



BURNIE
CITY COUNCIL

MINUTES

Ordinary Meeting

TUESDAY, 20 NOVEMBER 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, 20 NOVEMBER 2018**

HOUR: 6.00 pm- 6.01 pm
7.00 pm – 8.29 pm

TIME OCCUPIED: 1 hour 28 minutes

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

Officers in Attendance:

General Manager (A Wardlaw), Director Community and Economic Development (R Greene), Director Land and Environmental Services (P Earle), Director Works and Services (G Neil), Executive Manager Corporate Governance (M Neasey), Governance Officer (M Knight) and Media and Communications Officer (F Loughran).

APOLOGIES: There were no apologies tendered.

AO301-18 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.

There were no declarations of interest.

'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
AC146-18 COUNCIL ALDERMAN DECLARATIONS OF INTEREST	15(2)(g)
AC147-18 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 16 OCTOBER 2018	15(2)(g)
AC148-18 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC149-18 MOTION ON NOTICE - BURNIE YACHT CLUB	15(2)(f)
AC150-18 BURNIE AIRPORT - ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS 2017-18	15(2)(g)
AC151-18 TAS COMMUNICATIONS - ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS 2017-18	15(2)(g)
AC152-18 BURNIE AIRPORT CORPORATION PTY LTD - QUARTERLY REPORT	15(2)(g)
AC153-18 TAS COMMUNICATIONS PTY LTD - QUARTERLY REPORT	15(2)(g)
AC154-18 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC155-18 PERSONNEL REPORT OCTOBER 2018	15(2)(a)
AC156-18 ELECTRICITY SUPPLY CONTRACT	15(2)(d)
AC157-18 TENDERS CONTRACT 2616 FERN GLADE ROAD UPGRADE AND PATHWAY - STAGE 2 (WATTLE AVENUE - EMU RIVER)	15(2)(d)
AC158-18 MEMORANDUM OF UNDERSTANDING OPTIA LTD TRADING AS POSSABILITY	15(2)(f)
AC159-18 OUTSTANDING DEBTORS	15(2)(j)
AC160-18 COMMUNICATIONS JOURNAL - TAS COMMUNICATIONS PTY LTD - OPERATIONAL REVIEW	15(2)(g)

AC161-18	CRADLE COAST AUTHORITY BOARD MEETING UNCONFIRMED MINUTES OF MEETING HELD ON 6 SEPTEMBER 2018	15(2)(g)
AC162-18	TASWATER OWNERS REPRESENTATIVES UNCONFIRMED MINUTES OF MEETING HELD ON 27 SEPTEMBER 2018	15(2)(g)
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AC164-18	AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC165-18	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 AC146-18 to AC165-18 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION

Resolution number: MO395-18

MOVED: Ald C Lynch

SECONDED: Ald G Simpson

“THAT the meeting be closed to the public to enable Council to consider agenda items AC146-18 to AC165-18 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

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

Against:

CARRIED UNANIMOUSLY

Reg Confidential Reason

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

RESUMPTION

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

PRESENT:

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

Officers in Attendance:

General Manager (A Wardlaw), Director Community and Economic Development (R Greene), Director Land and Environmental Services (P Earle), Director Works and Services (G Neil), Executive Manager Corporate Governance (M Neasey), Governance Officer (M Knight) and Media and Communications Officer (F Loughran).

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 Jacob Camac of Lifehouse.

**AO302-18 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING
OF COUNCIL HELD ON 16 OCTOBER 2018****RECOMMENDATION:**

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices on 16 October 2018, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO396-18

MOVED: Ald T Brumby

SECONDED: Ald K Dorsey

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices on 16 October 2018, be confirmed as true and correct.”

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO303-18 MOTION ON NOTICE - INVESTIGATE WATERSLIDE COSTS**

FILE NO: 15/5/2; 3017465

PREVIOUS MIN:

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

“THAT Council investigate the cost to install a waterslide at the Burnie Aquatic Centre.”

ALDERMAN’S COMMENTS

Following discussion at a previous meeting where a Youth Councillor requested information regarding the installation of a waterslide at the aquatic centre, it appears relevant that the idea be investigated.

The development of the aquatic centre has been an outstanding but expensive addition to Burnie. The removal of the diving pool removed the reason for many young people to go to the pool. It was a right of passage for all children to initially jump off the 1 metre board, graduate to the 3 metre, then the 5 and ultimately the 10. It was the reason to spend all day at the pool – the fun factor. The “wow” ingredient, the coming of age, the act of courage and something to look forward to. It was a way to spend a whole day getting better or braver, it kept kids off the street and gave them a place to have fun.

The pool lacks a “wow” factor. I personally believe that if we wish to get the best value from the pool and increase patronage, we need to add a “safe”, fun, exhilarating experience for young people to enjoy at the pool. A waterslide seems to be the choice of young people and a diving board is no longer possible.

GENERAL MANAGER’S COMMENTS**Background**

As noted in the Alderman’s comments there was a request at the previous meeting to provide Council with information on previous investigations associated with the provision of a waterslide at the Burnie Aquatic Centre.

From a review of notes arising from the deliberations of the Aquatic Centre Working Group, (which guided the development of the Burnie Aquatic Centre upgrade) it was observed that there were a number of discussions in regard to the desirability of providing a waterslide at some future point.

It was also noted that, based on some preliminary investigation, an upgrade to the 50m pool water management system would be required to facilitate the operation of a waterslide and that the existing water management systems was quite old. A medium term aim was to upgrade both the 50m pool and the pool water management system.

At that time, no further investigation into the specifics of waterslide costs nor operational implications occurred.

Council did purchase a set of inflatables for use in the 50m and indoor pool, in response to community requests for some elements of play to be provided at the Burnie Aquatic Centre.

Legislative Requirements

This report presents no legislative implications for Council.

Policy Considerations

Council has developed the Burnie Aquatic Centre to provide for a wide range of community needs.

Financial Impact

This report presents no financial implications for Council, in that the motion, if passed, seeks only to investigate the cost to install a waterslide at the Burnie Aquatic Centre.

Discussion

The Alderman's comments note some ongoing discussion in the community as to the desirability of providing additional play features at the Burnie Aquatic Centre, a waterslide being one of the popular items suggested by the community.

The motion requests that costs be obtained for the installation of a waterslide at the Burnie Aquatic Centre. There are many potential options available for a waterslide, with a wide range of configurations. In addition, the ability of the existing pool systems to cater for the operation of a waterslide also needs to be reviewed, as would the space available and practicality of installing a slide.

For information, two images of waterslides are ***attached***.

- Emerald - \$1.2m to \$1.4m supply and installed.
- Nowra - \$1.0m to 1.2m supply and installed.

This information is provided to illustrate scale and potential costs associated with a waterslide. There are a number of suppliers and many configurations available.

Costs are based upon connecting to an existing water management system. There may be additional costs should the existing system require upgrade.

Operational cost implications to consider will relate to:

- Provision of supervision of the waterslide
- Periodic maintenance of the slide
- Water management costs – pumping system
- Depreciation

As noted in the background section of the report, there is a need in the medium term to upgrade the 50m pool and associated water management system, as in the main the system (filter and pumping) are part of the original fit out of the Burnie Aquatic Centre.

It is suggested that there needs to be clarity as to the expectations of the community in regard to the provision of additional features at the Burnie Aquatic Centre to aid Council in its decision making processes. A means of seeking that clarity may be to reform the Aquatic Centre Working Group, with support of the Youth Council, and the operator of the Burnie Aquatic Centre and seek their assistance to establish some functional parameters for a potential waterslide and explore the level of community interest.

The group could also assist in reviewing the potential timeline for the 50m pool and water management systems upgrade, considering operational performance to date.

An alternate recommendation in that regard may be:

“That Council work with the Aquatic Centre Working Group, Youth Council and operator of the Burnie Aquatic Centre to investigate the cost to install a waterslide at the Burnie Aquatic Centre and timeline for 50m pool upgrade.”

Risk

Progressing an investigation into the costs associated with the possible provision of a waterslide at the Burnie Aquatic Centre, may lead to an expectation within some members of the community that the project will proceed.

However, this expectation can be managed through appropriate communication, as required.

Consultation

Should Council have an interest in investigating costs implications associated with the provision of a waterslide, Officers have noted potential stakeholders to work with in that regard.

Alternative Recommendation

“That Council work with the Aquatic Centre Working Group, Youth Council and operator of the Burnie Aquatic Centre to investigate the cost to install a waterslide at the Burnie Aquatic Centre and timeline for 50m pool upgrade.”

ATTACHMENTS

1 [↓](#) Waterslide Images

COUNCIL RESOLUTION

Resolution number: MO397-18

MOVED: Ald K Dorsey

SECONDED: Ald D Pease

“THAT Council work with the Aquatic Centre Working Group, Youth Council and operator of the Burnie Aquatic Centre to investigate the cost to install a waterslide at the Burnie Aquatic Centre and timeline for 50m pool upgrade.”

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

Against:

CARRIED UNANIMOUSLY



NOWRA AQUATIC CENTRE, NSW



EMERALD AQUATIC CENTRE, QLD

MOTIONS ON NOTICE**AO304-18 MOTION ON NOTICE - NWFL AND DFA GRAND FINALS**

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 open discussion with the NWFL and DFA re scheduling of their Grand Finals.”

ALDERMAN’S COMMENTS

Burnie was fortunate to have 2 local teams vying for a Grand Final win this current year and even more fortunate that both were successful. Burnie triumphed in the NWFL final and South Burnie was successful in the DFA.

Regretfully due to scheduling Burnie residents were unable to enjoy both as the scheduling and timing was identical. A choice had to be made on which team or venue to support. The DFA final is held at the Wivenhoe football ground whereas the NWFL is always relegated to Latrobe.

It is counterproductive to both codes to have the GF on the same day and at the same time. It decreases patronage and fails to allow patrons and fans to attend both.

Whilst we may not have any influence over the decision by either code, it stands to reason that this is in the interest of both associations. We want Burnie teams to excel in sports, it is good for the morale of the city. We want patronage at the games especially in Wivenhoe to be at a maximum level. Sporting codes and in particular Grand Finals bring people to the city, provide economic stimulus, and assists the associations and clubs.

Discussions cost nothing but the benefits could be substantial.

GENERAL MANAGER’S COMMENTS

As is noted in the Alderman’s comments, Council has no formal jurisdiction over the scheduling of football finals.

While Council may be able to influence the two leagues to prevent clashes in the future, there may also be other issues at a broader regional and statewide level that impact on scheduling and therefore will be out of the control of the leagues.

Rather than holding discussions, it may be prudent for Council to write to the two leagues to note Council's concerns and to seek a better understanding of the issues from their perspectives, and for Council to consider its approach after receiving their responses.

Alternative Recommendation

"That the Mayor write to the North West Football League and Darwin Football Association, noting Council's concerns with the clash of grand finals, and seeking an understanding of the issues creating the scheduling clash".

COUNCIL RESOLUTION

Resolution number: MO398-18

MOVED: Ald K Dorsey

SECONDED: Ald C Lynch

"THAT Council open discussion with the NWFL and DFA re scheduling of their Grand Finals."

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO305-18 MOTION ON NOTICE - PROPOSAL FOR COUNCIL TO ADOPT THE TERM COUNCILLOR****FILE NO: 15/5/5****PREVIOUS MIN:**

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

“THAT Council adopt the term Councillor from this time forward with the following stipulations:

- 1) That the changes to policies and procedures be initiated at the time of their review only. We do not want to create unnecessary extra work for staff.***
- 2) That no historical data be altered.”***

ALDERMAN'S COMMENTS

In the May 2018 Council meeting it was agreed to ask LGAT to consider having the Local Government Act amended to have all those serving in local government to be aptly titled Councillor. It was argued that: “In the interests of inclusiveness for all those currently serving on councils in Tasmania, and all those who potentially seek to serve as councillors or alderman, the removal of this gender specific descriptor is warranted.”

The General Manager in his response advised: “To some the term alderman may be seen as a non-gender specific, however other may find it offensive.”

The LGAT conference endorsed this concept; however, the State Government advised that it had no intentions of changing the Act with regards to naming and that each individual Council could decide on what they wished to be called.

For me personally, I am proud to be elected an Alderman for the City of Burnie. I never considered the word gender specific and in reality never gave it a second thought. I am personally satisfied that term Alderman is as defined in the Merriam-Webster dictionary:

“1. a person governing a kingdom, district, or shire as viceroy for an Anglo-Saxon king

2a. a magistrate formerly ranking next below the mayor in an English or Irish city or borough

2b. a high-ranking member of a borough or county council in Ireland or formerly in England chosen by elected members

3. a member of a city legislative body”

Every individual who recently contested the election did so to serve as an Alderman; however, I do not wish for this to be an on-going issue of contention or misperception. Regretfully there is now a negative connotation to the term Alderman which could stain us in perpetuity.

Let's change the word and move on to what is important to the people of Burnie.

GENERAL MANAGER'S COMMENTS

Background

Council at its meeting on 15 May 2018 adopted the following motion:

“THAT Council:

1) Endorse the following motion to the LGAT Annual General Meeting on 25 July 2018:

‘That LGAT lobby for a change to the Local Government Act 1993 to remove the word alderman from the Act entirely, leaving only councillor’.

and

2) Authorise the General Manager to submit the endorsed motion to LGAT.”

The motion was submitted to LGAT and debated and passed at their General meeting on 25 July 2018.

The Tasmanian State Government Agency comment on this motion was as follows:

“While the Act provides that city councillors may also be ‘known as Aldermen’, there is nothing to prevent individual city councils determining that their elected members should be referred to as ‘councillors’, rather than ‘aldermen’. Therefore, the Tasmanian Government considers that this matter should appropriately be determined by individual city councils.”

Despite this view of the State Government the passing of the motion at the LGAT General Meeting provides a sectorial position that will be lobby during the current review of the *Local Government Act*.

Legislative Requirements

The *Local Government Act 1993* mentions Alderman on two occasions.

Firstly under definition of councillor in s3:

“councillor means a person elected to a council and includes the Lord Mayor, Deputy Lord Mayor, mayor, deputy mayor and alderman;”

The second mention is in s25(2) under constitution of council:

“A person elected to a city council is a councillor but may be known as an alderman.”

Policy Considerations

Council has formed a view at its meeting on 15 May 2018 to lobby for change to the Act for all every council to have “councillors” not “Aldermen”. This change would affect the six councils that are defined cities under Schedule 3B; Burnie; Clarence; Devonport; Glenorchy; Hobart; and Launceston.

Financial Impact

If the motion is passed, there would be a cost associated to the necessary changes to systems, processes and consumables. A large component of this cost would be absorbed internally, however some may require assistance from third party providers such as printers, software changes.

Discussion

As s25(2) states it is not mandated that City councillors have to be known as Alderman and as stated by the State Government it is possible for an individual Council to refer to their elected representatives as Councillors.

In relation to the Motion’s comment about the impact of workload to staff, Aldermen should be aware in their consideration, that the process to change over terminology will take some time. If changes are made only as documents come due, there will be a long period of having both terminologies in place. The following is a quick estimate of the various areas that would require change (there may be other areas not yet identified):

- Terminology in various corporate documents (such as policies, forms, procedures, registers, guidelines) – approximately 64 documents
- Update throughout the Aldermen’s Portal – web text changes
- Update throughout the council website – various pages body text
- Re-signing of Council name plates in Chambers
- Agenda and minutes documentation – updates to templates
- Infocouncil software (agenda and minutes) – updates by software developers to scripts
- Special Committees Schedules
- Replacement of business cards

If this motion is passed it will take some time to implement all the changes that are required to documentation and systems. While this is accepted, to avoid confusion with having two definitions there should be a target that this occur by 30 June 2019.

COUNCIL RESOLUTION**Resolution number: MO399-18****MOVED:** Ald K Dorsey**SECONDED:** Ald A Keygan

“THAT Council adopt the term Councillor from this time forward with the following stipulations:

- 1) That the changes to policies and procedures be initiated at the time of their review only. We do not want to create unnecessary extra work for staff.***
- 2) That no historical data be altered.”***

For: Ald S Kons, Ald A Boyd, Ald K Dorsey, Ald C Lynch, Ald A Keygan, Ald G Simpson, Ald D Pease.

Against: Ald T Brumby, Ald T Bulle.

CARRIED

MOTIONS ON NOTICE**AO306-18 MOTION ON NOTICE - LOCAL TRADER MARKETING GRANTS
CRITERIA**

FILE NO: 15/5/2

PREVIOUS MIN:

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

“THAT the criteria for the Local Trader Marketing Grants program be amended to include in-kind contributions as a cash amount toward the 50% of funds being sought. That is, the criteria read as: ‘Require a cash or in-kind co-contribution of 50% of the funds being sought’.”

ALDERMAN’S COMMENTS

The current criteria fails to acknowledge that a significant cost of staging an event is time and/or the provision of support for free by parties both involved and outside those directly involved with the event. It is reasonable to value such ‘in-kind’ contributions just as Council itself values labour when determining the cost of a project.

GENERAL MANAGER’S COMMENT

The Local Trader Marketing Grants Program was advertised on 27 October 2018 and promoted through the Chamber of Commerce, however to date Council has not received any applications. It may be that the lack of interest to date is because local businesses are unprepared to co-fund promotional activities with a cash only contribution.

As there are few government grants where some level of cash contribution is not required, Council may wish to consider whether it will require at least a minimal cash contribution, for example 10% of the funds being sought.

Should Council accept the motion it will be required to put a value to in-kind support. The Institute of Community Directors suggests that volunteer hours should be valued at the cost to replace. This is the method used by the Australian Bureau of Statistics (ABS). Based on local government rates for events management including on-costs, it is suggested in-kind support be costed at \$65 per hour. The application form can be easily revised to provide applicants to detail the proposed hours of support and calculate a dollar value.

The change to the criteria can be communicated through the Chamber of Commerce and on Council’s website.

COUNCIL RESOLUTION

Resolution number: MO400-18

MOVED: *Ald D Pease*

SECONDED: *Ald K Dorsey*

“THAT the criteria for the Local Trader Marketing Grants program be amended to include in-kind contributions as a cash amount toward the 50% of funds being sought. That is, the criteria read as: ‘Require a cash or in-kind co-contribution of 50% of the funds being sought’.”

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO307-18 MOTION ON NOTICE - PROPOSED ALLOCATION FOR BURNIE CHRISTMAS PROMOTIONS**

FILE NO: 15/5/2

PREVIOUS MIN:

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

“THAT an amount of up to \$5,000 be made available from the Local Traders Marketing Grants program to Council’s Marketing Department to organise Christmas festivities for the City.”

ALDERMAN’S COMMENTS

Council indicated in a Mayoral letter dated 21st May 2018 to City Link that with the demise of City Link Council would consider a Christmas Promotion aligned with the Burnie Christmas Parade as a “priority area for promotional activities”. However, it appears with the introduction of the Local Traders Marketing Grants program that unintentionally the onus for Christmas promotions and events has returned to local traders.

It is unreasonable to expect small collectives of traders to co-ordinate, implement and half fund events that are for the benefit of all Burnie ratepayers, such as Christmas promotions and activities. While it is too close to Christmas to expect the Marketing Department of Council to develop a major promotion, the opportunity exists for various smaller activities that will create a vibrancy during this period, e.g. buskers and Burnie voucher giveaways.

GENERAL MANAGER’S COMMENTS

As is noted in the Aldermen’s comments, it was understood the intention of the previous Motion was for the Local Traders Marketing Grants program to support activities such as Christmas promotions and events, rather than Council staff undertaking the organising of these events. There was also no expectation that the Local Traders Marketing Program was limited to a small collective of retailers.

Should Council support this Motion, Councils’ Business and Recreation team will be tasked with organising Christmas promotional activities in the city, as the Marketing and Events team is currently focused on delivering a revamped Night on the Terrace event.

COUNCIL RESOLUTION

Resolution number: MO401-18

MOVED: *Ald D Pease*

SECONDED: *Ald T Brumby*

“THAT an amount of up to \$5,000 be made available from the Local Traders Marketing Grants program to Council’s Marketing Department to organise Christmas festivities for the City.”

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO308-18 MOTION ON NOTICE - PROPOSED FEE REDUCTION IN MULTI-STOREY CAR PARK FOR CHRISTMAS PERIOD**

FILE NO: 15/5/2

PREVIOUS MIN:

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

“THAT the first hour of parking in the multi-story carpark from the 10th of December to the 31st December inclusive be made free, and that \$2500 be made available from the Local Traders Marketing Grants program to advertise the free parking locally and in surrounding municipalities.”

ALDERMAN’S COMMENTS

Over the past years Council has deemed it suitable to provide an element of free parking during the Christmas period. Such a move has, in general, been widely appreciated by all Burnie ratepayers. Further, free parking may provide an encouragement, when advertised, for people outside the municipality to visit Burnie with resultant economic benefits. Given there is very little Christmas cheer planned for Burnie by Council first hour free parking in the MSCP during this period would appear a suitable method to support both business and residential ratepayers.

GENERAL MANAGER’S COMMENTS**Background**

The Burnie City Council has applied parking controls and a parking charge to manage public use of parking space provided by the Council for more than 50 years. 270 parking meters were installed in December 1966 as the first stage of a wider parking system to provide publicly accessible parking.

Council currently provides some 1600 publicly accessible parking spaces within the Burnie town centre. Approximately 30% of spaces are within a road area. The balance 70% are in a number of off-street facilities, with 640 of the spaces provided in a single facility at the Marine Terrace Car Park.

The Council’s contribution to parking in the Burnie town centre comprises some 43% of the total publicly accessible parking provision. The majority of spaces are privately provided, many of which are operated as a commercial facility in which user charges and timed parking controls apply.

Some 40% of parking use on Council facilities is by people who are not resident in the Burnie municipal area.

The Council's participation in the provision of parking is based on a long-held principle that shared publicly accessible parking arrangements to servicing multiple destinations are more attractive and convenient to users of the town centre than multiple separate facilities each servicing employee and customer requirements for individual premises.

The Council has promoted and supported the shared facility approach to parking provision by suspending operation of standard land use requirements for each use site to make independent arrangements for provision of parking.

Businesses and other activities in the town centre are not required to make any capital or operational investment in provision for employee or customer parking, and make no direct or embedded contribution through rates or other charges to the provision of Council provided parking space. Land uses in the Burnie town centre have an inherent and standing advantage over activities in other locations, including for private dwellings, where the parking provisions of the planning scheme apply to require part of a site be assigned, developed and managed as parking space.

The Council's parking function operates in a competitive commercial environment as a significant business activity in accordance with National Competition Policy to ensure a fair and equal participation with other providers.

There is an obligation on the Council to apply cost reflective pricing that will account for all relevant capital, operational, opportunity, and competition expenses and make full cost recovery without any form of subsidy. For this reason Council's position has been to apply a parking charge under which the user on each space meets the direct cost of parking.

There is no contribution to the Council's parking operation from rates or other charges levied on land.

Legislative Requirements

Section 95 *Local Government (Highways) Act 1982* provides a council may establish controlled parking arrangements for use of parking space on a local road; and requires that the Council must set a fee for use of that space during a controlled parking period.

There is no mandatory requirement to set a fee for use of parking space provided on Council land that is not a road area.

Section 205 *Local Government Act 1993* allows that the Council may apply a charge for the use of any facility, or for the provision of any service, work, information or approval.

The Council has applied the *Local Government Act* provision to set fees and charges as part of its annual budget process for use of Council provided parking space on both road areas and on Council owned land in the Burnie town centre.

Arrangements under the National Competition Policy require that if a Council operates a significant business activity in an environment where there is, or is likely to be, competition with other providers, the Council must apply competitive neutrality principles and set cost reflective pricing so as to operate on a fair and equal footing with private enterprise.

The Office of the Tasmanian Economic Regulator has power under the *Economic Regulator Act 2009* to investigate complaints received in relation to the National Competition Policy competitive neutrality principles, and make a report to the relevant Minister. The Minister may issue directions to require any breach must be rectified.

A council may be investigated in relation to whether it is conducting a significant business activity in accordance with the requirements to practice competitive neutrality.

Policy Considerations

Council adopted Parking Policy CP-CBS-SG-007 at its meeting of 18 September 2018.

Purpose of the Policy is to provide a policy framework for the manner in which the Burnie City Council will make provision for adequate and accessible public vehicle parking space within the Burnie municipal area; and for how it will fairly and consistently manage the use of parking space on land owned or managed by the Council in the best interests of the community as a whole.

The Policy applies to guide any decision in relation to the Motion.

The Policy in clause 4.3 addresses the matter of parking charges. It states the Council will apply cost reflective pricing to recognise parking space is a commodity with a market value related to the consumer benefit provided; and that the full cost of parking and a reasonable return on investment will be recovered directly and equitably from the user of a parking space so as not to require any subsidy or cost transfer.

The Policy in clause 4.3.3(f) indicates the Council will account for and recover foregone revenue if a parking charge applicable for use of any Council parking space is discounted or waived in whole or part.

Financial Impacts

The Motion calls for the first 60-minutes in the MTCP to be without charge for the period from 10 December until 31 December 2018.

Usage data indicate 42% of MTCP transactions, and 14.6% of total chargeable hours, are from vehicles that stay for a period of not more than 1 hour.

A free hour will also apply for the first part of any longer stay.

It is known from historical data that the MTCP usage will increase during December to reflect seasonal shopping peaks.

It is also apparent from the 2017 free parking period trial that occupancy may increase during the free period and decline for longer periods. It is also apparent parking behaviour may change to favour the MTCP over other public and private facilities.

A conservative estimate based on annual usage data in the MTCP from 2016 and 2017 suggest the proposal described in the Motion is likely to result in a foregone revenue from user charges in a range from \$15,000 to \$20,000 for the full three (3) week period.

There is a service charge of \$500 paid to the system provider on each occasion the parking charge settings are changed in the MTCP operating system. The system would need to recalibrate at start of the free-hour period and re-set on conclusion, for a total cost of \$1,000.

The Motion also calls for an allocation of \$2,500 for promotion of the concessional parking arrangement.

Total costs could be in the order of \$18,500 to \$23,500.

Accounting standards and audit requirements are reflected in the Parking Policy to require the Council must account and provide for any revenue foregone from parking operations as a result of a concessional or discount parking decision.

Council has made no provision in the 2018/19 Budget to fund a free parking opportunity as described in the Motion.

Year to date actuals for revenue from parking operations do not suggest forecast revenue will exceed budget expectations and provide a surplus to cover revenue foregone if the concessional parking arrangements is implemented. An advantage in revenue should not be applied to permit unbudgeted expenditure.

Discussion

Despite an uninterrupted application of parking charges since 1966, there is an apparent but unquantified undercurrent of community discontent in having to pay for parking; and a recurrent proposition by some that a parking charge is detrimental to business activity and attraction of the town centre.

Council is from time to time challenged to reconsider its position on parking charges generally, or to implement concessional or waiver arrangements.

Council had participated in town centre promotional events (such as Sidewalk Sell-out) by providing free parking. Revenue foregone from parking was met from a specific budget allocation to fund such events. There have been no promotion events of this kind programmed in recent years

For several years until 2017 the Council offered free parking in the Marine Terrace Car Park on each Saturday during December.

There was always some confusion for whether the arrangement provided for the convenience of people coming into town, or was a means to release disposable income in support of increase spending in town centre shops.

Saturday is the peak activity day in the weeks before Christmas. The free Saturday MTCP parking had been criticised by some sections of the business community and Aldermen as being of questionable benefit to retailers in terms of increasing potential custom and expenditure.

In 2017 the Council replaced the free pre-Christmas Saturday arrangement with an arrangement under which the first 90-minute parking period in the MTCP was without charge during November and December.

Results of the trial were provided to the Council in February 2018.

The report indicated that while absolute numbers using the MTCP facility had increased against the same period in previous years, it did not translate into any extension on the duration of stay or in overall occupancy. Short-term occupation (less than 90-minutes) increased, while longer stays decreased.

There was also an apparent shift from other Council managed parking facilities into the MTCP. Net gain in overall use of Council managed spaces during the free parking trial was marginal.

The effect on parking revenue was a loss of \$59,550 over the two month period.

There is no evidence to allow quantitative assessment for impact on business activity.

There is no current decision of Council to provide concessional parking in any form or in any Council owned facility during December 2018.

Council has during the last year extensively examined arrangements for free parking within the Burnie town centre as part of a review of parking policy and practice.

Results of a free parking period operated in the MTCP during November and December 2017 are consistent with the findings in research and experience reported from other parts of Australia and in comparable economies in many parts of the world which indicated –

- Many and complex factors interact to provide a unique and dynamic influence on the performance of each town centre. While it is important to get parking provision and pricing structure right for the conditions of each centre, car parking charges should not be viewed in isolation from other factors
- Price of parking is relatively low in the decision factors which influence an individual's choice of location, duration of stay, and level of spending – factors such as availability, accessibility, convenience and safety are prime considerations before price;

- While there is a relationship between footfall and discretionary retail spend, there is a lack of robust evidence linking car park pricing strategies and town centre footfall;
- Free-parking initiatives may offer a “feel good” factor, but will typically result in limited or no sustained additional town centre activity.
- Free parking initiatives must by definition provide an alternative to a paid parking environment, and will therefore result in an initial and potentially on-going loss in parking revenue.

A blanket free-parking approach without strict enforcement on limits for use of a parking space in high demand periods is counter-productive to any objective to increase overall attendance and discretionary spend. The parking provider will still incur costs to monitor and enforce compliance to parking controls to ensure parking provision satisfies community expectations to locate and use a parking space.

The parking provider must continue to meet ownership and operating costs despite foregone revenues. The burden is inequitable if the parking provider is not the direct or intended beneficiary from any anticipated increase in trade turnover.

Those intended to benefit from clear and stated objectives for free parking should make some contribution to the development, promotion and costs of such schemes.

Initiatives to counter lost parking revenue should not include subsidies from other sources or pass the direct cost burden from the user to the general community. Revenue loss from free parking may be made up by an adjustment, increase, or introduction of other parking fees or charges, by a reduction in expenditure on other programs, or by third party contribution from beneficiaries of the scheme.

- Free parking initiatives should not be introduced until all local nuances and likely consequences have been considered in the broadest possible sense - including for the mix of participants in provision of parking facilities, regulatory requirements, existing control periods and fee structures, direct and indirect costs of accessing alternate parking or retail destinations, and patterns of parking behaviour;
- Clear objectives must be agreed and stated before initiating any free parking initiative, and robust data must be collected and assessed against specific baseline criteria to determine impact.

There is no single or one-size-fits all approach to free parking. Initiatives must be geared to and adjusted for current local circumstance. However, free parking is not an effective strategy in its own right to increase town centre attendance or to improve retail expenditure or economic activity.

A free parking strategy, if established as feasible or necessary for stimulating attraction and viability of a town centre, should always form part of a more comprehensive and structured short-term or extended program supported and funded by all relevant parties, including retailers and other parking providers.

A concession on payment of a parking charge should not be offered to attract increased town centre activity in periods of high seasonal or daily demand, or in conjunction with special events if purpose is to support improvement in business activity. The objective should be to attract attendance during identified low-trade periods.

Investment in infrastructure and programs to improve the attraction, convenience and safety of a town centre and the quality of the retail experience are generally more effective than free parking arrangements.

- Ad-hoc and short-duration programs may be counterproductive in that confusion, uncertainty and resentment may result.

Periods of concessional parking can be disruptive to community acceptance of the principle that the user should pay for the commodity consumed. Free parking allows perception that there is no cost to provision and management of parking, and may fuel expectation that promotion periods become entrenched as standard practice.

Free-parking should not be offered in only one of the facilities which service a locality. Parking behaviour will adjust to favour the free facility at the expense of others, and redistribute activity within a centre to those locations convenient to the cheaper parking option.

If one provider in a commercial parking environment provides free or significantly cheaper parking, other providers must follow suite. If parking activity becomes unviable due to falling revenue, some providers may withdraw, with a risk to the attractiveness and accessibility of the centre if shortfalls occur in overall parking provision.

These observations do not exclude the Council from further consideration of free parking initiatives. However, it is clear free parking alone will not reverse declining interest and performance of a town centre, and should not be implemented unless part of a more comprehensive and participatory program.

The Motion raises a number of considerations for whether the Council should waive or relax the parking charge and provide free parking in one of the Council managed parking facilities.

The following are relevant –

- a) the initiative is not described to form part of any planned or strategic arrangement for promotion of the Burnie town centre;
- b) there is no explanation for why the concessional period should run from 10 December and continue after the pre-Christmas shopping period has ended;
- c) there is no suggestion –

- (i) the proposed arrangement for the MTCP will be matched by other short-term parking providers within the Burnie town centre; or
- (ii) business houses will contribute to the cost of making parking available without charge as part of a consolidated approach to a Christmas promotion;
- d) there is no information to establish the likelihood or scale of economic benefit in support of business and ratepayers that may result from the concessional arrangement, or for how it will be measured; and
- e) the benefit of the free parking will extend to people who are not residents of the Burnie municipal area, but is not quantified in terms of how it will support residential ratepayers

Risk

There is risk a decision to waive the parking charge for the first hour of use on a parking space in the MTCP from mid to late December 2018 will impact on the Council's credibility and performance as a considered and strategically directed organisation and a sound financial manager in that it –

- a) will be an un-budgeted expense with implications for parking revenue and the ability of Council to meet its budget forecasts;
- b) will be inconsistent with the Council's Parking Policy and audit requirements in that no arrangements are in place to account or provide for foregone revenue;
- c) may consolidate an expectation by business and the community that it is the practice of the Council to provide free parking during the Christmas period in the absence of any stated strategic justification or evidence of tangible benefit;
- d) may be perceived as inequitable in not being applicable for all Council provided parking space; and
- e) may be investigated as inconsistent with national competition policy competitive neutrality principles if complaint is made by a private parking provider alleging the arrangements impacts on attendance in other facilities

There is risk a decision not to support the Motion to provide the first hour without charge for use of a parking space within the MTCP from mid to late December 2018 may damage the reputation of the Council if perceived as a sign of disinterest to support town centre businesses or to provide the wider community with relief from parking charges during the Christmas period.

Alternative Recommendation

That Council –

- a) not provide a period of free parking for use of a parking space in the Marine Terrace Car Park during December 2018; and*
- b) refer the matter of any concessional parking , including during the Christmas period, for fuller consideration as part of an integrated promotional arrangement for the Burnie town centre prior to the 2019/20 Budget process*

COUNCIL RESOLUTION

Resolution number: MO402-18

MOVED: Ald D Pease

SECONDED: Ald K Dorsey

“THAT

- 1) The first hour of parking in the multi-story carpark from the 10th of December to the 31st December inclusive be made free, and that \$2500 be made available from the Local Traders Marketing Grants program to advertise the free parking locally and in surrounding municipalities; and**
- 2) Council refer the matter of any concessional parking, including during the Christmas period, for fuller consideration as part of an integrated promotional arrangement for the Burnie town centre prior to the 2019/20 Budget process.”**

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO309-18 MOTION ON NOTICE - COUNCIL FLOAT IN CHRISTMAS PARADE**

FILE NO: 15/5/2

PREVIOUS MIN:

Alderman Teeny Brumby has given notice that she would move the following motion at this meeting:-

“THAT this new council participate in the Christmas Spirit by having our own float in the 2018 Burnie Christmas Parade.”

ALDERMAN’S COMMENTS

In the spirit of our community gathering at Christmas time, it would be awesome if we the newly elected representatives, could participate by having a float in the Christmas Parade?

Most people seem to have a view of elected representatives being a little ... conservative - let's show the community we can have fun too, it may even be a great way to show the community we are thankful for the opportunity of having been elected this year!

I would be more than happy to coordinate our transport, decorations and bookings, all I need is the support of you all, to ensure our float is a success ;-)

Our council now provides additional support to help execute this event and the inclusion of our 'aldy float', would be a tremendous opportunity to show our 'physical' support for this parade.

GENERAL MANAGER’S COMMENTS

The Burnie Christmas Parade is to be held at 7pm on Friday, 14 December 2018.

The parade is organised by the Burnie City Council and terms and conditions of entry can be found on the council website. A registration form is to be submitted to Council by 5 December 2018.

The motion suggests that if successful Aldermen will coordinate the entry of the float and there is no suggestion that any resources of the Council will be used.

If Aldermen are expecting any assistance; in preparing the float; use of vehicle; and driver; on the evening this would be at a cost that has not been allocated in the budget. The cost of this support is unable to be established from the information provided in the Notice of

Motion, however if expected Council should make a notional allocation of \$500 from the Strategic Initiatives budget.

