary School Assembly – attended by Alderman Robert Bentley

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

No Workshops held in December 2017 or January 2018.

5.0 CORRESPONDENCE FOR NOTING

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

ATTACHMENTS

1. Per- and Poly- fluoroalkyl substances (PFAS) - Department of the Prime Minister and Cabinet (PFAS Taskforce)
2. Response on Gambling and Gaming Machines - Will Hodgman MP, Premier
3. Model Code of Conduct (Managing Conflicts of Interest) - Dept Premier and Cabinet (Alex Tay, Director of Local Government)
4. Cradle Coast Shared Services Report - Peter Gutwein MP
5. New members of Parliament Charity Tool Kit - Guy Barnett MP
6. National Institute for Forest Product Innovation Hub - Guy Barnett MP
7. Premier's Local Government Council Communique - LGAT
8. Procurement from companies involved with Adani and the Carmichael Mine - Byron Shire Council
9. Tasmanian Council Campground Closures - Northern Tasmanian Caravan Club Inc.
10. Financial Assistance Round 2 2017/2018 Appreciation - Natone Hall Committee
11. Poker Machines - Anglicare Tasmania Inc.
12. Gaming Machines in Burnie - Beach Hotel
13. Spirit of Tasmania and Burnie Port - Selwyn Sinfield
14. Romaine Reserve Appreciation - Joanne Hall
15. Cruise Ship Appreciation and suggestion - Mary McElhinney
16. Cruise Ship Appreciation - Peter and Christine Morris
17. Cruise Ship Appreciation - Gary and Jayne Potter
18. Cruise Ship Appreciation - Alan
19. Cruise Ship Appreciation - Ulrich Pehlke
20. Cruise Ship Appreciation - Keith and Jean Barron
21. Cruise Ship Appreciation - Rita and Jan Moen

COUNCIL RESOLUTION

Resolution number: MO038-18

MOVED: *Ald S French AM*

SECONDED: *Ald S Kons*

1.0 RECOMMENDATION:

“THAT Council note the information contained in the Communications Journal for January 2018 as listed.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

**Australian Government****Department of the Prime Minister and Cabinet**

15/16/15-07

Mayor Anita Dow
Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320



Dear Mayor,

I am writing to provide you with information about per- and poly- fluoroalkyl substances (PFAS), and work being undertaken by the Australian Government and state and territory governments to ensure consistent, evidence-based responses that support affected communities.

The Prime Minister established the PFAS Taskforce in December 2016, to provide coordination and oversight of the Australian Government response to PFAS, and to realise the COAG commitment to ongoing collaboration between all governments to support affected communities. As part of this work, the Taskforce has been consulting closely with states and territories, and the Australian Local Government Association (ALGA), on developing guidance and protocols for government agencies for responding appropriately and consistently to PFAS contamination.

We met with ALGA recently to discuss PFAS issues and relevance to local government, and to seek advice on the best ways to provide useful information to local government bodies. This letter is one such avenue, along with a range of other approaches we are making, through ALGA and through state and territory government agencies, to ensure we keep local councils informed of developments.

PFAS are a group of manufactured chemicals that have been widely used globally, since the 1950s, in the manufacture of household and industrial products that resist heat, stains, grease and water and in other specialised applications. Because they are heat resistant and film-forming in water, some have also been used as very effective ingredients in fire-fighting foams.

The release of PFAS into the environment has become a concern because we have learned these chemicals can persist in humans, animals and the environment. Most people living in Australia will have measurable levels of PFAS in their blood due to exposure from a wide variety of PFAS-containing products. However, the background PFAS blood level in Australians is low and declining.

To date, there is no consistent evidence and no clearly demonstrated causality to confirm adverse human health effects from PFAS exposure. However, as a precaution, governments across Australia are recommending that exposure to PFAS is reduced wherever possible, and alternative water is being provided to communities where contaminated bore water was previously their main source of drinking water. Ingesting contaminated drinking water is the main exposure pathway. Other, lower risk pathways can include accidental ingestion of contaminated recreation water, and exclusively consuming homegrown produce using contaminated bore water.

It is evident that local governments have a significant role in responding to PFAS contamination, particularly at local government-owned and managed sites, such as airports, waste management facilities, and recreational areas such as public parks and swimming pools. Recent examples of Council decisions to close a public swimming pool and erect warning signs at a public beach highlighted for us the need to work together to ensure that all levels of government have access to

the same information and guidance, and follow the same evidence-based approaches. This will greatly assist to reduce community anxiety and the spread of misinformation.

To support risk assessments undertaken as part of PFAS site investigations, the Commonwealth Department of Health commissioned a report by Food Standards Australia New Zealand (FSANZ) entitled *Perfluorinated Chemicals in Food*, published in April 2017. The full FSANZ report is available at: <http://www.health.gov.au/internet/main/publishing.nsf/content/ohp-pfas-hbgv.htm#FSANZ>

FSANZ determined maximum acceptable amounts of the three main PFAS of concern that an individual could consume **on a daily basis for an entire lifetime**, without risk to health, which are expressed as Total Daily Intakes (TDIs). Based on these TDIs, the Department of Health also calculated drinking water quality and recreational water quality PFAS values for use in site investigations in Australia. These values are:

Toxicity reference value	PFOS/PFHxS		PFOA	
	ng	µg	ng	µg
Tolerable daily intake (ng or µg/kg bw/day)	20	0.02	160	0.16
Drinking water quality value (ng or µg/L)	70	0.07	560	0.56
Recreational water quality value (ng or µg/L)	700	0.7	5,600	5.6

Note: bw = body weight, ng = nanograms, µg = micrograms

Environmental regulators use these values when conducting PFAS investigations. If there are any sources of PFAS contamination in your local government area, the relevant environmental regulator will investigate and advise you and the local community of any necessary action.

The PFAS Taskforce has been working in close consultation with state/territory governments and ALGA to develop a National Framework for Responding to PFAS Contamination. This includes guidance materials for use by authorities in all levels of government with responsibilities for conducting site investigations, directing appropriate response activities, and communicating with the public. When COAG has agreed the National Framework, we will provide you with links to access these guidance materials. Please don't hesitate to contact the PFAS Taskforce at: PFAStaskforce@pmc.gov.au if you would like more information in the meantime.

PFAS contamination is a complex issue with no simple solutions. I hope that through continued engagement and access to up-to-date information, local governments will feel supported in responding to any PFAS contamination issues as they arise. The Australian Government is committed to ensuring responses to PFAS contamination are evidence-based and consistent, to provide confidence to the community about government action on this matter.

If you would like further information specific to your local government area, please seek advice from your state/territory Environment Agency, Premier's/Chief Minister's Department, or Health Department.

Yours sincerely,



Geoffrey Brown OAM
First Assistant Secretary, PFAS Taskforce
18 December 2017

Will Hodgman MP

PREMIER OF TASMANIA



18 January 2018

Cr Alwyn Boyd
Acting Mayor
Burnie City Council
Email: burnie@burnie.net

Dear Cr Boyd

Thank you for your letter seeking the Liberal's party policy on gaming machines in Tasmania. A copy of our policy on the Future of Gaming in Tasmania is available at <http://www.tas.liberal.org.au/sites/default/files/Future%20of%20%20Gaming%20Tas.pdf>

The Liberal's Plan supports jobs in the hospitality industry in all regions of the State, and retaining free choice for Tasmanians.

The Plan acknowledges that gaming in all its forms (buying lottery tickets, playing keno, having a bet on the horses, casino table games and poker machines) are lawful forms of entertainment for many Tasmanians.

The latest Social and Economic Impact Study into Gaming finds that overall participation in gambling in Tasmania has declined from 61.2 per cent in 2013, to 58.5 per cent in 2017, and that real expenditure on EGMs in Tasmania has continued to trend steadily downwards, with a decline of 27 per cent over the past decade.

The report also finds 0.6 per cent of the adult population is susceptible to problem gambling, and shows the total proportion of Tasmanians in the moderate risk/problem gambler category has declined from 2.4 per cent in 2013, to 2.0 per cent in 2017.



Level 11, 15 Murray Street
Hobart TAS 7000

Tasmanian
Liberals

P: (03) 6165 7650
www.tas.liberal.org.au/policy
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Tasmania's gaming harm minimisation framework is already recognised as national best practice. It includes the Responsible Gambling Mandatory Code of Practice, which was recently reviewed and updated on 30 November 2017, and a new Community Interest Test that commenced in September 2017, which gives local communities a voice on where new poker machines are located.

Specifically, the Liberals' Plan will –

- Reduce the cap on poker machines in pubs and clubs by 150 machines;
- End the poker machine monopoly and allow individual venues to licence, own and operate their own machines;
- Ensure the industry returns are shared appropriately. This will see an increase in returns for venues and the government, which will facilitate greater investment in hospitality infrastructure in regional communities, lifting economic activity and jobs further, and allow the government to further improve essential services, like schools and hospitals; and
- Double the Community Support Levy fund to around \$9 million, which will allow for a greater investment in harm minimisation, preventative health and support for community sporting activities and facilities right around the State.

I assure you that the Liberals take very seriously our responsibility to protect the most vulnerable in our community. We believe our Policy strikes the right balance between protecting the small number of problem gamblers through our best practice harm minimisation framework, protecting the jobs of Tasmanians in all regions of the State, and protecting the rights of the majority of Tasmanians who gamble responsibly.

Yours sincerely



Will Hodgman MP
Liberal Leader

Department of Premier and Cabinet

Executive Building 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Ph: 1300 135 513 Fax: (03) 6233 5685
Web: www.dpac.tas.gov.au



Dear Mayor

I am writing to all councils to remind elected members of their obligations under the *Local Government Act 1993* (the Act) and the Model Code of Conduct (the Code) in managing conflicts of interest, both pecuniary and non-pecuniary.

This matter was discussed at the recent Premier's Local Government Council (PLGC) meeting on 14 December 2017, and the PLGC affirmed the importance for all councillors to understand their obligations with regards to managing conflicts.

Conflict (Non Pecuniary) Interests

Non-pecuniary conflicts of interests may arise from any personal involvement or relationships in areas such as sporting, social, religious or cultural activities. They include any tendency toward favour or bias because of personal beliefs, friendship or animosity, that a reasonable person would at least perceive would affect a councillor's capacity to be impartial. **Part 2 of the Code of Conduct – Conflict of interest** outlines the conduct of councillors in matters of interest. The Code has been adopted by all councils. Section 28U of the Act provides that a councillor is to comply with the provisions of the council's code of conduct while performing the functions and exercising the powers of his or her office.

The Code makes it clear that a councillor must not be unduly influenced, nor be seen to be unduly influenced, by personal or private interests they may have. A councillor must declare actual, potential or perceived conflicts of interest at any meeting of the Council and at any workshop or any meeting of a body to which the councillor is appointed or nominated by the council.

The matter of 'materiality' has been raised during the review of the Code of Conduct. The Code currently provides that a councillor must declare an interest and then act in good faith and exercise reasonable judgement to determine whether the conflict of interest is so material that it requires removing himself or herself from any council discussion and remaining out of the room.

It is not the case that a councillor can simply declare the interest is not material and then remain in the council meeting. The councillor must act in good faith and exercise reasonable judgement. In practice, for example, a councillor could seek guidance via the general manager and/or the mayor to manage any risk of conflict, prior to a meeting if possible. If there is any doubt, the prudent course of action would be to remain out of the room and not participate in the discussion. Failure to act conservatively increases the likelihood that a Code of Conduct complaint could be brought against the councillor, where the Code of Conduct Panel would then need to assess whether the councillor has acted in good faith and exercised reasonable judgement.

17/111590

2

It is incumbent on elected members to avoid taking risky positions, particularly when considering that the costs of a complaint to the Code of Conduct Panel are incurred by the relevant council, as per section 28O of the Act. Councils have raised concerns regarding the cost of Code of Conduct complaints, which on average cost approximately \$3,000, and councillors have the capacity to limit a council's exposure to these costs through their actions. Reputational risk to a councillor and the council should also be at the forefront of councillors' minds.

I appreciate that the feedback to the review of the Code has included a proposal to remove the materiality test, so that in principle any 'grey area' is removed. Without prejudicing any decision by Government on this matter, the proposal has merit. Indeed there is nothing currently preventing councillors acting as if the materiality test does not apply.

Pecuniary Interests

Part 5 of the Act – Interests, provides that a councillor must not participate in any meeting where they have a pecuniary interest. Section 49 of the Act makes it clear that an interest is a pecuniary benefit or a pecuniary detriment. Section 48(3) states that a councillor is to leave the room upon the declaration of interest. This is a mandatory provision and there is no discretion for a councillor to remain in the room.

It is important to stress that if a councillor fails to comply with the Act they may be guilty of an offence and fined accordingly. I also remind all councillors that in addition to any fine imposed under section 48 of the Act, section 48(6) provides that a court may make an order to bar a councillor from nominating as a candidate at any election for a period not exceeding 7 years, and dismiss the councillor from office.

Further to this, elected members should note that the Local Government Division is currently undertaking an audit of interest registers that councils are required to keep, as per section 54 of the Act. I strongly encourage all councillors to regularly consult the Good Governance Guide in relation to managing conflicts of interest in the execution of their often complex duties as elected members. The Good Governance Guide is available on the Local Government Division's website at http://www.dpac.tas.gov.au/divisions/local_government/good_governance_guide. If you would like further information, please phone me on 6232 7022 or email lgd@dpac.tas.gov.au.

Spokesperson for Council

I would also like to take this opportunity to remind elected members about the spokesperson provisions in the Act. Section 27(1)(e) states that the mayor is to act as the spokesperson of the council. In the event that the mayor is unavailable, section 27(2) provides that the deputy mayor is to act in the position of mayor and exercise the powers and perform the functions of the mayor, which includes acting as the spokesperson of the council.

Further, a councillor may only speak on behalf of the council if the mayor has delegated that function in writing, pursuant to section 27(2A). Part 8(3) of the Code prohibits a councillor from speaking on behalf of the council unless specifically authorised or delegated by the mayor. If a code of conduct complaint is upheld, the panel may impose one or more of the following sanctions under section 28Z1(2): a caution; a reprimand; a requirement to apologise to the complainant or other person affected; a requirement to attend counselling or a training course; a suspension from performing and exercising the functions and powers of his or her office as a councillor for a period not exceeding 3 months.

Cognisant that we are entering an election year for local government, I expect councillors who intend to stand for re-election will begin to put forward their re-election platform in the community. The reminder regarding the spokesperson provisions are, therefore, timely to assist councillors avoid a situation where they attempt to speak on behalf of council without authorisation.

3

I would be pleased if you could circulate this reminder to your fellow elected members.

Yours sincerely

A handwritten signature in black ink, appearing to be 'AT' or similar initials, written in a cursive style.

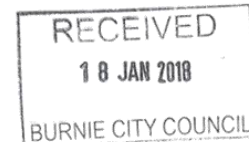
Alex Tay
Director of Local Government

20 December 2017

Treasurer
Minister for Planning and Local Government
Minister for State Growth

Level 9 15 Murray Street HOBART TAS 7000 Australia
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Ph: +61 3 6165 7670
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16 JAN 2018



Ald Alwyn Boyd
Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor *Alwyn,*

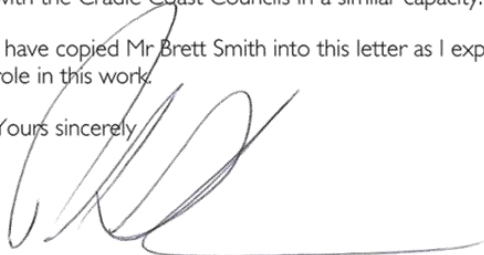
Thank you for your letter of 21 December 2017 regarding your Council's decision in relation to the *Cradle Coast Shared Services Report* prepared by Third Horizon on behalf of the Cradle Coast Councils.

