



MINUTES

Ordinary Meeting

TUESDAY, 21 AUGUST 2018

7.00PM

**NATONE PRIMARY SCHOOL
100 UPPER NATONE ROAD, NATONE**

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**MINUTES OF THE OPEN SESSION ORDINARY MEETING
OF THE BURNIE CITY COUNCIL
HELD AT NATONE PRIMARY SCHOOL ON TUESDAY, 21 AUGUST 2018**

HOUR: 6.00pm – 6.01pm
7:00pm – 8.16pm

TIME OCCUPIED: 1 hour 17 minutes

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

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 Finance (M Smith), Executive Manager Corporate Governance (M Neasey), Governance Officer (M Knight) and Media and Communications Officer (F Loughran).

APOLOGIES: There were no apologies tendered.

AO196-18 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
AC101-18 COUNCIL ALDERMAN DECLARATIONS OF INTEREST	15(2)(g)
AC102-18 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 19 JULY 2018	15(2)(g)
AC103-18 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC104-18 BURNIE AIRPORT CORPORATION PTY LTD - QUARTERLY REPORT	15(2)(g)
AC105-18 TAS COMMUNICATIONS PTY LTD - QUARTERLY REPORT	15(2)(g)
AC106-18 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC107-18 PERSONNEL REPORT JULY 2018	15(2)(a)
AC108-18 TENDERS CONTRACT 2611 SUPPLY AND DELIVERY OF ONE (1) SIDE ARM GARBAGE TRUCK	15(2)(d)
AC109-18 TENDERS CONTRACT 2609 BITUMEN SURFACING SERVICES 2018-2019	15(2)(d)
AC110-18 TENDERS CONTRACT 2610 SUPPLY AND DELIVERY OF ONE (1) 4 X 4 TRACTOR AND ONE (1) REACH ARM MOWER	15(2)(d)
AC111-18 COOEE POINT	15(2)(f)
AC112-18 OUTSTANDING DEBTORS	15(2)(j)
AC113-18 INSURANCE RENEWALS 2018-19	15(2)(d)
AC114-18 COMMUNICATIONS JOURNAL - REALTY DEVELOPMENTS PTY LTD - LEASE OF CAR PARK NORTH TERRACE	15(2)(d)
AC115-18 CRADLE COAST AUTHORITY BOARD MEETING UNCONFIRMED MINUTES OF MEETING HELD ON 9 JULY 2018	15(2)(g)

AC116-18	PERSONNEL - GENERAL MANAGER'S PERFORMANCE REVIEW SPECIAL COMMITTEE	15(2)(a)
AC117-18	NON AGENDA ITEMS	15(2)(f)
AC118-18	AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC119-18	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 AC101-18 to AC119-18 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION

Resolution number: MO266-18

MOVED: Ald S French AM

SECONDED: Ald A Keygan

“THAT the meeting be closed to the public to enable Council to consider agenda items AC101-18 to AC119-18 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015.”

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

Against:

CARRIED UNANIMOUSLY

Reg Confidential Reason

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

RESUMPTION

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

ACKNOWLEDGEMENT OF COUNTRY

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

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

PRAYER

The meeting was opened with prayer by Pastor Phil McCorkell of Recharge Church.

**AO197-18 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING
OF COUNCIL HELD ON 17 JULY 2018****RECOMMENDATION:**

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices on 17 July 2018, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO267-18

MOVED: Ald S French AM

SECONDED: Ald A Keygan

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at the City Offices on 17 July 2018, be confirmed as true and correct.”

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO198-18 MOTION ON NOTICE - SINGLE USE PLASTICS**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council adopt a policy that bans single use plastics from all council run events (events that are organised by Council for the public and/or internally for council staff and Alderman); council sponsored/supported events (those organised by others that have council funding or involve use of council staff in support of event) AND that council encourage the same for events held on council property/roads/buildings.”

ALDERMAN’S COMMENTS

Waste reduction and waste mitigation strategies are (and should be) part of Council’s Waste Management Strategy (that I understand is about to be reviewed).

A similar policy has been recently adopted by Kingborough Council and is under debate in Hobart. Burnie City Council has an opportunity to demonstrate real leadership and futurist thinking with the adoption of such a policy also.

For the purpose of this motion, single use plastics refer to any disposable plastic and polystyrene items such as straws, balloons, bags, cutlery or food/drink packaging that is only designed to be used once and then discarded (e.g. single use sachets for sauces, sugar, salt and pepper).

The recent wild weather that our coast has experienced has been a timely reminder for the copious amounts of single use plastics that end up in our waterways and eventually make their way to our oceans and rivers. There was a plethora of plastic that washed up along West Beach in Burnie and has presumably made its way back into the ocean. There is far too much research and evidence demonstrating the awful effects this has on our wildlife and marine life, and we cannot continue to simply send plastics to finite landfill.

GENERAL MANAGER’S COMMENTS**Background**

As noted in the Alderman’s comments there is increasing concern in the community as to the impact of single use products, in respect to waste generation and pollution and in the loss of valuable resources to landfill as many of the common single use products we encounter are difficult to or cannot be recycled.

Many organisations have demonstrated leadership in addressing concerns associated with single use products through policy positions which guide the purchasing and use of single use products including single use plastics.

Legislative Requirements

There is no legislative requirement for Council to develop such a policy.

Policy Considerations

The policy position suggested would support the intent of Council's Waste Management Strategy.

Financial Impact

The development of a policy would require an investment of Officer time, which would be funded via the operational budget.

Further work is required to understand the cost implication of implementing the policy and would be explored as part of the policy development process.

There is potential that there is greater initial cost associated with the purchase of alternates to single use products, however there may be longer term savings associated with reduced waste disposal costs for the community and improved environmental outcomes.

Discussion

There are many examples of policy documents which Council could draw upon to develop its own policy position in regard to single use products/plastics, should this be the desired position of Council.

Many of these initiatives are noted under the "Waste Wise Event" banner.

However, in developing a policy position it is important to:

- Understand the implications of implementing a policy for Council, other organisations, groups and service providers i.e. what is the cost of implementation, the need for guidance and support to comply with the policy.
- Clarity as to the extent of application of the policy.
- Communications and enforcement of the policy.

The motion provides some guidance as to the intended scope of application.

To support a better understanding of the implications for our community, it would be beneficial to undertake an audit of events in the City to understand their nature and extent

and assess the types of single use products in use and the extent of use of alternates to single use products.

Such information will support the development of guidance and education documentation.

It should be recognised that that in the past Council has encouraged the use of alternates to single use products at many events it has organised.

A “Waste Wise” approach has been taken in the planning for the Burnie Bite and Brew event (12 October) in Wilmot Street during Burnie Shines, with food vendors being required to use compostable and reusable items in the provision of food and beverage to patrons.

This event can be seen as a pilot project to guide and inform the formation of a policy position.

Risk

The suggested policy would enable Council to demonstrate leadership on an issue that is of concern to many in our community; however there are some risks to consider in developing and implementing a policy position.

- Managing compliance with the policy.
- Cost implications for events and activities.
- Sourcing suitable alternate products.
- Segments of the community may consider the policy an impost.

These however, can be addressed through appropriate education and communication and provision of guidance and support.

Consultation

Internally, consultation would need to occur with staff involved in event and waste management activities, as well as Council’s Land and Environmental Services (issuers of permits for events) and Sport and Recreation Department, who manage many facilities.

Discussion with various groups in the community would occur as part of the suggested audit.

Consultation would also need to occur with food vendors as to the impact such a policy may have on their operations. It is noted though that the “Waste Wise Event” approach is becoming a norm for many events and such requirements would not be new to many food and beverage providers.

COUNCIL RESOLUTION

Resolution number: MO268-18

MOVED: Ald A Keygan

SECONDED: Ald R Bentley

“THAT Council adopt a policy that bans single use plastics from all council run events (events that are organised by Council for the public and/or internally for council staff and Alderman); council sponsored/supported events (those organised by others that have council funding or involve use of council staff in support of event) AND that council encourage the same for events held on council property/roads/buildings.”

The motion was not put due to the following amendment motion.

COUNCIL RESOLUTION

MOVED: Ald T Brumby

SECONDED: Ald K Dorsey

***“THAT the current motion be amended to read:
THAT Council develop a policy that discourages single use plastics from all council run events (events that are organised by Council for the public and/or internally for council staff and Alderman); council sponsored/supported events (those organised by others that have council funding or involve use of council staff in support of event) AND that council encourage the same for events held on council property/roads/buildings.”***

The motion was withdrawn.

COUNCIL RESOLUTION

MOVED: Ald K Dorsey

SECONDED: Ald R Blake OAM

***“THAT the current motion be amended to read:
THAT Council develop a policy that discourages single use plastics from all council run events (events that are organised by Council for the public and/or internally for council staff and Alderman); council sponsored/supported events (those organised by others that have council funding or involve use of council staff in support of event) AND that council encourage the same for events held on council property/roads/buildings.”***

For: Ald R Blake OAM, Ald A Boyd, Ald K Dorsey.

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

LOST

The meeting returned to the original motion.

COUNCIL RESOLUTION

MOVED: Ald A Keygan

SECONDED: Ald R Bentley

“THAT Council adopt a policy that bans single use plastics from all council run events (events that are organised by Council for the public and/or internally for council staff and Alderman); council sponsored/supported events (those organised by others that have council funding or involve use of council staff in support of event) AND that council encourage the same for events held on council property/roads/buildings.”

For: Ald S French AM, Ald R Bentley, Ald T Brumby, Ald C Lynch, Ald A Keygan.

Against: Ald R Blake OAM, Ald S Kons, Ald A Boyd, Ald K Dorsey.

CARRIED

MOTIONS ON NOTICE**AO199-18 MOTION ON NOTICE - WEEKLY RECYCLING COLLECTION****FILE NO:** 15/5/2**PREVIOUS MIN:**

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

“THAT Council officers investigate and prepare a report that explores the benefits and costs of moving to weekly recycling collection and fortnightly rubbish collection as a way to mitigate landfill and encourage increased recycling practices in our municipality.”

ALDERMAN’S COMMENTS

Increasing the practice of recycling and reusing materials is an activity that Council supports, as evidenced by our enthusiasm for an upcoming “Up-Cycle your world” event in Burnie.

Decreasing the use of landfill also strategically aligns to council’s forward plans, particularly Making Burnie 2030’s Future Direction 5— a natural and built environment that is respected and cared for.

Our landfill is a finite resource and Council has a responsibility to our rate payers to do all that it can to ensure that our city’s future waste management is sustainable.

GENERAL MANAGER’S COMMENTS**Background**

Council currently provides a weekly kerbside refuse collection service and a fortnightly kerbside recycling service.

The refuse collection service is provided by Council staff and the kerbside recycling service is provided by a Contractor, under a regional arrangement.

In the past, the potential to reduce the frequency of the kerbside refuse collection service to fortnightly has been explored as part of deliberations on the possible implementation of a kerbside FOGO collection service.

While Council has not endorsed progressing with a kerbside FOGO collection service to date, there may be future opportunities to review Council’s position.

It is noted that the current Council Waste Management Strategy is due for review. An initial discussion will occur with Aldermen at the 28 August 2018 workshop to identify matters and issues that may warrant inclusion in the next iteration of the strategy.

Legislative Requirements

There are no legislative implications associated with this report.

Policy Considerations

Council delivers a range of services to the community, and periodically there is review in regard to the nature and extent of various services to determine if they meet the current need and are delivering value for money.

The requested investigation and reporting process would be consistent with that approach.

Financial Impact

Implementing the motion would require an investment of Officer time, which would be funded via the operational budget.

At a later date, Council will consider the outcome of the review. Financial implications associated with the outcome of the review would form part of that subsequent report.

Discussion

The intent of the motion is to consider an opportunity to provide increased opportunities for collection and disposal of recyclable materials, in preference to disposing of such materials to landfill.

Diversion of waste from landfill is a key tenant of Council's Waste Management Strategy.

Officers suggest that such a review could be an opportunity to increase awareness of the kerbside waste and recycling waste streams and assess possible options for improving the effectiveness of the services.

Potential matters for consideration:

- Current levels of utilisation of the waste and recycling collection services and average volume/weight of materials placed for collection.
- Assess the potential to divert recyclables disposed of to the kerbside refuse to the kerbside recycling stream.
- Opportunities to support reduced waste generation at source, i.e. reduce the quantum of packaging.

- Impact on changing service levels on operational costs, contract arrangements, staffing impacts and the like.
- Implications for the future delivery of a kerbside FOGO collection service.

The review could be an action incorporated in the planned review of Council's Waste Management Strategy.

Risk

The Motion on Notice directs Officers to explore service delivery changes that may aid in increasing the quantum of waste diverted from landfill.

The costs and benefits would be explored to gain a better understanding of the associated risk and rewards.

Undertaking the review itself has limited risk implication for Council, however there is potential for some segments of the community to be concerned that their kerbside services may change and seek advice from Officers or raise their concerns with Aldermen.

Consultation

To undertake the review, there will be a need to consult internally with relevant staff and also with the Cradle Coast Waste Management Group and Dulverton Waste Management, which manage the regional kerbside recycling contract.

COUNCIL RESOLUTION

Resolution number: MO269-18

MOVED: *Ald A Keygan*

SECONDED: *Ald T Brumby*

"THAT Council officers investigate and prepare a report that explores the benefits and costs of moving to weekly recycling collection and fortnightly rubbish collection as a way to mitigate landfill and encourage increased recycling practices in our municipality."

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO200-18 MOTION ON NOTICE - TASTAFE COURSE OFFERINGS 2019**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council seek a briefing from TasTafe on its proposed course offerings in 2019 in Burnie.”

ALDERMAN’S COMMENTS

Making Burnie 2030 reflects Burnie’s desire to be a centre for information, knowledge and learning, and UTAS and TasTAFE play important roles in this future direction. As part of our role as Alderman, we often receive updates and briefings on course offerings and progress on the University relocation, however, we do not seem to be as engaged with TasTAFE.

It is important that Alderman and Council keep apprised of vocational training and apprenticeship numbers in our municipality.

GENERAL MANAGER’S COMMENTS

A recent presentation by the Department of Job and Small Business highlighted the importance of the VET sector and TasTAFE in meeting the workforce needs of the north west region in the coming five years. A copy of the presentation is **attached**.

Council has previously hosted a TasTAFE Reference Group however due to a number of issues this Group has not met for some time.

With the appointment of a new CEO in Jenny Dodd, and with a significant body of work being undertaken to align TAFE and University offerings it would be of value to invite TasTAFE managers to a Workshop to present on future plans for the region.

Council may also be interested to be briefed on the North-West Job Ready Generation package announced by the Turnbull Government during the Braddon by-Election. This is a \$3.9m collaboration between business and TAFE to upskill 600 north-west Tasmanians with the qualifications and on-the-job training required in agriculture, mining, manufacturing, building and construction.

It will include \$1 million to fund the delivery of school-based pre-apprenticeship and apprenticeship training and it has the funding to support 160 pre-apprenticeships and apprenticeships over three years.

ATTACHMENTS

1 [↓](#). Labour Market Presentation

COUNCIL RESOLUTION

Resolution number: MO270-18

MOVED: *Ald A Keygan*

SECONDED: *Ald R Bentley*

“THAT Council seek a briefing from TasTafe on its proposed course offerings in 2019 in Burnie.”

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

Against:

CARRIED UNANIMOUSLY



Australian Government
Department of Jobs and Small Business

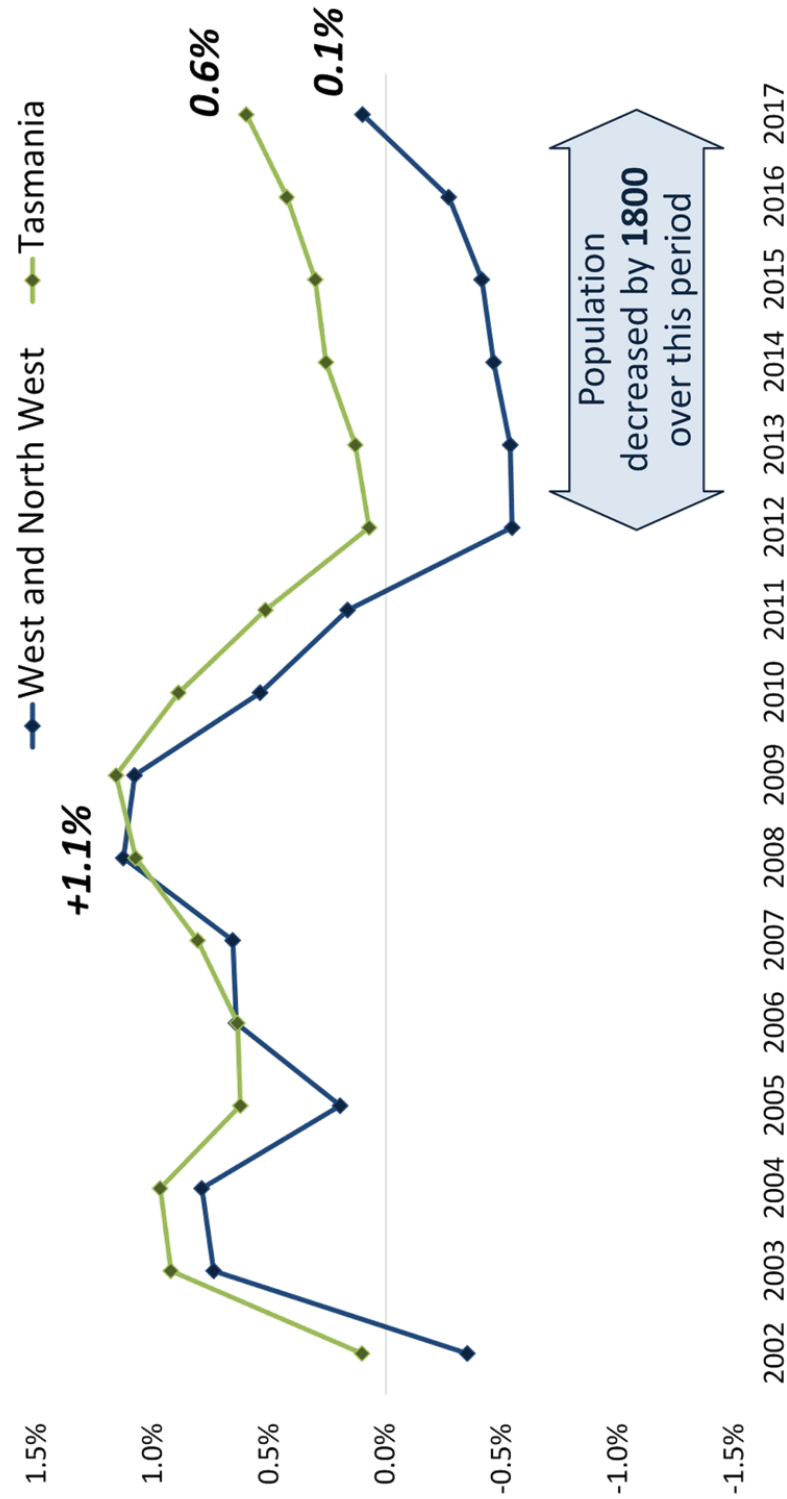
Labour market conditions in the West and North West

Ivan Neville

Branch Manager, Labour Market Research and Analysis
Department of Jobs and Small Business

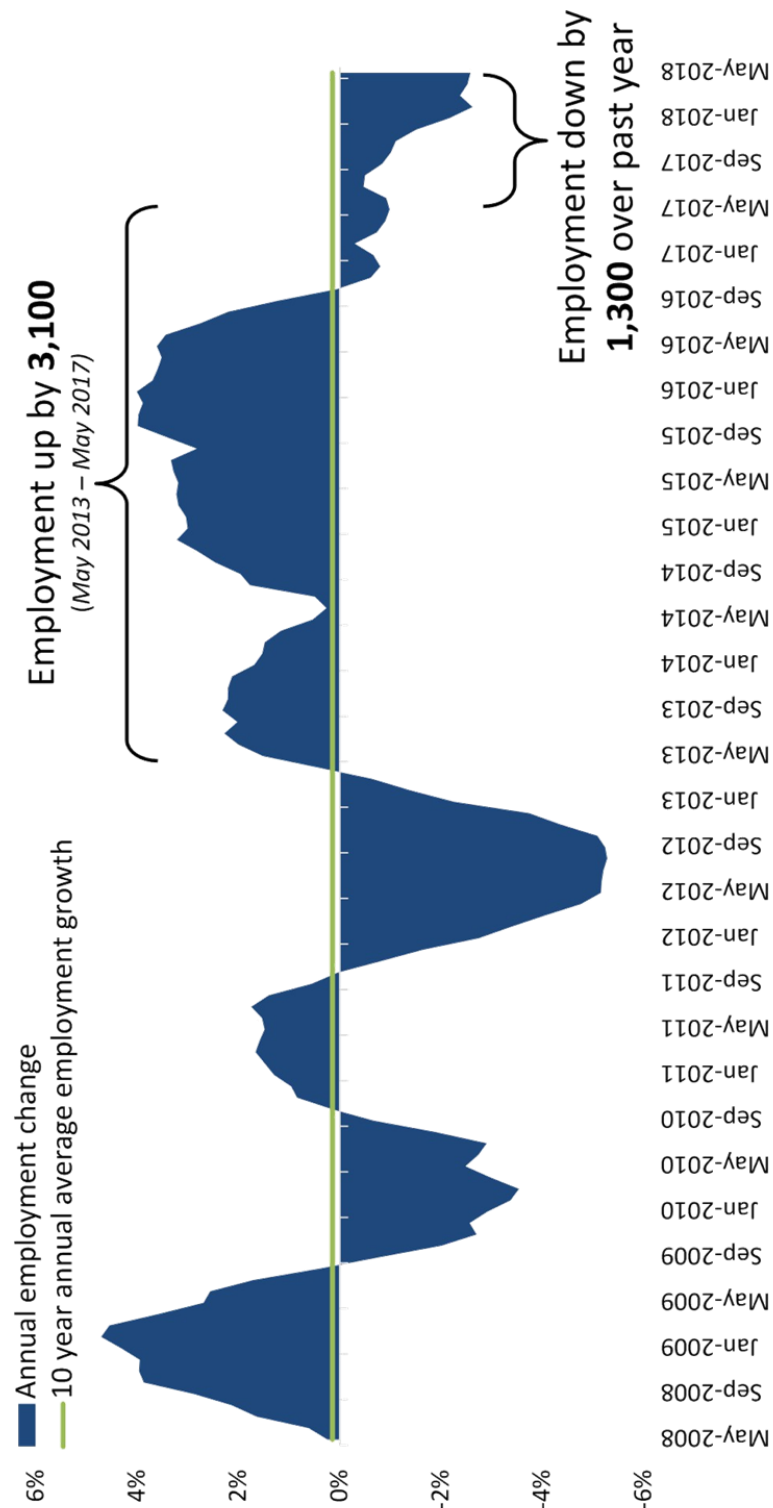
Population has declined in recent years...

Annual population growth, 2002-2017



Source: ABS, Estimated Resident Population, 2017

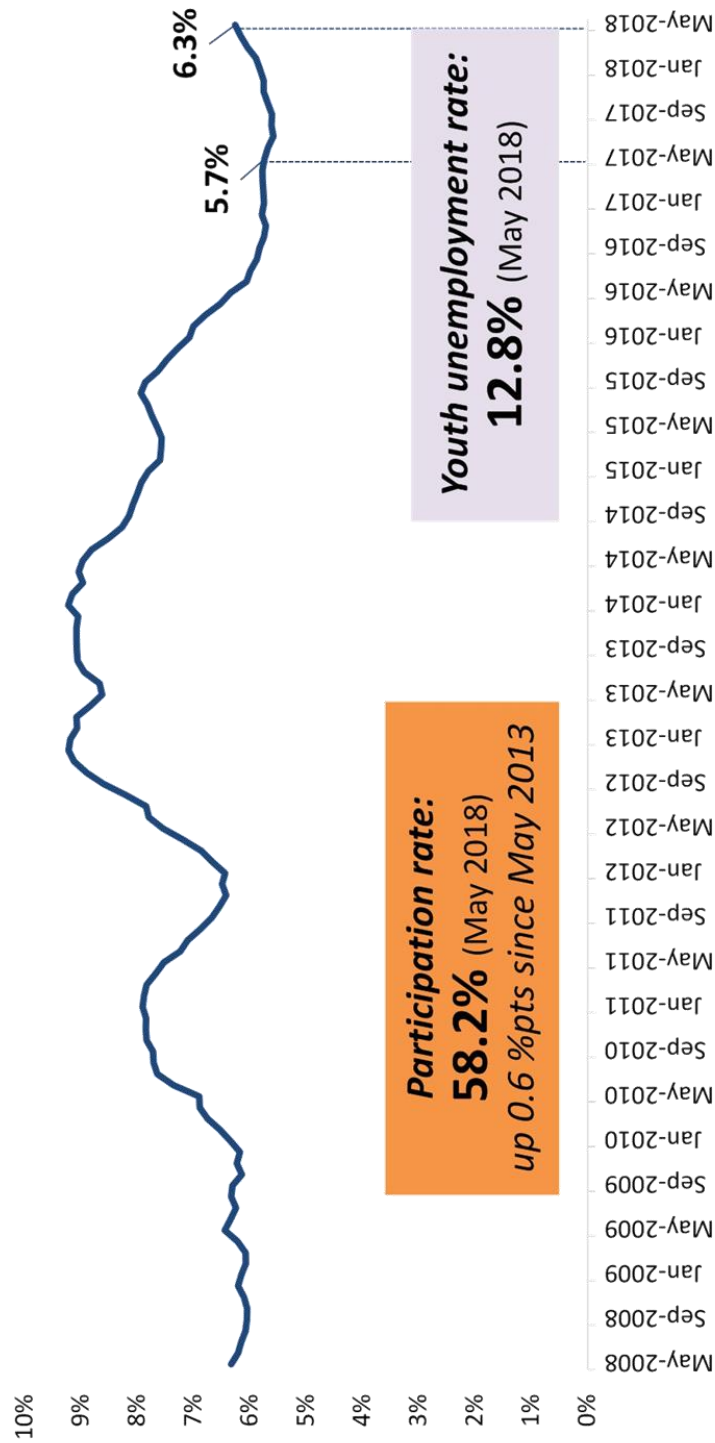
... as has employment Annual employment change, West and North West SA4



Source: ABS Labour Force, May 2018 (12 month averages of original data)

The unemployment rate has crept up over the past year...

Unemployment rate, May 2008 – May 2018, West and North West SA4



Source: ABS Labour Force, May 2018 (12 month averages of original data)

...with some regional variability

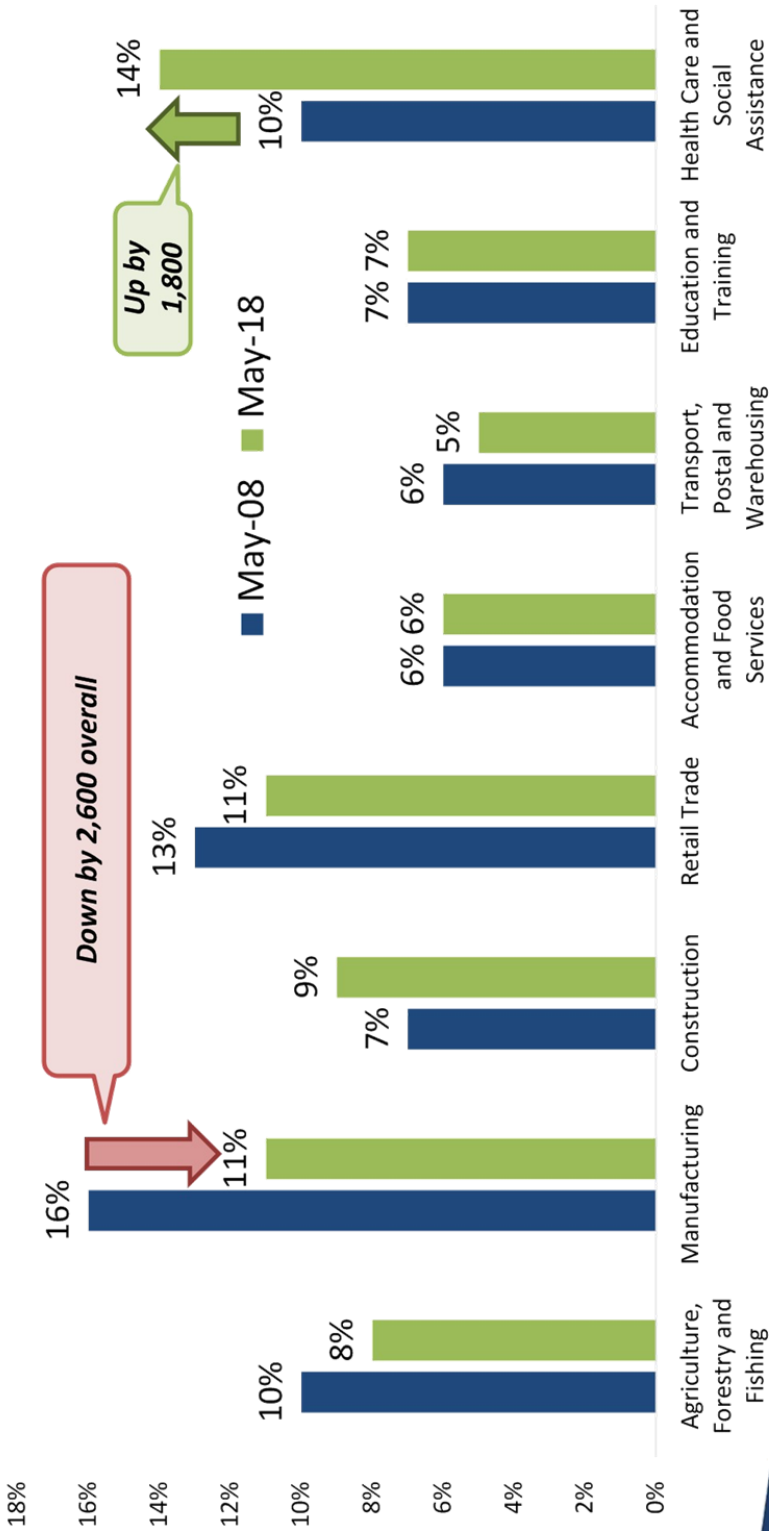
Unemployment rates by LGA

	March 2017 (%)	March 2018 (%)	Change (% pts)
<i>West Coast</i>	7.8	8.0	+0.2
<i>Burnie</i>	7.3	7.9	+0.6
<i>Devonport</i>	7.3	7.8	+0.5
<i>Kentish</i>	5.4	5.1	-0.3
<i>Waratah/Wynyard</i>	5.1	5.3	+0.2
<i>Central Coast</i>	4.9	5.0	+0.1
<i>Latrobe</i>	4.0	4.0	+0.0
<i>Circular Head</i>	4.0	4.0	+0.0

Source: Department of Jobs and Small Business, Small Area Labour Market data, March 2018

The structure of the workforce has changed...

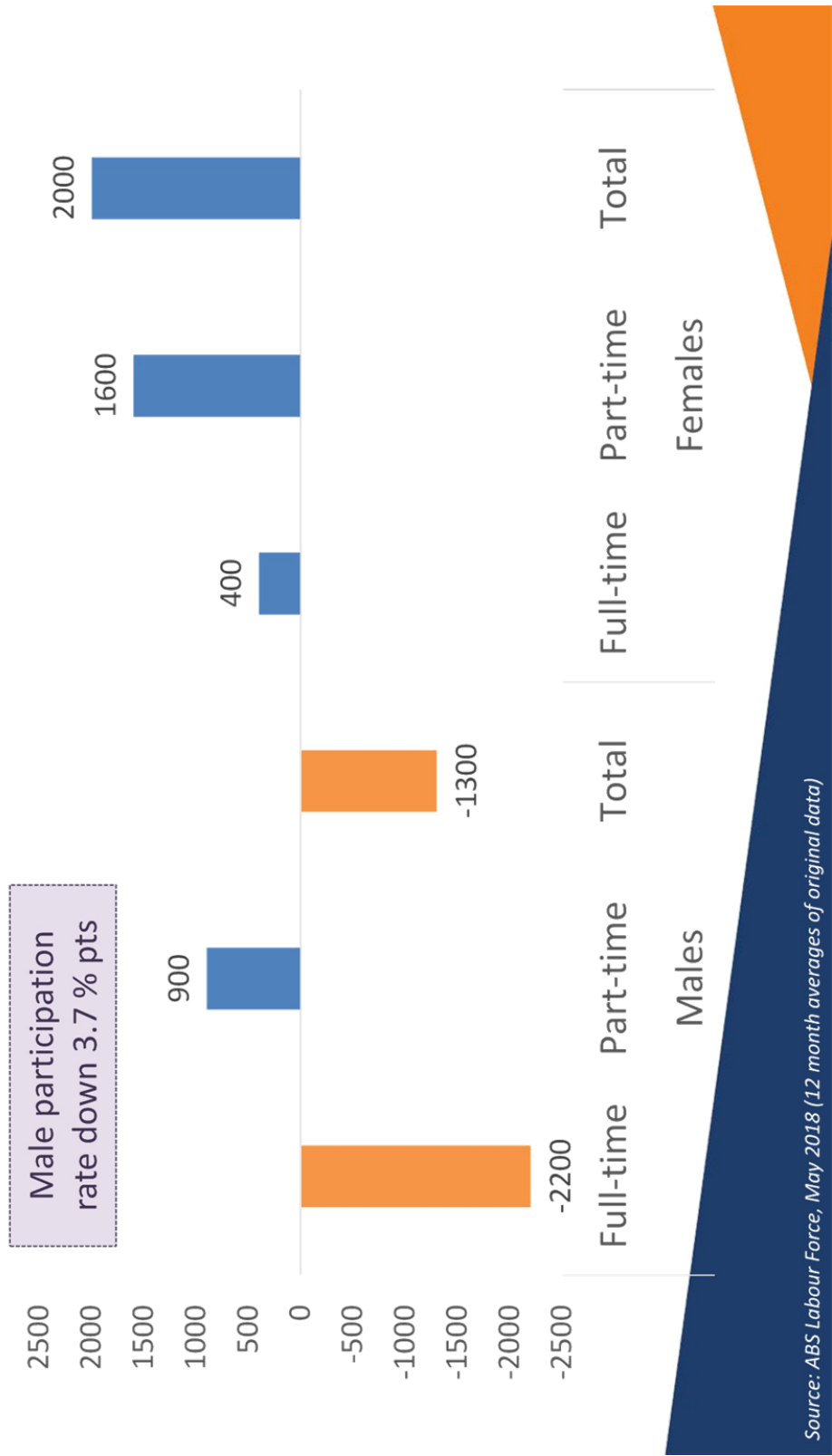
Share of total employment, main employing industries, West and North West SA4



Source: ABS Labour Force, May 2018 (annual average of preceding four quarters)

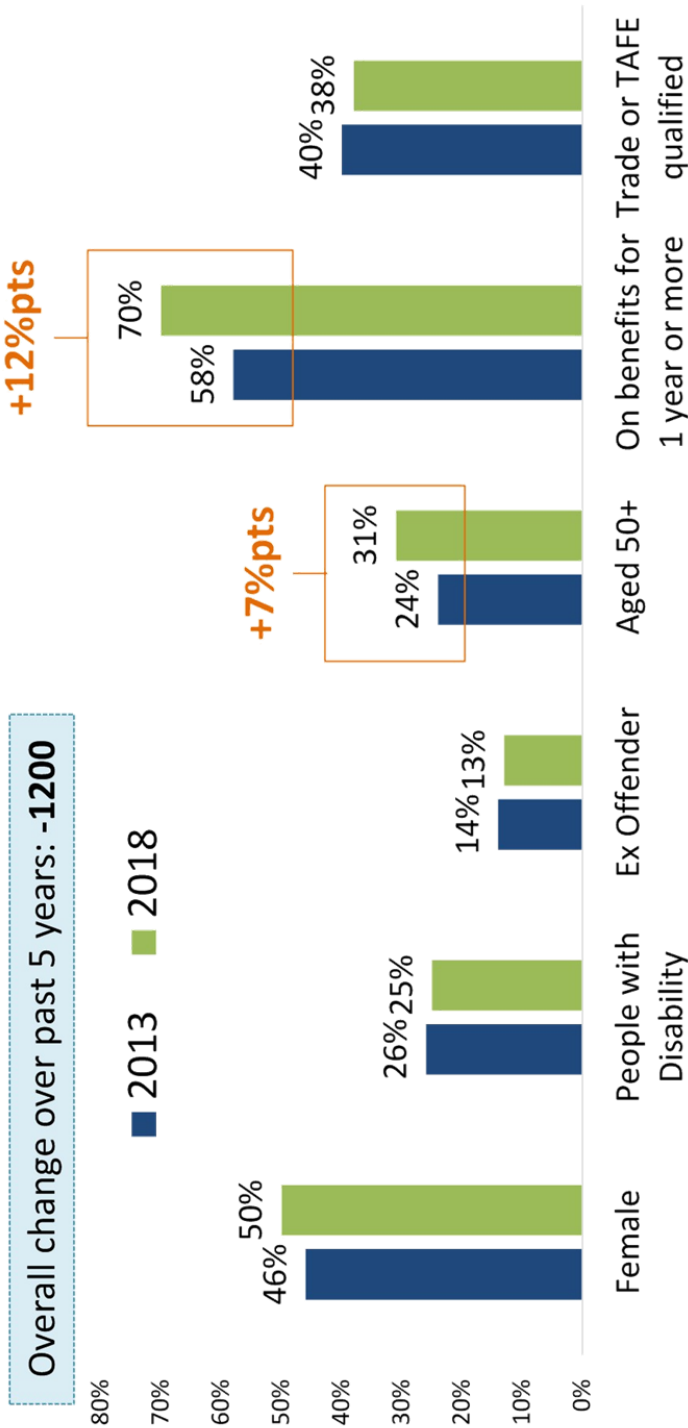
...resulting in falls in male full-time employment

West and North West SA4, change from May 2008 – May 2018



More older, long-term unemployed job seekers in the region...