COUNCIL RESOLUTION

Resolution number: MO403-18

MOVED: *Ald T Brumby*

SECONDED: *Ald K Dorsey*

“THAT this new council participate in the Christmas Spirit by having our own float in the 2018 Burnie Christmas Parade.”

For: Ald A Boyd, Ald T Brumby, Ald C Lynch, Ald T Bulle, Ald D Pease.

Against: Ald S Kons, Ald K Dorsey, Ald A Keygan, Ald G Simpson.

CARRIED

MOTIONS ON NOTICE**AO310-18 MOTION ON NOTICE - ENHANCEMENT OF BURNIE LOOKOUT**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council undertakes an analysis of how to value add to the tourist experience by undertaking a desktop analysis (no consultants to be used to save money) of the viewing area on the lookout at the Burnie Sports Centre to implement a tourist interpretation board and viewing glasses, to enhance one of the Cities best city vistas which is very bare at this point in time.”

ALDERMAN’S COMMENTS

We have a great asset that for a small amount of money can be enhanced to create a great experience for visitors.

Many visitors comment on how great the view from up there is but do not understand why it is not promoted better and why it is so sparse.

GENERAL MANAGER’S COMMENTS

Council installed viewing glasses at the Waterfront playground some years ago. Anecdotal feedback suggests the viewing glasses are rarely used, and after discussions with relevant officers it is proposed to relocate them to the lookout at a small cost.

The interpretation board will require further investigation and costing to ensure a high quality and durable installation. If the motion is passed a further report will be provided to Council in January on a proposal for an interpretation board. Depending on the cost this may need to be referred to the capital works budget for 2019-20.

COUNCIL RESOLUTION**Resolution number: MO404-18****MOVED:** *Ald G Simpson***SECONDED:** *Ald A Boyd*

“THAT Council undertakes an analysis of how to value add to the tourist experience by undertaking a desktop analysis (no consultants to be used to save money) of the viewing area on the lookout at the Burnie Sports Centre to implement a tourist interpretation board and viewing glasses, to enhance one of the Cities best city vistas which is very bare at this point in time.”

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO311-18 MOTION ON NOTICE - WALKING TRAILS**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council internally review (no consultants to be used) the prospect of creating two walking trails.

- 1) A cultural trail to be called the RED LINE TRAIL to highlight built heritage beyond the Art Deco trail but highlighting historical aspects of the City incorporating plaques with a description of the history of the City on a similar detail as the South Burnie APPM exposition highlighting the history of the mill***
- 2) An environmental trail to be called the GREEN LINE TRAIL highlighting the environmental aspects of the City incorporating Fern Glade, Burnie Park and all other environmental features throughout our City.”***

ALDERMAN’S COMMENTS

We have many great stories to tell as a City but unfortunately do not convey these effectively and we should try to link these together in a coherent manner rather than an ad hoc way in which we currently do.

GENERAL MANAGER’S COMMENTS**Background**

Council has previously developed a number of walking trails within the City to:

- Promote healthy and active lifestyles.
- Link features and facilities within the City.
- Support the access needs of visitors.

As noted in the Alderman’s comments, appropriate signage and information is necessary to encourage use of such walking tracks and trails and to enhance the user experience.

Typically, this would entail:

- Location and direction signage.
- Informational signage.

Additionally, elements of public art may be incorporated where relevant. Online content is also usually provided to support the user/visitor experience.

Council has previously endorsed a parks signage scheme and this scheme is progressively being rolled out, albeit slowly.

Work is also occurring in the development of a Destination Action Plan (Tourism) for the City, which incorporates elements of the signage scheme noted above. This action plan will also use colour and texture to differentiate signage for various types of visitor experiences.

Legislative Requirements

This report presents no legislative implication for Council.

Policy Considerations

The report notes two projects, which Council has previously endorsed for progression.

Financial Impact

Funds have been allocated in the 2018-19 capital works budget for the Coastal Pathway project and for a Parks Signage Strategy.

These funds would be used to progress the two signage schemes noted in this report.

Discussion

Council has two projects in train that would directly link to the intent of the Motion on Notice.

- Burnie Loop Trail: The development of a Burnie Loop Trail was identified as an action arising from the Burnie CBD Master Plan development. This trail links cultural, environmental and historic features in close proximity to the CBD. Council has endorsed the implementation of the trail.

Officers are currently working on a signage scheme for the trail.

- Coastal Pathway: The ongoing development of the Coastal Pathway not only promotes active lifestyles but when complete, will link many of the natural features and points of interest. The Coastal Pathway will provide a link between Fernglade Reserve to the Camdale Reserve and the many features along the way.

The project will incorporate a signage scheme, linking and complementary to, the Loop Trail Scheme.

The current focus of Officers is to facilitate the progression of the physical works and then progress the signage scheme.

It is suggested that the two projects noted above would, to a large extent, meet the intent of the Motion on Notice.

As the signage schemes are developed, Officers will present the draft concepts to Council for consideration and review, prior to progressing physical works.

An alternate recommendation for Council to consider is ***“That the information be noted.”***

Risk

This report does not present any risk implications to Council, it reports on current projects.

Consultation

The signage schemes noted above require input from various sections of Council, including Technical Services, Marketing and Events, and Burnie Regional Museum, to develop signage design and content.

The signage schemes will be presented to Council for review in due course.

Alternative Recommendation

“That the information be noted.”

COUNCIL RESOLUTION

Resolution number: MO405-18

MOVED: *Ald G Simpson*

SECONDED: *Ald C Lynch*

“THAT Council internally review (no consultants to be used) the prospect of creating two walking trails.

- 1) A cultural trail to be called the RED LINE TRAIL to highlight built heritage beyond the Art Deco trail but highlighting historical aspects of the City incorporating plaques with a description of the history of the City on a similar detail as the South Burnie APPM exposition highlighting the history of the mill***
- 2) An environmental trail to be called the GREEN LINE TRAIL highlighting the environmental aspects of the City incorporating Fern Glade, Burnie Park and all other environmental features throughout our City.”***

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

Against:

CARRIED UNANIMOUSLY

PUBLIC QUESTION TIME**AO312-18 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 www.burnie.net and at the entry to the Meeting Room).

This form 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)
- Please ask your questions clearly and as 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

Lynne Price of Burnie asked the following questions:

- 1) *On Monday 22nd October as part of Burnie Shines 2018 Burnie Arts Council in conjunction with Ten Days on the Island hosted a special Forum entitled "The Place of Art in the Art of Place". The event was very well attended and created much discussion. I would like to ask all the Aldermen who attended to give their individual responses to the evening and whether as a result of this they now see the Arts as an industry (like retail, hospitality, etc.) that can be further developed in our municipality rather than just a genre to which "feel good" lip service should be paid.*

Mayor Kons responded that there has been a significant focus by this Council on the Arts, through the Burnie Regional Museum, the Art Gallery and the Arts in general. Aldermen

attended the recent Forum. The Mayor stated that arts were a focal point of where this city is heading, and was not just paying lip service. Alderman Keygan added that after the forum, she sought data on employment in the arts by region, but found that arts as an industry data was not available at a regional level from the ABS. She has since sought this data from the Minister through a Right to Information request, in order to understand the economic benefit from that industry. Alderman Brumby added that she really appreciated the Arts Forum and the number of speakers. The example of the Shakespearean Festival made her think about what Burnie could do as a City and as a point of difference. Ald Dorsey noted that the economy was made up of many pieces and that art is a part of that. All pieces are integral and you can't do without any of them.

- 2) *"Brickbats and Bouquets" Often Public Question Time is used as an avenue for complaints ie. "Brickbats" and to offer compliments under this system is actually quite difficult. Would it be possible to include a Public "Space" where "Bouquets" could be offered too. eg. The new street signage is brilliant, thank you. So in order to make this point I currently have to put it as a question.....eg Who was responsible for the new street signage in the city? Thank you ..it's brilliant and quite the best I've seen anywhere.*

The General Manager explained that the Burnie Chamber of Commerce and Industry had recognised the need for better CBD signage. Council Officers worked with them to achieve the outcome of bright, clear signs, consistently placed, with the street numbers on them. He confirmed that positive feedback such as this can be provided to Council at any time, either online through the feedback link or by writing to Council.

Bob Tolputt of Burnie asked the following question:

- 1) *Could Council please review the Terrylands Boulevard intersection. Parking by Aquatic Centre patrons on busy days leads to almost zero visibility when turning onto the Boulevard.*

The Director Works and Services responded that Council can certainly have a look at the areas raised, and if there are issues, look at ways of addressing them.

Alan Moret of Burnie asked the following question:

- 1) *Is the Burnie City Council going to follow the Central Coast Council implementing the same signs (see pic) and if and when will it happen?*

The Director Land and Environmental Services responded that the question will be taken on notice and a response provided to Mr Moret.

David Bennett of Burnie asked the following question:

- 1) *At the March Council Meeting the question was asked "Was the Wynyard to Burnie Coastal Pathway still being actively developed and what date for completion could be anticipated". The response was, that due to the state elections being held at that time, the passage of necessary legislation for the transfer of major infrastructure*

from Tas Rail to local control was holding up progress. Given that it is now eight months since this question was originally asked, exactly where is the Council with this project and when can we hope to see construction of the pathway begin?

Mayor Kons responded that work towards commencing construction of the Cooee-Wynyard Cycle Path has been suspended following significant erosion of the Rail Corridor at Ocean Vista during a winter storm event. Other sections of the Corridor have also been subject to erosion. Under the new Strategic Infrastructure Corridors legislation; once being appointed Corridor Manager, Council would have been responsible to remediate and protect the corridor from erosion, at a significant cost to ratepayers. As a result Council has advised the government that it is not willing to take over management of the Corridor until the State commit to undertaking this work. Therefore Council has taken a cautious approach in this matter and is waiting for a response from the State Government.

WORKS AND SERVICES**AO313-18 BUREAU OF METEOROLOGY - POTENTIAL CHANGES TO REGIONAL WEATHER FORECASTING ARRANGEMENTS****FILE NO:** 16/9/1-05; 6/9/2-04**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:******1) Council note the information contained in this report;******OR******2) Council******a) Endorse the following motion to the LGAT Annual General Meeting on 7 December 2018:******That LGAT lobby the Bureau of Meteorology to retain its existing public weather forecasting operations in Tasmania in the interests of ensuring retention of specialist knowledge of unique Tasmanian microclimates, maintaining forecast quality, and providing timely and regionally reflective forecasts for agriculture, emergency services, tourism and the like,******and******b) Authorise the General Manager to submit the endorsed motion to LGAT.”*****2.0 SUMMARY**

The Bureau of Meteorology (BOM) earlier this year indicated that a review of its regional forecasting operations was in train with the potential to centralise forecasting staff at locations on mainland Australia. The specifics of the proposal are not available in detail.

This proposal elicited much comment within regional Australia, with agricultural, emergency services, tourism groups and the like, expressing concerns for the potential for forecasting accuracy and timeliness to diminish. It was suggested by many that a local understanding,

through local experience of microclimates, is essential for accurate regional forecasting, and the potential loss of local knowledge may impact on the accuracy of weather forecasting with consequential community safety and economic impacts.

This matter was raised at the October 2018 meeting, with Aldermen seeking advice as to what advocacy the Local Government Sector has done in regard to this matter.

Advice was sought from the Local Government Association of Tasmania (LGAT) and it is noted that local government in Tasmania has not to date undertaken any sectorial advocacy on this matter.

Included with that advice was a copy of correspondence LGAT received from the BOM, (copy **attached**), which sought to allay the concerns that had been raised in the media and community.

It is understood that the BOM plans to make a final decision on this matter in November 2018.

Council may wish to consider advocating to the BOM for appropriate forecasting services to be retained in Tasmania on the basis of supporting the needs of our community.

A sectorial approach via a motion to the next LGAT General Meeting in December is suggested in that regard.

As noted later in this report, a draft copy of the report and motion have been provided to LGAT for inclusion in the draft meeting papers due to timelines for the agenda preparation, however inclusion of the draft motion in the formal meeting papers will be subject to a determination of Council.

An issue with that approach is that by the time a decision is made at the LGAT General Meeting, it is probable that BOM will have released its final position on regional forecasting arrangements. However, any sectorial position could be used to influence debate and discussion and apply pressure, should the proposal by BOM not meet with community expectations.

Alternatively, Council may wish to note the information provided.

3.0 BACKGROUND

At the October 2018 meeting, correspondence from the Community and Public Sector Union (CPSU) was included in the correspondence section of the open agenda, noting concerns with a proposal by BOM to move the production of public weather forecasting from regional areas (such as Tasmania) to Melbourne or Brisbane.

These concerns have been expressed across regional Australia by various organisations representing emergency services, tourism, agriculture and the like.

For Council, accurate and timely weather forecasting aids in managing community responses associated with bushfire, flood and storms, where Council has a role, and supports the planning of Council activities and works, Council events, etc.

Aldermen noted these concerns and sought advice as to what local government as a sector was doing in response to these concerns.

Officers sought advice from LGAT in that regard.

In response to that request, it was advised that LGAT were aware of this matter, understood that there had been discussions between the BOM and the State Government and various government agencies and provided a copy of a letter from the CEO of the BOM outlining the position on the concerns raised with in the community.

A copy of this letter is *attached*.

4.0 LEGISLATIVE REQUIREMENTS

This report presents no legislative implication for Council.

5.0 POLICY CONSIDERATIONS

Council has now established a policy position in respect to this matter.

Advocacy on behalf of the community is consistent with Council with Council's Corporate Plan as below:

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.

6.0 FINANCIAL IMPACT

This report presents no financial implications for Council.

7.0 DISCUSSION

Following the October meeting, contact was made with LGAT to understand if a sectorial response had been made in regard to the matter at hand.

LGAT advise that it was aware of representations being made by the State Government and various agencies in regard to community concerns with the BOM proposal.

No specific LGAT representation had been made at the time of the enquiry. A copy of letter from the BOM to the LGAT was provided and is *attached*. The intent of the letter appears to be to allay community concerns and express continued support for an appropriate level of service for Tasmania.

It is understood that the BOM is still reviewing its plans in respect to the centralisation of forecasting services, with an intention to release a final position in November 2018.

There is limited additional information available related to the specifics of the BOM plan at this point in time.

As noted in the earlier in this report, accurate and timely weather forecasting is key information for many members of our community and a diminishment in the current level of service may impact many in our community.

While comfort is provided in the letter from BOM, there is still uncertainty and concern in the broader community as to the proposed changes by BOM.

Should Council consider there is a need for it to advocate on behalf of the community in this matter, Council may wish to consider direct lobbying to the BOM or seek a sectorial response through LGAT.

If a sectorial response were proposed, it is suggested that Council put forward a motion at the December 2018 LGAT General Meeting.

Key dates are as follows:

- LGAT General Meeting – agenda is distributed on 23 November 2018.
- LGAT General Meeting is to be held on 7 December 2018.

A suggested Motion for the LGAT General Meeting is as follows:

'That LGAT lobby the Bureau of Meteorology to retain its existing public weather forecasting operations in Tasmania in the interests of ensuring retention of specialist knowledge of unique Tasmanian microclimates, maintaining forecast quality, and providing timely and regionally reflective forecasts for agriculture, emergency services, tourism and the like.'

Due to timing issues with the preparation of the LGAT meeting papers, a draft copy of this report has been provided to LGAT to enable a place to be allocated on the agenda for this matter. Inclusion in the formal agenda will require a decision of Council.

An issue with that approach is that by the time a decision is made at the General Meeting, it is probable that BOM will have released its final position on regional forecasting arrangements. However, any sectorial position could be used to influence debate and discussion and apply pressure, should the proposal by BOM not meet with community expectations.

Alternatively, Council may wish to lobby to BOM directly on this matter.

A further alternate for Council to consider is to note the information provided.

8.0 RISK

This report presents limited risk to Council.

It seeks Council to consider whether it wishes to advocate via the LGAT for the BOM to ensure that appropriate weather forecasting arrangements are in place for Tasmania and other areas of regional Australia.

As noted in the body of the report, accurate and timely weather forecasting is critical for many segments of the community and can have a bearing on community safety in times of extreme weather conditions.

9.0 CONSULTATION

Council is aware of various media reports related to the BOM and potential changes in how regional weather forecasting arrangements are resourced.

This report notes information sourced from LGAT in respect to that matter.

ATTACHMENTS

1↓. [Letter to LGAT from BOM dated 4 Sept 2018](#)

COUNCIL RESOLUTION**Resolution number: MO406-18****MOVED:** *Ald T Brumby***SECONDED:** *Ald A Keygan****“THAT Council:***

- 1) Endorse the following motion to the LGAT Annual General Meeting on 7 December 2018:***

That LGAT lobby the Bureau of Meteorology to retain its existing public weather forecasting operations in Tasmania in the interests of ensuring retention of specialist knowledge of unique Tasmanian microclimates, maintaining forecast quality, and providing timely and regionally reflective forecasts for agriculture, emergency services, tourism and the like,

and

- 2) Authorise the General Manager to submit the endorsed motion to LGAT.”***

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

Against:

CARRIED UNANIMOUSLY



Australian Government
Bureau of Meteorology

Office of the CEO and Director of Meteorology
Bureau of Meteorology
GPO Box 413 Brisbane QLD 4001 Australia

In reply please quote

DIR 18 0395

4 September 2018

Ms Georgia Palmer
Senior Policy Officer
Local Government Association of Tasmania
327 Macquarie Street
HOBART TAS 7000

Dear Ms Palmer

Recent media reports have made inaccurate and ill-informed claims regarding the future of the Bureau of Meteorology's operations in Tasmania. I wanted to write to you to reaffirm the Bureau of Meteorology's commitment to providing an outstanding service for all of Tasmania and all Tasmanians.

Our singular focus as an organisation is about creating greater impact and value for our community. At the heart of this is making sure that we put the needs of our customers at the centre of everything that we do. Our intent is to be able to mobilise the full capabilities of the Bureau as a national organisation to better support the decisions that people make, no matter where they live. This means more than ever the Bureau is committed to delivering for the Tasmanian community.

I understand the importance of our operations in Hobart to your local community. Hobart will remain an important centre for us. As our operations continue to evolve, our team in Hobart will focus their efforts on better supporting the sectors we know—and local people tell us—are vital to the Tasmanian community: emergency management, marine safety, agriculture, fisheries, forestry, water, renewable energy and the Antarctic. By better utilising available technology and the full national capabilities of our organisation, we want to enable as many of our local people to be released from doing routine tasks and to shift their talents to providing services that deliver greater public safety and industry productivity outcomes for Tasmania.

This evolution in the way we work is in direct response to very strong feedback from our Tasmanian customers and partners, who value close interaction with our high-calibre meteorologists, climatologists and hydrologists to deliver advice and decision-support tailored to their needs and location. Importantly, by taking a customer-centric national approach, Tasmanians will have improved access not only to our Hobart based team, but also to many more of their talented colleagues in other parts of Australia.

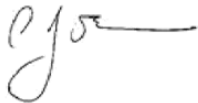
Australia's National Meteorological Service

Level 21, 69 Ann Street Brisbane QLD 4001 | Tel: (07) 3239 8736 | Fax: (07) 3239 8688 | www.bom.gov.au | ABN 92 637 533 532

As always, we remain committed to ongoing communication and consultation with staff, customers, partners and stakeholders on how we best deliver to the Australian community.

I would be pleased to provide you a personal briefing if this would be helpful. Please don't hesitate to contact me if you would like to discuss further.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. Johnson', with a horizontal line extending to the right.

Dr Andrew Johnson FTSE FAICD
CEO and Director of Meteorology

CORPORATE AND BUSINESS SERVICES**AO314-18 REGIONAL BODIES - APPOINTMENTS**

FILE NO: 2/5/23
PREVIOUS MIN: AO291-14; AO312-17

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

1.0 RECOMMENDATION:

“THAT Council:

- 1) Cease its former appointments to Cradle Coast Authority Representatives Group, Local Government Association of Tasmania and TasWater; and then**
 - a) Appoint the positions of Mayor and Deputy Mayor to the Cradle Coast Authority Representatives Group; and**
 - b) Appoint the positions of Mayor as Voting Delegate and Deputy Mayor as Proxy to the Local Government Association of Tasmania; and**
 - c) Appoint the position of Mayor as an Owner’s Representative to the TasWater Owner Representatives Group; and**
- 2) Authorise the Mayor to appoint a proxy to any of the above groups, where the relevant Rules allow, in the event that the appointed persons are unable to attend.”**

2.0 SUMMARY

This report provides for the appointment of positions to regional bodies following the recent Local Government elections. These appointments are required immediately in order to advise those bodies for upcoming voting delegations.

3.0 BACKGROUND

It is noted that appointments to Special Committees of Council will be dealt with separately and are scheduled for the December Council meeting, following a workshop with Aldermen in late November.

Out of necessity, this report only deals with appointments to Cradle Coast Authority Representatives Group, Local Government Association of Tasmania (LGAT) and TasWater, which generally involve mayoral position appointments.

4.0 LEGISLATIVE REQUIREMENTS

The Cradle Coast Authority (CCA) is established under the *Local Government Act 1993* as a Joint Authority, under Division 4. The Cradle Coast Authority Rules govern the body.

The Local Government Association is a body corporate in accordance with the Local Government Act 1993. Its governing document is the Local Government Association of Tasmania Rules.

TasWater is established under the *Water and Sewerage Corporation Act 2012*. Its governing document is a Constitution.

5.0 POLICY CONSIDERATIONS

There are no policy considerations impacting on this report.

6.0 FINANCIAL IMPACT

There are no financial impacts in making the recommended appointments.

7.0 DISCUSSION

The above three bodies each require appointments to be made, according to their Rules.

In each of these cases, the appointments have generally been to the Mayor and Deputy Mayor, reflecting the fact that a greater level of responsibility goes with those positions, which are remunerated accordingly.

However, where the body's Rules allow, Council may choose to appoint any aldermen to those positions. The Recommended Motion above has been set out as per the recommendations in the table below, but (with the exception of Cradle Coast Authority) Council may propose an alternative motion if they wish, and may wish to consider the interests and experience of various aldermen who may be available. Should aldermen wish to change the recommended motion, they may move a motion with different names as preferred.

The following table sets out the three bodies and the recommendation for appointments.

Body	Previous Resolution	Recommendation
Cradle Coast Authority Representatives Group	AO312-17 19 Dec 2017	<p>The CCA Rules require the appointment of the Mayor and General Manager as the two Representatives from each Council (Rule 8(1)).</p> <p>Due to the current appointment of the General Manager to the CCA Board, the Rules then require that the Deputy Mayor must be appointed as a Representative in place of the General Manager (Rule 8(2)(a)).</p> <p>It is therefore required by the CCA Rules that the position of Mayor and Deputy Mayor be appointed as Representatives to Cradle Coast Authority. Alternative appointments are not permitted to this Group.</p>
Local Government Association of Tasmania (voting delegate)	AO291-14 18 Nov 2014	<p>The LGAT Rules require to Council appoint one Voting Representative to attend Meetings (Rule 13(a)), and allow for a proxy to be appointed. The Voting Representative for Burnie has traditionally been the position of Mayor.</p> <p>It is recommended that the position of Mayor continue be appointed as voting delegate.</p> <p>It is recommended that the position of Deputy Mayor be appointed as the proxy.</p> <p>Alternatively, the proxy could be left unappointed at this time (by removing the proxy from point 1b) in the Recommended Motion), and the Mayor delegated to appoint a proxy at any time he is unable to attend a meeting (per Rule 14(a)(b)). This provision is usually included in the recommended motion anyway to cover necessary appointments outside a Council session (see point 2 of the Recommended Motion).</p>
Tasmanian Water and Sewerage Corporation Pty Ltd (Owner Representative)	AO291-14 18 Nov 2014	<p>The Taswater Constitution requires either an elected member or the General Manager as Owner Representative (Rule 9.1(b)). This appointment for Burnie has traditionally been the position of Mayor.</p> <p>It is recommended that the position of Mayor continue be appointed as the Owner Representative.</p> <p>The Rules allow an Acting Owner Representative to be appointed if and when required (Rule 9.3(a)). This appointment is not included in the Recommended Motion.</p> <p>Instead it is recommended that the Mayor be delegated to appoint an Acting Owner Representative at any time he is unable to attend a meeting. This provision is usually included in the recommended motion to cover necessary appointments outside a Council session (see point 2 of Recommended Motion).</p> <p>It is noted that the appointment as an Owner Representative may only be for a term not exceeding three years but may be reappointed for unlimited terms (Rule 9.1(a)(d)). It is suggested that to satisfy this requirement, the Taswater appointment be included in the review of all appointments to special committees and regional bodies every two years.</p>

8.0 RISK

The role of the appointed aldermen is to represent Council's considered views as a voting Member or Shareholder of each of the above bodies. There is minimal risk in making appointments.

9.0 CONSULTATION

No consultation has occurred with Aldermen on these specific appointments due to time constraints and no available workshops. However each of these necessary appointments generally involve the position of Mayor and are to be updated following local government elections.

The remainder of appointments of various aldermen to Special Committees will take place after consultation and discussion at a workshop in late November.

COUNCIL RESOLUTION**Resolution number: MO407-18****MOVED:** Ald K Dorsey**SECONDED:** Ald A Keygan***“THAT Council:***

- 1) Cease its former appointments to Cradle Coast Authority Representatives Group, Local Government Association of Tasmania and TasWater; and then***
 - a) Appoint the positions of Mayor and Deputy Mayor to the Cradle Coast Authority Representatives Group; and***
 - b) Appoint the positions of Mayor as Voting Delegate and Deputy Mayor as Proxy to the Local Government Association of Tasmania; and***
 - c) Appoint the position of Mayor as an Owner’s Representative to the TasWater Owner Representatives Group; and***
- 2) Authorise the Mayor to appoint a proxy to any of the above groups, where the relevant Rules allow, in the event that the appointed persons are unable to attend.”***

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO315-18 ALDERMEN DECLARATIONS OF OFFICE**

FILE NO: 15/6/11
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 acknowledge that the required Declarations of Office have been completed by Mayor Steve Kons, Deputy Mayor Giovanna Simpson, Alderman Alwyn Boyd, Alderman Ken Dorsey, Alderman David Pease, Alderman Themba Bulle, Alderman Amina Keygan, Alderman Teeny Brumby and Alderman Chris Lynch.”

2.0 SUMMARY

This report confirms the completion of Declarations of Office by the Mayor, Deputy Mayor and elected Aldermen of Burnie City Council, following the recent local government elections in October 2018.

3.0 BACKGROUND

The requirement for elected members to complete a Declaration of Office is a legislative one, as outlined in the following section.

In 2014 the *Local Government Act 1993* was amended to introduce all-in all-out elections every four years.

LEGISLATIVE REQUIREMENTS

Section 321 of the *Local Government Act 1993* requires that all elected members make a prescribed declaration before they act in the office of aldermen. All declarations have been made in accordance with Schedule Two of the *Local Government (General) Regulations 2015*.

321. Declaration of office

- (1) Any person elected as councillor must make a prescribed declaration in a prescribed manner.
- (2) A person elected as a councillor who has not made a declaration must not–
- (a) act in the office of councillor, mayor or deputy mayor; or
- (b) take part in the proceedings of any meeting of the council or a committee.
- (3) A council is to acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of that meeting.

Schedule Two of the *Local Government (General) Regulations 2015* was amended recently to update the Declaration of Office as follows:

Local Government Act 1993
DECLARATION OF OFFICE - S. 321

I,, having been elected as
[full name] [councillor]

to the Council, do solemnly declare that I will
[name of council]

- (a) faithfully carry out the functions and exercise the powers vested in me by virtue of that office to the best of my ability and in accordance with the law;
- (b) comply with the Council's code of conduct;
- (c) engage in ongoing professional development; and
- (d) abide by the principles of good governance.

.....
[signature of councillor]

Made before me at in Tasmania on the day
of 20

.....
[general manager]

4.0 POLICY CONSIDERATIONS

There are no policy considerations impacting this report.

5.0 FINANCIAL IMPACT

There are no financial considerations impacting this report.

6.0 DISCUSSION

Aldermen were invited to complete their Declaration of Office at a ceremony on Tuesday 6 November 2018 with families and friends attending.

The General Manager confirms that all Declarations of Office have been completed in accordance with the law.

A copy of the Certificate of Election from the 2018 Local Government elections, provided by the Tasmanian Electoral Commission and dated 2 November 2018, is **attached**.

7.0 RISK

There are no risk implications identified. The compliance requirement of Section 321 of the *Local Government Act 1993* has been met.

8.0 CONSULTATION

No consultation has been required for this report. The Declaration of Office Ceremony was witnessed by the General Manager and invited family guests of the elected members.

ATTACHMENTS

[1](#) Certificate of Election

COUNCIL RESOLUTION

Resolution number: MO408-18

MOVED: Ald A Keygan

SECONDED: Ald K Dorsey

“THAT Council acknowledge that the required Declarations of Office have been completed by Mayor Steve Kons, Deputy Mayor Giovanna Simpson, Alderman Alwyn Boyd, Alderman Ken Dorsey, Alderman David Pease, Alderman Themba Bulle, Alderman Amina Keygan, Alderman Teeny Brumby and Alderman Chris Lynch.”

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

Against:

CARRIED UNANIMOUSLY

2018 LOCAL GOVERNMENT ELECTIONS

Certificate of Election

Burnie City Council

In accordance with the Local Government Act 1993 I have declared the following candidates elected to the positions shown below.

9 Councillors (Aldermen)

Elected for a period of 4 years

Steven KONS
Alwyn BOYD
Giovanna SIMPSON
Ken DORSEY
David PEASE
Themba BULLE
Amina KEYGAN
Teeny BRUMBY
Chris LYNCH

Mayor

Elected for a period of 4 years

Steven KONS

Deputy Mayor

Elected for a period of 4 years

Giovanna SIMPSON



Maree Stones RETURNING OFFICER

Friday 2 November 2018

GENERAL MANAGER**AO316-18 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES OCTOBER 2018**

FILE NO: 4/18/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Land and Environmental Services for October 2018 be noted.”

2.0 SUMMARY

The report includes the following items:-

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

2.1 HEALTH**2.1.1 Environmental Enquiries / Investigations**

Type	Number of Enquiries / Investigations	
	October 2018	YTD Total
Air	2	5
Water	0	1
Noise	4	10
Solid Waste	0	0
Other	3	4

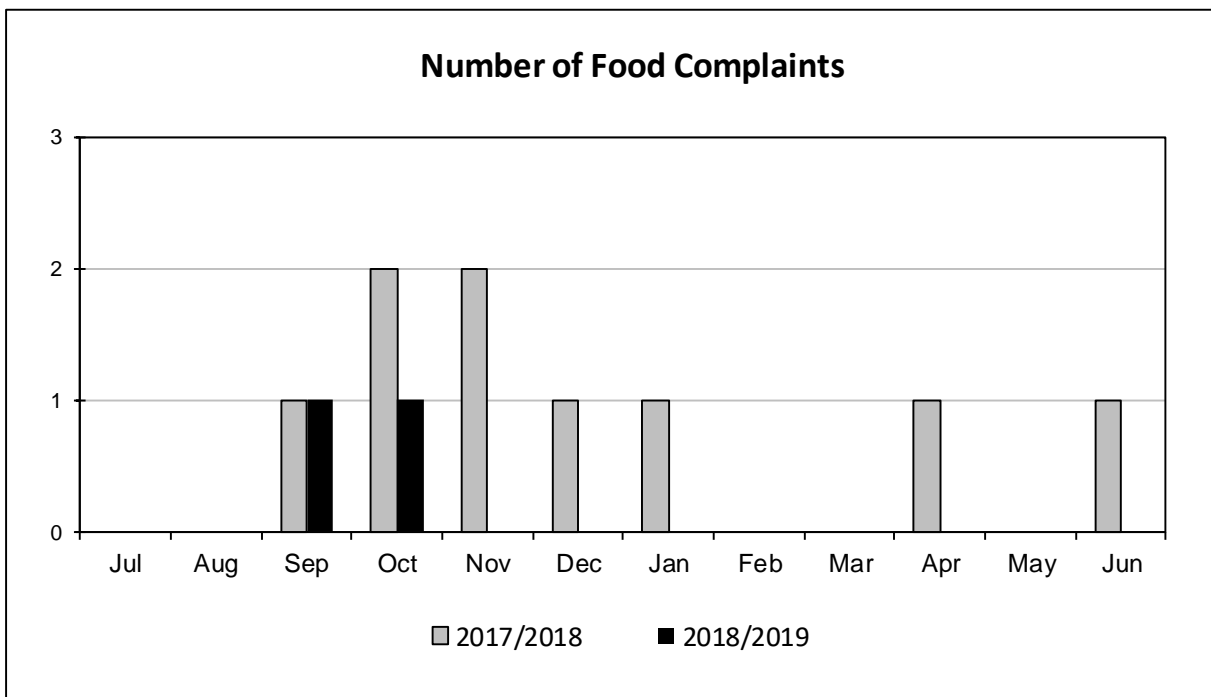
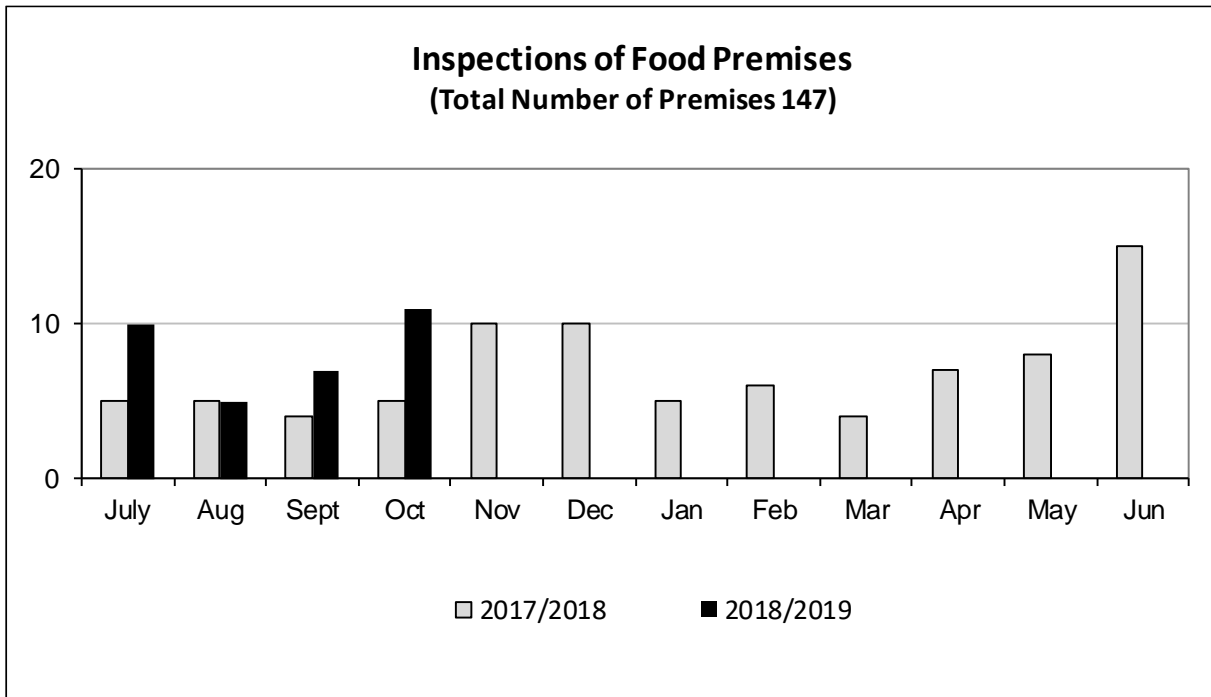
YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

Type	Number of Samples Taken	
	October 2018	YTD Total
Beach Water Samples (summer months only)	0	0
Public Swimming Pool samples	5	20

YTD is measured from 1 July each year.

2.1.3 Food



Zero food complaints for July & August 2017. Nil complaints in February, March, May, July and August 2018.