I was very pleased to hear that your Council has decided to support and work towards realising opportunities to enhance shared services arrangements in the Cradle Coast region. Strong commitment from all councils, supported by clear governance arrangements, will be crucial if these opportunities are to be maximised. Thank you for your support in actively pursuing reform in the interests of your community.

With strong commitment from General Managers, and the support of their elected representatives, I am confident there can be established practical arrangements to drive implementation. You have requested that the State Government continue to provide leadership and support for this work. The Director of Local Government, on the request of Northern Councils, has agreed to continue to work with General Managers in that region to pursue shared services opportunities. The Director is willing to work with the Cradle Coast Councils in a similar capacity.

I have copied Mr Brett Smith into this letter as I expect that the Cradle Coast Authority will play a lead role in this work.

Yours sincerely


Peter Gutwein MP
Minister for Planning and Local Government

Copy to: Mr Brett Smith
Chief Executive Officer
Cradle Coast Authority

18/2143/4

Minister for Resources
Minister for Energy
Minister for Building and Construction

Level 5, 4 Salamanca Place HOBART TAS 7000 Australia
76 Emu Bay Road, DELORAINIE TAS 7304
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Ph: +61 3 6165 7678
Email Guy.Barnett@dpac.tas.gov.au
Website: www.guybarnett.com.au



15 DEC 2017

Mr Alvywn Boyd
Mayor
Burnie Council
PO Box 973
BURNIE TAS 7320

Email: aboyn@burnie.net

Dear Mayor

New Members of Parliament Charity Toolkit

I am providing you with details regarding the MP Charity Toolkit, to assist you in engaging with local charities within your municipality.

There are over 55,000 registered charities operating throughout Australia with an annual revenue of over \$130 billion.

The toolkit is available on the Australian Charities and Not-for-profits Commission's (ACNC) website at www.acnc.gov.au/mp. It was developed by the ACNC in conjunction with the Commonwealth Assistant Minister to the Treasurer, the Hon Michael Sukkar MP.

The ACNC is responsible for determining the status of all not-for-profit entities for the Commonwealth. The ACNC also provides education and support to charities and non-for-profit organisations.

The new search function in the MP Charity Toolkit is simple to use, and links directly to the ACNC's Charity Register – Australia's first online database of charities. Currently the toolkit allows searches by Federal Electorates, which of course align with our House of Assembly electorates, however for Legislative Council members you are also able to search by postcode.

The new search function will also assist registered charities looking to collaborate with other similar charities, or reach out to discuss local issues. Similarly, it will assist members of the public looking to donate their time, or goods and services, who will now be able to find charities in their local area.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Guy Barnett".

Guy Barnett MP
Minister for Building and Construction

M17/38280

**Minister for Resources
Minister for Energy
Minister for Building and Construction**

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19 DEC 2017

Mayor Anita Dow
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor Dow, *Anita*

I am pleased to advise that Tasmania's national leadership in forestry practices and innovation has been further enhanced with the official launch of the new National Institute for Forest Products Innovation hub in Launceston on Thursday 14 December 2017.

The \$4 million institute jointly backed by the Australian and Tasmanian Governments will be hosted by the School of Architecture and Design at the University of Tasmania's Launceston campus and be led by a committee of industry experts.

The new national institute will play a vital role in fostering collaboration, supporting cutting edge research, boosting innovation, maintaining jobs and securing Tasmania's place as the centre for forest-industry research in the country.

An industry-driven regional committee has been established as part of the new institute to determine priority research projects for the forest and wood products industry. Industry members of the committee are Tom Fisk (chair), Shawn Britton, Andrew Jacobs, James Neville-Smith, Des Richardson, Les Walkden and Suzette Weeding. The committee will also include representatives of the University of Tasmania, the CSIRO and the Australian and Tasmanian Governments.

I look forward to the National Institute for Forest Products Innovation hub commencing operations and making a first call for projects. I would encourage you to promote this great opportunity for innovative industry research in Tasmania.

Yours sincerely

A handwritten signature in black ink, appearing to read "Guy Barnett".

Guy Barnett MP
Minister for Resources

MIN17/1459/1



PREMIER'S
LOCAL GOVERNMENT
COUNCIL

Communiqué

Premier's Local Government Council meeting – 14 December 2017

The Premier's Local Government Council (PLGC) met in Hobart on 14 December 2017 to discuss and progress a range of joint reform measures aimed at delivering improved local services and effective representation for Tasmanian communities.

The Premier, the Hon Will Hodgman, chairs the PLGC, which also includes the Minister for Planning and Local Government, the Hon Peter Gutwein, the elected members of the General Management Committee of the Local Government Association of Tasmania (LGAT) including the President, Mayor Doug Chipman, and members of the PLGC Officials Committee. The PLGC noted the outcome of the debate in the Legislative Council on the Government's water and sewerage legislation and the continued divergence in the positions of the sector and the State Government on this issue.

The Premier and the President of LGAT reaffirmed the shared commitment, goodwill and collective duty of both levels of Government to work across a broad range of issues important to Tasmanians, notwithstanding there will be times where there may be a difference of view on a specific matter.

Voluntary amalgamations and shared services arrangements

The PLGC noted the significant and encouraging progress on work to assess the feasibility of voluntary council amalgamations and strategic resource sharing arrangements, and agreed to continue to advocate for reform where there is compelling evidence of broader community benefit.

Key highlights since the last PLGC meeting included:

- the commencement of a Local Government Board review into the potential amalgamation of Sorell and Tasman Councils, initiated at the request of those Councils;
- the commencement of a feasibility study by the George Town and West Tamar Councils into the possible amalgamation of the two Councils;
- the completion of the Northern Tasmanian Councils and Cradle Coast Authority shared services studies, which have identified significant potential benefits and service efficiencies. The Northern Tasmania Councils have endorsed their study and are now moving to implement its recommendations; and
- discussions on a strategic alliance between councils in the greater Hobart area, which would aim to deliver an integrated approach to issues such as planning, transport and economic development.

The PLGC discussed a number of important, common themes that have emerged from the studies undertaken to date, including that:

- the development of common IT platforms (infrastructure, networks, and applications) is a critical enabler for strategic resource-sharing between councils;
- efficiencies in council 'back-office' services will generate new opportunities for councils to re-invest in new and/or improved community-facing services; and
- commitment to implementation will require strong political will and support at the individual council level and, at least to some extent, the relinquishing of councils' local interests in favour of a 'whole of region' vision for more efficient and high-quality services.

2018 local government elections

The PLGC identified the forthcoming 2018 council elections as an important opportunity to enhance the sustainability of local government in Tasmania. The PLGC affirmed the commitment of both levels of Government to promoting, in the lead-up to the 2018 council elections:

1. the important – and increasingly complex - role of local government in serving and representing the interests of local Tasmanian communities, whilst discharging statutory obligations such as acting as a planning authority;
2. the encouragement of candidates from a diverse range of backgrounds, so that elected members reflect a broad cross-section of the community and the value diversity brings;
3. the continuous improvement in the professionalism, capacity, and integrity of councils and councillors;
4. a recognition of the valuable role that a councillor plays in local communities and the personal satisfaction councillors can gain from helping their communities; and
5. an increase in active community engagement and participation at the local government level, both at and between council elections.

The PLGC agreed to use this statement of principle as the basis for focusing and promoting the PLGC's efforts on a range of potential joint initiatives in the lead-up to the 2018 elections.

Planning reforms

The PLGC noted the collaborative efforts between the State Government and the work with the local government sector to assist with the development of Local Provision Schedules following recent changes to planning legislation, including work to promote these changes to the community.

These are important economic reforms that the State Government and local government have recognised their joint obligation to pursue for the benefit of Tasmanians. While significant progress and achievements have occurred, the PLGC acknowledged that there remains a significant body of practical implementation work to be done, which will need to be jointly undertaken if the benefits of reform are to be maximised.

Monitoring council performance

The PLGC affirmed its commitment to supporting the development of a statewide performance measurement program for Tasmanian councils, and noted recent recommendations by the Productivity Commission for improvements in this area.

The PLGC noted progress on initiatives currently underway to improve local government data accessibility and performance monitoring, including the *Local Government Data, Analysis, Transparency, Accountability* ('LG DATA') project. LG DATA has the dual objectives of enhancing transparency of local government performance and helping councils to identify opportunities to improve performance.

The PLGC noted that joint efforts between the State Government and the local government sector to improve financial and asset management practices are yielding positive and tangible results in terms of overall council performance. The Auditor-General's 2016-17 annual report on the performance of local government entities shows that there continues to be steady improvements to the aggregate performance and sustainability of councils over time, particularly with respect to the increasing number of councils with no underlying deficit.

Waste Management

The PLGC agreed that improving waste recovery rates in Tasmania can realise economic benefits and the need to continue to work collaboratively to address current and emerging waste management issues. The State Government's draft strategy, outlining their waste management priorities, is almost complete and local government looks forward to further engagement to finalise this work.

The PLGC also noted the signing of a Memorandum of Understanding between the Environment Protection Authority (EPA) and LGAT to clarify the roles and responsibilities of the EPA and local government and support the identification and progression of agreed priorities.

Community safety

The PLGC discussed the importance of coordinated efforts by the Commonwealth Government, State Government and local governments in relation to community safety and emergency responses, as discussed at the special COAG meeting on counter-terrorism in October 2017.

Other topics

The PLGC noted action and progress on a range of other matters of importance to the local government sector, including:

- recommendations from the Glenorchy City Council Board of Inquiry Final Report;
- amendments to the *Local Government Act 1993* recently passed by the Tasmanian Parliament;
- the review of councillor allowances currently being undertaken by the Tasmanian Industrial Commission; and

- the review of the Code of Conduct for councillors, aimed at ensuring that the code is operating effectively and is not having any unintended consequences.

Other items discussed by the PLGC included a report by the Director of Local Government on compliance activities, including issues and recent reforms in other jurisdictions; economic regulation of council camping facilities; and the Local Government Relief and Recovery Policy.

The PLGC will meet again in 2018 following the State Government election. Further information on the PLGC is available on the LGD website:

www.dpac.tas.gov.au/divisions/local_government/plgc.



#E2017/11329
Contact: Anna Vinfield

12 December 2017

Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320
Via email: burnie@burnie.net

Dear Mayor and Councillors

Procurement from companies involved with Adani and the Carmichael Mine

Byron Shire Council has resolved not to do business with companies involved with Adani and the Carmichael Mine and is seeking the support of Burnie City Council to follow suit.

Following a notice of motion from Cr Michael Lyon Council resolved the following at its 23 November 2017 meeting (Res 17-585):

That Council:

1. *Notes the Stop Adani campaign event in Byron Bay and events around Australia for the National Stop Adani Day of Action on 7 October 2017 to support the farmers directly affected and the wider community's concerns over this mine.*
2. *Resolves not to contract or engage in services under any existing contract with Downer EDI or any of its subsidiaries, including the RPQ Group and NSW Spray Seal, until they publicly withdraw from their agreement with Adani to construct and operate the Carmichael mine and publicly renounce any further involvement with Adani and the Carmichael mine.*
3. *Investigates further companies to which at present or in the future Council may award contracts that may have any involvement in contracting for the development and operation of the Carmichael mine, or otherwise have ties to Adani.*
4. *Resolves not to award future contracts to those companies identified in point three that are involved with Adani or the construction of the Carmichael mine until they renounce any involvement with Adani and the Carmichael mine.*
5. *Writes to Downer EDI, the RPQ Group, NSW Spray Seal and any other companies identified in point three alerting them to this motion and similar actions in neighbouring Councils, and urging them to reconsider their involvement with Adani and the construction of the Carmichael mine.*
6. *Writes to the Prime Minister, the Hon. Mr Malcolm Turnbull and Queensland Premier, the Hon. Annastacia Palaszczuk and to all councils across Australia (addressed to mayors and councillors) to express in the most respectful terms our extreme concern about the Adani mine and alert them to the contents of this motion.*

(Lyon/Ndiaye)



TRADITIONAL HOME OF
THE BUNDJALUNG PEOPLE

ALL COMMUNICATIONS TO BE
ADDRESSED TO THE GENERAL MANAGER
PO Box 219 Mullumbimby NSW 2482 (70-90 Station Street)
E: council@byron.nsw.gov.au
P: 02 6626 7000 F: 02 6684 3018
www.byron.nsw.gov.au ABN: 14 472 131 473

Page 2 of 58

Cr Lyon in his Notice of Motion (available online at http://byron.infocouncil.biz/Open/2017/11/OC_23112017_AGN_612.PDF), raised the following issues in support of the stance taken by Council and detailed in Resolution 17-585 above:

- The carbon emission impact of opening up a never-before-mined region and the subsequent effect on international efforts to limit global warming
- The mine's impact on two of Australia's most precious natural formations – Australia's largest groundwater system the Artesian Basin (under the mine's 60-year contract to extract unlimited water) and the Great Barrier Reef (with coal passing through Abbot Point terminal and required dredging to expand the terminal to accommodate for increased output)
- Support for the national Stop Adani campaign's efforts to boycott businesses associated with the building of the Adani Carmichael Mine

Council is undertaking steps to review its procurement practices so that it no longer contracts with companies associated with Adani Carmichael Mine. We encourage Burnie City Council to do the same.

I would appreciate if you can circulate this letter to your councillors.

If you have any queries please contact Council's Manager Corporate Services Anna Vinfield on 02 6626 7178 or anna.vinfield@byron.nsw.gov.au

Yours sincerely



Mark Arnold
Acting General Manager

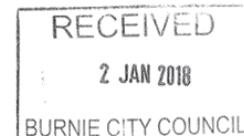


NORTHERN TASMANIAN CARAVAN CLUB, Inc

Post Office Box 2009 Launceston Tasmania 7250
Incorporated on 14th. Jan. 2003

15/6/15-07

The Mayor and Councillors
Burnie City Council
PO Box 973
Burnie
TASMANIA 7320



Dear Sir or Madam

I am writing to you in regard to the local government decision to close council campgrounds around Tasmania and with the hope that this decision will be reversed so that caravan and camping enthusiasts can continue to enjoy the hospitality of Tasmanian towns and so that the many businesses within these towns will continue to benefit from the travelling public who contribute greatly to the local Tasmanian economy.

The Northern Tasmania Caravan Club recently celebrated its 40th anniversary and during those years our members have travelled extensively around Tasmania and it is clear that not all scheduled caravan parks are able to cater for travellers because of the lack of places being set aside for touring caravans and motor homes. At the moment many caravan parks have far too many permanents in them and that clearly prohibits our club of thirty units from actually travelling to those areas.

The proposed closure of council parks will certainly have an effect on travellers from the mainland who would normally spend substantial amounts of their holiday funds in Tasmania's local areas. And it will have a deleterious effect on local businesses if the 'Grey Nomads' from interstate decide not to come down to our State because the number of free or cheaper RV parking is reduced. It may pay to remember that many of these enthusiastic travellers are on pensions and cannot afford to pay the very steep fees that many of the scheduled caravan parks are charging. Remember that ALL travellers require fuel and groceries and entertainment whilst they are in and travelling around Tasmania and it is prudent to remember that caravan parks are not the only businesses within our towns that require consideration. It must be as clear to you as much as it is clear to me that the likelihood of travellers spending big on these other items would greatly diminish if free or cheap parking is withdrawn from the mix and travellers are forced to pay over the top rent for tourist parking in some caravan parks. Council's must not underestimate how much local businesses gain by the caravanning and camping public. It would seem that councils do not have the best interests of other local businesses if the only business the councils are concerned about are the caravan parks.