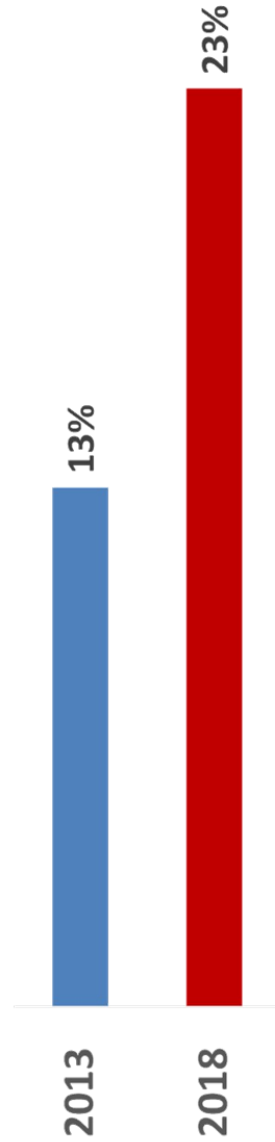
jobactive caseload, West and North West SA4



Source: Department of Jobs and Small Business, administrative data as at end of June, 2013 and 2018

...with more job seekers staying unemployed for 5 years or more

% of jobactive job seekers on benefits for 5 years or more:



40%
are aged 50 or over

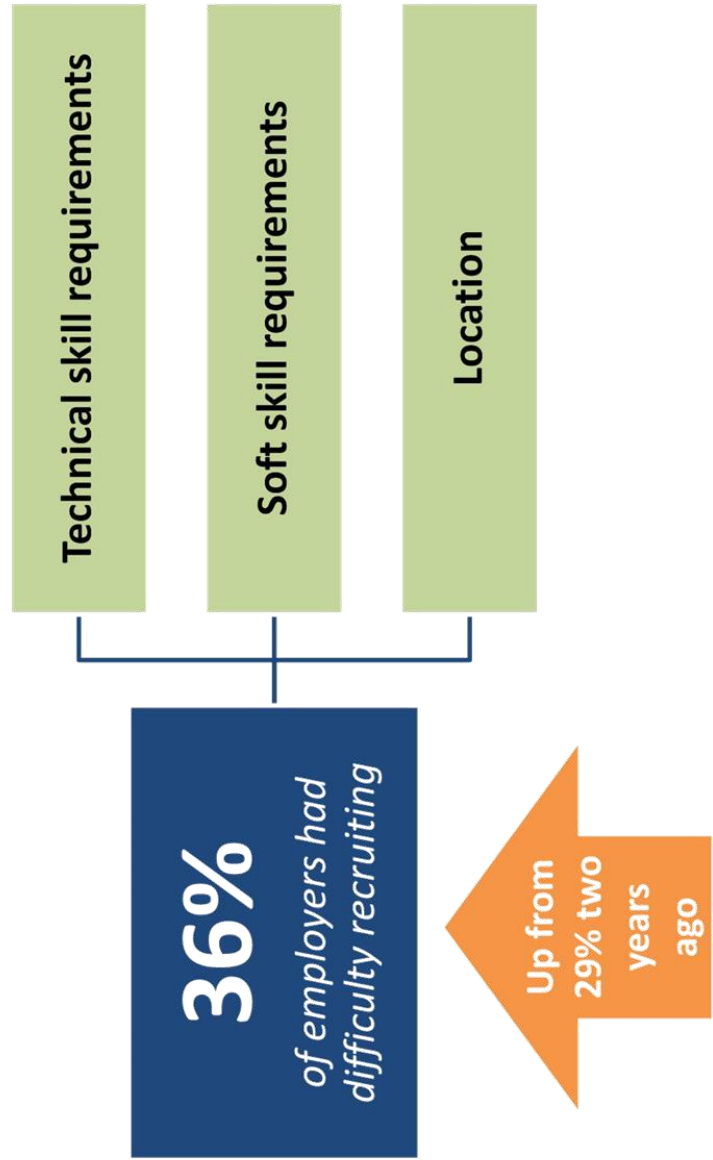
58%
have no post-school qualifications

12%
are Indigenous

Source: Department of Jobs and Small Business, administrative data as at end of June, 2013 and 2018

Despite rising unemployment, many employers struggle to fill their vacancies

Main reasons for recruitment difficulty, West and North West SA4

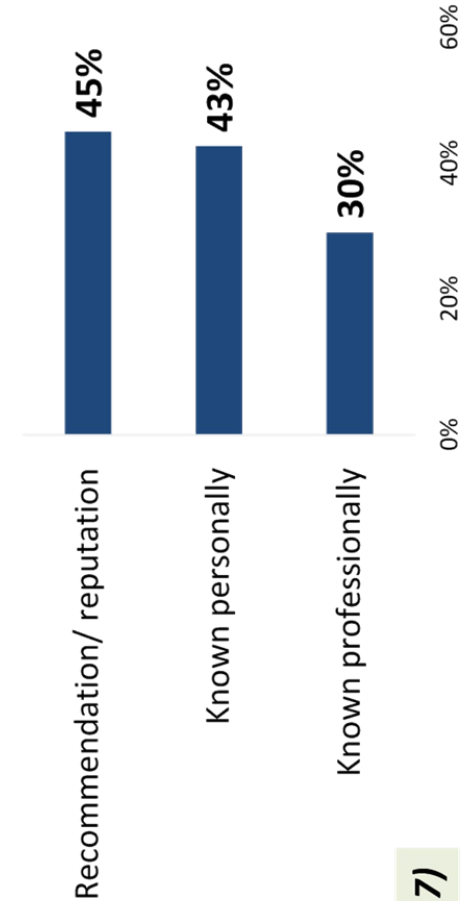


Source: Department of Jobs and Small Business, Survey of Employers' Recruitment Experiences, 2018 and 2017

Networks play a significant role in recruitment

West and North West SA4

How employers knew applicants:



42%
knew, or knew of, a
successful applicant

...compared with 35% for Australia (2017)

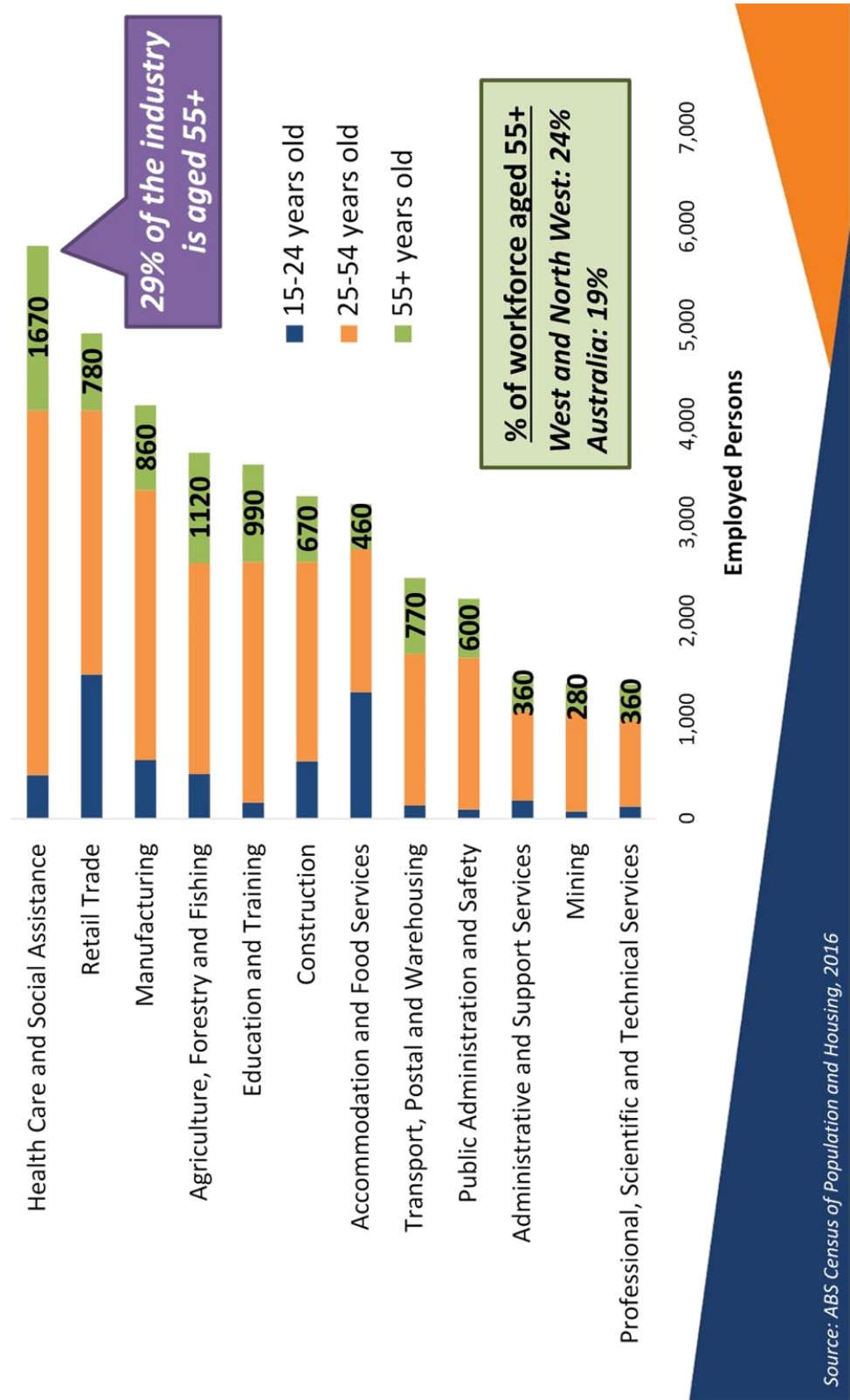
Source: Department of Jobs and Small Business, Survey of Employers' Recruitment Experiences, 2018 and 2017

The challenges ahead



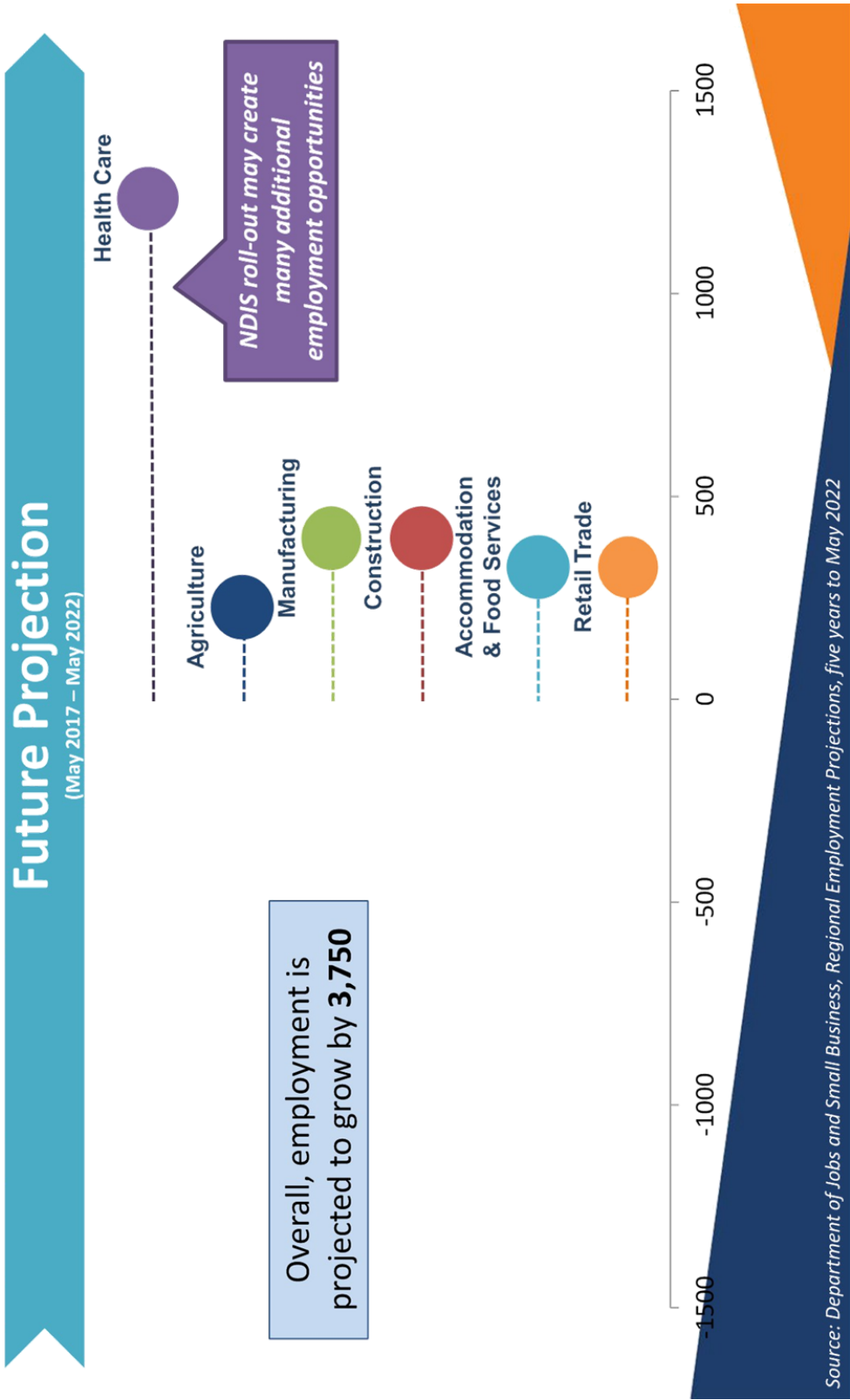
The workforce is ageing

West and North West SA4, Census 2016



Healthcare projected to be the largest growing industry

Employment projections five years to May 2022, selected industries, West and North West SA4



Many jobs to be filled in the region

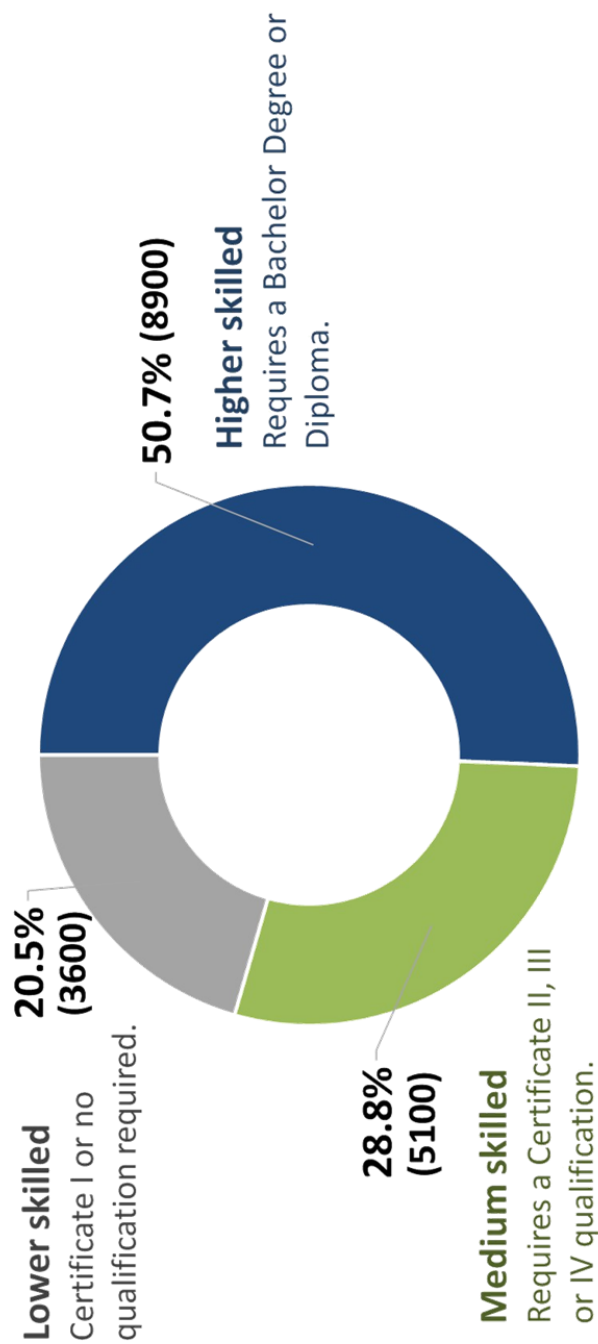
Projected jobs growth: (DJSB Employment Projections to 2022)	+	3,750
New NDIS jobs: (NDIS, Tasmanian Market Position Statement)	+	≈400
Estimated retirements: (Half of employed aged 55+)	+	5,700
Other turnover	+	≈3,000
Total		≈12,850

Source: Department of Jobs and Small Business, Employment projections to 2022; ABS Labour Force, May 2018 (12 month averages of original data); NDIS Tasmanian Market Position Statement; ABS, Participation, Job Search, Mobility, 2017

Most new jobs require post-school qualifications...

Share of jobs growth by skill level, 2006 to 2016, Tasmania

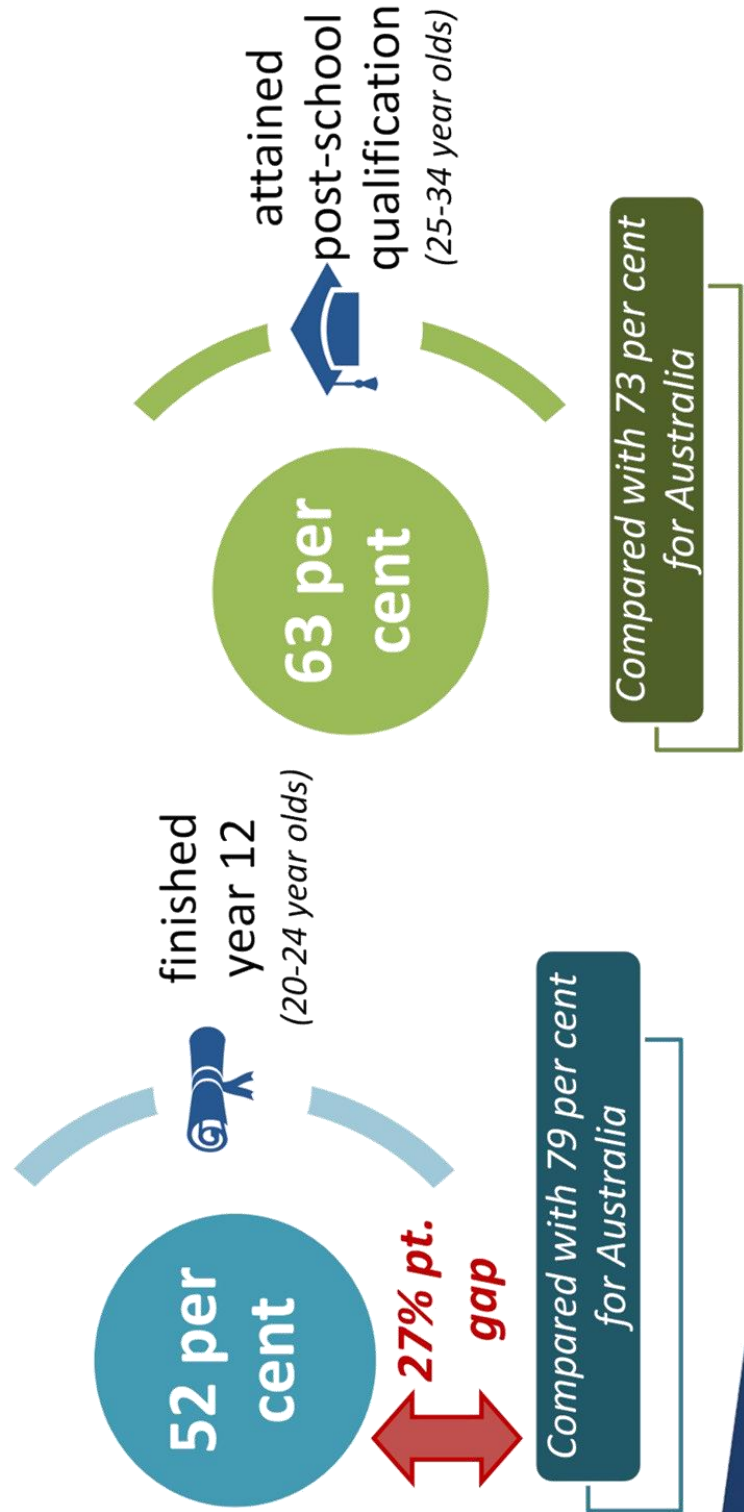
17,600 new jobs from 2006 to 2016 in Tasmania



Source: ABS, Census of Population and Housing, Place of Work, 2006 and 2016

...but education levels in West and North West
are well below the average for Australia

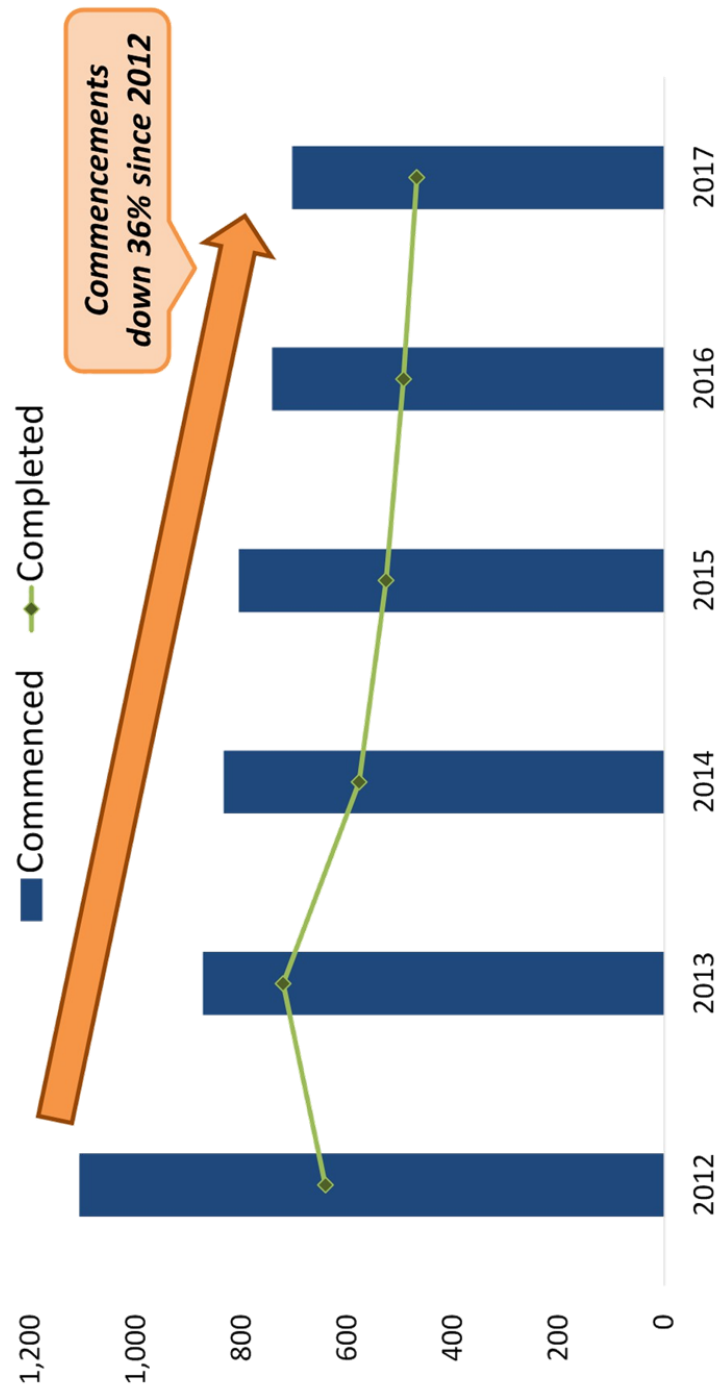
West and North West SA4, Census 2016



Source: ABS, Census of Population and Housing, 2016

West and North West employers have been taking on fewer young apprentices and trainees in recent years...

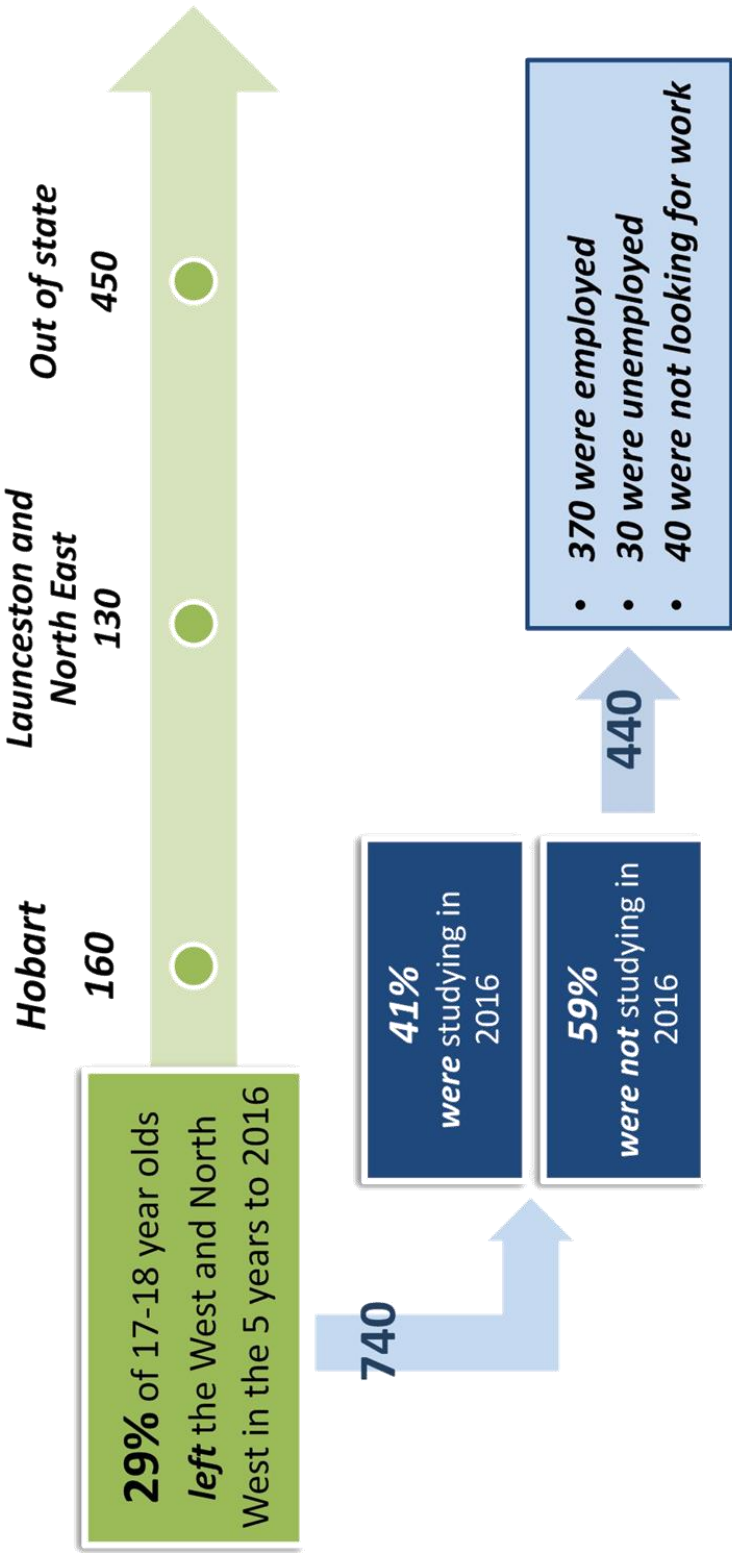
15-24 year olds, West and North West SA4



Source: NCVET, VOCSTATS, Apprentices and Trainees, December 2017

...and many young people have left the region

17-18 year olds who lived in West and North West SA4 in 2011



Source: ABS, Census of Population and Housing, 2016

Concluding thoughts

Longer-term challenges

- Very low/negative population growth
- Young people leaving the region
- Old and ageing workforce in Healthcare and other industries
- Continued structural change will create transitional challenges
- Many job seekers are long-term unemployed
- Education levels are low, but most new jobs require post-school qualifications

The region will have significant labour demands

- Strong growth forecast in the Healthcare and Social Assistance industry
- Imminent retirements in some industries
- More than a third of employers already have difficulty recruiting

Further Information

- www.jobs.gov.au/recruitment-conditions
- <http://lmip.gov.au/>
- www.jobs.gov.au/skillshortages
- <https://www.jobs.gov.au/australian-jobs-publication>
- www.joboutlook.gov.au
- <http://whatsnext.jobs.gov.au>



Australian Government

Department of Jobs and Small Business

If you have any questions about the presentation please contact the Recruitment and Employer Needs Analysis Section at RecruitmentAnalysis@jobs.gov.au



Australian Government
Department of Jobs and Small Business

MOTIONS ON NOTICE**AO201-18 MOTION ON NOTICE - REGIONAL ALL ABILITIES PLAY-SPACE**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council promptly arrange a meeting with relevant Waratah Wynyard EMT(Executive Management Team), the Fairy Godmothers and relevant EMT from Burnie City Council to better understand their plans for a Regional All Abilities Play-space at Anzac Park Somerset.”

ALDERMAN’S COMMENTS

Last month it became apparent that the Fairy Godmothers in conjunction with the WWC (Waratah Wynyard Council) are now well underway with plans to develop a Regional All Abilities Play-space on the Anzac Park site in Somerset.

The size and scale of the project hoped for will require submissions for funding. Within the next month WWC will be asking for applications of interest to design the all abilities play space. Hopeful these plans will be drafted asap so the project is 'shovel ready' in an attempt to lobby our Federal Members in the lead up to the Election, likely to be in March 2019.

The Fairy Godmothers would LOVE Burnie to come on board their concept plans and work together to develop the precinct. I am mindful that during our own community consultation this parcel of land was not considered, but perhaps in light of the bigger picture of what could be achieved from a regional perspective, the community may be open to the concept?

With the funding commitment confirmed to build the new coastal pathway, this project would dovetail beautifully with such a proposal! It might be that our parcel of land on the other side of the river (Camdale) could compliment the project with provision of; Container Coffee Shop?, Small Nature play setting?, additional parking for families wishing to attend the precinct - any multitude of ideas! In any case, collaborating at this point, before the designer is appointed, would potentially allow for a greater vision.

Whilst I would have personally loved to see such a play space in the heart of Burnie, I concede that the likelihood of receiving federal funding for two projects of similar nature, 10 minutes apart, would be ludicrous. In any case, I could not in all good conscience fight for something in Burnie, that may be to the detriment of what the Fairy Godmothers are now actively progressing.

Imagine two councils actually working together toward a common goal!! This is the perfect time to explore combining our hopes and dreams and working "together" to design an amazing regional play space that will cater for our whole region!!! Who knows, it may even add weight to any submission for funding, with two councils evidencing a willingness to work together on a regional project!

GENERAL MANAGER'S COMMENTS

Background

Council has been exploring the concept of a regional play space for some time, with a consultation report received by Council at the 19 June 2018 meeting, in respect to that project.

As noted in the Alderman's comments there is also awareness that an all abilities regional scale playground is being investigated by the Waratah-Wynyard Council in conjunction with various interest groups including the Fairy Godmothers.

Council has not established a position in regard to further progressing the regional play space project.

Legislative Requirements

This report presents no legislative implications for Council.

Policy Considerations

Council has identified an interest in the development of a regional scale play space. Meeting with the Waratah-Wynyard Council would be consistent with that policy position.

Financial Impact

There is no direct financial impact associated with this motion, as it only seeks to engage with the Waratah-Wynyard Council and discuss the planned project.

Discussion

Later in this agenda, there is an Officer's report which echoes the intent of the Motion on Notice.

The recommendation put forward within that report is noted below for information:

"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:

- ***Identifying synergies in planned capital works projects associated with the Cam River precinct and planning to achieve these.***

- *Understanding that nature of the project at ANZAC Park and how it may meet the needs of the Burnie Community, and*
- *If the request is accepted, nominate Mr Gary Neil, Director Works and Services,*
and,

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."

Alderman may wish to consider the merits of this alternate approach.

Risk

Meeting with the Waratah-Wynyard Council to understand the proposed concept for the playground at ANZAC Park will enable Council to be better informed on the project and at a minimum ensure that planned works at Camdale will complement the development.

Further, there may be opportunities identified for both Councils to work cooperatively and lessen the risk of infrastructure duplication.

Consultation

The Motion on Notice seeks to open a dialogue with the Waratah-Wynyard Council to better understand their project intentions.

COUNCIL RESOLUTION

Resolution number: MO271-18

MOVED: *Ald T Brumby*

SECONDED: *Ald K Dorsey*

"THAT Council promptly arrange a meeting with relevant Waratah Wynyard EMT(Executive Management Team), the Fairy Godmothers and relevant EMT from Burnie City Council to better understand their plans for a Regional All Abilities Play-space at Anzac Park Somerset."

For: Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald A Keygan.

Against: Ald R Blake OAM, Ald C Lynch.

CARRIED

MOTIONS ON NOTICE**AO202-18 MOTION ON NOTICE - ILLEGAL DUMPING OF RUBBISH****FILE NO: 15/5/2****PREVIOUS MIN:**

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

“THAT Council lobby the State Government for increased penalties for those prosecuted for illegally dumping rubbish and review policy on evidence that can lead to a conviction.”

ALDERMAN’S COMMENTS

The illegal dumping of rubbish is a problem for all municipalities in Tasmania however, the penalties for those found guilty are simply not enough to deter individuals insistent upon breaking the law.

Why do people dispose of waste illegally? There are a myriad of reasons! The greatest difficulty however is prosecuting the perpetrator. Sometimes evidence found within the discarded rubbish can lead to identification of an individual, however it is not enough to verify or lead to a conviction.

Tess McDonagh a concerned Burnie resident has written to me suggesting our council consider the following:

General strategies

The tip needs to open for longer hours on weekends (10 -4pm). Closing the tip at 2pm isn’t convenient for people who work full time.

Council tip fees- (advertise what items people can take to the tip for free (there are so many), 3 weekends per year that are fee free

Sometimes people don’t fully understand the ramifications of illegal dumping of waste (education programs: schools, rubbish mascot that visits festivals etc; advertise in the cinema ‘our tip can’t get enough of your rubbish’)

Electronic media board in the CBD that advertises events, non for profit organisations, Council plans, facilities, issues that need addressing.

Kerbside collection of green waste and waste that can’t be placed in kerbside bins. This should happen annually and at the same time each year.

Advertise special tip days on flashing digital signs at prominent locations.

Encourage people to report suspicious activity in areas where rubbish is being dumped illegally.

Bring illegal rubbish to the CBD. Close off part of the main street and have a public display of what people have been dumping illegally. Invite local, state and national media. Let's get the discussion happening. Dumping means you have rid yourself of the rubbish, it's no longer your responsibility, out of sight out of mind. It might also shame people. Imagine visiting town and you recognise your rubbish!! This would be an excellent opportunity to have Council staff on hand educating people about waste in general, the waste transfer station, issues associated with illegal dumping (your rate payer \$ is being wasted to sort this mess out).

Increase the monetary penalty for illegal dumping of waste. This problem is costing municipalities across the globe enormous sums of money. Singapore's environs are immaculate because Singaporeans know the penalty for littering is steep.

Singapore is bent on maintaining its reputation of being impeccably clean, with an active campaign against littering and stringent enforcement in place. First time offenders who throw small items like cigarette butts or candy wrappers are fined \$300. Those who throw out bigger items like drink cans or bottles are considered defiant and are required to appear before the court. The punishment usually involves a Corrective Work Order (CWO), where the offenders clean up a specified area while wearing a bright luminous green vest. The CWO was implemented in the hopes of making offenders realize the hardship cleaners have to go through to keep the surroundings clean, and to make them understand just how unsightly litter is. It is also admittedly aimed at publicly shaming the offenders to ensure that they don't regress to being a litterbug again. <https://www.goabroad.com/articles/study-abroad/singapore-laws-to-know-before-you-go>

Most of these thoughts are pedestrian, whilst one is left of centre field. Take from it what you will.

Regards

Tess McDonagh

What prompted Tess to make contact with me, is the illegal dumping of rubbish happening at our local tourist hot spot, Fern Glade, including that of a shipping container.

'I regularly ride my bike up and down this road for exercise and to keep a "citizen's eye" on illegal dumping activity.' Tess



I understand from this article the government is aiming to 'crack down' on illegal waste dumping. Perhaps our submission will add weight and hopefully speed up this process.

http://www.premier.tas.gov.au/releases/illegal_waste_dumper_convicted

GENERAL MANAGER'S COMMENTS

Current offences and penalties in relation to unlawful dumping of rubbish are contained in the *Litter Act 2007*.

The *Act* in s9 describes a number of forms of littering offence, and sets a maximum penalty for each offence of 50 penalty units (currently \$8,150) if the volume of material exceeds 55 litres. Lesser penalties apply for personal litter (2 penalty units) and amounts below 55 litres (20 penalty units).

An allegation of an offence may be heard before a court, and the court has discretion to determine the quantum of the penalty that is to apply having regard to the circumstances of each offence.

Alternatively, an authorised person may issue an infringement notice if a person is detected in the commission of an offence.

The *Act* provides in s33 that the person who unlawfully dumped litter must remove it if directed to do so by an authorised person.

As with all allegations of an offence, it is necessary for procedural fairness to both accurately identify the person or persons responsible, and to obtain relevant and satisfactory evidence of their involvement in all elements of the offence before proceedings can be initiated or penalties issued.

An authorised person has considerable powers of entry and search to investigate an alleged littering offence in order to obtain the evidence necessary to initiate a prosecution; including to require the registered owner of a vehicle or vessel suspected to have been used in the unlawful dumping of material to provide or obtain details of the person using the vehicle or vessel at the time of the offence.

There is other regulation in Tasmania that provides opportunity to investigate and prosecute unlawful dumping of waste if there are associated environmental or safety issues. Penalties may be as substantial as 10,000 penalty units (\$1.63 million) subject to the nature of the offence and the level of actual or likely harm.

Council is due to review its current Waste Management Strategy. Discussion is scheduled for the workshop on 28 August 2018.

Many of the matters identified in the reported correspondence from Tess McDonagh are relevant to the Strategy, and may be considered as factors contributing in part to the occurrence of unlawful dumping of waste.

It is appropriate to refer the Motion and the accompanying information to the workshop for further consideration in the context of the Waste Management Strategy prior to any decision.

Alternative Recommendation:

THAT Council consider this matter in conjunction with the review of the Council's current Waste Management Strategy.

COUNCIL RESOLUTION

Resolution number: MO272-18

MOVED: Ald T Brumby

SECONDED: Ald R Bentley

"THAT Council consider the matter of AO202-18 Motion on Notice - Illegal Dumping of Rubbish in conjunction with the review of the Council's current Waste Management Strategy."

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO203-18 MOTION ON NOTICE - BURNIE SENIOR CITIZENS CLUB - PARKING PASSES****FILE NO:** 15/5/2**PREVIOUS MIN:**

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

“THAT the Burnie Senior Citizens Club Assoc be allocated an additional 5 temporary parking passes, that are clearly marked for use only in the Arts and Function Centre Car Park.”

ALDERMAN’S COMMENTS

I was contacted by members who advised that they had written to Council asking for additional passes primarily due to increased use of the Club. I spoke to P Earle who advised it takes a motion of Council to increase parking passes to an organisation.

I was advised that members were paying \$5 in parking to play a \$3 game of bowls or pool. This was a considerable impost to many members living on a pension.