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

Permit Authority Applications - 2018												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	4	9	3	6	11	4	8	11	7	5		
Notifiable Building	6	8	9	11	7	9	8	17	11	10		
Permit Plumbing	3	3	2	0	2	5	0	4	2	3		
Permit Building	3	7	2	2	6	5	3	8	4	3		
Substantial Compliance	0	1	0	0	2	1	2	0	0	0		
Notifiable Demolition	0	0	0	0	0	0	0	2	0	0		
Permit Demolition	0	0	1	0	1	0	0	1	0	1		
Permit Refused	0	0	0	0	0	0	0	0	0	0		
Application Value \$	5,035,168	4,107,085	2,459,856	2,958,652	2,683,319	\$2,227,180	2,522,141	5,871,485	1,705,925	2,137,527		
Cumulative Total \$	5,035,168	9,142,253	11,602,109	14,560,761	17,244,080	\$19,521,260	22,043,401	27,914,886	29,620,811	31,758,338		

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

LAND USE AND DEVELOPMENT APPLICATIONS	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sept 18	Oct 18
Permitted Use & Development	9	6	5	2	7	2	2	10	3	0	3	5	3
Discretionary Use & Development	4	9	6	12	6	12	2	12	4	11	8	6	6
Subdivisions	0	0	0	2	2	0	0	1	0	1	2	1	0
TOTAL APPLICATIONS	13	15	11	14	15	14	4	23	7	12	13	12	9
Determined by Delegation	18	13	11	8	16	16	7	12	12	7	10	12	13
Determined by Council	0	0	0	2	0	0	0	0	1	0	1	1	0
Withdrawn	0	0	1	0	0	2	0	1	0	3	2	0	2
Applications Cancelled by Planning Authority	0	0	0	0	0	0	0	0	0	0	0	0	1
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	0	1	0	0	0	0	0	0	0	0	0	0
Amendment finally approved	0	0	0	0	0	0	0	0	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

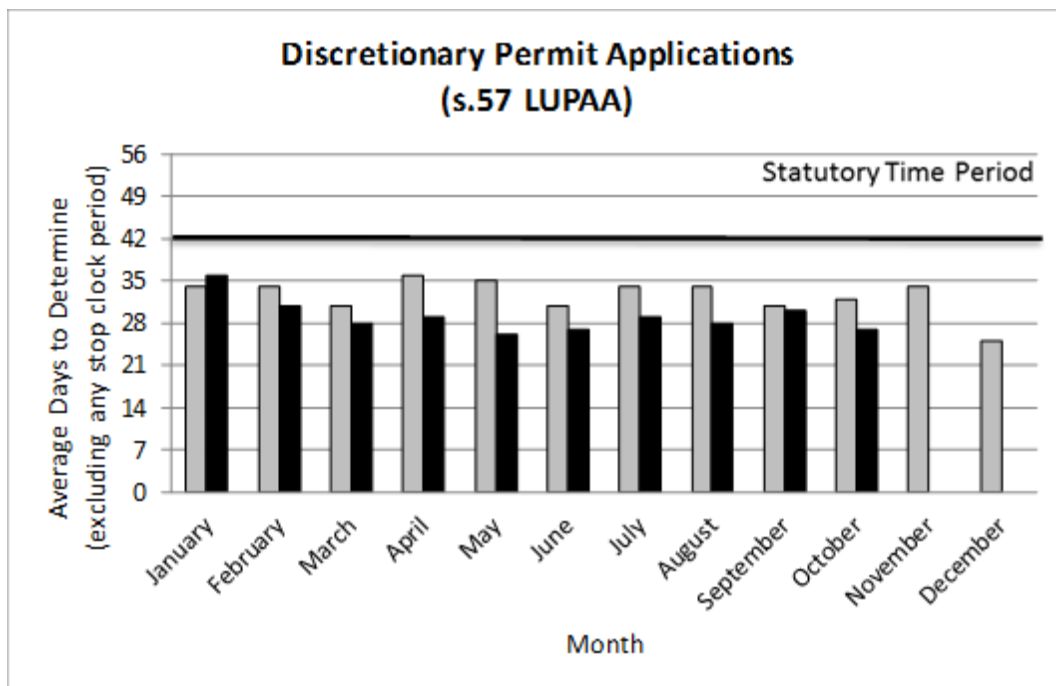
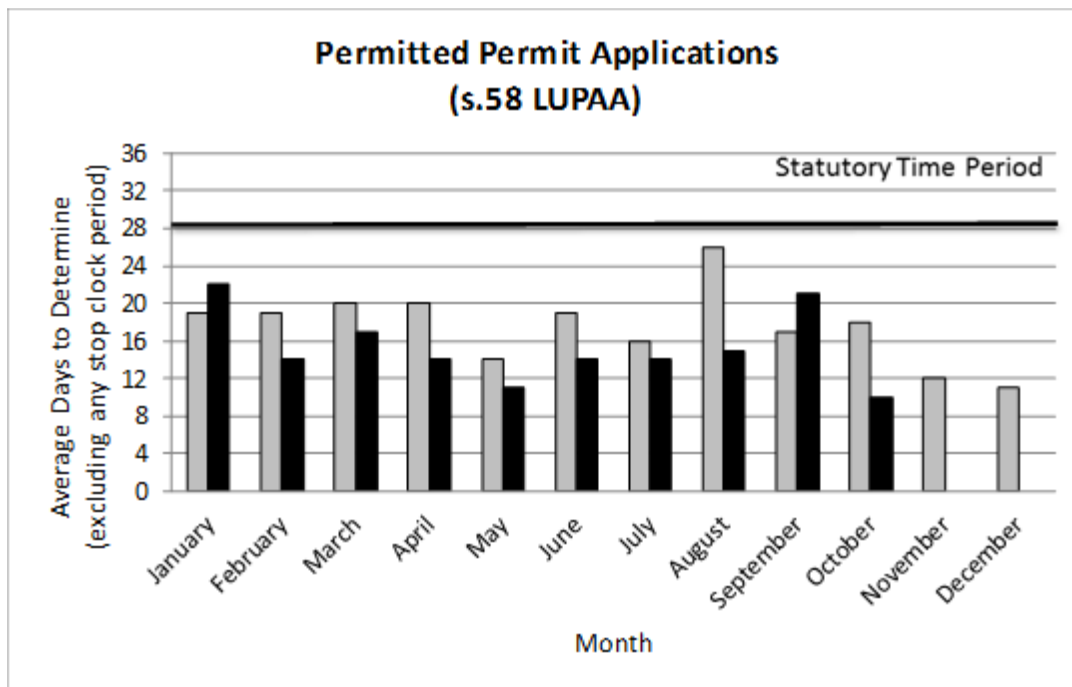
2.3.2 Development Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
24/7/18	2018/81	54 West Mooreville Road, Park Grove	Single Dwelling. Grant of Permit reliant on Performance Criteria under Clause 12.4.1 (P1), Clause 12.4.7 (P1) and Clause E10.6.1 (P1)	15/9/18	1/10/18	Approved 4/10/18
13/8/18	2018/90	1/21 Heather Crescent, Park Grove	Addition (Verandah/Sunroom) to an existing Dwelling. Grant of Permit reliant on Performance Criteria under Clause 10.4.2 (P3) and Clause 10.4.9 (P2)	15/9/18	1/10/18	Approved 10/10/18
28/8/18	2018/94	10 Cardinal Court, Park Grove	Establish a Residential use through development of a Single Dwelling. Reliant on assessment against Performance Criteria for grant of Permit – Clause 10.4.2 (P3) and Clause 10.4.6 (P1)	6/10/18	22/10/18	Approved 24/10/18
31/8/18	2018/96	56 West Mooreville Road, Park Grove	Multiple Dwelling development containing two (2) Dwellings. Grant of Permit reliant on assessment against Performance Criteria under Clause 12.4.1 (P1), Clause 12.4.2 (P1), Clause 12.4.7 (P1) and Clause E10.6.1 (P1)	15/9/18	1/10/18	Approved 11/10/18
11/9/18	2018/98	13-15 Kentish Drive, Shorewell Park	Establish a Residential use through development of Multiple Dwellings (x2). Reliant on assessment against Performance Criteria for grant of Permit – Clause E9.5.1 (P1) and Clause E9.6.1 (P1)	22/9/18	9/10/18	Approved 10/10/18
12/9/18	2018/99	121 Bass Highway, Cooee	Establish a new Visitor Accommodation Use	N/A	N/A	Approved 4/10/18
13/9/18	2018/100	27 Saundridge Road, Cooee	Dwelling and Outbuilding Extensions (including associated demolition work). Reliant on assessment against Performance Criteria for grant of Permit – Clause 10.4.2 (P3)	4/10/18	19/10/18	Approved 23/10/18
14/9/19	2018/101	335-339 Bass Highway, Camdale	Dwelling Extension associated with the existing Non-Conforming Use of the site (Residential use). Reliant on assessment against Clause 9.1.1 for grant of Permit	29/9/18	16/10/18	Approved 24/10/18
17/9/18	2018/102	1-7 Pearl Street, Wivenhoe	Development for placement of a shipping container (Stewards Office) as a directly associated and subservient part of the existing Sports and Recreation use (Wivenhoe Showgrounds)	N/A	N/A	Approved 17/10/18
18/9/18	2018/104	39 Loongana Avenue, Shorewell Park	Dwelling - Multiple			Withdrawn by Applicant 29/10/18
19/9/18	2018/106	1 Thompson Crescent, Montello	Dwelling Extension (Deck)	N/A	N/A	Approved 10/10/18
26/9/18	2018/107	27 Aileen Crescent, Hillcrest	Outbuilding in association with existing Single Dwelling (Residential use). Reliant on assessment against Performance Criteria for grant of Permit – Clause 10.4.2 (P1, P2 & P3)	4/10/18	19/10/18	Approved 23/10/18
11/10/18	2018/108	3 Alexander Street, Burnie	Business and Professional Services (Social Work and Mental Health Services)	N/A	N/A	Approved 17/10/18

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
17/10/18	2018/112	159 Bass Highway, Cooee	Food Services (Mobile Food Van)	N/A	N/A	Cancelled by Planning Officer 23/10/18

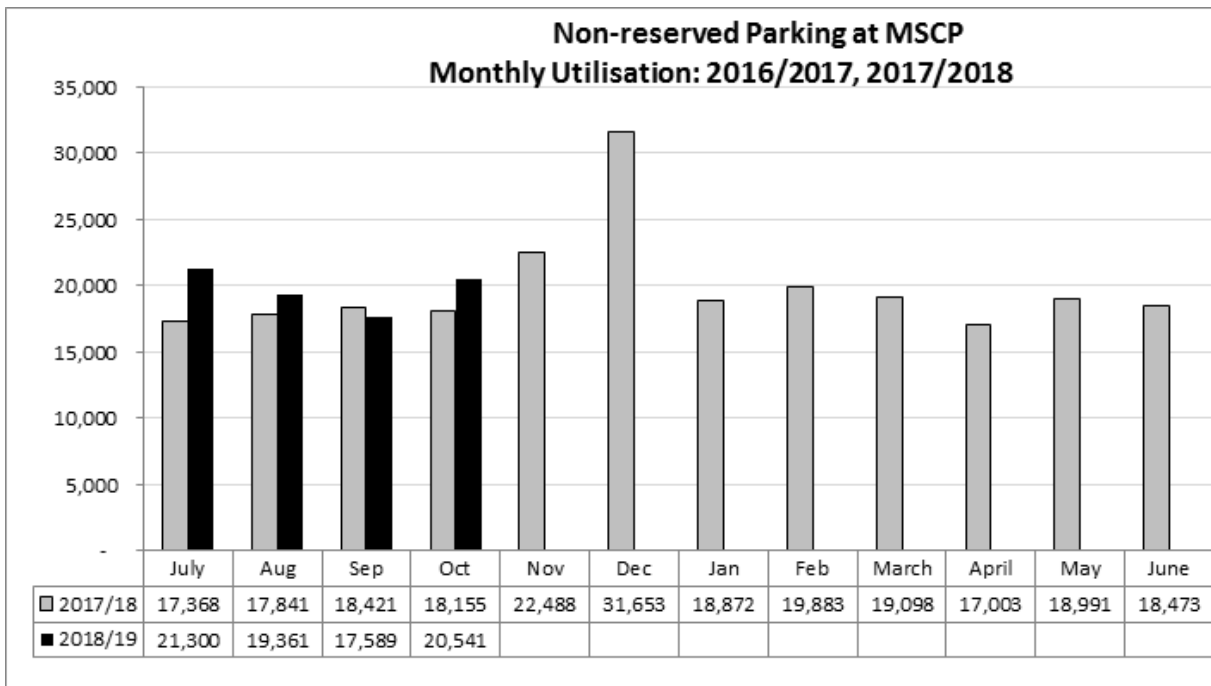
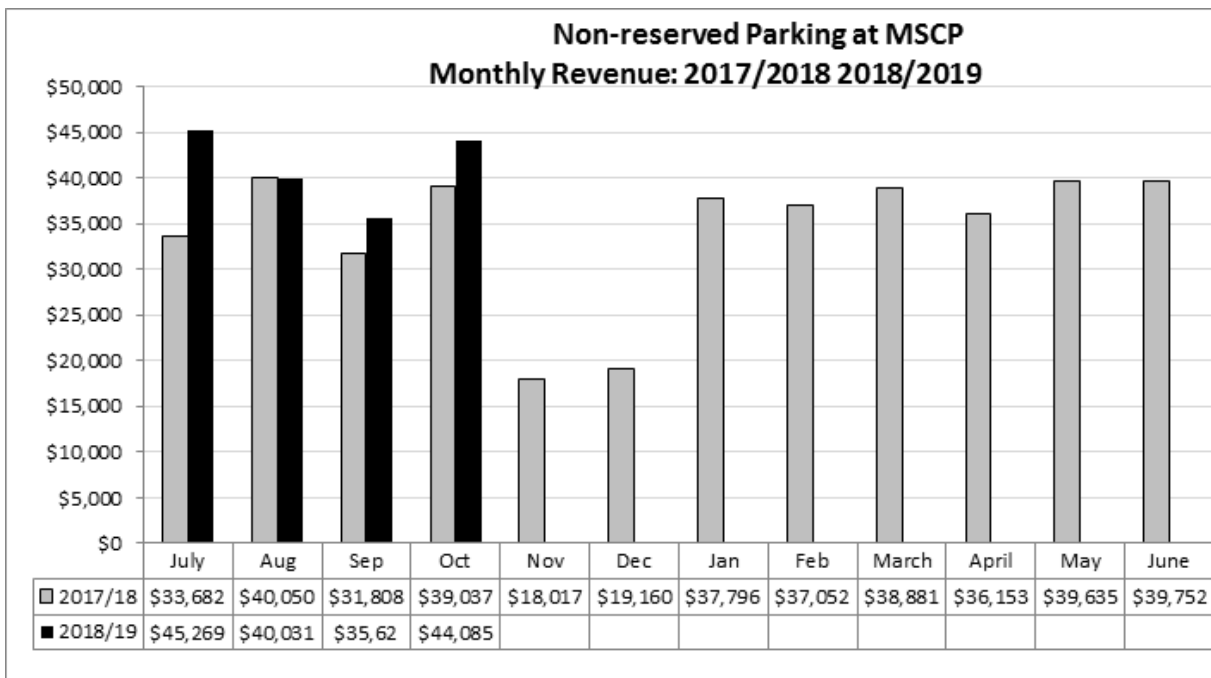
2.3.3 Subdivision Applications

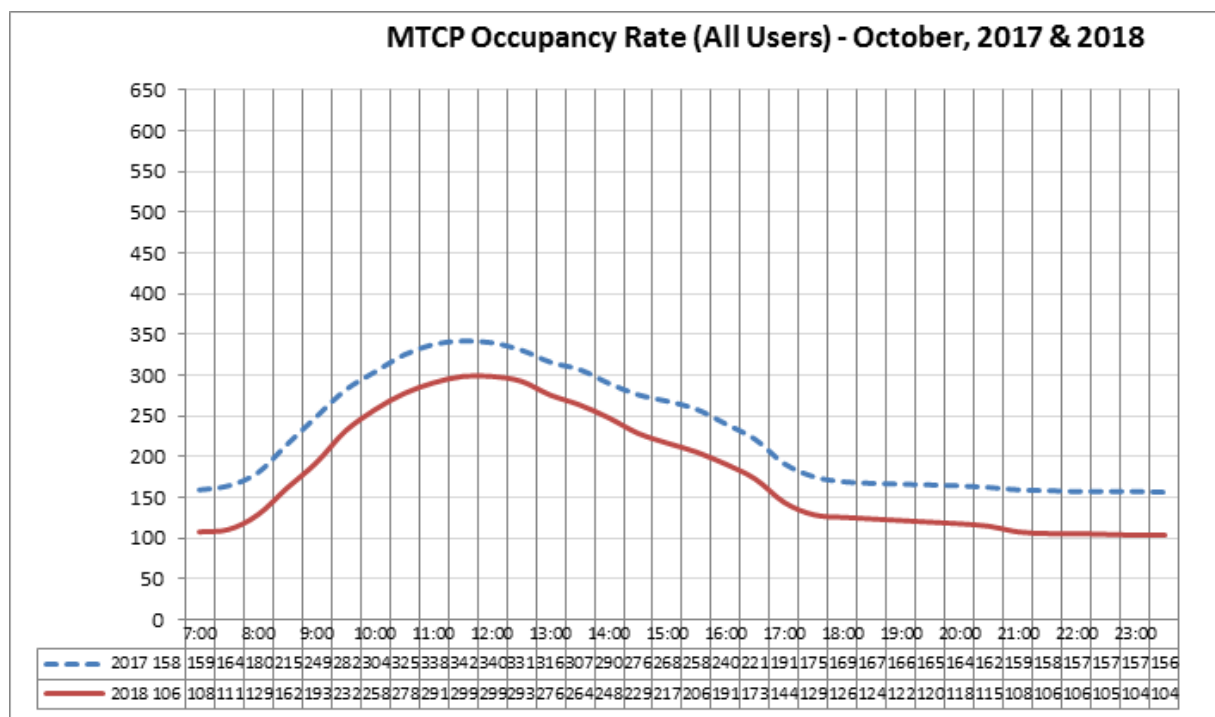
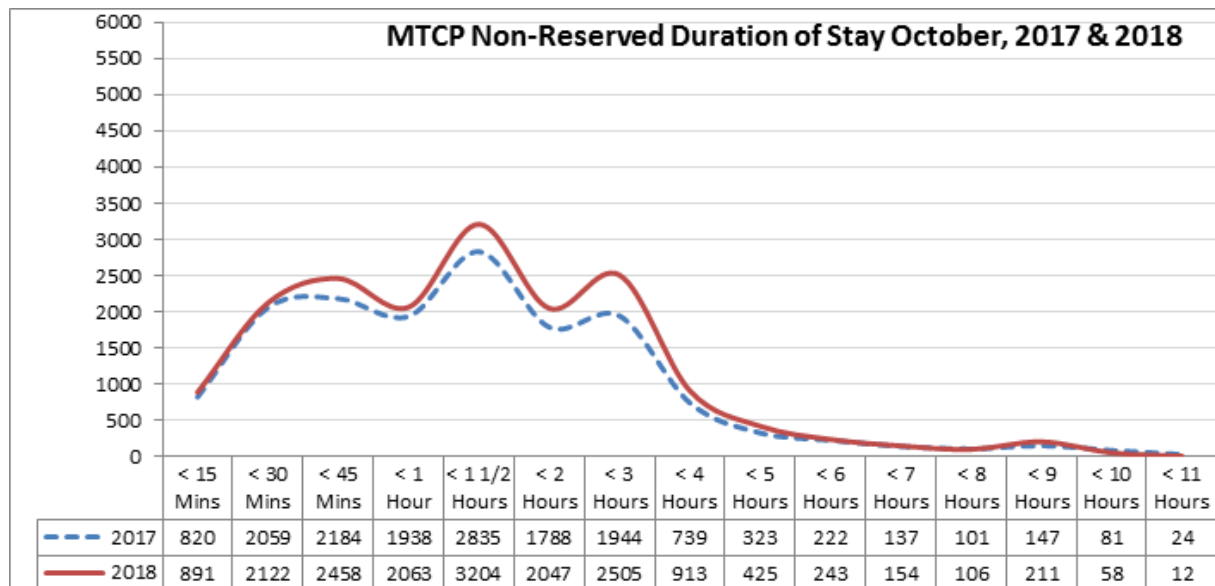
DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
3/7/18	SD 1284	147 & 157 Old Surrey Road, Havenview	Subdivision to reconfigure existing lots			Withdrawn by Applicant 10/10/18
5/9/18	SD 1287	80 Minna Road, Heybridge	Subdivision to create 3 lots. Discretionary Matter: Grant of Permit reliant on Performance Criteria under Clause 26.4.1 (P2), (P3) and (P4), Clause 26.4.4 (P1) and Clause E10.6.1 (P1)	15/9/18	1/10/18	Approved 9/10/18



Average time for determination of permit applications decided by month.

2.4 PARKING





Calculated on remaining spaces – 150 Reserved spaces for 2017, 98 Reserved spaces for 2018

2.5 CEMETERY STATISTICS

Burials	October 2018	YTD Total
Lawn Cemetery	11	36
Wivenhoe / Ridgley	0	0
Other	0	0
Total	11	36

YTD is measured from 1 July each year.

Ashes Interred	October 2018	YTD Total
Lawn Cemetery	4	9
Wivenhoe / Ridgley	0	0
Total	4	9

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO409-18

MOVED: Ald A Keygan

SECONDED: Ald G Simpson

“THAT the General Manager’s Information Report for Land and Environmental Services for October 2018 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO317-18 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES OCTOBER 2018****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 October 2018 be noted.”

2.0 SUMMARY

The report includes the following items:-

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

3 CAPITAL WORKS

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

3.1.1 Expressions of Interest

a) Electric Vehicle Fast Charging Station

A draft agreement is being developed, based upon the report content and feedback from Aldermen at the September meeting. The draft agreement, when complete, will be workshopped with Aldermen.

3.1.2 Quotations

a) Quotation 2615 – Burnie Arts and Function Centre – Supply and Installation of Solar System

The successful Contractor is PowerCom and work is proposed to commence in early December 2018.

b) Quotation 2614 – Burnie Regional Museum – Supply and Installation of Solar System

The successful Contractor is PowerCom and work is proposed to commence in early December 2018.

3.1.3 Tenders

a) Contract 2616 – Fern Glade Road Upgrade and Pathway – Stage 2 (Wattle Avenue – Emu River)

Tenders were advertised on 6 October 2018 and closed on Friday, 2 November 2018.

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

3.1.4 Contracts

a) Contract 2613 – Burnie Surf Life Saving Club Redevelopment and Waterfront Eastern Promenade

Work commenced on 17 October 2018 on BSLSC site establishment, internal demolition and underground services.

Promenade commencement is waiting on authority approvals.

b) Contract 2609 – Bitumen Surfacing Services 2018-2019

Roadways have undertaken patching on Circular Road, Wiseman Street, The Esplanade and Thorne Street in preparation for resealing through November 2018 – January 2019.

c) Contract 2589 – West Park Oval – Electronic Scoreboard

Works have commenced on site and will be completed on 30 November 2018.

3.2 Civil Construction and Stormwater

- Annual gully pit upgrade program – 20% complete.
- CBD paver replacements (Major Maintenance) – 25% complete.
- Rural road re-sheeting program – 50% complete.
- Moody Street footpath upgrade – 60% complete.
- Gully pit upgrade program – 20% complete.
- Kerb ramp upgrade program – 10% complete.
- Mooreville Road upgrade Stage 2 – 50% complete.

3.3 Buildings

- Wivenhoe Grandstand cladding – completed.
- CBD street signage upgrade – 85% complete.
- Burnie Waste Management Centre waste truck Ad-Blue refilling station – completed.
- PCYC window replacement – completed.
- South Burnie Boat Ramp – solar light relocation – completed.
- Aquatic Centre storage shed – completed.
- Aquatic Centre roof extension over gas heater – 10% complete.
- Romaine Reserve playground and BBQ area – 75% complete.
- West Park Grandstand internal painting – 70% complete.

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

Romaine Reserve playground reinstatement works – 30% complete.

3.5 Waste Management

No information to report.

4 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 – 35% complete.
- Rural and urban hotmix patching and monitoring of road shoulder hotspots – ongoing.
- Manhole maintenance – as required.
- Footpath maintenance program – 27% complete.
- CBD paver maintenance – ongoing.
- Stormwater hotspot inspections and monitoring – ongoing.

- Annual rural and urban roadside spraying program – 0%.
- Driveway maintenance – 15% complete.
- Gravel roads and verges grading – 30% complete.
- Kerb and channel maintenance – 30% complete.
- Hotmix patching – 20% complete.
- Bass Highway/Massy-Greene Drive gully pit lid replacement – 90% complete.
- Annual weed spraying program – rural commenced 12/11/18. Urban to follow.

4.2 Buildings

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

- CRM works – as required.
- Building gutters clean out – seasonal.
- Electrical testing and tagging – numerous Council locations – ongoing.
- Plumbing maintenance and inspections of public amenities and Council facilities – as required (grease traps, backflow prevention devices, valves, etc).
- CBD line marking – as required.
- Vandalism repairs and painting – as required.
- Wivenhoe Showground trackside seating replacement – 50% complete. Install 2018/2019.
- Burnie Aquatic Centre annual maintenance – completed.
- Multistorey Car Park wheel stops – 95% complete.
- West Park cricket net boxes maintenance – completed.
- Burnie Sports Centre – door replacements
- BWMC – Backflow prevention device installation – 70% complete.
- Girl Guide Hall – external painting.

4.3 Parks, Reserves, Sporting Grounds and Cemeteries

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

- CRM works – as required.
- Preventative tree maintenance – ongoing.
- Dangerous tree assessments/removal – as required/identified.
- Grass care and ground and feature care schedules – ongoing.
- Sports grounds maintenance and mowing schedules – ongoing.
- Walking track annual maintenance program – ongoing.
- Routine SLD inspections – as scheduled.
- Routine playground maintenance and statutory inspections – in accordance with SLD and regulations.
- West Park Oval maintenance and wicket preparation – ongoing – focus on surface rehabilitation and pitch preparation
- Sports grounds maintenance – ongoing.
- PCYC retaining wall weed spraying and re-mulching – completed.
- Wivenhoe Showground embankment weed spraying and re-mulching – 60% complete – awaiting mulch placement.

- High-risk mowing program – commenced 12/11/18.

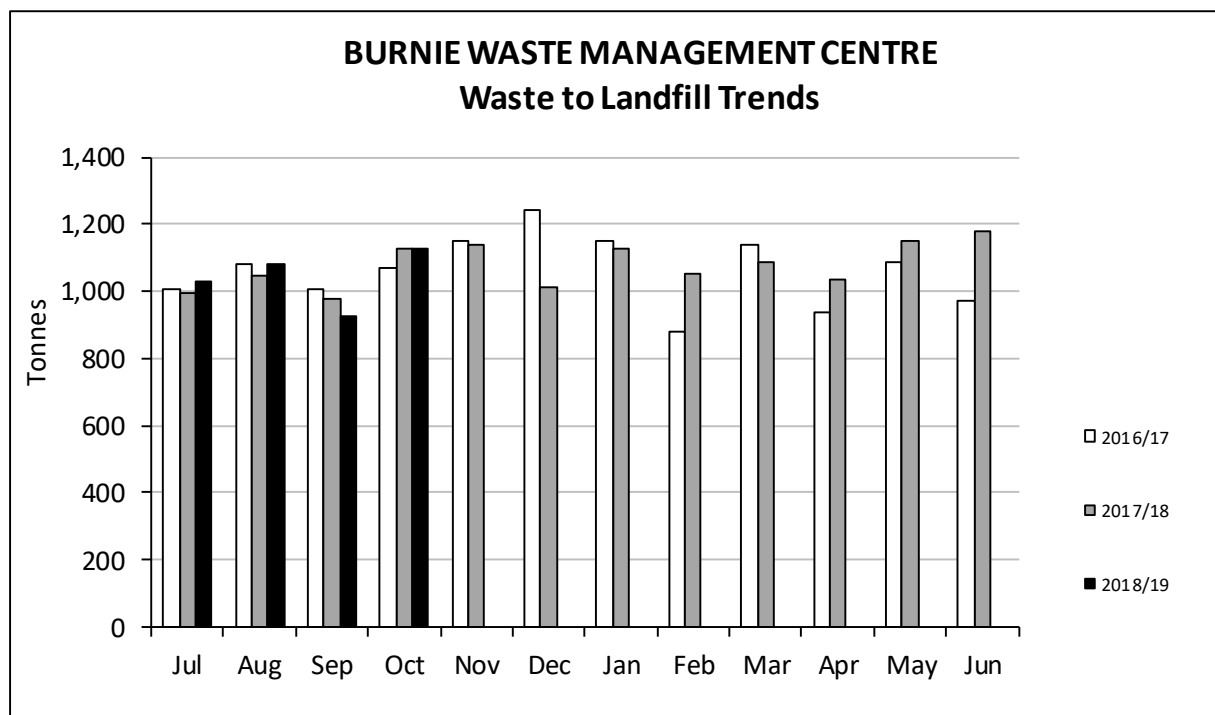
4.4 Waste Management

- Installation of fire suppression sprinkler for green waste mulch pile – completed.
- Reinforcement and repairs to northern boundary fence progressing – completed
- Wetlands maintenance – ongoing.
- Hard Waste 2018 – collection 12/11/18 – 15/11/18.

The following tables and figures report activities for the quarter to end of October 2018.

MUNICIPAL WASTE DIVERSION FROM LANDFILL (tonnes)															
	2017/18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-18	Feb-19	Mar-19	Apr-19	May-19	Jun-19	2018/19	
Waste Transported to Landfill	12,635	1,029	1,082	927	1,128									4,167	
BCC Recovery	3,574	108	81	95	91									375	
TPI Recovery	1,012	61	173	74	98									406	
Recyclables Collected Kerbside	1,384	101	106	146	102									456	
Total Municipal Waste	18,605	1,300	1,442	1,243	1,419									5,404	
% diverted from Landfill	38%	21%	25%	25%	21%									23%	

Note: Figures are displayed to nearest whole number

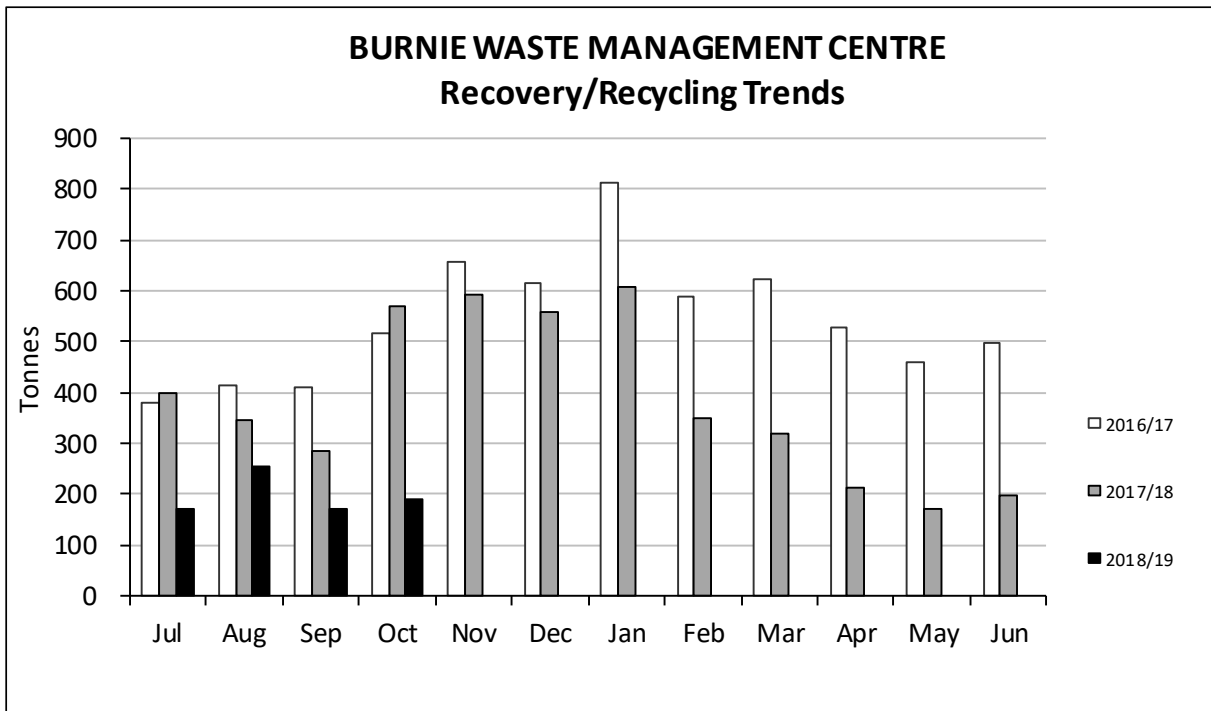


BURNIE WASTE MANAGEMENT CENTRE			
WASTE TO LANDFILL			
Summary Table (tonnes)			
Month	2016/17	2017/18	2018/19
Jul	1,005	995	1,029
Aug	1,079	1,046	1,082
Sep	1,005	975	927
Oct	1,071	1,126	1,128
Nov	1,150	1,139	
Dec	1,243	1,011	
Jan	1,152	1,126	
Feb	881	1,050	
Mar	1,139	1,089	
Apr	936	1,036	
May	1,085	1,151	
Jun	974	1,178	
TOTAL	12,720	12,922	4,167

Note: Figures are displayed to nearest whole number

BURNIE WASTE MANAGEMENT CENTRE RECOVERY/RECYCLING															
BCC ACTIVITIES		MONTH													YTD
	Units	2017/18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	2018/19
Recyclables	t	95	7	9	5	6									27
Cardboard	t	130	11	8	12	11									42
E-Waste	t	14	9	-											9
Oil	L	12,600	1,500	500	1,100	1,000									4,100
	t	11.09	1.32	0.44	0.97	0.88									3.61
Green Waste	m3	16,306	399	316	286	360									1,361
	t	3,310	80	63	78	72									293
Total BCC Activities	t	3,511	108	81	95	91									375
TPI ACTIVITIES		2016/17	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	2018/19
Cardboard	t	170	5	9	8	3									25
Steel	t	236	17	13	15	41									85
NonFerrous Metals	t	29	6	17	2	3									28
Timber	t	110	5	3	5	2									15
Concrete	t	5	5	1											6
<i>Total Transfer Shed Recovery:</i>		550	38	42	30	49									159
Skip Bin Steel	t	326	16	43	39	44									142
Skip Bin Tyres	No.	430	-	-											-
	t	2.4	-	-	-	-									-
Skip Bin Timber	t	51	5	13	5	2									26
Concrete Stockpile	t	213	2	75		3									80
Total TPI Activities		1,143	61	173	74	98									406
TOTAL RECOVERY	t	4,654	169	253	170	189									781

Note: Figures are displayed to nearest whole number



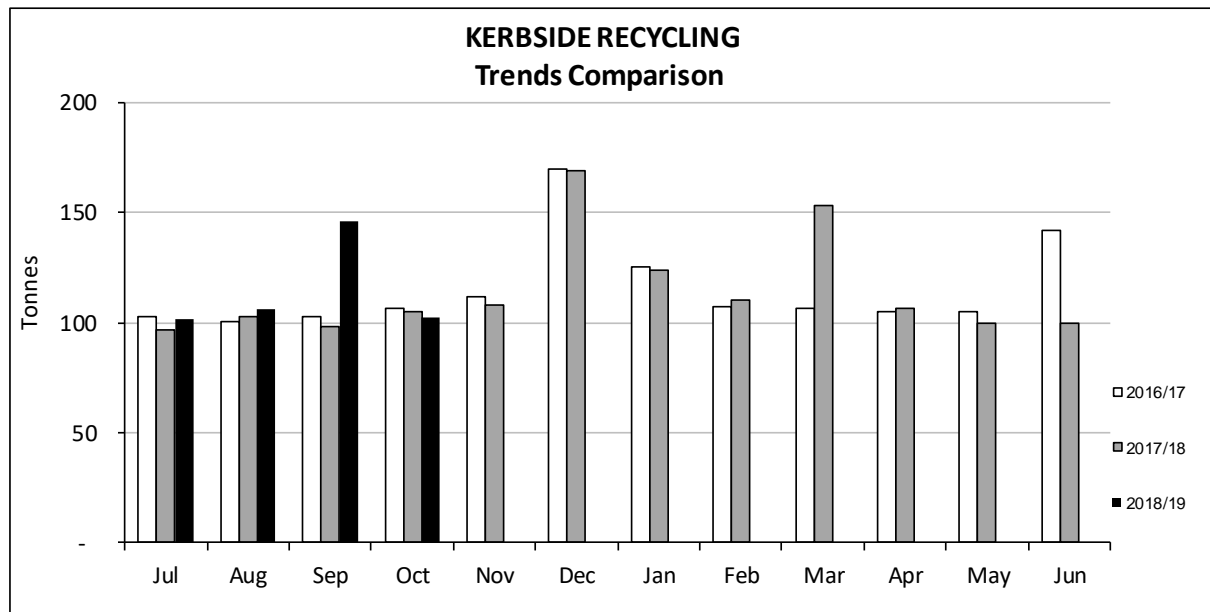
Note: Green waste input trend continues to be lower than recent years.