It is outrageous to claim that travellers are not taking care of council property by being allowed to camp cheaply. As you would well know it only takes one incidence of misuse to ruin something for everyone, so this thought process of closing it all down completely cannot be allowed to take hold without some serious investigation being invested. Perhaps councils should consider the possibility that their decision to close down council land to free or cheap camping is tantamount to commercial sabotage of the many other businesses within their jurisdiction?

The report in the Examiner on 21.11.17 suggested that camping on council land is in breach of regulations! My view is that one of two possibilities could occur to render this excuse invalid: 1. Alter the regulations so that the councils will not be in breach (It's not impossible); or 2. Introduce a modest fee for overnight campers similar to that that already exists in Tasmania's National Parks and certainly some camping spots on the mainland. An honesty box perhaps??

The entire point of RV touring is to enjoy the experience without breaking the bank. We are all looking for somewhere safe and clean to park whilst taking in the sights of this beautiful State of ours. Certainly, our caravan club, and I assume other caravan clubs around Tasmania, are generally looking to support the smaller towns that are off the beaten track, staying away from the busy cities.

The council's decision to discontinue providing free or cheap camping spots for travellers here in Tasmania, I believe is ill-conceived and that decision should be reversed immediately.

Yours sincerely



David Broughton
Secretary
Northern Tasmania Caravan Club

21/12/17

cc:

Tourism Industry
GPO Box 2158
Hobart TAS 7001

The Secretary
Southern Tasmania Caravan Club
PO Box 743
Moonah TAS 7009

The Minister for Local Government
The Honourable Peter Gutwein MP
GPO Box 123
Hobart TAS 7001

The Secretary
CMCA
PO Box 254 HRMC
NSW 2310



NATONE HALL COMMITTEE

P O Box 128, Burnie.TAS 7320

18 December 2017

The Mayor and Aldermen,
Burnie City Council,
80 Wilson Street,
Burnie

Attention Ms A Daley

Dear Allison,

APPLICATION FOR FINANCIAL ASSISTANCE ROUND 2 2017/2018

Thank you for your recent grant to our committee for the purchase of furniture for our Hall.

We have purchased 60 chairs and the Hall is looking magnificent!

We wish to formally lodge our thanks to you for your continued support for our community.
This sort of invaluable support allows us to continue to build a strong and more united
community.

Yours faithfully,

A handwritten signature in blue ink, appearing to read "Ant DRY".

ANT DRY

NATONE HALL COMMITTEE

Karen Kelly

From: Alwyn Boyd
Sent: Wednesday, 3 January 2018 10:01 AM
To: Karen Kelly
Subject: FW: Your view regarding poker machines?
Attachments: Poker machines factsheet_Nov 2017.pdf; PokiesInBurnie.pdf

From: Meg Webb [mailto:megw@anglicare-tas.org.au]
Sent: Friday, 10 November 2017 2:44 PM
To: Alwyn Boyd
Subject: Your view regarding poker machines?

Hello Alwyn,

I am the manager of Anglicare Tasmania's Social Action and Research Centre. For the past few years, we have been campaigning hard to see poker machines removed from Tasmanian pubs and clubs when the current licence expires. Evidence has found that pokies are designed to addict and are causing significant harm to Tasmanians, and we would like to see communities freed of these machines.

We are also part of a coalition of 58 organisations and groups called Community Voice on Pokies Reform. This coalition is comprised of community sector organisations, professional associations, unions, church groups, grass-roots community groups and includes six local councils. Many of the coalition member organisations are based in or have a presence in the NW region.

As you are a candidate in the current election for Burnie Mayor, I am getting in touch to ask about your views on poker machines and whether you agree with our position that they should be confined to casinos when the current deed expires.

People often have questions about a range of issues relating to poker machines, and we are happy to provide you with any information that you may find helpful. As a start, I have attached a short fact sheet on some of the key issues and a map with facts and figures about poker machines in the Burnie LGA.

I would also be happy to discuss this issue with you in person. I will be in Burnie on November 20 and 21 if you would like to make a time on either of those days to have a chat.

Regards,
Meg

Meg Webb
Manager
Social Action and Research Centre (SARC)

Anglicare Tasmania Inc.
159 Collins St
GPO 1620, Hobart 7001
P: (03) 6213 3566 | M: 0427 911 719 | Freecall 1800 243 232
megw@anglicare-tas.org.au
www.anglicare-tas.org.au

POKIES IN BURNIE

Number of poker machines: **110**

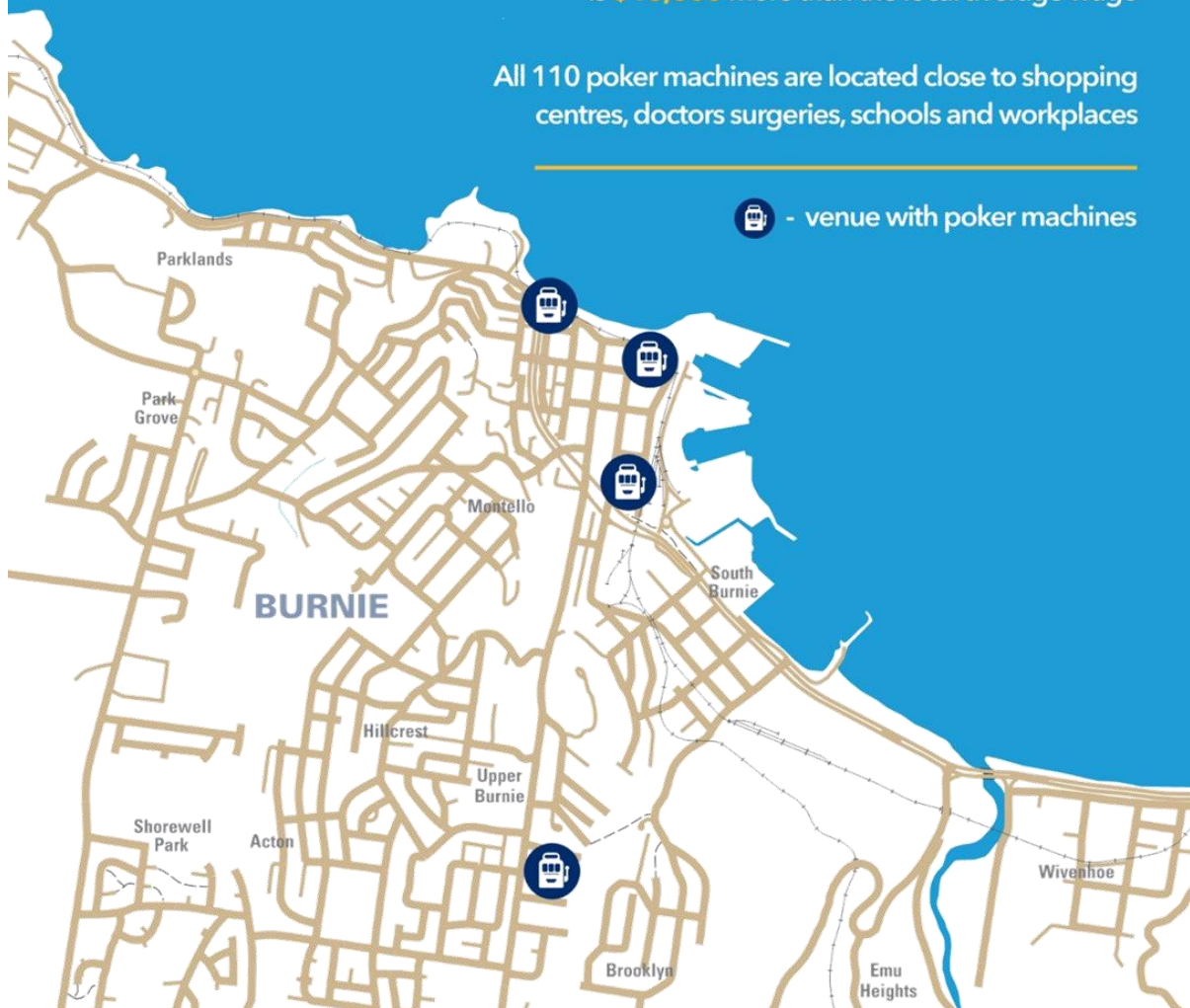
Number of venues with poker machines: **4**

Total loss (2016-17): **\$7,096,280**

Average annual loss/adult: **\$487**

Each poker machine in Burnie takes **\$64,512** which is **\$15,000** more than the local average wage

All 110 poker machines are located close to shopping centres, doctors surgeries, schools and workplaces



Add your voice for change!
Visit www.pokiescauseharm.org.au

Authorised by Chris Jones, 159 Collins Street, Hobart 7000



COMMUNITY VOICE ON POKIES REFORM

Poker machines are designed to addict people.

Poker machines are designed to excite and entice using flashing lights and sound effects. The frequent small returns of money trick people into thinking they are winning when they are losing. One in six people who use a poker machine regularly are likely to develop a gambling problem.

Poker machines are programmed to win.

Poker machines are computers that are programmed to pay out prizes at random intervals while keeping a percentage of the money put into them. The machines are programmed to make money for their owners.

The more you use a poker machine the more you lose.

Every time the button is pressed on a poker machine, the machine is programmed to keep on average, 15 per cent of the amount bet. So for a bet of \$1 the person will get, on average, 85 cents back. This seems like a "win" as you get some money back, but you have actually lost 15 cents from your original dollar. Bets up to \$5 can be made every 3 seconds.

We haven't always had poker machines in our suburbs and towns.

Poker machines were introduced into Tasmania's casinos in 1986. They were extended into hotels and clubs in 1997 because the Government thought they would make more money from taxes. The community has never been asked if they want poker machines.

Our government doesn't need the revenue from poker machines.

The money the State Government receives from poker machines is less than 1 per cent of the State's revenues. The Treasurer has said that "any decisions will be made with the best interests of Tasmanians at the centre, not be driven by tax revenue".

Our government has a responsibility to ensure our communities are safe.

The Tasmanian Government legislated for poker machines to be introduced into our communities without seeking community opinion. Every study into the effects of poker machines in Tasmania shows a large social and economic harm. The license for poker machines and the casinos expires in June 2018, with an optional 5-year renewal. The Tasmanian Government has the right to require poker machines to be withdrawn given the harm they cause in the Tasmanian community.

Removing poker machines from suburbs and towns is the responsible thing to do.

Poker machines are a dangerous product designed to addict and programmed to take money from users. As a community we choose to put restrictions on the availability of a range of dangerous products and activities. Locating poker machines only in casinos and with stronger consumer protection is a reasonable restriction to apply to a dangerous product.

Most businesses in Tasmania do not financially benefit from poker machines.

There are more than 37,000 small businesses in Tasmania. There are less than 90 small businesses with poker machines. The Tasmanian Government provided all poker machine businesses with a subsidy when it offered the monopoly gambling license for free. The special treatment received by the gambling industry is not shared by other small businesses in local communities.

Removing poker machines will not affect employment overall.

Victorian and Tasmanian research found that for every million dollars spent on gambling, just over three jobs are created, compared to eight jobs per million spent on beverage sales and 20 jobs per million spent on restaurant and take-away meals. The Productivity Commission found that the impact of the gambling industry on employment is neutral because if the gambling industry did not exist or was smaller, money would be spent in other industries where employment would be created. A 2017 Tasmanian study confirmed this would be the case.

Most sports teams and community groups do not rely on funding from gambling.

Only a few sports clubs and community groups are sponsored by the gambling industry or apply for grants through the community support levy that is charged on the profits from poker machines in hotels and clubs.

Poker machines are a much bigger problem than sports betting.

Sports betting and online gambling are currently minor forms of gambling with just 7 per cent of Tasmanian adults gambling online. Tasmanian Government surveys show that most people who currently use a poker machine would not reallocate their money to other gambling if they were not able to access poker machines and instead they would spend their money on food, entertainment, family expenses, etc. Sports betting and online gambling do, however, need to be closely monitored for harm.

Contact the Social Action and Research Centre if you want a referenced version of this fact sheet: m.law@anglicare-tas.org.au or go to www.pokiescauseharm.org.au

Community Voice on Pokies Reform is a coalition of community organisations that formed in 2015 to call on the Tasmanian Parliament to remove poker machines from hotels and clubs and make the poker machines that would remain in our casinos safer. At Nov 2017, there are 58 members of Community Voice on Pokies Reform.

Karen Kelly

From: Alwyn Boyd
Sent: Wednesday, 3 January 2018 9:59 AM
To: Karen Kelly
Subject: FW: Motion to remove gaming from Burnie

From: Beach Hotel Reservations [<mailto:reservations@beachhotelburnie.com.au>]
Sent: Tuesday, 21 November 2017 1:28 PM
To: Alwyn Boyd; Teeny Brumby; Ken Dorsey; Ron Blake; Steve Kons; Chris Lynch; Sandra French; Robert Bentley
Subject: Motion to remove gaming from Burnie

To the Acting Mayor and Alderman,

I'm writing this email in the hope that you will vote to dismiss Ken Dorsey's motion to send a letter to the major party's for the removal of gaming in Burnie,

To have a vibrant hospitality industry and provide entertainment for locals and tourist, venues must be able to offer patrons a wide range of services, the changing nature of the Hospitality industry means, not one part of our venues is sustainable without the other. Our venues are made up of Bistro's, Bar's, Gaming and Accommodation and each area supports the other, the argument that Gaming isn't our only source of income, so losing it wouldn't affect us is a false one, each area feeds off the other to create a great local venue.

By Burnie City Council supporting the removal of gaming machines form venues, you will be reducing the ability of our award winning venues to continue to bring tourist to Burnie and the much needed income that they provide, you'll be reducing employment in the area and driving people to gamble on unregulated gaming sites, Gaming Machines in Tasmania are very well regulated and managed, we have measure's to help problem gamblers and support them.

Gaming also provides much needed funds to the community by way of the Community Support Levy (CSL) With Burnie alone receiving \$312,112.00 in the last 4 years. This money has been used to support local clubs with things like purchasing 12 additional nipper boards and a trailer to transport them for the Burnie Life Saving Club (\$4477.00) And the extension to Zodiacs gymnastics centre at Wivenhoe (\$80,000.00) just to name 2, I have a long list of other clubs and organizations the CSL supports

In closing please consider the real impact of removing Gaming Machines, I cannot stress enough that removing this part of our hotels will have a flow on effect that will result in reduction in trade that will cause job losses, Plus have a negative effect on how we will be able to provide entertainment for the community and the tourism sector.

Please feel free to call me if you would like more information on the real impact of removing Gaming Machines,

Ben Carpenter

Manager



1 Wilson st Burnie Tas 7320

P: 03 6431 2333

M: 0409 954 003

www.beachhotelburnie.com.au

Click [here](#) to report this email as spam.

Selwyn Sinfield

Devonport 7310



Mr Alwyn Boyd.

Hi Mr Boyd, recently you made comments about possible Spirits using Burnie port.

While I agree in part with the thought of Burnie being a port for Spirit of Tasmania to Sydney, as you stated on Brian Carlton radio. I have no problems with one of the existing Spirits being put on a trial basis as was many years ago, when new ships arrive to service Melbourne. This has merit as the current ships should be owned outright by now. When the previous ship did the Sydney run it was not owned outright and that would have had an impact on the operating cost and bottom line of finances. This I think should give better comparisons of costs and allow the trial to run longer. My view is the last time that run was operating it was just starting to get going when it was stopped. It had good reviews from freight industry at that time.

The reason for my contact is hoping to inform you of some operational requirements for shippers of freight, especially soft fruits like strawberries, Cherries, Raspberries, Apricots etc.