We have an aging demographic; a senior citizen facility in town, and an underutilised parking area (except for the senior citizens). The passes are for limited periods allowing for socialisation, comradeship, integration and enjoyment.

I firmly believe that we need to do everything possible to assist those that have given so much to the community and continue to volunteer tirelessly for the city.

GENERAL MANAGER’S COMMENTS**Background**

There are four parking spaces adjacent to the Senior Citizens Club premise for users of the facility.

In addition, the Council determined in 2007 to provide the Club with ten (10) parking permits for use in the BAFC and King Street car parks at no charge by members attending club events on Wednesday and Fridays between 11.00 am and 4.00 pm.

The arrangement was in accordance with the Club’s request, and was then acknowledged by the Club as gratefully received and satisfactory to their requirements.

The Club accepted responsibility for distributing and managing use of the permits, and the arrangement continues.

Council also allows the Club free parking for its members in the BAFC car park on the day of its annual Christmas dinner.

The Club has written to the Mayor and Aldermen by letter dated 3 August 2018 advising growth in Club membership and activity means the number of permits is not sufficient to meet requirements for attendance at the Wednesday and Friday sessions, and requests an additional five (5) permits.

Legislative Requirements

The BAFC car park is regulated under the Burnie Parking By-Law.

Fees and charges for the car park are set annually in accordance with section 205 *Local Government Act 1993*.

There is no regulatory restriction on the Council providing parking permits without charge for use of a parking space in a car park on Council land.

Policy Considerations

The Council's approach to management of parking areas is set out in the Parking Policy as adopted by resolution dated 15 September 2015.

The Council must manage public parking space in a manner that is fair, equal, and without discrimination.

Parking charges are set at a level that is reasonable for all users having regard to the cost considerations that must be recovered and accounted for by the Council; and apply only during those periods when demand for parking space is most likely to be high.

The Policy in clause 4.2.4 sets out the circumstances under which a person is currently eligible for a parking permit on a discounted charge or without payment.

Free permits are available in a limited number to statutory first responder agencies, and to organisations engaged in a charitable, not-for-profit, or voluntary activity providing welfare services to the community of Burnie. The Policy provides the latter may receive 2 x free permits, and an additional 5 x permits if required at 50% of the applicable charge.

The current Policy does not contain any criteria against which to assess the merit of any claim outside the opportunities detailed in clause 4.2.4, primarily because the Council has to date accepted that it should maintain a fair and equal position in relation to payment of an applicable parking charge.

The Policy does not specifically or implicitly provide a parking permit is available without charge for persons engaged in an activity that has a social, recreational, entertainment, spiritual, or association purpose.

There are many individuals and groups within the Burnie and extended community of differing age, interest or circumstances that may seek to present a reasoned argument for concessional arrangements to use a parking space in a Council car park during a period when parking charges apply.

Any decision to provide a particular interest group or the participants in a particular activity, with a concessional parking arrangement requires the Council must determine that some members of the community are more deserving than others for an exemption from the common and enforceable obligation to pay the applicable parking charge. There are currently no criteria on which to make such a decision.

A Policy position not to provide concessional or free parking to meet individual requirements maintains neutrality, and protects ability to manage parking from a fair, equal and non-discriminatory perspective.

A concern to assist members of the senior citizens to participate in club events by waiving the parking charge must be weighed against the interests of others in the community who may also consider a parking charge as a disincentive or additional cost on participation in any of the many business, entertainment, recreational, spiritual, social, and recreational activities offered within the Burnie town centre.

The Burnie Senior Citizens Club currently has benefit of 10 free parking permits for the five (5) hour period of Club events on each of Wednesday and Friday. This represents existing foregone revenue in the BAFC car park of \$7,200 per annum on the 2018/19 parking charge.

The permit parking period for five (5) additional permits will represent \$3,600 in foregone revenue at the applicable parking charge for 2018/19.

A total of fifteen (15) free parking permits will represent total foregone revenue of \$10,800 a year on the 2018/19 charge for the BAFC car park.

Council's current budget does not include a specific financial assistance allocation for the Senior Citizens Club, and the foregone revenue must be carried by the parking accounts.

The Audit Committee has recently recommended that Council make a specific decision to recognise foregone revenue if parking space is closed or made available without charge.

The Council's position on providing financial assistance to clubs and organisations is set out the Community Assistance Policy, and is delivered through the Financial Assistance Grants program.

Purpose of the Community Assistance Policy is stated as being to ensure that financial and in-kind assistance, and subsidies for the use of Council facilities, are provided on an equitable basis to clubs and community organisations either located in Burnie or which have

substantial membership from Burnie residents, and which offer benefits to the people of Burnie (Note that financial assistance may be made to Regional/District organisations for distribution to sub or local branches where this situation applies).

An application for provision of free parking permits is in the nature of an application for financial assistance or subsidy for the use of a Council facility.

It is appropriate for protecting the purpose and objectives of the Community Assistance Policy that any assistance to the Senior Citizens Club be considered under guidelines and process applicable for a Financial Assistance Grant application.

A position on the request for additional free parking permits must be made against the principles currently underpinning the Parking Policy and the Community Assistance Policy, and not on a perceived underutilisation of the BAFC car park.

Risk

There is risk a positive response to the Motion to increase the number of free parking permits available to the Senior Citizens Club may:


- create an expectation that the Club will be eligible for a further increase in permits if membership and activities continue to grow or if changes are made to the programming of events;
- set a precedent under which other organisations and individuals may request concessional or free parking to reduce the cost of participation in activity and interests conducted within the Burnie town centre during parking control periods; and
- compromise the purpose and processes under the Community Assistance Policy for the fair and equitable provision of financial assistance to the community

Recommendation

That the Council –

- a) not provide the Burnie Senior Citizens Club with additional free parking permits for the reason it must take a fair and equal approach to the arrangements under which the community may use Council provided parking space within the Burnie town centre; and***
- b) the Club be advised of the opportunity available under the Community Assistance Policy to make an application for a Financial Assistance Grant to cover the cost of parking required by members attending Club activities and events.***

ATTACHMENTS

- 1  Correspondence from Burnie Senior Citizens Club

COUNCIL RESOLUTION

Resolution number: MO273-18

MOVED: *Ald K Dorsey*

SECONDED: *Ald R Blake OAM*

“THAT the Burnie Senior Citizens Club Association be allocated an additional 5 temporary parking passes, that are clearly marked for use only in the Arts and Function Centre Car Park.”

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

Against: Ald S Kons.

CARRIED



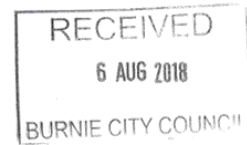
BURNIE SENIOR CITIZENS CLUB

6A JONES STREET
PO BOX 219

PHONE 64 31 5017

BURNIE 7320

3 Aug 2018



To the Mayor
Burnie City Council,

Dear Mayor,

Burnie Senior Citizens Club have a parking problem especially Wednesday and Fridays.

The council have issued us with thirteen parking tickets some years ago , and that had solved the problem then.

Now the club has grown in numbers, with extra activities over lapping.
We really need five more free parking permits for now to solve the problem.

We have noticed since the parking has gone up the club pays \$5.00 to each member, who has had to pay parking fees for club activities on Wednesday's and Friday's.

We appreciate your help in the past and hopefully the council can help to solve the problem once again with five more tickets.

Yours faithfully

B. A. Targett
Bev Targett
President

MOTIONS ON NOTICE**AO204-18 MOTION ON NOTICE - SURF CLUB UPGRADE**

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 withhold any activity, decisions or expenditure with regards to the Surf Club upgrade until after the upcoming Council election.”

ALDERMAN’S COMMENTS

1. The proposed expenditure is a controversial decision. The comprehensive feedback I receive from the Community has been opposed to the upgrade. I have yet to speak to anyone in favour or believes it is a good idea – except current Aldermen.
2. A new Council may view the expenditure completely different and may want to negotiate a better deal for rate payers.
3. The timing of the proposed upgrade is illogical in the middle of summer (surf season)
4. It is rate payer’s money. We have a responsibility to prudently manage their funds. This is not a prudent use of rate payer’s funds.
5. The expected cost exceeds any cost benefit analysis, there are better options available
6. There are greater needs in the community
7. I believe it is poisoned fruit. The backlash and tit for tat will continue unabated for years into the future

I have continued to argue against this expenditure, on principle and cost. This is not halting the extension it is merely asking for a deferral for new members to discuss and debate.

I am a firm supporter of the Surf Club. I was a past member of 2 surf clubs and patrolled beaches at both. I understand the comradeship of members and the benefits the BSLSC brings to Burnie. Having an intimate knowledge of surf clubs through-out the state including their quality, usage and benefits allow me an insight into their requirements. An extended room will be used minimally during carnivals and for special occasions, otherwise it will set empty.

It will provide new opportunities that have always been available - but unused. A review of their usage of the shared space over the past few years indicates a lack of real need.

GENERAL MANAGER'S COMMENTS

Council has funded the project in the capital works program following full consideration of all the issues by Aldermen.

The construction timeline for the works is as proposed by the Burnie Surf Life Saving Club.

Some works will be required to be completed even if Council does not wish to proceed with the redevelopment. A new fire exit and lift will be required to meet building regulations once the solid wall is put in place by Bayviews. This work will be required to be completed urgently so that the Surf Club can continue to use the club rooms if there is a change in direction for the redevelopment.

Council is currently in a live tender process for the surf club redevelopment. The tender documentation specifies commencement and completion timelines.

- The tender process concludes 31 August 2018.
- A report is planned for the September Council meeting, to enable the agreed project timeline to be achieved.

Should Aldermen decide to support this Motion, the implications would be:

- The agreed project timelines will not be achieved as the next available opportunity for Council to consider the progression of the project would be at the November 2018 meeting.
- As this matter is before Council prior to the close of tenders, there is potential for perspective tenders to reconsider making a submission.
- The current tender process would most likely need to be concluded without a decision as:
 - i) there would be no certainty in the progression of the project;
 - ii) the tender validity period in the tender documentation would have expired, and
 - iii) the project timelines would shift and impact on the resourcing and cost consideration for prospective tenderers.

Council also needs to consider the following risks:

- The reputational risk for Council. The Burnie Surf Life Saving Club have expectations that Council will the redevelopment within a certain timeframe deliver, and the contractors engaged in the tender process have invested time and resources. Council may have issues in futures tenders if the current process is not progressed.

- Works in process. Council has committed to move the electrical substation and made payment to TasNetworks. This work will still need to be progressed otherwise we may fall back in their works program and could provide further delays to the Project if a new Council confirms the Project.
- The surf club tender process has been combined with the Eastern Promenade project. If there is a delay in the tender process, this will compromise the delivery of the Promenade project which needs to occur over the summer period.

Alternate Recommendation:

"That the information be noted."

COUNCIL RESOLUTION

Resolution number: MO274-18

MOVED: Ald K Dorsey

SECONDED: Ald S Kons

"THAT Council withhold any activity, decisions or expenditure with regards to the Surf Club upgrade until after the upcoming Council election."

For: Ald K Dorsey.

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

LOST

MOTIONS ON NOTICE**AO205-18 MOTION ON NOTICE - CAPITAL EXPENDITURE**

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 allocate funds within the next 12 months to complete the following:

1. Skate Park

- a. Toilet facilities: Children and young people are left to their own devices and have been utilising the rail tracks as a toilet facility. This is unacceptable, not on a behavioural aspect but that the city failed to provide proper facilities when the Skate Park was built.***
- b. Extension of the area immediately in front of the park to reduce gravel. Gravel is the number one enemy of skaters – gravel can stop a skate at any speed. It is dangerous to have a skate park next to a gravel parking lot.***
- c. Extension of the area to include a street course that includes a junior area, we have an all ages facility that makes it dangerous for all users***
- d. Wind breaks – it is a shocking place to skate with the wind that blows sand and loose gravel onto the cemented area***
- e. BBQs – make the area family friendly***
- f. Lighting?***

These requirements have been borne out by request by the Youth Council, the Skate Park consolation and petitions to Council.

Estimated cost \$250,000

2. Burnie Penguin Observation Centre

- a. The Penguin Observation Centre. More than 11,000 visitors view the Penguins every year and the area is cared for by volunteers. There are no facilities in the vicinity. If this is to become a major attraction to Burnie facilities are required.***
- b. Extension to the Observation Centre. The Centre provides information prior to viewings and the area is inadequate for the number of visitors and the ability to speak to number of attendees will require some sort of speaker system.***
- c. Better signage. This is a dog free area. Dogs are a well-documented enemy of penguins. There have been many occurrences of dogs decimating a colony. This cannot be allowed to happen in Burnie. The issue is not with responsible dog owners; however, dogs mark their territory which attracts other dogs.***

Estimated cost \$200,000

3. *Storage Facilities*

Storage facilities: Community groups are seeking storage for their valuable memorabilia. We previously discussed this with a view to having a central storage area for all Council equipment and Community groups. The building of this will free up the former BUFC club rooms for storage and use by the Soccer Association.

Estimated cost \$250,000

4. *Burnie Basketball Stadium*

- a. New flooring for the Burnie Basketball Courts: The top court is worn to the point of making sanding and finishing a potentially catastrophic. The best solution appears to be laying a new court over the top.*
- b. Upgrade to toilet facilities: The toilet facilities have not been upgraded in the past 30 years. I would suggest that the Burnie Basketball Courts are the most used sporting facility in Burnie.*

Estimated cost \$250,000

5. *Cradle Coast Outriggers Club*

Toilet facilities. The club has members and a club room but no toilet facilities? This is a great inconvenience to members who use the facility for meetings, change rooms and equipment storage. The building was funded by a grant. Adding toilet facilities to the club rooms could be multi-purposeful providing facilities for beach goers, fishermen and club members.

Estimated cost \$100,000

6. *Change rooms for Rugby grounds*

- a. The Rugby Club has continued to grow and now has a women's team in the competition.*
- b. Burnie Dockers Train on the ground*
- c. Burnie Touch women*

There are over 60 women training on theses grounds with no facilities.

Estimated \$300,000

Total cost \$1,350,000

Less grant funding \$.....

Total commitment: 1,000,000

ALDERMAN'S COMMENTS

This is fair, it is honourable, it serves the whole community, it puts all members of the community on equal footing. This fulfils our mandate to serve the whole community.

GENERAL MANAGER'S COMMENTS**Background**

Council has an established Capital Works budget development process that occurs annually as part of the budget process.

In developing the Capital Works budget a range of matters are taken into consideration in the selection of candidate projects, these can include:

- Asset Management Policy, Asset Management Strategy and forward works program, with a focus on asset renewal and maintaining service delivery.
- Implementing Council's endorsed strategies and plans.
- Meeting Legislative and Statutory obligations.
- Addressing emerging community issues and concerns.
- Alderman referral of projects.
- And the like.

Through that process, Council weighs up the relative merits of the candidate projects.

Legislative Requirements

There are no specific legislative issues or implications associated with the Motion on Notice.

Where projects are funded in the budget process issues such as permits, compliance with legislation and regulation and such matters are addressed as part of the project scoping and implementation.

Policy Considerations

Projects are periodically referred by Council to the budget process as relevant matters are raised.

In many instances the matters are raised as a Motion on Notice, with the action being to refer the project to the budget deliberations for consideration.

In respect to the motion at hand, in the past Council has considered the relative merits of some of the projects noted, others would be new matters for Council's consideration.

Financial Impact

The Motion on Notice identifies a number of projects and indicative project costs. The wording of the motion is such that it seeks to include the projects in the next Capital Works program. If the motion were passed as presented, Council will have committed \$1,350,000 of project value to the 2019/20 Capital Works program. The motion indicates that grant funding would be sought toward the projects.

Discussion

There are many competing priorities for the allocation of Council's capital works budget and there must be a clear understanding as to the nature, extent, community need, project drivers etc when assessing the relative merits of a project.

Aldermen would be familiar with a number of the projects noted. For information the following comments are provided:

Skate Park

Council has allocated \$25,000 in the current financial year for works at the Skate Park.

Council's Youth Development Officer has been progressing a consultation process with the users of the skate park to gain an understanding of concerns and improvement priorities.

The outcome of this consultation will be provided to Council at a future workshop.

It is suggested that consideration of potential improvements and referral to budget deliberations could occur at that time.

Burnie Penguin Observation Centre

It would be premature for Council to undertake work in this area until final planning for the UTAS West Park Campus is complete.

The architects for the West Park development are well aware of the needs of the Friends of the Burnie Penguins, with one of its members being a member of the Reference Group providing advice on the building and site design.

Storage Facilities

A review of storage facilities has occurred and a paper will be presented to an upcoming workshop.

Council may wish to consider the information contained within this review before considering committing funds to a project.

Upper Burnie Basketball Stadium

There is an identified need to address the ageing floor in the Upper Burnie Basketball Stadium, main court.

This project is listed for consideration in the draft 19/20 Capital Works program.

Upgrade of the toilet facilities is not identified as a current project, however it is noted that concerns with the amenities are raised from time to time.

Cradle Coast Outriggers Club

The South Burnie Foreshore Master Plan identified a need for additional public toilet facilities for users of this area.

Such facilities could be used by the various user groups and the general community.

Were Council to invest in new public amenities in this area, a location closer to the Yacht Club may be more desirable to reduce pedestrian interaction through the car park.

It is noted that a sewer main extension is required to be able to service the Outrigger storage facility.

Upper Burnie Sports Centre – Rugby Clubrooms

Shared clubrooms were developed at the Upper Burnie Sports Centre a number of years ago and are occupied in part by the Burnie Rugby Union Club. At the time of development of the facility, consideration was given as to providing changeroom facilities in the new building, however it was considered to be a more cost effective solution to use the extensive male and female changeroom and toilet facilities within the Upper Burnie Sports Centre, adjacent to the clubrooms.

Arrangements were put in place at that time to facilitate the shared use of the facilities. These arrangements continue to operate and while workable, do on occasion present challenges in balancing user needs.

The Burnie Rugby Union Club has raised their desire for the development of separate facilities with the Upper Burnie Sports Centre committee, have presented concepts plans have indicated their willingness to seek grant funding toward the project.

It would be appropriate for Officers to engage with the various users groups at the Upper Burnie Sports Centre and the Upper Burnie Sports Centre Committee to understand the proposed project more fully.

Opportunities for funding can be explored through a budget development process.

A suggested modification to the motion would be to refer the projects to Council's budget deliberation process.

Risk

Council uses its budget development process to reach a consensus view on the relative merits of a diverse range of projects that are competing for funding.

This process enables risk issues to be discussed and ensures that funds, on balance, are targeted to identify community needs.

Consultation

The budget development process provides a framework for Council and Officers to discuss the nature and merits of projects.

COUNCIL RESOLUTION

Resolution number: MO275-18

MOVED: Ald K Dorsey

SECONDED: Ald S Kons

“THAT Council consider the following projects in the 2019 – 2020 budget:

1. Skate Park

- a. Toilet facilities: Children and young people are left to their own devices and have been utilising the rail tracks as a toilet facility. This is unacceptable, not on a behavioural aspect but that the city failed to provide proper facilities when the Skate Park was built.*
- b. Extension of the area immediately in front of the park to reduce gravel. Gravel is the number one enemy of skaters – gravel can stop a skate at any speed. It is dangerous to have a skate park next to a gravel parking lot.*
- c. Extension of the area to include a street course that includes a junior area, we have an all ages facility that makes it dangerous for all users*
- d. Wind breaks – it is a shocking place to skate with the wind that blows sand and loose gravel onto the cemented area*
- e. BBQs – make the area family friendly*
- f. Lighting?*

These requirements have been borne out by request by the Youth Council, the Skate Park consolation and petitions to Council.

Estimated cost \$250,000

2. Burnie Penguin Observation Centre

- a. The Penguin Observation Centre. More than 11,000 visitors view the Penguins every year and the area is cared for by volunteers. There are no facilities in the vicinity. If this is to become a major attraction to Burnie facilities are required.*
- b. Extension to the Observation Centre. The Centre provides information prior to viewings and the area is inadequate for the number of visitors and the ability to speak to number of attendees will require some sort of speaker system.*
- c. Better signage. This is a dog free area. Dogs are a well-documented enemy of penguins. There have been many occurrences of dogs decimating a colony. This cannot be allowed to happen in Burnie. The issue is not with responsible dog owners; however, dogs mark their territory which attracts other dogs.*

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Storage facilities: Community groups are seeking storage for their valuable memorabilia. We previously discussed this with a view to having a central storage area for all Council equipment and Community groups. The building of this will free up the former BUFC club rooms for storage and use by the Soccer Association.

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Estimated cost \$250,000

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Toilet facilities. The club has members and a club room but no toilet facilities? This is a great inconvenience to members who use the facility for meetings, change rooms and equipment storage. The building was funded by a grant. Adding toilet facilities to the club rooms could be multi-purposeful providing facilities for beach goers, fishermen and club members.

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There are over 60 women training on these grounds with no facilities.

Estimated \$300,000

Total cost \$1,350,000

Less grant funding \$.....

Total commitment: 1,000,000

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

Against:

CARRIED UNANIMOUSLY

PUBLIC QUESTION TIME**AO206-18 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

There were no public questions.

COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advised that for items AO207-18 to AO209-18 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.

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

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

PLANNING AUTHORITY

**AO207-18 BURNIE INTERIM PLANNING SCHEME 2013
PERMIT APPLICATION DA 2018/32
ESTABLISH A RESIDENTIAL USE THROUGH MULTIPLE DWELLING
DEVELOPMENT (X3)
56 WEST MOOREVILLE ROAD, PARK GROVE**

**FILE NO: 3514330
PREVIOUS MIN:**

The Mayor advised that item AO207-18 was withdrawn by the applicant.

PLANNING AUTHORITY

**AO208-18 BURNIE INTERIM PLANNING SCHEME 2013
PERMIT APPLICATION DA 2018/66
SERVICE INDUSTRY (CAR WASH)
177-179 MOUNT STREET, UPPER BURNIE (CT 64778/1)**

**FILE NO: 6144830
PREVIOUS MIN:**

The Mayor advised that item AO208-18 was withdrawn by the applicant.

PLANNING AUTHORITY**AO209-18 BURNIE INTERIM PLANNING SCHEME 2013
PERMIT APPLICATION DA 2018/79
DEMOLITION OF EXISTING OUTBUILDING AND CONSTRUCTION
OF NEW OUTBUILDING
52 JORGENSEN STREET, MONTELLO****FILE NO: 6118229****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council acting in its role as a Planning Authority under the Land Use Planning and Approvals Act 1993 determine:-

- (a) The representation made in regard to Permit Application DA 2018/79 does not contain matters that warrant a decision to refuse the grant of a permit or a requirement for specific conditions on any permit granted; and***
- (b) In accordance with Section 51 and Section 57 of the Land Use Planning and Approvals Act 1993 and pursuant to Clause 8.8 of the Burnie Interim Planning Scheme 2013, to GRANT a permit for development to build a new outbuilding replacing an existing building for use in conjunction with an existing Residential use on land described on CT 60036/88 and identified as 52 Jorgensen Street, Montello, subject to the following conditions:-***

Nature of Approval

- 1. That the development is to proceed and be maintained generally in accordance with the descriptions, commitments and recommendations contained in the following documents, copies of which are attached and endorsed to be documents forming part of this Permit:-***
- (a) Cover Sheet, prepared by PLA Designs, drawing number 18042-01, rev. A, dated 12 July 2018***

- (b) *Site & Drainage Plan, prepared by PLA Designs, drawing number 18042-02, rev. A, dated 12 July 2018***
- (c) *Shadow Plans, prepared by PLA Designs, drawing number 18042-03, rev. A, dated 12 July 2018***
- (d) *Outbuilding Plan, General Arrangement, as prepared by RanBuild, drawing number 381140-GA, page 1/1***
- (e) *Statement provided by the applicant***
- (f) *Aerial image provided by the applicant."***

2.0 SUMMARY

An application seeks grant of a permit for development to replace an existing outbuilding with a new and larger outbuilding to the rear of an existing single dwelling on land at 52 Jorgensen Montello.

The land is located in the General Residential zone under the Burnie Interim Planning Scheme 2013.

The application relies in part for grant of a permit on performance criteria in the development standard in clause 10.4.2 for building height and location relative to a boundary.

A public exhibition period was provided for the application from 18 July until 1 August 2018 in accordance with the requirements in s57 of the *Land Use Planning and Approvals Act 1993*.

One (1) representation was received during the exhibition period and makes an objection to grant of a permit on grounds of the height of the structure will increase overshadowing of yard and greenhouse areas in the rear portion of adjoining land.

The representation is in relation to matters relevant for determination of the application.

This report describes the proposed development, identifies the applicable standards, and discusses compliance, including matters is the representation.

A conditional permit is recommended.

3.0 BACKGROUND

Land at 52 Jorgensen Street Montello is a single rectangular lot with a 16.04 m frontage and depth of 36.52 m site as described on certificate of title CT 60036/88.

The locality is an established suburban residential area fully developed in the middle part of the twentieth century primarily for single detached dwellings on lots of similar size.

Many sites in the locality contain detached outbuildings in a range of dimensions and located to the rear of a dwelling.

There is an existing residential use on the land at 52 Jorgensen Street contained in a single storey dwelling constructed in the early 1950's.

A detached outbuilding of approximately 7.4 m x 4.0 m is located to the rear of the dwelling with the long wall build onto the southwestern side boundary.

The permit application describes the proposed development as demolition of the existing building and replacement with a new 13.0 m long by 7.0 m wide gable end, metal clad outbuilding with wall height of 3.0 m and maximum height at the ridgeline of 4.27 m.

The long wall of the outbuilding will be located onto the side boundary, and the rear wall will be 0.98 m from the rear boundary. The building will have a roller door in the street elevation and is setback 22.5 m from the frontage.

The outbuilding will be for garaging and storage purposes in conjunction with occupation of the existing dwelling for residential use.



Figure 1: The subject site

The site is zoned General Residential and is located within an area where predominate use of land is for residential use in the form of single storey dwellings.

Documents comprising the permit application are attached to this report.

4.0 LEGISLATIVE REQUIREMENTS

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

The application seeks grant of a permit under the *Land Use Planning and Approvals Act 1993* to undertake demolition of an existing outbuilding and construction of a new outbuilding in accordance with the requirements contained in the *Burnie Interim Planning Scheme 2013*.

a) *Land Use Planning and Approvals Act 1993*

The Act establishes –

- i. in s 51 - requirements for making a valid application if a permit is required by a planning scheme;
- ii. in s 54 - process for a planning authority to request additional information to complete a permit application;
- iii. in s 57 – the period within which a decision must be made on a permit application is 42-days; and in s 59, the process that is to be followed if a decision is not made within that period;

- iv. in s 57 - process for notifying and publicly exhibiting an application if the grant of a permit is discretionary;
- v. in s 51 - matters to be taken into consideration when determining a permit application, including the objectives for the land use planning system, the applicable provisions of a planning scheme, and the matters in any representation received if s 57 applies;
- vi. in s 57 - power to refuse or grant a permit and to include conditions on a permit if granted; and
- vii. in s 61 - opportunity for the applicant or for any person who has made a representation to appeal the decision of a planning authority on a permit application.

b) *Burnie Interim Planning Scheme 2013*

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

The proposed outbuilding is within the Residential use class.

The land on CT 60036/88 is assigned to the General Residential zone.

A dwelling is defined to include a place of residence, and any attached or detached outbuilding.

Residential use contained in a single dwelling development is a No Permit Required.

Development for an outbuilding must demonstrate satisfaction to the objectives contained in the applicable standards for the General residential zone –

10.4.2 in relation to building height and separation distance from a boundary

10.4.4 in relation to protection of access to sunlight

10.4.5 in relation to the width of garage openings

10.4.6 in relation to the protection of residential privacy

10.4.9 in relation to suitability of a site for use and development

The objective is satisfied if the development complies with acceptable solution criteria.

A development may rely on performance criteria to demonstrate satisfaction to the objective for an applicable standard, in which event Clause 8.8 allows a permit is to be refused if the planning authority is not satisfied the outcome required by the objective will be met.

5.0 POLICY CONSIDERATIONS

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

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

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

6.0 FINANCIAL IMPACT

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

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

The nature of these impacts are that the planning authority may be required to meet the costs of the applicant or a third party if an appeals tribunal decides that the planning authority did not act appropriately in relation to the issues or processes relevant to determining the permit application.

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

7.0 DISCUSSION

The application seeks to demolish an existing outbuilding and construct a new outbuilding to be used in association with the existing single dwelling residential use.

The application describes the proposed development to comply with the acceptable solution in each of 10.4.2, 10.4.4, 10.4.5, 10.4.6 and 10.4.9 with the exception of 10.4.2 A3.

Examination of the permit application documents confirms compliance.

The application relies on the performance criteria in 10.4.2 P3 in relation to building height and separation distances from the southwestern side and rear boundaries.

A permit is required if a development relies on performance criteria.

A decision of the planning authority must be made having regard only to the whether the objective in the applicable standard will be satisfied on the information provided in the application and by having regard only to the considerations contained in the performance criteria.

Any corresponding acceptable solution containing a numerical standard has no relevance to the decision.

The application relies on performance criteria in –

- 10.4.2 P3 in relation to setback from a boundary

Clause 10.4.2 has the objective to control the siting and scale of dwellings (including any outbuilding) to:

- (a) *provide reasonably consistent separation between dwellings on adjacent sites and a dwelling and its frontage; and*
- (b) *assist in the attenuation of traffic noise or any other detrimental impacts from roads with high traffic volumes; and*
- (c) *provide consistency in the apparent scale, bulk, massing and proportion of dwellings; and*
- (d) *provide separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space*

The applicable tests in 10.4.2 P3 require the siting and scale of building must -

Performance Criteria	Compliance
<p>(a) <i>Not cause unreasonable loss of amenity by:</i></p> <ul style="list-style-type: none"> (i) <i>Reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot ; or</i> (ii) <i>Overshadowing the private open space of a dwelling on an adjoining lot; or</i> (iii) <i>Overshadowing of an adjoining vacant lot; or</i> (iv) <i>Visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and</i> <p>The conjunctive “or” as it appears between each of (i), (ii), (iii) and (iv) requires that only one of the</p>	<p><i>Amenity</i> is defined in clause 4.1 to mean “<i>in relation to a locality, place or <u>building</u>, any quality, condition or factor that makes or contributes to making the locality, place or building harmonious, pleasant or enjoyable</i>”</p> <p>There is no standard universal measure for amenity. The term is dynamic, and invites consideration for a range of tangible and non-tangible considerations that go beyond those matters relevant for protecting the health and safety of people, property and the environment.</p> <p>Impact on amenity must be determined by reference to the legitimate expectations of the broader community, and is to have regard to the prevailing and intended characteristics and opportunities embodied in a particular place.</p> <p>Reasonableness requires having regard to that which is a legitimate expectation in the circumstances.</p> <p>52 Jorgenson Street forms part of an established residential area characterised by single detached dwellings on individual lots, and includes free-standing outbuildings located to the rear of a dwelling.</p> <p>Lots sizes are relatively small, and effective use requires buildings may be located close to or onto side or rear</p>

<p>considerations must be satisfied in order for there to be compliance to the test.</p> <p>There must be satisfaction to both 10.4.2 P3 (a) and (b) in order for a permit to grant</p>	<p>boundaries. An examination of the locality adjacent to No 52 identifies a number of sites where outbuildings are positioned adjoining a boundary.</p> <p>Objective (d) for 10.4.2 requires the “<i>separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space</i>”.</p> <p>The objective does not intend an absolute and unfettered access to sunlight. It is acknowledges suburban development has an inherent potential for adjacent buildings to obstruct sunlight and overshadow internal and adjoining sites. The concern is to protect some opportunity for sunlight to enter habitable rooms and private open space areas</p> <p>i. <i>reduction in sunlight to a habitable room on an adjoining lot</i></p> <p>The application provided PLA drawing 18042-03 dated 12 July 2018 to illustrate the shadow effect of the proposed outbuilding, the existing outbuilding and the boundary fence on the day when the sun is at its lowest angle relative to the horizon. The assessment presents the worse-case shadow impact.</p> <p>The plan indicates (darkest shading) a small increase in the extent and duration of shadowing onto the north-eastern portion of land at 50 Jorgensen Street during early morning and declining thereafter as the day progresses.</p> <p>The increased shadow area is shown as falling over the yard area and not the dwelling, and therefore has no effect on the amount of daylight that may be received into a habitable room given the fence and existing smaller shed already create some shadowing.</p> <p>The likelihood for the proposed outbuilding to cause an unreasonable loss of amenity for the dwelling at 50 Jorgenson Street is low.</p> <p>10.4.2 P3(a)(i) is satisfied. No further assessment is required. However, for completeness the balance of P3(a) will be considered.</p> <p>ii. <i>overshadowing of private open space</i></p> <p>The size and layout of lots does not afford a legitimate expectation for full and unobstructed access to sunlight, the avoidance of overshadowing into private open space areas.</p>
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	<p>The shadowing plans indicate an increase in the depth of shadow into the rear yard area at No 50 in early morning, and reducing as the day progresses so that the yard is relatively free of any increased shadow from after midday.</p> <p>The increase is small relative to the existing pattern of shadow, does not cause an unreasonable loss of amenity.</p> <p>The existence of an existing green house in the rear area of 50 Jorgenson Street is not a justification to refuse the proposed new building.</p> <p>iii. <i>overshadowing onto any adjoining vacant land</i></p> <p>There is no adjoining vacant land.</p> <p>iv. <i>visual impact caused by apparent scale, bulk or proportions of the building viewed from adjoining land</i></p> <p>The test invokes consideration for impact on amenity from the apparent and not the actual scale, bulk and proportions of the outbuilding.</p> <p>The building is viewed on its long side and front elevations from No 50, and in this respect it will appear wider, longer and higher than the existing outbuilding.</p> <p>The building is not inconsistent with the dimensions of other outbuildings in the locality (Table 1 below).</p> <p>The apparent scale, bulk or proportion of the outbuilding when viewed from an adjoining lot is mitigated through use of darker coloured cladding, and is screened for approximately half its height by the existing boundary fencing. The building is not substantially larger or higher than those that exist in the surrounding area.</p> <p>The impact of the proposed building is reasonable in the circumstances of Jorgensen Street.</p>
<p>(b) <i>Provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.</i></p>	<p>The test in P3(b) is that the separation of buildings on adjoining lots must be compatible with that prevailing in the locality.</p> <p>Lots in Jorgensen Street have a relatively narrow width to depth ratio.</p> <p>Existing dwellings and outbuildings on adjoining lots are relatively close-spaced, and separation distances are</p>

	<p>consistent with those that occur in most parts of the low density or suburban areas of Burnie, including for outbuildings located onto side or rear boundaries.</p> <p>The proposed replacement outbuilding retains the same relative setback distances from the closest side boundary and rear boundary as the existing dwelling.</p> <p>The proposed separation of 0.2 m on the side boundary and 0.98 m on the rear boundary is compatible with existing separations prevailing in the surrounding area, (Figure 2 below).</p>
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The proposed new outbuilding will meet the performance criteria in P3 and achieve the Objective for 10.4.3.

Street Address	Dimensions of existing outbuildings (approximately)
44 Jorgensen Street (corner of Jorgensen St and Farquhar St)	13m x 12m x 7m (L-shape)
46 Jorgensen Street	3m x 3m
48 Jorgensen Street	8.5m x 4m
50 Jorgensen Street	7.5m x 6m
54 Jorgensen Street	7m x 3.5m
56 Jorgensen Street	7.5m x 5m
58 Jorgensen Street	3.5m x 3m
51 Halstead Street	11.5m x 5m
53 Halstead Street	11.5m x 9.8m x 5.6m (L-shape)

Table 1 – Existing Outbuilding Dimensions



Figure 2: Prevailing separation

In terms of the objective, Clause 10.4.2 is satisfied in that –

- a) there is no significant change in the separation distance resulting from the new outbuilding and the existing outbuilding and development on adjoining lots;
- b) the outbuilding is setback behind the existing dwelling and 22.54 m from the frontage and has limited capacity or need to attenuate traffic noise and any other detrimental impacts from Jorgenson Street;
- c) scale, bulk, massing and proportion of the proposed outbuilding is not inconsistent with other buildings in Jorgensen and Halstead Streets; and
- d) there is no significant change in the opportunity for daylight and sunlight to enter habitable rooms and private open space areas on adjoining land at 50 Jorgenson Street

Representation

The public notification period resulted in one representation, a copy of which is attached.

The representation is in relation to matters addressed by 10.4.2, and is relevant for determination of the application.

The general principles for a regulatory decision require there must be sufficient and relevant evidence available to the planning authority, including in any representation, for it to be satisfied of the material facts on which to consider an application against the applicable rules.

Matter Raised	COMMENT
<p><i>My concern with the new proposed structure is the height. This will impinge on my yard by shading out my garden and hothouse.</i></p> <p><i>I have no qualms about a rebuild alone at a lesser height. As we only have small backyards we value the sunshine that is available to use. The proposed structure is on the eastern side and thereby not really appropriate.</i></p>	<p>Discussion above in relation to 10.4.2 P3 describes the proposed new outbuilding and determines compliance.</p> <p>Drawing number 18042-02 provided with the permit application indicates footprint of the existing outbuilding.</p> <p>A planning authority must determine a proposed development as it is described in the permit application.</p> <p>There is no authority available to a planning authority to require a development be relocated or reconfigured.</p> <p>The representation is concerned with the likely effect on a garden and hothouse from any increased shadow.</p> <p>There is no particular test in the BIPS for protection of the growing environment on adjoining land. The opportunity for sunlight to enter the rear yard area at No 50 will not be significantly increased by the proposed building on No 52.</p> <p>The overshadowing plans on drawing 18042-03 demonstrated reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space areas on land at No 50.</p>

There are no matters in the representation that warrant refusal of a permit, or which require specific conditions on any permit granted.

8.0 RISK

There is risk –

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

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

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

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

9.0 CONSULTATION

This report has been prepared in consultation with all relevant staff of the Burnie City Council.