BURNIE WASTE MANAGEMENT CENTRE			
RECOVERY/RECYCLING			
Summary Table (tonnes)			
Month	2016/17	2017/18	2018/19
Jul	378	398	169
Aug	415	347	253
Sep	408	283	170
Oct	516	569	189
Nov	657	591	
Dec	617	558	
Jan	814	606	
Feb	588	348	
Mar	622	318	
Apr	528	212	
May	458	169	
Jun	498	196	
TOTAL	6,500	4,595	781

Note: Figures are displayed to nearest whole number

KERBSIDE RECYCLING														
RECYCLABLES COLLECTED	YTD 2017/18	MONTH (tonnes)												YTD 2018/19
		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	
Kerbside Recycling	1,204.2	80.8	87.5	131.0	86.9									386.1
CBD Cardboard	51.1	6.0	6.0	6.0	6.0									24.0
Outer BD Cardboard	42.6	3.0	3.0	3.0	3.0									12.0
Council and Public Place Contract	77.1	11.7	9.7	6.3	6.5									34.3
TOTAL	1,374.9	101.5	106.2	146.3	102.4									456.4

Note: Figures are displayed to nearest whole number



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

KERBSIDE RECYCLING			
Summary Table (tonnes)			
Month	2016/17	2017/18	2018/19
Jul	103	96	101
Aug	101	103	106
Sep	103	99	146
Oct	106	105	102
Nov	112	108	
Dec	170	169	
Jan	125	124	
Feb	107	111	
Mar	106	153	
Apr	105	107	
May	105	100	
Jun	142	100	
TOTAL	1,384	1,375	456

Note: Figures are displayed to nearest whole number

5 VANDALISM AND REPORTED INCIDENTS

Vandalism and reported incidents to Council property are as follows:

DATE	LOCATION	VANDALISM AND REPORTED INCIDENTS	POLICE REPORT FILED	MONTHLY SUMMARY TO POLICE	CCTV FOOTAGE	OUTCOME	ESTIMATED MONTHLY COST	PROGRESSIVE ANNUAL TOTAL
OCTOBER								
1/10/18	Romaine Reserve	Graffiti to Rotary Gazebo	No	Yes	No	Remove Graffiti	\$130.00	
1/10/18	Fernglade Reserve	Chain Stolen from Bollards	No	Yes	No	Replace Chain	\$650.00	
3/10/18	Mount Street, Upper Burnie (just above Southwell Street)	Graffiti to Concrete Wall	No	Yes	No	Clean and Paint Section of Concrete Wall	\$225.00	
3/10/18	Shorewell Plaza Playground	Bar from Fence Stolen	No	Yes	No	Replace Bar & Paint to Match	\$150.00	
10/10/18	Shorewell Park	Graffiti/Damage to Seats, Tables & Lattice Work	No	Yes	No	Paint Out Graffiti, Repair Tables, seats & Lattice & Repaint	\$1,500.00	
23/10/18	Guide Falls Reserve	Galv Chain from Posts & Chain Fence Stolen	No	Yes	No	Replace Galv Chain	\$300.00	
30/10/18	Guide Falls Reserve	Bollard & Chain Fence Hit by Vehicle to Gain Access to Reserve	No	Yes	No	Replace Snapped Bollards	\$650.00	
TOTAL							\$3,605.00	\$12,405.00

6 PRIVATE WORKS

No information to report.

7 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS

No additional information to report.

8 ENERGY MANAGEMENT

No additional information to report.

9 ANZAC PARK PLAYGROUND DEVELOPMENT

At the August meeting, Council considered a report on the potential to work with Waratah-Wynyard Council (WWC) in regard to the planned ANZAC Park development.

“THAT Council write to the Waratah-Wynyard Council expressing an interest in participating in the ANZAC Park destination playground working group for the purpose of:

- a) Identifying synergies in planned capital works projects associated with the Cam River precinct and planning to achieve these.***
- b) Understanding that nature of the project at ANZAC Park and how it may meet the needs of the Burnie Community, and***
- c) If the request is accepted, nominate Mr Gary Neil, Director Works and Services,***

and,

d) That a further report be presented to Council in due course in regard to potential opportunities to work with the Waratah-Wynyard Council on this project.”

Council wrote to WWC in that regard. A letter of response from WWC was noted at the October meeting.

Officers met with Tracey Bradley from WWC in early October 2018 to discuss what the WWC was planning in respect to ANZAC Park and how Council could participate/inform the project.

Key points from the discussion below:

- Copy of the BCC playground consultation report provided to WWC for information and reference.
- The WWC playground will be inclusive and incorporate a range of play elements, including natural play.
- The brief for the WWC project is well advanced. From the discussion, Officers do not believe there is an opportunity to provide additional input into the design brief. However, comment was sought (by BCC) on the alignment between the planned direction for the playground at ANZAC Park and achieving the outcomes from the consultation process that was carried out in Burnie. Officers are awaiting that comment.

There was discussion in regard to the Camdale site and the BCC's future plan for the site. The discussion centred around enhancing the natural values and providing a passive space for picnicking, exploring the river and coastal environs, supporting the Coastal Pathway, etc.

An opportunity to explore was the development of a nature trail / nature based activities on the Camdale site. This would link well with the intended use of the site and complement the activities in ANZAC park.

A suggestion has been put forward to WWC that an approach to facilitate working together may be for a small Officer Working Group to be established, with WWC reporting to the Playground Working Group and BCC to Council.

COUNCIL RESOLUTION

Resolution number: MO410-18

MOVED: *Ald C Lynch*

SECONDED: *Ald T Bulle*

“THAT the General Manager’s Information Report for Works and Services October 2018 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO318-18 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT OCTOBER 2018****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 October 2018 be noted.”

2.0 SUMMARY

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

Community and Economic Development

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

2.1 BUSINESS AND RECREATION

No report for October as manager is on leave, however Burnie 10 and 3-2-1 Go were both held during the month of October.

2.2 COMMUNITY / CULTURAL DEVELOPMENT**Financial Assistance Grants – Round Two**

Five applications for financial assistance have been received with requests for assistance totalling \$20,942.

Applications for financial assistance will be considered at the December council meeting.

Free Family Adventure Day

An advertisement will be placed in The Advocate on Saturday 3 November, seeking a lead organisation or community group to assist in hosting Council's Free Family Adventure Day this summer.

The role of the lead organisation will be to assist council with coordination of the event, provide in-kind and volunteer support for set up, pack up, supervision and traffic management.

2018 Burnie Christmas Parade

The 2018 SeaFM Christmas Parade will be held on Friday 14 December. The parade will start at 7pm.

2018/2019 Financial Assistance Grants (as at 31/10/18)**Round One 2018-19**

Name/Organisation	Committed	Paid	Description of Project
McKenna Park Hockey Complex	\$1,337	\$1,337	To purchase a new computer and IT equipment.
Australian Red Cross	\$1,200	\$1,200	For two extra kerbside collections a week.
Burnie Community House	\$3,954	\$0	To provide an outreach service that focusses on activities based on learning through Science, Technology, Engineering & Arts and Mathematics.
Friends of Burnie Penguins	\$7,994	\$5,511	To establish a Penguin Rehab facility in Burnie.
Produce to the People	\$5,500	\$5,000	To purchase a timer irrigation system for the produce garden and hot house.
Tasmanian Family History Society – Burnie Branch	\$3,250	\$3,250	To upgrade heating and electrical items.
Encore Performing Arts Studio	\$1,500	\$0	To assist with costs for the 'Big Sing Workshop and Performance'.
Total	\$24,735	\$16,298	

Committed Three Year Sponsorship (2016-2019)

Cooee to Camdale Coastcare (\$6,353 over 3yrs)	\$2,117	\$224	To purchase equipment, clothing and assist with insurance and telephone costs.
Burnie Amateur Swimming Club (\$5,000 over 3yrs)	\$1,666	\$0	To assist with the costs of hiring the Burnie Aquatic Centre.
Burnie Athletic Club (\$9,000 over 3yrs)	\$3,000	\$0	To assist with costs of television coverage for the New Year's Day Carnival.
Total	\$6,783	\$224	

Committed Three Year Sponsorship (2017-2020)

Burnie Men's Shed (\$1,716 over 3yrs)	\$572	\$198	Assist with costs for kerbside collection.
Stowport Community Morning Tea Group (\$608 over 3yrs)	\$202	\$176	Exemption of hall hire and kitchen fees for annual Great Big Community Morning Tea and Christmas Luncheon for seniors.
Total	\$774	\$374	

Other Annual Community Group Assistance

Name/Organisation	Committed	Paid
Morning Melodies	\$1,460	\$1,247
Tasmanian Special Children's Christmas Party	\$1,500	\$1,500
Koori Kids - NAIDOC Week	\$400	\$400
Total	\$3,360	\$3,147

State Representatives Allowance

	Budget	Paid
State Representatives	\$10,000	\$2,850

Mayor Financial Assistance Minor Sponsorship Requests

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

Food License Permits Requests

	Budget	Paid
Rotary Club of Burnie – 12mths	\$1,000	\$138

Community Bands Assistance

Name/Organisation	Committed	Paid
Burnie Concert Band	\$2,500	\$2,500
Burnie Highland Pipe Band	\$2,500	\$0
Burnie Youth Choir	\$2,500	\$0
City of Burnie Brass Band	\$2,500	\$0
EMUsicians	\$2,500	\$1,500
Stringalong Music Programme	\$2,500	\$946
Total	\$15,000	\$4,946

Other - Annual Assistance

Name/Organisation	Committed	Paid
Carols by Candlelight	\$4,500	\$0
Total	\$4,500	\$0

Waste Disposal Costs for Charitable & NFP Organisations

Name/Organisation	Committed	Paid
Australian Red Cross	\$912	\$20
Launceston City Mission	\$1,000	\$1,000
The Salvation Army	\$1,000	\$95
Total	\$2,912	\$1,115

YTD Totals

Name/Organisation	Budget	Committed	Paid
Financial Assistance Grants Round 1		\$24,735	\$16,298
Committed Three Year Sponsorship (2016-2019)		\$6,783	\$224
Committed Three Year Sponsorship (2017-2020)		\$774	\$374
Other Annual Community Group Assistance		\$3,360	\$3,147
State Representatives Allowance		\$10,000	\$2,850
Minor Sponsorship Grants by Mayor		\$2,500	\$0
Food License Permits		\$1,000	\$138
Total Financial Assistance Grants	\$70,500	\$49,152	\$23,031
Community Bands		\$15,000	\$4,946
Other – Annual Assistance		\$4,500	\$0
Waste Disposal Costs for Charitable & NFP Organisations	\$5,000	\$2,912	\$1,115

2.3 BURNIE REGIONAL MUSEUM

Total Admissions: 1,122
 Total Attendance: 2,164
 Total revenue: \$4,171.60

2.4 BURNIE REGIONAL ART GALLERY

Attendance – 2,257

2.5 MAKERS' WORKSHOP – VISITOR INFORMATION CENTRE***Visitor Numbers –October 2018***

Makers Workshop Door Count	8 230 people
Visitor Centre Count	2 510 people
Cruise ships	1

Creative Paper Tasmania –October 2018

Hand Made Paper Tour Experience	527 entries
Coach/School Groups	8 coach, 1 school
Creative Paper Website	8 enquiries. 8 online sales.

2.6 MARKETING AND EVENTS**Burnie Shines – Brochure Distribution**

25,000 copies of the 28 page event program were distributed to homes from Smithton to Turners Beach and via Tasmanian Visitor Information Centres and Burnie hospitality businesses.

There were still anecdotal reports of some homes in the area had not received the printed program, which has been taken up with the distributor.

Burnie Shines Website

Burnie Shines website went live on 18 September and ran until 1 November. As event dates passed, they were deleted from view. During the month, the web contents for specific events played an important role in the social media campaign.

Burnie Shines Website Analytics

- 5,758 unique visitors viewed the site
- 11,400 page views
- The busiest time was around 7 October
- It was viewed on the following devices - 72% Mobile, 18% Desktop, 10% Tablet
- It was accessed through the following source, 51% Facebook, 22% Direct, 22% Google
- Used on the following operating systems iOS 48%, Android 34%, Windows 16%
- The following parts of the website were most frequently searched;

- 1,267 Home
- 1,104 Burnie Bite & Brew
- 951 Halloween Movie Night
- 490 Full program
- 484 Food
- 428 Music
- 383 Encore
- 257 Burnie Blues & BBQs
- 169 Super Trouper
- 137 Annsleigh Gardens Open Day
- 112 Live @ The Point – The Sheyana Band

Burnie Shines Events

October was a busy time for the Marketing and Events team, executing a number of events in the Burnie Shines festival, either in our own right or in partnership with others.

Kit Hiller Exhibition Opening and Floor Talk

Kit Hiller's exhibition opened at the Burnie Regional Art Gallery on Tuesday 2 October. Gallery Director Dawn Oelrich opened the exhibition, which was attended by about 130 people. The drinks service was delivered by students from Hellyer College Hospitality class with their teacher Sarah Lewis. This is the first joint project between Marketing & Events and Burnie Regional Art Gallery since the appointment of the new gallery director.

A floor talk was held at lunchtime on Thursday 11 October at the gallery which was attended by about 50 people, which was a significant number for this type of event.

Burnie Bite & Brew

On Friday 12 October in Cattley Street, a new event was held in conjunction with the Burnie Chamber of Commerce and Industry and some local hospitality businesses. The event was a street party held after work that attracted approximately 2,000 people, which was well above expectations. This was a very successful event in terms of patron numbers and satisfaction. It was also successful in specifically targeting Burnie's 25 to 45 year olds.

A new waste management system was trialled at this event, which did not have an impact in the way patrons sorted their waste on the night, but had a significant impact in the quantity of waste collected and the general cleanliness of the site. The system reduced the amount of waste collected by about 75%. There was a cost to implement it.

Living Statue Workshop

A workshop targeting 15 to 25 year olds was held at The Junction from 2 to 6 October. On 5 and 6 October participants and tutor performed at the Burnie Show after working on their costumes and make-up all week. The workshop was not well attended with many prospective participants unable to commit to the multi day workshop even though it was held in school holidays.

Super Trouper - Planet ABBA

Scheduled for Friday 26 October in partnership with Burnie Arts & Functions Centre, this event was cancelled on 22 October due to a lack of pre-sales.

Live @ The Point

A series of Sunday afternoon performances were held at The Point in partnership with Council's Business and Recreation team. The events ran on 30 September and 7 and 14 October featuring local bands and a soloist suitable for dancing. About 50 people attended each event.

Cocktail Making Masterclass

On Thursday 11 October a Cocktail Making Masterclass was held at The Spirit Bar Tasmania, featuring Tasmanian spirits. The event was a partnership between Council and Spirit Bar Tasmania. It had the capacity for 20, with 18 participants booked in. It was very well attended in terms of patron numbers and satisfaction.

Visiting Author Stephanie Alexander

On Wednesday 30 October, Council worked in partnership with Not Just Books to host renowned Australian food author and cook, Stephanie Alexander at The Point. This event was part of a national tour to promote Stephanie's new book with publishers Penguin. It was a Q & A format with lots of informal opportunities to meet and speak with the author.

Council was particularly interested in this because of Stephanie's ongoing work with schools with her kitchen garden, healthy eating program. For this event, students from Hellyer College's cookery school made several items from the new book, which were served to Stephanie and the guests. Approximately 55 people attended this event.

Halloween Movie in Burnie Park

This event was originally designed by the Tourism students from Hellyer College. It was executed by the Marketing and Events team in partnership with Council's Youth Development Officer and Hellyer College students. Students designed a Snapchat geo filter for the event at Burnie Park, which received over 4,000 views and 82 uses.

Even though this was a free event for patrons to experience, a pre-registration incentive (opportunity to win free pizza) was set up to encourage booking on Burnie Tickets. Lots of people dressed in Halloween costumes for the event which was attended by about 260 people, most of whom were teenagers and young adults.

Council's Youth Development Officer lead the Zombie Walk and prizes were awarded. This was a very well behaved group. It was a successful event in terms of patron numbers and satisfaction.

Sea FM radio Interviews

Supporting the 150 Burnie Shines radio ads, every Monday and Friday afternoon throughout October, Marketing and Events staff did live to air interviews on 7AD, and some on 7BU speaking about coming events.

Facebook and Social Media

Social media is playing an increasingly important role in the information distribution and communication system. Each week highlighted events were copied from the website into a link that was posted on social media, either on Council's Facebook page and copied and shared throughout professional and personal networks. The better Council becomes in this area, the more money will be saved in traditional media spending in the long term.

Measuring Participation

Eight events were accurately measured as clients booked via the Burnie Tickets booking platform. The events were:-

- Halloween – Movie in the Park
- Burnie Shines Launch
- The Place of Art in the Art of Place
- Featured Artist – Kit Hiller Exhibition Opening
- So You Wanna Be a Wildlife Carer
- Kit Hiller Floor Talk
- Weber BBQ Demo Days
- Stephanie Alexander

The total number of people ticketed for these eight events were 638, although many people paid at the door.

The data revealed the following:-

- 58% came from Burnie
- 13% Central Coast
- 11% Wynyard
- 6% Somerset
- 4% Devonport
- 3% Boat Harbour
- 2% Smithton
- 2% Sheffield/Latrobe area
- 1% for Launceston, Hobart & New South Wales

This is a sample of just 8% of the events, and it is noted that it may be a skewed sample due to the nature of the events that the Marketing and Events team managed.

2.7 COLLECTIVE IMPACT**BIG**

BIG held Up Close and BIG... with Martin Flanagan, journalist and author on Monday 22 October 2018. 40 students participated in the student session, followed by a business lunch catered by hospitality students at Hellyer College.

Dream Big

Dream Big students have been working on posters about their visits, which will be on display at the Burnie Library from 1-7 November 2018.

Local Drug Action Team

The community action plan 'Resilient Burnie Families' has been approved by the Alcohol and Drug Foundation. The LDAT received total funding of \$15 200 to implement the plan, which focuses on increasing protective factors; emotional intelligence and family connection.

2.8 YOUTH DEVELOPMENT**Burnie Youth Council (BYC)**

No meeting in October.

Paper Clothing Competition 2018

Burnie TAFE and Don College students have traditionally contributed the bulk of works in the competition but this year student workload and the inability to complete their works in time have seen them unable to enter.

There were only five entries this year, one from Burnie and the other four from Leighlands Christian School in Ulverstone and it was decided to run a double workshop with local artist Stephanie Reynolds to be held in late November, along with exhibiting student work in the atrium of Council next to an artwork from Paper On Skin.

Halloween Film Night

The Youth Development Officer, Events and Marketing team and Tourism students from Hellyer College collaborated to deliver a horror film in Burnie Park on Halloween. People were encouraged to dress up in Halloween costumes, and the majority of the 260 that attended were young people.

The event was free for the community along with pre-registration on Burnie Tickets that gave a chance to win pizza for them and their friends, which was delivered to the winner by students dressed as zombies.

The event included a Zombie Walk and Zombie Dance. A group of young people gave out prizes of 'blood money' vouchers that could be redeemed for food and drink at the event for outstanding costumes.

Try Skills

The Try Skills Program promotes increased participation in sport and recreation by primary school-aged children and Year 7 high school children within the Burnie area. A report on the latest program has been circulated to Aldermen.

NWAY

NWAY had a meeting 5 October 2018 hosted by Waratah-Wynyard Council.

The issues surrounding mental health services was again the primary topic of discussion. Youth services are reporting that there is a continued increase in young people presenting with serious mental illness. Headspace Devonport is the closest service for Burnie youth and a satellite site for the Launceston offices. It currently has a one month waiting list.

Cornerstone Youth Services engagement team has funding from Primary Health Tasmania to fill the gap between Headspace and Child and Adolescent Mental Health Services (CAMHS) but is struggling to find the staff to fill those roles.

It was reported that young people in crisis are being turned away from the North West Regional Hospital.

YMCAB (Youth Making Changes Around Burnie)

Planning for a hip-hop event bringing together artists from across the north and north-west of Tasmania aimed at young adults is underway.

The YDO attended National Joblink to discuss YMCAB with young people, talk about Council and what is involved in community work as a career.

The YDO attended SPACE learning to discuss YMCAB with young people, talk about the online organising other young people in Burnie are doing within YMCAB, and the opportunities to be involved in volunteering in building community events and projects.

Planning of a Colour Run for early December is underway that aims to be a collaboration with clients from Speak Out, young people from National Joblink and members of Girl Guides. Speak Out clients will be forming the core of the event committee and directing the event with support from other organisations.

Burnie PCYC

There was a meeting of the PCYC on 18 October 2018.

Other

Planning for the Skate Scooter and BMX Competition has started, which will be a collaboration to deliver the series across north west Tasmanian Councils, Anglicare and the Department of Communities.

Students from SPACE learning were involved in a stencil workshop with a visiting artist at the Burnie Regional Art Gallery .

2.9 BURNIE ARTS AND FUNCTION CENTRE

As per Aldermen's request, financial year to date figures for the Burnie Arts and Function Centre are attached.

ATTACHMENTS

1 [↓](#) BAFC Financial Report - October

COUNCIL RESOLUTION

Resolution number: MO411-18

MOVED: *Ald D Pease*

SECONDED: *Ald A Boyd*

“THAT the General Manager’s Information Report for Community and Economic Development October 2018 be noted.”

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

Against:

CARRIED UNANIMOUSLY

Burnie Arts & Function Centre Operational Performance

Sub No	Account Description	YTD Actual 2017-18	YTD Actual 2018-19	YTD Budget	\$ YTD Variance	% YTD Variance	Annual Budget	Forecast	\$ Forecast Variance	% Change
Burnie Arts & Function Centre Administration & Building										
	Internal Charges	5,488	5,952	5,948	4	0.1%	17,850	17,850	-	0.0%
	Financial Services OH	10,144	7,284	7,280	4	0.1%	21,850	21,850	-	0.0%
	Organisational Development OH	19,612	18,236	18,232	4	0.0%	54,713	54,713	-	0.0%
	Information Technology OH	13,044	11,188	12,592	-1,404	-11.1%	37,793	37,793	-	0.0%
	Facilities Management OH	23,109	15,728	15,554	1,740	22.6%	47,200	47,200	-	0.0%
	Building Essential Services	4,590	2,539	3,096	-557	-18.0%	9,294	9,294	-	0.0%
	Water Rates	2,576	2,682	3,504	-822	-23.5%	10,522	10,522	-	0.0%
	Sewer Rates	224	233	332	-99	-29.7%	1,000	1,000	-	0.0%
	Trade Waste	442	1,129	868	261	30.1%	2,600	2,600	-	0.0%
	Cleaning	650	285	332	-47	-14.2%	1,000	1,000	-	0.0%
	Contracts	13,970	12,151	9,792	2,359	24.1%	29,393	29,393	-	0.0%
	Gas	11,950	12,819	9,924	2,895	29.2%	29,784	29,784	-	0.0%
	Electricity	17,135	-	6,028	-6,028	-100.0%	18,087	18,087	-	0.0%
	Insurance	-	886	416	470	113.1%	1,253	1,253	-	0.0%
	Non Hire Plant Expenses	-	-	132	-132	-100.0%	400	400	-	0.0%
	Materials and Contracts	-	-	332	-332	-100.0%	1,000	1,000	-	0.0%
	Maintenance, Repairs & Replacements	866	1,234	1,748	-514	-29.4%	5,250	5,250	-	0.0%
	Security Services	1,002	932	1,320	-388	-29.4%	3,960	3,960	-	0.0%
	Telephone	846	1,964	1,708	256	15.0%	5,130	5,130	-	0.0%
	Vehicle Costs	4,390	4,390	4,480	-90	-2.0%	13,447	13,447	-	0.0%
	Levies and Contributions	(5,789)	-	3,620	-3,620	-100.0%	10,865	10,865	-	0.0%
	Land Tax	(5,221)	58,539	60,772	-2,233	-3.7%	182,389	182,389	-	0.0%
	Borrowing Costs	-	-	-	-	-	-	-	-	-
	Depreciation and Amortisation	-	-	-	-	-	-	-	-	-
	Fringe Benefits Tax	20,570	19,802	24,388	-4,586	-18.8%	77,732	77,732	-	0.0%
	Wages	516	592	664	-72	-10.9%	2,116	2,116	-	0.0%
	Overtime Wages	-	-	-	-	-	-	-	-	-
	Employee Costs	150,154	182,119	193,236	(11,117)	0.0%	584,628	584,628	-	0.0%
	Total Administration & Building									
Kiosk										
	Sales Income	(13,001)	(11,958)	(8,776)	(3,182)	36.3%	(26,340)	(26,340)	-	0.0%
	Wages	807	1,275	1,224	51	4.2%	3,307	3,307	-	0.0%
	Employee Costs	196	338	-	338	#DIV/0!	-	-	-	#DIV/0!
	Overtime Wages	7,421	8,144	4,212	3,932	93.4%	12,638	12,638	-	0.0%
	Stock Purchases	(4,577)	(2,200)	(3,340)	1,140	-34.1%	(9,795)	(9,795)	-	0.0%
	Total Kiosk									
	Purchase as % of Sales	57.1%	68.1%	48.0%			48.0%	48.0%		0.0%
	GPM	35.2%	18.4%	38.1%			37.2%	37.2%		
Bar & Catering										
Bar										
	User Charges	(17,215)	(18,406)	(12,972)	(5,434)	41.9%	(38,937)	(38,937)	-	0.0%
	Bar Cost of Goods Sold	6,677	7,943	5,084	2,859	56.2%	15,263	15,263	-	0.0%
	Stock Movement	-	-	-	-	#DIV/0!	-	-	-	#DIV/0!
	Bar Cost of Goods Sold	6,885	6,321	5,376	945	17.6%	17,130	17,130	-	0.0%
	Wages	(3,959)	(4,143)	(2,512)	(1,631)	64.9%	(6,344)	(6,344)	-	0.0%
	Bar Gross Profit	38.3%	34.3%	41.4%			44.0%	44.0%		0.0%
	Purchase as % of Sales	23.0%	22.5%	19.4%			16.8%	16.8%		
	GPM									

Burnie Arts & Function Centre Operational Performance

Sub No	Account Description	YTD Actual 2017-18	YTD Actual 2018-19	YTD Budget	\$ YTD Variance	% YTD Variance	Annual Budget	Forecast	\$ Forecast Variance	% Change
Catering										
	User Charges	(41,656)	(61,972)	(52,584)	(9,388)	17.9%	(157,818)	(157,818)	-	0.0%
	Catering Cost of Goods Sold	11,422	17,018	13,252	3,766	28.4%	39,767	39,767	-	0.0%
	Catering Cost of Goods Sold	37,106	46,746	35,752	10,994	30.8%	113,859	113,859	-	0.0%
	Catering Gross (Profit)/Loss	6,872	1,792	(3,580)	5,372	-150.1%	(4,092)	(4,092)	-	0.0%
	Purchase as % of Sales	27.4%	27.5%	25.2%	2.3%	-	25.2%	25.2%	-	0.0%
	GPM	-16.5%	-2.9%	6.8%	-	-	2.6%	2.6%	-	0.0%
Room Hire										
	User Charges	(9,700)	(20,954)	(18,924)	(2,030)	10.7%	(56,790)	(56,790)	-	0.0%
	Community Subsidies	(3,225)	(7,522)	(3,332)	(4,190)	125.7%	(10,000)	(10,000)	-	0.0%
	Contracts	-	520	1,668	(1,148)	-68.8%	5,000	5,000	-	0.0%
	Laundry	347	931	584	347	59.5%	1,750	1,750	-	0.0%
	Room Hire Cost of Goods Sold	18,297	22,106	16,948	5,158	30.4%	54,026	54,026	-	0.0%
	Room Hire Cost of Goods Sold	-	-	-	-	#DIV/0!	-	-	-	#DIV/0!
	Room Hire Gross (Profit)/Loss	5,719	(4,919)	(3,056)	(1,863)	60.9%	(6,014)	(6,014)	-	0.0%
	GPM	-59.0%	23.5%	16.1%	-	-	10.6%	10.6%	-	0.0%
Other Income & Expenditure										
	User Charges	(3,650)	(8,319)	(4,516)	(3,803)	84.2%	(13,556)	(13,556)	-	0.0%
	Fees and Charges	(3,055)	(8,597)	(5,284)	(3,313)	62.7%	(15,855)	(15,855)	-	0.0%
	Maintenance, Repairs & Replacements	387	957	500	457	91.3%	1,500	1,500	-	0.0%
	Employee Costs	4,210	8,060	6,844	1,216	17.8%	21,813	21,813	-	0.0%
	Wages	(1,408)	(7,898)	(2,456)	(5,442)	221.6%	(6,098)	(6,098)	-	0.0%
	Total Other Income & Expenditure	7,230	(15,167)	(11,604)	(3,563)	30.7%	(22,748)	(22,748)	-	0.0%
Theatre Hire										
	User Charges	(9,207)	(19,354)	(13,608)	(5,746)	42.2%	(40,840)	(40,840)	-	0.0%
	Fees and Charges	(21,906)	(42,803)	(26,656)	(16,147)	60.6%	(80,000)	(80,000)	-	0.0%
	Subscription Season Income	(34,277)	(19,806)	(21,656)	1,850	-8.5%	(65,000)	(65,000)	-	0.0%
	Hire	(23,381)	(41,249)	(21,992)	(19,257)	87.6%	(66,000)	(66,000)	-	0.0%
	Miscellaneous Reports	(909)	(909)	(304)	605	-100.0%	(909)	(909)	-	0.0%
	Advertising & Promotions	5,053	3,480	3,332	148	4.4%	10,000	10,000	-	0.0%
	Maintenance, Repairs & Replacements	1,223	5,991	5,332	659	12.4%	16,000	16,000	-	0.0%
	Marketing	3,149	-	5,396	(5,396)	-100.0%	16,200	16,200	-	0.0%
	Equipment Hire	140	80	168	(88)	-52.4%	500	500	-	0.0%
	Postage & Freight	1,150	366	1,000	(634)	-63.4%	3,000	3,000	-	0.0%
	Printing Stationery and Office Supplies	490	1,474	4,000	(2,526)	-63.2%	12,000	12,000	-	0.0%
	Subscription Season Expenses	10,358	35,133	18,360	16,773	91.4%	55,100	55,100	-	0.0%
	Strategic Initiatives	3,375	-	-	-	#DIV/0!	-	-	-	#DIV/0!
	Subscriptions, Publications & Membership	224	2,246	3,472	(1,226)	-35.3%	10,424	10,424	-	0.0%
	Employee Costs	494	-	2,000	(2,000)	-100.0%	6,000	6,000	-	0.0%
	Travel and Accommodation	872	-	732	(732)	-100.0%	2,200	2,200	-	0.0%
	Uniforms	-	268	(268)	(268)	-100.0%	800	800	-	0.0%
	Overnight Wages	1,200	7,238	1,036	6,202	598.7%	3,301	3,301	-	0.0%
	Employee Costs	154,810	168,003	150,752	17,251	11.4%	480,528	480,528	-	0.0%
	Wages	92,558	100,799	111,632	(10,833)	-9.7%	363,304	363,304	-	0.0%
	Theatre Hire	245,165	265,551	289,924	(24,373)	-8.4%	915,389	915,389	-	0.0%
Burnie Arts & Function Centre Total										

GENERAL MANAGER**AO319-18 GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES OCTOBER 2018****FILE NO: 4/18/2****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Corporate and Business Services for October 2018 be noted.”

2.0 SUMMARY

The report includes the following items:

Corporate and Business Services

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

2.1 SUMMARY FINANCIAL STATEMENTS

Statement of Comprehensive Income

This report provides the draft YTD operating results for the period ending 31 October 2018.

YTD Comprehensive Income Statement

	YTD Actual	YTD Budget	YTD Variance to Budget	Annual Budget 2019	Annual Forecast 2019	Forecast Variance to Budget	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Recurrent Income							
Rates and charges	22,661	22,401	✓ (260)	22,514	22,661	✓ (147)	F
Statutory fees and fines	371	333	✓ (38)	999	1,000	✓ (1)	F
User fees	1,333	1,577	✗ (244)	4,734	4,736	✓ (2)	F
Grants	500	472	✓ (28)	1,417	1,417	✓ -	F
Reimbursements	141	95	✓ (46)	286	286	✓ -	F
Other income	222	298	✗ (76)	896	896	✓ -	F
Investment income	159	376	✗ (217)	1,127	1,174	✓ (47)	F
Total recurrent income	25,387	25,552	✗ (165)	31,972	32,168	✓ (196)	F
Recurrent Expenses							
Employee benefits	3,308	3,537	✓ (229)	11,253	11,255	⚠ 2	U
Materials and services	2,542	3,507	✓ (965)	10,524	10,535	⚠ 11	U
Depreciation and amortisation	2,575	2,642	✓ (66)	7,928	7,928	✓ -	F
Finance costs	-	24	✓ (24)	73	73	✓ -	F
Other expenses	1,198	1,136	✗ 62	3,409	3,412	⚠ 3	U
Total recurrent expenses	9,623	10,845	✓ (1,223)	33,187	33,203	⚠ 16	U
Operating surplus/(deficit)	15,764	14,707	✓ (1,058)	(1,215)	(1,035)	✓ (180)	F
Capital Items							
Capital grants	788	989	✗ (201)	2,967	2,967	✓ -	F
Expenditure on assets not owned by Council	-	-	✓ -	-	-	✓ -	F
Developer Contributions	-	-	✓ -	-	-	✓ -	F
Net gain/(loss) on disposal of assets	(167)	-	✗ 167	(269)	(269)	✓ -	F
	621	989	✗ (368)	2,698	2,698	✓ -	F
Surplus/(deficit)	16,386	15,696	✓ (690)	1,483	1,663	✓ (180)	F
Operating Margin	2.64	2.36		0.96	0.97		

- ✓ A favourable variance
- ⚠ An unfavorable variance < \$50k
- ✗ An unfavorable variance > \$50k

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

Council is budgeting for an underlying operating deficit of \$1.215m in 2018-19.

Statement of Financial Position

The Statement of Financial Position provides a snapshot of Council's financial position at the end of the reporting period. As at 31 October trade payables is a debit (instead of a liability credit) due to insurance premiums paid but yet to be allocated across relevant expense areas of Council.

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 term assets than short term liabilities. Council is forecasting to have a current ratio of 1.04 as at 30 June 2019.