My experience is from 55 years of involvement in the transport industry here in Tasmania. Many of those years have been handling fruit and vegetables in and out of the state. I am 74 and only retired from driving about 5 months ago, my last 6 years have been involved with transportation of soft fruits from Huon area via Spirit to Victoria and on forwarding to Asia.

You may or may not know the following.

The Spirit Of Tasmania time table is the only shipping times that allows for an efficient and timely transport of soft fruit. Part of the efficiency comes from being able to load the trailers in both directions with minimal movement as an empty unit.

My last 6 years working with SRT a local company, I would pick up a trailer from Spirit around 6.30 to 7 am and head south to Brighton or other drop points in the Hobart area. Unload the trailer then proceed to Huonville (Hanson Orchards) for reloading, then return to put the trailer on the Spirit, often as late as 7.25 pm arrival when sailing time is 7.30 pm. On the odd occasion I or others were later than that arriving, the Spirit will wait for our arrival. This is accommodated by the communications by phone with the Spirit staff during the last 1.5 to 2 hours of our return journey so they can be organised and know our progress in traffic, and be ready for our late arrival. In the peak season there would be up to 12 trailers with Soft fruits coming from Hobart region per day, and often 3 to 5 of those can be very close to the sailing time of the Ship.

Now here is the area you may not be aware of, Cherries for example has about an 8 week season out of Tasmania. Hanson Orchards pack their own and also the pickings of other growers in the Huon Valley. The Cherries going to the Asian markets, especially China, have to be picked, packed and shipped today, then need to be at the Melbourne airport prior to 9.30 am the next day for 10.30 to 11.00 am departure by air for China. Being on the shelf in China within 3 days of picking. There are many other products that require this type of shipping service. Some are reporting the new air service out of Hobart will not equal the present service of road and sea to Melbourne then air from Melbourne.

Many have challenged the explanation I just gave by saying why not load a different trailer. A sensible question by those who do not know the transport and growing industries. To load another

trailer does not accommodate the picking times of fruit, but to supply extra trailers would in fact increase the transport charges. One prime mover and refrigerated trailer these days cost around \$500,000, trailers alone suitable for travelling on ships daily or second daily cost over \$100,000 each. It does not matter how many empty trailers there may be, the controlling issue is the picking time of the fruit. Hanson and other growers pick up until 11.30 am and the latest the trailer leaves the Huon is 3pm. This then creates a narrow margin for error in the travel from Huon to East Devonport. Hopefully you can see from this that Burnie adds at least another one hour plus to road travel times rendering that port at a disadvantage for this service.

No other shipping service provides a service such as this. Likewise it would not be able to be done if the present Spirits were to base out of Burnie.

Toll require trailers to be on site by no later than 2 pm. Searoad ship sails at 5 pm. And requires trailers on site by 4 pm.

Credit should be given to the Government of the day that put the Spirits into operation and the successive governments have maintained that service. I have been informed by those in the shipping industry that the sailing time difference between docking in Burnie or Devonport is only 10 minutes. That surprised me as I thought it would have been a longer time difference.

Since the establishment of the Spirit service I am only aware of two occasions where the Spirits have had difficulties entering the Mersey due to rough weather. In both those cases the berthing time was put back by no more than 3 hours.

While in Burnie there have been several more times I have had to wait for the Toll ship to berth due to rough weather, and on several of those occasions I have waited until 1pm for it to berth. So the argument used by many is not exactly a valid reason to move the spirits to Burnie as opposed to Devonport. Devonport is protected by land and buildings once in the river, while Burnie is open to wind and can be very dangerous to berth in some circumstances while strong winds are happening.

On Brian Carlton show you spoke of fruit transport into Sydney. The Burnie to Sydney run is through some of the roughest water in the world and last time the quickest sailing time was almost two days at sea. This renders a situation of similar time for delivery (slightly later) by ship to Sydney markets than via Melb on Spirit and road to Sydney (up to 6 hours earlier delivery to Sydney market) than shipping direct to Sydney.

On the other hand for freight going further north to Brisbane and beyond it is one full day quicker to ship via Melbourne and road to that area as opposed to shipping directly into Sydney and then roading. Part of this is due to the transport industry having based depots in Melbourne to accommodate for on forwarding of refrigerated goods to all parts of Australia.

You do have a valid argument for a ship into Sydney for tourists and the motor home users. As a traveller to mainland at least every two years, my thoughts are that it may well be a little cheaper to go by ship to Sydney with my car when travelling north. In my case and the way I travel while on holidays I have two nights accommodation to get to Sydney. I am on holiday not in a rush to be anywhere. Others who travel similar to me would most likely have a similar view. I base these views on the differences between the rates for car and passengers for Melbourne and Sydney when the last Sydney service was in place.

I hope this is of interest to you. I do not know why when this subject come up the Government people do not put these answers out for the public to hear and defuse some arguments.
Regards Selwyn Sinfield [REDACTED]

Karen Kelly

From: [REDACTED]
Sent: Thursday, 14 December 2017 9:16 AM
To: burnie
Subject: Appreciative Romaine Reserve patron

Hello

Could you please pass along my thanks to the person/persons who decided to repair the "ezywalker" from the Romaine Reserve. When it was first removed, (I thought for good) I was upset, but when it came back and in such good working order, I was happy all day long!

The reserve is a wonderful area which I use four mornings a week, whatever the weather, so I do appreciate the repair work.

Once again, thank you!

Kind regards

Joanne Hall

Click [here](#) to report this email as spam.

Mrs M McElhinney

NSW 2250

5 December 2017

Burnie City Council
PO Box 973
BURNIE TASMANIA 7320

Dear Sir/Madam

TO WHOM IT MAY CONCERN – RE TOURISM

I have recently been on a boat cruise from Australia to NZ and was fortunate enough to stop off at Burnie where I was given a wonderful welcome to your shores by the many volunteers who met us at the ship, gave us gifts and were made to feel very welcome – I thank them all, they are a credit to you.

In 1994 I made my first trip to Tasmania via the Spirit of Tasmania and we landed at Davenport where we took a coach along the coastline. It was there I tasted my first real apple. There were varieties I had never tasted before or since as apparently the big stores are particular which ones sell best.

I wish to make a suggestion to give visitors to Burnie a taste of your beautiful apples and the varieties available. Is it possible to offer an apple to each visitor. I so much wanted to taste the local apples that I went to Coles store and the one I bought must have been stored for a long time because it was like leather on the outside. I spoke to one of the locals who said they grow so easily that he picks his from his back yard.

Aside from my request, I wish to thank all the volunteers who give their time to show visitors around Burnie.

Regards


Mary McElhinney

Karen Kelly

From: pgmorris [REDACTED]
Sent: Wednesday, 6 December 2017 7:32 PM
To: burnie
Subject: Thank you..

Hi...All

Just returned from a fabulous holiday of Australia and New Zealand, but I feel we must mention the welcome we received when we got off the Norwegian Jewel on November 20th it was wonderful and all the volunteers around your town. We loved your museums stepping back in time the coffee house for lunch and not to mention trying your cheeses, then being played off by bagpipes wonderful and many many thanks

Kindest regards

Peter & Christine Morris from Newcastle upon Tyne ,England

Sent from [Mail](#) for Windows 10

Click [here](#) to report this email as spam.

Karen Kelly

From: Gary Potter [REDACTED]
Sent: Friday, 15 December 2017 1:35 AM
To: burnie
Subject: BURNIE!

Hi,

Me and my wife recently visited Burnie for the day on the NCL Jewel cruise ship.

Can I just say what a great welcome is given to visitors to your city! We have cruised around the world and never had an experience quite like it. Your volunteers are a credit to the city and once again thank you for making our visit so pleasurable.

From pin badges....to the magazine...to the volunteers scattered around the city giving good advice (such as the view from the top of the multi storey car park!).....brilliant!

I've never emailed a city before but I think your efforts deserve great praise.

I wish we could have stayed longer.

Thanks again and best wishes for the future.

Gary and Jayne Potter

Leeds, UK

Sent from my iPad

Karen Kelly

From: Anne Langham
Sent: Thursday, 21 December 2017 3:58 PM
To: Alison Burgess; Karen Kelly
Cc: Rodney Greene
Subject: FW: power adaptor

Ships feedback

From: Debbie King [REDACTED]
Sent: Wednesday, 20 December 2017 8:39 PM
To: Anne Langham
Subject: FW: power adaptor

Hi Anne,

I thought you might like to read this feedback from a cruise ship passenger.

Deb

Sent from [Mail](#) for Windows 10

From: [debal](#)
Sent: Tuesday, 19 December 2017 12:28 PM
To: [REDACTED]
Subject: power adaptor

Hello ,

I recently had the pleasure of calling in to Burnie while on a cruise to NZ , I called in to your store to get a US power adaptor for my electric razor as the ship did not have Aus power points , unfortunately you had sold out as you had another ship in the week before. I was most impressed with your your kindness in ringing up Jaycar to see if they had some in stock , which they did. So off I went with your perfectly good instructions on how to get there , but became lost with my poor navigational skills only to be stopped by a gentleman in a business suit asking if he could help , he pointed me in the right direction and I managed to get what I was after. I would like to say that if everyone in Burnie is as friendly and helpful as you two were it must be a wonderful place to live. I wish you and your family a very Happy Xmas and a safe New Year. Alan.

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<https://www.avast.com/antivirus>

Click [here](#) to report this email as spam.

Karen Kelly

From: Seamless Support
Sent: Tuesday, 2 January 2018 8:46 PM
To: burnie
Subject: Contact Council Submitted

Your Name Ulrich Pehlke

Contact

Phone

Number

Email

Address

Your
Comments

Dear Madam or Sir, several weeks ago I had the opportunity to visit your community by the cruise ship Norwegian Spirit. I would like to thank all the volunteers for the warm welcome ashore and also for the guided tour we booked in your Tourist Information Centre. It was a very special experience. Everything was very well planned and extremely well organized. Thanks again and all the best for 2018. Yours sincerely U. Pehlke

Click [here](#) to report this email as spam.

Karen Kelly

From: Seamless Support
Sent: Monday, 15 January 2018 5:20 PM
To: burnie
Subject: Contact Council Submitted

Your Name Keith and Jean Barron

Contact

Phone 
Number

Email 
Address

Your
Comments

My wife and I were passengers on the cruise ship Maasdam which visited your lovely city. We would like to pass on our huge thank you to the volunteers who greeted us on arrival and especially on the courtesy coaches where we were given an in depth commentary of the region. Back on board ship everybody was full of praise, so please pass on our thanks to all involved. Kindest regards Keith and Jean Barron, Bridgetown WA.

Click [here](#) to report this email as spam.

Karen Kelly

From: Seamless Support
Sent: Wednesday, 17 January 2018 12:17 PM
To: burnie
Subject: Contact Council Submitted

Your Name J and R Moen

Contact

Phone

Number

Email

Address

Your
Comments

We stopped in Burnie on the 26th December 2017. This was part of a Holland America cruise to Tasmania and New Zealand. The overall reception that tourists received from the locals was very pleasant. Everyone was every helpful and the crafts in the Maker's Workshop were beautiful, very high quality and good prices. We thank the council, artists and volunteers for making our visit so enjoyable. Regards Rita and Jan

Click [here](#) to report this email as spam.

**AO029-18 COMMUNICATIONS JOURNAL - HON PETER GUTWEIN MP -
LOCAL PROVISION SCHEDULES (LPS)**

FILE NO: 2/17/3; 875227
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 note the correspondence from the Minister for Planning and Local Government.”

2.0 SUMMARY

Correspondence received from Hon Peter Gutwein MP, Minister for Planning and Local Government regarding assistance for the preparation of Local Provision Schedules (LPS's).

3.0 GENERAL MANAGER'S COMMENTS

Council considered correspondence at its December 2017 meeting from the Minister for Planning in which advice was requested on progress by Council in preparing the Burnie Local Provisions Schedule to the Tasmanian Planning Scheme.

The Minister has written again offering further financial assistance to complete the task.

There are no matters associated with the LPS process for which the Council currently requires financial assistance.

The \$100,000 is being held by the Cradle Coast Authority and is under the administration of the Cradle Coast's State Planning Reform Committee. It is expected that the allocation of the additional \$25,000 will also be considered by the Reform Committee.

ATTACHMENTS

1. Correspondence from Hon Peter Gutwein MP re preparation of LPS's

COUNCIL RESOLUTION

Resolution number: MO039-18

MOVED: Ald S French AM

SECONDED: Ald T Brumby

“THAT Council note the correspondence from the Minister for Planning and Local Government.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

Treasurer
Minister for Planning and Local Government
Minister for State Growth

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

22 JAN 2018



Alderman Alwyn Boyd
Acting Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320

burnie@burnie.net

Dear Acting Mayor

Further assistance for the preparation of Local Provision Schedules

In late November last year I wrote to all local councils seeking advice as to whether a lack of resources or advice was likely to cause delays in the preparation of the Local Provisions Schedules (LPSs) required to be prepared to give effect to the Tasmanian Planning Scheme.

While I have not as yet received responses from all councils, it is evident to me that there is a strong commitment to proceed with the LPS work across the State. Indeed the Meander Valley Council has already set the benchmark by submitting its draft LPS to the Tasmanian Planning Commission. According to the work plans I have agreed to, there will be a number of other draft LPS being submitted over coming months.

It is also apparent that although the Government allocated each region an amount of \$100,000 in the 2017/18 State Budget to assist in supporting the preparation of Local Provision Schedules in addition to the \$100,000 that was spent on the award winning statewide agricultural land mapping project, all councils have incurred other costs to support the LPS work. Of specific note is the engagement across the State of consultants to prepare priority vegetation mapping as part of the Natural Assets Code.

I am pleased to advise that the Government will contribute a further \$25,000 to each region to cover the costs associated with this work. The Natural Assets Code represents the first statewide planning scheme code that provides protection for important vegetation and habitats and is an important part of the comprehensive package of controls in the State Planning Provisions.

I understand that some councils will take longer to prepare their LPSs than others in part because of the complexity of their land use mix and issues with translating those to the SPP zones, while others have some resourcing constraints that might hinder progress and that these are matters that are not easily rectified. Having said that I remain firm in my view that this process is not the

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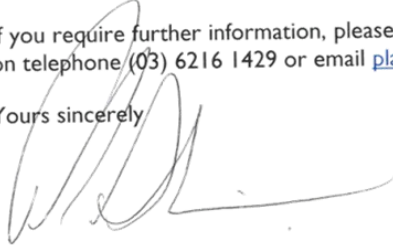
6

opportunity to embark on significant strategic review and that all councils, the regions and the State will be better served by expeditiously finalizing the LPSs to allow a comprehensive review of the planning strategies informed by policy to occur sooner rather than later.

Finally, I want to again thank you for the constructive approach and continued efforts of councils in preparing their LPS and I hope that we can move through this transitional phase as soon as practicable.

If you require further information, please contact the Department of Justice's Planning Policy Unit on telephone (03) 6216 1429 or email planning.unit@justice.tas.gov.au.

Yours sincerely



Hon Peter Gutwein MP
Minister for Planning and Local Government

cc Mr Andrew Wardlaw, General Manager

**AO030-18 COMMUNICATIONS JOURNAL - CRADLE COAST AUTHORITY -
SAND SIFTER**

FILE NO: 2/17/3; 15/5/2; 870588
PREVIOUS MIN: AO260-17

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“That Council:

1) Note the content of this report;

OR

2) Refer the purchase and operation of a sand sifting unit to the 18/19 budget process and seek the views of the Burnie Surf Life Saving Club in regard to the various matters raised in this report, to aid Council in its further deliberations on this matter.”