ATTACHMENTS

- 1 [↓](#). Permit Application and Supporting Documents
- 2 [↓](#). Representation - Julie Horton

COUNCIL RESOLUTION

Resolution number: MO276-18

MOVED: Ald R Blake OAM

SECONDED: Ald C Lynch

“THAT Council acting in its role as a Planning Authority under the Land Use Planning and Approvals Act 1993 determine:-

- (a) The representation made in regard to Permit Application DA 2018/79 does not contain matters that warrant a decision to refuse the grant of a permit or a requirement for specific conditions on any permit granted; and***
- (b) In accordance with Section 51 and Section 57 of the Land Use Planning and Approvals Act 1993 and pursuant to Clause 8.8 of the Burnie Interim Planning Scheme 2013, to GRANT a permit for development to build a new outbuilding replacing an existing building for use in conjunction with an existing Residential use on land described on CT 60036/88 and identified as 52 Jorgensen Street, Montello, subject to the following conditions:-***

Nature of Approval

- 1. That the development is to proceed and be maintained generally in accordance with the descriptions, commitments and recommendations contained in the following documents, copies of which are attached and endorsed to be documents forming part of this Permit:-**
- (a) Cover Sheet, prepared by PLA Designs, drawing number 18042-01, rev. A, dated 12 July 2018**
 - (b) Site & Drainage Plan, prepared by PLA Designs, drawing number 18042-02, rev. A, dated 12 July 2018**
 - (c) Shadow Plans, prepared by PLA Designs, drawing number 18042-03, rev. A, dated 12 July 2018**
 - (d) Outbuilding Plan, General Arrangement, as prepared by RanBuild, drawing number 381140-GA, page 1/1**
 - (e) Statement provided by the applicant**
 - (f) Aerial image provided by the applicant."**

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

Against:

CARRIED UNANIMOUSLY

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

**Land Use Planning and Approvals Act 1993****Burnie Interim Planning Scheme 2013****PERMIT APPLICATION***Office use only*

Application No _____

Date Received _____

Permit Pathway - Permitted/Discretionary

Use or Development Site:

Street Address

52 Jorgensen Street Montello

Certificate of
Title Reference

60036/88

Applicant

First Name

Second

Name

Surname

Quanex

NAR No.

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

Caleb

Second
Name

Surname

O'Shannessey

NAR No.

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

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

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

Clause 8.2 Burnie Interim Planning Scheme 2013 provides the use classes by which all use or development must be described. Development must be categorised by reference to the use class it is to serve.

b) Required Information

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

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

Section 51(1AC) *Land Use Planning and Approvals Act 1993* provides that a permit application is not valid unless it includes all of the information required by a planning scheme. Clause 8.1 Burnie Interim Planning Scheme 2013 prescribes the minimum information that is necessary in order to complete a valid permit application.

554 *Land Use Planning and Approvals Act 1993* provides that the planning authority may require the applicant to supply further information before it considers a permit application. If the planning authority requires further information to more particularly address one or more of the applicable requirements of the Burnie Interim Planning Scheme 2013, the statutory period for determination of a permit application does not run until that information is answered to the satisfaction of the planning authority.

c) Applicable Provisions and Standards

The permit application must be assessed against the applicable provisions and standards of the Burnie Interim Planning Scheme 2013.

The application is to identify by reference the clauses it relies upon to demonstrate compliance. (eg clause 10.4.3 (A1 – AA4, and P5))

d) Discretionary Permits

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

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

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

e) If the applicant is not the landowner

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

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

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

f) Applicant declaration

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

g) Payment of Fees

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

Permit Information	(NB If insufficient space, please attach separate document)
Proposed Use:	Storage
Use Class	10a
Documents included with the permit application to describe the Use	
Elevation plan Site plan.	
Proposed Development	
Use class to which the development applies	
Documents included with the permit application to describe the Development	
Elevation plan Site plan.	
Provisions and Standards relied upon for grant of a Permit	


Value of use and/or development

Notification of Landowner/s

If land is not in applicant's ownership

I, *Debbie Flower from Quenex*, declare that the owner/each of the owners of the land has been notified of the intention to make this permit application.

Signature of Applicant



Date *11-7-18*

If the permit application involves land owned or administered by the BURNIE CITY COUNCIL

Burnie City Council consents to the making of this permit application.

General Manager (Signature)

Date

If the permit application involves land owned or administered by the CROWN

I, the Minister responsible for the land, consent to the making of this permit application.

Minister (Signature)

Date

Applicant Declaration

I, *Debbie Flower from Quenex*
declare that the information I have given in this permit application to be true and correct to the best of my knowledge.

Signature of Applicant



Date *11-7-18*

Office use only

**RESULT OF SEARCH**

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

SEARCH OF TORRENS TITLE

VOLUME 60036	FOLIO 88
EDITION 2	DATE OF ISSUE 18-Oct-2016

SEARCH DATE : 10-Jul-2018

SEARCH TIME : 12.19 PM

DESCRIPTION OF LAND

City of BURNIE

Lot 88 on Plan 60036 (formerly being P1367)

Derivation : Part of 1A-OR-24.9/10Ps. Gtd. to the Director of
Housing

Prior CT 2326/83

SCHEDULE 1M592360 TRANSFER to CALEB BRADY O'SHANNESSEY Registered
18-Oct-2016 at 12.02 PMSCHEDULE 2

Reservations and conditions in the Crown Grant if any

E69090 MORTGAGE to B & E LTD Registered 18-Oct-2016 at 12.
03 PMUNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



FOLIO PLAN

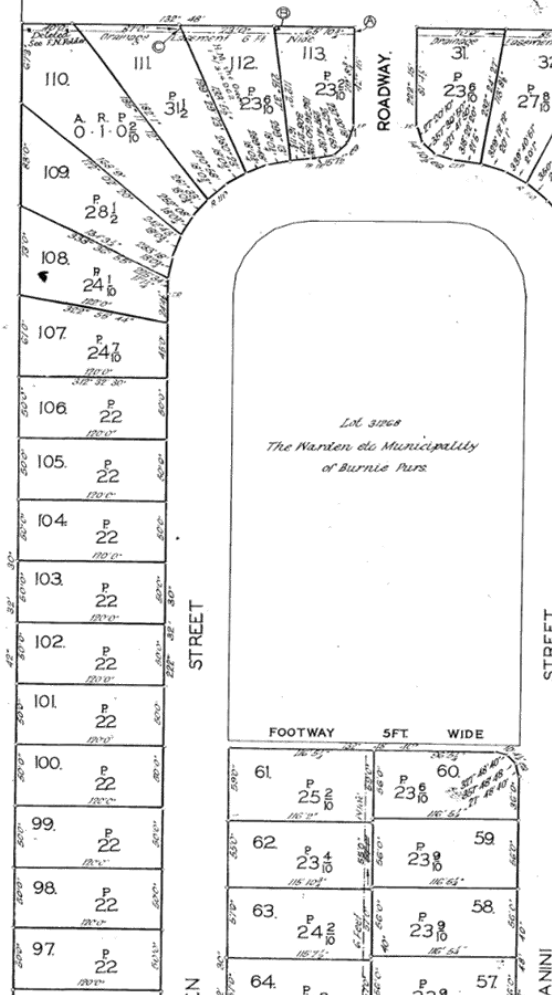
RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



P.1367

60036

The Director of Housing
On (942-48 ct.)FOR COUNCIL SEAL
SEE PLAN No.1366TOWN OF BURN
GARNERS EST SUESCALE: 50 FEET TO AN INCH
Whole of (Lots 101-103) (Lots 104-106) (Lots 107-109) (Lots 110-112)
(242-37) The Director of Housing Purs.Program No. 222 (See 142)
Separate Titles IssuedGarners Subdivision
(P. 1490)
The Director of Housing Purs
(242-38 ct.)No. 1010 Lot to the R.D.L. Company
R. P. Act.)

Search Date: 10 Jul 2018

Search Time: 12:19 PM

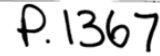
Volume Number: 60036

Revision Number: 03

Page 1 of 4

Department of Primary Industries, Parks, Water and Environment

www.thelist.tas.gov.au

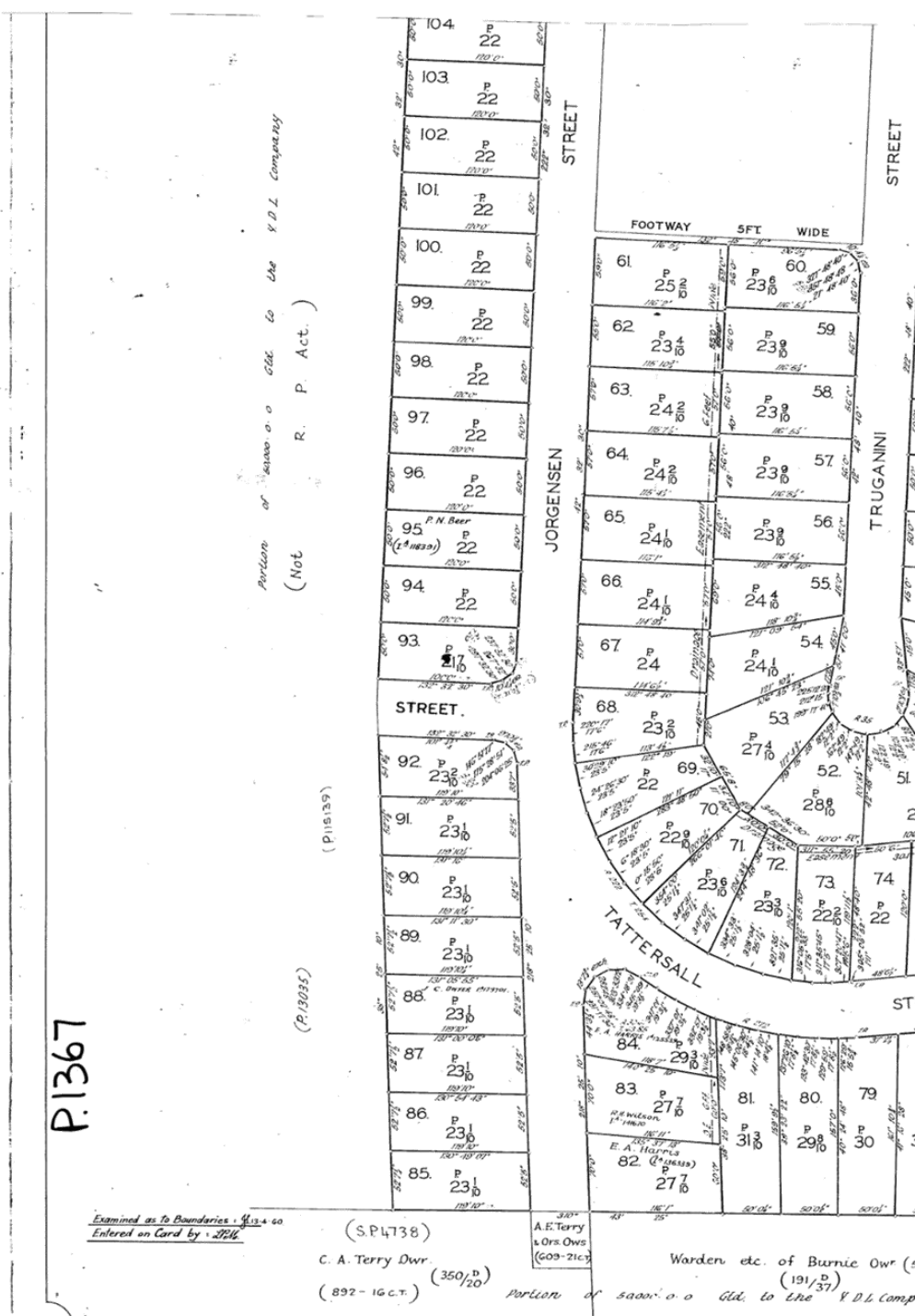




FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980

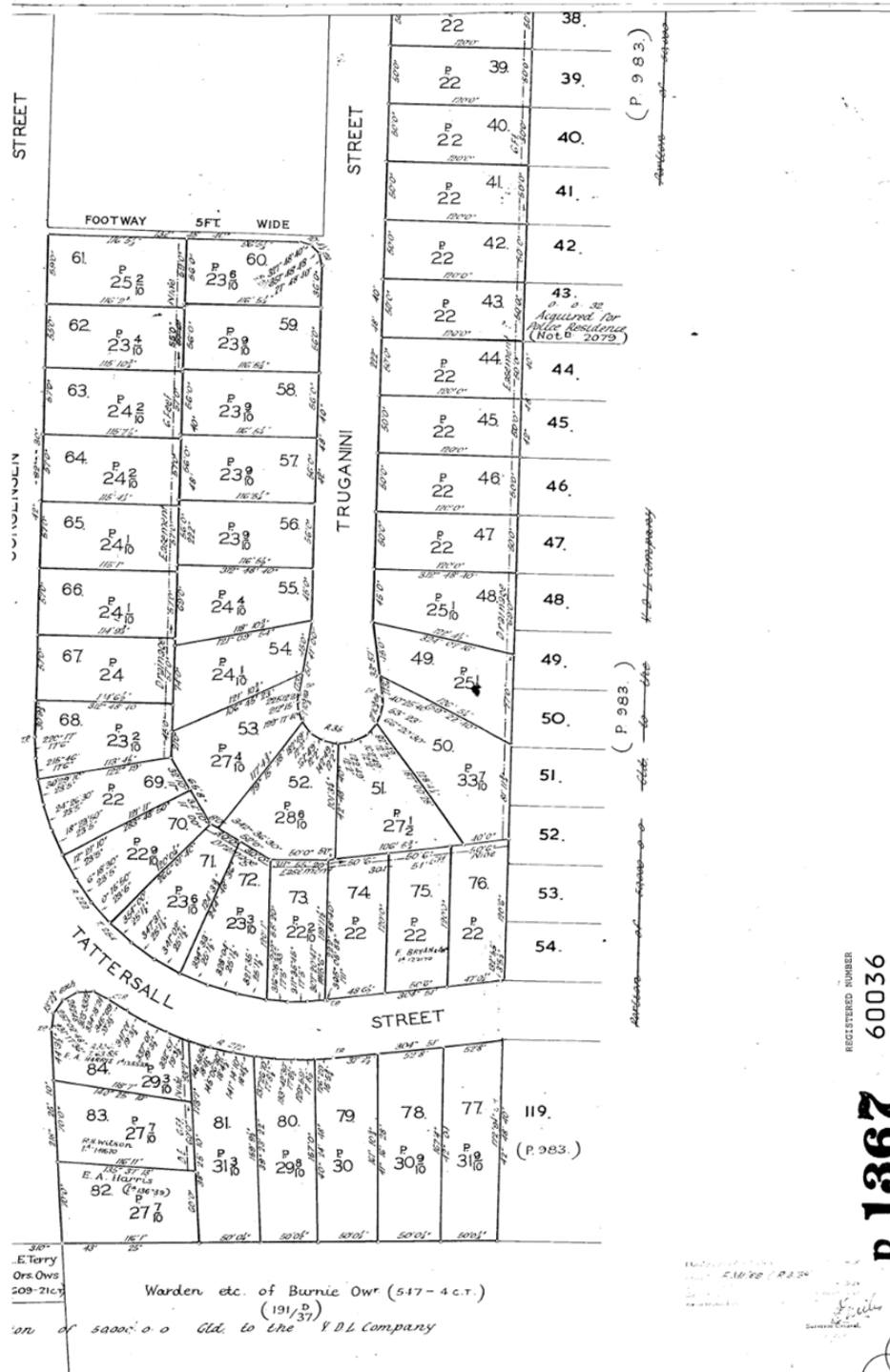




FOLIO PLAN

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



52 Jorgensen Street Montello

Addressing Clause 10.4.-2 Setbacks and the building envelope.

To address this clause a shadowing & google maps screen shot has been provided along with a site plan

P3

The sitting and scale of the dwelling.

(A)

(i) The position of the proposed new garage does not reduce the sunlight to any habitable room of the dwelling on the adjoining block. The shadowing plan provided shows this.

(ii) There is limited overshadowing of the private open space of a dwelling on the adjoining lot, a shadow plan has been provided.

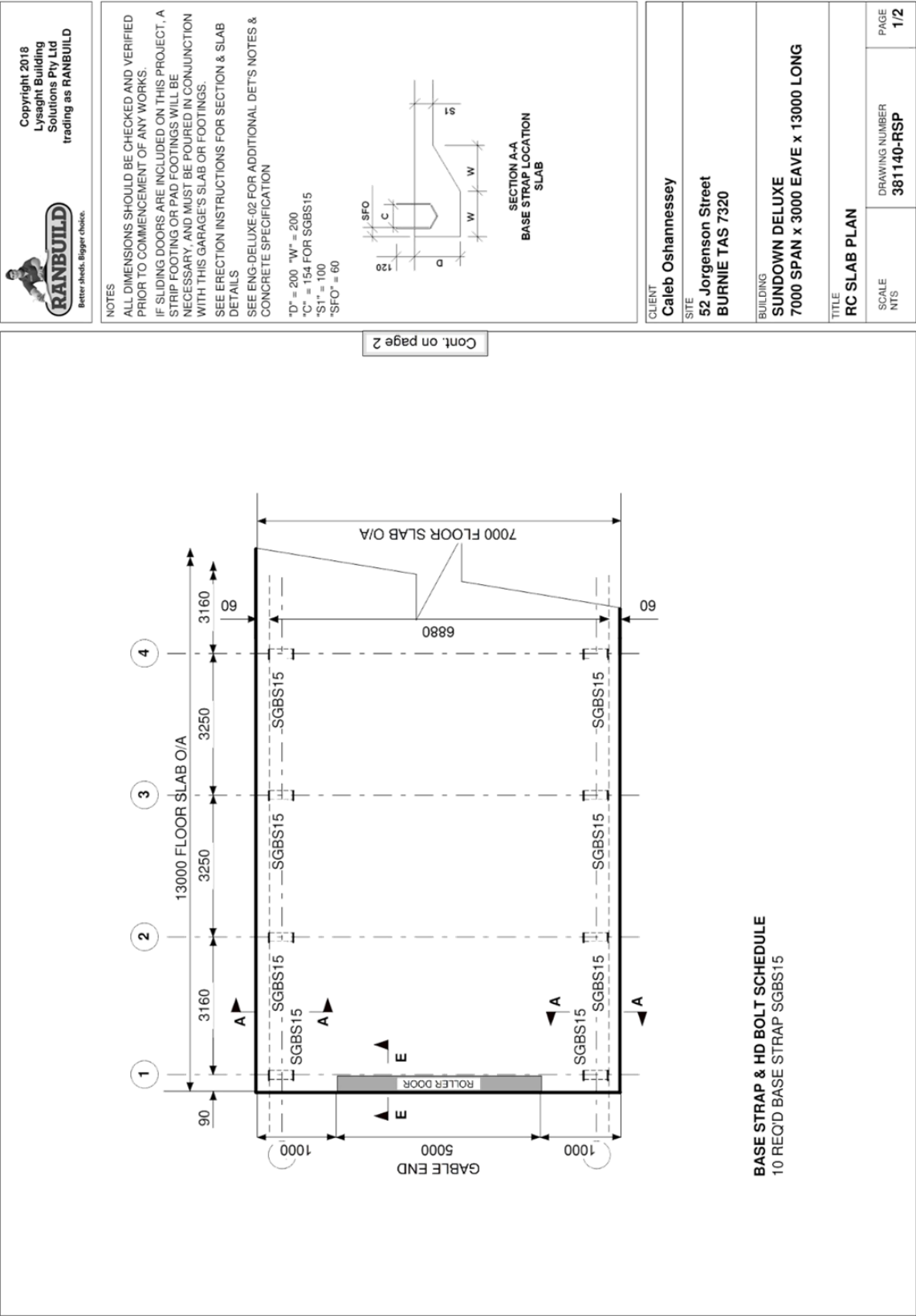
(iii) There is limited overshadowing of the adjoining land as shown with the shadowing plan as the adjoining property and rear block will not be shadowed at all by the proposed new shed

(iv) The visual impact is minimised by the use of colorbond cladding in the darker colours of Basalt & Deep Ocean instead of more reflective lighter colours.

(B) A photo screen shot as well as a shadowing plan has been provided to show the separation between the dwelling on the adjoining lots that is compatible with that prevailing in the surrounding area.



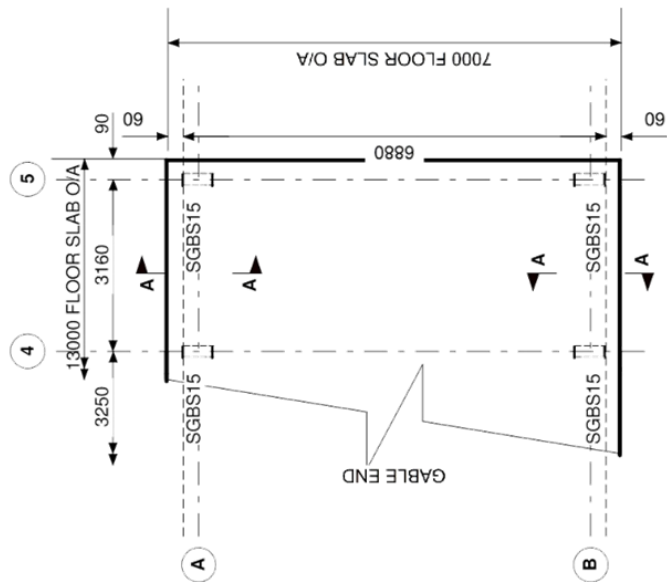
Page 99





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Lysaght Building
Solutions Pty Ltd
trading as RANBUILD

SCALE NTS	PAGE 2/2
	DRAWING NUMBER 381140-RSP



Cont. on page 1

PROPOSED SHED

52 JORGENSEN STREET MONTELLO

CALEB O'SHANNESSEY

PROJECT DETAILS:

TITLE REFERENCE: 60036/88

AREAS: 584m² SITE, 154m² EXISTING FLOOR, 91m² PROPOSED FLOOR, 219m² TOTAL FLOOR

SITE CLASSIFICATION: ASSUMED NO WORSE THAN 'M' (IF SOIL CONDITION DIFFER FROM THIS ASSUMPTION FURTHER INVESTIGATION WILL BE REQUIRED)


WIND CLASSIFICATION: N2

CLIMATE ZONE: 7

BUSHFIRE ATTACK LEVEL: N/A

DRAWING INDEX

DRAWING No.	DESCRIPTION	REVISION
01	COVER SHEET	A
02	SITE & DRAINAGE PLAN	A
03	SHADOW PLANS	A

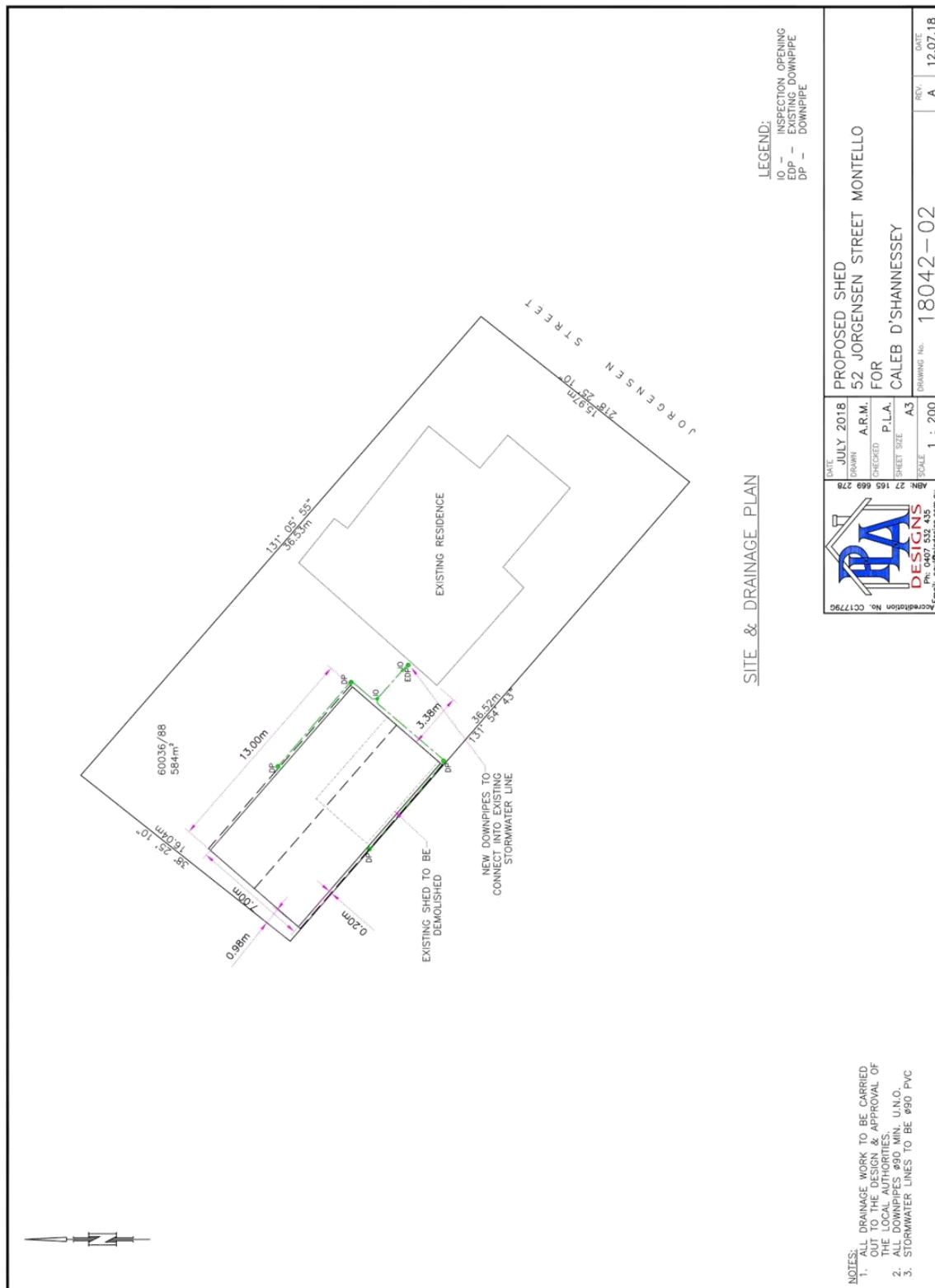


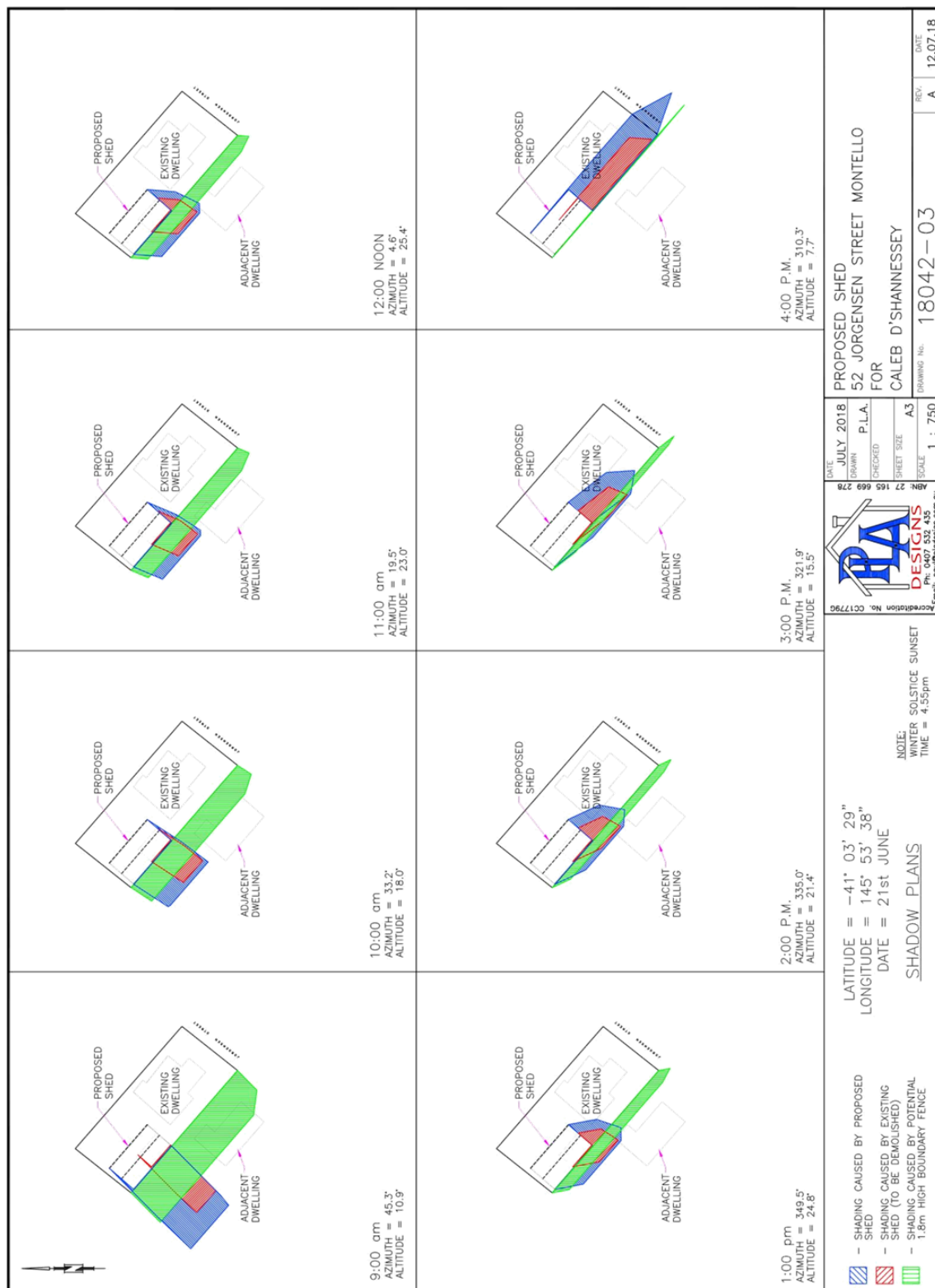
Accreditation No. DC177960
Ph: 0407 532 435
Email: paul@pdaesigns.com.au

DATE: JULY 2018
DRAWN: A.R.M.
CHECKED: P.L.A.
SHEET SIZE: A3
SCALE:

PROPOSED SHED
52 JORGENSEN STREET MONTELLO
FOR
CALEB O'SHANNESSEY

DRAWING No. 18042-01
REV: A
DATE: 12.07.18







Dear Sir,

I am writing in regard to application No. DA 2018/79. My concern with the new proposed structure, is the height. This will impinge on my yard by shading out my garden and hothouse. I have no qualms about a rebuild done at a lesser height. As we only have small backyards we value the sunshine that is available to us. The proposed structure is on the Eastern side and thereby not really appropriate.

Regards -
Julie Horton

J Horton

WORKS AND SERVICES**AO210-18 REGIONAL PLAY SPACE****ALL ABILITIES PLAYGROUND AT ANZAC PARK, SOMERSET****FILE NO:** 23/4/3; 23/4/15; 23/3/39**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	2.3.1	Promote the improvement of equal access across various types of barriers that prevent participation.

1.0 RECOMMENDATION:

“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.”***

2.0 SUMMARY

This report notes the work currently being progressed by the Waratah-Wynyard Council in relation to the development of a destination all abilities playground at ANZAC Park, Somerset.

Engaging with the Waratah-Wynyard Council on this project may aid Council in firming up a position in regard to its future involvement in progressing a regional play space in the City or considering other opportunities to address the needs expressed in the recent play space consultation process.

3.0 BACKGROUND

Council recently received a consultation report associated with the potential development of a regional play space in the City.

However, Council has not determined its position in regard to what the next steps may be in progressing such a project.

The Waratah-Wynyard Council has established a working group to assist in the development of a destination all abilities playground at ANZAC Park, Somerset.

This report identifies an opportunity for Council to consider, which may aid it in determining how best it may support the achievement of the development of a 'regional scale' playground/play space in the local area, should that be the intended outcome for Council.

4.0 LEGISLATIVE REQUIREMENTS

This report presents no legislative implications for Council.

5.0 POLICY CONSIDERATIONS

Council has worked with the Waratah-Wynyard Council on many projects in the past where there was mutual interest.

6.0 FINANCIAL IMPACT

This report does not propose that Council commit funds to any project or activity.

Were Council to participate on the working group, there would be a cost associated with Officer time however, this would be funded by existing allocations in the operational budget.

7.0 DISCUSSION

Council has for some time been investigating the potential development of a 'regional scale' play space in the City and received a consultation report detailing the community's views on the nature and location of such a facility at the Council Meeting held on 19 June 2018.

The report identified a number of potential sites and provided guidance on the type of play experiences of interest to those that engaged in the various consultation sessions.

However, at present, there is no agreed direction for the play space in regard to:

- Location.
- Scale.
- Nature.

Council, at this stage, has not determined to undertake further work on this project, to clarify those matters and potentially lead into the development of a design brief.

Aldermen are also aware of the work being done by the Fairy Godmothers in regard to advocating for the development of a 'regional scale' all abilities playground on the coast.

This project has gained momentum in that the Waratah-Wynyard Council has established a working group to assist in planning for the development of a destination all abilities playground, to be located at ANZAC Park.

In the knowledge of this recent announcement, it may be opportune for Council to reflect on the potential for two 'regional scale' play experiences to be developed on the coast, in close proximity to each other, from a community needs and affordability perspective.

Given the Waratah-Wynyard project seems to be a little more advanced, it is suggested to Council that it may be beneficial, at this point in time, to better understand that proposal and how it may meet the needs of the Burnie community as expressed in the consultation report.

This information may assist Council in future deliberations as to progressing its own regional play space project or may lead to opportunities to work cooperatively on the ANZAC Park project.

It is also noted that there are synergies with two other Council projects and the proposed ANZAC Park project.

The coastal pathway, west of Cooee, will provide a dedicated and safe pedestrian and cycling linkage between Wynyard and Burnie, with connections to the various facilities along route.

Funding has been allocated to implement aspects of the West Burnie Strategy, as it relates to the Camdale site. Ensuring the facilities on the Camdale site are complementary to those on the west side of the Cam River will enhance the Cam River precinct as a destination for our residents, Waratah-Wynyard residents, and the broader region.

To better understand and explore these opportunities further, it is recommended to Council that it write to the Waratah-Wynyard Council and request that Council be represented on the ANZAC Park working group, firstly to ensure that the apparent synergies between the ANZAC Park project and the projects to be implemented by Council are realised and secondly, to understand the nature of the ANZAC Park project and how it may meet the desire of our community in relation to access to a 'regional scale' play space.

Should Council be afforded the opportunity to participate, it is suggested that the Director Works and Services be nominated as Council's representative.

Feedback to Aldermen from the working group discussions would be provided, once clarity is obtained on the matters noted in this report. At that time, Council may wish to consider how or whether it wishes to be involved in the development of a regional play space.

8.0 RISK

This report notes the potential for there to be two 'regional scale' play spaces to be developed on the coast in relatively close proximity to each other.

Both projects would be competing for external funding and from an external perspective questions could be asked as to the need for two such facilities in close proximity. Similar questions may be asked by our local residents.

Competing projects may put at risk the potential for either party to secure funding.

This report recommends that Council seek to be better informed as to the nature of the Waratah-Wynyard Council's project, which appears to be a little more mature in its planning.

Through being better informed, Council will be in a position to consider the merits of its own project proposal against the opportunities that may be presented in working with the Waratah-Wynyard Council.

There is potential for the Waratah-Wynyard Council to decline Council's request to participate.

9.0 CONSULTATION

Council has communicated the findings of the Burnie Regional Play Space consultation report to the community.

There would be an expectation in the community that the Council, in some form, would progress a regional play space project.

Opening up a dialogue with Waratah-Wynyard Council is a potential opportunity to advance the needs and expectations of our community as expressed in the consultation report.

COUNCIL RESOLUTION**Resolution number: MO277-18****MOVED: Ald T Brumby****SECONDED: Ald S Kons**

“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.”***

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

Against:

CARRIED UNANIMOUSLY

WORKS AND SERVICES**AO211-18 COUNCIL MAP**

FILE NO: 31/21/1
PREVIOUS MIN: AO215-17

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.5	A sustainable long term future is planned through the management of Council's infrastructure and assets.
Strategy	7.5.1	Strategies and plans are well-developed and guide the future allocation of resources.

1.0 RECOMMENDATION:

“THAT Council endorse the amended sheets of the Council Map:

- ***Urban***
 - ***Map B3 - Extended Hillfarm Drive - 175m***
 - ***Map C3 - Extended Nairana Avenue - 210m***
- ***Rural***
 - ***Map 11 - Heybridge Hamlets - added Prior Crescent and Winforton Avenue,***

as presented.”

2.0 SUMMARY

This report recommends that Council endorse the amended sheets of the Council Map, as presented.

Four road segments have been added to the Council Map, as noted in the discussion section of this report.

There is no legislative requirement for Council endorsement of the Council Map. However, in doing so, it provides an opportunity to put in place a process for ongoing review of the Council Map and ensures that Council is aware of the content of the Council Map.

Should Council endorse the amended Council Map sheet as presented, the community will be advised of the amendments and comments sought from interested persons.

3.0 BACKGROUND

The General Manager is required, under *Section 208* of the *Local Government Act 1993* to prepare and maintain a Council Map. This requirement is currently addressed through the specified information being identified in Council's Asset and GIS Systems.

The Council Map was previously reviewed in September 2017 and presented to Council at the meeting held on 19 September 2017 and the Map was endorsed as presented.

This report discusses the outcome of a recent review of the Council Map and presents revised Council Map sheets for Council endorsement.

4.0 LEGISLATIVE REQUIREMENTS

Section 208 of the *Local Government Act 1993* (reproduced below) requires that the General Manager to prepare a Council Map.

208. Council map

- (1) *The general manager is to keep up to date a map of its municipal area showing the following:*
 - (a) *all local highways maintainable by the council;*
 - (b) *all other highways, other than State highways, made, formed, paved or otherwise made good;*
 - (c) *all roads that an owner is liable to maintain;*
 - (d) *all streets that the council has resolved to construct under Part V of the Local Government (Highways) Act 1982;*
 - (e) *all roads leased under section 63 (2) of the Local Government (Highways) Act 1982;*
 - (f) *all lands not wholly subject to a highway;*
 - (g) *all declared landslip areas.*
- (2) *One combined map may be used for the purposes of this section and section 12 of the Urban Drainage Act 2013.*
- (3) *A map –*
 - (a) *may be on one sheet or several sheets and different information may be shown on different sheets of the same area; and*
 - (ab) *may be in an electronic form; and*
 - (b) *may be inspected, free of charge, by any person; and*
 - (c) *is evidence of the matters mentioned in subsection (1)(a), (b) and (c).*

- (4) *Subsection (3) does not operate to fix accurately –*
- (a) *the boundary of a highway unless it is indicated on the map that the relevant information was obtained by a registered surveyor or from a plan prepared by a registered surveyor; or*
 - (b) *a boundary other than the boundary of a highway.*

A Map compliant with the requirements of the Act has been in place for many years, in a variety of formats.

The Act provides a mechanism for the community to seek corrections to the Council Map.

209. Corrections of map

- (1) *An owner who is aggrieved by any matter included in the map under section 208(1) (a), (b) or (c) may, by notice in writing, request the council to correct the map.*
- (2) *A notice is to –*
 - (a) *state the grounds for the request for correction; and*
 - (b) *be lodged with the general manager.*
- (3) *If the council does not correct the map as requested within 120 days after the owner has lodged a notice, the owner may apply to the Magistrates Court (Administrative Appeals Division) for a review of the decision.*
- (4) *If the council does not make a decision on whether or not to correct the map within 120 days after the owner has lodged a notice, the council is taken to have made a decision refusing to correct the map on the last day of that period.*

5.0 POLICY CONSIDERATIONS

This report presents no policy considerations to Council in that it seeks Council endorsement of current Council practices in respect to the development and management of the Council Map.