Statement of Financial Position

	Actual 2019 \$'000	Budget 2019 \$'000	Forecast 2019 \$'000
Assets			
Current assets			
Cash and cash equivalents	15,246	4,078	4,006
Trade and other receivables	7,490	1,592	1,592
Inventories	132	138	138
Other assets	10	46	46
Total current assets	22,878	5,854	5,782
Non-current assets			
Investment in water corporation	66,151	66,151	66,151
Investments in subsidiaries	2,103	2,103	2,103
Investment in joint venture	3,329	3,329	3,329
Property, infrastructure, plant and equipment	328,751	333,989	334,241
Total non-current assets	400,334	405,572	405,824
Total assets	423,212	411,426	411,606
Liabilities			
Current liabilities			
Trade and other payables	(131)	2,601	2,601
Trust funds and deposits	132	135	135
Interest-bearing loans and borrowings	310	340	340
Employee provisions	2,351	2,489	2,489
Total current liabilities	2,662	5,565	5,565
Non-current liabilities			
Interest-bearing loans and borrowings	1,264	923	923
Employee provisions	161	166	166
Total non-current liabilities	1,424	1,089	1,089
Total liabilities	4,086	6,654	6,654
Net Assets	419,126	404,772	404,952
Equity			
Accumulated surplus	273,697	273,698	273,698
Surplus/(deficit)	16,386	1,483	1,663
Reserves	129,043	129,590	129,590
Total Equity	419,126	404,772	404,952
CURRENT RATIO	9	1.05	1.04

Statement of Cash Flows

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

Council's cash and investments balance as at 31 October 2018 is \$15.246m

Burnie City Council
Statement of Cash Flows

	Actual 2019 \$'000	Budget 2019 \$'000	Forecast 2019 \$'000
Cash flows from operating activities			
Rates and charges	16,711	22,514	22,608
Statutory fees and fines	371	946	1,000
User fees	1,333	4,811	4,736
Grants	500	1,343	1,417
Reimbursements	141	285	286
Other income	222	889	896
Payments to suppliers	(5,185)	(10,459)	(10,485)
Payments to employees	(3,382)	(11,122)	(11,185)
Other payments	(1,198)	(3,481)	(3,412)
Net cash provided by (used in) operating activities	9,514	5,726	5,859
Cash flows from investing activities			
Payments for property, infrastructure, plant and equip	(1,852)	(11,997)	(12,249)
Dividends and distributions	159	1,127	1,174
Capital grants	788	2,967	2,967
Net cash provided by (used in) investing activities	(905)	(7,903)	(8,108)
Cash flows from financing activities			
Finance costs	-	(73)	(73)
Repayment of interest bearing loans and borrowings	-	(310)	(310)
Net cash provided by (used in) financing activities	-	(383)	(383)
Net increase (decrease) in cash and cash equivalents	8,608	(2,560)	(2,632)
Cash and cash equivalents at the beginning of the financial year	6,638	6,638	6,638
Cash and cash equivalents at the end of the period	15,246	4,078	4,006

2.2 SCHEDULE OF INVESTMENTS

A schedule of Council's investments is provided as at 31 October 2018:

Investments Schedule as at 31/10/18							
<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+			944,446	944,446
MyState	365 Days	2.90%	A2	2/09/2018	2/09/2019	500,000	
MyState	270 Days	2.80%	A2	2/09/2018	2/06/2019	1,000,000	
My State	365 Days	2.80%	A2	8/08/2018	8/08/2019	500,000	2,000,000
Bendigo	270 Days	2.80%	A2	8/08/2018	8/05/2019	1,000,000	
Bendigo	90 Days	2.75%	A2	8/08/2018	8/11/2018	1,000,000	2,000,000
ME Bank	365 Days	2.85%	A2	23/07/2018	23/07/2019	1,000,000	
ME Bank	365 Days	2.85%	A2	8/08/2018	8/08/2019	1,000,000	2,000,000
Suncorp	130 Days	2.65%	A1	30/08/2018	7/01/2019	500,000	500,000
Bank of Queensland	90 Days	2.65%	A2	30/08/2018	28/11/2018	500,000	
Bank of Queensland	153 Days	2.70%	A2	30/08/2018	30/01/2019	1,000,000	1,500,000
Bankwest	120 Days	2.70%	A1+	20/08/2018	18/12/2018	1,000,000	
Bankwest	150 Days	2.70%	A1+	20/08/2018	17/01/2019	1,000,000	
Bankwest	182 Days	2.75%	A1+	20/08/2018	18/02/2019	1,000,000	
Bankwest	182 Days	2.75%	A1+	20/08/2018	18/02/2019	1,000,000	
Bankwest	120 Days	2.65%	A1+	30/08/2018	28/12/2018	1,000,000	
Bankwest	270 Days	2.75%	A1+	30/08/2018	27/05/2019	1,000,000	6,000,000
							14,944,446

Investment Allocation by Credit Rating

<u>Credit Rating</u>	<u>%</u>	<u>Amount</u>	<u>WAIR</u>
A1+	46%	\$6,944,446	2.61%
A1	3%	\$500,000	0.18%
A2	50%	\$7,500,000	2.79%
	100%	\$14,944,446	

Investment Allocation by Bank

<u>Bank</u>	<u>%</u>	<u>Amount</u>
ANZ	6%	\$944,446
MyState	13%	\$2,000,000
Bendigo	13%	\$2,000,000
ME Bank	13%	\$2,000,000
Suncorp	3%	\$500,000
Bank of Queensland	10%	\$1,500,000
Bankwest	40%	\$6,000,000
	100%	\$14,944,446

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

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

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

Council's risk from exposure to any individual institution is restricted through diversification of the investment portfolio. No more than 40% of Council's total investment portfolio will be invested in any one institution. Council is also mindful of limiting its exposure to institutions with a credit rating of less than A1 and will not invest more than \$3,000,000 with any one institution with a credit rating of less than A1.

2.3 OPERATIONAL REPORT BY DIRECTORATE/DEPARTMENT

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

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

Department	31-Oct	Annual Budget	Forecast	Forecast Variance to Budget	Note
Community & Economic Development					
Burnie Arts & Function Centre	265,492	915,389	915,389	- Favourable	
Burnie Regional Art Gallery	95,425	583,662	583,662	- Favourable	
Burnie Regional Museum	87,479	273,527	273,527	- Favourable	
Business & Recreation	136,546	223,120	223,120	- Favourable	
CED Management	119,869	373,762	373,762	- Favourable	
City Link	4,222	-	-	- Favourable	
Community & Youth	105,902	378,077	378,077	- Favourable	
Marketing & Events	126,718	514,284	514,284	- Favourable	
Visitor Information Centre	103,321	370,935	371,120	185 Unfavourable	
Community & Economic Development Total	1,044,975	3,632,756	3,632,941	185 Unfavourable	
Corporate & Business Services					
Accounting Services	(11,540)	-	(106)	(106) Favourable	
Information Management	60,584	148,486	153,182	4,696 Unfavourable	
Information Technology Services	31,701	-	-	- Favourable	
Revenue Services	129,132	423,942	427,232	3,290 Unfavourable	
Strategic and Governance	(16,102,592)	(14,985,538)	(15,110,276)	(124,738) Favourable	1
Corporate & Business Services Total	(15,892,716)	(14,413,110)	(14,529,968)	(116,858) Favourable	
Employee Oncost Recovery					
Oncosts	(209,246)	-	-	- Favourable	
Employee Oncost Recovery Total	(209,246)	-	-	- Favourable	
Land & Environmental Services					
Compliance Support	(278,363)	(724,524)	(724,524)	- Favourable	
Development Services	210,497	729,235	730,237	1,002 Unfavourable	
Management LES	97,593	319,693	319,693	- Favourable	
Land & Environmental Services Total	29,726	324,404	325,406	1,002 Unfavourable	
Office of the General Manager					
Executive Management	155,254	477,020	477,020	- Favourable	
Organisational Development	(18,435)	-	-	- Favourable	
Office of the General Manager Total	136,819	477,020	477,020	- Favourable	
Works & Services					
Cemetery Services	(331)	-	-	- Favourable	
Facilities Management	565,344	2,133,736	2,133,736	- Favourable	
Management WS	(108,018)	(25,234)	(25,234)	- Favourable	
Parks & Reserves	556,483	2,005,097	2,005,097	- Favourable	
Sporting Grounds	428,122	1,482,698	1,482,697	(1) Favourable	
Stormwater Services	(1,215,789)	(507,735)	(548,508)	(40,773) Favourable	2
Transport Services	1,884,760	6,100,785	6,100,785	- Favourable	
Waste Management	(2,984,575)	4,401	(18,932)	(23,333) Favourable	3
Works & Services Total	(874,005)	11,193,748	11,129,641	(64,107) Favourable	
Total	(15,764,447)	1,214,818	1,035,040	(179,778) Favourable	

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

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

The favourable forecast variance to budget of \$125k for Strategic & Governance is due to higher than budgeted supplementary rates (\$105k), higher than budgeted investment income (\$46k) offset by lower than budgeted rates raised \$28k.

Works & Services***2. 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 of \$41k is due to higher than budgeted rates income.

3. 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 favourable forecast variance to budget of \$23k for waste management is due to higher than budgeted rates income.

2.4 RECEIVABLES ANALYSIS

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

Receivables Analysis as at 31 October 2018

	<u>Total</u>	<u>Current</u>	<u>30-60 Days</u>	<u>60-90 Days</u>	<u>90+ Days</u>
Trade Debtors					
Sundry Debtors	86,818	79,172	-	192	7,454
Reserved Parking Spaces	11,943	11,260	247	37	398
Burnie Venues & Catering	27,330	26,987	166	-	177
Lease Debtors	53,825	51,798	2,258.35	-	(231)
Business & Recreation Debtors	22,104	21,790	-	-	314
Waste Debtors	30,338	31,169	811	(1,883)	241
Total Trade Debtors	232,357	222,177	3,482	(1,654)	8,352
Goods & Services Tax	1,059				
Infringements & Parking	1,259,890				
Other Receivables	96,765				
Rates & Charges	6,964,854				
Allowance for Impaired Debts	(1,065,369)				
Total Receivables	7,489,556				

Infringements & parking

	Oct-18		Oct-17		Movement	
	Count	Balance	Count	Balance	Count	Balance
Issued 2019	1,545	81,896	-	-	1,545	81,896
Issued 2018	1,609	146,047	1,464	71,483	145	74,564
Issued 2017	1,735	78,582	1,985	142,313	(250)	(63,731)
Issued 2016	1,028	48,459	1,125	65,583	(97)	(17,124)
Issued 2015	648	43,133	743	51,905	(95)	(8,772)
Issued 2014	581	39,911	657	47,212	(76)	(7,301)
Issued 2013	689	42,698	755	49,374	(66)	(6,675)
Issued 2012	571	36,534	611	39,951	(40)	(3,418)
Issued 2011	591	36,835	636	40,985	(45)	(4,150)
Issued 2010	699	27,412	733	30,861	(34)	(3,448)
Issued 2009	821	57,494	907	64,369	(86)	(6,876)
Issued 2008	1,472	74,760	1,512	79,927	(40)	(5,167)
Issued 2007	2,032	80,149	2,050	87,638	(18)	(7,489)
Issued Pre-2006	9,904	473,612	11,380	478,121	(1,476)	(4,509)
	23,925	1,267,521	24,558	1,249,721	(633)	17,800

2.5 RATES ANALYSIS

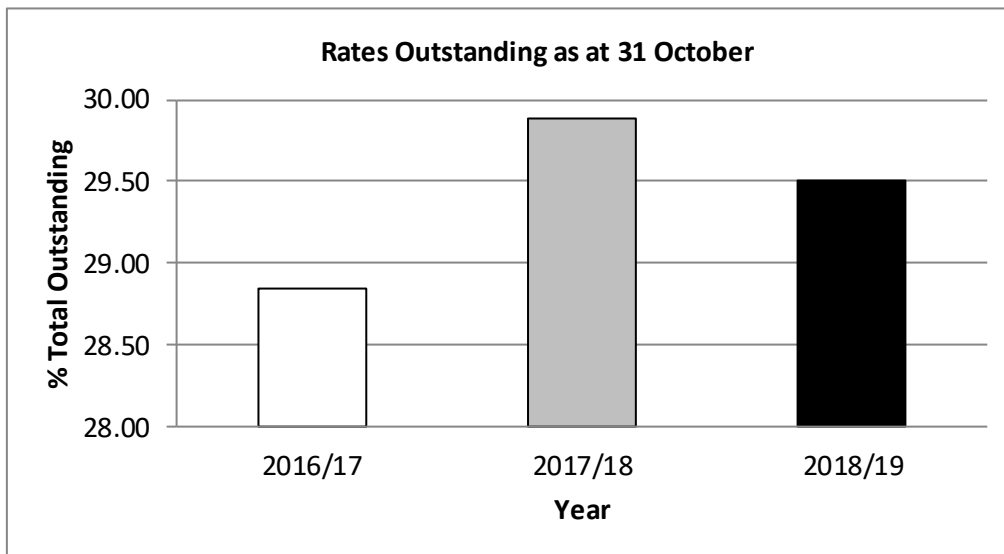
The rates analysis contains a summary of rating transaction movements for 2018/19 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

Rates Outstanding as at 31/10/2018

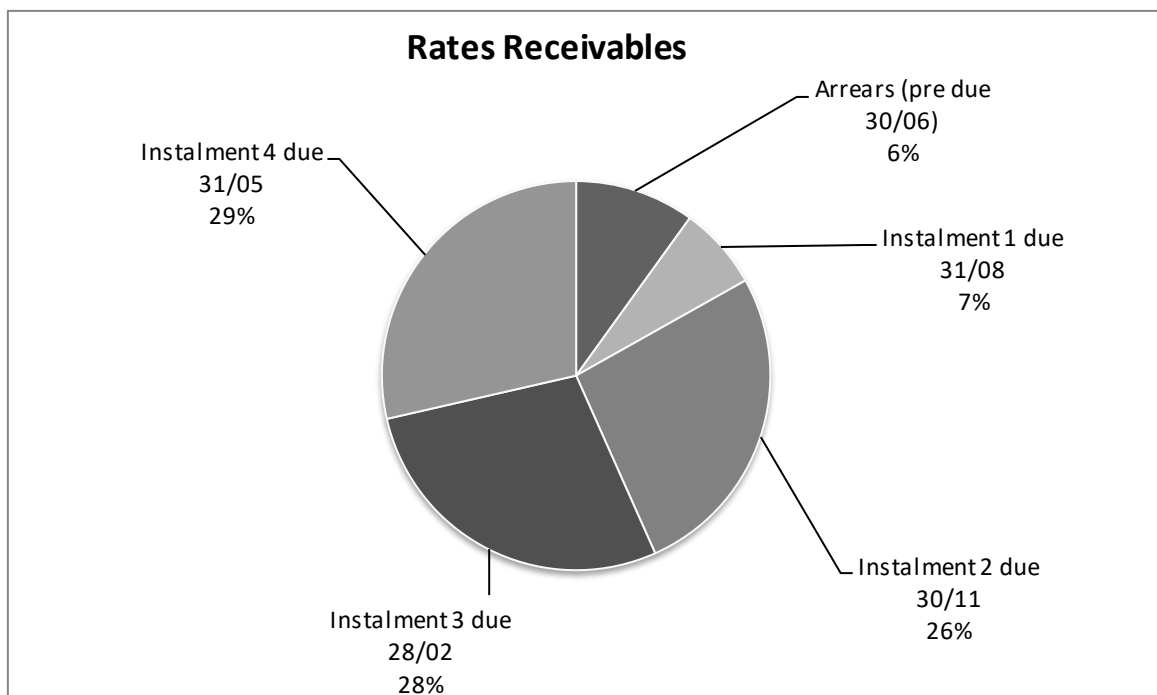
	This Financial Year 31 Oct 2018		Last Financial Year 31 Oct 2017		Change
		\$		\$	\$
Arrears Brought Forward as at July 1	5.33%	1,239,630	5.08%	1,172,182	67,448
Credit Brought Forward	-2.98%	(692,968)	-2.51%	(580,636)	(112,332)
Add Current Rates & Charges					
Levied	96.42%	22,405,917	97.15%	22,439,919	(34,002)
Penalty	0.13%	29,940	0.13%	29,289	651
Supplementary Rates	1.10%	255,079	0.16%	36,402	218,677
Gross Rates and Charges Demanded	100.00%	23,237,599	100.00%	23,097,157	140,443
Less: Rates & Charges Collected	65.48%	15,216,663	65.01%	15,016,574	200,088
Pension Remission	3.02%	701,895	3.08%	712,218	(10,323)
Residential Waste Remission	0.08%	18,144	0.08%	18,624	(480)
Hardship Interest Remission	0.00%	164	0.00%	291	(126)
Private Conservation	0.00%	105	0.00%	165	(60)
Misc Remissions	0.06%	12,988	0.11%	25,977	(12,989)
Services Remissions	0.00%	-	0.00%	-	-
Stormwater Remission	0.04%	8,133	0.04%	8,153	(20)
General Rate Remission	0.02%	4,611	0.03%	6,045	(1,434)
- Legal Fees	-0.01%	(2,317)	-0.01%	(1,382)	(935)
- Discounts	1.81%	420,371	1.77%	408,775	11,596
- Roundings/Adjustments	0.00%	(2)	0.00%	-	(2)
Sub Total	70.49%	16,380,756	70.12%	16,195,440	185,316
Unpaid Rates & Charges as at 31/10/2018	29.51%	6,856,843	29.88%	6,901,717	(44,874)

	2018/2019		2017/2018	
Outstanding as at 31 October		7,105,911		7,125,281
Rates in credit		(249,068)		(223,565)
		6,856,843		6,901,716
Total number of assessments		10,014		9,935
Assessments outstanding	46.17%	4,623	48.6%	4,824
Credit Rates	-3.6%	(249,068)	-3.2%	(223,565)
Arrears (pre due 30/06)	10.3%	707,904	10.3%	712,501
Instalment 1 due 31/08	7.2%	490,505	6.1%	422,133
Instalment 2 due 30/11	27.4%	1,880,037	27.6%	1,901,654
Instalment 3 due 28/02	29.1%	1,997,219	29.3%	2,024,767
Instalment 4 due 31/05	29.6%	2,030,246	29.9%	2,064,226
	100.00%	6,856,843	100.00%	6,901,716

There were 4,623 assessments outstanding as at 31 October 2018 compared to 4,824 as at 31 October 2017.



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 October 2018. Explanations are provided below for project forecast variances to budget of \$20,000 or more.


YTD Capital Expenditure 2018/19						
	YTD Expenditure	Annual Budget	Balance Unspent	Forecast	Forecast Variance to Budget	Note
ROADS						
RURAL ROADS						
Upgrade Programme	282,512	1,416,880	1,134,368	1,416,880	●	-
Rural Roads Resealing	99	90,780	90,681	90,780	●	-
Rural Roads Major Patching & Resealing	24,489	443,695	419,206	443,695	●	-
Rural Roads Bridges Programme	7,363	100,910	93,547	100,910	●	-
TOTAL RURAL ROADS	314,462	2,052,265	1,737,803	2,052,265	●	-
URBAN ROADS						
Car Parking Improvements	2,490	69,690	67,200	69,690	●	-
Driveways, Footpaths and Channel	43,016	98,180	55,164	98,180	●	-
Retaining Walls	54,970	366,670	311,700	366,670	●	-
Urban Infrastructure	102,797	1,498,828	1,396,031	1,533,710	⊗	34,882
Urban Road Renewal & Upgrades	26,565	995,403	968,838	1,004,697	⚠	9,294
Urban Road Resealing	177,046	515,393	338,347	515,393	●	-
TOTAL URBAN ROADS	406,883	3,544,164	3,137,281	3,588,340	⊗	44,176
TOTAL ROADS	721,345	5,596,429	4,875,084	5,640,605	⊗	44,176
STORMWATER						
Storm Water Upgrades & Replacements	133,890	589,800	455,910	591,622	⚠	1,822
TOTAL STORMWATER	133,890	589,800	455,910	591,622	⚠	1,822
PARKS, RESERVES AND SPORTING FACILITIES						
General Parks and Reserves	76,643	1,195,466	1,118,823	1,211,151	⚠	15,685
Cemeteries	38,406	5,166	(33,240)	43,406	⊗	38,240
Sporting Grounds & Facilities	70,658	321,198	250,540	374,916	⊗	53,718
TOTAL PARKS, RESERVES & SPORTING FACILITIES	185,707	1,521,830	1,336,123	1,629,473	⊗	107,643
WASTE						
Garbage and Recycling	6,316	23,720	17,404	26,440	⚠	2,720
Waste Management Centre	8,691	55,214	46,523	55,214	●	-
TOTAL WASTE MANAGEMENT	15,007	78,934	63,927	81,654	⚠	2,720
BUILDINGS						
Sporting Facilities	178,875	1,382,737	1,203,862	1,450,071	⊗	67,334
Public Amenities	21,069	118,600	97,531	118,600	●	-
Burnie Arts & Function Centre	38,516	174,266	135,750	174,266	●	-
Burnie Regional Museum	66	31,500	31,434	31,500	●	-
Other Buildings	35,625	93,435	57,810	112,505	⚠	19,070
TOTAL BUILDINGS	274,151	1,800,538	1,526,387	1,886,942	⊗	86,404
PROPERTY, PLANT & EQUIPMENT (PPE)						
Computer Equipment	1,018	203,773	202,755	203,773	●	-
Vehicles	-	97,000	97,000	97,000	●	-
Plant	434,478	1,326,149	891,671	1,326,149	●	-
Other	17,897	507,966	490,069	507,966	●	-
Parking Equipment	48,100	106,414	58,314	106,414	●	-
Furniture & Fittings	22,373	147,750	125,377	147,750	●	-
Heritage Assets	(2,329)	20,000	22,329	30,000	⚠	10,000
TOTAL PLANT/EQUIPMENT/VEHICLES	521,537	2,409,052	1,887,515	2,419,052	⚠	10,000
TOTAL	1,851,637	11,996,583	10,144,946	12,249,348	⊗	252,765

Note 1 – Urban Infrastructure

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Coastal Pathway Marine Terrace	32,440	0	32,440	 32,440	0%



Coastal Pathway Marine Terrace – Works from 2017-18, project costs paid in current financial year.

Note 2 – Cemeteries

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Lawn Cemetery Stage 5 Irrigation	38,240	0	38,240	 38,240	0%

Lawn Cemetery Stage 5 Irrigation – Works from 2017-18, project costs paid in current financial year.



Note 3 – Sporting Grounds & Facilities

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
West Park Upgrade	43,915	0	43,915	 43,915	0%
Upper Burnie Sports Centre Footpath	16,326	6,523	16,326	 9,803	0%

West Park Upgrade – Grant funding is being sort for this project.

Upper Burnie Sports Centre Footpath - Scope of works increased including installation of lighting. Some site challenges also led to extra time being required on site.

Note 4 – Sporting Facilities

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Tennis Court Remediation	53,460	0	53,460	 53,460	0%
PCYC Old Stadium - Painting & Linings	21,749	8,108	21,749	 13,641	0%

Tennis Court Remediation – Scope of works and contingency/site issues, budgeted 2016-2017, estimated additional costs 2017-2018, additional costs paid in current financial year.

PCYC Old Stadium – Painting & Linings – Actual cost of works greater than funds available from carry forward.

2.7 CONTRACTS AWARDED

The following table shows contracts awarded over \$100,000 (full contract value) during October 2018.

Contract Number	Contract Title	Contractor Registered Business Name and Address	Awarded Date	Initial Term	Value of Contract (Ex GST)
No Contracts awarded over \$100,000 during October 2018.					

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)	43,661	B	Capital Works Allocation	Yes
Marine Terrace Coastal Pathway	Rare Innovation	Structural design and documentation for the elevated walkway sections.	20,800	33,992	B	Capital Works Allocation	Yes
South Burnie Breakwater Bund	Water Technology	Wave/coastal processes modelling, design and document reconstruction for tender, inspections.	21,650	19,809	B	Capital Works Allocation	Yes
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	20,383	B	Cost of Sale	Yes
Adventure Playground Consultancy	Playstreet	Adventure Playground	15,000	10,440	B	Capital Works Allocation	Yes

Project	Consultant	Description	Committed \$	Actual \$ LTD	Reason	Funded from	Complete
Burnie Surf Club Redevelopment	Jaws Architects	Design and Project Delivery Services	74,797	42,356	B	Capital Works Allocation	No
Ridgley Drainage Study	Pitt & Sherry	Consultant Brief 188 – Stormwater Investigations and Reporting	26,730	29,403	B	Capital Works Allocation	Yes
Emu River Flood Study	Entura	Consultant Brief 191 – Investigation and reporting	49,800	0	B	Annual Plan Action	No
Parking Audit	Crowe Horwath	Scheduled audit commissioned by BCC Audit Committee	5,000	5,000	C	Audit Committee Budget	Yes
Romaine Dam	Entura	Dam Safety management plan and surveillance report	25,000	0	B	Strategic Initiatives	No
Credit Card Audit	KPMG	Scheduled audit commissioned by BCC Audit Committee	7,000	0	C	Audit Committee Budget	No

2.9 GOVERNANCE – USE OF COUNCIL SEAL

2 October 2018	Contract 2607 Provision of Cardboard and Public Place Recycling Collection Services May 2018
4 October 2018	Adhesion Order – 43 and 45 Mark Street, Montello
22 October 2018	Licence Agreement between Burnie City Council and Life Without Barriers – Room 20 Portside
22 October 2018	Licence Agreement between Burnie City Council and Life Without Barriers – Room 22 Portside
25 October 2018	Final Survey Plan and Schedule of Easements - 1025 Ridgley HWY Ridgley
29 October 2018	Contract 2612 Provision of Shuttle Bus Services for Cruise Ship Visits

COUNCIL RESOLUTION

Resolution number: MO412-18

MOVED: *Ald A Keygan*

SECONDED: *Ald T Brumby*

“THAT the General Manager’s Information Report for Corporate and Business Services for October 2018 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO320-18 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 the following functions and meetings were attended, since the last Council Meeting report:

Date	Meeting / Function
8 October	CCA Meeting with Chairman
	CCA Tourism Briefing
10 October	Burnie Tourism Association General Meeting
11 October	CCA Board – Strategic Workshop
	Meeting with Anita Dow MP
	Meeting with Toll Tasmania
12 October	Official Opening - Paranaple Centre (Devonport City Council)
16 October	CCA Workshop - Future of the Cradle Coast Regional Tourism Organisation
17 October	CCA Audit and Risk Committee Meeting
18 – 19 October	LG Professionals 2018 Conference
20 October	Burnie 10 – Carbo Feast
22 October	Up Close and BIG Luncheon with Guest Speaker Martin Flanagan
	Arts Forum, BAFC
24 October	BCCI Networking Breakfast with Guest Speaker Peter Mancell
	Cruise Shipping Event and release of the Cruise Market Update and Regional Ports Review by Premier Will Hodgman MP
	Working lunch with Premier Will Hodgman MP
25 October	Shares Services Meeting with General Manager Waratah-Wynyard Council and Circular Head Council
	Bayviews Restaurant and Lounge Bar - Renovation Reveal
26 October	Cradle Coast General Managers Meeting
	Meeting with General Manager, King Island Council
29 October	Burnie Airport Corporation Board Meeting
31 October	CCA - Board Meeting
1 November	Meeting with Mayor, Ald Kons (elect)
	Meeting with Ald Themba Bulle (elect)
	National Assessment Program – Literacy and Numeracy (NAPLAN) 2018
2 November	Meeting with Ald David Pease (elect)
	Meeting with Ald Giovanna Simpson (elect)
7 November	BCCI Networking Breakfast with Guest Speaker Steve Kons
12 November	Teleconference with Anthony Donald, TasPorts
	Office Opening Office of Anita Dow MP

2.2 COUNCIL MEETING ACTION LIST

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

ATTACHMENTS

1. [Open Session - All Actions - 16 October 2018](#)
2. [Open Session - Outstanding Actions - Sep 2015 - Sep 2018](#)

COUNCIL RESOLUTION

Resolution number: MO413-18

MOVED: *Ald A Keygan*

SECONDED: *Ald A Boyd*

“THAT Council note the information contained in the General Manager’s Report.”

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

Against:

CARRIED UNANIMOUSLY

Council Meeting Action Report		Date From: 16/10/2018	
All Actions for Open Session 16 October 2018		Date To: 16/10/2018	
		Printed: Monday, 12 November 2018 1:14PM	
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
AO276-18	MOTION ON NOTICE - SPECIAL COMMITTEES	18/10/2018 RES: Schedule Nov workshop for Special Committees discussion and report to December 2018 meeting to make appointments. 11/11/2018 NOTE: Session scheduled for 27 November.	Corporate and Business Services
Council 16/10/2018			
AO277-18	MOTION ON NOTICE - ALDERMEN REFER MOTIONS TO STRATEGIC PLAN	18/10/2018 RES: Create a form for Motions on Notice which allows aldermen to reference a section of the Strategic Plan, in accordance with AO277-18.	Corporate and Business Services
Council 16/10/2018			
AO278-18	MOTION ON NOTICE - INVESTIGATE BENEFITS AND CHALLENGES OF COMPULSORY VOTING	18/10/2018 RES: Take available opportunities to lobby the state government to implement compulsory voting in local government elections, in accordance with the resolution of Council, AO27-18.	Office of the General Manager
Council 16/10/2018			
AO279-18	MOTION ON NOTICE - PROSPECTUS FOR FEDERAL AND STATE GRANT FUNDING	18/10/2018 RES: Prepare a prospectus of projects which would qualify for Federal and State funding and schedule a workshop with aldermen to discuss potential projects and ideas, in accordance with the resolution of Council AO279-18.	Office of the General Manager
Council 16/10/2018			
AO281-18	MOTION ON NOTICE - COLLABORATIVE BUSINESS GRANTS FOR EVENTS OR MARKETING PROGRAMS IN BURNIE	18/10/2018 RES: Implement a quick response Local Trader Marketing Grants program for discrete promotional events involving partnerships of Burnie businesses, in accordance with the resolution of Council AO281-18. 9/11/2018 Action Complete: Quick Response Grants program established	Community and Economic Development 9/11/2018
Council 16/10/2018			
AO282-18	MOTION ON NOTICE - PROPOSED VC MEMORIAL WALK FOR BURNIE	18/10/2018 RES: Schedule a workshop with representatives of the Burnie RSL to receive and update and discuss ideas going forward, in accordance with the resolution of Council AO282-18. NOTE: Workshop will be scheduled for new year, due to limited availability in November and December.	Corporate and Business Services
Council 16/10/2018			
AO286-18	GENERAL MANAGER'S REPORT - OPEN SESSION	18/10/2018 QON: Provide an answer to Ald Lynch's question which asked for an update on the Free Family Adventure Day (action from AO066-18) 8/11/2018 Action Complete: Update provided by email	Community and Economic Development 8/11/2018
Council 16/10/2018			
AO289-18	GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT SEPTEMBER 2018	18/10/2018 QON: Provide a response to Ald Brumby's question which asked for an update on the Try Skills Program. 8/11/2018 Action Complete: Update provided by email	Community and Economic Development 8/11/2018
Council 16/10/2018			

Council Meeting Action Report				
All Actions for Open Session 16 October 2018				
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note			Date From: 16/10/2018	Date To: 16/10/2018
			Printed: Monday, 12 November 2018 1:14PM	
Item Number	Report Title	Action	Department	Completed
AO291-18	COMMUNICATIONS JOURNAL OCTOBER 2018	18/10/2018 QON: Provide an update to Council on further information around the proposed relocation of the BOM to relocate weather forecasting services, what advocating has been done to retain services and what Council can do to advocate for Burnie services to remain. 9/11/2018 NOTE: Report to be considered at November meeting	Works and Services	
Council 16/10/2018				
AO292-18	COMMUNICATIONS JOURNAL - MRS SUZANNE SIMPSON - DISPLAY OF MICHELANGELO SCULPTURE	18/10/2018 RES: Refer the letter from Ms Simpson re the replica Statue of David to the Public Art Projects Special Advisory Committee for consideration and a report back to Council, and provide an acknowledgement to Ms Simpson advising that it has been referred. 9/11/2018 Action Complete: Matter referred to Special Advisory Committee	Community and Economic Development	9/11/2018
Council 16/10/2018				
AO296-18	BURNIE CITY YOUTH COUNCIL UNCONFIRMED MINUTES OF MEETING HELD ON 20 SEPTEMBER 2018	18/10/2018 ACT: Provide some information to Aldermen and then to the Youth Council on previous costings and reporting on the idea of a waterslide at the Burnie Aquatic Centre (if such previous work is available). 9/11/2018 NOTE: Motion on notice to be considered at November meeting in regard to this matter	Works and Services	
Council 16/10/2018				
AO286-18	GENERAL MANAGER'S REPORT - OPEN SESSION	18/10/2018 QON: Provide a response to Ald Kons' question which asked for an update on the Waste Centre profitability. 22/10/2018 Action Complete: Advice provided by Email to Alderman 16 October 2018	Works and Services	22/10/2018
Council 16/10/2018				
AO289-18	GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT SEPTEMBER 2018	18/10/2018 QON: Provide an update in the next CED report to Ald Dorsey's question which asked whether the wider distribution of Burnie Shines material is resulting in attracting more people from outside Burnie. 9/11/2018 Action Complete: Requested information provided in GM's Information report for November.	Community and Economic Development	9/11/2018
Council 16/10/2018				

Council Meeting Action Report		Date From: 1/09/2015		
Outstanding Actions for Open Session Sep 2015 – Sep 2018		Date To: 31/10/2018		
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note		Printed: Monday, 12 November 2018 1:30PM		
Item Number	Report Title	Action	Department	Completed
AO274/15	PUBLIC QUESTION TIME	16/11/2015 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	
Council 17/11/2015				
AO303-16	AGE FRIENDLY CITIES PLAN	15/11/2016 RES: Commence the development of an Aged Care Prospectus, in accordance with the resolution of Council to endorse the Age Friendly Communities Plan. 1/05/2017 NOTE: Aged Care prospectus is being developed 3/08/2018 NOTE: Draft prospectus scheduled for review at Aldermen's Workshop on 4 September 2018 5/09/2018 NOTE: Presentation to Aldermen's Workshop deferred to 27 November	Community and Economic Development	
Council 15/11/2016				
AO132-17	MOTION ON NOTICE - MULTI STOREY CAR PARK DISCOUNT	21/06/2017 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.	Land and Environmental Services	
Council 20/06/2017				
AO133-17	MOTION ON NOTICE - MULTI STOREY CAR PARK FIRST HOUR FREE	21/06/2017 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	
Council 20/06/2017				
AO165-17	COOEE POINT - TRUCK WASH FACILITY	18/07/2017 RES: Work with the DPIPWE on relation of Cooe Truck Wash in accordance with the resolution of Council AO165-17. 1/08/2017 NOTE: Letter sent to Secretary of Department of Primary Industries, Parks, Water and Environment 11/11/2017 NOTE: Meeting scheduled with Secretary of DPIPWE on 15 November 4/12/2017 NOTE: Meeting held with Secretary of DPIPWE. Waiting on further information on State Strategy from Department. 5/07/2018 State Government has announced funding for wash down facilities for north west region 8/11/2018 NOTE: DPIPWE has advised its first priority for a North West Truck Wash facility will be at Smithton.	Community and Economic Development	
Council 18/07/2017				

Council Meeting Action Report			
Outstanding Actions for Open Session Sep 2015 – Sep 2018			
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: 31/10/2018 Printed: Monday, 12 November 2018 1:30PM
Item Number	Report Title	Action	Department Completed
AO193-17	DURHAM ROAD RESERVE TREE MANAGEMENT	15/08/2017 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. 26/08/2017 7:40:00 AM - Gary Neil Discussions occurring with Arborist to develop referral documentation 19/11/2017 NOTE: Arborist report in progress to support a referral process 25/06/2018 NOTE: Arborist report completed. Application being prepared to EPBC. Tree safety work being progressed 24/09/2018 NOTE: Application lodged under EPBC for tree removal	Works and Services
Council 15/08/2017			
AO194-17	CAMDALE POINT	15/08/2017 RES: Commence planning for Camdale Point in accordance with the resolution of Council (AO194-17). 6/09/2017 NOTE: Council officers have completed an initial scoping of the Project 3/08/2018 NOTE: \$50,000 in the 2018/19 capital budget for the Camdale site The plan is to progress with a low key site development - as per the West Burnie Strategy, Discussions held with Waratah-Wynyard Council so that work is complementary to the Anzac Park development Linked to that is the coastal pathway running by and the development of a node at the river	Community and Economic Development
Council 15/08/2017			
AO262-17	MOTION ON NOTICE - SCHOOL CROSSINGS	21/11/2017 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. 25/11/2017 NOTE: Letter sent to Education department - awaiting a response 11/05/2018 NOTE: Followed up with Education department. Awaiting a response. 28/05/2018 NOTE: Education department has forwarded to DSG for comment 24/09/2018 NOTE: No response provided to date	Works and Services
Council 21/11/2017			
AO263-17	MOTION ON NOTICE - PROPOSED MOTOR CYCLE PARKING	21/11/2017 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
Council 21/11/2017			

Council Meeting Action Report		Outstanding Actions for Open Session Sep 2015 – Sep 2018	
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: 31/10/2018 Printed: Monday, 12 November 2018 1:30PM	
Item Number	Report Title	Action	Department Completed
AO268-17	MOTION ON NOTICE - PROPOSED FUTURE FUND	21/11/2017 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. 10/09/2018 NOTE: The Executive Manager Corporate Finance provided a presentation to Aldermen at the workshop on the 7th August 2018. Aldermen requested further investigation be conducted which will be brought to Council at a future workshop.	Corporate and Business Services
Council 21/11/2017			
AO278-17	BURNIE TOWN CENTRE MASTER PLAN	22/11/2017 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 8/06/2018 NOTE: Discussions held with DSG. DAP Working group to develop a proposal for detailed consideration 3/08/2018 NOTE: Draft signage plan developed. Now attempting to link in with a broader regional branding strategy.	Community and Economic Development
Council 21/11/2017			
AO011-18	MOTION ON NOTICE - PROPOSED RECREATIONAL PIER	31/01/2018 RES: Write to the State Government to request financial support to complete a feasibility study for a recreational pier at West Beach, in accordance with the resolution of Council AO011-18. 7/02/2018 NOTE: Letter prepared for Minister Hidding. Awaiting comment from State Government. 11/05/2018 Awaiting response from the State government 25/06/2018 NOTE: Awaiting advice from State Govt. 2/10/2018 NOTE: Follow up letter sent to Minister's office	Works and Services
Council 30/01/2018			
AO066-18	MOTION ON NOTICE - FREE FAMILY ADVENTURE DAY	21/03/2018 RES: Build a free family adventure day into Council's annual event program with a budget of \$5000, which involves community groups to be part of the event. 3/10/2018 NOTE: Planning work has commenced on Family Day at Burnie Park in February 2019.	Community and Economic Development
Council 20/03/2018			
AO074-18	CONTROLLED ENTITIES - AUDIT REQUIREMENT	21/03/2018 RES: Write to the Auditor-General and request dispensation from the requirement for an audit for BAC and TC, in accordance with the resolution of Council AO074-18.	Corporate and Business Services
Council 20/03/2018			