2.0 SUMMARY

At the November 2017 meeting Council considered a motion on notice in regard to a shared use sand sifter and determined the following

“THAT the Burnie City Council request that the Cradle Coast Authority seek expressions of interest from relevant councils to participate in the purchase and shared use of a sand sifter to be used on patrolled beaches in the region (Port Sorell, Devonport, Ulverstone, Preservation Bay, West Beach, Somerset and Boat Harbour) during the Summer months, particularly during the surf patrol season of December to March.”

Correspondence was forwarded to the Cradle Coast Authority (CCA) in that regard, copy **attached**.

The email response from the CCA is also **attached**. The brief advice provided was that no support from the other Councils was forthcoming.

3.0 GENERAL MANAGER'S COMMENTS

Legislative Requirements

The conduct of works on a beach requires the approval of Crown Land Services. It is noted that Council has in the past undertaken beach shaping works on West Beach for specific events and no concerns have been raised by the relevant authorities in the past.

If the beach sand sifting activity was to occur, it would be appropriate to seek the approval Crown Land Services, as it would be a change to current practices.

Policy Considerations

Council has not in the past undertaken beach sand sifting works. The conduct of this activity would be additional to the current level of service provided by Council.

Were Council of a mind to introduce such a service it would be appropriate to consult with relevant stakeholders to understand views on the need and nature of such a service, to quantify service levels.

Financial Impact

The determination of Council seeks to understand the level of interest of Coastal Councils participating in the purchase and operation of a beach sand sifting unit. Council has not determined to introduce this new service.

As noted above, the other Councils within the region have not indicated support in participating in the proposal put forward by Council.

To provide an understand of the potential cost implication of introducing beach sand sifting on West Beach, Officers undertook some preliminary costing work.

For a basic level of service, the potential cost implication is in the order of \$10,000 per annum.

Actual cost will be a function of the level of service provided.

Discussion

The Cradle Coast Authority has advised that no support for the purchase and operation of a sand sifting machine was received following putting the proposal to the member Councils.

At the November 2017 meeting Council also determined:

“To investigate the cost of purchasing and running a sand sifter should Council consider purchasing one in the event that a positive response was not received from the Cradle Coast Authority”

Sand sifter: Purchase and operation cost

Delivering a new service to the community has cost implications (capital and operational) and there is also a need to understand the required level of service to determine the cost implications.

There are many sand sifter devices that are available for purchase. The example shown in the supporting information to the motion on notice to the November 2017 meeting was a unit manufactured by the Gold Coast City Council (GCCC).

It is understood that the GCCC do not sell the units. At the time of writing the report Officers were awaiting advice from the GCCC on manufacturing costs.

To provide an understanding of the order of cost for a sand sifter unit, proprietary units were investigated. The image **attached** (*Manta sand sifter*) shows a device that can treat up to 12,000 m² of sand per hour. The purchase cost of the unit is \$16,100 ex gst, plus freight.

Smaller units are available at a lower cost and there are also a number of other manufacturers of similar units.

For the purpose of understanding cost implications the cost estimates are based on the Manta unit.

The main ownership cost for the sand sifter would be:

- Depreciation: Based upon a 10 year life, annual depreciation would be in the order of \$1600 per annum
- Maintenance: allow \$300 per annum

Officers understand that in locations where a sand sifter is used, there is generally a daily clean of the beach. The desired level of service for West Beach has not been established as yet.

For the purpose of the estimating an operational cost and the discussion at hand it is suggested that a base line service level could be three cleans occur per week (Monday, Wednesday, Friday). Weekend work would involve penalty rates and additional cost.

West Beach (patrolled area) has a potential soft sand area of around 12,000 m². Based upon using the Mantra unit the sand could be cleaned in one hour.

It is estimated by Officers that there would be an additional 1 hour of time spent in hitching the sand sifter to the tractor, transport to and from the beach and unhitching the unit from the tractor. The hitching and re-hitching is required as the tractor may need to be used for other purposes.

Cost Implications (three days per week, four month period) per annum

Cost element	Hours	Days per week	Weeks	Rate /hr	\$
Depreciation and maintenance					\$1,900
Sand sifting	1	3	16	\$85	\$4,080
Transport	1	3	16	\$85	\$4,080
					\$10,060

Demand and expectations

As noted in the Motion on Notice the rationale for the purchase and operation of a sand sifting device would be to remove hazards, such as glass and other dangerous items, from the soft sand, to mitigate risk to beach users.

Officers note that there have been some concerns raised in the past regarding hazards on the soft sand, but these are not a frequent matter raised with Council. It is possible that periodic refuse removal by Council staff and the efforts of beach users to remove observed hazards is addressing such concerns.

From the information provided above there will be a cost implication in providing a sand sifting service, however it is suggested that for Council to further consider the possible purchase and operation of such a unit, additional information is required related to need and expectations associated with the sand sifting activity.

Issues that would need to be explored:

- Clarity as to the frequency and nature of hazards being discovered on the beach
- Do existing cleaning regimes meet that need
- Expectation of beach users as to a cleaning frequency (increased frequency increases cost)
- Community expectations for the sand sifting to occur on other swimming beaches eg South Burnie, Cooee

A major user group of West Beach is the Burnie Surf Life Saving Club and eliciting the view of the Club on the matters raised above may assist Council in future deliberations.

Two recommendations are noted for Council's consideration:

- a) That Council note the content of this report

Or

- b) That Council refer the purchase and operation of a sand sifting unit to the 18/19 budget process and seek the views of the Burnie Surf Life Saving Club in regard to the various matters raised in this report, to aid Council in its further deliberations on this matter

Risk

The sifting of the sand on a beach is a means by which potential hazards to users can be removed.

These hazards may be washed in on a tide, arise from litter and debris dropped by users, material deposited by storm water outflows to a beach area.

The effectiveness of the sand sifting activity will be dependent upon the frequency of service provided, however hazards can be deposited outside the periodic sifting of sands, as such the risk from such hazards is not fully mitigated.

Existing regimes, litter removal and observation by Council staff, are in place to mitigate some of the risk to the community. There is a need to consider if this is an acceptable level of service.

The conduct of the sand sifting operation would introduce some Work Health and Safety risks, however these can be managed with appropriate training and application of Council's normal controls.

There will be various views in the community as to the need for, and the frequency of, beach sand sifting. A more frequent cleaning regimes will incur additional costs as would expanding the sand sifting activity to other recreational beaches in the City.

Elements of the community may be critical if a desired level of service is not provided.

Consultation

The Cradle Coast Authority has provided advice as to the views of other Councils across the Coast in regard to the purchase and operation of a sand sifting device.

Were Council to further consider this matter as part of its budget deliberations, it is recommended that discussion occur with the Burnie Surf Life Saving Club, as outlined in this report.

ATTACHMENTS

1. Letter to Cradle Coast Authority regarding Beach Sand Sifter - Shared Regional Resource
2. Email response from Cradle Coast Authority regarding Beach Sand Sifter - Shared Regional Resource
3. Mantra Sand Sifter - image

COUNCIL RESOLUTION**Resolution number: MO040-18****MOVED:** *Ald R Bentley***SECONDED:** *Ald C Lynch*

“That Council refer the purchase and operation of a sand sifting unit to the 18/19 budget process and seek the views of the Burnie Surf Life Saving Club in regard to the various matters raised in this report, to aid Council in its further deliberations on this matter.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

PLEASE QUOTE

Your Ref:

Our Ref: 2745778 & 870523

Enquiries Mr Gary Neil (GN:MR)

80 Wilson Street, Burnie Tasmania
PO Box 973, Burnie TAS 7320ABN: 29 846 979 690
Phone: (03) 6430 5700
Email: burnie@burnie.net
Web: www.burnie.netWe value your feedback on our service.
Tell us about it at www.burnie.net/feedback

27 November 2017

Mr Brett Smith
Chief Executive Officer
Cradle Coast Authority
PO Box 338
BURNIE TAS 7320

Dear Mr Smith

**BEACH SAND SIFTER
- SHARED REGIONAL RESOURCE**

You may recall that at a recent workshop with Council the procurement of a beach sand sifter that could be used across the region was touched upon.

Council formally considered a motion on notice in regard to such a proposal at the Council Meeting held on 21 November 2017 and determined the following:

“THAT the Burnie City Council request that the Cradle Coast Authority seek expressions of interest from relevant councils to participate in the purchase and shared use of a sand sifter to be used on patrolled beaches in the region (Port Sorell, Devonport, Ulverstone, Preservation Bay, West Beach, Somerset and Boat Harbour) during the Summer months, particularly during the surf patrol season of December to March.”

I attach a copy of the Motion on Notice for your reference to provide a context the motion and some background on the matter.

Council has requested that advice be provided back prior to the end of December 2017.

Council's Director Works and Services, Mr Gary Neil, is the contact point at Council in relation to this matter and can be contacted on 6430 5760 for any further information and clarification.

Yours faithfully

Andrew Wardlaw
GENERAL MANAGER

Karen Kelly

From: Brett Smith <bsmith@cradlecoast.com>
Sent: Friday, 22 December 2017 11:18 AM
To: Andrew Wardlaw
Cc: Lauren Clarke
Subject: Beach Sand Sifter - Shared Regional Resource

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Dear Andrew

I refer to Burnie City Council's correspondence of 27 November 2017 in relation to seeking "interest from relevant councils to participate in the purchase and shared use of a sand sifter to be used on patrolled beaches in the region".



The Cradle Coast Authority (CCA) wrote to relevant councils seeking an expression of interest in the proposal.

I can advise that the CCA did not receive any support for the proposal.

Regards
brett smith

Brett Smith
Chief Executive Officer

Cradle Coast Authority
1-3 Spring Street, Burnie
PO Box 338, BURNIE TAS 7320 | Phone: (03) 6433 8400 | Fax: (03) 6431 7014

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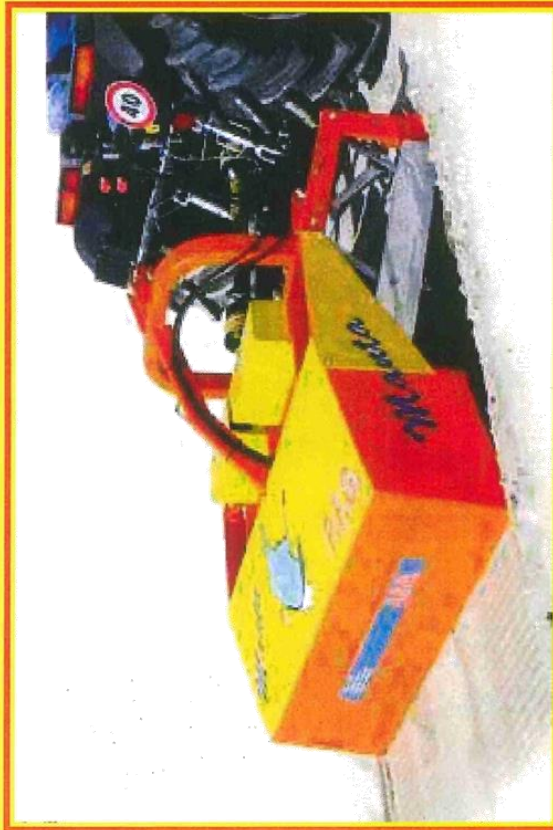


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TECHNICAL DATA:

- Working depth from 0 to 15 cm for a width of 160 cm.
- Working capacity 12,000 m²/hr.
- Suits small tractors from 35 Hp.
- Hot dip galvanized and painted.
- Innovative load system consisting of two vertically reciprocating sieves, minimising vibration and stresses.

SPECIFICATIONS

- Width 1600 mm
- Length 1040 mm
- Height 1400 mm
- Weight 280 kg.

**AO031-18 COMMUNICATIONS JOURNAL - CITY LINK BURNIE - BURNIE CBD
PARKING****FILE NO: 2/17/3; 872105****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.5	A vibrant and progressive central business district.
Strategy	1.5.1	Continue to invest in renewal of the CBD as a vibrant, attractive and cohesive retail and business hub.

1.0 RECOMMENDATION:***“THAT the information be noted.”*****2.0 SUMMARY**

Correspondence has been received from City Link Burnie regarding parking within the Burnie CBD.

3.0 GENERAL MANAGER’S COMMENTS

City Link and other members of the 3BG arrangement have been invited to address the Council in relation to parking matters at its workshop on 13 February 2018.

ATTACHMENTS

1. Correspondence from City Link Burnie

COUNCIL RESOLUTION

Resolution number: MO041-18

MOVED: Ald S French AM

SECONDED: Ald R Bentley

“THAT the information be noted.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY



City Link Burnie Inc.
PO Box 973
Burnie 7320
P 03 6430 5858
E. citylink@burnie.net

The Aldermen

5th December 2017

Burnie City Council

City Link congratulate the Aldermen on their progressive approach to parking within the CBD of Burnie. CBD's the world over are changing and Burnie is no exception. No longer are they purely retail destinations. Rather, they are an evolving meeting place for hospitality, (cafes and restaurants) medical, (pharmacies, doctors, masseurs) entertainment, (cinemas, pubs) professionals, (lawyers and accountants) health and lifestyle, (beauticians, gyms) as well as commercial, residential and retail concerns. Well designed and utilised CBD's are the centre of communities and are a measure of the vitality of a municipality.

Burnie City Council's decision to provide free parking for the first hour and a half in the multi-story carpark reflects the changing nature of the Burnie CBD and will help revitalise a struggling area. It provided vendors with some equity in relation to adjoining suburbs such as Wivenhoe, (where parking is free) and nearby municipalities, e.g. Ulverstone and Wynyard where parking is free, and Devonport with the first hour free in the new multi-story carpark. Limited free parking alone will not revive the CBD, but it is a positive first step.

City Link acknowledge that such a change comes at a financial cost. However, the loss of revenue is inconsequential in comparison to the damage that an ailing CBD brings to a community. Never the less, it was somewhat of a surprise to City Link that the hourly rate for parking after the first hour and a half was not increased. This appears standard practice in other centres that adopt a similar parking policy and would have served to alleviate some of the financial burden of this fantastic initiative.

City Link Members have also expressed concern that the decision appears to have been made without a budget for advertising the change. To be successful the policy requires people who are currently not patronising the CBD, be they local or intrastate consumers, to return. Without an increased visitation the policy is doomed to fail. Consequently, City Link will be using some of our very limited remaining funds to advertise the free hour and a half parking. City Link believe this is such an important initiative that it should be given a chance to succeed.

Again, thank you for considering the needs of a rapidly changing, but currently struggling, vital component of our community.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'David Pease', written in a cursive style.

David Pease

Chairman

City Link

MINUTES AND REPORTS OF COMMITTEES**AO032-18 BURNIE REGIONAL ART GALLERY SPECIAL ADVISORY COMMITTEE
UNCONFIRMED MINUTES OF MEETING HELD ON 11 DECEMBER
2017**FILE NO: 29/3/9

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Minutes of a meeting of the Burnie Regional Art Gallery Special Advisory Committee held on 11 December 2017, be received for discussion.”

SUMMARY

The Committee moved a motion that the new Director be involved in discussions regarding on-line access by the public, to the Burnie Regional Art Gallery’s permanent collection.

Ald Steve Kons suggested that a vinyl advertising banner be secured on the Burnie Plumbing brick wall facing the Bass Highway.

ATTACHMENTS

1. Burnie Regional Art Gallery Special Advisory Committee Minutes - 11 December 2017

COUNCIL RESOLUTION

Resolution number: MO042-18

MOVED: Ald S French AM

SECONDED: Ald R Bentley

“THAT the Minutes of a meeting of the Burnie Regional Art Gallery Special Advisory Committee held on 11 December 2017, be received for discussion.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

Meeting Minutes Unconfirmed



Meeting: **Burnie Regional Art Gallery
Special Advisory Committee Meeting**
 Held on: Monday 11th December 2017
 Venue: Frank Ellis Room Burnie Regional Art Gallery
 File No(s): 29/003/009

The meeting opened at 10am. The meeting closed at 11.04am.