6.0 FINANCIAL IMPACT

This report presents no financial implications for Council.

7.0 DISCUSSION

As noted in the Background section of this report, Council is required to prepare a Council Map.

The purpose of the Council Map is to clarify Council's responsibilities for:

- Local highways management.
- Stormwater drainage management.
- Defined areas of landslip.

The Council Map aids in the administration of a range of legislation related to local highways, stormwater drainage and landslip management.

An example of using the Council Map would be to answer queries as to whether Council maintained a particular section of a road.

It is noted that maintenance responsibility does not imply ownership of the lands upon which the local highway or stormwater drain is constructed.

The current Council Map is in electronic format, has developed over time and from a road and drainage perspective, reflects the infrastructure currently maintained by Council. It is supported by data contained in the Asset Management System and Service Level Documents. The Council Map is administered by Works and Services.

A process of correlation between the Council local highways data and the data held by the State Government (The List) has occurred over recent years and good correlation now exists between the two data sets.

The landslip map information is based upon relevant information contained within the *Interim Burnie Planning Scheme 2013*.

Given the importance of the Council Map in respect to administering relevant legislation, it is beneficial, from an administrative process perspective that the Council Map be endorsed by Council and that an annual review of the Council Map occurs.

Officers have undertaken a review of relevant information held by Council. In undertaking the review, Officers have regard to:

- New infrastructure taken on by Council as a result of subdivisional development: Council is aware of the new assets as part of the development approvals process.
- Requests to Council to construct a new local highway or drain: Considered by Council either during a budget process or via a formal report seeking a Council determination.
- Resident upgrades a road and Council has determined to accept responsibility for maintaining the section of upgraded road.
- Council determines to cease maintaining a road.
- Errors or omissions identified.

Proposed amendments to the Council Map are noted below:

Local Highways

A number of sections of road have been added to the Council Map:

- Urban
 - Map B3 - Extended Hillfarm Drive - 175m
 - Map C3 - Extended Nairana Avenue - 210m
- Rural
 - Map 11 - Heybridge Hamlets - added Prior Crescent and Winforton Avenue.

The amended Council Map sheets are ***attached***.

8.0 RISK

Council Officers maintain a Council Map in accordance with the requirement of the *Local Government Act 1993*.

While there is no statutory requirement for Council to endorse the Council Map, such a process though provides for transparency in respect to future amendments to the Council Map.

9.0 CONSULTATION

The preparation of the Council Map is an administrative process for Council and draws upon relevant information held by Council.

Section 208 of the *Local Government Act 1993* requires that the Council Map be available to the public for inspection free of charge.

While not required by the *Act*, it is proposed that upon Council endorsement of the Council Map that the community be made aware of the Council Map and seeks public comment on the Council Map.

Section 209 of the *Local Government Act 1993* provides an ongoing opportunity for interested parties to make a submission to Council in respect to the Council Map.

ATTACHMENTS

1. [Map B3 - Extended Hillfarm Drive - 175m](#)
2. [MC3 - Extended Nairana Avenue - 210m](#)
3. [Map 11 - Heybridge Hamlets - Added Prior Crescent and Winforton Avenue](#)

COUNCIL RESOLUTION**Resolution number: MO278-18****MOVED:** *Ald R Bentley***SECONDED:** *Ald S French AM****“THAT Council endorse the amended sheets of the Council Map:***

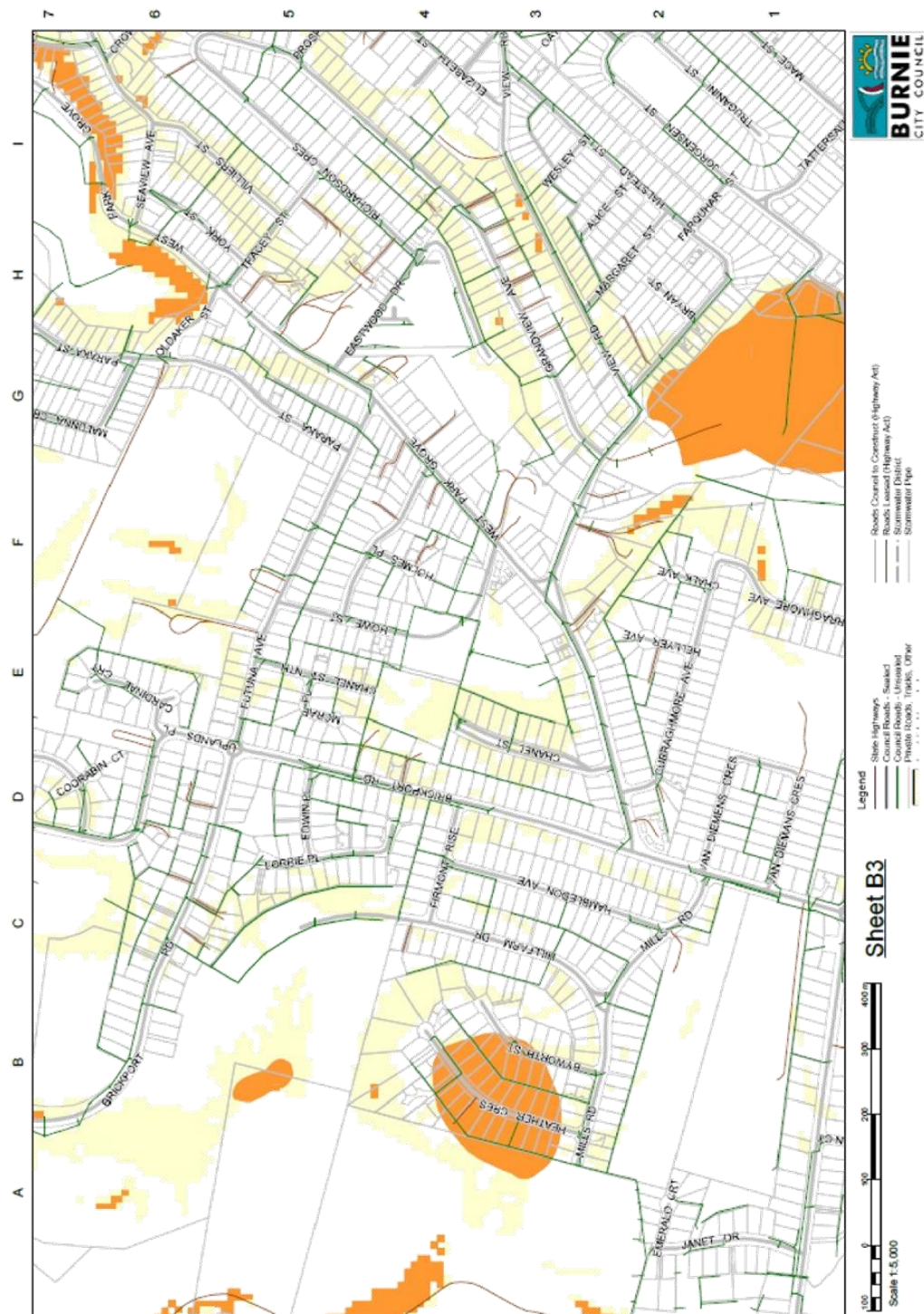
- ***Urban***
 - ***Map B3 - Extended Hillfarm Drive - 175m***
 - ***Map C3 - Extended Nairana Avenue - 210m***
- ***Rural***
 - ***Map 11 - Heybridge Hamlets - added Prior Crescent and Winforton Avenue,***

as presented.”

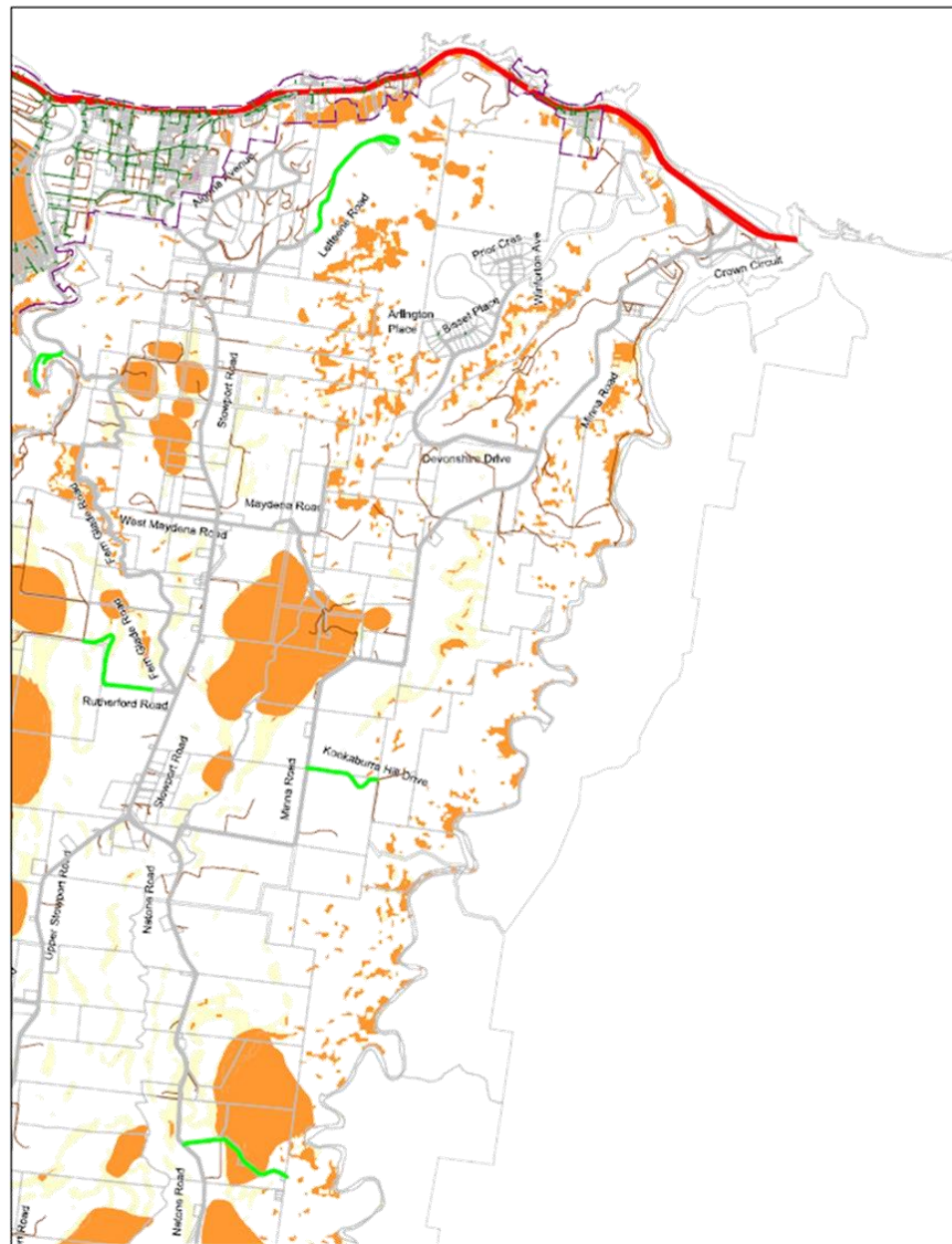
For: Ald R Blake OAM, Ald S French AM, Ald S Kons, Ald A Boyd, Ald R Bentley, Ald T Brumby, Ald K Dorsey, Ald C Lynch, Ald A Keygan.

Against:

CARRIED UNANIMOUSLY







Map 11 - Minna Rd

Scale 1:25,000

- Legend**
- State Highways
 - Council Roads - Sealed
 - Council Roads - Unsealed
 - Private Roads, Tracks, Other
 - Landslide Hazard - Low
 - Landslide Hazard - Medium
 - Landslide Hazard - Medium Active
 - Roads Council to Construct (Highway Act)
 - Roads Leased (Highway Act)
 - Stormwater District
 - Stormwater Pipe



CORPORATE AND BUSINESS SERVICES**AO212-18 POLICY REVIEW - COMMUNITY LIABILITY POLICY - FACILITIES AND RESERVES CP-CBS-SG-025**

FILE NO: 4/14/2
PREVIOUS MIN: AO214-16

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.1	A Council that provides engaging and effective leadership to Burnie.
Strategy	7.1.1	Formulate policy that is equitable, inclusive and responsive to current needs, and ensure decision-making is informed and accountable.

1.0 RECOMMENDATION:

“THAT Council adopt the revised policy Community Liability Policy – Facilities and Reserves CP-CBS-SG-025 as presented.”

2.0 SUMMARY

This report presents a review of the existing policy, *‘Community Liability Policy - Facilities and Reserves’*.

A copy of the proposed revised policy with minor amendments is **attached**.

3.0 BACKGROUND

The purpose of this policy is to provide a potential public liability insurance option for community groups or individuals who wish to hire Council reserves or facilities, but may not reasonably be expected carry their own public liability insurance.

Examples include:

- parents hiring a hall for a teenager’s birthday party;
- a wedding being held in a reserve;
- or hobby group hiring a meeting room;
- a community group conducting an event in a reserve.

4.0 LEGISLATIVE REQUIREMENTS

There are no legislative requirements identified to be considered with this matter.

5.0 POLICY CONSIDERATIONS

Revisions to Council policies are made on an ongoing basis in order to meet Strategy 7.1.1 of the Corporate Plan:

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

6.0 FINANCIAL IMPACT

There is no financial impact in relation to the review of this policy. Council maintains a Casual Hirers insurance policy within its insurance portfolio. The policy premium is currently less than 1.0% of the total annual insurance premium paid by Council across its portfolio. Casual hirers utilising this policy are not charged an additional fee. The review of this policy presents no change in terms of financial impact.

7.0 DISCUSSION

The policy revisions are intended to align the policy with current insurance policy provisions and terminology. There are no substantial changes recommended to the policy content.

Minor improvements have been made as follows:

Clause	Comment
4.3	Clarification on who may approve reliance on the policy by naming the specific positions, instead of the generic term ‘Council Officers’
4.6	Policy deductible – update of current year (no change to the amount of excess applicable)
4.7	Clarification around the policy extending to buskers

The policy is intended to be kept brief and simple to understand for individuals or groups who may seek to use it.

This policy is available to the public on Council’s website. Those Officers responsible for administering hire agreements at Council’s reserves and facilities may refer to this policy for those hirers who do not carry public liability insurance but may be eligible to rely upon this policy.

The scope of the policy is limited to situations where the hirer signs a formal Hire Agreement with Council.

8.0 RISK

The primary risk associated with hirers of Council’s facilities and reserves is in ensuring that such groups take appropriate responsibility for risk management of their own event. Risk management plans may be requested as part of the hiring process, although this can depend

on the nature of the event. Public liability insurance can be a form of protection where that group may be found as a negligent party in such an event.

While Council has its own Public Liability in place, it cannot extend that policy to cover the liability of other such parties.

Instead Council sources this separate Community Liability Pack policy which is specifically available to cover those groups who may be hiring Council's reserves or facilities, but would not reasonably be expected to carry their own public liability.

All hirers of Council's reserves and facilities are requested to attach a copy of their public liability insurance. Those that do not have public liability can request to rely on this Community Liability policy if they appear to be eligible under the attached public policy document and subject to the current conditions.

9.0 CONSULTATION

This policy has been reviewed for consistency with the current relevant insurance policy.

The draft policy was tabled with workshop papers on 1 August 2018, allowing opportunity for review and questions.

ATTACHMENTS

1 [↓](#). Draft Revised Policy - Community Liability Policy

COUNCIL RESOLUTION

Resolution number: MO279-18

MOVED: *Ald S French AM*

SECONDED: *Ald R Bentley*

"THAT Council adopt the revised policy 'Community Liability Policy – Facilities and Reserves CP-CBS-SG-025 as presented'."

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

Against:

CARRIED UNANIMOUSLY



COUNCIL POLICY

Community Liability Policy – Facilities and Reserves (Draft)

Approved By: **Council**
Doc Controller: **Executive Manager**
Corporate Governance
File: 4/14/2

Document Code: **CP-CBS-SG-025**
Version: **5.1**
Approved Date: **TBC**
Next Review Date: **TBC**

1 PURPOSE

The purpose of this policy is to provide an insurance option for groups or individuals who do not carry their own public liability insurance but wish to hire Council reserves or facilities.

2 OBJECTIVE

The objective of this policy is to explain in simple terms the requirements and limitations of Council's Community Liability insurance policy that may be available to eligible hirers of Council's reserves and facilities.

3 SCOPE

This policy applies to casual hirers of Council reserves and facilities who are seeking to rely on Council's Community Liability policy, subject to their eligibility to rely on the insurance.

Casual hirers are defined as all casual, ad-hoc and regular hirers provided hire occurs no more than 52 times per annum (per hirer).

4 POLICY**4.1 Hirers of Reserves and Facilities**

Burnie City Council carries a Community Liability insurance policy which generally extends to casual hirers of Council-owned reserves and facilities.

The policy is intended to provide liability insurance for individuals or groups that are using the facilities on a casual basis and who would not reasonably be expected to have their own public liability insurance cover.

Examples include a parent hiring a hall for a teenager's birthday party, a wedding being held in a reserve, or hobby group hiring a meeting room.

4.2 Casual hirers not eligible for cover

Coverage under Council's Community Liability policy excludes:

- Regular hirers where their hire occurs more than 52 times per year
- Hirers undertaking certain activities such as sporting activities, markets, fairs, dances and shows, rock concerts
- Persons or groups undertaking child minding or childcare services
- No products liability for second hand electrical items or tools



COUNCIL POLICY

Community Liability Policy – Facilities and Reserves (Draft)

Approved By: **Council**
Doc Controller: **Executive Manager**
Corporate Governance
File: 4/14/2

Document Code: **CP-CBS-SG-025**
Version: **5.1**
Approved Date: **TBC**
Next Review Date: **TBC**

- Hirers undertaking commercial activities (including where an admission fee is charged)
- Participants in a festival or event not organised by Council – cover should be maintained by the event organiser

For details of all policy terms, reference should be made to the conditions and exclusions of the Community Liability policy.

It is a requirement as a condition of use, for all sporting bodies having regular use of sporting facilities provided by the Council, to maintain a Public Liability insurance policy, and that the cover be at least ten million dollars (\$10 million) or such other amount as determined in consultation with the Council's Insurance Brokers.

It is a requirement as a condition of use, for all other hirers not covered as a casual hirer under Council's Community Liability policy to maintain public liability insurance extending to the use, activity and premises being hired. The level of such cover to be not less than ten million dollars (\$10 million) or such other amount as determined in consultation with the Council's Insurance Brokers.

4.3 Hire Agreements

Casual hirers will not be covered by Council's Community Liability policy where a formal Hire Agreement is not completed.

The Hire Agreement asks hirers to provide a copy of their public liability insurance certificate. In cases where hirers do not carry public liability (such as individuals or ad hoc groups), they may request that they rely on Council's Community Liability policy.

The decision as to whether the policy will extend to any particular hirer, booking or event will be made by the Governance Officer or Executive Manager Corporate Governance, acting upon advice from Council's insurance broker.

Those individuals or groups who have approval to rely upon the Community Liability policy will be provided with a copy of the policy conditions and exclusions.

4.4 Risk Management Responsibility

All casual hirers of Council reserves and facilities have a primary responsibility to conduct their activities in a safe manner for all involved, and to ensure risks are minimised.

Any incidents, accidents, near misses (regardless of any fault) or hazards identified must be reported to Council through the Council Officer dealing with the hire agreement.

 BURNIE CITY COUNCIL		COUNCIL POLICY Community Liability Policy – Facilities and Reserves (Draft)	
Approved By:	Council	Document Code:	CP-CBS-SG-025
Doc Controller:	Executive Manager	Version:	5.1
	Corporate Governance	Approved Date:	TBC
File:	4/14/2	Next Review Date:	TBC

4.5 Claims

Insurance claims under this policy directed at any casual hirer should be directed to Council's Governance Officer or Executive Manager Corporate Governance who will lodge the claim with the insurers as appropriate.

The hirer must not admit any liability, as this is determinable by the insurance assessors and may breach the conditions of the insurance policy.

4.6 Policy Deductible (Excess)

In the event of a claim, a policy excess applies and is payable by the hiring group or individual. (In 2018-19 the excess is \$250 'for each and every claim or series of claims arising out of any one occurrence'.)

4.7 Performers / Stallholders / Artists / Buskers

The Community Liability policy may extend in certain cases to cover various uninsured performers, stallholders and artists operating under Council-organised events within the municipality of Burnie.

The Community Liability policy may also extend in certain cases to cover buskers and stallholders not otherwise excluded under the insurance policy, who are operating under a Council permit.

Enquiries of this nature should be directed to the Governance Officer or the Executive Manager Corporate Governance.

4.8 Policy subject to change

The provisions of this policy are subject to changes in the Community Liability policy on an annual basis following renewal negotiations.

Should a conflict exist between this document *CP-CBS-SG-025 Community Liability Policy – Facilities and Reserves*, and Council's Community Liability insurance policy, the insurance policy shall take precedent.

5 LEGISLATION

There is no relevant legislation applicable to this policy.

 BURNIE CITY COUNCIL	COUNCIL POLICY	
	Community Liability Policy – Facilities and Reserves (Draft)	
Approved By:	Council	Document Code: CP-CBS-SG-025
Doc Controller:	Executive Manager	Version: 5.1
	Corporate Governance	Approved Date: TBC
File:	4/14/2	Next Review Date: TBC

6 RELATED DOCUMENTS

Current Community Liability Insurance Policy – Burnie City Council
Written Hire Agreements relative to each venue or reserve

Policy Endorsement	
Responsibility:	It is the responsibility of the Executive Manager Corporate Governance to administer this policy and ensure the relevant insurances are maintained in accordance with the policy. It is the responsibility of the Governance Unit to maintain this policy in the corporate document framework.
Minute Reference:	TBC
Council Meeting Date:	TBC
Strategic Plan Reference:	Strategy 7.1.1 Formulate policy that is equitable, inclusive and responsive to current needs, and ensure decision-making is informed and accountable. Strategy 7.8.1 Develop an integrated approach to risk management from the strategic level through to the activity level.
Previous Policies Replaced:	This policy replaces the previous policy <i>CP-CBS-SG-025 Community Liability – Facilities and Reserves</i> version 5.0 dated 16 August 2016 (Item AO214-16).
Date of Commencement:	TBC
Publication of policy:	Members of the public may inspect this policy at the City Offices, or access it on Council's website (www.burnie.net)

GENERAL MANAGER**AO213-18 GENERAL MANAGER'S REPORT - OPEN SESSION**

FILE NO: 4/18/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

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

2.0 SUMMARY

This report includes the following items:

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

2.1 GENERAL MANAGER'S COMMUNICATIONS

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

Date	Meeting / Function
9 July	UTAS Announcement with Vice - Chancellor
	NAIDOC Week - Flag Raising Ceremony
	CCA - Board Meeting
10 July	Shared Services meeting with WWC and CHC
11 July	Teleconference with Dimitri Kiriacoulacos - Abbeyfield
	Braddon By-Election Forum
12 July	Meeting with Hans van Pelt – Tourism Tasmania
17 July	Meeting with Dr Chris Handbury and Jenny McKibben - Oral Health
18 July	Meeting with Mark Ellis
	Cradle Coast Regional Festivals, Events & Arts Strategy Presentation - CCA
	BCCI - General Meeting
19 July	Teleconference - Urban Theatre Projects
23 July	Meeting with General Manager and Mayor – King Island Council
	Meeting with Stephen Dowling
	Cocktail Party with Tasmanian State Cabinet
24 July	Joint Regional Cabinet Meeting
25 July	LGAT - AGM and General Meeting
26 – 27 July	LGAT - Conference
27 July	UTAS- Local Leadership Advisory Group Meeting
31 July	Meeting with Chris Skeels-Pigins - CEO CLTP Burnie
1 August	CCA Audit and Risk Committee Meeting
	Meeting with Scott Bacon MP, Shane Broad MP and Anita Dow MP
	Meeting with Chloe Foster – SeaFM
2 August	CCA - Board Strategic Workshop
4 August	Burnie Ten Launch
6 August	Meeting with Reconciliation Tasmania
7 August	Meeting with Regional Express
8 August	Meeting with Commonwealth Bank
	Meeting with the Hon Roger Jaensch MP
	TasWater Owners Representatives Quarterly Briefing - North West
	TasWater Regional Briefing - Memorandum of Understanding
9 August	Regional General Manager's Meeting

2.2 COUNCIL MEETING ACTION LIST

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

ATTACHMENTS

- 1. [Open Session - All Actions - 17 July 2018](#)
- 2. [Open Session - Outstanding Actions - Sep 2015 - Jun 2018](#)

COUNCIL RESOLUTION

Resolution number: MO280-18

MOVED: Ald A Keygan

SECONDED: Ald S French AM

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

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

Against:

CARRIED UNANIMOUSLY

Council Meeting Action Report

All Actions for Open Session of 17 July 2018

Date From: 17/07/2018
Date To: 17/07/2018
Printed: Friday, 10 August 2018 1:36PMKey: RES = Action arising from Resolution; ACT = Action required in addition;
QON = Question on Notice; NOTE = Progress Note

Item Number	Report Title	Action	Department	Completed
AO180-18	PUBLIC QUESTION TIME	19/07/2018 ACT: Arrange a meeting with Ian Jones (BCCI) to consider information on a small business grants program following up from his public question on 17 July 2018, per AO180-18. 1/08/2018 Meeting scheduled for Thursday 2/8/2018 3/08/2018 Action completed Meeting held with BCCI.	Community and Economic Development	3/08/2018
Council 17/07/2018				
AO181-18	UPPER NATONE RESERVE SPECIAL COMMITTEE APPOINTMENT OF COMMITTEE	19/07/2018 RES: Confirm the appointments of new members of the Upper Natone Reserve Special Committee, in accordance with the resolution of Council AO181-18. 20/07/2018 Action completed Committee advised of Council's decision. Letter sent to the persons confirming acceptance of their nomination	Works and Services	20/07/2018
Council 17/07/2018				
AO185-18	GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES JUNE 2018	19/07/2018 QON: Provide a response to Ald Dorsey's question which asked for the expected savings resulting from energy management, per AO185-18. 7/08/2018 Action completed Email advice provided 7 August 2018 on energy savings program	Works and Services	7/08/2018
Council 17/07/2018				
AO186-18	GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT JUNE 2018	19/07/2018 QON: Provide a response to Aldermen on what 'Phase 1' is (103 classes participated), in relation to the PCYC. 3/08/2018 Action completed by: Greene, Rodney Response provided by email to Aldermen	Community and Economic Development	3/08/2018
Council 17/07/2018				
AO188-18	COMMUNICATIONS JOURNAL JULY 2018	19/07/2018 ACT: Follow up attendance of any aldermen and GM to the Taswater north-western regional briefing session for elected members, as outlined in Doc 889226, tabled AO188-18. 25/07/2018 Action completed RSVP provided to TasWater 25/7/18	Office of the General Manager	25/07/2018
Council 17/07/2018				
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 Request made to the department to provide a copy of the policy. Awaiting a response .	Works and Services	
Council 17/07/2018				
AO186-18	GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT JUNE 2018	19/07/2018 QON: Provide an update to Aldermen on the skate park consultation process. 3/08/2018 Action completed update provided to Aldermen by email	Community and Economic Development	3/08/2018
Council 17/07/2018				

Council Meeting Action Report

All Actions for Open Session of 17 July 2018

Date From: 17/07/2018
 Date To: 17/07/2018
 Printed: Friday, 10 August 2018 1:36PM

Key: RES = Action arising from Resolution; ACT = Action required in addition;
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Item Number	Report Title	Action	Department	Completed
AO188-18	COMMUNICATIONS JOURNAL JULY 2018	19/07/2018 ACT: Send an acknowledgement letter to Ms Nicki Papzacharia, as tabled in AO188-18. 20/07/2018 Action completed Mayor Boyd phoned Ms Nicki Papzacharia directly to acknowledge her correspondence	Office of the General Manager	20/07/2018
Council 17/07/2018				
AO188-18	COMMUNICATIONS JOURNAL JULY 2018	19/07/2018 ACT: Send an acknowledgement letter to Mrs Kim Searle, for her letter tabled in AO188.18. 24/07/2018 Action completed Letter sent 24/7/18 - DOC ID 893366	Office of the General Manager	24/07/2018
Council 17/07/2018				

Council Meeting Action Report**Outstanding Actions for Open Sessions Sep 2015 – Jun 2018**

Date From: 1/09/2015
 Date To: 30/06/2018
 Printed: Friday, 10 August 2018 2:04PM

Key: RES = Action arising from Resolution; ACT = Action required in addition;
 QON = Question on Notice; NOTE = Progress Note

Item Number	Report Title	Action	Department	Completed
AO274/15	PUBLIC QUESTION TIME	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				
AO197-16	COMMUNICATIONS JOURNAL - NATONE FOOTBALL CLUB - NATONE RECREATION GROUND UMPIRE CHANGE ROOMS	1/08/2016 RES: Advise Natone Football Club of Council's decision re change rooms. 1/08/2016 1:55:00 PM - ERS: Advise Natone Football Club of Council's decision re change rooms. 3/08/2016 Advice provided to Council in respect to Council's decision. Project noted on forward works program. Potential to fund in the current financial year to be explored 5/09/2016 Council has allocated funds to facilitate the project in the 16/17 fin year. Pat Troughton working with the club on options. 6/07/2017 Design in progress, project is a carry forward to 2017/18 capital works program 25/09/2017 Awaiting comment from the Club on preferred option 2/01/2018 Continuing to await advice from the club as to options and capacity to support with funding.as at 4 Jan 2018 25/06/2018 Contact has been made with the club several times seeking comment on proposed works. No feedback has been received to date. Funds to be carried forward.	Works and Services	
Council 26/07/2016				
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 Aged Care prospectus is being developed 3/08/2018 Draft prospectus scheduled for review at Aldermen's Workshop on 4 September 2018	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. 21/06/2017 RES: Ensure that the proposal for first hour free at MSCP (AO132-17) is discussed as part of the parking strategy review.	Land and Environmental Services	
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				

Council Meeting Action Report**Outstanding Actions for Open Sessions Sep 2015 – Jun 2018**

Date From: 1/09/2015
 Date To: 30/06/2018
 Printed: Friday, 10 August 2018 2:04PM

Key: RES = Action arising from Resolution; ACT = Action required in addition;
 QON = Question on Notice; NOTE = Progress Note

Item Number	Report Title	Action	Department	Completed
AO165-17	COOEE POINT - TRUCK WASH FACILITY	18/07/2017 RES: Work with the DPIPW on relation of Cooee Truck Wash in accordance with the resolution of Council AO165-17. 1/08/2017 Letter sent to Secretary of Department of Primary Industries, Parks, Water and Environment 11/11/2017 Meeting scheduled with Secretary of DPIPW on 15 November 4/12/2017 Meeting held with Secretary of DPIPW. 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	Community and Economic Development	
Council 18/07/2017				
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 Discussions occurring with Arborist to develop referral documentation 19/11/2017 Arborist report in progress to support a referral process 25/06/2018 Arborist report completed. Application being prepared to EPBC. Tree safety work being progressed	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 Council officers have completed an initial scoping of the Project 3/08/2018 \$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 complimentary 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 Letter sent to Education department - awaiting a response 11/05/2018 Followed up with Education department. Awaiting a response. 28/05/2018 Education department has forwarded to DSG for comment	Works and Services	
Council 21/11/2017				

Council Meeting Action Report**Outstanding Actions for Open Sessions Sep 2015 – Jun 2018**

Date From: 1/09/2015
 Date To: 30/06/2018
 Printed: Friday, 10 August 2018 2:04PM

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
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				
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.	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 Discussions held with DSG. DAP Working group to develop a proposal for detailed consideration 3/08/2018 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 Letter prepared for Minister hiding. Awaiting comment from State Government. 11/05/2018 Awaiting response from the State government 25/06/2018 Awaiting advice from SG.	Works and Services	
Council 30/01/2018				
AO019-18	BURNIE SURF LIFE SAVING CLUB REDEVELOPMENT	31/01/2018 RES: Call for tenders for the extension to the Burnie Surf Life Saving Club as per the concept plans provided in accordance with the resolution of Council AO019-18. 11/05/2018 Design process in train 20/07/2018 Tenders to be called 4 August 2018	Works and Services	
Council 30/01/2018				
AO062-18	MOTION ON NOTICE - STORAGE SPACE REVIEW	21/03/2018 RES: Undertake a review of all storage requirements for the city, in accordance with the resolution of Council AO062-18. 5/07/2018 Councils Property Officer conducting audit of all storage facilities with CED staff. 3/08/2018 Review completed. For workshop with Aldermen in September.	Community and Economic Development	
Council 20/03/2018				

Council Meeting Action Report**Outstanding Actions for Open Sessions Sep 2015 – Jun 2018**

Date From: 1/09/2015
 Date To: 30/06/2018
 Printed: Friday, 10 August 2018 2:04PM

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
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.	Community and Economic Development	
Council 20/03/2018				
AO072-18	BURNIE DOCKERS FOOTBALL CLUB COUNCIL SUPPORT	21/03/2018 RES: Provide for a two year extension of the Burnie Dockers Football Club funding at 50% (Oct 2018 - Sep 2019) and then 25% (Oct 2019 - Sep 2020) in upcoming budgets, in accordance with the resolution of Council AO071-18.	Corporate and Business Services	
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				
AO088-18	BURNIE REGIONAL MUSEUM SPECIAL ADVISORY COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 26 FEBRUARY 2018	21/03/2018 RES: Continue to lobby the Minister for the Arts for a partnership agreement for the Burnie Regional Museum and Art Gallery, in accordance with the resolution of Council AO088-18. 5/07/2018 Invitation extended to Minister to launch Burnie Shines.	Community and Economic Development	
Council 20/03/2018				
AO071-18	BUSINESS GROUP SUPPORT WORKING GROUP REPORT	21/03/2018 RES: Reduce the commercial rate for 2018-19 commensurate with the reduction in administrative support provided to City Link, in accordance with the resolution of Council, AO071-18. 21/03/2018 RES: Reduce the commercial rate for 2018-19 commensurate with the reduction in administrative support provided to City Link, in accordance with the resolution of Council.	Corporate and Business Services	
Council 20/03/2018				
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 To be considered at next Working Group meeting in late August	Community and Economic Development	
Council 17/04/2018				
AO102-18	GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES MARCH 2018	17/04/2018 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				

Council Meeting Action Report**Outstanding Actions for Open Sessions Sep 2015 – Jun 2018**

Date From: 1/09/2015
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Item Number	Report Title	Action	Department	Completed
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.	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 Control program to be developed and discussion with property owners to occur 22/06/2018 Contractor engaged to undertake work. August commencement. Access to properties has been discussed with relevant owners.	Works and Services	
Council 15/05/2018				
AO123-18	MOTION ON NOTICE - PLACEMENT OF TWO PERMANENT VOLLEYBALL POLES - WEST BEACH	18/05/2018 RES: Consult with stakeholders and if no impediments, proceed with installing two semi-permanent beach volleyball net posts on West Beach in accordance with the resolution of Council AO123-18. 28/05/2018 To meet stakeholders on site. Pat Troughton organising	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 Contact made with a number of stakeholders regarding an event	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				
AO137-18	COMMUNICATIONS JOURNAL - LANCE RATHBONE - BURNIE SKATE PARK PETITION	18/05/2018 ACT: Undertake a consultation process with skate park users on any proposed changes and improvements to the skate park, in accordance with the resolution of Council AO137-18. 28/05/2018 Youth Development officer to progress an engagement process with relevant groups and schools and report back on findings	Works and Services	
Council 15/05/2018				
AO139-18	COMMUNICATIONS JOURNAL - ROSS ELPHINSTONE AND RESIDENTS - GUM TREES AT SHEPTON PARK, COOEE	18/05/2018 RES: Provide Council with a further report on trees at Shepton Park, following the completion of negotiations with the Dept of Environment, per AO139-18.	Works and Services	
Council 15/05/2018				

Council Meeting Action Report**Outstanding Actions for Open Sessions Sep 2015 – Jun 2018**

Date From: 1/09/2015
 Date To: 30/06/2018
 Printed: Friday, 10 August 2018 2:04PM

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
AO160-18	ANNUAL PLAN AND BUDGET ESTIMATES 2018/19	21/06/2018 ACT: Finalise the Annual Plan and Budget Estimates in the Corporate Document Framework and make available to the public.	Corporate and Business Services	
Council 19/06/2018				
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 Letter of response provided. Design options being assessed	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. NOTE: Waiting on the formal appointment from the Minister before this action can be completed.	Corporate and Business Services	
Council 19/06/2018				
AO154-18	RIDGLEY STORMWATER INVESTIGATIONS REPORT	21/06/2018 ACT: Finalise the Ridgley Stormwater Investigations Report in the Corporate Document Framework and make available to the public on the website.	Corporate and Business Services	
Council 19/06/2018				
AO155-18	BURNIE REGIONAL PLAY SPACE CONSULTATION REPORT	21/06/2018 9:51:02 AM ACT: Finalise the Burnie Regional Play Space Consultation Report in the Corporate Document Framework and make available to the public.	Corporate and Business Services	
Council 19/06/2018				
AO161-18	REVIEW OF DELEGATIONS TO THE GENERAL MANAGER	21/06/2018 RES: Prepare a new delegation schedule for the Burial and Cremation Act and issue revised delegations to officers, in accordance with the resolution of Council AO161-18.	Corporate and Business Services	
Council 19/06/2018				

GENERAL MANAGER**AO214-18 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES JULY 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 July 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**