Council Meeting Action Report		Date From: 1/09/2015	
Outstanding Actions for Open Session Sep 2015 – Sep 2018		Date To: 31/10/2018	
		Printed: Monday, 12 November 2018 1:30PM	
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
AO102-18	GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES MARCH 2018	17/04/2018 QON: Provide a response to Ald Kons' query on cap ex variances, by providing aldermen with a report on variances +/- 20K, out of session.	Corporate and Business Services
Council 17/04/2018			
AO105-18	COMMUNICATIONS JOURNAL - BURNIE ATHLETIC CLUB INC - WEST PARK CLUB ROOMS	17/04/2018 RES: Work with the appointed interim Working Group for West Park Sports Ground to develop the draft Terms of Reference for a West Park Special Advisory Committee, incorporating members as per the resolution of Council AO105-18. 3/08/2018 NOTE: To be considered at next Working Group meeting in late August 9/11/2018 NOTE: Funding application submitted for BAC Clubroom extension and other improvements at West Park	Community and Economic Development
Council 17/04/2018			
AO102-18	GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES MARCH 2018	17/04/2018 11:10:00 AM - QON: Provide a response to Ald French's question on the reasons for the over-run on reactive building maintenance, as reported on page 109 of the agenda.	Corporate and Business Services
Council 17/04/2018			
AO114-18	MOTION ON NOTICE - TENDER PROCESS WEIGHTING	18/05/2018 RES: Develop a revised local content tender assessment criteria framework that considers local content based on the source of the project components including materials, direct labour, sub-contractors and location of the business; in accordance with the resolution of Council AO114-18. 2/10/2018 NOTE: Paper drafted for a future workshop	Works and Services
Council 15/05/2018			
AO120-18	MOTION ON NOTICE - PIGEONS IN THE CBD	18/05/2018 RES: Commence a process of eradicating pigeons in the CBD in accordance with the resolution of Council AO120-18. 28/05/2018 NOTE: Control program to be developed and discussion with property owners to occur 22/06/2018 NOTE: Contractor engaged to undertake work. August commencement. Access to properties has been discussed with relevant owners. 2/10/2018 NOTE: Program in progress	Works and Services
Council 15/05/2018			
AO124-18	MOTION ON NOTICE - UPCYCLE YOUR WORLD	18/05/2018 ACT: Prepare a proposal for local charities to do an Upcycle Your World event with Council assistance, and provide an update to Council. 8/06/2018 NOTE: Contact made with a number of stakeholders regarding an event 5/09/2018 NOTE: Event planned for February 2019	Community and Economic Development
Council 15/05/2018			
AO126-18	BURNIE LOOP TRAIL	18/05/2018 RES: Progress signage and marketing collateral and implement the Burnie Loop Trail as endorsed by Council resolution AO126-18.	Works and Services
Council 15/05/2018			

Council Meeting Action Report			
Outstanding Actions for Open Session Sep 2015 – Sep 2018			
Key:		RES = Action arising from Resolution; ACT = Action required in addition;	Date From: 1/09/2015
		QON = Question on Notice; NOTE = Progress Note	Date To: 31/10/2018
			Printed: Monday, 12 November 2018 1:30PM
Item Number	Report Title	Action	Department Completed
AO169-18	COMMUNICATIONS JOURNAL - KRISTA JARVIS - TAXI SHELTER	21/06/2018 RES: Provide a response to Ms Krista Jarvis in relation to suggested shelter at taxi ranks, in accordance with the resolution of Council AO169-18. 21/06/2018 RES: Explore options to modify the partly covered area, south of Mount Street taxi rank, to improve shelter for taxi patrons as part of the CBD amenity upgrade program and provide a further report to Council, in accordance with resolution AO169-18. 10/08/2018 NOTE: Letter of response provided. Design options being assessed 5/09/2018 NOTE: Concept discussed at the 4 Sep workshop. To review another option and cost 9/11/2018 NOTE: Alternate concept shared with Aldermen - limited feedback provided	Works and Services
Council 19/06/2018			
AO153-18	NOMINATIONS FOR MUNICIPAL EMERGENCY MANAGEMENT COORDINATOR	21/06/2018 ACT: Update the appointment of Municipal Emergency Management Coordinator in the Register of Delegations, Authorisations and Appointments. 30/07/2018 NOTE: Waiting on the formal appointment from the Minister before this action can be completed. 3/10/2018 NOTE: Appointment has been gazetted but still waiting on formal notice of appointment from Minister.	Corporate and Business Services
Council 19/06/2018			
AO189-18	COMMUNICATIONS JOURNAL - CROWN LAND SERVICES - EMU RIVER FLOOD DEBRIS	19/07/2018 RES: Write to Crown Land Services seeking a copy of the Flood Debris Management Policy when finalised and request a review of the Department's position on the removal of flood debris in the lower reaches of the Emu River be carried out at that time, per AO189-18. 20/07/2018 NOTE: Request made to the Department to provide a copy of the policy. Awaiting a response.	Works and Services
Council 17/07/2018			
AO198-18	MOTION ON NOTICE - SINGLE USE PLASTICS	23/08/2018 RES: Develop and communicate a council-wide approach to the banning of single use plastics at all Council-run events, and encourage the same by external events on council property in accordance with the resolution of Council AO198-18. 5/09/2018 NOTE: Initial discussion of ban workshopped with Aldermen 28 August. Council officers to present draft policy in early 2019.	Community and Economic Development
Council 21/08/2018			

Council Meeting Action Report			
Outstanding Actions for Open Session Sep 2015 – Sep 2018			
Key:		RES = Action arising from Resolution; ACT = Action required in addition;	Date From: 1/09/2015
		QON = Question on Notice; NOTE = Progress Note	Date To: 31/10/2018
			Printed: Monday, 12 November 2018 1:30PM
Item Number	Report Title	Action	Department Completed
AO199-18	MOTION ON NOTICE - WEEKLY RECYCLING COLLECTION	23/08/2018 RES: Investigate and prepare a report that explores the benefits and costs of moving to weekly recycling collection and fortnightly rubbish collection, in accordance with the resolution of Council AO199-18. 24/08/2018 Listed for discussion as part of the waste strategy review 9/11/2018 NOTE: Paper to be provided to late November workshop	Works and Services
Council 21/08/2018			
AO202-18	MOTION ON NOTICE - ILLEGAL DUMPING OF RUBBISH	23/08/2018 RES: Consider the Motion on Notice AO202-18 concerning the illegal dumping of rubbish in conjunction with the Waste Management Strategy review. 24/08/2018 NOTE: Item noted for discussion at 28 August workshop 2/10/2018 NOTE: Include Illegal dumping as a target areas for forward waste strategy	Works and Services
Council 21/08/2018			
AO230-18	MOTION ON NOTICE - RECYCLING	21/09/2018 RES: Explore a means to make the recycling depot a 24 hour/day service and provide a report back to Council, AO230-18. 9/11/2018 NOTE: Paper to be provided at late November workshop	Works and Services
Council 18/09/2018			
AO231-18	MOTION ON NOTICE - RECYCLING BINS	21/09/2018 RES: Refer information from report AO231-18 into the development of a Waste Wise Event Policy.	Works and Services
Council 18/09/2018			
AO232-18	MOTION ON NOTICE - INCREASE WASTE MANAGEMENT CENTRE HOURS	21/09/2018 RES: Implement an increase to the WMC hours from 10am - 3pm during months to be decided by Council, in accordance with the resolution of Council AO232-18. 2/10/2018 NOTE: Paper prepared for future workshop	Works and Services
Council 18/09/2018			
AO233-18	MOTION ON NOTICE - WASTE MANAGEMENT CENTRE PASSES	21/09/2018 RES: Prepare a paper to Council exploring a waste voucher system to support the need of rural residents, AO233-18. 9/11/2018 NOTE: Paper to be discussed at late November workshop	Works and Services
Council 18/09/2018			
AO235-18	MOTION ON NOTICE - SINGLE USE PLASTICS WORKSHOP	21/09/2018 RES: Arrange a representative from Kingborough Council to meet at a workshop with aldermen on single use plastics, in accordance with the resolution of Council AO235-18. 2/10/2018 NOTE: Letter of invite sent 9/11/2018 NOTE: To present at workshop in the new year	Works and Services
Council 18/09/2018			

Council Meeting Action Report			
Outstanding Actions for Open Session Sep 2015 – Sep 2018			
Key:		RES = Action arising from Resolution; ACT = Action required in addition;	Date From: 1/09/2015
		QON = Question on Notice; NOTE = Progress Note	Date To: 31/10/2018
			Printed: Monday, 12 November 2018 1:30PM
Item Number	Report Title	Action	Department Completed
AO236-18	MOTION ON NOTICE - WATERFRONT PAVERS	21/09/2018 RES: Allocate funds to the immediate repair / removal of pavers on the Waterfront, in accordance with the resolution of Council, AO236-18. 9/11/2018 NOTE: Works to be programmed	Works and Services
Council 18/09/2018			
AO237-18	MOTION ON NOTICE - BIKE TRACK VIEW ROAD	21/09/2018 RES: Arrange a workshop visit to View Road Bike Track and seek interest in a working group for improvements in 2019-20 budget, in accordance with the resolution of Council AO237-18. 9/11/2018 NOTE: To be arranged for a workshop in the new year	Works and Services
Council 18/09/2018			
AO240-18	TASWATER MEMORANDUM OF UNDERSTANDING	21/09/2018 ACT: Seek a briefing from the Taswater Regulator on how they undertake the job of setting rates, in accordance with the resolution of Council AO240-18. 2/10/2018 NOTE: Enquiry made as to the possibility of a briefing session being provided	Works and Services
Council 18/09/2018			
AO233-18	MOTION ON NOTICE - WASTE MANAGEMENT CENTRE PASSES	21/09/2018 RES: Develop a comms plan to encourage landlords to pass on waste vouchers to residents. 9/11/2018 NOTE: Information to be provided to late November workshop	Works and Services
Council 18/09/2018			
AO241-18	POLICY REVIEW - PARKING POLICY	21/09/2018 ACT: Schedule a workshop session to overview all Council policies for awareness. 11/11/2018 NOTE: Session to be scheduled in the new year.	Corporate and Business Services
Council 18/09/2018			
AO276-18	MOTION ON NOTICE - SPECIAL COMMITTEES	18/10/2018 RES: Schedule Nov workshop for Special Committees discussion and report to December 2018 meeting to make appointments. 11/11/2018 NOTE: Session scheduled for 27 November.	Corporate and Business Services
Council 16/10/2018			
AO277-18	MOTION ON NOTICE - ALDERMEN REFER MOTIONS TO STRATEGIC PLAN	18/10/2018 RES: Create a form for Motions on Notice which allows aldermen to reference a section of the Strategic Plan, in accordance with AO277-18.	Corporate and Business Services
Council 16/10/2018			
AO278-18	MOTION ON NOTICE - INVESTIGATE BENEFITS AND CHALLENGES OF COMPULSORY VOTING	18/10/2018 RES: Take available opportunities to lobby the state government to implement compulsory voting in local government elections, in accordance with the resolution of Council, AO27-18.	Office of the General Manager
Council 16/10/2018			
AO279-18	MOTION ON NOTICE - PROSPECTUS FOR FEDERAL AND STATE GRANT FUNDING	18/10/2018 RES: Prepare a prospectus of projects which would qualify for Federal and State funding and schedule a workshop with aldermen to discuss potential projects and ideas, in accordance with the resolution of Council AO279-18.	Office of the General Manager
Council 16/10/2018			

Council Meeting Action Report		Date From: 1/09/2015	
Outstanding Actions for Open Session Sep 2015 – Sep 2018		Date To: 31/10/2018	
Key: RES = Action arising from Resolution; ACT = Action required in addition; QON = Question on Notice; NOTE = Progress Note		Printed: Monday, 12 November 2018 1:30PM	
Item Number	Report Title	Action	Department Completed
AO282-18	MOTION ON NOTICE - PROPOSED VC MEMORIAL WALK FOR BURNIE	18/10/2018 RES: Schedule a workshop with representatives of the Burnie RSL to receive and update and discuss ideas going forward, in accordance with the resolution of Council AO282-18. 11/11/2018 NOTE: Workshop will be scheduled for new year, due to limited availability in November and December.	Corporate and Business Services
Council 16/10/2018			
AO291-18	COMMUNICATIONS JOURNAL OCTOBER 2018	18/10/2018 QON: Provide an update to Council on further information around the proposed relocation of the BOM to relocate weather forecasting services, what advocating has been done to retain services and what Council can do to advocate for Burnie services to remain. 9/11/2018 NOTE: Report to be considered at November meeting	Works and Services
Council 16/10/2018			
AO296-18	BURNIE CITY YOUTH COUNCIL UNCONFIRMED MINUTES OF MEETING HELD ON 20 SEPTEMBER 2018	18/10/2018 ACT: Provide some information to Aldermen and then to the Youth Council on previous costings and reporting on the idea of a waterslide at the Burnie Aquatic Centre (if such previous work is available). 9/11/2018 NOTE: Motion on notice to be considered at November meeting in regard to this matter	Works and Services
Council 16/10/2018			

AO321-18 COMMUNICATIONS JOURNAL NOVEMBER 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 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

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

- Burnie Highland Pipe Band – Annual General Meeting
- Meeting with Anita Dow MP
- Meeting with Toll Tasmania
- UTAS: Limited Edition Exhibition Opening
- Official Opening - Paranaple Centre (Devonport City Council)
- Encore Variety Show
- Burnie Orchid Society Spring Show
- Morning Melodies
- Burnie 10 - Carbo Feast
- Up Close and BIG with guest speaker Martin Flanagan
- Arts Forum, BAFC

- Cruise Shipping Event and release of the Cruise Market Update and Regional Ports Review by Premier Will Hodgman MP
- Working lunch with Premier Will Hodgman MP
- Health Forum
- Bayviews Restaurant and Lounge Bar - Renovation Reveal
- Cradle Coast Authority Meeting - Regional Tourism Organisation
- Romaine Park Christian Centre - Men's Breakfast Group
- Launch of Hellyer College "Statement of Strategic Intent"
- UTAS - Exhibition Opening - "How do you see me?"

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

- Burnie Community House – Annual General Meeting
- Umina Park - Remembrance Day Service
- Burnie Regional Art Gallery - Exhibition Openings
- Meeting with Sid Sidebottom, Chairman Cradle Coast Authority
- Remembrance Day Service
- Meeting with Mr Francis Williams
- Meeting with State Cabinet

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

Workshop	23 October 2018 (midday session)	
Aldermen in attendance	Mayor Boyd, Deputy Mayor French AM, Ald Blake OAM, Ald Bentley, Ald Brumby, Ald Dorsey, Ald Kons	
Apologies	Ald Lynch, Ald Keygan	
Items Discussed	Produce to the People	On-Site Visit to Produce to the People

Workshop	25 October 2018 (midday session)	
Aldermen in attendance	Mayor Boyd, Deputy Mayor French AM, Ald Blake OAM, Ald Bentley, Ald Brumby, Ald Dorsey, Ald Keygan, Ald Lynch	
Apologies	Ald Kons	
Items Discussed	Future of Training	Workshop with Hon Jeremy Rockliff MP and Anita Dow MP
	West Beach Proposed Toilet	Discussion with Aldermen

5.0 CORRESPONDENCE FOR NOTING

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

ATTACHMENTS

1. Correspondence from Prime Minister Scott Morrison - Battery of the Nation
2. Correspondence from Premier of Tasmania, Will Hodgman MP - Blueberry Rust
3. Correspondence from Hon Elise Archer MP, Minister for Justice - Northern Prison
4. Correspondence from Leonie Hiscutt MLC - Congratulations to elected Aldermen
5. Correspondence from Australian Local Government Association (ALGA) - National Summit on Drought
6. Correspondence from Australian Refugee Action Network (ARAN) - Request for Local Government Support
7. Correspondence from Australian Tourism Council's Advocacy Group (ATCAG) - Request to join ATCAG
8. Correspondence from Football Federation Tasmania - Update on status of football in the community

COUNCIL RESOLUTION

Resolution number: MO414-18

MOVED: *Ald A Keygan*

SECONDED: *Ald D Pease*

1.0 RECOMMENDATION:

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

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

Against:

CARRIED UNANIMOUSLY



PRIME MINISTER

Reference: MC18-124280

26 OCT 2018

Mayor Alwyn Boyd
Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor and co-signatories

Thank you for your letter dated 29 August 2018 regarding my election as Prime Minister. I appreciate your words of encouragement. Together with Josh Frydenberg, my Deputy Leader, my job as Prime Minister is to focus on the challenge ahead.

As I said on my recent trip, the Battery of the Nation Project is an exciting project and an enormous opportunity for Tasmania. It will provide reliable, fair dinkum power to the east coast of Australia. Getting electricity prices down and ensuring the lights stay on is a big focus for our Government. I look forward to Tasmania's contribution of renewable and dispatchable power from pumped hydro.

My immediate work is to ensure more Australians share the benefits of a stronger economy – and the Government will deliver that by focusing on key priorities: responding to the drought, reducing electricity prices, backing small and medium sized businesses and improving and guaranteeing our nation's health services.

We will have a laser-like focus on policies that deliver for the Australian people: we will keep our economy strong, we will keep Australians safe, and we will keep Australians together.

Thank you for your support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Scott Morrison', written in a cursive style.

SCOTT MORRISON

Parliament House CANBERRA ACT 2600
Telephone (02) 6277 7700
www.pm.gov.au



PREMIER OF TASMANIA



Ald Alwyn Boyd
Mayor
Burnie City Council
PO Box 973
BURNIE TASMANIA 7310

29 OCT 2018

Dear Mayor

Thank you for your letter in relation to the recently released Legislative Council report on blueberry rust in Tasmania. I am responding as the Acting Minister for Primary Industries and Water.

The Department of Primary Industries, Parks, Water and Environment is currently reviewing the report as a matter of urgency, and the Government will be providing a formal response. We do of course strongly agree with you on the importance of our favourable biosecurity status as a driver of our economy. The various Area Freedom recognitions we have for a range of pests and diseases are important to our State and a strong biosecurity system is important to safeguard them.

As a Government we are proud of the significant additional resources we have provided for biosecurity in the past few years. We recognise the growing biosecurity challenges created by accelerating movements of people and goods and changing climatic conditions.

I can assure you that the recommendations in the report are being examined closely. When we have considered the Legislative Council report, we will take whatever actions are appropriate to further strengthen the State's biosecurity system.

Thank you for your interest in this matter.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Will Hodgman'.

Will Hodgman MP
Premier

PLEASE QUOTE

Your Ref:

Our Ref: 15/6/5-08

Enquiries AB:KK

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

2 October 2018

The Hon Sarah Courtney MP
Minister for Primary Industries and Water
Parliament House
HOBART TAS 7000

Email: sarah.courtney@parliament.tas.gov.au*A hard copy will be sent*

Dear Minister Courtney MP

LEGISLATIVE COUNCIL REPORT ON BIOSECURITY TASMANIA

Burnie City Council welcomes the release of the Legislative Council Report into Biosecurity Tasmania's response to two outbreaks of Blueberry Rust and urges you to consider the report and take immediate action.

The Legislative Council's Report recommended that funding be provided toward research on how to eradicate the blueberry rust; that Biosecurity Tasmania be more inclusive of industry representatives during development of any new legislation; and that more resources are provided when critically required.

In 2016 blueberry rust was found at Costa's Sulphur Creek Farm just under a month after Biosecurity Tasmania had declared the threat eradicated from the state and removed all trade restrictions between Tasmania and Victoria.

Council believe Tasmania's disease free status has been a huge driver of our economy, and the hope the State Government act on the recommendations from the report to assist in maintaining this status.

Burnie City Council ask that you urgently address the Legislative Council's recommendations to ensure bio-security remains an essential part of our economic livelihood.

Yours faithfully


Ald Alwyn Boyd
MAYOR

Attorney-General
Minister for Justice
Minister for Corrections
Minister for Environment
Minister for the Arts

Level 10 15 Murray Street HOBART TAS 7000 Australia
GPO Box 123 HOBART TAS 7001 Australia
Ph: +61 3 6165 7739
Email Minister.Archer@dpac.tas.gov.au



Alderman Alwyn Boyd
Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320

Email: burnie@burnie.net

Dear Mayor

As you may be aware, the Tasmanian Government has made a commitment to build a new prison in northern Tasmania. The new facility will deliver an additional 270 beds over two stages and inject \$150 million in Stage One of construction. Construction is expected to commence in 2019-20, and Stage One of the new facility will provide up to 140 beds within five years.

The new prison will be the largest infrastructure investment in the north of Tasmania and will create an estimated 3,375 direct and indirect jobs during construction and when operational.

Currently, 46% of the prison population is from the north or north-west of Tasmania. Access to family and support networks while in prison, as well as housing and employment upon release, are critical factors to decrease recidivism.

Expression of interest: site identification process

The Department of Justice has established an inter-departmental Siting Panel to oversee the site identification process. Expressions of interest (EOI) will be sought from land owners of suitable sites, with an assessment process to be completed by the Siting Panel. The EOI will be released in September 2018 and remain open for a minimum of nine (9) weeks.

The Siting Panel will then provide the Government with a shortlist of suitable locations identified through the EOI process.

I have attached an EOI application form; the form sets out the timeframes, information requirements and details on how to submit an EOI.

DOC/18/100206

Burnie City Council is a key stakeholder and landowner itself, and also may be aware of private land owners (individuals or organisations) who may be interested in participating in the EOI process. Your assistance in facilitating contact between private land owners and the Department, or by providing information about the EOI and a copy of the EOI form directly to private land owners would be appreciated.

A key component of the assessment process will be support from the local community. The Government is committed to working with the land owners of the shortlisted sites, the respective local government areas, social services sector and the community to gauge support and facilitate greater understanding and awareness of the project and the economic and social benefits that it will bring to the local area.

The Department will be providing information about the project, its objectives and timeframes on its website www.justice.tas.gov.au and the Program Manager for the project will be contacting you shortly to arrange a briefing session for your aldermen and executive team.

In the interim, if you have any further questions or require additional information, please do not hesitate to contact Kim Perkins, Program Manager – Northern Infrastructure by telephone on 03 61656765 or email to Kim.Perkins@justice.tas.gov.au.

I look forward to working with Burnie City Council to progress this critical infrastructure project.

Yours sincerely



Hon Elise Archer MP
Minister for Corrections

DOC/18/100206



NORTHERN PRISON SITING PROJECT

TARGETED EXPRESSION OF INTEREST

The Government has committed to building a 270-bed prison in the north of Tasmania. The prison will be developed in two stages, providing 140 beds in the first stage.

A targeted expression of interest (EOI) process will enable the Department of Justice (Department) to thoroughly canvass available sites in northern Tasmania that are suitable for a prison development.

SITING PRINCIPLES

The information requirements to be contained in an EOI submission are set out in the Application Form and include location and context details and specific site details (existing use, access, environmental and infrastructure).

A multidisciplinary Siting Panel has been established to guide the identification of a suitable site.

The level of community support and engagement will underpin the project and the following principles will be considered by the Siting Panel to assist the shortlisting process.

1. Access to Services

Good access to services including community-based legal, welfare, educational, health and training, supporting the on-site programs with a broad range of the services essential to the operation of an adequate correctional facility.

2. Access to the Courts

Good access to and from the North and North-West courts (within a prison transport journey time of approximately two hours). The site should have good access to State Roads.

3. Access for Law Enforcement

Good access for the police for law enforcement purposes within the facility and in relation to ongoing investigations.

4. Access for Relatives and Friends

Good access for partners, children, relatives and friends, particularly in relation to travelling distances from major centres of population and the availability of public transport.

5. Access for Staff

This relates to the access for staff from a range of established residential areas or communities within reasonable commuting distance of the facility.

6. Access to Staff Resources

The likely availability of staff resources in the area.

7. Access to Education, Vocational Training, Therapeutic and Other Support Services

Access by designated inmates to education, training establishments, therapeutic and other support services outside the facility. Also consider ease of access for educational and other required support services to the facility.

8. Industry

The potential of the area to support viable prison industries within the facility and provide readily accessible opportunities for work-release prisoners outside the facility.

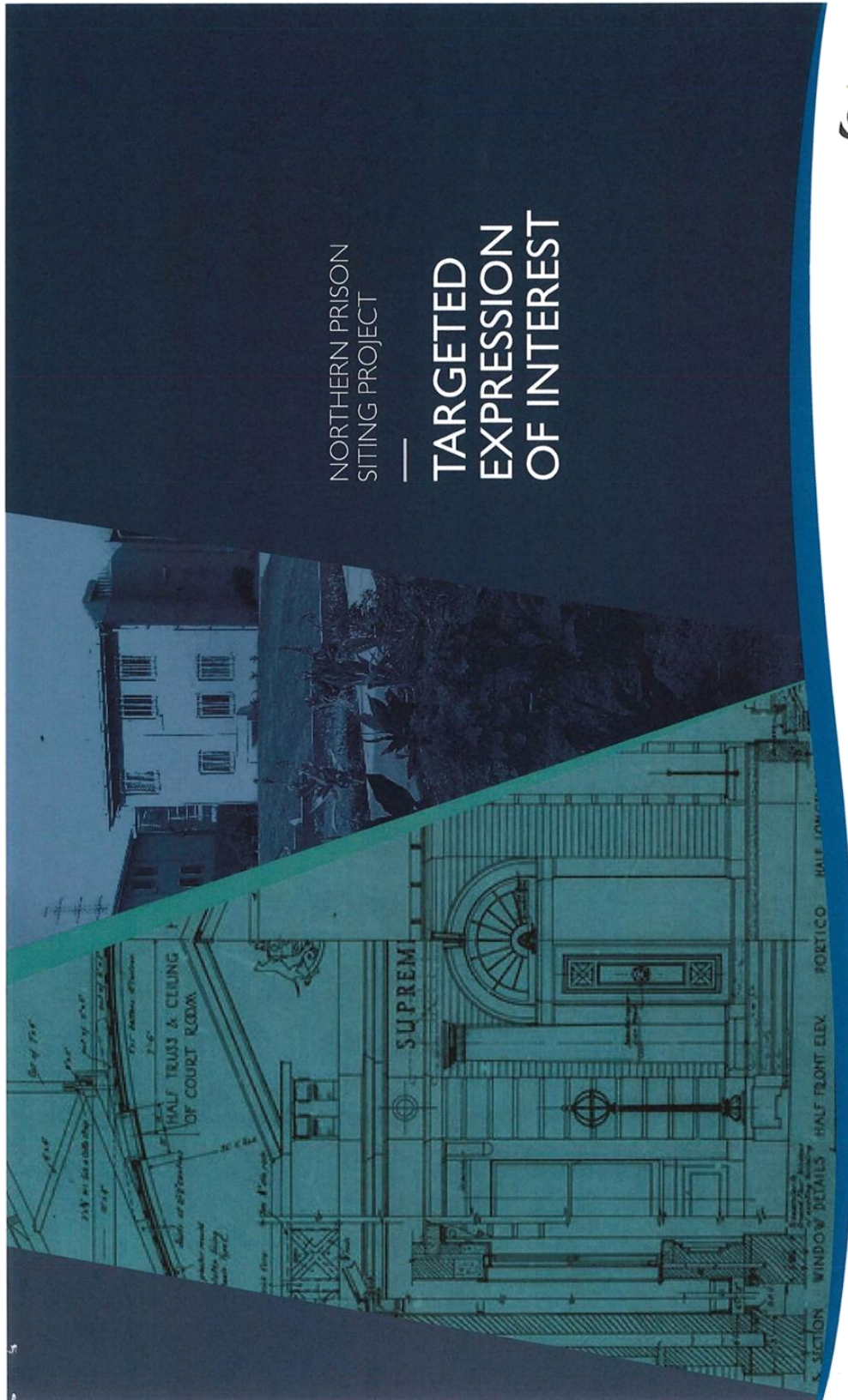
9. Access for Emergency Services

Good access for emergency medical and fire services, and access to major hospital facilities.

10. Access for Service Contractors and Suppliers of Goods

Convenient access by maintenance contractors, suppliers of food, industry supplies and consumables, and local utility providers particularly waste removal.

Please contact: northern.prison@justice.tas.gov.au for further information.



Department of Justice

PROJECT BACKGROUND

The Government has committed to building a 270 bed prison in the north of Tasmania. The prison will be developed in two stages, with 140 beds in the first stage. A targeted expression of interest (EOI) process will enable the Department of Justice (Department) to thoroughly canvass available sites in northern Tasmania that are suitable for a prison development.

The following section outlines the key dates and submission information requirements for the EOI process.

DATES	DESCRIPTION
20 September 2018	EOI released
October 2018	Briefing sessions (dates/times to be confirmed)
22 November 2018	EOI closed
March 2019	Recommendation of shortlisted sites to Minister

How to submit an EOI:

METHOD	DETAILS
Email	northern.prison@justice.tas.gov.au
In person (Hobart)	Tender Box, Level 14 Trafalgar Building 110 Collins Street, Hobart 7000
In person (Launceston)	Registry Office, Launceston Supreme Court 116 Cameron Street, Launceston 7250
In person (Devonport)	Registry Office, Devonport Magistrates Court 8 Griffith Street, Devonport 7310
In person (Burnie)	Registry Office, Burnie Court Complex 38 Alexander Street, Burnie 7320

The following information must be provided in the EOI Submission:

PLANS AND IMAGES

Proposed Site plan

Plan showing the Proposed Site boundaries and the location of any buildings or structures.

Please attach relevant images/plans/photographs.

Location plan

Aerial plan showing the Proposed Site, major roads, population centres and any other major infrastructure/community services.

Please attach relevant images/plans/photographs.

Photographs

Photographs of the Proposed Site that would assist understanding the Proposed Site, its context and any relevant geographical or topographical features. Photographs of any buildings or structures on the Proposed Site.

Please attach relevant images/plans/photographs.

INFORMATION

Proposed Site context

A short description of the Proposed Site, where it is located and whether it is part of a larger property or an entire property.

Land owner details

Name

Address

Email address

Telephone number

Address

Street address of Proposed Site

Certificate of Title reference

Property identification number

Municipality

Size

A minimum of 13 hectares is required however the preferred size is 20 hectares or more.

Date of availability

When will the Proposed Site be available for acquisition?

Current use

What is the Proposed Site currently used for?

Existing buildings

Are there building and structures on the Proposed Site?

Neighbouring land uses

What uses surround your Proposed Site?

Proposed Site restrictions

Are there covenants or caveats on the title? Or any other restrictions on development?

INFORMATION CONTINUED

Environmental issues

Does the Proposed Site have contamination issues? If so, provide details.

Current zoning

Current road access

Does the Proposed Site have access to a main road/highway?

Public transport

Is the Proposed Site serviced by public transport?

Current infrastructure services:

Is the Proposed Site connected to the following services? If yes, do you know the capacity if the connection?

Power

Water

Sewage

Communications

Gas

Any other information about the Proposed Site

CONDITIONS OF APPLICATION TO THE TARGETED EXPRESSION OF INTEREST PROCESS

The Government has committed to building a 270 bed prison in the north of Tasmania. The prison will be constructed in two stages, with 140 beds provided in the first stage. This Targeted Expression of Interest (EOI) Process invites submissions from Proponents who own sites in the north of Tasmania that may be suitable for a prison development. Proponents should be aware that while the Government will take all reasonable steps to ensure confidentiality is maintained, the Government does have certain obligations to disclose information under the *Right to Information Act 2009* (Tas). The information in this EOI Invitation has been compiled by the Department of Justice to guide Proponents interested in providing an EOI Submission.

1. NO LEGAL RELATIONSHIP

- 1.1. This EOI Invitation is not a request for tender. It does not constitute an offer or an invitation to make an offer intended to be accepted by the State. It is not to be construed as making any express or implied representation, undertaking or commitment by the State that the State will enter into any form of contractual or legal relationship with any party.
- 1.2. No contractual or other legal obligation shall arise on the part of the State from the lodgement of any EOI Submission or any consideration or review of the EOI Submission. No representation, commitment or undertaking is given that any Proponent will be invited to do or to provide any or all of the things outlined in this EOI Invitation.
- 1.3. This clause applies despite any oral or written advice to a Proponent that their EOI Submission is progressing or has been, or will be, or is intended to be, approved for any legal contract or acquisition negotiations.

2. RESERVATION OF RIGHTS

- 2.1. Notwithstanding any contrary provision of this EOI Invitation, nothing in this EOI Process hinders or prevents the exercise of any power of land acquisition of the State.
- 2.2. Notwithstanding any contrary provision of this EOI Invitation, the State may conduct evaluation of the EOI Submission, and any selection or shortlisting of Proponents in connection with the Project, in a manner the State thinks fit.
- 2.3. Notwithstanding any contrary provision of this EOI Invitation, the lodgement of an EOI Submission does not in any way limit the rights of a Proponent in relation to their land being the Proposed Site and the subject of the EOI Submission, including the right to deal with or otherwise dispose of the Proposed Site.

2.4. The State reserves the right, at its absolute discretion and at any time and without notice to any Proponent, to:

- a) change the structure, procedures and timing of the EOI Process or overall process for the Project
- b) take into account any information from the State's own and other sources in evaluating an EOI Submission
- c) request further information from any Proponent in order to clarify any matter relating to the Proponent's EOI Submission
- d) conduct due diligence investigations as required and in any manner considered appropriate
- e) draw on outside expertise as required
- f) terminate further participation in the EOI Process or Project by any Proponent
- g) allow further Persons to participate in the Project at any time (whether or not they have made an EOI Submission)
- h) accept part of or the whole of an EOI Submission from the same or from a different Proponent in order to best meet the Project requirements and specifications
- i) negotiate with any Proponent to vary their EOI Submission at any time
- j) amend the scope of the EOI Process and the Project
- k) determine the nature, scope and timing of any further stages in the EOI Process
- l) take such other action as the State considers at its absolute discretion appropriate in relation to the EOI Process or overall process for the Project
- m) refuse to consider any EOI Submission, including those:
 - (i) lodged by means other than in accordance with this EOI invitation
 - (ii) not conforming with this EOI Invitation in any respect
 - (iii) lodged by a Proponent who has not complied with this EOI Invitation

2.5. All EOI Submissions must be prepared and lodged in accordance with the requirements of this EOI Invitation and any additional terms and conditions that may be included upon written notice to each Proponent to which this EOI Invitation has been issued.

2.6. No explanation or amendment to this EOI Invitation will be recognised unless it is in the form of an addendum issued by the State.