		Action
1	<p>Present Ald Sandra French (Chairman), Ald Steve Kons, Randolph Wylie (Acting Director), Joan Kelly (Friends Representative), Patricia Parke, Michael Muruste, Neil Thorne, Sonia Guizzo & Eleanor Austin</p>	
2	<p>Apologies None</p>	
3	<p>Declaration of Interests None</p>	
4	<p>Chairman's Communications None</p>	
5	<p>Confirmation of Previous Minutes</p> <p>There was a change to the previous minutes. The movie shown by Friends was 'Holiday Inn' not 'White Christmas'.</p> <p><i>It was moved that the minutes of the meeting held on Monday, 23rd October 2017 be accepted as a true and accurate record. (Moved Joan Kelly, seconded Neil Thorne. Carried)</i></p>	
6	<p>Business arising from the Minutes</p> <p><u>Mosaic</u> Discussion took place around the topic of the 'Mosaic' Program. Members concerned at the slowness of executing this. It was decided to wait for preferences and directions from the new Director.</p> <p><u>Permanent Collection</u> <i>It was moved that the new Director be involved in discussions regarding on-line access by the public, to the Burnie Regional Art Gallery's permanent collection. (Moved Ald Steve Kons, seconded Joan Kelly. Carried)</i></p> <p><u>Exhibition DL</u> The Chairman noted the slightly new format of the invitation DL's regarding greater attention directed to the exhibition opening date/time.</p>	

7		Action
	<p>Director's Report <u>OCTOBER 2017</u> Attendance 1,839</p> <p>Exhibitions October 2017 Foyer Space Burnie Youth Art Challenge Winners 27 Sep – 15 Winners from all categories of the Burnie Youth Council's Art Challenge Competition are on display in the foyer space. Oct 2017</p> <p>Foyer Space Ha! High Art 2017 Exhibitions 27 Oct – 19 Young artists from local high schools and colleges showcase their work in the foyer space. On display are works by students from Parklands High School. Nov 2017</p> <p>Whole Gallery Mancell Financial Group 2017 TasArt Exhibition 23 Sep – 14 The Burnie Coastal Art Group's ever popular annual exhibition Oct 2017 <i>TasArt</i>, now in its 39th year, continues attracting well-known local and interstate artists. On display are works in all mediums including oil, watercolour, pastel, collagraph, acrylic, digital and mixed media. Also in the exhibition are textiles and ceramics by invited artists.</p> <p>Back Gallery 2017 Burnie Shines Feature Artists' Exhibition 21 Oct – 6 Six emerging artists from north west Tasmania have explored the Nov 2017 idea <i>Everything Starts with a Dream</i>. These artists, who are currently studying visual arts at the School of Creative Arts, UTAS, Launceston, have both different backgrounds and varying motivations and aspirations for their fine arts studies. The exhibition represents their thoughts and ideas through their choices of media.</p> <p>Main (& Back) 2017 Paper Clothing Competition Galleries This exhibition keeps challenging individuals or teams to create life size garments from any paper products. Categories run from 21 Oct – 3 Primary School, High School Grade 7/8/9/10 to College/TAFE Dec 2017 Grade 11/12.</p> <p>Middle Moving Conversations by Eleanor Austin Gallery <i>Moving Conversations</i> is an exploration of facets of human 21 Oct – 3 interactions based on Eleanor Austin's keen observations of people. Dec 2017 The audience is invited to extract their own meaning and interpret what is presented in this new body of work.</p> <p>Meetings by Community Organisations</p> <ul style="list-style-type: none"> • Friends of BRAG General Meeting • Europa Poets • Wednesday Painters Group x 2 meetings • Burnie Arts Council General Meeting • Burnie Regional Art Gallery Special Advisory Committee Meeting • Friends of BRAG Committee Meeting <p>Events October 2017 Wednesday 4 <i>TASART High Tea</i> was held in the gallery. Organised by Suzanne Hennessy, artist and President of the Burnie Coastal Art Group Inc., participants enjoyed delicious tea and cakes followed by a floor</p>	

		Action
Monday 9	talk on the exhibition winners by Suzanne. The Rotary Club of Burnie held their meeting in the gallery. A meal was followed by a floor talk on the current exhibition on display, <i>Mancell Financial Group TasArt 2017</i> .	
Wednesday 11	Passengers from the cruise ship, Sun Princess, visited the gallery. This was the first cruise ship of the season to dock in Burnie. Although many passengers went out on tours, a lot also made their way to the gallery and were very pleased and surprised at the size of the gallery. They enjoyed the variety of mediums of works in the <i>TasArt</i> exhibition, currently on display.	
Thursday 12	A School Holiday Program titled, Koinobori – Carp windsock, was held in the gallery. Koinobori are Japanese carp-shaped wind socks traditionally flown in Japan to celebrate a national holiday. Participants drew patterns on paper and decorated them using block paint and collaging paper. Artist, Jan Suter and Project Officer, Birgitta Magnusson-Reid, facilitated the workshop which was fully booked. As part of the commitment towards sponsorship by MMG, the School Holiday Program was also held in Rosebery on Friday, 13 October.	
Wednesday 18	Acting Director , Randolph Wylie, Project Officer, Birgitta Magnusson-Reid, together with TAFE teacher, Marisa Reeves, were invited to judge the <i>2017 Paper Clothing Competition</i> . They were all impressed by the standard of the entries this year.	
Friday 20	The official opening for three exhibitions took place in the gallery. At 4.30pm Ald Sandra French announced the winners of the three categories: Primary School, High School Grade 7/8/9/10 and College/TAFE Grade 11/12 in the <i>2017 Paper Clothing Competition</i> . The other exhibitions were opened at 6pm: <i>2017 Burnie Shines Featured Artist's Exhibition</i> by Dr Karen Hall, School of Creative Arts Coordinator Bachelor of Contemporary Arts, University of Tasmania & <i>Moving Conversations</i> by local artist, Eleanor Austin, was opened by Mohan Matthews, formerly Department of Foreign Affairs and Trade, Canberra. The event was enjoyed by all and very well attended with over 150 patrons.	
Saturday 21	A floor talk by artist, Eleanor Austin, and exhibition curator, Sean Kelly, was held in the gallery in conjunction with the exhibition, <i>Moving Conversations</i> . The event was well attended and patrons were interested in hearing the background premise for the exhibition.	
Educational / Community Group Visits		
Multicap		
Susanne Hennessy's Art Class		
<u>NOVEMBER 2017</u>		
Attendance	1,959	
Exhibitions November 2017		
Foyer Space	Ha! High Art 2017 Exhibitions	
27 Oct – 19	Young artists from local high Schools and colleges showcase their	

		Action
Nov 2017	work in the foyer space. On display are works by students from Parklands High School.	
Foyer Space	Ha! High Art 2017 Exhibitions	
24 Nov – 17 Dec 2017	Young artists from local high schools and colleges showcase their work in the foyer space. On display are works by students from Smithton High School.	
Back Gallery	2017 Burnie Shines Feature Artists' Exhibition	
21 Oct – 6 Nov 2017	Six emerging artists from north west Tasmania have explored the idea <i>Everything Starts with a Dream</i> . These artists, who are currently studying visual arts at the School of Creative Arts, UTAS, Launceston, have both different backgrounds and varying motivations and aspirations for their fine arts studies. The exhibition represents their thoughts and ideas through their choices of media.	
Main (&Back) Galleries	2017 Paper Clothing Competition	
21 Oct – 3 Dec 2017	This exhibition keeps challenging individuals or teams to create life size garments from any paper products. Categories run from Primary School, High School Grade 7/8/9/10 to College/TAFE Grade 11/12.	
Middle Gallery	Moving Conversations by Eleanor Austin	
21 Oct – 3 Dec 2017	<i>Moving Conversations</i> is an exploration of facets of human interactions based on Eleanor Austin's keen observations of people. The audience is invited to extract their own meaning and interpret what is presented in this new body of work.	
Main Gallery	Colonial Afterlives	
11 Nov – 17 Dec 2017	<i>Colonial Afterlives</i> is a Salamanca Arts Centre exhibition toured by Contemporary Art Tasmania. The exhibition brings contemporary responses to the complex legacies of British occupation by outstanding indigenous and diasporic artists living in Australia, New Zealand, Jamaica, Barbados, Canada and Britain. Curated by Dr Sarah Thomas. Burnie Regional Art Gallery is the final venue for this touring exhibition, which has been exhibited across Australia.	
	Meetings by Community Organisations	
	<ul style="list-style-type: none"> • Friends of BRAG General Meeting • Europa Poets • Wednesday Painters Group x 5 meetings • Burnie Arts Council General Meeting • Burnie City Council Public Art Projects Special Advisory Committee Meeting 	
	Events November 2017	
Tuesday 6	Passengers from the cruise ship, Sun Princess, visited the gallery. They were very impressed with the venue and the exhibitions on display. Local artist, Eleanor Austin, whose exhibition titled, <i>Moving Conversations</i> , is currently on display, spent time in the gallery discussing her artworks to interested patrons. This was an added bonus for the visitors and was much appreciated and enjoyed.	
Friday 10	The official opening for the exhibition, <i>Colonial Afterlives</i> , was held in the gallery. Mr Joe Bugden, CEO, Salamanca Arts Centre, officially opened the exhibition. On display were works by 14 Australian and international artists. The event was well attended and included staff from Contemporary Art Tasmania, the touring body for the exhibition,	

	Action
<p>and one of the participating artists. An enjoyable evening was had by all.</p>	
<p>Saturday 11 A floor talk by artist, Yvonne Rees-Pagh, was held in the gallery. Yvonne discussed the exhibition, <i>Colonial Afterlives</i>, as she is one of the participating artists. Visitors found the talk most informative.</p>	
<p>Tuesday 14 Passengers from the cruise ship, Norwegian Jewel, visited the gallery. This was the maiden voyage for this ship to Burnie. Many patrons enjoyed their visit and appreciated local artist, Eleanor Austin, being in attendance to discuss her work in the <i>Moving Conversations</i> exhibition.</p>	
<p>Friday 17 The Friends of the Gallery held their end of year function in the gallery. Taking the form of a Film Night, members and friends dined on canapes, Christmas nibbles and wine before settling down to watch an old favourite, <i>Holiday Inn</i>, with Bing Crosby and Fred Astaire. The event was well attended and enjoyed by all.</p>	
<p>Sunday 19 A Cocktail Party was held in the gallery as an opening function for delegates and visitors attending a four day AMD (Acid and Metalliferous Drainage) Conference in the Arts & Function Centre. The event was organised by the Sustainable Minerals Institute. Nearly 100 visitors attended.</p>	
<p>Monday 20 Passengers from the cruise ship, Norwegian Jewel, visited the gallery. Patrons enjoyed their visit and appreciated local artist, Eleanor Austin, being in attendance to discuss her work in the <i>Moving Conversations</i> exhibition.</p>	
<p>Monday 20 After the general meeting of the Friends of the Gallery, President Joan Kelly presented a talk on miniature paintings, discussing the parameters which the works have to adhere to. A selection of miniatures from the gallery's collection were on display for Joan to refer to and for the members to peruse.</p>	
<p>Tuesday 21 Acting Director, Randolph Wylie, was invited by the Burnie Arts Council to be part of a panel conducting interviews with four applicants who had applied for the Helen Denise Jones OAM Bursary. The interviews took place in the Frank Ellis Meeting Room in the gallery.</p>	
<p>Friday 24 Passengers from the cruise ship, Pacific Jewel, visited the gallery. Patrons enjoyed their visit and appreciated local artist, Eleanor Austin, being in attendance to discuss her work in the <i>Moving Conversations</i> exhibition.</p>	
<p>Sunday 26 The Burnie Arts Council presented a fundraising Christmas Concert in the gallery. The concert featured items from various local choirs, the City of Burnie Brass Band, Stringalong and Soloists. Admission was by donation with proceeds going towards the Helen Denise Jones OAM Bursary. The Bursary is open to 17 to 21 year olds who are engaged in arts and music and reside in the west or north west of Tasmania. This very popular annual event was attended by nearly 300 people.</p>	
<p>Educational / Community Group Visits Mission Australia x 2 visits</p>	

										Action
Attendance Comparisons										
Month	9-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	
July	1,683	1,987	1,773	1,886	1,411	1,187	1,352	1,084	1,027	
Aug	1,670	1,335	1,626	1,689	1,400	1,783	1,807	1,838	1,622	
Sep	2,232	2,154	2,426	1,988	2,280	1,570	1,691	1,592	1,929	
Oct	3,122	2,819	2,624	2,425	2,333	2,438	1,718	1,779	1,893	
Nov	1,806	2,618	2,284	1,210	1,374	1,462	1,418	2,050	1,959	
Dec	1,910	1,663	1,912	1,082	1,656	1,742	1,182	1,487		
Jan	1,440	2,185	1,363	986	1,236	5,841	4,540	987		
Feb	2,069	1,814	2,228	1,585	3,164	1,434	1,626	1,166		
Mar	2,030	2,583	1,652	1,090	5,723	2,345	3,137	1,704		
Apr	1,574	1,579	2,189	1,311	3,409	1,285	3,151	1,036		
May	1,543	2,003	2,737	1,250	1,412	1,078	3,183	1,056		
Jun	1,964	1,520	1,722	1,802	1,572	1,118	1,409	863		
TOTAL	23,043	24,260	24,536	18,304	26,970	23,283	26,214	16,687		
Gallery Gift Shop										
Sales comparisons 2011/12 – 2016/17										
MONTH	12-13	13-14	14-15	15-16	16-17	17-18				
July	\$258.35	\$938.75	\$310.70	\$369.60	\$298.85	\$312.25				
Aug	\$1291.65	\$1057.50	\$880.10	\$508.90	\$360.40	\$107.70				
Sep	\$830.10	\$425.35	\$517.95	\$532.40	\$430.15	\$427.80				
Oct	\$1004.60	\$1189.15	\$777.55	\$536.65	\$638.25	\$880.95				
Nov	\$1275.15	\$907.15	\$1157.10	\$970.30	\$341.45	\$504.30				
Dec	\$1561.10	\$1608.90	\$1176.30	\$701.15	\$1447.15					
Jan	\$1937.25	\$1321.45	\$986.55	\$463.35	\$789.52					
Feb	\$1023.55	\$4779.95	\$1182.70	\$375.00	\$743.85					
Mar	\$1199.50	\$7274.00	\$1124.10	\$2147.45	\$749.10					
Apr	\$666.90	\$4253.75	\$562.60	\$3625.81	\$861.10					
May	\$299.35	\$383.20	\$292.25	\$4705.41	\$355.70					
Jun	\$843.25	\$459.00	\$631.50	\$325.65	\$329.80					
Total	\$12,190.75	\$24,598.15	\$9,599.40	\$15,261.67	\$7,345.32					
MOVED Randolph Wylie and seconded Michael Muruste										
That the Director's Report, 11 December 2017, be received										
CARRIED										
8	Business arising from the Directors' Report									
	<u>Attendance/Shop Sales</u>									
	It was noted that the Gallery attendance was up for the months of September and October. Gallery shop sales were also on the increase.									
	<u>National Geographic</u>									
	Acting Director, Randolph Wylie, detailed his difficulty in getting the prints on aluminium for the National Geographic Exhibition completed before Christmas. A phone call later and he was able to confirm that all could be delivered on time!									