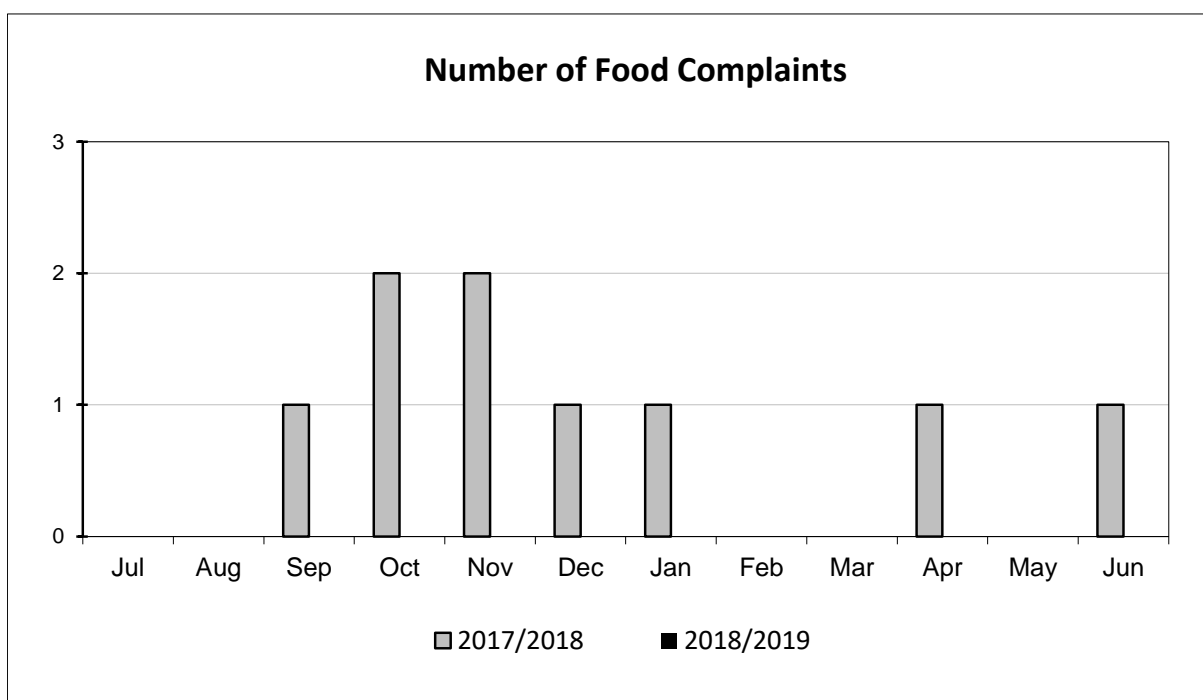
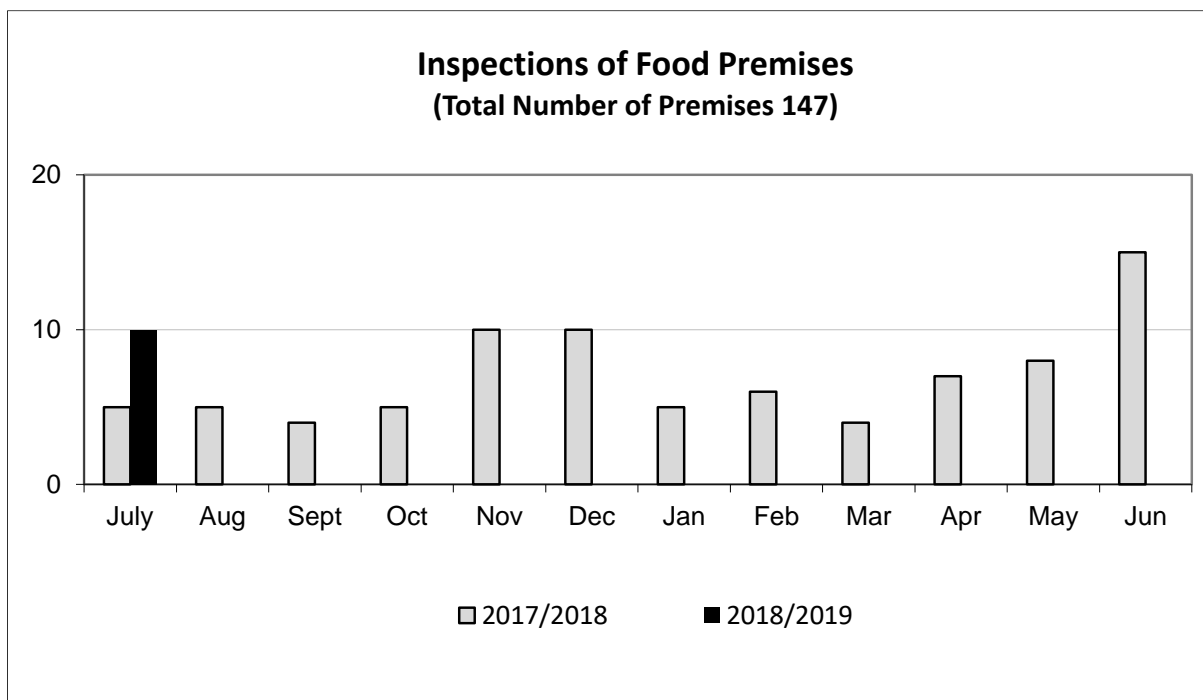
Type	Number of Enquiries / Investigations	
	July 2018	YTD Total
Air	0	11
Water	1	10
Noise	1	18
Solid Waste	0	4
Other	0	14

YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

Type	Number of Samples Taken	
	July 2018	YTD Total
Beach Water Samples (summer months only)	0	50
Public Swimming Pool samples	5	79

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 and July 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					
Notifiable Building	6	8	9	11	7	9	8					
Permit Plumbing	3	3	2	0	2	5	0					
Permit Building	3	7	2	2	6	5	3					
Substantial Compliance	0	1	0	0	2	1	2					
Notifiable Demolition	0	0	0	0	0	0	0					
Permit Demolition	0	0	1	0	1	0	0					
Permit Refused	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					
Cumulative Total \$	5,035,168	9,142,253	11,602,109	14,560,761	17,244,080	\$19,521,260	22,043,401					

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

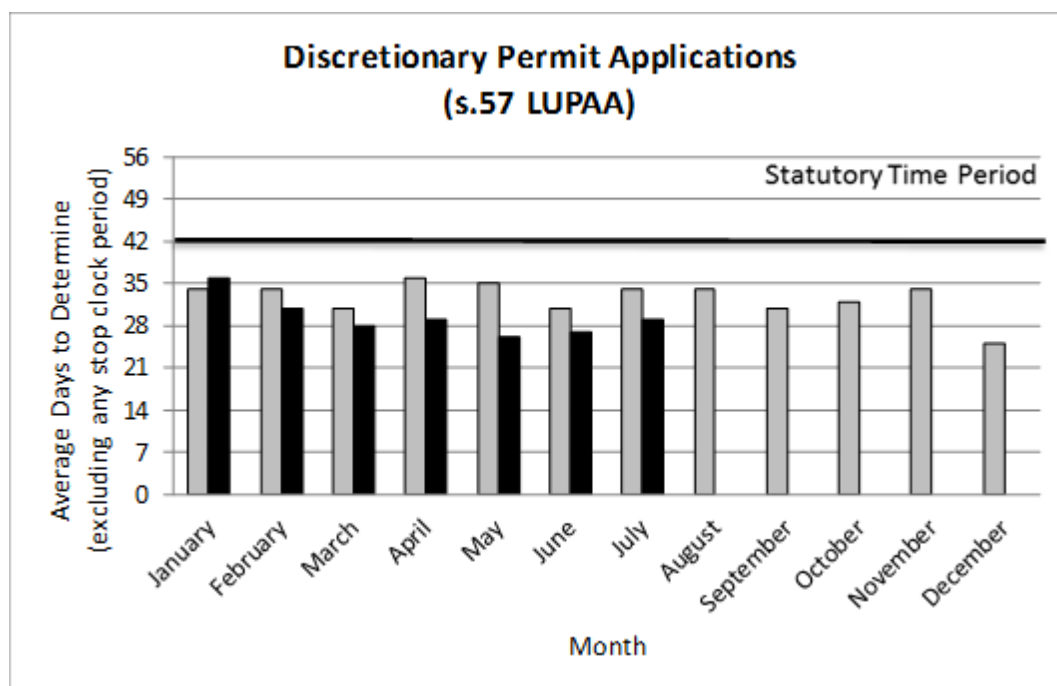
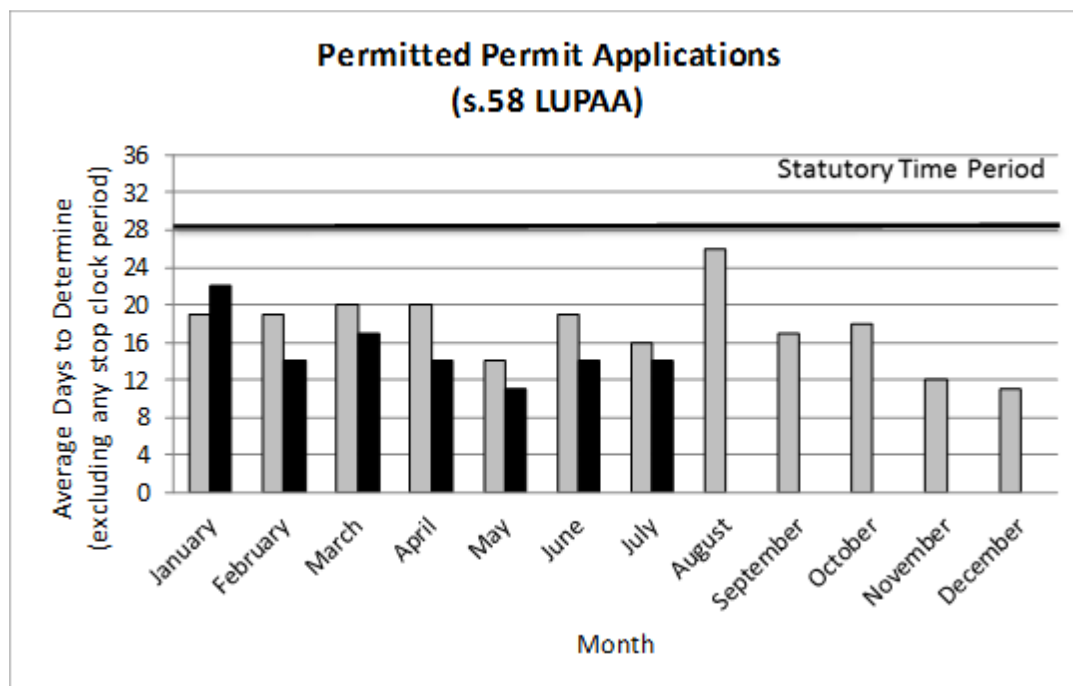
LAND USE AND DEVELOPMENT APPLICATIONS	Jul 17	Aug 17	Sept 17	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18
Permitted Use & Development	6	8	3	9	6	5	2	7	2	2	10	3	0
Discretionary Use & Development	5	6	7	4	9	6	12	6	12	2	12	4	11
Subdivisions	1	1	0	0	0	0	2	2	0	0	1	0	1
TOTAL APPLICATIONS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

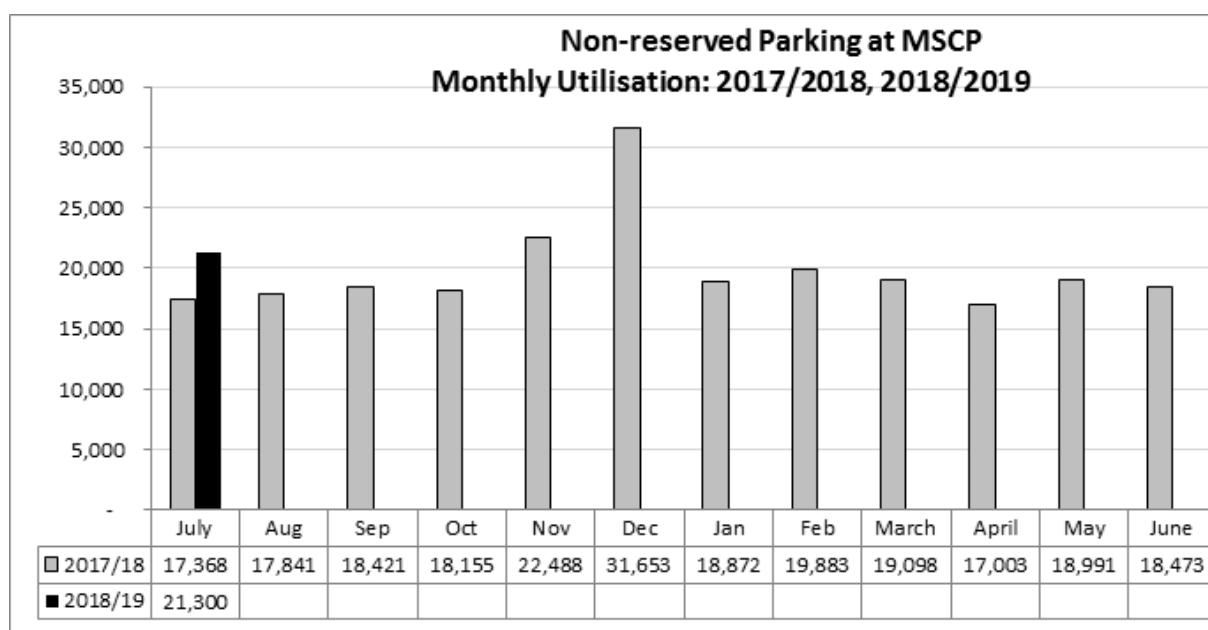
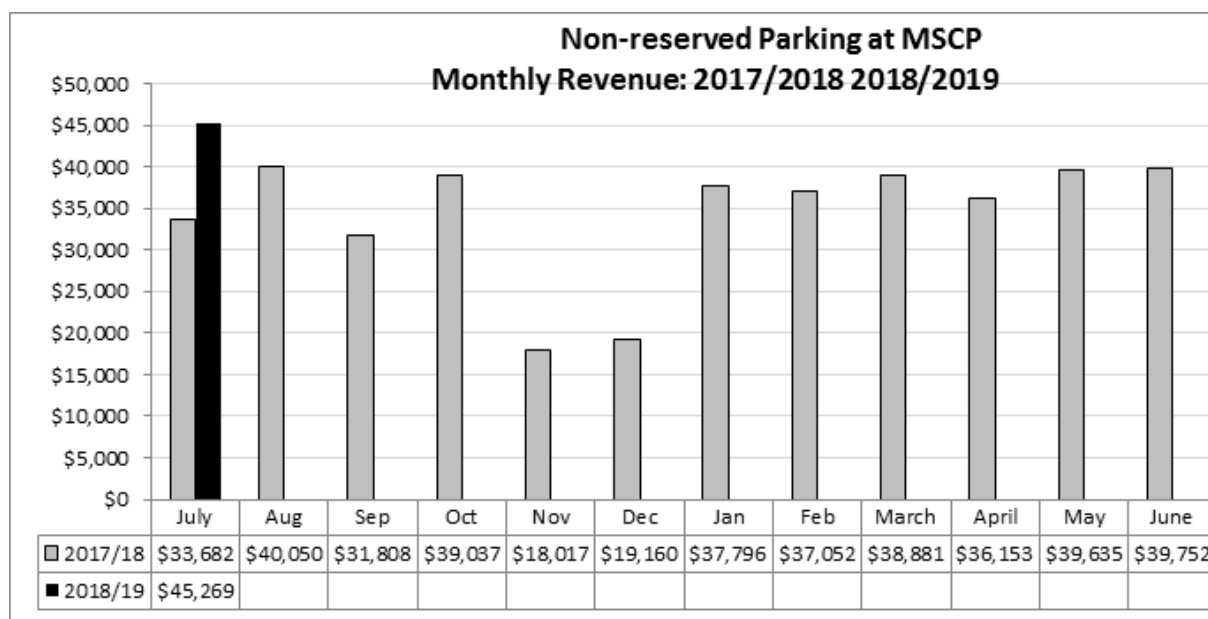
DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
4/3/16	2016/17	52-56 Bass Highway, Cooee	Food Services			Withdrawn 26/7/2018
29/11/17	2017/112	21 Janet Drive, Park Grove	Dwelling and associated Outbuilding			Withdrawn 26/7/2018
28/5/18	2018/67	2 North Terrace, Burnie (Burnie Surf Life Saving Club)	Extension and Re-development of Burnie Surf Life Saving Club. Reliant on assessment against Performance Criteria for grant of Permit – Clause 19.4.2 (P4) and Clause E10.6.2 (P1)	6/6/18	21/6/18	Approved 6/7/18
22/6/18	2018/71	43-46 Marine Terrace, Burnie	Establish a new Food Service use (Mobile Food Van)	N/A	N/A	Approved 5/7/18
22/6/18	2018/72	317-333 Bass Highway, Camdale	Establish a new Food Service use (Mobile Food Van). Reliant on assessment against Performance Criteria for grant of Permit – Clause 24.3.1 (P1)	14/7/18	30/7/18	Approved 31/7/18
2/7/18	2018/75	146 Cascade Road, Romaine	Single Dwelling and associated Outbuilding. Reliant on assessment against Performance Criteria for grant of Permit – Clause 13.4.1 (P1), Clause 13.4.2 (P1) and Clause 13.4.3 (P3)	14/7/18	30/7/18	Approved 31/7/18
3/7/18	2018/76	21 Brickport Road, Cooee	Alterations and Additions to North West Private Hospital. Reliant on assessment against Performance Criteria for grant of Permit – Clause 17.4.1 (P2) and Clause E9.5.1 (P1)	11/7/18	25/7/18	Approved 26/7/18
3/7/18	2018/77	43 Mark Street & 45 Mark Street, Hillcrest	Demolition of Dwellings (x2)			Withdrawn 26/7/18

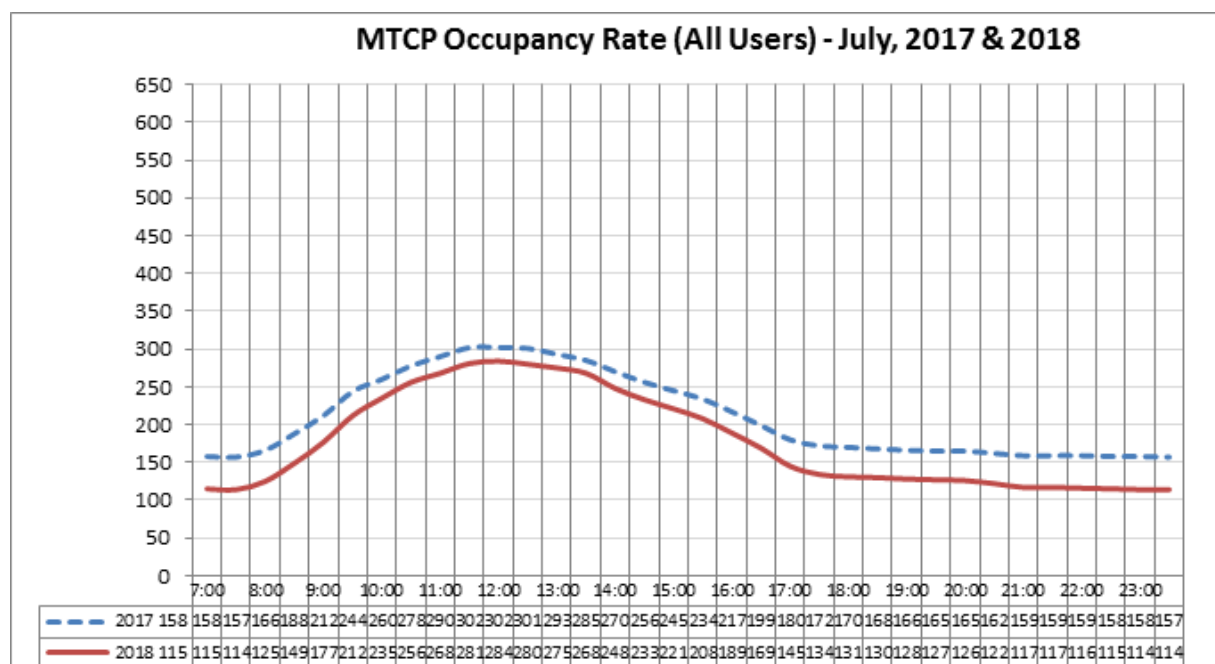
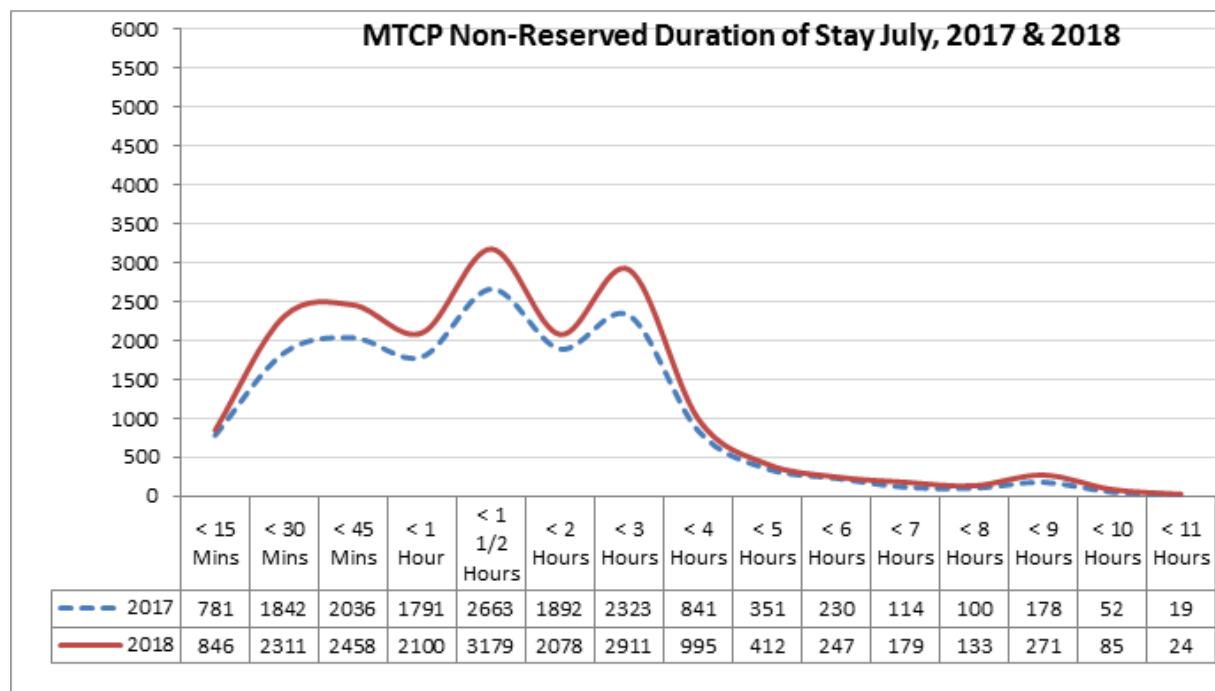
2.3.3 Subdivision Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
7/2/18	SD1280	31-33 Curraghmore Avenue, Park Grove	2 Lot Subdivision. Reliant on assessment against Performance Criteria for grant of Permit – Clause 10.4.9 (P2), Clause 10.4.13 (P2) and Clause 10.4.14 (P1)	9/6/18	26/6/18	Approved 6/7/18
31/5/18	SD1283	57 Wet Mooreville Road, Park Grove	Subdivision to create 3 Lots. Reliant on assessment against Performance Criteria for grant of Permit – Clause 10.4.9 (P1) and Clause 10.4.13 (P2)	28/6/18	12/7/18	Approved 19/7/18



Average time for determination of permit applications decided by month.

2.4 PARKING



Calculated on remaining spaces – 151 Reserved spaces for 2017, 108 Reserved spaces for 2018

2.5 CEMETERY STATISTICS

Burials	July 2018	YTD Total
Lawn Cemetery	4	105
Wivenhoe / Ridgley	0	0
Other	0	0
Total	4	105

YTD is measured from 1 July each year.

Ashes Interred	July 2018	YTD Total
Lawn Cemetery	0	43
Wivenhoe / Ridgley	0	0
Total	0	43

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO281-18

MOVED: *Ald S French AM*

SECONDED: *Ald C Lynch*

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

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO215-18 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES JULY 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 July 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

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**

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

Expressions of Interest were advertised on Saturday, 28 July 2018 and closed on Friday, 17 August 2018. A report will be presented to the September meeting.

3.1.2 Quotations

There are no quotations to report.

3.1.3 Tenders

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

Tenders were advertised on Saturday, 4 August 2018 and close on Friday, 31 August 2018. A report will be presented to the September meeting.

The Burnie Surf Life Saving Club Redevelopment and the Waterfront Eastern Promenade projects are combined into a single tender and construction project, to achieve economies of scale in pricing and efficiencies on site.

The Development Application for the Surf Club has been approved and Officers are progressing the building permit applications for both projects. It is aimed to start construction on Monday, 1 October 2018 and is expected to be complete on Friday, 1 March 2019.

b) Contract 2611 – Supply and Delivery of One (1) Side Arm Garbage Truck

Tenders were advertised on Local Buy (MAV Procurement) on Wednesday, 13 June 2018 and closed on Friday, 6 July 2018. Two (2) tenders received. A report is included in the confidential section of this agenda.

c) Contract 2610 – Supply and Delivery of One (1) 4x4 Tractor and One (1) Reach Arm Mower

Tenders were advertised on Local Buy (MAV Procurement) on Wednesday, 13 June 2018 and closed on Friday, 6 July 2018. Five (5) tenders received. A report is included in the confidential section of this agenda.

d) Contract 2609 – Bitumen Surfacing Services 2018-2019

Tenders were advertised on Saturday, 21 July 2018 and closed on Friday, 10 August 2018. A report is included in the confidential section of this agenda.

e) Contract 2607 – Cardboard and Public Place Recycling Collection Services

The Contract was awarded to Veolia Environmental Services (Australia) Pty Ltd.

3.1.4 Contracts**a) Contract 2577 – Marine Terrace Coastal Pathway**

The project reached practical completion on 30 June 2018. Landscaping is complete and a seat is to be installed at the viewing platform.

3.2 Civil Construction and Stormwater

- Burnie Sports Centre rear access footpath – completed.

3.3 Buildings

- Wivenhoe Grandstand cladding – deferred.
- CBD street signage upgrade – 85% complete.
- Marine Terrace Coastal Pathway street furniture – completed.
- Upper Burnie street enhancement – planter boxes – completed.
- BAFC Plaza chimes installation – completed.
- BAFC Bar Alterations – completed.
- Depot Window Replacement – 90% complete.
- BAFC Braddon Hall and Boardroom painting – completed.

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

- Marine Terrace Coastal Pathway landscaping – completed.

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 – ongoing.
- Rural and urban hotmix patching and monitoring of road shoulder hotspots – ongoing.
- Manhole maintenance – as required.
- Footpath maintenance program – completed.
- Stormwater hotspot inspections and monitoring – ongoing.

- Annual Rural and Urban Roadside Spraying program – 0%
- Footpath paver cleaning – CBD completed. Upper Burnie completed.
- Driveway maintenance – 0%.
- Gravel roads and verges grading – 0%
- Kerb and channel maintenance – 0%

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.
- CBD line marking – as required.
- Vandalism repairs and painting – as required.
- Wivenhoe Showground trackside seating replacement – 50% complete. Install 2018/19.
- PCYC window replacement – 60% complete. C/F Installation 2018/19.
- Multistorey Car Park wheel stop repairs – completed.
- Burnie Sports Centre kitchen door awning roof – completed.

4.3 Parks, Reserves, Sporting Grounds and Cemeteries

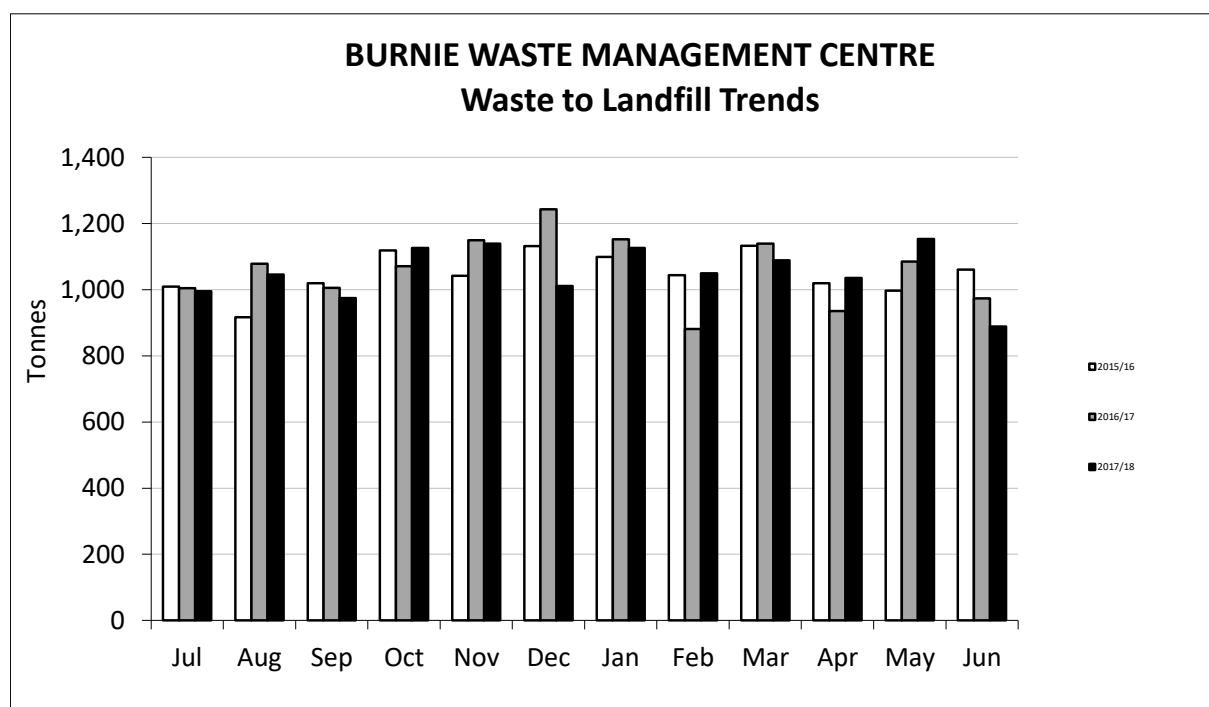
Maintenance and minor works in accordance with the Service Level Document, including:

- 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 post drainage project.
- Sports grounds maintenance – ongoing.
- PCYC retaining wall weed spraying and re-mulching – 50% complete.
- Wivenhoe Showground embankment weed spraying and re-mulching – 50% complete.
- Burnie Park rose replacement – completed.

4.4 Waste Management

MUNICIPAL WASTE DIVERSION FROM LANDFILL (tonnes)														
	2016/17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	2017/18
Waste Transported to Landfill	12,720	995	1,046	975	1,126	1,139	1,011	1,126	1,050	1,089	1,036	1,153	889	12,635
BCC Recovery	5,357	328	277	222	488	495	479	526	248	221	113	87	89	3,574
TPI Recovery	1,143	69	70	61	81	96	78	79	101	97	99	74	107	1,012
Recyclables Collected Kerbside	1,384	96	103	99	105	108	169	124	111	153	92	138	86	1,384
Total Municipal Waste	20,604	1,489	1,496	1,357	1,800	1,839	1,738	1,855	1,509	1,560	1,340	1,452	1,171	18,605
% diverted from Landfill	38%	33%	30%	28%	37%	38%	42%	39%	30%	30%	23%	21%	24%	32%

Note: Figures are displayed to nearest whole number

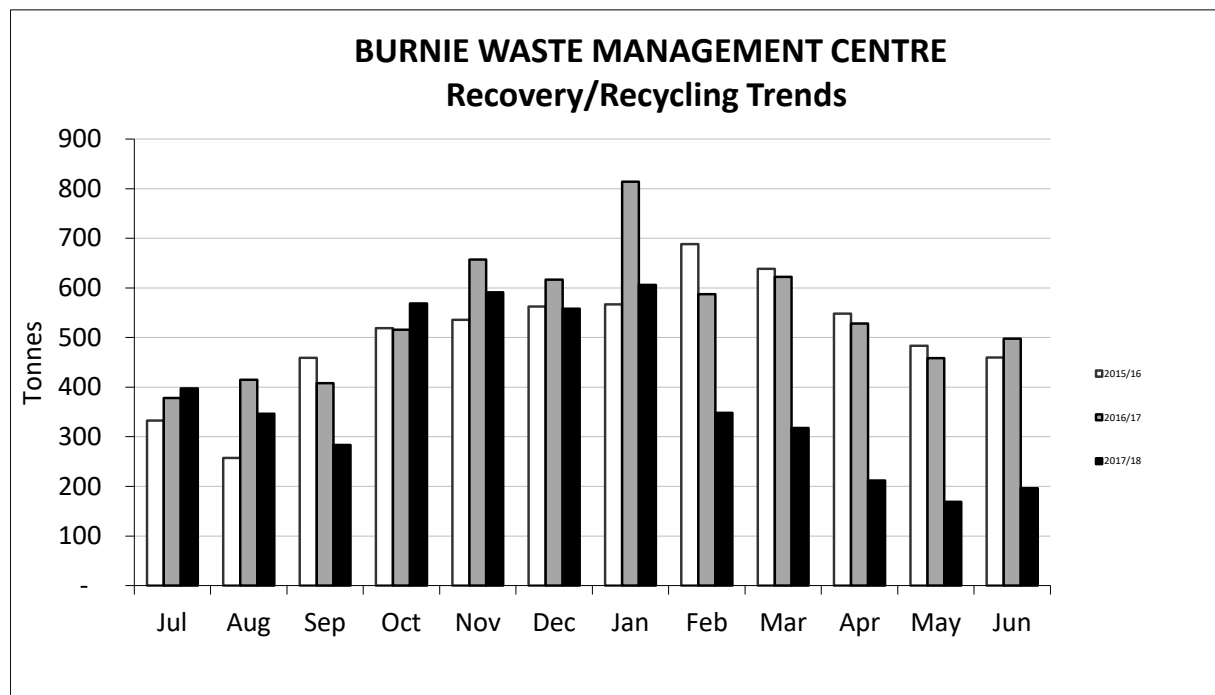


BURNIE WASTE MANAGEMENT CENTRE			
WASTE TO LANDFILL			
Summary Table (tonnes)			
Month	2015/16	2016/17	2017/18
Jul	1,009	1,005	995
Aug	917	1,079	1,046
Sep	1,020	1,005	975
Oct	1,118	1,071	1,126
Nov	1,042	1,150	1,139
Dec	1,132	1,243	1,011
Jan	1,100	1,152	1,126
Feb	1,044	881	1,050
Mar	1,133	1,139	1,089
Apr	1,020	936	1,036
May	997	1,085	1,153
Jun	1,061	974	889
TOTAL	12,592	12,720	12,635

Note: Figures are displayed to nearest whole number

BURNIE WASTE MANAGEMENT CENTRE RECOVERY/RECYCLING															
BCC ACTIVITIES		2016/17	MONTH												YTD 2017/18
	Units		Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	
Recyclables	t	94	6	11	5	9	7	9	8	8	10	7	7	8	95
Cardboard	t	124	11	9	9	10	13	11	11	12	11	16	8	10	130
E-Waste	t	26	4	-	-	-	-	-	-	10	-	-	-	-	14
Oil	L	11,700	-	2,100	1,050	750	650	550	1,900	400	1,000	1,300	1,800	1,100	12,600
	t	10.30	-	1.85	0.92	0.66	0.57	0.48	1.67	0.35	0.88	1.14	1.58	0.97	11.09
Green Waste	m3	25,515	1,536	1,274	1,035	2,344	2,376	2,293	2,529	1,091	996	441	391	353	16,306
	t	5,103	307	255	207	469	475	459	506	218	199	88	78	71	3,332
Total BCC Activities		5,357	328	277	222	488	495	479	526	248	221	113	87	89	3,582
TPI ACTIVITIES															
		2016/17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	2017/18
Cardboard	t	170	3	10	4	9	7	7	4	4	4	8	8	4	72
Steel	t	236	26	22	16	22	39	43	21	22	16	21	13	12	273
NonFerrous Metals	t	29	4	3	2	2	4	1	2	4	3	3	17	6	49
Timber	t	110	6	3	3	10	1	1	-	12	6	3	3	1	48
Concrete	t	5	1	-	-	-	-	-	-	-	0	-	-	5	6
Total Transfer Shed Recovery:		550	40	38	24	43	52	52	27	41	28	35	41	28	449
Skip Bin Steel	t	326	19	17	20	20	31	22	48	43	48	21	26	24	338
Skip Bin Tyres	No.	430	33	62	39	52	102	-	-	243	54	-	-	-	585
	t	2.4	0.18	0.34	0.21	0.29	0.56	-	-	1.34	0.30	-	-	-	3.2
Skip Bin Timber	t	51	5	5	2	4	5	4	5	2	6	5	3	1	46
Concrete Stockpile	t	213	6	10	15	14	6	-	-	13	15	38	5	54	175
Total TPI Activities		1,143	69	70	61	81	96	78	79	101	97	99	74	107	1,012
TOTAL RECOVERY		6,500	398	347	283	569	591	558	606	348	318	212	161	196	4,594

Note: Figures are displayed to nearest whole number

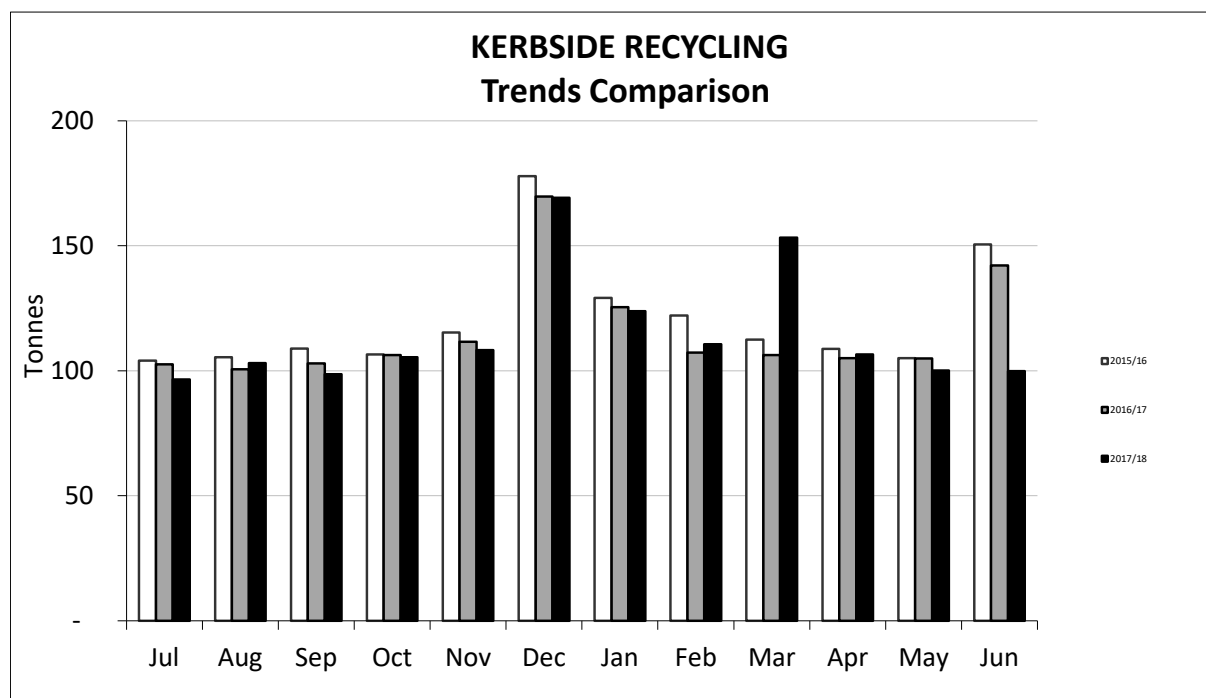


BURNIE WASTE MANAGEMENT CENTRE			
RECOVERY/RECYCLING			
Summary Table (tonnes)			
Month	2015/16	2016/17	2017/18
Jul	333	378	398
Aug	257	415	347
Sep	459	408	283
Oct	519	516	569
Nov	536	657	591
Dec	562	617	558
Jan	567	814	606
Feb	688	588	348
Mar	638	622	318
Apr	548	528	212
May	483	458	169
Jun	460	498	196
TOTAL	6,051	6,500	4,594

Note: Figures are displayed to nearest whole number

KERBSIDE RECYCLING														
RECYCLABLES	YTD	MONTH (tonnes)												YTD
COLLECTED	2016/17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	2017/18
Kerbside Recycling	1,195.5	83.1	88.0	85.4	89.5	93.9	155.6	110.2	97.7	137.9	92.2	85.6	85.3	1204.2
CBD Cardboard	82.6	4.8	5.6	4.7	6.0	4.0	3.0	3.0	3.0	5.0	4.0	4.0	4.0	51.1
Outer BD Cardboard	28.8	2.1	2.9	2.2	3.4	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	42.6
Council and Public Place Contract	77.5	6.5	6.5	6.3	6.5	6.3	6.5	6.5	5.9	6.3	6.4	6.5	6.5	77.1
TOTAL	1,384.5	96.5	103.0	98.6	105.4	108.2	169.1	123.8	110.6	153.2	106.6	100.1	99.8	1,374.9

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	2015/16	2016/17	2017/18
Jul	104	103	96
Aug	105	101	103
Sep	109	103	99
Oct	107	106	105
Nov	115	112	108
Dec	178	170	169
Jan	129	125	124
Feb	122	107	111
Mar	112	106	153
Apr	109	105	107
May	105	105	100
Jun	151	142	100
TOTAL	1,477	1,384	1,375

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
JULY								
5/07/18	View Road	Graffiti on Concrete Retaining Wall	No	Yes	No	Remove Graffiti and Pressure Clean	\$200.00	
5/07/18	King Street Overpass	Graffiti to Overpass Wall	No	Yes	No	Remove Graffiti and Pressure Clean	\$180.00	
9/07/18	North Terrace Waterfront Playground	Telescope Snapped Off	No	Yes	No	Repair Telescope with Stainless Steel Plate	\$200.00	
12/07/18	Uinton Street	Graffiti on NBN Power Box	No	Yes	No	Remove Graffiti	\$100.00	
13/07/18	Romaine Park	Approximately 40 Plants Stolen	No	Yes	No	Replace and replant Plants	\$400.00	
18/07/18	Oakleigh Park Toilets	Graffiti to Internal Walls and Ceiling	No	Yes	No	Remove Graffiti	\$320.00	
30/07/18	Burnie Yacht Club Car Park	Environmental Vandalism - Tree Cut Down	Yes	Yes	No	Remove stump and Replace with new Tree	\$595.00	
30/07/18	Upper Burnie Public Toilets	Smashed Needle Box	No	Yes	No	Replace Needle Box	\$300.00	
TOTAL							\$2,295.00	\$2,295.00

6 PRIVATE WORKS

No private works to report this month.