- 2.7. Notwithstanding any other requirements of this EOI Invitation, a Proponent must, if requested, submit additional information to allow clarification of its EOI Submission. However, the State is not obliged to require any Proponent to provide any further information or clarification and may not require additional information.
- 2.8. Should a Proponent fail to submit any of the information so required by the date and time stipulated, its EOI Submission may be assessed in the absence of the information or not considered further, at the State's sole and absolute discretion.
- 3. CONFIDENTIALITY AND PRIVACY**
- 3.1. All documents and information provided by a Proponent as part of its EOI Submission is recognised as provided commercial-in-confidence and will, accordingly, be stored securely and held in confidence, except to the extent that disclosure is required for audit or legal purposes, or is required to be released under the *Right to Information Act 2009* (Tas) or the *Personal Information Protection Act 2004* (Tas) or any other legislative requirements or as required, permitted or envisaged by this EOI Invitation.
- 3.2. The Proponent must ensure that all commercial in confidence, confidentiality and privacy issues and responsibilities are properly addressed in an EOI Submission, and that no conflict of interest arises in relation to an EOI Submission or any matter relating to an EOI Submission.
- 3.3. Proponents agree and acknowledge that it is not a breach of confidentiality for an EOI Submission, and any related documentation or information, including any personal information as defined under the *Personal Information Protection Act 2004*, to be disclosed within or between any State agency, authority, body, committee or department of the State, its Ministers, or any of their representative officers, employees, advisers, contractors or agents, the Siting Panel established to assess the EOI Submissions and amongst the government parties relevant to the Project. The Minister reserves the right to publish the names of each Proponent and the location of a Proposed Site put forward in an EOI Submission.
- 3.4. Subject to clause 3.5 of these Conditions, the Proponent must not make any public disclosure or statement in relation to or about its EOI Submission without the prior written approval of the State.
- 3.5. Subject to as otherwise provided in this EOI Invitation, the State and the Proponent must hold the EOI Submission in confidence, so far as the law allows, except if:
- the information is available to the public generally, other than by breach of this obligation
 - a law requires a party to file, record or register something that includes information in the EOI Submission
 - disclosure is necessary or advisable to get a consent, authorisation, approval or licence from a governmental or public body or authority
- it is necessary or advisable to make disclosure to a taxation or fiscal authority
 - it is necessary to provide the information in the EOI Submission in answer to a question asked of a Minister in the Parliament, or otherwise to comply with a Minister's obligations to Parliament
 - it is disclosed confidentially to a party's professional advisers
 - to get professional advice about this EOI Invitation or the EOI Submission
 - otherwise to consult such professional advisers
 - it is disclosed by the Auditor-General, in the public interest, in a report to the Tasmanian Parliament
 - it is reasonably necessary for the enforcement of the criminal law or for the protection of the public revenue
 - public disclosure is agreed by the Minister and the Proponent
 - it is otherwise required, or authorised, to be disclosed by law.
- 4. COSTS TO BE BORNE BY PROPONENTS**
- 4.1. Proponents are responsible for all their own costs in relation to this EOI Invitation and EOI Submission lodged in response.
- 4.2. The State and the Siting Panel are not responsible for any cost or expense incurred by any Proponent in preparing and lodging an EOI Submission, or for a Proponent carrying out any investigation in relation to a Proposed Site set out in an EOI Submission.
- 4.3. In particular, the Proponent agrees to indemnify the State against, and agrees that the State will not be responsible for or pay or reimburse, any costs, expense or loss which may be incurred by an Proponent:
- in the preparation of its EOI Submission, attending any meetings, providing any further information, or otherwise in connection with its participation in the EOI Process, or Project
 - as a result of any modification or termination of the EOI Process or Project.
- 4.4. By lodging the EOI Submission, a Proponent indemnifies, and agrees to keep indemnified, the State against any claim or demand of any nature whatsoever, or howsoever arising with respect to any costs incurred by the Proponent in preparing, lodging or expanding upon an EOI Submission.
- 5. NO WARRANTIES**
- 5.1. This EOI invitation and all statements and information made in relation to it reflect the State's current intention only. The Proponent agrees that information and intentions set out in this EOI Invitation may change at any time at the State's sole discretion without notice or reason.

- 5.2. Each Proponent accepts that the risk, responsibility and liability connected with an EOI Submission is solely that of each Proponent.
- 5.3. Each Proponent must obtain, at the Proponent's own cost, their own independent legal, financial, tax and other advice in relation to information in this EOI Invitation or otherwise made available to them during the EOI process.
- 6. OWNERSHIP OF EOI SUBMISSIONS**
- 6.1. Subject to clause 6.3 below, all EOI Submission documents submitted to the State by a Proponent become the property of the State and will not be returned to the Proponent.
- 6.2. By providing an EOI Submission, the Proponent grants the State a non-exclusive, fully paid-up and royalty free, perpetual, assignable licence to copy, reproduce, use, adapt, modify, disclose or do anything else necessary at the State's sole discretion, to all material (including material that contains any intellectual property rights of the Proponent or any other person) contained in an EOI Submission, for the purposes of evaluating and clarifying that EOI Submission and do all things necessary associated with finalisation of commercial arrangements for the Project, and agree the State may provide copies of the documentation (in electronic or hardcopy format) to their agents and the Siting Panel, for the purposes of assessing the EOI Submissions.
- 7. VARIATIONS TO THIS EOI INVITATION**
- 7.1. The State reserves the right, at its absolute discretion and at any time, to cancel, add to or amend the information, terms, procedures and protocols or any aspect of the EOI Process set out in this EOI Invitation without giving reasons.
- 7.2. No Person or consortium will have any claim or be entitled to any compensation, costs or damages against the State, any of its authorities or agencies, or their respective officers, employees, agents or advisers with respect to the exercise, or failure to exercise, any such right, and the Proponent agrees to grant an unlimited indemnity to the State in this regard.
- 7.3. Further, the State reserves the right to alter the EOI Invitation including suspending or terminating the EOI Invitation or adding additional stages.
- 8. ASSESSMENT PROCESS**
- 8.1. EOI Submissions received will be evaluated by a Siting Panel.
- 8.2. EOI Submissions must, at a minimum, include the information required in Application Form.
- 8.3. The Siting Panel will provide a recommendation to the Minister on a shortlist of Proposed Sites to be considered for further investigation and assessment by the State.
- 9. ACCEPTANCE OF CONDITIONS**
- 9.1. By lodging an EOI Submission in accordance with this EOI Invitation, the Proponent acknowledges its agreement to the terms and conditions of this EOI Invitation.
- 10. DEFINITIONS**
- 10.1. Unless the context otherwise provides, the following definitions will apply in this EOI Invitation and to the EOI Process.
- Application Form** means the application form downloaded as part of the EOI Invitation.
- Department** means the Department of Justice.
- EOI Invitation** means these documents, including the Application Form, terms and conditions and any attachments, requesting EOI Submissions.
- EOI Process** means the Expression of Interest process for the Project set out in this EOI Invitation.
- EOI Submission** means the Expression of Interest submitted by the Proponent to the State in accordance with this EOI Invitation.
- Minister** means the Minister for Corrections and includes his or her successor.
- Proponent** means, a Person who lodges an EOI Submission and in the case of a consortium Proponent, each and every participating member of the consortium Proponent.
- Person** includes a natural person, a corporation, a partnership, a board, a joint venture, an incorporated association, a government, a local government authority and an agency.
- Proposed Site** means a proposed site submitted in response to this EOI Invitation.
- Project** means the *Northern Prison Siting* project.
- Siting Panel** means the panel established to assess EOI Submissions and make recommendations to the Minister concerning EOI Submissions.
- State** means the Crown in right of Tasmania.
- 10.2. Unless the context otherwise provides, in the EOI Invitation and the EOI Process:
- a reference to a statute, ordinance, code or other legislative instrument includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacement of any of them
 - the singular includes the plural and conversely
 - a reference to a gender includes reference to each other gender
 - a reference to a Person includes the person's executors, administrators, successors and permitted assigns
 - an agreement, representation or warranty by, or for, two or more Persons binds or is for their benefit, together and separately

- f) a covenant forbidding a Person from doing something, also forbids that Person from authorising or allowing another Person to do it
- g) a reference to anything (including an amount) is a reference to all or any part of it, and a reference to a group of Persons is a reference to any one or more of them
- h) a reference to a clause, paragraph, schedule, annexure or appendix, is a reference to a clause, paragraph, schedule, annexure or appendix in or to it
- i) a reference to "writing" includes a reference to printing, typing, lithography, photography and other methods of representing or reproducing words, figures, diagrams and symbols in a tangible and visible form
- j) a reference to a day is to be interpreted as the period of time starting at midnight and ending twenty-four (24) hours later
- k) a reference to a month or a year means a calendar month or a calendar year respectively
- l) words or phrases derived from a defined word have a corresponding meaning to the defined word
- m) a term of inclusion is not to be interpreted to be a term of limitation
- n) headings are included for convenience only, do not form part of it, and are not to be used in its interpretation.

LEONIE HISCUTT MLC
Liberal Member for Montgomery

ULVERSTONE
PO Box 783 or
36 King Edward Street
ULVERSTONE TASMANIA 7315
Ph: (03) 6425 8300
Email: leonie.hiscutt@parliament.tas.gov.au



Legislative Council

November 7, 2018.

The Mayor and Alderman,
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor Kons,

As the local representative on the Legislative Council for part of the Burnie Municipality, I wish to congratulate yourself and the newly elected Alderman who now sit around the Burnie City Council chamber table.

Please pass this message of congratulations onto Deputy Mayor Simpson and Alderman Boyd, Brumby, Bulle, Dorsey, Keygan, Lynch and Pease.

I take this opportunity to remind Alderman that my office is always open to you.

I am happy to lend assistance, on a state level, with any issues which may arise as they go about their duties within the community.

My contact details are as per my letterhead and my office is open from 9am to 4.30pm, Tuesday to Friday.

Best wishes for the future and kind regards.

A handwritten signature in cursive script that reads "L Hiscutt".

Leonie Hiscutt MLC
Leader of the Government in the Legislative Council
Member for Montgomery



2 November 2018

Mayor Alwyn Boyd
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor Boyd

Last Friday I attended a National Summit on Drought, convened by Prime Minister Morrison, to focus on what can be done in the short and long term to help our drought affected farmers and communities to be more resilient.

As President of the Australian Local Government Association (ALGA), I was also invited to bring with me a number of mayors from affected councils across four states and I want to thank Cr Rob Chandler, Mayor of Barcaldine Shire Council (Qld), Cr Scott Ferguson, Mayor of Blayney Shire Council (NSW), Cr Joe Rettino, Mayor of East Gippsland Shire Council (Victoria) and Cr Dean Johnson, Mayor of the District Council of Kimba (SA) for attending the Summit.

Cr Rob Chandler, in particular, seized the opportunity to provide strong advocacy for Local Government to be seen as a trusted partner, ready and able to assist with drought relief and recovery. More specifically Cr Chandler reinforced our core election priorities of increasing the Financial Assistance Grants to 1% of Commonwealth tax revenue and the immediate opportunity to double Roads to Recovery funding to boost local employment during the drought.

The Summit heard from the Bureau of Meteorology and the Australian Bureau of Agricultural and Resource Economics and Sciences about the outlook in terms of rainfall and agricultural returns and from the Federal Government's Coordinator-General for Drought, Major General John Day and the Special Envoy for Drought Recovery and Assistance, the Hon Barnaby Joyce about the impact of the drought and the national plan to strengthen resilience.

A key gap identified by Major General Day in terms of response to the drought is the lack of a localised, coordinated and dedicated source of information in drought affected areas. Major General Day highlighted the need for a designated person in each council who can respond to requests for drought-related information covering access to financial and health counselling, local council programs, activity by charities and Not For Profits, and more general information about the range of available support. Such a role would greatly strengthen the community's capacity to deal with drought.

Local Government have long advocated for the Commonwealth to see us as their trusted partner on the ground and, in the interests of serving our communities and developing deeper relationships with the Commonwealth, I encourage all councils in drought affected areas to look at such a role if they have not already done so.

To aid the long-term development of resilience, the Federal Government has announced the establishment of the Future Drought Fund which will eventually have \$5 billion in capital and generate \$100 million in earnings each year to invest in drought resilience projects starting from 2020.

In the more immediate term, the Federal Government has established the Drought Communities Program (DCP) under which eligible councils in drought affected areas can apply for up to \$1 million to spend on locally identified projects aimed at stimulating the local economy and maintaining jobs. There are now 81 councils eligible to receive funding under the program, including 40 in New South Wales, 22 in Queensland, 2 in Victoria and 17 in South Australia.

There is a real desire by the Commonwealth to see DCP funds spent immediately but discussions with eligible councils have highlighted concerns around the tight time frames for spending the funds (by 30 June 2019), especially in light of councils' needs to comply with established procurement and tender processes, the importance of consulting with communities on projects and an overwhelming desire by councils to spend the money wisely and with maximum impact for local employment.

This is clearly a challenging brief for many councils, and a genuine opportunity at the same time.

I believe there is clearly value in DCP councils sharing their experiences in how to deal with the rapid procurement and administrative challenges, to discuss their ideas for projects and how to keep the vast majority of expenditure local, if not all of it. It is an ideal opportunity to learn and leverage off each other.

I have therefore asked that a DCP Workshop be held as part of the forthcoming Local Roads and Transport Congress taking place in Alice Springs on 20-22 November. Almost 20 of the 81 DCP councils are already attending the Congress and are eligible to participate. The ALGA Secretariat will be in touch with the other 61 DCP councils regarding attending the workshop, their experiences relating to the program and the benefits of sharing information and action plans. The Workshop has been tentatively scheduled for 7.30 am to 9.30 am (including breakfast) on the morning of Thursday 22 November, which will allow attendees time to catch outgoing flights leaving late morning/early afternoon.

Councils interested in attending the Congress and the DCP Workshop should contact Jill Brown, ALGA's Director of National Events, on 02 6122 9436 or email jill.Brown@alga.asn.au as soon as practicable.

In the interim, our thoughts and best wishes remain with all drought affected communities and their councils.

Yours sincerely



Mayor David O'Loughlin
President

Karen Kelly

From: Australian Refugee Action Network <austrefugeenetwork@gmail.com>
Sent: Saturday, 3 November 2018 2:53 PM
Subject: Request to Councils from Australian Refugee Action Network re cuts to SRSS support
Attachments: Request to LGAs re SRSS from ARAN.pdf

Dear Mayor and Councillors

Please see attached letter from the Australian Refugee Action Network requesting your support for a local government-led campaign to ensure that people living in our communities who are seeking asylum, or recognised as refugees are not left without any income support whatsoever. It is unreasonable to expect that local charities and local government will cover all living costs for those families and individuals who are unable to find work.

We are inviting all local Councils to lend their support to the advocacy campaign launched by the City of Greater Dandenong recently, which is calling for the restoration of the Status Resolution Support Service (SRSS) payment, which is around \$35 a day (less than Newstart).

A number of Councils have indicated their support so far, and we are hoping that your Council will do likewise.

See attached letter for further detail.

Looking forward to hearing from you

Marie Hapke

on behalf of Committee

ARAN - Australian Refugee Action Network

Email: austrefugeenetwork@gmail.com

[Website](#)

[Facebook](#)

Click [here](#) to report this email as spam.



1 November 2018

Dear Mayor and Councillors

Changes to the SRSS program are causing destitution in Australian communities – call for support

You may have heard that the Federal Government has recently withdrawn **all income support** for hundreds of people seeking asylum who are **living in the community** still waiting to have their claims for refugee status assessed – **and the plan is to cut support for thousands more, including families.**

The Status Resolution Support Service payment (SRSS) is less than \$35 a day (less than Newstart) and was designed to support people as they go through the prolonged process of seeking asylum. Most of that goes in rent so these changes will potentially leave those affected homeless. The total withdrawal of this minimal income support **will leave people destitute, entirely reliant on charity to meeting housing costs and living expenses.** It may also leave them without support services like trauma counselling.

Around 13,000 people living across Australia receive SRSS, including single people, the elderly, and families (including up to 4,000 children) enabling them to meet basic needs of food, rent and medical treatment.

Peak bodies, church and welfare organisations, together with grassroots advocacy groups have been actively lobbying to have these cuts reversed. Thanks to coordinated lobbying, plans to cut this support for families have been delayed, though only until early next year. Individuals on the other hand **have already been having their benefits cut** so the situation is **desperate and urgent.** For further details about the cuts see the Refugee Council of Australia Factsheet and Australian Churches Refugee Taskforce background on SRSS cuts referenced below.

What you can do - join other LGAs who support the restoration of SRSS

We are writing to ask you to **join with other local Councils to advocate for the reversal of these harsh cuts**, and the reinstatement of this income support. It is a local issue affecting the welfare of people in local communities so it is vital that local Councils raise their voice.

A growing number of Councils led by the City of Greater Dandenong have formed a taskforce against the cuts. See below a list of Councils already supporting this initiative.

The Local Government Mayoral Taskforce Supporting People Seeking Asylum has been established in Victoria and is inviting support from councils nationwide. They are working with peak bodies like the Refugee Council of Australia, Asylum Seeker Refugee Centre, Australian Refugee Action Network and Rural Australians for Refugees to maintain advocacy on this issue.

For further information about the Joint Council Taskforce and SRSS advocacy efforts, contact Cr Matthew Kirwan, City of Greater Dandenong

Could you please reply to this letter indicating whether your Council is prepared to join with other Councils advocate against these cuts devastating Australian communities by emailing austrefugeenetwork@gmail.com and please copy in Cr Matthew Kirwan matthew.kirwan@cgd.vic.gov.au.

Yours faithfully

Marie Hapke
for the **Australian Refugee Action Network**
www.australianrefugeeactionnetwork.wordpress.com

Further information:

1. Local Government Mayoral Taskforce Supporting People Seeking Asylum
<http://www.greaterdandenong.com/document/32480/local-government-mayoral-taskforce-supporting-people-seeking-asylum>
2. Refugee Council of Australia Factsheet
<https://www.refugeecouncil.org.au/getfacts/seekingsafety/asylum/srss-cuts-factsheet/>
3. Australian Churches Refugee Taskforce background on SRSS cuts
<http://www.acrt.com.au/dignity-not-destitution-changes-to-support-services-for-people-seeking-asylum-srss/>
4. City of Greater Dandenong response
<http://www.greaterdandenong.com/document/32379/greater-dandenong-council-advocacy-and-practical-response-to-the-changes-to-the-federal-status-resolution-services-srss-program>
5. Council Minutes 23 April 2018 – Greater Dandenong Advocacy Notice of Motion
<http://www.greaterdandenong.com/document/32164/council-minutes-23-april-2018>
6. Joint Statement by Victorian Councils against changes to the Status Resolution Support Services (SRSS)
<http://www.greaterdandenong.com/document/32470/draft-joint-statement-against-changes-to-the-srss>
7. Victorian councillors condemn federal cuts to asylum seeker payments
<https://sable.madmimi.com/c/130362?id=3737.698.1.cc8f0449e75c3a6c3a03da5c217f1f4d>

Taskforce member Councils (October 2018)

- Brimbank City Council
- City of Darebin
- City of Greater Dandenong
- City of Monash
- Moreland City Council
- Yarra City Council

Councils involved as General Members

General Members get consulted on Taskforce direction, take an active role in Taskforce activities and contribute resources to the Taskforce.

- Banyule City Council
- Cardinia Shire Council
- City of Ballarat
- City of Port Phillip
- City of Whittlesea
- Maribynong City Council
- Moonee Valley City Council
- Wyndham City Council

Karen Kelly

From: Fuller, Gail <gfuller@byron.nsw.gov.au> on behalf of Tourism Advocacy Mailbox <tourismadvocacy@byron.nsw.gov.au>
Sent: Thursday, 1 November 2018 2:05 PM
To: Tourism Advocacy Mailbox
Subject: Australian Tourism Councils Advocacy Group
Attachments: Australian Tourism Council Fact Sheet.pdf

Dear CEO/General Manager and Mayor

My name is Gail Fuller and I am writing to you about joining the Australian Tourism Councils Advocacy Group (ATCAG) and to also introduce myself as the co-ordinator for the group. I have been appointed by Byron Shire Council (on behalf of ATCAG) to begin actively supporting and advocating the needs of our councils Australia wide in the tourism sector through ATCAG. I am responsible for the membership program and organising meetings and coordinating the group (and subsequent working groups).

In December 2017, more than 70 councils attended an initial meeting of the Australian Tourism Councils Advocacy Group. What was evident from the meeting was that there was a significant interest in an advocacy group to assist when it comes to managing issues around tourism that are impacted by other levels of government. LGA's across Australia share many of the same challenges including growth in holiday letting, peak season traffic and congestion, and impacts on our infrastructure. These challenges impact on achieving manageable visitor numbers across destinations, by way of declining visitor numbers or over popularity.

We know that we can be more effective at engaging State and Federal Government and receiving support by working together and advocating with one voice. When Mayors and General Managers/CEOs's from councils band together, we speak with a louder voice and our proposed solutions can be easier to hear and harder to ignore. This is exactly what the Australian Tourism Councils Advocacy Group is designed to achieve.

We are encouraging your Council to join ATCAG if any of the following issues resonate with you.

- Your LGA would benefit from learning how to manage tourism more sustainability, or you would be willing to share your insights and thinking on sustainable tourism practises.
- You have high growth (or peaks) in visitor numbers and lack of resources and funding to maintain basic infrastructure
- You are looking to attract and retain visitor numbers
- You see inequities in the Financial Assistance Grants criteria
- Your LGA is being 'loved to death' and you are looking for ways to balance the needs of tourism with the needs of the local community, and
- Agritourism is now an area you wish to expand and explore within your region

Attached is further information which provides details of the initial meeting, the proposed working groups and information on the membership program. We are looking to hold our first next meeting in February 2019.

Please advise your interest in becoming part of the Australian Tourism Councils Advocacy Group via return email.

For more information, please contact me on 0447 602 890 or tourismadvocacy@byron.nsw.gov.au

I look forward to collaborating and working together to advocate for innovation in sustainable tourism and the financial sustainability and wellbeing of our communities.

Yours sincerely
Gail Fuller

Gail Fuller | Tourism Projects Officer | **BYRON SHIRE COUNCIL**

P: 02 6626 7251 | M: 0447 602 890 | F: 02 6684 3018 | E: gail.fuller@byron.nsw.gov.au
E: tourism@byron.nsw.gov.au or tourismadvocacy@byron.nsw.gov.au
PO Box 219, Mullumbimby NSW 2482 | www.byron.nsw.gov.au
Find us on Facebook www.facebook.com/byronshire.council

Click [here](#) to report this email as spam.



Australian Tourism Council's Advocacy Group (ATCAG) FACT SHEET

Introduction

When it comes to managing tourism, LGA's across Australia share many of the same challenges including growth of holiday letting, peak season traffic and congestion, and impacts on our infrastructure. These challenges impact on achieving manageable visitor numbers across destinations, by way of declining visitation or over popularity.

We know that we can be more effective at engaging State and Federal Government and receiving support by working together and advocating with one voice. When councils band together, we speak with a louder voice and our proposed solutions can be easier to hear and harder to ignore.

By sharing information, knowledge and experience, councils can learn from each other to build resilience for communities in tourist destinations.

Background

In December 2017, over 50 councils took part in an initial meeting to consider the many and varied challenges facing LGA's as a consequence of tourism and its impacts. The meeting presented many challenges and a follow-up survey was used to establish the top four issues councils shared (see below). It was proposed that an advocacy group be established to lobby governments to address the critical issues faced by the broader group of councils Australia wide.

About the group

Based on the survey results and meeting, the preference is an action based group with a focus on research and advocacy. An overarching group, chaired by Byron Shire Mayor Simon Richardson, will provide a coordination and support role for the working groups, governed by a Terms of Reference to be agreed upon during the ATCAG's meeting.

The ATCAG will meet bi-annually and all member councils will be invited to attend these meetings. Working groups will be established and a chair and secretary will be nominated for each working group at the first meeting of ATCAG.

Working groups will comprise of elected members, CEO's or a combination.

The issues

These four issues will form the basis of the working groups to action:

1. Tourism impacts on infrastructure

Road, water, waste, toilets, beaches, tourist attractions and Crown land transfers, loss of national parks tourism.

2. Lack of Public Transport

Inland and regional tourist destinations facing declining visitor numbers that they say are linked to reduced bus and train services.

3. Increases to holiday and short-term rentals and impacts

Airbnb, holiday letting, impacts on affordable housing for local communities, conflicts on housing and issues-affordability, between residents and visitors.

4. Creating sustainable tourism opportunities and Agritourism

Looking at opportunities and current regulations/restrictions in place and work with operators and government to develop Agritourism.

Joining Investment

Byron Shire Council is delighted to offer initial administration and financial support for the inaugural meeting. In order to achieve its goals, the group will need to raise funds to cover administration and communication costs.

The Annual Investment will be: \$1,100 (inc. GST) initial membership charge, per Council, per year with an ongoing amount to be determined by the group. The membership period is calendar year and commences on 1 January 2019.

If the working group commissions research or undertake a communications campaign, those costs will need to be covered by working group member councils and with support from the majority of participating working group members.

Join ATCAG

For more information, or to join, contact:

Gail Fuller

Tourism Officer

Phone: 0447 602 890

Email: tourismadvocacy@byron.nsw.gov.au



Mayor Alwyn Boyd
Burnie City Council

Dear Alwyn,

In the lead up to the upcoming local government elections, we would like to take this opportunity to update you on the current status of football in Burnie and highlight the broad range of benefits the sport of football brings to the local community.

Football participation in Tasmania is booming, with over 14,000 regular registered football players and Football Federation Tasmania's goal is for this number to increase to over 20,000 players by 2023.

Our junior ranks are the fastest growing part of our game, with more than 1,000 new children signing up to play football between 2014-2017.

No Saturday morning is complete without children's football games – during the 2017 season, more than 20,000 people went to a football game in Tasmania each weekend.

There are already many teams who do not have regular, consistent or sufficient access to playing grounds and this is the major barrier to further participation growth.

While space restrictions make the development of new grounds in some built up areas of Tasmania difficult, upgrading lighting and developing artificial pitches offers the answer for more playing time at existing facilities.

Another challenge faced by football in Tasmania is the shortage of female friendly facilities.

Women's football has enjoyed a rich history in Tasmania in the 40 years since the first women's league was established in 1977/78.

However, many football grounds around the state still lack appropriate changerooms, toilets, shower facilities and amenities for females, often proving to be a large barrier to participation growth, especially as females move from junior to senior competitions.

There is currently one football club (Burnie FC) and one junior association in the Burnie City Council.

As you may be aware, Football Federation Tasmania has been working with these clubs and associations alongside Burnie City Council to help them improve facilities and help people of all ages to enjoy the sport of football.

Current projects proposed in Burnie include the Mondello development.

We urge you to take these projects into consideration when working out what the best version of Burnie will look like in the future and welcome any conversation about how Football Federation Tasmania can collaborate with Burnie City Council to help improve the health and community outcomes in your area.

Football Federation Tasmania is committed to working with Burnie City Council towards the development of football infrastructure to encourage further growth in participation and increased opportunities for those living in Burnie to live a vibrant, healthy life.

Grassroots sport is a cornerstone of our Australian way of life and involvement is proven to be of enormous benefits to children and adults alike, with the team environment encouraging responsibility, discipline, sense of belonging and involvement.

There are a large range of preventable health conditions which are known to be associated with physical inactivity. As Australians continue to lead less active lifestyles, obesity rates have surged and now more than one in four children are overweight or obese. Increased participation in sport can help to address this worrying trend and deliver better health outcomes to the wider community.

Football's global appeal also gives the sport the ability to inspire and engage diverse communities like no other sport can, providing immeasurable benefits to community spirit and togetherness.

It would be our pleasure to meet with you and discuss the community value of football further, please feel free to contact (Matt/Bob) via email at ceo@footballfedtas.com.au/president@footballfedtas.com.au) and we can arrange a time and place.

Yours sincerely,

Bob Gordon and Matt Bulkeley

President and CEO – Football Federation Tasmania

**AO322-18 COMMUNICATIONS JOURNAL - UNIVERSITY OF TASMANIA -
PRECINCT PLAN AND SKATE PARK - WEST PARK****FILE NO: 2/17/3; 904122****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council advise the University of Tasmania that it is not currently in a position to fund the relocation of the skate park in the short term, however it is willing to discuss the inclusion of a design in the precinct plan for the site, and to jointly seek third party funding towards the relocation of the skate park.”

2.0 SUMMARY

Correspondence received from the University of Tasmania regarding the Precinct Plan and Skate Park at West Park.

3.0 GENERAL MANAGER’S COMMENTS**Background**

At a recent briefing by the Vice Chancellor on the new West Park Campus, a discussion arose around the relocation of the Skate Park to be closer to the new campus. It was felt that this would encourage young people to have an engagement with the new campus, and also have the skate park located in a more desirable environment. This would go some way to resolving issues raised in the recent community consultation on the existing skate park.

It is estimated that the cost of demolishing the current skate park and building a new skate facility closer to the new UTAS campus will be in the order of \$750,000. The University of Tasmania has advised that it is not in a position to fund a relocation.

Legislative Requirements

There are no legislative requirements impacting on this report.

Policy Considerations

There are no policy considerations impacting on this report.

Financial Impact

Should Council wish to proceed with this Project, it is anticipated that there would be a cost to Council of approximately \$750,000. This is based on the previous skate park cost, incorporating new elements in response to the recent community consultation, and the demolition of the current skate park.

Discussion

Responsibility for the cost of relocating of the skate park was not considered at the time of the discussion, however since that time UTAS has made it clear that it is not in a position to fund the relocation.

While Council is not currently in a position to commit funding to this project, the benefits of a relocation could be considerable. It is recommended that Council and UTAS explore a potential longer term site for a skate park closer to the campus in the revised West Park precinct plan, and for Council and UTAS to seek third party funding towards the project.

Risk

A risk to Council would be that the Council would fund the skate park, however ownership would be an issue given the skate park would be built on land to be owned by UTAS, and surrounded by other UTAS assets.

This would require a detailed funding and lease/license agreement with UTAS to ensure long term access for the community, and ensure roles and responsibilities for management and maintenance of the asset were clear.

Consultation

Council recently undertook a consultation on the current skate park. The proposal to relocate the skate park closer to the West Park campus would enable Council to respond to a number of the issues raised during this consultation.

ATTACHMENTS

1. [Correspondence from the University of Tasmania](#)

COUNCIL RESOLUTION**Resolution number: MO415-18****MOVED:** *Ald G Simpson***SECONDED:** *Ald C Lynch*

“THAT Council advise the University of Tasmania that it is not currently in a position to fund the relocation of the skate park in the short term, however it is willing to discuss the inclusion of a design in the precinct plan for the site, and to jointly seek third party funding towards the relocation of the skate park.”

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

Against:

CARRIED UNANIMOUSLY

UNIVERSITY of
TASMANIA

11 October 2018

Mr Rodney Greene
Acting General Manager
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Rodney,

Precinct Plan and Skate Park – West Park

Thank you for the recent meeting to update Council on our progress with the Northern Transformation Program. We were pleased that Council received the progress update so well and with the discussions that followed.

Further to this recent update, I write to seek advice on Council's suggestion that the University might consider making space available for a relocation of the Skate Park more closely into the West Park precinct. The University is keen to understand the Council's position in terms of funding any relocation as this will have some impact on whether it is able to occur, at least in the short term.

The University sees a significant benefit in having the park in close proximity to its campus facilities as it provides an opportunity for the users of the facility to engage with the campus more closely. However, we have currently committed our budget to the construction of the new building and the landscaping required and would not be able to fund its relocation.

If Council is able to provide its position on the matter, we can then move forward and link our master plan to a broader precinct plan which includes the western end of the precinct, as discussed at the meeting.

Best Regards,

Professor David Adams

Pro Vice Chancellor - Community, Partnerships and Regional Development

**Pro Vice Chancellor
Community, Partnerships
and Regional Development**Locked Bag 1317
LAUNCESTON
TAS 7250T +61 3 63243583
M +61 (0) 419340223
E David.Adams@utas.edu.au
ABN 30 764 374 782 / CRICOS 00586Butas.edu.au

**AO323-18 COMMUNICATIONS JOURNAL - THOMAS HEAZLEWOOD -
WATERFRONT AREA OF BURNIE CBD****FILE NO: 2/17/3; 904042****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	1.1.1	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 thank Mr Heazlewood for his correspondence and pass on his concern to the relevant government departments.”

2.0 SUMMARY

Correspondence received from Thomas Heazlewood regarding the waterfront area of Burnie’s CBD.

3.0 GENERAL MANAGER’S COMMENTS**Background**

West Beach and the rail corridor adjacent to the beach are Crown land managed by Crown Land Services and the Department of State Growth (Rail Corridor).

TasRail has a lease permitting their use of the rail corridor.

It is understood that Council has an historic lease over the beach area, related to public recreational purposes.

Council has taken on some management roles in respect to the beach environs:

- Council’s *Public Reserves & Public Buildings By-Law, By-Law No. 1 of 2011* would be applicable to conduct of the public in the beach environs.
- There are some Council assets located on the Crown land, e.g. boardwalk, drainage assets, beach access ramp, etc and Council has a responsibility to address care and maintenance needs for such assets.

- Council will also address the removal of litter and debris that may accumulate on the beach area from time to time in the interests of public safety.

However, this role does not extend to the responsibility for the matters such as erosion of the land.

Council has no direct responsibility for the care and management of native fauna, other than to ensure it does not impact on the wildlife or its habitat in the conduct of works.

The management of native animals would rest with various State Government agencies.

Legislative Requirements

This report presents no legislative implications for Council.

The report recommends that the concerns raised be referred to the relevant State Government agencies.

Policy Considerations

Council's Public Reserves & Public Buildings By-Law, By-Law No. 1 of 2011 would apply to the land in question.

Financial Impact

This report presents no financial implications for Council.

Discussion

The correspondence from Mr Heazlewood raises three concerns:

- Erosion of the beach embankment on West Beach, west of the developed precinct, adjacent to the rail corridor and consequential impact on the resident penguin colony.
- A desire to separate the penguin colony from the public via the erection of a separating fence integrated into the boardwalk structure.
- The behaviour of a number of individuals that congregate beneath the boardwalk and an allegation of alcohol being consumed.

As noted in the Background section of this report, the beach area is Crown land and the management of physical threats to the Crown land, e.g. erosion, should be a matter for the Crown, particularly when the adjacent rail corridor is being imperilled.

Officers have raised the erosion concerns with TasRail Officers in the recent past.

It is also noted that Council has no role nor authority in the management of native animals.

Council has raised the concern with the impact of the erosion on the penguin colony with the State Government.

Officers will contact the relevant departments and reiterate the concerns raised in the correspondence from Mr Heazlewood, as have been raised in the past by Officers.

In respect to the concerns with the alleged conduct of some members of the public on West Beach, Burnie Police have been contacted and requested to monitor the situation.

Risk

The correspondence from Mr Heazlewood notes a number of concerns he would suggest are risk matters that Council should address.

Officers have recommended that the concerns be passed on to the relevant Government agencies.

Consultation

Officers have previously raised the concerns associated with the coastal erosion with relevant Government agencies.

ATTACHMENTS

1 [↓](#) Correspondence from Thomas Heazlewood

COUNCIL RESOLUTION

Resolution number: MO416-18

MOVED: *Ald A Keygan*

SECONDED: *Ald A Boyd*

“THAT Council thank Mr Heazlewood for his correspondence and pass on his concern to the relevant government departments.”

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

Against:

CARRIED UNANIMOUSLY

Mayor Steven Kons
City Offices and
Council Chambers
80 Wilson St, Burnie

Thomas Heazlewood

7320

Dear Mayor Steven Kons,

I am writing to you in the hopes of seeing improvement in the waterfront area of Burnie's CBD. The beach has three main issues. These relate to the penguin nesting area around the boardwalk.

The penguin nesting area is being damaged due to erosion from the sea. This continues to worsen each year and presents a risk to the penguin nests. The penguin nesting area is also at risk due to people walking through the area and looking inside the nests.

Finally, there is a particular area under the boardwalk in the middle of the beach. Almost every day there are several men who set up a small area and get intoxicated. This can be quite intimidating, especially for families and tourists. This can also be problematic for the penguins in the area.

There are two things that can rectify these issues. First, an erosion prevention strategy is required, such as creating a wall of stones. This will protect the penguin nests, prevent damage to other infrastructure such as the rail line, and improve the aesthetic of the area.

Second, the frame / structural posts need high tensile wire fencing. This can be the same style as the wire on the walking aspect for aesthetics. By placing the wire at large intervals it will allow penguins to move through into their nests but stop people walking through them.

Burnie is known as the City by the Sea, and it is certainly how I advertise it to friends and family from abroad. While these works may seem minor in some regards, our coastline is our greatest tourism asset. It is integral to our tourism identity and we should use that to our advantage.

I hope that you can assist in this matter and look forward to seeing what else you can bring to your role, once again, as Mayor of Burnie.