		Action
9	<p>Friends of the Gallery Report</p> <p>The President, Joan Kelly reported: The movie evening, showing <i>Holiday Inn</i>, was well attended and enjoyed by all. The Friends of the Gallery will have a break over Christmas. The Friends will assist in volunteering as guides/desk clerks for the National Geographic 50 Greatest Photographs Exhibition in 2018. Some training will be provided.</p>	
10	<p>General Business</p> <p><u>Gallery Advertising</u></p> <p>Discussion on gallery advertising took place. It was suggested by Ald Steve Kons that a vinyl advertising banner could be secured on the Burnie Plumbing brick wall (back wall facing the four-lane national highway). Acting Director, Randolph Wylie, mentioned the where/what advertising already designated for coverage of the 2018 National Geographic Exhibition. Television coverage was also included.</p> <p><u>Thank you</u></p> <p>The Chairman thanked all members of the Advisory Committee for their assistance and discussions throughout the year. The Chairman also commended the gallery staff for their input, particularly given the difficult circumstances of administration without a permanent Gallery Director for a long period of time. The Chairman wished everyone a great Christmas and a safe and successful New Year.</p>	
11	<p>Next Meeting</p> <p>The next meeting will be held in the Gallery at 10am on Monday, 5 February, 2018.</p>	

Signed and dated (upon confirmation at next meeting):

[Insert Name] Chairperson

Date

MINUTES AND REPORTS OF COMMITTEES

**AO033-18 UPPER NATONE RESERVE SPECIAL COMMITTEE UNCONFIRMED
MINUTES OF MEETING HELD ON 23 OCTOBER 2017**

FILE NO: 2/5/16; 3383617

RECEPTION FOR DISCUSSION

RECOMMENDATION:

“THAT the Minutes of a meeting of Upper Natone Reserve Special Committee held on 23 October 2017, be received for discussion.”

SUMMARY

The minutes reported the ongoing activities of the Special Committee in the care and maintenance of the Upper Natone Reserve.

Officers will shortly meet with members of the Committee to discuss the desired repairs to the Pat Crane shelter.

ATTACHMENTS

1. Upper Natone Reserve Special Committee Unconfirmed Minutes of Meeting held on 23 October 2017

COUNCIL RESOLUTION

Resolution number: MO043-18

MOVED: *Ald R Bentley*

SECONDED: *Ald T Brumby*

“THAT the Minutes of a meeting of Upper Natone Reserve Special Committee held on 23 October 2017, be received for discussion.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY

*Minutes of the Upper Natone Reserve Special Committee
23rd October 2017*

Meeting opened 7.35pm

Attendance: Fiona Tustian (President), Phil Tustian (Secretary), Gary Watts, Ivan Caston, Dianne Cripps, Arthur Bryan & Alwyn Boyd (Alderman)

Apologies: Emma Barker (Sustainable Timber Tasmania) & Gary Neil (Burnie City Council)

Declaration of Interest – Nil Declarations

Minutes of previous Meeting (14th August 2017) were read by the President

Moved Alwyn Boyd & seconded Ivan Caston the Minutes be accepted as read – **Carried**

Business arising:

1. The “working bee” on 16th September was discussed

Correspondence: (Inwards) Kathleen Kay Sustainable Timber Tasmania (yellow Ute reported as Suspected of timber theft from the Reserve)

Gary Neil – query Fire Plan Upper Natone Reserve

(Outwards) email (phone) Notice of Meeting 23/10/17

Treasurer’s Report

The 2017/18 Budget has been allocated as \$2,000

a/c presented \$45-25 for “**working bee expenses**” moved Phil Tustian & seconded Dianne Cripps account be passed for payment **Carried**

General Business

1. Discussion was held over the preference that two members attend to cleaning duties together in the interest of the safety of members. The next cleaning roster will incorporate this taking into account members personal wishes.
2. Discussion on proposed repairs to roof of Pat Crane Shelter, adjourned waiting for a report from Gary Neil (as per previous Meeting)

Meeting closure at 8.15pm & resolved the next Meeting be on Monday 22nd January 2018 at 7:30pm Natone School.

MINUTES AND REPORTS OF COMMITTEES**AO034-18 WESTERN EMERGENCY MANAGEMENT COMMITTEE
UNCONFIRMED MINUTES OF MEETING HELD ON 16 NOVEMBER
2017**FILE NO: 2/5/39

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Minutes of a meeting of Western Emergency Management Committee held on 16 November 2017 be received for discussion.”

SUMMARY

The minutes report that the previous few months had been relatively quiet from an emergency management perspective, in that there were limited instances of events requiring such resources to be deployed.

The coming fire season was reported upon and with the prevailing dry conditions there is a level of concern of significant fire events occurring.

From a committee perspective the primary task at hand is the review and combination of the Municipal Risk assessments, which support the Municipal Emergency Management Plan and guides work in the planning, prevention, mitigation and recovery space.

ATTACHMENTS

1. Unconfirmed Minutes of the Western Emergency Management Committee Meeting

COUNCIL RESOLUTION

Resolution number: MO044-18

MOVED: Ald R Bentley

SECONDED: Ald C Lynch

“THAT the Minutes of a meeting of Western Emergency Management Committee held on 16 November 2017 be received for discussion.”

For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch.

Against:

CARRIED UNANIMOUSLY



Western Emergency Management Committee

Minutes

Meeting Held: Thursday 16 November 2017 10.00 am
 Venue Burnie City Council 80 Wilson Street, Burnie
 Chairperson Alderman Ron Blake Burnie City Council

- 1 Introduction & Welcome Alderman Ron Blake
- Present**
- | | |
|---------------------|--------------------------------------------------|
| Alderman Ron Blake | Alderman Burnie City Council |
| Gary Neil | MEMC – Burnie City Council |
| Michael Foster | DMEMC – Burnie City Council |
| Julie Bernhagen | MEMC – Circular Head Council |
| Kevin Maguire | DMEMC – Circular Head Council |
| Tracey Bradley | Waratah-Wynyard Council |
| Allison Daley | Dep Social Recovery Coordinator–BCC |
| Richard Muir-Wilson | Social Recovery Coordinator – WWC |
| Debbie Williams | Inspector (Burnie Division) Tasmania Police |
| Lee-Anne Walters | Sergeant (Smithton) Tasmania Police |
| Wayne Richards | Regional Manager NW - SES |
| Norris Hayes | Ambulance Tasmania |
| Steven Jones | Senior Sergeant - OIC - Burnie Station (invited) |
| Rob Deverell | Tasmania Fire Service (invited) |
- 2 **Apologies**
- | | |
|----------------------------|---------------------------------------------------------------------------------------|
| Mayor Daryl Quilliam | Mayor Circular Head Council |
| Mayor Robbie Walsh | Mayor Waratah-Wynyard Council |
| Chris Fagg | MEMC – Waratah-Wynyard Council |
| Deb Mainwaring | Social Recovery Coordinator - CHC |
| Steve Keiselis | Sergeant (Wynyard) Tasmania Police |
| Tyron Clark | Acting District Officer Arthur Tasmania Fire Service |
| Anna Flower | Tasmanian Ports Corporation |
| Dave Olden | State Growth – Project Manager Client Services -
CHREDWG - Guest Speaker (invited) |
| Commander Jonathan Higgins | Commander & Regional Controller NWREMC – Tasmania
Police (invited) |
- No Response**
- | | |
|---------------|--------------------------------------------|
| Rodney Greene | Recovery Coordinator – Burnie City Council |
|---------------|--------------------------------------------|

- 3 **Minutes of the previous meeting held on 17 August 2017**
The meeting resolved to accept the Minutes of the 17 August 2017.
- 4 **Matters arising from the previous Minutes**
- 4.1 Committee Desktop Exercise – *see Agenda Item 12.1*
- 4.2 Risk Assessment – *see Agenda Item 7.1*
- 4.3 Barry Magnus to report on Red Cross Recovery Workshop
- Barry has resigned & no longer works for Waratah-Wynyard Council
- 4.1 Committee Desktop Exercise – *see Agenda Item 12.1*
- 5 **Correspondence**
The following correspondence was tabled and accepted
- 5.1 **Correspondence Inward**
- | | | |
|----------|-------------------------|---------------------------------------------|
| 19.10.17 | Regional Manager SES NW | Final TERAG Fact Sheet, advice NDRGP Grants |
| 31.08.17 | Karen Connor Tas Police | WebEOC Training |
| 11.10.17 | LGAT | EVCREW for upcoming fire season |
| 14.11.17 | Georgia Palmer LGAT | Release Enhanced Flood Watch |
- 5.2 **Correspondence Outward**
- | | | |
|--|-----------------------|----------------------------------------------|
| | Numerous stakeholders | Identification stakeholders desktop exercise |
|--|-----------------------|----------------------------------------------|
- 6 6.1 **Regional Emergency Management Update REMC Meeting (Michael Foster BCC)**
- Central Coast Council – recent wind events, works continuing on flood reconstruction
 - Latrobe Kentish – Entura Flood Modelling for Latrobe project underway, recently held successful Community emergency management response session at Wilmot, Cradle Mountain desktop exercise recently held, flood response manual for Railton under development
 - West Coast Council – Reviewing Pieman evacuation plan, Emergency Management Procedures for airport and held evacuation centre exercise
 - Devonport – rolled out emergency management software and training
 - Mersey Valley – currently combining risk registers as part of TERAG project, attended Crowded Places Forum
 - Education Dept – reviewing Emergency Management Plan and social recovery relationships, Jason Bell in NW representative (also covering TasTafe & non government schools)
 - Tasports – finalising roll out of integrated emergency management system, carried out Burnie Port response exercise (woodchip fire in port), bulk fuel discharge risk assessment
 - State Growth – Tarkine forest road down to one lane for foreseeable future, reduced mowing regime Bass Highway, reviewing abandoned vehicle process (lack of power) – working to increase power to reduce risk through legislation, after hours arrangements altered – now one direct number to contact
 - Parks – updating Emergency Management Response Plans in all areas, fuel reduction burns ongoing, resources currently directed to east coast fire response
 - Telstra – recent upgrade of mobile network
 - TasWater – fire season preparations underway, recent exercise
 - Tas Rail – recent crisis management desktop scenarios, increasing incidence of rail corridor trespass
 - Four presentations at meeting including an All Hazard Evacuation Framework overview, NDRRA, Tas Fire season outlook, emergency management communications overview
- 6.2 **Regional Social Recovery Update** – no meeting since last WEMC

- Toni Brown has resigned from THS – Dr Robert Pegram is interim contact - Sam Porter covering WHS (*Steve Jones to send contact details*)
- 6.3 **Western Fire Management Area Committee (WFMAC)** -(Julie Bernhagen– Chair)
- Held meeting on 9 November to finalise the Fire Protection Plan for 2018
 - Full review including risk assessments to be held in 2018
 - Attended annual FMAC Chairs meeting 2 November – reviewing Terms of Reference to keep relevant, Fire Service Act review, and more integration with municipal emergency management committees
- 6.4 **Municipal Coordinator Reports**
- 6.4.1 **Burnie City Council** – Gary Neil
- Currently undertaking fire hazard management
 - Will be tendering for Flood Study for Ridgely township in near future
 - Will be awarding tender for South Burnie Breakwater Bund Reconstruction in near future
 - Risk assessments have been converted to new TERAG format
- 6.4.2 **Circular Head Council** – Julie Bernhagen
- Attended the Crowded Places Forum Ulverstone in August – 3 from CHC
 - Provided insight to current situation, website to access for up to date information and useful tools to assess events
 - Meetings to be held twice annually – recommend attendance
 - HAZMAT Stakeholders Group
 - Council convened a meeting of stakeholders (McCains, Greenhams, Taswater, Murray Goulburn, local TFS, and Shane Batt TFS
 - Concern over chemicals held, chemical skill and response time for TFS Burnie for HAZMAT event
 - Opportunity identified for businesses to partner with TFS for some basic training inc confined spaces
 - High costs of HAZMAT response discussed
 - Reconvening in December with costs to increase suit up capability & capacity of brigade to wear suits
 - CHEWG
 - Murray Goulburn Edith Creek closes EOM
 - Number of programs operating in community under direction Joan Rylah & State Growth
- 6.4.3 **Waratah-Wynyard Council** – Tracey Bradley
- Emergency Management under direction of Tracey Bradley during Chris Fagg’s leave (MEMC) and whilst replacement DMEMC found
- 6.5 **Municipal Recovery Reports**
- 6.5.1 **Burnie City Council** – Allison Daley
- Business as usual
- 6.5.2 **Circular Head Council**
- Business as usual
 - Participated in Crowded Places Forum
- 6.5.3 **Waratah-Wynyard Council** –Richard Muir-Wilson
- Business as usual
 - Vincent Industries (McKenzie Drive, Somerset) holding 30 mattresses with capacity for 70 for emergency purposes
- 6.6 **Agency Reports**
- 6.6.1 **Tasmania Police** – Inspector Debbie Williams
- Western District now at strength following transfer of 9 personnel

- POC relocated to Police Headquarters Burnie – finalising installation – should be operational for fire season
- Western DMG recently had fire season briefing
- Large contingency of motor bike riders will be in Western District next week with major ride of 200-250 Bandidos planned for Friday 24th 11am through Burnie via North Terrace – Ride will be police escorted and there will be a high police presence – the Pacific Jewel will be in port on the same day
- Recent desktop workshop with Burnie City Council re Night on the Terrace

6.6.2 Tasmania Fire Service

- Fire Permit period in north and south (not yet north west however likely in near future)
- Statewide communications exercise held – tested Three Mile Line – Hobart communications
- Average fire season forecast
- Brief outline of recent east coast fires provided including use of aircraft and associated costs

6.6.3 SES – Wayne Richards

Covered elsewhere

6.6.4 Ambulance Tasmania – Norrie Hayes

- Recent Masters Games resulted in extra 5000 people in region and concerns regarding impact on ambulance and health system were not realised & impact was minimal – ambulance transported 6 people (only 3 were competitors). Hospitals had 60 presentations (48 minor sprains/strains)

6.6.5 Tasmanian Health Service NW – no representative or report

6.6.6 Tas Ports – Apology – no report

7 Committee Plans & Associated Documents

7.1 Risk Register – Julie Bernhagen

- All councils now reviewed risk registers and are ready to be combined
- EM Coordinators will meet, priorities risks and bring new register to committee (either in or out of session time dependent)

7.2 Response/Recovery Manuals

- WR recommended councils work on SOPs which support emergency management plans – i.e. how councils swing into action and broader recovery issues
- Specialist Resource contact lists should be maintained
- This should include management of donated items including food (Tracey Bradley)
- Consideration to be given to WWC CHC and BCC working together to standardise arrangements with eventually developing a combined Social Recovery Manual with separate appendices for each council

8 Emergency Management Programs

8.1 Natural Disaster Resilience Grant Program – Wayne Richards

- Program should be released in very near future – awaiting state release
- Will be limited time for submissions – likely close 31 December 2017
- In past BCC received funding for Romaine Dam study to strengthen dam & West Coast Council received funding for a mobile recovery kit due to their isolation
- Ron Blake requested consideration be given to removal of debris from Emu River – will require coordination with state government as rivers fall under their jurisdiction – however more likely to receive funding for flood studies to identify works than debris removal
- 50/50 grant
- Of total funds Tasmania receives \$1.2 million with a portion of this allotted to