7 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS

- North West Regional Emergency Management Committee (NWREMC) – next meeting 8 August 2018 at Ulverstone Fire Station.
- Western Emergency Management Committee (WEMC) – next meeting 16 August 2018 at Burnie City Council.
- Western Fire Management Area Committee (WFMAC) – next meeting at Burnie Department of Police Fire and Emergency Management (DPFEM) Headquarters – Next meeting date TBC. February 2018 meeting cancelled.
- BCC held workshop with Circular Head and Waratah-Wynyard Council's to finalise register. To be issued to SES Regional Manager for review and comment.

- TasFire Fuel Reduction Unit (FRU) has prepared a burn plan for an area of the upper Fernglade Reserve off Rutherfords Road as identified in the Annual Fire Management Plan – Land Owner’s Agreement signed off and with TFS. Burn likely to be next Autumn 2019.

8 ENERGY MANAGEMENT

No energy management to report this month.

COUNCIL RESOLUTION

Resolution number: MO282-18

MOVED: Ald A Keygan

SECONDED: Ald S French AM

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

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO216-18 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT JULY 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 July 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

2.1 BUSINESS AND RECREATION

July was dominated by the preparation of the launch of The Heritage Burnie Ten. A significant amount of re-branding was undertaken to update our promotional material to reflect our new naming rights three-year partnership with The Heritage. With rising numbers each year the continued future of the Burnie 5km event looks assured and this year, for the first time, a three-year partnership for that event was secured with RACT.

2.2 COMMUNITY / CULTURAL DEVELOPMENT

Financial Assistance

- Burnie Youth Choir acquittal for 2017/18 received 4 July, 2018.
- Letters have been sent to the bands and choir seeking acquittal information for 2018/19.

Tasmanian Community Fund (TCF)

- Council Officers have been working on a grant application with TCF for Community Storage Sheds for four service clubs to be located at Cooe.
- The Grant Round 37 for large applications opened on 21 July and closes on 22 August, 2018.
- The Community Storage Shed application was lodged on 31 July. TCF will notify outcome of application mid-December, 2018.

Senior's Week

- Council Officers have met with the new manager of Umina Park and discussed ideas for Seniors Week.
- Council on the Ageing (COTA) produces a state-wide Seniors Week program (deadline of 9 July). Council Officers have registered eleven Senior's Week events for Burnie this year.

Aldermen visits to Community Groups

Council officers have arranged visits with McKenna Park Hockey Complex, Burnie Men's Shed, South Burnie Bowls Club, Produce to the People and the Cradle Coast Outrigger Canoe Club.

DPAC Funding for Burnie Rugby Union Club

Council has auspiced funding from DPAC for the Burnie Rugby Union Club and will be managed by the Community Development Officer.

Up Cycle Event

- Four local second hand clothing stores are keen to participate in an up-cycle event.
- The manager of the Clothing Cupboard has expressed an interest in organising and running this event.

Human Stories of Burnie

Working with the Burnie Regional Museum's Community Engagement Officer on creating a Human Stories of Burnie.

2018/2019 Financial Assistance Grants (as at 1/8/18)

Round One 2018-19

Name/Organisation	Committed	Paid	Description of Project
McKenna Park Hockey Complex	\$1,337	\$0	To purchase a new computer and IT equipment.
Australian Red Cross	\$1,200	\$0	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	\$0	To establish a Penguin Rehab facility in Burnie.
Produce to the People	\$5,500	\$0	To purchase a timer irrigation system for the produce garden and hot house.
Tasmanian Family History Society – Burnie Branch	\$3,250	\$0	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	\$0	

Committed Three Year Sponsorship (2016-2019)

Cooee to Camdale Coastcare (\$6,353 over 3yrs)	\$2,117	\$78	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	\$0	

Committed Three Year Sponsorship (2017-2020)

Burnie Men's Shed (\$1,716 over 3yrs)	\$572	\$0	Assist with costs for kerbside collection.
Stowport Community Morning Tea Group (\$608 over 3yrs)	\$202	\$0	Exemption of hall hire and kitchen fees for annual Great Big Community Morning Tea and Christmas Luncheon for seniors.
Total	\$774	\$0	

Other Annual Community Group Assistance

Name/Organisation	Committed	Paid
Morning Melodies	\$1,460	\$0
Tasmanian Special Children's Christmas Party	\$1,500	\$1,500
Koori Kids - NAIDOC Week	\$400	\$400
Total	\$3,360	\$1,900

State Representatives Allowance

	Budget	Paid
State Representatives	\$10,000	\$1,350

Mayor Financial Assistance Minor Sponsorship Requests

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

Community Bands Assistance

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

Other - Annual Assistance

Name/Organisation	Committed	Paid
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	\$0
Launceston City Mission	\$1,000	\$0
The Salvation Army	\$1,000	\$0
Total	\$2,912	\$0

YTD Totals

Name/Organisation	Budget	Committed	Paid
Financial Assistance Grants Round 1		\$24,735	\$0
Committed Three Year Sponsorship (2016-2019)		\$6,783	\$0
Committed Three Year Sponsorship (2017-2020)		\$774	\$0
Other Community Group Assistance		\$3,360	\$1,900
State Representatives Allowance		\$10,000	\$1,350
Minor Sponsorship Grants by Mayor		\$2,500	\$0
Total Financial Assistance Grants	\$70,500	\$48,152	\$0
Community Bands		\$15,000	\$0
Other – Annual Assistance		\$4,500	\$0
Waste Disposal Costs for Charitable & NFP Organisations	\$5,000	\$2,912	\$0

2.3 BURNIE REGIONAL MUSEUM

July 2018

Attendance: 1,786

Admissions: 628

Revenue: \$1,982.67

2.4 BURNIE REGIONAL ART GALLERY

Attendance – 1,075

2.5 MAKERS' WORKSHOP – VISITOR INFORMATION CENTRE

Visitor Numbers –July 2018

Makers Workshop Door count	4,021 people
Visitor Centre Count	1,321 people

Creative Paper Tasmania –July 2018

Hand Made Paper Tour Experience	250 entries
Coach/School Groups	2 buses
Creative Paper Website	4 enquiries. 5 online sales.

2.6 MARKETING AND EVENTS

Burnie Shines

Event registrations were due on 14th but events continued to be submitted by the community throughout July. There are over 90 events in the program this year. The festival will be launched on Friday 21st September by Elise Archer MP, Attorney General and Minister for Arts.

The featured artist for Burnie Shines 2018 is Kit Hiller, renowned local artist as the festival celebrates the best of the region.

While the majority of the events have been submitted by the community, there are a number of events that the Marketing & Events team are implementing in partnership with the community. These include:

- **Burnie Bite & Brew** 12/10 – in conjunction the Burnie Chamber of Commerce and Industry and some Burnie hospitality businesses.
- **Living Statue Workshop** 2-6/10 – targeting 15-25s, in conjunction with The Junction and a local street performers group.
- **Super Trouper- Planet Abba** 26/10 – in conjunction with Burnie Arts & Functions Centre.
- **Live @ The Point** 30/9, 7/10 & 14/10 – in conjunction with The Point.
- **Cocktail Making Master Class** – in conjunction with The Spirit Bar.
- **Visiting Author Stephanie Alexander** 30/10 TBC– in conjunction with Not Just Books

- **Halloween Movie in Burnie Park** 31/10– in conjunction with tourism and events students from Hellyer College.

There are a number of event organisations who have significant milestone celebrations in 2018, including The Burnie Arts Council celebrating 70 years, TasArt celebrating 40 years, and Encore celebrating 10 years.

Cradle Coast Event Toolkit Workshop

Two members of the Marketing and Events team attended a workshop hosted by Cradle Coast on 5 July. It was an interesting day and provided some useful insights into market trends as well as useful things we can do now to enhance visitation to events and tools we could apply to assist with continuous improvement.

Council Tourism Branding Workshop

Prepared a paper to review the branding of Burnie.

Burnie Musical Society

The team have provided some assistance to the Burnie Musical Society in sourcing and preparing some of the props needs for their upcoming production of The Boy From Oz.

2.7 COLLECTIVE IMPACT**Burnie Works**

Representatives attended the Building Great Communities for Tasmania's Children Forum hosted by B4 Early Learning Coalition, LGAT, Australian Early Development Census and City of Hobart in Campbell Town.

Local Enabling Group

The Local Enabling Group will act as a reference group for the LARC4U program run by Family Planning Tasmania. The program will conclude at the end of 2018.

BIG

BIG is continuing work with the University of Tasmania on sponsorships for the NW Science and Engineering Awards in September 2018.

Dream BIG

Business visits are continuing, and are scheduled to finish at the end of Term 3.

2.8 YOUTH DEVELOPMENT

Burnie Youth Council (BYC)

There was no meeting of the Burnie Youth Council in July.

Skate Park Consultation

All schools in the region have been invited to be host to a focus group of interested students or for those students to contact the YDO to contribute to the consultation in either written form or attending a public consultation 1 August 2018. To date there has not been an uptake by the schools to host a focus group.

A survey was created to capture the communities thoughts, both what they like currently about the park and what could be improved. Respondents are also asked to rank their top three contributions. There has been 25 responses by the end of July.

The survey also asks interested people to attend the public focus groups, and visits to the park for face to face consultations with users will occur the start of August.

Youth Strategy

Housing

A meeting with stakeholders occurred 3 July with discussions over the types of accommodation needs that have been identified by organisations and the possible locations and opportunities that may be available to fill those gaps. Discussions of models currently being explored in Tasmania were discussed, and how the results of these approaches may influence projects in Burnie. The results of these discussions focussed on supported accommodation are being explored further by Council and organisations.

Followup discussions have been held with the Department of Housing.

Transport

An initial 3 month pilot program is being developed to support the transport to employment at Costas of an initial 20 young people, in collaboration with National Joblink. The main barrier of differing finish times that made it difficult for Metro to commit to a regular bus service in the past has been overcome. Discussions are now being held with Metro around the introduction of a service to Sulphur Creek as part of their schedule.

Diversity

Focus groups with young people supported by Speak Out has been organised to start Monday 6 August.

Reconciliation Australia and Council are working together on building a program for young Aboriginal people, which will also include family engagement and support.

Those from the North West are very skilled in art, and early discussions around public art have started, with concepts such as a story board of Burnie from the beginning of time to the diversity of people today being raised. Knight Frank has been approached over the possibility of mural space, as well as other local options investigated.

Employment

A number of employers have expressed an interest in participating in a Youth Employment Pathways Trial with the Department of Jobs and Small Business. Once specific placement opportunities are identified, the Department will seek a service provider to provide mentoring support for young people and their families.

YMCAB

The young people's application for a street party Heywire Grant was not successful. YMCAB will be working with the YDO and Events and Marketing team to support the delivery of a horror film in Burnie Park later this year.

NWAY

NWAY met 26 July. Of note from the meeting:

The Youth Network of Tasmania was present. They are currently working on submissions to support lowering the voting age to 16 (and register to vote to 14). This will be voluntary voting. YNOT are also working on feedback and consultation on the State Children and Health Wellbeing Strategy.

YNOT have not received ongoing funding for the Tasmanian Youth Conference and are lobbying for funds to run the 2019 TYC.

City Mission attended NWAY. Alex Che is the supervisor for the youth services in the north of the state providing mentoring for students who are disengaged from school. They are hoping to expand out into the North West.

Burnie PCYC

The YDO attended a meeting of the PCYC on 21 June 2018.

COUNCIL RESOLUTION

Resolution number: MO283-18

MOVED: Ald T Brumby

SECONDED: Ald S Kons

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

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO217-18 GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES JULY 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 July 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 Receivables Analysis
- 2.4 Rates Analysis
- 2.5 Contracts Awarded
- 2.6 Consultants Engaged
- 2.7 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 July 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	22,364	22,401	!	37	22,514	22,514	✓	- F
Statutory fees and fines	95	79	✓	(16)	946	946	✓	- F
User fees	238	405	✗	168	4,864	4,864	✓	- F
Grants	121	208	✗	86	2,494	2,494	✓	- F
Reimbursements	5	24	!	19	285	285	✓	- F
Other income	(27)	74	✗	101	889	889	✓	- F
Investment income	57	94	!	37	1,127	1,127	✓	- F
Total recurrent income	22,853	23,285	✗	432	33,119	33,119	✓	- F
Recurrent Expenses								
Employee benefits	804	648	✗	156	11,191	11,191	✓	- F
Materials and services	(198)	869	✓	(1,067)	10,430	10,430	✓	- F
Depreciation and amortisation	661	661	!	0	7,928	7,928	✓	- F
Finance costs	-	6	✓	(6)	73	73	✓	- F
Other expenses	133	290	✓	(157)	3,482	3,482	✓	- F
Total recurrent expenses	1,399	2,474	✓	(1,075)	33,103	33,103	✓	- F
Operating surplus/(deficit) before capital items	21,454	20,811	✓	(643)	16	16	✓	- F
Capital Items								
Capital grants	-	138	✗	138	1,654	1,654	✓	- F
Expenditure on assets not owned by Council	-	-	✓	-	-	-	✓	- F
Developer Contributions	-	-	✓	-	-	-	✓	- F
Net gain/(loss) on disposal of assets	-	-	✓	-	(269)	(269)	✓	- F
	-	138	✗	138	1,385	1,385	✓	- F
Surplus/(deficit)	21,454	20,949	✓	(505)	1,401	1,401	✓	- F
Operating Margin	16.33	9.41			1.00	1.00		

F = YTD favourable variance to budget

U = YTD unfavourable variance to budget

Council is budgeting for an underlying profit of \$16K in 2018-19.

The operational forecast for 2018-19 will be reviewed updated throughout August/September 2018 to take into account any known changes to the forecast operating result resulting.

Statement of Financial Position

The Statement of Financial Position provides a snapshot of Council's financial position at the end of the reporting period.

The current ratio line is an indicator of Council's liquidity and ability to pay its debts when they fall due. A ratio of more than 1.00 or more indicates that there is more cash and short terms assets than short term liabilities. Council is forecasting to have a current ratio of 1.17 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	6,532	3,915	3,915
Trade and other receivables	21,587	2,576	2,576
Inventories	136	169	169
Other assets	10	26	26
Total current assets	28,264	6,686	6,686
Non-current assets			
Investment in water corporation	65,304	65,304	65,304
Investments in controlled entities	2,916	2,916	2,916
Property, infrastructure, plant and equipment	319,487	321,522	321,522
Total non-current assets	387,707	389,742	389,742
Total assets	415,971	396,428	396,428
Liabilities			
Current liabilities			
Trade and other payables	115	2,605	2,605
Trust funds and deposits	132	134	134
Interest-bearing loans and borrowings	310	326	326
Employee provisions	2,420	2,640	2,640
Total current liabilities	2,976	5,705	5,705
Non-current liabilities			
Interest-bearing loans and borrowings	1,264	938	938
Employee provisions	161	193	193
Total non-current liabilities	1,424	1,131	1,131
Total liabilities	4,400	6,836	6,836
Net Assets	411,570	389,592	389,592
Equity			
Accumulated surplus	273,067	273,104	273,104
Surplus/(deficit)	21,454	1,401	1,401
Reserves	117,050	115,087	115,087
Total Equity	411,570	389,592	389,592
CURRENT RATIO	9	1.17	1.17

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 July 2018 is \$6.532m

Burnie City Council
Statement of Cash Flows

	Actual 2019 \$'000	Budget 2019 \$'000	Forecast 2019 \$'000
Cash flows from operating activities			
Rates and charges	3,256	22,461	22,461
Statutory fees and fines	95	946	946
User fees	238	4,864	4,864
Grants	121	2,494	2,494
Reimbursements	5	285	285
Other income	(27)	889	889
Payments to suppliers	(2,329)	(10,379)	(10,379)
Payments to employees	(932)	(11,122)	(11,122)
Other payments	(133)	(3,482)	(3,482)
Net cash provided by (used in) operating activities	294	6,956	6,956
Cash flows from investing activities			
Payments for property, infrastructure, plant and equip	(1,037)	(11,931)	(11,931)
Dividends and distributions	57	1,127	1,127
Capital grants	-	1,654	1,654
Net cash provided by (used in) investing activities	(980)	(9,150)	(9,150)
Cash flows from financing activities			
Finance costs	-	(87)	(87)
Repayment of interest bearing loans and borrowings	(296)	(296)	(296)
Net cash provided by (used in) financing activities	(296)	(383)	(383)
Net increase (decrease) in cash and cash equivalents	(982)	(2,577)	(2,577)
Cash and cash equivalents at the beginning of the financial year	7,514	6,492	6,492
Cash and cash equivalents at the end of the period	6,532	3,915	3,915

2.2 SCHEDULE OF INVESTMENTS

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

Investments Schedule as at 31/08/18							
<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+			826,170	826,170
MyState	365 Days	2.75%	A2	2/09/2017	2/09/2018	500,000	
MyState	180 Days	2.60%	A2	2/03/2018	2/09/2018	1,000,000	1,500,000
AMP	365 Days	2.60%	A1	8/08/2017	8/08/2018	1,000,000	1,000,000
Bendigo	365 Days	2.70%	A2	8/08/2017	8/08/2018	1,000,000	1,000,000
ME Bank	365 Days	2.85%	A2	23/07/2018	23/07/2019	1,000,000	1,000,000
							5,326,170

Investment Allocation by Credit Rating

<u>Credit Rating</u>	<u>%</u>	<u>Amount</u>	<u>WAIR</u>
A1+	16%	\$826,170	1.90%
A1	19%	\$1,000,000	2.60%
A2	66%	\$3,500,000	2.72%
	100%	\$5,326,170	

Investment Allocation by Bank

<u>Bank</u>	<u>%</u>	<u>Amount</u>
ANZ	16%	\$826,170
MyState	28%	\$1,500,000
AMP	19%	\$1,000,000
Bendigo	19%	\$1,000,000
ME Bank	19%	\$1,000,000
	81%	\$5,326,170

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

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

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

Council's risk from exposure to any individual institution is restricted through diversification of the investment portfolio. No more than 40% of Council's total investment portfolio will be invested in any one institution. Council is also mindful of limiting its exposure to institutions with a credit rating of less than A1 and will not invest more than \$2,000,000 with any one institution with a credit rating of less than A1.

2.3 RECEIVABLES ANALYSIS

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

Receivables Analysis as at 31 July 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	371,723	354,969	5,711	462	10,581
Reserved Parking Spaces	9,106	8,220	90	16	780
Burnie Venues & Catering	5,878	2,811	1,796	-	1,271
Lease Debtors	17,654	16,484	629.96	(77)	618
Business & Recreation Debtors	11,882	8,505	-	-	3,377
Waste Debtors	48,131	47,136	369	143	483
Total Trade Debtors	464,375	438,125	8,595	544	17,110
Goods & Services Tax	1,603				
Infringements & Parking	1,250,147				
Other Receivables	74,401				
Rates & Charges	20,248,291				
Allowance for Impaired Debts	(451,930)				
Total Receivables	21,586,887				

Infringements & parking

	Jul-18		Jul-17		Movement	
	Count	Balance	Count	Balance	Count	Balance
Issued 2019	663	22,066			663	22,066
Issued 2018	2,172	175,175	654	21,018	1,518	154,157
Issued 2017	1,762	87,196	2,321	157,040	(559)	(69,844)
Issued 2016	1,040	51,005	1,176	74,035	(136)	(23,030)
Issued 2015	670	44,937	791	56,345	(121)	(11,408)
Issued 2014	592	41,120	687	49,998	(95)	(8,878)
Issued 2013	708	44,458	773	51,012	(65)	(6,554)
Issued 2012	575	36,921	624	41,241	(49)	(4,320)
Issued 2011	608	38,232	649	41,981	(41)	(3,749)
Issued 2010	703	27,901	742	31,685	(39)	(3,784)
Issued 2009	837	58,776	923	65,095	(86)	(6,319)
Issued 2008	1,478	75,382	1,527	81,947	(49)	(6,565)
Issued 2007	2,033	80,741	2,050	88,528	(17)	(7,788)
Issued Pre-2006	9,906	474,369	10,572	479,950	(666)	(5,581)
	23,747	1,258,278	23,489	1,239,875	258	18,403

2.4 RATES ANALYSIS

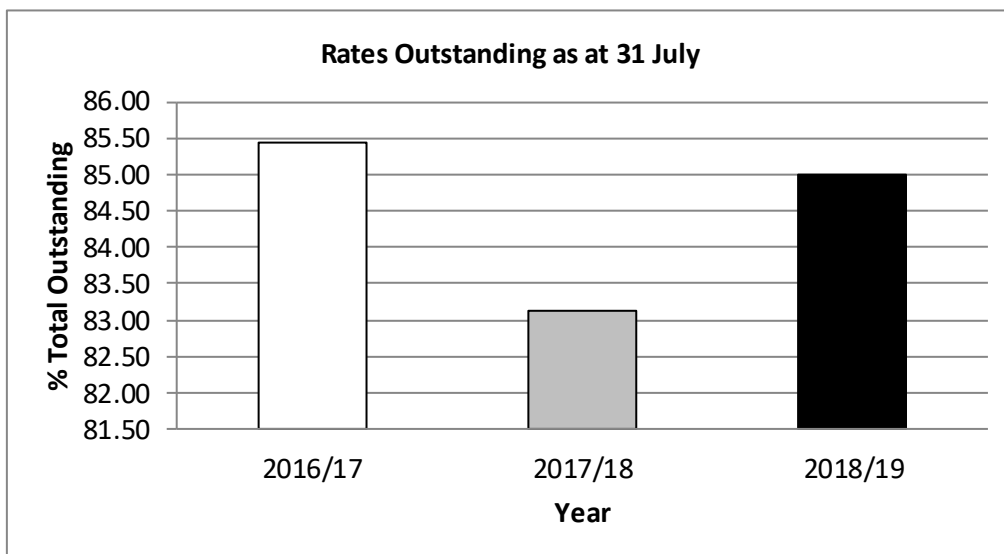
The rates analysis contains a summary of rating transaction movements for 2018/19 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

Rates Outstanding as at 31/07/2018

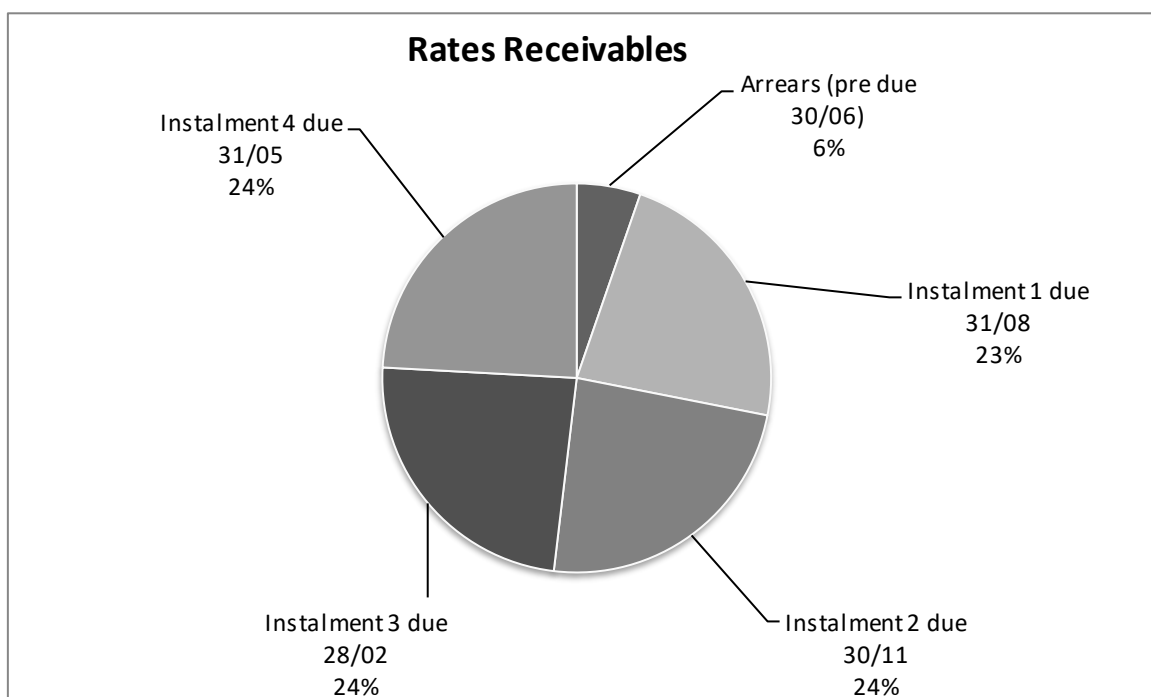
	This Financial Year 31 Jul 2018		Last Financial Year 31 Jul 2017		Change
		\$		\$	\$
Arrears Brought Forward as at July 1	5.41%	1,239,630	5.09%	1,172,182	67,448
Credit Brought Forward	-3.02%	(692,968)	-2.52%	(580,636)	(112,332)
Add Current Rates & Charges					
Levied	97.58%	22,364,287	97.40%	22,422,405	(58,119)
Penalty	0.03%	7,159	0.03%	6,986	173
Supplementary Rates	0.00%	-	0.00%	-	-
Gross Rates and Charges Demanded	100.00%	22,918,108	100.00%	23,020,937	(102,829)
Less: Rates & Charges Collected	11.49%	2,634,396	13.23%	3,044,649	(410,253)
Pension Remission	2.95%	676,893	2.97%	683,553	(6,660)
Residential Waste Remission	0.08%	18,144	0.08%	18,624	(480)
Hardship Interest Remission	0.00%	43	0.00%	-	43
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%	8,057	0.04%	8,153	(96)
General Rate Remission	0.02%	4,611	0.03%	6,045	(1,434)
- Legal Fees	0.00%	(743)	0.00%	-	(743)
- Discounts	0.37%	85,509	0.41%	94,755	(9,246)
- Roundings/Adjustments	0.00%	-	0.00%	-	-
Sub Total	15.01%	3,440,004	16.86%	3,881,921	(441,918)
Unpaid Rates & Charges as at 31/07/2018	84.99%	19,478,104	83.14%	19,139,016	339,088

	<u>2018/2019</u>		<u>2017/2018</u>	
Outstanding as at 31 July		19,589,642		19,239,256
Rates in credit		(111,538)		(100,240)
		19,478,104		19,139,016
Total number of assessments		10,006		9,894
Assessments outstanding	88.95%	8,900	88.8%	8,785
Credit Rates	-0.6%	(111,538)	-0.5%	(100,240)
Arrears (pre due 30/06)	5.3%	1,039,713	5.3%	1,012,882
Instalment 1 due 31/08	22.9%	4,462,971	22.7%	4,340,240
Instalment 2 due 30/11	23.9%	4,661,163	24.0%	4,593,224
Instalment 3 due 28/02	24.1%	4,696,981	24.2%	4,631,975
Instalment 4 due 31/05	24.3%	4,728,815	24.4%	4,660,935
	100.00%	19,478,104	100.00%	19,139,016

There were 8,900 assessments outstanding as at 31 July 2018 compared to 8,785 as at 31 July 2017.



The following graph provides a breakdown of total rates outstanding by instalment.



2.5 CONTRACTS AWARDED

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

Contract Number	Contract Title	Contractor Registered Business Name and Address	Awarded Date	Initial Term	Value of Contract (Ex GST)
2607	Cardboard and Public Place Recycling Collection Services	Veolia Environmental Services Pty Ltd 95 Kennedy Drive Cambridge TAS 7170	17/07/2018	3 years	\$63,700.00 (per annum indexed)

2.6 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	5,360	B	Capital Works Allocation	No

Project	Consultant	Description	Committed \$	Actual \$ LTD	Reason	Funded from	Complete
Burnie Surf Club Redevelopment	Jaws Architects	Design and Project Delivery Services	74,797	39,275	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

2.7 GOVERNANCE – USE OF COUNCIL SEAL

11 July 2018	Final Survey Plan and Schedule of Easements – Boundary Adjustment – Anglesea Street Wivenhoe
12 July 2018	Lease Agreement between The Honourable Sarah Jane Courtney MP (for the Crown) and Burnie City Council – The Esplanade South Burnie
16 July 2018	Memorandum of Understanding between Burnie City Council, Waratah-Wynyard Council and Circular Head Council relating to a Shared Services Entity
17 July 2018	Contract details TasNetworks Connection for Surf Club substation relocation.
17 July 2018	Licence agreement between the Burnie City Council and the Roman Catholic Church of the Archdiocese of Hobart trading as CatholicCare Tasmania for Portside Rooms.
19 July 2018	Final Survey Plan/Schedule of Easements SD 2016/1254 – Land off Brickport Road and Edwin Place

COUNCIL RESOLUTION

Resolution number: MO284-18

MOVED: Ald S French AM

SECONDED: Ald A Keygan

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

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

Against:

CARRIED UNANIMOUSLY

AO218-18 COMMUNICATIONS JOURNAL AUGUST 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

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

- UTAS Announcement with Vice-Chancellor
- NAIDOC Week – Flag Raising Ceremony
- Upper Natone Reserve Committee Meeting
- Mission to Seafarers in Australia (Burnie Station) – Sea Sunday
- Cradle Coast Regional Festivals, Events and Arts Strategy Presentation - CCA
- BCCI General Meeting
- Official presentation of National Medals and Long Service Awards to staff and volunteer members of the Tasmania Fire Service, NW Region
- Musician Viktor Zappner event at the Burnie Regional Art Gallery
- Truckies Association Dinner
- Meeting with General Manager and Mayor - King Island Council
- Cocktail Party with Tasmanian State Cabinet

- Joint Regional Cabinet Meeting
- Cruise Exchange Welcome Dinner
- Meeting with Wendy Weekes
- Hellyer College Musical Production – Godspell
- Family Planning Tasmania Birthday Event
- Koinz 4 Kidz Gala Dinner
- ArtRage 2017 Collection – Official Opening
- Burnie Ten Launch
- Burnie Basketball Club Annual Dinner and MVP Count
- Meeting with Bev Rowbottom
- Meeting with Reconciliation Tasmania
- Meeting with the Hon Roger Jaensch MP
- Queen Street Upgrade - information/consultation session
- TasWater Regional Briefing - Memorandum of Understanding
- UTAS Photographic Exhibition Opening
- Burnie Concert Band - Concert (Decades)

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

- Hellyer Gold Mine Opening – attended by Alderman Ron Blake OAM
- Burnie Rugby Club Annual Dinner and Presentation Night – attended by Alderman Ken Dorsey

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

Workshop	31 July 2018	
Aldermen in attendance	Mayor Boyd, Deputy Mayor French AM, Ald Blake OAM, Ald Brumby, Ald Dorsey, Ald Keygan, Ald Kons, Ald Lynch, Ald Bentley	
Apologies	Nil	
Items Discussed	McKenna Park	On-Site Visit to McKenna Park Complex
	Burnie Brand	Discussion with Aldermen
	Housing Choices	Presentation and discussion with Kim Bomford
	General Manager's Update	Presentation from General Manager

Workshop	7 August 2018	
Aldermen in attendance	Mayor Boyd, Deputy Mayor French AM, Ald Blake OAM, Ald Brumby, Ald Dorsey, Ald Keygan, Ald Kons, Ald Lynch, Ald Bentley	
Apologies	Nil	
Items Discussed	Burnie City Youth Council	Youth Mayor, Deputy Youth Mayor and Junior Deputy Youth Mayor in attendance to meet Mayor and Aldermen
	Treasury Policy Review	Draft policy discussed with Aldermen

	Spencer Street	Discussion with Aldermen
	CCA Review – Futures Plan – Sustainable Murchison Plan	Discussion with Aldermen
	TasComm Update	Update provided to Aldermen
	Realty Developments	Discussion with Aldermen
	BCCI Small Business Micro-Finance	Discussion with Aldermen
	Up-Cycle Clothing Event	Discussion with Aldermen
	Cruise Ship Shuttle Bus Stops	Discussion with Aldermen
	Band Rooms Lease	Discussion with Aldermen

5.0 CORRESPONDENCE FOR NOTING

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

ATTACHMENTS

1. Will Hodgman MP, Premier of Tasmania - Report on First Quarter and First 100 Days
2. Barry Saltmarsh - Burnie Regional Museum

COUNCIL RESOLUTION

Resolution number: MO285-18

MOVED: *Ald S French AM*

SECONDED: *Ald R Bentley*

1.0 RECOMMENDATION:

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

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

Against:

CARRIED UNANIMOUSLY



PREMIER OF TASMANIA

5 July 2018

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

Dear Ald Boyd

In March, Tasmanians overwhelmingly voted for a majority Liberal Government with a comprehensive plan to take Tasmania to the next level.

Last Friday marked the first 100 days of our second term and I was able to confirm that my Government has met every single one of the commitments we said we would deliver in the first 100 days since being sworn in.

I am pleased to provide you with your own personal copy of the update released on *our First Quarter & First 100 Days*

In this time, we have delivered the 2018-19 Budget which confirms operating surpluses this year and every year across the forward estimates, with record investments in health, education and infrastructure.

Our Budget also details how the Government will deliver on our election commitments, in full and on time.

Tasmania is a much stronger, prouder and more confident place, but we know there is more to do.

Our *Plan to Build Your Future* builds on the momentum of the last four years, to take Tasmania to the next level.

Yours sincerely

Will Hodgman MP
Premier



Building *your* Future

First Year Agenda

Report on First Quarter & First 100 Days

29 June 2018

Building your Future *Report on First Quarter & First 100 Days*

Delivering for Tasmania in the first week of a returned majority Hodgman Liberal Government

Swearing in of new Liberal Cabinet.	The new Liberal Cabinet was sworn in on 21 March, after the final election outcome was known on 15 March 2018. The new Cabinet, comprising the Premier and eight Ministers, includes five men and three women, blending experienced and new Ministers, all with passion and energy.
First meeting of Cabinet	The new Cabinet met on 22 March 2018.
Formal handover of Liberal Policy Manifesto and Building Your Future targets to Heads of Agencies.	Liberal Policies and Targets were handed to the Head of the State Service on 22 March 2018.
Schedule drafting a raft of new legislation, including tax relief initiatives, capping electricity prices, restructuring the Tasmanian Health Service, law and order initiatives, further strengthening family violence laws, and the TasWater takeover.	Cabinet approved drafting of legislation at its first meeting on 22 March. Legislation to cap power prices was introduced to Parliament on 22 May. Legislation to restructure the THS passed both Houses on 24 May. Legislation for the suite of tax relief initiatives was introduced on 14 June and passed by both Houses on 21 June. Drafting of family violence laws has also commenced, and the Government has reached an historic Memorandum of Understanding with LGAT and TasWater to reform and improve water and sewerage, reducing forecast price increases and accelerating upgrades.
Release the 2018 Parliamentary sitting schedule.	The 2018 sitting schedule was released on 28 March, with the number of sitting days in line with previous election years.
First Parliamentary sitting (Tuesday, 1 May) and Governor's Address.	The 49th Parliament sat on 1 May, with the Governor addressing both Houses of Parliament.
Release Building your Future – First Year Agenda, a detailed, whole of Government Work Plan for the first year of a second-term Liberal majority Government.	The Government's First Year Agenda was tabled in Parliament on 2 May, outlining a comprehensive Plan to build Tasmania's future and take the State to the next level.



Building your Future

Report on First Quarter & First 100 Days

Delivering a Strong Economy and more Jobs

1st Quarter Initiatives and Outcomes cont.

Task the Coordinator-General with working with regional councils to build on local support for our payroll tax relief for businesses migrating to regional Tasmania, and beginning work to market the program interstate.