Sincerely,

Thomas Heazlewood

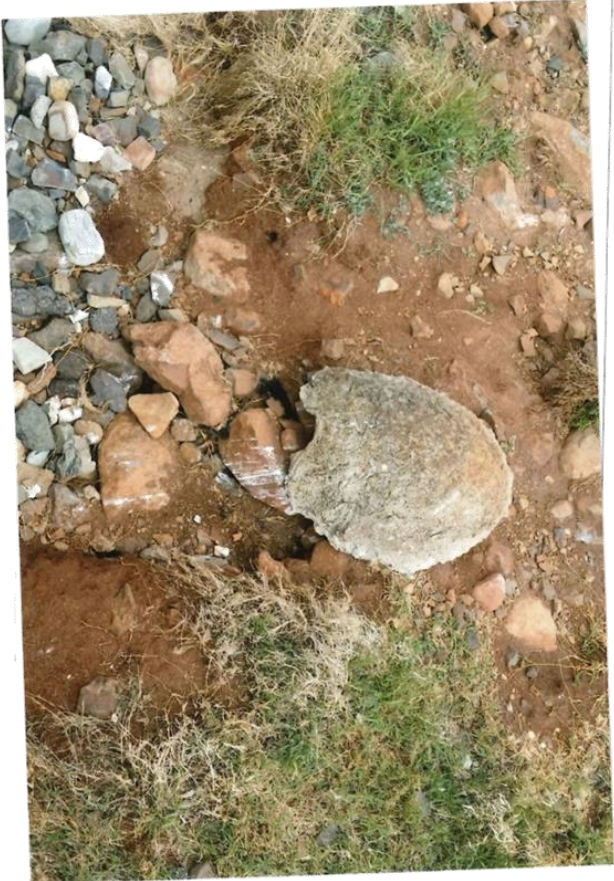
Erosion putting nests at risk.



High tensile wire fencing is
one solution to prevent misuse
of the area.
This could be installed on
existing structural posts.



Damage from erosion is unpleasant
to look at in addition to nest
damage.



MINUTES AND REPORTS OF COMMITTEES**AO324-18 BURNIE SPORTS CENTRE SPECIAL COMMITTEE UNCONFIRMED
MINUTES OF MEETING HELD ON 4 OCTOBER 2018**FILE NO: 2/5/12

RECOMMENDATION:

“THAT the Minutes of a meeting of Burnie Sports Centre Special Committee held on 4 October 2018, be received for discussion.”

SUMMARY

Council has submitted an expression of interest to the Department of Health - Ambulance Tasmania for a funding grant for a defibrillator for the Burnie Sports Centre.

ATTACHMENTS

1↓. [Burnie Sports Centre Special Committee Unconfirmed Minutes 4 October 2018](#)

COUNCIL RESOLUTION**Resolution number: MO417-18****MOVED:** Ald A Boyd**SECONDED:** Ald D Pease

“THAT the Minutes of a meeting of Burnie Sports Centre Special Committee held on 4 October 2018, be received for discussion.”

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

Against:

CARRIED UNANIMOUSLY

Agenda and Meeting Notes



Meeting: **Burnie Sports Centre Special Committee**
 Date & Time: 04/10/2018
 Venue: Burnie Sports Club Inc.
 File No(s): 2/5/12

Open at 5.33pm

Chairperson:	Mayor Alwyn Boyd
Present:	Raelene Salter, Mayor Alwyn Boyd, Geoff Dyke, Andrea Dallas
Apologies:	Bev Robotham

Discussion Items and Notes –	Action / Responsible
<p>Confirmation of the previous minutes from last meeting:</p> <p>It was moved that the minutes of the meeting held on Thursday 16th of August 2018 be accepted as a true and accurate record Moved by : Raelene Salter Seconded: Geoff</p>	
<p>Financial Report Accepted by: Raelene Salter Seconded by : Geoff Dyke</p>	
<p>Business Arising from last meeting</p> <ul style="list-style-type: none"> • Forecasting <ul style="list-style-type: none"> ○ Done as required (on request of Burnie City Council Director or manager) and depending on any major works • Burnie Sports Centre Hall 1 upgrade <ul style="list-style-type: none"> ○ A request to upgrade Hall 1 court has been placed in the 19/20 Capital Works Program ○ Lighting in hall 1 was in the vicinity of \$45,000 Council can request an amount in the next budget ○ Alderman Ken Dorsey has put forward a motion for funding to upgrade the toilets , courts, bathrooms • Burnie Basketball Club Gym extension <ul style="list-style-type: none"> ○ Burnie City Council was unaware that the gym needs to be extended and would need to look into this more <ul style="list-style-type: none"> ▪ (not a priority) Toilets and showers and flooring are more important • Gas hot water <ul style="list-style-type: none"> ○ Has been investigated to change over of all hot water systems to gas but this would be at a considerable cost ○ Burnie City Council plumber could investigate again and provide costs • Cost of Electricity for the Burnie Sports Centre <ul style="list-style-type: none"> ○ Approximately \$3,500 per quarter (varies depending on usage) ○ What is the cost of lights ? ○ What is the main switch that is taped to ensure cannot be turned off – is any power in the Burnie Sports Centre bill for the Sports Club ? • Burnie Rugby Club Independent Change room <ul style="list-style-type: none"> ○ Burnie Rugby Club Proposed Male and Female Change rooms / Toilets / Showers 	<p>Hall 1 opened in 1963 Hall2 opened in 1982</p> <p>Basketball would like to have the toilets in the Centre updated (ones used by Rugby need to be renovated and cleaned thoroughly)</p> <p>Andrea follow up</p> <p>No update has been provided to the other users about the Burnie Rugby Club application for funding grant</p>

Meeting Notes

<ul style="list-style-type: none"> ○ Burnie City Council is happy to support The Burnie Rugby Club's application ○ The Rugby Club were going to assist the clubs with providing letters of support Rugby Club proposal – Clubs will provide a letter of support to assist the Burnie Rugby Club with their grant application 	
<p>General Business</p> <ul style="list-style-type: none"> ● Defibrillator - Burnie Sports Centre <ul style="list-style-type: none"> ○ Allison Daley has submitted an expression of interest to the Department of Health Ambulance Tasmania for a funding grant for a Defibrillator for the Burnie Sports Centre ○ If this is successful – the clubs would be responsible for paying for replacement pads and batteries to maintain this. 	Clubs happy to pay for replacement pads and batteries once the device is used as per maintenance requirement.
<p>Maintenance:</p> <ul style="list-style-type: none"> ● The Sports Club (leak in the between the top window (window closes to the ocean side) Andrea to follow up ● Security light be installed near back Basketball kitchen - <ul style="list-style-type: none"> ○ New light not required only a new fitting required ● Basketball Awning: <ul style="list-style-type: none"> ○ works completed , there is an issue with the drain , the awning leaks ● The Burnie Sports Centre will be closed for annual maintenance and to give the cleaners an opportunity to undertake a thorough cleaning of the complex (dates to be advised) ● Pot holes on road behind the Sports Club needs to be looked at 	Andrea to follow up
<p>Any other business:</p> <p>Car park light not working , Sports club window still leaking – needs silicone High School & Primary School basketball tournaments normally held in October have been moved to Devonport Basketball Club going to put in a grant for some funding to renovate the Burnie Basketball Clubrooms</p> <ul style="list-style-type: none"> ○ New shelves have been put in ○ Sponsorship for new bar fridge (Commercial Rural Refrigeration) 	Andrea to follow up
<p>Next Meeting: Thursday 21st of February 2019 @ 5.30pm</p>	Andrea will email invite

MINUTES AND REPORTS OF COMMITTEES**AO325-18 QUARTERLY REPORT OF TASWATER OWNERS' REPRESENTATIVES
TO 30 SEPTEMBER 2018**FILE NO: 16/9/9

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Quarterly Report of TasWater Owners’ Representatives for the quarter ended 30 September 2018 be received for discussion.”

SUMMARY

TasWater have provided their quarterly report to the 30 September 2018. The report covers key aspects of performance for the quarter, followed by scorecards reflecting the status of performance against key performance indicators.

The key matters for noting in the report are listed as:

- 2.1 Removal of Public Health Alerts
- 2.2 Further Water System Assurance Upgrades
- 2.3 Price and Service Plan 3
- 2.4 Productivity Program
- 2.5 Capital Delivery Review
- 2.6 Enterprise Agreements
- 2.7 MOU with State Government
- 2.8 Update on significant projects

ATTACHMENTS

- 1↓. [TasWater Quarterly Report to Owners Representatives - Progress Update to 30 September 2018](#)

COUNCIL RESOLUTION

Resolution number: MO418-18

MOVED: *Ald A Boyd*

SECONDED: *Ald A Keygan*

“THAT the Quarterly Report of TasWater Owners’ Representatives for the quarter ended 30 September 2018 be received for discussion.”

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

Against:

CARRIED UNANIMOUSLY



Quarterly Report to Owners' Representatives

Progress update to 30 September 2018





Document Approval and Issue Notice

This is a managed document. For identification of amendments each page contains a release number and a page number.

Changes will only be issued as a complete replacement document. Recipients should remove superseded versions from circulation. This document is authorised for release once all signatures have been obtained.

PREPARED:

(For release) Matthew McRobbie, Manager Performance Reporting (Acting) Date: 9 November 18

ENDORSED:

(For release) Dean Page, Chief Financial Officer Date: 9 November 18

APPROVED:

(For acceptance) Michael Brewster, Chief Executive Officer Date: 9 November 18

Build Status:

Version	Date	Author	Reason	Sections
1.0	8 November 2018	M. McRobbie	Distribution to Owners Representative Group	All Sections

Amendments in this release:

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1. Introduction

We are pleased to present the first quarter (Q1) FY2018–19 Quarterly Report to Owners' Representatives in accordance with the requirements of the Shareholders' Letter of Expectations.

Outlined below are reports on the key aspects of the performance for the quarter ended 30 September 2018. These are followed by scorecards reflecting the status of the performance against key performance indicators outlined in the FY2019–23 Corporate Plan and the financial performance compared to FY2018–19 Budget.

2. Key Matters for Noting

2.1 Removal of Public Health Alerts

All permanent Public Health Alert notices were lifted by August 2018.

2.2 Further Water System Assurance Upgrades

TasWater has established a program to address water supply issues at 17 high risk systems around the state. Known as Stage 4 of the Regional Towns Water Supply Program the systems have been selected for high priority upgrades or replacement based on the level of risk they present to public health.

2.3 Price and Service Plan 3

Price and Service Plan 3 (PSP3) commenced on 1 July 2018. There have been no significant issues or complaints across pricing, policy, contract, customer service and external communication areas.

2.4 Productivity Program

The Productivity Improvement Program (PIP) for FY2018–19 to further reduce operating expenses consists of 17 active initiatives.

The sustainable cost savings realised year to date is \$0.7M consistent with our year to date target and we are forecasting to achieve our FY2018-19 target of \$4.0M.

Initiatives to reduce revenue leakage have resulted in an additional \$0.1M YTD in revenue against a FY2018–19 target of \$1.0M.

2.5 Capital Delivery Review

In order that we can deliver the planned increase in the capital program we have determined to revise the approach and establish a Capital Delivery Office (CDO).

The CDO will be established through a Program Management Alliance (PMA) agreement with one or more external partners.

At its heart, the PMA is a collaborative agreement with TasWater and an external partner contributing resources on a best for program basis. The objective of establishing a CDO is to improve the time, cost, quality and safety performance of the planning, development and delivery of our capital works program.

UGL Engineering Pty Ltd and CPB Contractors Pty Ltd have been selected as the principal partner and we are in detailed negotiations with them that are expected to be concluded by December 2018 with the signing of a Program Alliance Agreement.

The CDO is expected to be fully operational by July 2019.



2.6 Enterprise Agreements

Our employees have voted in favour of the three TasWater General Enterprise Agreements (North, North West and South) and the Senior Enterprise Agreement.

The Commissioner has reviewed the Agreements and requested feedback from TasWater on a small number of concerns. The concerns relate primarily to the ramifications of recent decisions that have been made in the Fair Work Commission that will require undertakings to be made by TasWater.

2.7 MOU with State Government

At the Special General Meeting on 27 September 2018, Owner Councils approved three resolutions that enable a change in TasWater's ownership structure with the State Government to inject \$200M of equity into TasWater with a corresponding acceleration of the capital program and cap on regulated prices through FY2024-25.

The resolutions included adoption of a new Constitution, a new Shareholders' Letter of Expectations and approval to enter into a Share Subscription and Implementation Agreement with the State Government. Enabling legislation in the form of the *Water and Sewerage Legislation (Corporate Governance and Pricing) Bill 2018* was introduced in the House of Assembly in October 2018 and was passed with unanimous support. The Legislative Council considered and unanimously passed the legislation on 1 November 2018.

To prepare for implementation of the new arrangement, we have updated our process and timeline for approval of the Corporate Plan to align with the requirements set out in the new Shareholders' Letter of Expectations.

2.8 Update on significant projects

Funding Arrangements with the State Government

After preliminary discussion with the Chairman and CEO, the Treasurer wrote to us on 18 September to seek formal dialogue with respect to relocation of the Macquarie Point Sewage Treatment Plant (STP), upgrade of the Launceston Combined System (LCS) and introduction of a sewerage system for the Freycinet/Coles Bay precinct.

We have modelled scenarios and key parameters of a potential funding agreement to inform the negotiations with the State Government. Discussions with the Department of Treasury and Finance on this matter are ongoing. The focus is on ensuring any funding agreement firstly does not materially impact on our long term financial sustainability and secondly that any TasWater contribution is proportional to the benefit our customers receive.

MONA

Investigations are progressing on the suitability of the treatment technology proposed by MONA's consultants, with costs related to a formal pilot being sought from its consultant. A brief is under preparation for investigation of alternative on-site augmentation, and off-site rationalisation options for the STP.

Launceston Sewerage System Upgrades and the Combined Sewage and Stormwater System

A scoping document is to be prepared, to manage both combined sewer overflows and STP performance, for delivery as a single program.



3. Performance update

3.1 Commercial and economic outcomes

Net Profit After Tax for the quarter ended 30 September 2018 was \$7.7M, \$0.2M unfavourable to budget. The reported result was driven by an unfavourable depreciation variance of \$1.8M, an unfavourable operating expenditure variance of \$1.7M, which was partially offset by a favourable revenue variance of \$3.3M.

Revenue was favourable to budget primarily due to above budget recognition of assets transferred by developers. The number of developments recognised this quarter was higher than budgeted with 17 developments being recognised in September.

Expenditure is higher than budget primarily due to depreciation expense. Administration expenses were \$0.8M unfavourable to budget largely due to engagement of external specialist support for improvement projects.

Net operating cash flow is unfavourable to budget by \$6.8M primarily due to increased payments to suppliers and a decrease in receipts from customers.

Capital expenditure is \$34.3M being \$4.8M favourable to budget. This is driven by capital works flowing from the Kingborough Sewerage Upgrade and the Regional Towns Water Supply Program (RTWSP).

Debtor levels against turnover are at 3.9 per cent, 0.1 per cent favourable to target and a reduction of 0.3 per cent from the previous quarter. A targeted customer campaign to address long standing debt from change of ownership accounts has contributed to this result.

Continued initiatives in place to reduce the overdue debt are:

- New credit cycles being implemented in the billing system
- Use of SMS and automated calls early collections activity to remind customers of overdue accounts
- New finalised debt processes.



Table 1: Commercial and economic performance to date

Strategy	KRA	KPI	FY2018-19	
			YTD Result ¹	Target ²
1 Ensure we have the necessary funding sources to deliver our desired long term outcomes	Financial performance	Net Profit After Tax (\$ Million)	7.7	36.1
		Capital Expenditure (\$ Million)	34.3	145.1
		Interest cover ratio (times)	2.7	3.0
		Gearing ratio	33.1%	35.6%
		Net Cash from Operating Activities (\$ Million)	7.3	90.3
2 Improve business productivity and reduce costs to achieve our financial plans	Productivity improvement	Sustainable cost savings identified in FY2018-19 (\$ Million)	0.7	4.0
		Increase income from revenue initiatives (\$ Million)	1.4	4.5
		% of Growth & Capacity Plans completed	36%	50%
		Total overdue debtors as a percentage of the revenue at the end of the financial year	3.9%	4.0%
3 Operate the business in a manner that is consistent with our risk appetite	Compliance	Percentage of customers on target tariff – Water 20mm	99.9%	99.0%
		Percentage of customers on target tariff for Sewage (IET)	98.9%	99.0%
		Non-compliances rated serious	0	0

KPI Footnotes¹ KPI actual figure rounded to nearest whole number where target has no decimal places² Full year FY2018-19 target**Colour Key:**

GREEN = on or better than target

AMBER = within 10% of target

RED = greater than 10% outside target



Table 2: Financial statements – Balance Sheet

Balance Sheet	Closing Position at 30 September 2018	Opening Position at 1 July 18	Year to Date Movement	FY2019 Corporate Plan
	\$ '000	\$ '000	\$ '000	\$ '000
ASSETS				
Cash & Cash Equivalents	2,767	2,262	505	2,500
Receivables	44,917	39,906	5,011	55,633
Inventories	6,007	5,881	126	6,770
Property, Plant & Equipment & Intangibles	2,182,761	2,166,202	16,559	2,190,754
Tax Assets	32,791	32,791	0	51,979
Other	6,784	1,955	4,829	5,990
TOTAL ASSETS	2,276,027	2,248,997	27,030	2,313,626
LIABILITIES				
Borrowings	(566,710)	(539,218)	(27,492)	(583,907)
Employee Benefits	(25,871)	(25,065)	(806)	(32,007)
Payables	(23,981)	(34,731)	10,750	(23,801)
Unearned Income	(31,409)	(31,700)	291	(32,786)
Tax Liability	(74)	(1,725)	1,651	(845)
Other	(11,395)	(10,943)	(452)	(5,128)
TOTAL LIABILITIES	(659,440)	(643,382)	(16,058)	(678,474)
NET ASSETS	1,616,591	1,605,614	10,973	1,635,152
EQUITY				
Retained Earnings	64,663	53,690	10,973	83,224
Revaluation Reserve	24,110	24,111	(1)	24,114
Contributed Equity	1,527,814	1,527,814	0	1,527,814



Table 3: Financial statements – Income Statement

Income Statement	Year to Date Actual	Year to Date Budget	Year to Date Variance	FY2019 Corporate Plan
	\$ '000	\$ '000	\$ '000	\$ '000
Revenue				
Fixed Charges	61,655	61,429	226	245,727
Volumetric Charges	14,085	13,908	177	68,103
Services & consulting revenue	1,248	1,139	109	5,516
Contributed assets	7,166	4,530	2,636	19,935
Other Revenue	1,186	1,082	104	1,478
Total Revenue	85,340	82,088	3,252	340,759
Expenses				
Chemicals, Power & Royalties	5,834	5,774	60	25,828
Materials & Services	8,907	8,693	214	34,502
Salaries & Related Personnel Expenditure	23,945	23,312	633	90,565
Administration Costs	9,494	8,718	776	39,849
Total Expenses	48,180	46,494	1,686	190,744
Earnings before Interest & Depreciation	37,159	35,594	1,565	150,016
Depreciation	21,238	19,410	1,829	77,638
Interest expense	4,254	4,319	(64)	18,057
Loan guarantee fee (LGF)	694	659	35	2,685
Net Operating Profit before Tax	10,973	11,206	(233)	51,636
Tax	3,292	3,363	(70)	15,491



Table 4: Financial statements – Cash Flow Statement

Cash Flow Statement	Year to Date Actual	Year to Date Budget	Year to Date Variance	FY2019 Corporate Plan
	\$ '000	\$ '000	\$ '000	\$ '000
Cash Flows from Operating Activities				
Receipts from Customers	67,871	70,811	(2,940)	329,433
Receipts from Other Sources	4,086	4,341	(255)	0
Payments to Suppliers & Employees	(63,819)	(57,391)	(6,428)	(227,740)
Interest Paid	(4,501)	(5,654)	1,152	(21,666)
Loan Guarantee Fees Paid	(1,366)	(1,578)	212	(2,826)
Income Tax Equivalents Paid	(1,651)	(2,488)	837	(9,952)
Refund GST	6,697	6,084	613	23,048
Net Cash from Operating Activities	7,317	14,125	(6,808)	90,296
Cash Flows from Investing Activities				
Payments for Property, Plant & Equipment	(34,366)	(29,579)	(4,787)	(145,349)
Sales - Property Plant and Equipment	62	62	0	248
Net Cash Flows from Investing Activities	(34,304)	(29,519)	(4,787)	(145,101)
Cash Flows from Financing Activities				
Proceeds from Borrowings	27,492	15,392	12,100	62,026
Dividends Paid	-	-	-	(7,221)
Net Cash Flows from Financing Activities	27,492	15,392	12,100	54,805
Net Movement in Cash for the Year				
Net (Decrease) Increase in Cash Held	505	-	505	0
Opening Cash Balance	2,262	2,500	(238)	2,500



3.2 Customer and community outcomes

During FY2017–18 we received over 1,500 water quality complaints and our focus this year is to put in place initiatives that will see a reduction in water quality complaints to below 600 by 30 June 2023.

Programs being implemented throughout FY2018–19 to address water complaints include:

- Implementation of a communications framework to ensure customers are well informed about maintenance activities utilising all possible media platforms, SMS and frequently asked questions information about water main cleaning techniques
- Development of a standard operating procedure for the cleaning of water mains to assist all parties that may utilise our water networks
- Scheduled cleaning programs utilising different techniques to determine the most effective method and use data collection pre and post cleaning to determine success
- Installation of automated flushing valves to manage known water quality issues at the extremities of network systems
- A revised water renewal strategy for problematic pipeline materials (e.g. galvanised iron), and
- Upskilling of first response Service Delivery employees to enable triaging of water quality complaints.

There were two spills causing shellfish lease shutdowns in the quarter. A deficiency in system storage, capacity and configuration contributed to each incident after rainfalls at Dover and Woodbridge. Short term control measures have been implemented whilst longer term solutions are being determined in both incidents.

Table 5: Customer and community performance to date

Strategy	KRA	KPI	FY2018–19	
			YTD Result ¹	Target ^{1,2}
Invest in programs that enhance customer experiences	Customer experience	Customer satisfaction	97%	80%
		First point resolution	94%	90%
		Customer effort score	1.3	<1.5
		Calls answered in the first 30 seconds	90%	85%
		Complaints (per 1,000 properties)	3.2	11.0
Minimise service interruptions and impacts from sewage spills and water interruptions	Service standards	Time taken to attend Priority 1 water bursts and leaks (minutes) ³	21	60
		Time to attend sewage breaks, chokes and spills (minutes) ³	45	60
		Sewer breaks and chokes (per 100km of main)	10.2	43.0
		Oyster farm shutdowns caused by sewage spills ⁴	2	1

KPI Footnotes

¹ KPI actual figure rounded to nearest whole number where target has no decimal places

² Full year FY2018-19 target

³ To be achieved at least 90% of time per Customer Service Code

⁴ For rainfall events of less than 1 in 5 recurrence interval

Colour Key:

GREEN = on or better than target

AMBER = within 10% of target

RED = greater than 10% outside target



3.3 Water and environmental outcomes

Water

Fluoride performance was below target. The Swansea fluoridation system was brought back online in October.

Environment

TasWater’s target for Trade Waste Commercial Customer compliance is currently on track. The trade waste team has engaged with customers that are required to meet compliance standards within an 18 month period to provide guidance on requirements and proposed solutions.

The State Government is currently analysing its options to supplement the existing support program for small trade waste customers. We have had several discussions with Department of Treasury and Finance (DTF) on this matter in Q1 FY2018–19.

Similarly, we are also in discussion with the Department of State Growth regarding possible State Government support for large trade waste customers. Potential support for large trade waste customers remains exploratory at this stage, but is focused on mutually beneficial outcomes that could improve environmental performance and bolster the state’s economic performance.

Table 6: Water and environmental performance to date

Strategy	KRA	KPI	FY2018–19	
			YTD Result ¹	Target ^{1,2}
1 Invest in robust drinking water systems to ensure water is safe for consumption	Drinking water quality	Water Quality Complaints ³	275	1,000
		Number of <i>E. coli</i> detections	0	5
		Short term Boil Water Alerts put in place by DHHS	1	2
		Towns on long term Boil Water Alerts or Do Not Consume Notices	0	0
		Percentage of compliant fluoride systems	89.5%	97%
		Percentage of microbiological compliant potable systems	100%	100%
	Water Supply Reliability	Number of dams that plot above the ANCOLD LOT for societal risk	9	5
2 Lift sewerage system performance to align with modern day environmental standards	Environmental compliance and impact	Trade Waste Commercial Customers – Compliance Improvement	435	775
		Volume of compliant effluent	88%	87%
		Number of environmental non-compliances rated serious	0	5

KPI Footnotes

¹ KPI actual figure rounded to nearest whole number where target has no decimal places

² Full year FY2017-18target

Colour Key:

GREEN = on or better than target

AMBER = within 10% of target

RED = greater than 10% outside target



3.4 Our people and culture

While we have made significant progress in terms of improved safety performance since the commencement of TasWater, it is clear that our safety performance has plateaued. This is reflected in the safety lag indicators in Table 7 below. The Board and management team remain committed to our Zero Harm program and safety being our number one priority. We have put in place a number of short term and medium term initiatives to regain momentum in this space.

Two notifiable safety incidents occurred in the quarter. One was an LTI to a contractor who required stitches for a crush injury after the tailgate of his truck fell onto his hand. The second incident occurred at the Strahan WTP when there was an uncontrolled release of chlorine gas from a 70kg cylinder.

Full Time Equivalent (FTE) employee numbers of 859 are over the target by 17 due to increased engagement of contractors to assist with the progression of capital projects prior to the implementation of the CDO.

Table 7: People and culture performance to date

Strategy	KRA	KPI	FY2018-19	
			YTD Result ¹	Target ^{1,2}
1 Invest in programs that create a safe working environment	Safety performance	Lost time injury frequency rate (LTIFR)	7.6	3
		Total recordable injury frequency rate (TRIFR)	15.1	11
		Notifiable safety incidents	2	3
		Safety Interactions	397	1500
2 Invest in leadership development, skills training programs and innovation	Organisation capability	Innovations under trial or implemented	47	50
		Number of leaders completing LSI reassessment	35	35
3 Ensure we have the necessary resources to deliver our desired long term outcomes whilst remaining lean and cost effective	Workforce Planning	Number of FTE	859	842

KPI Footnotes

¹ KPI actual figure rounded to nearest whole number where target has no decimal places

² Full year target for FY2018-19

Colour Key:

GREEN = on or better than target

AMBER = within 10% of target

RED = greater than 10% outside target



4. Capital expenditure projects and programs

Total capital expenditure year to date is \$34.4M which is \$1.1M above budget and is trending towards our profiled \$145.1M full year budget.

Major projects that were completed in the quarter include:

- Conglomerate Creek Dam Upgrade
- Fonterra – STP By Pass Line (Wynyard)
- Huonville Main Road SPS Replacement
- Regional Towns Water Supply Program, Stages 2 and 3, and
- Rosebery WTP.

Significant work will be progressed on the below projects throughout the year:

- Davis Street Smithton Sewerage Pump Station
- King Island Treated Water
- Kingborough Sewerage Strategy
- Lake Mikany Dam Replacement
- Longford STP Upgrade, and
- Port Sorell Reservoir Project.

Table 8: Status updates Top 25 by FY2018-19 spend

No.	Project Title	Current Project Stage	Completion Date	Project Budget ('000)	Project Status
					Comments
1	Regional Towns Water Supply Program Stages 2 and 3	Completed	Aug-18	\$65,147	Public Health Alerts have been removed for the 16 towns that formed Stages 2 and 3, and all alerts were lifted by August 2018.
2	Kingborough Sewerage Strategy	Construction	TBC Apr-19	\$51,625 \$51,778	Extension required due to delays in land acquisition and transfer of assets from existing treatment plant to new treatment plant.
3	Longford STP Upgrade – Northern Midlands Sewerage Improvement Plan (NSMIP)	Tender	Jun-21	\$25,100	On track
4	King Island Treated Water	Construction	Nov-18 Oct-19	\$17,635 \$17,312	Delay due to redesign associated with floor trenches in concrete for underslab and redesign of certain aspects to address concerns of local residents.
5	Ti Tree Bend STP Biosolids De-watering Facility and Digester	Commissioning	Dec-18	\$12,374	On track.
6	Rosebery WTP and Reticulation	Completed	Sep-18	\$11,416	Plant commissioned, performance testing complete and now online.
7	Margate Water Main Upgrade	Construction	Nov-18 Apr-19	\$8,224	Delayed to allow the Kingborough Sewage strategy pipeline to be constructed in parallel to reduce the impact on customers.
8	Lake Mikany Dam Replacement	Tender	Jun-20	\$7,320	On track.
9	Conglomerate Creek Dam Upgrade	Completed	May-18	\$5,676	Completed dam now complies with safety requirements.
10	Swansea Meredith Dam Rectification and Improvement (Stages 1 and 2)	Construction	Nov-18	\$4,200 \$6,603	Budget uplift due to dam wall conditions being significantly worse and requiring relining combined with difficulty of sourcing adequate material.
11	Gretna/Bushy Park/Glenora Water Supply Upgrade	Construction	Sep-18 Apr-19	\$5,260 \$5,660	Contractor delays encountered due to scope increases and approval of development application..



No.	Project Title	Current Project Stage	Completion Date	Project Budget ('000)	Project Status	
						Comments
12	Davis Street, Smithton SPS Upgrade	Tender	Dec-18	\$5,392		On track
13	Main Road Huonville SPS Replacement	Completed	Aug-18	\$5,367		SPS and rising main completed with demand growth, environmental and community considerations all taken into account
14	Prince of Wales STP Digester Roof Replacement	Tender	TBD Nov-19	\$3,500		Updated tenders have been received and are under evaluation
15	Burnie-Cam Pipeline Construction	Construction	Dec-18	\$2,837 \$3,106		Budget uplift due to modifications to Cam WTP chlorination and land acquisition costs.
16	Fonterra - STP By Pass Line (Wynyard)	Completed	Oct-18	\$2,843		
17	Girdlestone Reservoir Rectification	Construction	Oct-18	\$2,843		On track
18	St Helens STP Inlet Works and Esplanade SPS	Construction	Oct-18 Dec-18	\$2,099		Extension in completion date due to unfavourable ground conditions and the contractor being committed to regional towns project which has been prioritised.
19	Port Sorell Reservoir	Construction	Apr-19	\$2,009		On track
20	Glen Dhu Stormwater Management Improvements	Tender	Sep-19	\$1,963		On track
21	Kangaroo Bay Rising Main	Construction	Mar-19	\$1,575		On track
22	Whitemark raw water storage upgrade – Hendersons Dam	Construction	Aug-19	\$1,305		On track
23	Latrobe Sewerage System – Network Upgrade and Augmentation	Tender	Feb-19	\$950		On track
24	Tasman Highway, Orford – Trunk main	Design	Dec-18	\$795		On track



Table 9: Top 10 capital programs by FY2018-19 spend

Title	Program Budget	Actual	Program Status
	('000) FY2018-19	('000) FY2018-19	
Meters	\$5,035	\$1,544	In progress
Water Main Renewals	\$3,305	\$1,347	In progress
Non Network Other	\$4,016	\$1,171	In progress
Sewer Main Renewals	\$4,010	\$1,080	In progress
STP Renewals	\$2,810	\$1,016	In progress
Non Network IT	\$2,458	\$418	In progress
Dam Compliance	\$2,864	\$393	In progress
System Optimisation (Sewer)	\$8,500	\$295	In progress
SCADA	\$3,254	\$278	In progress
System Optimisation (Water)	\$5,000	\$255	In progress

Key

Bold text indicates change in budget or timeline since last report



5. Responses to queries from prior updates

Date	Region	Issue	Raised by	Response
7/08/2018	South	Can we have a heat map re complaints - is there any relationship between weather events, capital works, maintenance programs etc? Should the community have a role in TasWater's aesthetics taskforce? Should TasWater have a separate KPI for contractor safety? Do the KPIs consider events or circumstances outside TasWater's reasonable control appropriately, especially where the targets are absolutes (e.g. 0 or 100%)?	Eva Ruzicka, HCC Eva Ruzicka, HCC Eva Ruzicka, HCC Eva Ruzicka, HCC	A separate report will be provided in the Quarter 2 FY2018-19 update. The Aesthetic Task Force is considering ways to devise a way(s) to solicit community participation (possibly focus group meetings) It is industry practice to include contractor performance in organisational safety KPIs as we are responsible for managing the safety of contractors on our worksites. We do however track contractor LTI performance as a separate KPI for internal purposes only Yes, KPIs such as spills to oyster leases are subject to rainfall intensity and other relevant factors.
8/08/2018	North West	In due course - can information about the prioritisation of projects as part of Stage 4 of RTWSP be provided?	Dirk Dowling, West Coast	Two packages of work are being managed as part of Stage 4. Package A being the provision of ultra violet (UV) disinfection as an add on to the existing WTP process before chlorination and storage is currently proceeding at Bracknell, Bridport, Deloraine, Glen Huon, Longford, St Helens, Scottsdale, Strahan, Westbury and Yolla WTPs. Package B consists of significant or full plant upgrades and is currently undergoing yield analysis for Adventure Bay, Bothwell, Coles Bay, Dover, Ellendale, Oatlands and St Marys WTPs.
9/08/2018	North	Total number of connections rectified in RTWSP?	Gerald Monson, Latrobe and Kentish	6,272 connections have been rectified in the Regional Town Water Supply Program.

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Date	Region	Issue	Raised by	Response
		Provide further detail on key initiatives in Productivity Improvement Program	Michael Stretton, LCC	<p>Key initiatives undertaken and/or in progress are as follows:</p> <p><u>Service Delivery operating cost reduction</u>: increasing utilisation rates amongst the workforce, eliminating/outourcing non-core activities, introduction of a Management Operating System and increase in Preventative Maintenance Plans</p> <p><u>Retail customer value program</u>: elimination and/or automation of processes, a new telephony solution for the call centre, introduction of customer self-service options, optimisation of meter reading operations and review of customer installation data</p> <p><u>Centralised procurement</u>: Introduction of a centre-led procurement function, contracting of uncontracted spend, optimisation of procure to pay process</p> <p><u>Capital Delivery</u>: Establishment of a Program Management Alliance to ensure reliability in the delivery of our capital program</p> <p><u>Water System and Sewerage System Optimisation Programs</u>: Focusing on reducing the cost to operate our plants while increasing compliance</p>
		Provide further detail on the technology proposed by MONA at Cameron Bay STP	Mick Tucker, BODC	<p>As part of the planning work being carried out under our Memorandum of Understanding, MONA and their consultants have put forward the Continuous Backwash Oxidative Microfiltration (CBOM) treatment process for consideration as a technology to replace the existing activated sludge process at Cameron Bay STP.</p> <p>The CBOM technology is primarily based around a filtration technique that yields a recycled water stream as well as a solid waste stream that is suitable for energy generation through a pyrolysis energy recovery unit.</p> <p>Although, the technology has been piloted twice in the United States (5 – 10 years ago), there are currently no operating processes of this type world-wide despite the purported benefits of low footprint, low cost, high effluent quality (without biological treatment), low solids generation, and energy recovery.</p> <p>The ability for the process to remove appropriate levels of nutrients to allow for compliant discharge to the environment is under investigation by TasWater with assistance from the Australian supplier (Optimos).</p>

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Date	Region	Issue	Raised by	Response
		<p>Is TasWater seeking to impose conditions under planning permits where property is being acquired to put in retention for stormwater, and if so, why?</p>	<p>Michael Stretton, LCC</p>	<p>TasWater is a stormwater service provider within the combined system area of Launceston but it cannot impose stormwater conditions as it is not the drainage authority. Therefore advice is provided to the assist the drainage authority (Launceston City Council (LCC)) in fulfilling its regulatory functions within the combined system area. As the system is at capacity, this advice typically includes the following: <i>"The combined system is at capacity in this area. TasWater cannot accept additional flows of stormwater into this area within the combined system over those currently discharged. The Drainage Authority will be required to either refuse or condition the development to ensure the current service standard of the combined system is not compromised."</i> A collaborative and pragmatic approach between LCC and TasWater has ensured a common-sense approach prevails. TasWater is happy to liaise more closely with LCC if there are any ongoing concern.</p>

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AO326-18 NON AGENDA ITEMS

In accordance with the requirements of Regulation 8(5) of the *Local Government (Meeting Procedures) Regulations 2015* a matter may only be discussed at a meeting if it is specifically listed on the agenda of that meeting.

Council by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported:

- (a) the reason it was not possible to include the matter on the agenda; and
- (b) the matter is urgent; and
- (c) that advice has been provided under section 65 of the *Act*.

There were no non agenda items

There being no further business the Mayor declared the Meeting closed at 8:29pm.

CERTIFICATION OF MINUTES AS A TRUE RECORD

These minutes are confirmed as an accurate record of the Ordinary Meeting of Burnie City Council held on 20 November 2018.

Confirmed:



Andrew Wardlaw, GENERAL MANAGER

Confirmed:



Steven Kons, MAYOR