- emergency volunteer works, and state projects (including WebEOC) – last round \$16 million in applications received
- Next round likely in March 2018
- 8.2 **Funding Opportunities** - nil
- 9 **Training/Workshop Opportunities/Reports**
- Crowded Places Forum 29 August 2017 Ulverstone
 - Fire Management Area Committee Chairs Forum August 2017
 - Small business 1.5 hour session on Emergency Preparedness – only 3-4 registered – need to promote attendance to increase attendance
 - Circular Head Council considering Introduction to Emergency Management course when sufficient interest – has at least 3 attendees and looking for another 5 to make course viable
 - Would be suitable for council, Police, other organisations
 - Central Coast recently held a session with 15 people including Works Dept
 - Recent desktop Exercise regarding Night on the Terrace can be tailored for any municipality – Police happy to facilitate - contact Debbie Williams or Steve Jones
 - Burnie exercise included TasPorts, TFS and SES and was written to achieve organisational objectives
 - Scenario of heavy vehicle causing damage to personnel and infrastructure
 - Awaiting exercise report – report to be tabled next meeting
- 10 **Presentation – Circular Head Regional Economic Development Working Group (Dave Olden)**
Cancelled due to inability of Dave Olden to attend due to conflicting commitment.
- 11 **Presentation – Fire Season Update – Rob Deverell**
- **Official presentation attached**
 - St Helens fire is 7000ha (i.e. 60 km circumference)
 - Fire started on private property
 - Currently relative humidity decreasing of an afternoon which is an issue
 - 5-6 aircraft involved
 - Smoke danger
 - Soil dryness index will result in fire permit period in north west in near future
 - Roadside slashing does not remove fire risk from road sides
 - More awareness in rural areas re fire risk and responsibilities – urban areas increasingly a risk resulting in abatement notices
 - Climate change has impacted wet forests – fires now creep through the forest fuel and then increase in intensity
 - Current Waratah fire is under control – was Forico planned burn which got out of control
- 12 **General Business**
- 12.1 **WEMC Exercise – Julie Bernhagen for Chris Fagg**
- Committee agreed that exercise would consider an electrical/communications failure as a result of a weather event – Operation Outrage as developed by Chris Fagg
 - 14 March 2018
 - Will include Industry representatives including aged care, supermarkets, telcos etc
- 12.2 **Toni Brown Contribution – Julie Bernhagen**
- Recommended letter to Toni Brown thanking her for her contribution to municipal and WEMC committees - agreed
 - Wayne Richards acknowledged the arrangements and systems in the north west have been superior to the remainder of the state as a result of Toni Brown's commitment
- 12.3 **TasNetworks Exercise – Wayne Richards**
- Exercise Discovery to be held on 29 November – multiagency desktop exercise based

on and extended power outage across the state

12.4 **TasRail Representative** – Wayne Richards

- Working for some time to get ongoing representative for REMC and to determine what is in place for rail emergencies – new representative attended last REMC and emergency plans shared
- To determine if there is an appetite for TasRail to attend meetings

12.5 **TasPorts representative**

- To determine if TasPorts representative in north west able to attend meetings

11 **Next Meeting**

Will be held at Waratah-Wynyard Council on 15 February 2018

Forward Meeting Dates – 3rd Thursday Quarterly 10am-12 midday

17 May 2018

Circular Head Council

16 August 2018

Burnie City Council

15 November 2018 (day following REMC)

Waratah-Wynyard Council

Meeting Closed 11.30 am

Julie Bernhagen
Executive Officer

Open Actions

No.	Description	Owner	Date Assigned	Status	Date Closed
5	Letter to be forwarded to appropriate agency regarding ABC radio interference	Julie Bernhagen	24.11.16	Completed 13.02.17 – acknowledgements received. 18.05.17: Ongoing matter – Minister considering further information from Commander. 17.08.17: Circular Head Council continuing to follow up matter.	
10	Chair requests letter to Tas Water inviting representation on WEMC	Julie Bernhagen	23.02.17	17.08.17 WEMC determined to hold inviting Tas Water until Risk Register finalised and major stakeholders identified.	
16	Invite Dave Olden (State Growth) to November 2017 meeting to inform committee about the work of the Circular Head Regional Economic Development Working Group (re Murray Goulburn Edith Creek closure) particularly in relation to background statistics and regional nature of the closure.	Julie Bernhagen	17.08.17	22.08.17 Email sent to Dave Olden – attendance arranged 16.11.17 Dave Olden unable to attend meeting at last minute due to other commitments – to be invited at later date.	
19	Subcommittee to be formed to develop EM Exercise	EM Coordinators	17.08.17	16.11.17 Exercise Power Outrage has been planned and scheduled for 14.03.17. Gary Neil to forward invitations early 2018. Chris Fagg and Wayne Richards to facilitate.	
20	EM Coordinators to develop combined Risk Register to bring to WEMC	EM Coordinators	17.08.17	17.08.07 EM Coordinators/Deputies present met following WEMC meeting. BCC & WWC to format current registers to new style and forward to Julie Bernhagen to collate. Julie forwarded CHC register and blank register to BCC & WWC. 16.11.17 Michael Foster to collate	

No.	Description	Owner	Date Assigned	Status	Date Closed
21	Burnie Desktop Exercise Report on Night on the Terrace to be tabled at next WEMC Meeting.	Debbie Williams	16.11.17	registers. MEMCs to meet and finalise register which will be brought to next meeting.	
22	Letter to Toni Brown thanking her for her contribution to municipal and WEMC committees	Julie Bernhagen	16.11.17		
23	Determine if there is appetite for TasRail to attend WEMC meetings.	??????	16.11.17		
24	Determine if there is a TasPorts representative in the north west who may be able to attend WEMC meetings.	Julie Bernhagen	16.11.17		

Tasmanian Fire Season 2017-18

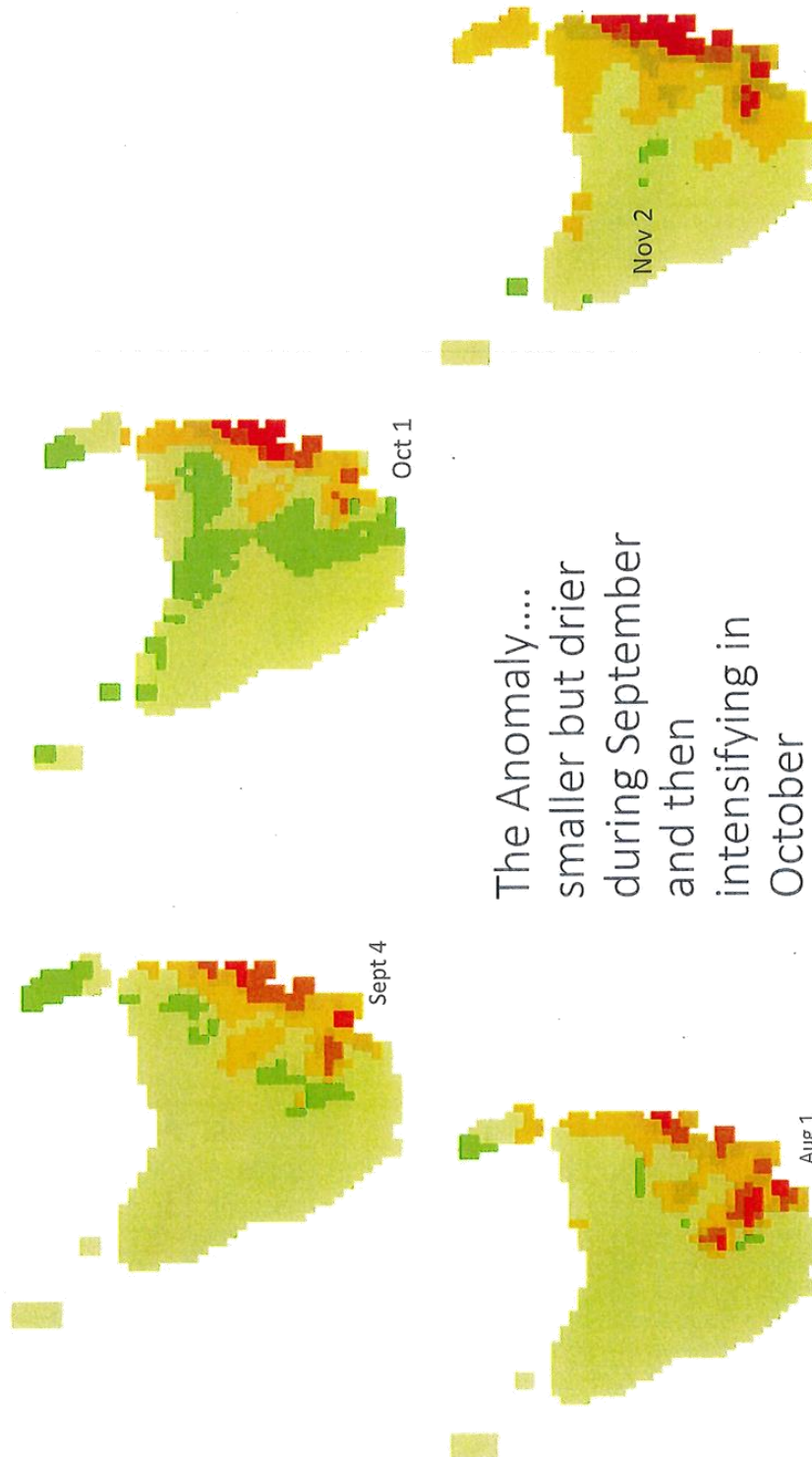
November 2nd 2017 Update

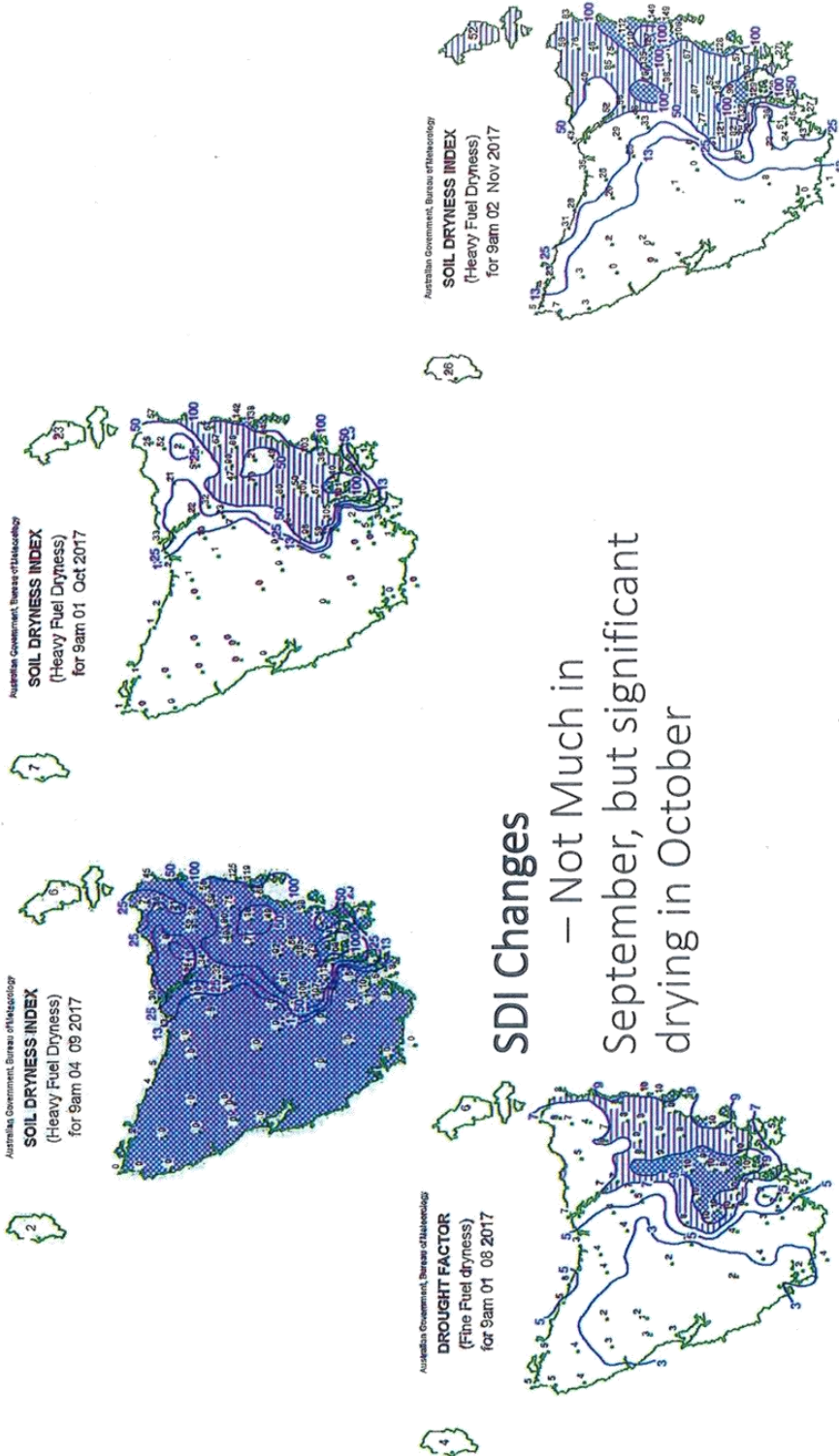
Mark Chladil

Fire Management Planning Officer

Tasmania Fire Service







Fire Season Runup

- Rain was reasonable until a very dry June and somewhat dry July
- Average to moist soils across west of state, dry on East Coast, in the SE and up the Derwent Valley
- Outlook is for a warm three months with generally lower than average (median) rain.
- Therefore: Watch rainfall closely to end of August, Early season in East & South, normal start elsewhere. Be ready to burn (use test fires not calendar for fuel assessment).

Fire Season Outlook (Nov 2)

- A La Nina Watch and a neutral Indian Ocean Dipole are the major climate drivers for this period. There is limited skill in climate outlooks at this time but there is limited likelihood of significant rains to reduce the overall threat potential for this spring-summer.
- Late winter and early spring rains have produced high moisture levels across the western half of the island which have remained fairly constant during Spring. The areas with reduced moisture (mostly the central east coast and the lower Derwent) have continued to dry and expand during October.
- As the Derwent Valley and Southern Midlands are now regarded as normal the map could be reviewed for current accuracy but this not recommended as the area is likely to dry out again in the near future.
- The expected early start to the fire season did not eventuate however there was a period of significant activity during late October on the East Coast. The dry areas are expanding along the east coast from about St Helens down to Marion Bay and across the southeast to the lower Derwent Valley. These areas continue to have Above Normal fire season potential while the rest of the State has normal potential.

Fuel State – Grassy Fuels

- **Grassy fuels** have considerable thatch in some areas as last year's prolific growth was not all grazed or cut. This fuel will be available during high fire danger conditions following winter until sufficient new growth occurs. Otherwise there is no significant grassland fire danger until curing commences in the New Year.
- *NDJ: Mostly normal potential with some above normal potential areas of extensive thatch, Later: Normal potential*

Fuel State – Wet Forests & Rainforests

- **Wet Forests and Rainforest** will have normal potential, that is, limited capacity to carry a fire unless extended drought conditions are experienced. Western half of State is wetter than normal
- *NDJ: Normal fire potential in the east, reduced potential in the west,
Later: Normal fire potential*

Fire Season Outlook - Map



AO035-18 NON AGENDA ITEMS

Council by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported:-

- (a) the reason it was not possible to include the matter on the agenda; and
- (b) the matter is urgent; and
- (c) that advice has been provided under section 65 of the *Act*.

There were no non agenda items.

There being no further business the Mayor declared the Meeting closed at 8.14pm.

CERTIFICATION OF MINUTES AS A TRUE RECORD

These minutes are confirmed as an accurate record of the Confidential Meeting of Burnie City Council held on 30 January 2018.

Confirmed:



Andrew Wardlaw, GENERAL MANAGER

Confirmed:



Alwyn Boyd, MAYOR