The Office of the Coordinator-General has commenced work on a program to work with the key regional councils. The final packages and marketing of the relevant opportunities will be implemented over the course of the year and in an ongoing manner, forming a suite of information that the Coordinator-General uses to assist in facilitating investment into the State.

Hold roundtable meetings with Regional Tourism Organisations to begin planning for the establishment of three new touring "journeys", in the North, South and North-West

Following on from the success of the Great Eastern Drive which has increased visitors to the East Coast, the name of the next iconic drive "Western Wilds" was revealed on 18 April to encourage visitors to explore and experience the wilderness of Western Tasmania. Roundtable meetings with all Regional Tourism Organisations were held in early June for all regions and industry to engage in the next steps.

Open an EOI process to develop a sensitive and appropriate new iconic tourism experience at the southern end of the Cradle Mountain Gateway Precinct.

The EOI was commenced on 4 June with Colliers International initiating a world-wide investment identification process to gauge the size of interest and suitable developments to transform the Cradle Mountain Gateway Precinct into a new world-class visitor experience.

Begin recruitment of new biosecurity officers for King and Flinders Island, and continue industry consultation on our new Biosecurity Bill to modernise and streamline biosecurity legislation and better manage risks of pests, weeds and disease.

Biosecurity officer positions have been advertised and a recruitment process is underway. Appointments are expected by early July. Stakeholder consultation has recommenced on the new Biosecurity Bill.

Commence development of a whole of government White Paper on the Competitiveness of Tasmanian Agriculture for 2050.

Formal consultation with peak industry bodies is underway, after which a draft White Paper will be developed and released for public consultation.

Commence the review into irrigation electricity tariffs and establish the Farm Energy Advocate in Aurora Energy.

The irrigation tariff review has commenced to ensure the tariffs are more suitable to modern irrigation, with early advice sought from the Department of Treasury and Finance to inform the parameters. The Farm Energy Advocate service, to help farmers better manage their energy and usage costs, is accessible through Aurora Energy by phoning 1300 10 FARM.



Building your Future

Report on First Quarter & First 100 Days

Delivering a Strong Economy and more Jobs

1st Quarter Initiatives and Outcomes cont.

Extend the AgriGrowth Loans Scheme to young farmers with a further \$20 million in low interest (concessional) loans.	The extension of the Agri-Growth Loans Scheme, including a specific Young Farmer Support Package, was announced on 8 June. Funding has increased from \$20 million to \$40 million. This will help farmers turn good ideas into profitable, thriving businesses.
Begin the process to relocate DPIWE offices and 100 staff positions to the North and North-West and begin recruitment of two new AgriGrowth Liaison Officers.	The DPIWE (Northern Recruitment Policy) has been released to staff following consultation. The applications for the two AgriGrowth Liaison Officer positions closed on 21 May and the recruitment process is underway.
Amend the Metro Tasmania Act 1997 to enable the State-owned company to operate river ferries, and commence planning for public ferry infrastructure.	The Metro Tasmania Amendment Bill 2018 passed the House of Assembly on 12 June. It allows for Metro to operate river ferries for a new Derwent River ferry service between Bellerive and Sullivans Cove.
Begin consultation to establish industry-based sub committees for the TasTAFE Trades and Water Centre of Excellence in the South, and the Agricultural Centre of Excellence in the North-West.	TasTAFE held roundtables with industry stakeholders, including the agricultural sector and the trades and water sector, during April and May 2018. The new Centres of Excellence will ensure we have the next generation of work ready apprentices and trainees skilled to meet growing demand.
Increase the targeted Small Business Grant for Apprentices and Trainees to \$5000 for each new apprentice or trainee employed in a growth area of the economy.	New guidelines were released on 23 May, with the program initial targeted at three priority sectors: building and construction, tourism and hospitality and manufacturing.
Establish a working group with industry partners, such as TasICT and the Australian Computer Society (ACS) to develop a new Workforce Development Plan for the industry.	A roundtable was held on 23 May with the working group, which includes TasICT, the Australian Computer Society and Government agencies, to commence the development of the new Workforce Development Plan for the Industry and has identified a focus on encouraging women and diversity in the sector.
Put out a Request for Tender to increase mobile coverage to at least 95% of the Great Eastern Drive.	Expressions of Interest opened on 23 June, as part of a two stage procurement process and will conclude on July 16.

Building your Future

Report on First Quarter & First 100 Days

Delivering a Strong Economy and more Jobs

1st Quarter Initiatives and Outcomes cont.

Determine models to expand the number of workshops and training activities available to increase digital literacy in Tasmania.	Models have been developed in consultation with LINC Tasmania (soon to be Libraries Tasmania), DPAC, Telstra and the Council of the Ageing.
Direct Momentum Energy to identify a site to relocate their call centre to Tasmania.	Work has commenced on relocating Momentum Energy call centre jobs, currently based in Melbourne despite being owned by Hydro since 2009. Hydro is currently identifying a site for the Tasmanian operations to relocate within the next 12 months, with sites at Cambridge, Kingston and Launceston being considered.
<p>Introduce legislation to give effect to the Government's suite of tax reform initiatives, including:</p> <ul style="list-style-type: none"> • Regional business relocation payroll tax holiday; • New lower payroll tax rate and threshold; • Extension of payroll tax rebate scheme for apprentices; and • Foreign Investor Surcharge. 	The Government has implemented legislative amendments to provide a payroll tax holiday for businesses relocating to regional Tasmania to boost jobs, reduce payroll tax for all businesses, extend the successful Payroll Tax Rebate Scheme to support training an estimated 3000 additional apprentices and trainees, and charge foreign investors more duty on the purchase of residential and primary production property. These reforms deliver on several key election policies and will help take Tasmania to the next level.
Continue to implement the priority actions in the sustainable industry growth plan for the salmon industry	In consultation with industry, a DPIWE project management framework is being progressed to implement the Plan including in the key areas of biosecurity, planning, marine debris, environmental standards, data portal and scorecard.
Begin work and consultation to develop the Tasmanian Trade Strategy – our first whole of Government strategy aimed at maximising opportunities to increase international engagement for Tasmanian industries	Tasmania's first Trade Strategy will provide the certainty and strategic direction for business and industry to take our international export activity to the next level. Engagement with industry and exporters has begun with a series of roundtables, to hear first-hand the issues that limit the capacity for growth, the role the Government can play to maximise opportunities, and priority international markets.
2018-19 Budget to confirm surpluses across the Forward Estimates and outline the roll-out of Liberal election	The 2018-19 Budget was released on 14 June, confirming an operating surplus estimated to be \$161.9 million in 2018-19, with the Budget forecast to be in surplus each and every year of the Forward Estimates period. The Budget also shows that the Hodgman Liberal Government's election commitments are being delivered in full and on time.



Building your Future

Report on First Quarter & First 100 Days

Action on the Cost of Living

1st Quarter Initiatives and Outcomes

Legislate to cap power prices at CPI for a three-year period and begin the complex task of de-linking Tasmania from the National Electricity Market.	The Government has capped the growth in power prices at CPI for the coming year, and we have also tabled legislation to cap Tasmanian power prices at no more than CPI for the following two years, which will be passed at the earliest opportunity. Had we not taken decisive action to cap power prices, the 2013 decision by the former government (to link Tasmanian wholesale prices to the mainland) would have meant high prices flowing through to Tasmanian consumers.
Commence the \$750,000 three-year subsidy scheme for farmers to identify energy saving strategies.	Applications opened for the new three-year On-farm Energy and Irrigation Audit Program on 31 May, with grants to allow farmers to engage professionals to audit their farm energy use, infrastructure and systems to identify savings in the thousands.
Introduce a free Seniors Park Pass linked to the Tasmanian Seniors Card for one year from 1 July, with a 50% discount on the concession fee for Tasmanian Seniors card holders for ensuing years.	The new Seniors Park Pass will be available from 1 July.
Begin review of the Solar Feed-in Tariff.	A review of the Solar Feed-in Tariff will determine a suitable reward to those who have installed, or are looking to install solar in Tasmania, including farmers. The review is now underway.
Freeze inland trout fishing licences at 2017-18 prices for four years.	On 28 March, the Government formally gazetted that trout licence fees will be frozen for four years at 2017-18 prices, as part of the Government's commitment to reduce the cost of living, and encourage more people to go fishing. Licence renewals reflecting the price freeze will be released 2 July 2018. The 2018-19 licence period commences 1 August 2018.
<p>Introduce legislation to give effect to the Government's suite of tax reform initiatives, including:</p> <ul style="list-style-type: none"> • 50% stamp duty holiday for first home buyers; • 50% rebate for seniors downsizing their homes; and • Three year land tax relief for new long-term rentals. 	The Government's legislation to provide incentives and assistance to improve housing affordability, increase supply of long-term rentals, and boost home ownership for first home buyers has passed both Houses of Parliament. The legislation delivers on several key election policies and will help take Tasmania to the next level.



Building your Future

Report on First Quarter & First 100 Days

Action on the Cost of Living

1st Quarter Initiatives and Outcomes cont.

Re-introduce legislation to take over TasWater, with legislated prices to be frozen for one year, and then capped between 2.75% and 3.5%, with ongoing Council payments enshrined in perpetuity

An historic Memorandum of Understanding was signed on 1 May 2018 between the Government, the Local Government Owners and TasWater. The MOU will lead to improved water and sewerage services by accelerating upgrades, and aims to freeze prices for one year from 1 July 2019, then cap annual prices increases at no greater than 3.5% until 2025.

Investing in Health, Education and Tasmanians in Need

1st Quarter Initiatives and Outcomes

Introduce legislation to bring the Tasmanian Health Service under the direction of the Secretary, DHHS, and strengthen local hospital decision-making.

Legislation to deliver stronger local decision-making in our hospitals, reduce bureaucracy and save taxpayers around \$4 million over four years (to be reinvested into health services) was introduced on 1 May and passed both Houses on 24 May. The new laws have been universally welcomed by clinical leaders and key health stakeholders across the State.

Ensure local leadership positions are in place in Tasmania's hospitals providing day to day decision-making autonomy.

The majority of leadership positions are now finalised, in line with organisational charts.

Release clear organisational charts for Tasmanian hospitals, so that staff and patients know who is leading their local hospital.

Organisational charts have been consulted with clinicians, health professionals and key stakeholders and released publicly.

Commence procurement of 30 additional community-based drug and alcohol rehabilitation beds.

A Request for Proposal to provide an additional 30 beds was advertised in three regional newspapers on 9 June. This \$6 million commitment will see the biggest increase in therapeutic residential rehabilitation and drug and alcohol treatment ever funded in Tasmania.



Building your Future

Report on First Quarter & First 100 Days

Investing in Health, Education and Tasmanians in Need

1st Quarter Initiatives and Outcomes cont.

Open first round of the new Levelling the Playing Field grant program to improve sports facilities for girls and women.	The new Levelling the Playing Field grant program will be administered in two stages. The Expressions of Interest stage opened on 27 April 2018 and closed on 21 June 2018. Successful applicants moving through to the 2nd Stage will be notified by 31 July 2018. This \$10 million investment will ensure women and girls have access to the sporting facilities they need, and is the largest investment per capita in girls and women's sporting facilities by any State or Territory government.
Convene an expert taskforce to provide advice on improving integration of mental health services in Southern Tasmania.	The Taskforce has been convened and met for the first time on 1 May. Mental health is a key priority of the Government, which is why we are investing \$95 million in additional funding to deliver more beds and provide better health services across Tasmania.
Begin extending care for young people in Out of Home Care up to 21 years.	Work to extend care for young people in Out of Home Care up to 21 years of age has commenced, with young people being identified who wish to remain in care beyond 18.
Commence consultation and development of the new foster care allowance program, ready for implementation by October 2018.	Work has begun, in consultation with key stakeholders, on the development of a program designed to encourage young people in out of home care to remain engaged in learning.
Begin work on developing with TasCOSS, a 10-year Community Sector Industry Development Plan.	Work has begun on the implementation of this long-term Plan.
Begin planning for the new Community Rapid Response (Hospital in the Home) program in the North-West and South.	Planning for the new program has begun and a working group convened. The Community Rapid Response program has been an overwhelming success in the North where it was first piloted. Funding has been included in the Budget to continue the program in the North (\$6.9 million) and roll-out a three year pilot in the Greater Hobart Area (\$5.6 million) and North-West (\$5.6 million).
Commence work on the first whole of Government Action Plan against Sexual Violence.	Funding of \$200,000 has been provided in the 2018/19 State Budget and a Steering Committee established to consider proposed process and timelines for the Action Plan.

Building your Future

Report on First Quarter & First 100 Days

Investing in Health, Education and Tasmanians in Need

1st Quarter Initiatives and Outcomes cont.

Open first round of a new Men's Shed Grant program.	The first round of the new \$375,000 Men's Shed grant program opened in May 2018 and closes on 10 August 2018. The funding will be over three years, with \$125,000 available in 2018-19 for tools, equipment, member training, community initiatives, and for capital works.
Commission the feasibility study into Urgent Care Centres in the Greater Hobart and Launceston areas.	Engagement of a consultant has been approved, with the study to commence in early July 2018. The study will look at helping people get treated sooner and closer to where they live, taking pressure off busy Emergency Departments.
Begin investigation for suitable greenfield sites for the \$6 million Ambulance Super Station in Glenorchy, and the \$6 million new Burnie Ambulance Station.	Investigations have commenced and \$12 million in funding for both projects is included in the 2018/19 Budget and Forward Estimates.
Begin planning for the introduction of free pre-school for disadvantaged or vulnerable three-year-olds, in partnership with the Early Education and Care sector.	Planning has commenced and a Steering Committee established. An initial project plan and forward work plan has been developed following key stakeholder input. The Project Team will commence in July, with \$31.3 million allocated in the Budget over four years for the initiative.
Commencement of the new incentive scheme for property owners.	The pilot initiative commenced in May 2018 and is funded until June 2019. The Private Rental Incentive Scheme is designed to encourage residential property owners to make their affordable rental homes available for low income earners at an affordable rent for 12 months. Incentives are available up to \$13,000.
Increase core annual funding to Neighbourhood Houses by \$45,000 each per year, and commence work on a Protocol for Houses to work with Government.	The Government has boosted funding in the Budget by \$8.8 million over four years for Neighbourhood Houses, including an extra \$45,000 per annum per year for each House, \$2 million for further capital works, \$120,000 per year for King Island's Phoenix House to join the Neighbourhood House family, and \$150,000 to improve security for Houses.
Commence initial concepts and start consultation for the Affordable Housing Action Plan Stage II.	A communications plan has been provided to stakeholders inviting input on the \$125 million Affordable Housing Action Plan Stage II, which will deliver 1500 new affordable homes for Tasmanians.



Building your Future

Report on First Quarter & First 100 Days

Investing in Health, Education and Tasmanians in Need

1st Quarter Initiatives and Outcomes cont.

Commence planning the capital improvements at the Ashley Youth Detention Centre.	We have commenced work to deliver the \$7.3 million redevelopment with a process underway to appoint a specialist architectural firm and youth justice planner.
Consult community stakeholders on additional intensive family and parenting support, including the specific allocation of individual brokerage funds for at-risk youth.	Consultation with key stakeholders on additional intensive family and parenting support services has commenced with options to increase the level of support available to families.
Deliver funding to Karinya for the Mums 'n' Bubs program.	Funding of \$600,000 has been provided over three years for this intervention service to support more young Tasmanian mothers, including supported accommodation and intensive wrap-around and individualised support.
Begin planning to trial the Housing and Accommodation Support Initiative (HASI).	Work has commenced to trial HASI, with funding in the Budget of \$1 million, to provide Tasmanians with mental illness better clinical and rehabilitation services linked in with stable housing and support.
Begin consultation with clinicians about the right model of care and staffing of the 15 additional mental health beds at the rebuilt Peacock Centre in Hobart.	A plan for consultation with clinicians is being developed and consultation has commenced. Budget funding is provided to build and staff these beds in the 2018-19 Budget and across the Forward Estimates.
Commence recruitment of a Clinical Nurse Educator position in each region to support better care in specialist palliative care units.	Recruitment has progressed, with the North-West position filled, the South position advertised and the Northern position ready for advertising.
Commence consultation with the Southern Midlands Council and the local Community Advisory Committee regarding the major upgrade of the Midlands Multipurpose Centre at Oatlands.	Consultation occurred in early April with the Southern Midlands Council and Community Advisory Committee. Funding of \$2.5 million has been provided in the 2018 State Budget for the upgrade.
Commence planning to provide better accommodation for health professionals on Flinders Island.	Planning has commenced, and \$500,000 has been provided in the 2018 Budget for the purchase of a new property and refurbishments of existing accommodation.



Building your Future

Report on First Quarter & First 100 Days

Investing in Health, Education and Tasmanians in Need

1st Quarter Initiatives and Outcomes cont.

Begin planning at the North West Regional Hospital for a new 8-bed inpatient ward.	Work has commenced, with funding provided in the 2018-19 budget for the eight new beds located near the Emergency Department.
Begin consultation with clinicians about the right model of care and staffing for a range of new services at the Mersey Community Hospital, including the establishment of a full Rehabilitation Ward, dedicated palliative care rooms, and a greater range of outpatient services.	Clinical consultation workshops were held on 2 May, and funding for capital works and new staffing is available in the Budget, to deliver new services over the coming years.
Begin planning to establish and staff Tasmania's first integrated medical and search helicopter service, with dedicated flight paramedics and specialist retrieval doctors.	An Implementation Plan has been drafted and a Steering Committee and Working groups have been established and have met. Funding of \$31.9 million over three years has been provided in the Budget for infrastructure and new staffing of flight paramedics and specialist retrieval doctors.
Commence recruitment to boost staffing in the Ambulance Tasmania State Operations Centre by an additional six full-time staff.	The recruitment process has begun for these positions, with selection currently being finalised.
Ensure TasTAFE receives a minimum of 70% of the State's training budget.	TasTAFE currently receive more than this proportion and while future funding arrangements are under development, the Government will ensure TasTAFE continues to receive a minimum of 70%. This is represented in the 2018/19 budget.
Establish a Clinical Planning Taskforce, led by DHHS, to determine the clinical mix of the new 250 beds at the Royal Hobart Hospital, update the Master Plan for the Royal Hobart Hospital health precinct and examine the potential future uses for the J-block inpatient building.	A Clinical Planning Taskforce to provide expert advice on the planning, delivery and improvement of health services has been established. The Terms of Reference for the Clinical Planning Taskforce were in place in April and a Project Lead appointed to lead consultation right across the State.
Establish the Health Recruitment, Retention and Workforce Planning Unit to develop a 20-year Future Health Workforce Plan, to support the roll-out of more than 300 hospital and community beds, and other services, across Tasmania.	On 22 March 2018, Cabinet approved the fast-tracking of a dedicated Health Recruitment, Retention and Workforce Planning Unit to assist with the delivery of more than 1300 new health staff over six years. The Unit has been established to reduce the costly reliance on locums and develop a 20 year Future Health Workforce Plan. It will develop strategies to attract, recruit and retain the health workforce required to support Tasmania's growing health system.



Building your Future

Report on First Quarter & First 100 Days

Investing in Health, Education and Tasmanians in Need

1st Quarter Initiatives and Outcomes cont.

Meet key educational stakeholders and the University of Tasmania to commence work on a plan for the recruitment of 250 additional teachers over six years, and commence the new Workforce Strategy in Education.	Two meetings of the Future Tasmanian Education Workforce Roundtable have been held in April and May. The group comprises Tasmania's education leaders, including the University of Tasmania and Underwood Centre for Educational Attainment, to work on the planning, teacher training and employment of 250 extra teachers, and continue the focus on teaching quality.
Determine first round of recruitment and location of 42 additional paramedics to improve ambulance response in regional areas.	Consultations with Ambulance Tasmania staff and unions have commenced and forums are being held statewide to identify areas of greatest need and inform placement of 42 additional paramedics – one of the largest paramedic recruitment drives in Tasmania's history.
Commence work on construction of 10 new Mental Health beds at Mistral Place, adjacent to the Royal Hobart Hospital, together with relocation of staff from existing facility.	Work has commenced on constructing these new beds, with planning work and consultation with key stakeholders underway, led by the Chief Psychiatrist.
Begin planning at the LGH for a new Women and Children's Precinct on top of the proposed Ward 4K project.	A \$10.2 million contract for Ward 4K has been awarded to Tasmanian company Fairbrother. The new Ward will deliver a new, 36-bed facility and incorporate a paediatric inpatient unit with a paediatric inpatient mental health for the first time. Planning and consultation for the additional Women's and Children's Precinct component is underway.
Begin planning at the LGH for the broader LGH redevelopment, including a new 32 bed inpatient ward	Planning and consultation with key staff and stakeholders is underway.
Begin planning at the LGH for a co-located private hospital (following advice from the Coordinator-General); and additional car parking.	The \$100m private hospital, co-located adjacent to the Launceston General Hospital, has progressed to the second phase of the unsolicited bid process through the Office of the Coordinator-General. An Assessment Panel and Calvary will work together to finalise the appropriate location within the health precinct to meet the current and future needs of both public and private health sectors, and improves services to both.
Begin planning for the next stage of the LGH Masterplan and adjacent health facilities for the next 50 years.	Planning and consultation with key staff and stakeholders is underway.



Building your Future

Report on First Quarter & First 100 Days

Keeping Tasmanians Safe

1st Quarter Initiatives and Outcomes

Introduce new laws to ban the wearing of colours by Outlaw Motorcycle Gangs.	New laws were introduced to Parliament on 21 June following public consultation. The legislation will help combat Outlaw Motorcycle Gangs and ensure Tasmania is free from acts or threats of violence, intimidation and drugs.
Release a four-year Police Academy recruitment schedule, in order to recruit 125 more frontline police officers over four years.	The four-year Police Academy recruitment schedule was released in April 2018, including two intakes in both 2018 and 2019, and three intakes each in 2020 and 2021. The Government will boost police numbers by 125 additional officers, meeting a key election commitment.
Re-introduce legislation to ensure guaranteed prison time for serious child sex offenders.	The Sentencing Amendment (Mandatory Sentencing for Serious Sexual Offences Against Children) Bill was re-introduced on 3 May 2018, with the expectation that those who voted against guaranteed jail time for serious child sex offenders in the last Session of Parliament may change their vote based on the extent of outrage in the community after the Bill was blocked in 2017.
Commence drafting legislation to amend the Workplaces (Protection from Protesters) Act to support the rights of workers.	Drafting of the legislation has commenced. The Government believes it is totally unacceptable that people going about lawful work are losing tens of thousands of dollars due to trespassers invading their workplace.
Commence the comprehensive cross-agency evaluation of the Family Violence Action Plan to inform the next five-year Plan, beginning July 2019.	The Steering Committee met in late March and the Family Violence Cabinet Committee endorsed the proposed evaluation framework on 26 April 2018. There will be opportunity for public consultation and input, with \$18 million allocated in the 2018/19 Budget to support the second stage Plan.
Reintroduce legislation for mandatory sentencing for serious assaults on off-duty police officers.	Legislation to introduce the Sentencing Amendment (Assaults on Off-Duty Police) Bill was tabled on 3 May 2018. The Government believes that guaranteed jail time for those that seriously assault police officers should apply equally to those that target police officers while they are off-duty.



Building your Future *Report on First Quarter & First 100 Days*

Building the Infrastructure for the 21st Century

1st Quarter Initiatives and Outcomes

Begin planning for the \$10.5 million Stage 2 of the King Island Hospital redevelopment, with the project to go to tender and commence in 2018-19.	Planning has commenced and it is expected the project will go to tender in 2018-19. Funding of \$10.5 million has been included in the 2018-19 Budget over four years to complete the project.
Commence Masterplan for the Bridport foreshore to support new infrastructure.	Development of the Masterplan has now commenced.
Start the development of the business case for Tranche 3 Irrigation Schemes for Federal funding, to complement the Liberals' \$70 million investment, building on the current project feasibility studies.	Tasmanian Irrigation (TI) in consultation with farmers, is progressing with feasibility studies for proposed Tranche 3 irrigation projects. This followed initial scheme investigations and an Expressions of Interest process. The State Budget confirmed our commitment of \$70 million towards Tranche 3. TI is also working with Infrastructure Tasmania in preparing the "Pipeline to Prosperity" (Tranche 3) business case for Federal funding.
Begin planning for the construction of the new \$9.2 million rebuilt Peacock Centre for mental health services/ beds, to open in 2020.	Planning for the reconstruction of the Peacock Centre, which was seriously damaged by fire in 2017, has commenced with the objective of providing 15 additional beds for safe, supportive "step down" care post-hospitalisation, or "step up care" for those whose condition has escalated to avoid hospitalisation.
Begin consultation and planning for the tender and construction of the \$20 million redeveloped Penguin District School as a K-12 school.	Planning has commenced, with funding in the 2018 Budget over four years for the redevelopment. Penguin will be one of the next five high schools to provide education to Year 12 in 2019.
Begin consultation and planning for the tender and construction of the \$22 million rebuild of Sorell School as a K-12 school.	Planning and consultation has commenced, with funding in the 2018 Budget over three years for the rebuild. The new K-12 school will have capacity for more than 850 students and work will begin in 2018-19.
Begin consultation and planning for the tender and construction of the new school at Legana.	A Community Initiatives Team is being established to coordinate and manage the new primary school, with a Project Manager to commence in July to work on a community engagement process to define the scope of the project.

Building your Future Report on First Quarter & First 100 Days

Building the Infrastructure for the 21st Century

1st Quarter Initiatives and Outcomes cont.

Begin consultation and planning for the tender and construction of the \$20 million rebuild of Cosgrove High School to Year 12.	The redevelopment will commence in 2021-22 following consultation, which began in April. A Community Initiatives Team has been established with a Project Manager to commence in July to begin a community engagement process and define the scope of the project.
Begin consultation and planning for the tender and construction of the new 7-12 Brighton School.	\$30 million has been allocated to build a new 7-12 high school, with the tender process to commence in 2020-21, and construction to commence in 2021-22. Consultation with the Brighton Council has commenced and a Project Manager will start in July to develop a community engagement process.
Commence planning for air conditioning upgrades at all major public hospitals.	Planning has commenced and funding of \$4.9 million is provided in the Budget over two years for the upgrades to occur.
Commence design for upgrades on the West Tamar Highway.	Planning has commenced with Budget funding of \$12 million over four years in the 2018/19 budget for the West Tamar Highway Traffic Solution.
Finalise road exchange with the Launceston City Council to take over key roads in Launceston, and begin planning for expanded capacity for Charles Street Bridge.	The exchange process is underway and early planning work has commenced in collaboration with the Launceston City Council regarding the Invermay intersections with some early identification works undertaken for the Charles Street Bridge. Bridge planning, consultations and development will take 18-24 months.
Finalise funding agreement to enable the West Coast Council to commence the expansion of the Macquarie Heads campground.	\$200,000 has been provided to the West Coast Council to improve infrastructure and secure an expanded Macquarie Heads campground, to double occupancy, adding a further 100 camping spots.
Complete negotiations with the Federal Government for the next round of the Infrastructure Investment Program to include the Bridgewater Bridge commencement.	Funding is now locked in for both Federal and State Governments for the \$576 million to replace the Bridgewater Bridge, which first opened in 1946, and is expected to be completed in 2024.



Building your Future

Report on First Quarter & First 100 Days

Building the Infrastructure for the 21st Century

1st Quarter Initiatives and Outcomes cont.

Formally declare Macquarie and Davey Streets as State roads to take them over from the Hobart City Council.

The Government has declared to the Hobart City Council that it will use its legislative power to take over management of Davey and Macquarie Streets to improve traffic flow through the CBD. The Government will invest \$16 million in improvements, including the creation of clearways, bus priority lanes and other practical measures to cut travel times.

Commence public consultation on the Master Plan for the Nut at Stanley.

Initial planning for the project is complete and stakeholder consultation will commence from 30 June.

Protecting the Tasmanian Way of Life

1st Quarter Initiatives and Outcomes

Commence the Heritage Renewal Loans Scheme.

The Heritage Renewal Loans Scheme was opened on 2 June, offering loans of between \$100,000 and \$1.5 million to refurbish heritage properties to facilitate tourism and business opportunities.

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State of Tasmania 2018
Published June 2018

15 Murray Street, Hobart 7000
Email: premier@dpac.tas.gov.au
Visit: www.premier.tas.gov.au



From: Barry Saltmarsh [REDACTED]
Sent: Saturday, 21 July 2018 7:25 PM
To: burnie
Subject: BURNIE REGIONAL MUSEUM

To the Warden and Councillors,

I believe it is time for our Council members to act in a UNITED VOICE

To ensure the continuation of our own BURNIE REGIONAL MUSEUM.

I have lived in Burnie all my life, and whilst I acknowledge the wonderful work

Our Council has done in our community, I believe our Museum Is falling behind other centres like Devonport and Wynyard.

It seems to me to be successful now and into the future, FOUR Full time staff is required, namely, the current CEO, Cass Gladwell,

Plus three additional staff, namely, Curator, Collections Manager and Conservator...

Friends of the Museum will continue to assist, together with volunteers,

But the core of the operation needs a stable and qualified minimum staffing.

I am sure you all agree that our world renowned MUSEUM needs urgent attention

And I trust BURNIE will continue to be the city that we are all proud of.

I certainly would not want to live anywhere else!

Keep up the good work,

Barry Saltmarsh.

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

**AO219-18 COMMUNICATIONS JOURNAL - PETER GUTWEIN MP, MINISTER
FOR LOCAL GOVERNMENT - LOCAL GOVERNMENT DRAFT TERMS
OF REFERENCE****FILE NO: 2/17/3; 894976****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	7.1.2	Ensure effective operation and support for Council entities, authorities and special committees.

1.0 RECOMMENDATION:

“THAT Council advise the Executive Manager Corporate Governance of any matters associated with the draft Term of Reference by 7 September 2018.”

2.0 SUMMARY

Correspondence received from Peter Gutwein MP, Minister for Local Government requesting feedback on the Draft Terms of Reference.

3.0 GENERAL MANAGER’S COMMENTS

The Minister of Local Government announced a Review of the Local Government Act on 26 June 2018. As part of this review the Minister wrote to Council on 6 August 2018 calling for comment on the draft Terms of Reference by 20 September 2018.

The attached draft Terms of Reference states the purpose of the Review is to deliver a contemporary, best-practice legislative framework for the Tasmanian local government sector which:

1. Supports greater innovation, flexibility and productivity in the sector, to improve the overall efficiency and effectiveness of the services that councils provide to the Tasmanian community;
2. Minimises the red tape and administrative burden on councils, business and the broader community;
3. Enhances accountability and transparency across the sector; and
4. Increases democratic and community engagement, participation and confidence in local government.

The Review is to consider the following:

1. Appropriate legislation to support the transparent setting, levying, and collection of council revenue, rates and charges;
2. Local government electoral provisions, including options for enhancing both voter and candidate participation in local government elections;
3. Provisions that support efficient and high-quality council operations and service delivery;
4. Performance monitoring, including financial sustainability, governance and other relevant reporting;
5. Council governance and decision-making practices arrangements, including options or community engagement, representation, and democratic participation;
6. Provisions that support public confidence in the integrity, transparency and accountability of local government; and
7. The roles, functions, powers and operation of statutory bodies that oversee local government compliance and reform.

Aldermen should advise the Executive Manager Corporate Governance of any matters of concern in the draft Terms of Reference by the 7 September 2018. An opportunity has been set aside at Workshop on 2 September 2018 to allow for a discussion, if deemed necessary.

ATTACHMENTS

1. [Correspondence and Draft Terms of Reference from Peter Gutwein MP, Minister for Local Government](#)

COUNCIL RESOLUTION

Resolution number: MO286-18

MOVED: *Ald S French AM*

SECONDED: *Ald T Brumby*

"THAT Council advise the Executive Manager Corporate Governance of any matters associated with the draft Term of Reference by 7 September 2018."

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

Against:

CARRIED UNANIMOUSLY

**Treasurer
Minister for Local Government
Minister for State Growth**

Level 9 15 Murray Street HOBART TAS 7000 Australia
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Ald Alwyn Boyd
Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor

On 26 June 2018, I announced that the Tasmanian Government would be undertaking a major review of Tasmania's local government legislation. I am pleased to provide the Review's Draft Terms of Reference for your Council's feedback.

The Review will develop, in close collaboration with the local government sector, a best practice, 21st century legislative framework that:

- supports greater innovation, flexibility and productivity;
- minimises red tape;
- enhances accountability and transparency; and
- increases community engagement, participation and confidence.

While the scope of the Review will be broad, I would like to emphasise that it will not consider council amalgamations or changes to existing municipal boundaries.

The Review will be undertaken by a dedicated Project Team in the Department of Premier and Cabinet's Local Government Division. Once the Government has considered stakeholder and community feedback on the draft Terms of Reference, a Final Terms of Reference will be issued, which will include governance arrangements, consultation processes and key milestones and associated timeframes.

The Review will provide multiple opportunities for formal public consultation, including written and verbal submissions. As the first stage in this process, the Government will be releasing a public consultation paper on the Review before the end of 2018.

The Review will actively encourage, via its governance arrangements and consultation strategy, the participation and engagement of a broad range of stakeholders, both within and external to the local government sector, to ensure that a diverse range of voices from across the community are heard.

18/78234/1

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Given its ambitious scope, it is anticipated that the Review will take approximately two years from the establishment of the Review Project Team to the introduction of a new legislative framework into the Tasmanian Parliament. The goal is to have new legislation in place by 2020, to allow adequate time for transition and implementation to occur in a smooth and staged manner before the October 2022 local government elections.

Please provide your Council's feedback on the Draft Terms of Reference by no later than **20 September 2018** to the Local Government Division, either by post to GPO Box 123, Hobart, Tasmania, 7001 or by email at lgd@dpac.tas.gov.au.

In the meantime should your Council require any further information about the Review, please contact the Local Government Division by telephone on 6232 7022 or by email.

Yours sincerely



Peter Gutwein MP
Minister for Local Government

Attachment: Review of Tasmania's Local Government Legislation – Draft Terms of Reference

Review of Tasmania's Local Government Legislation

Draft Terms of Reference

1. Context

On 26 June 2018, the Minister for Local Government, the Hon Peter Gutwein MP, announced a major review into Tasmania's local government legislation.

Local government has a crucial – and increasingly demanding – role in serving and representing local Tasmanian communities. The legislative and regulatory framework that governs the Tasmanian local government sector needs to reflect and support what communities expect from their local councils. It also needs to support councils to be able to meet these expectations now, and into the future.

2018 marks the 25th anniversary of the introduction of the *Local Government Act 1993* (the Act). The past quarter of a century has seen unprecedented social, economic and technological change. The role of councils and community expectations have expanded in line with these changes.

The Act has been amended and updated a number of times in recent years in an effort to keep pace in response to a range of emerging issues. A number of provisions have become outmoded or made redundant by more recent advances in telecommunications and digital technologies.

The current legislative framework has reached the point where continuous, reactive amendments are no longer desirable, efficient or sustainable. A fresh, contemporary approach is needed.

2. Purpose

The purpose of the Review is to deliver a contemporary, best-practice legislative framework for the Tasmanian local government sector which:

1. Supports greater innovation, flexibility and productivity in the sector, to improve the overall efficiency and effectiveness of the services that councils provide to the Tasmanian community;

2. Minimises the red tape and administrative burden on councils, business and the broader community;
3. Enhances accountability and transparency across the sector; and
4. Increases democratic and community engagement, participation and confidence in local government.

3. Guiding Principles

The new legislative framework for the local government sector will:

1. To the greatest extent that is possible and practical, be outcomes-focused;
2. Be flexible and robust to future structural, technological and social change;
3. Strike an appropriate balance between ensuring councils have sufficient operational and decision-making autonomy on the one hand, and having in place adequate checks and balances on the other;
4. Establish clear accountabilities and provide for efficient and effective risk-based monitoring, compliance and enforcement activities;
5. Be guided by best-practice regulatory, governance and legislative approaches and, where relevant and appropriate, lessons and outcomes from reviews of local government legislation in other jurisdictions; and
6. Be drafted and presented in a way that is logically structured and easily understood by councils, business, and the broader Tasmanian community.

4. Scope

The scope of the Review will be broad, to ensure it is flexible enough to give due consideration to ideas and initiatives that emerge through consultation with the sector, other key stakeholders, and the Tasmanian community at large.

The Review will focus primarily on a new Local Government Act (or Acts) but will also identify any necessary consequential or supporting amendments to other Acts. The Review will seek to streamline and consolidate legislative provisions, as well as deal with anachronistic or legacy provisions that are no longer relevant to the core business of the local government sector.

The Review will not consider:

- Council amalgamations, or consideration of changes to existing municipal boundaries. However, the new legislative framework will need to be flexible enough to deal with potential future structural changes that might occur over the next 20-30 years.

- The roles and functions of mayors, deputy mayors and councillors. These matters were considered in some detail as part of the 2015-2017 Targeted Review process and are considered contemporary for the broad remit and expectations of councils.
- The suite of contemporary council planning and financial management arrangements that were introduced in 2014.
- The local government Code of Conduct framework. The framework was introduced in 2016 and has recently been reviewed to ensure that it is operating as intended.

The Review is to consider the following:

1. Appropriate legislation to support the transparent setting, levying, and collection of council revenue, rates and charges;
2. Local government electoral provisions, including options for enhancing both voter and candidate participation in local government elections;
3. Provisions that support efficient and high-quality council operations and service delivery;
4. Performance monitoring, including financial sustainability, governance and other relevant reporting;
5. Council governance and decision-making practices arrangements, including options for community engagement, representation, and democratic participation;
6. Provisions that support public confidence in the integrity, transparency and accountability of local government; and
7. The roles, functions, powers and operation of statutory bodies that oversee local government compliance and reform.

MINUTES AND REPORTS OF COMMITTEES**AO220-18 BURNIE AUSTRALIA DAY SPECIAL COMMITTEE CONFIRMED
MINUTES OF MEETING HELD ON 16 APRIL 2018**FILE NO: 29/1/8

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Minutes of a meeting of the Burnie Australia Day Special Committee held on 16 April 2018, be received for discussion.”

SUMMARY

The Australia Day Ceremony held on 26 January 2018 at the Burnie Arts and Function Centre ran very well once again.

The Committee discussed arrangements for the 2019 Australia Day Ceremony including improvements, a guest speaker and future encouragement for nominations.

It is recommended that the minutes be received for discussion.

ATTACHMENTS



1 [!\[\]\(626ce8ac21792b9405bfddfea8e0c96a_img.jpg\)](#). Burnie Australia Day Special Committee minutes of meeting held on 16 April 2018

COUNCIL RESOLUTION**Resolution number: MO287-18*****MOVED: Ald S French AM******SECONDED: Ald A Keygan******“THAT the Minutes of a meeting of the Burnie Australia Day Special Committee held on 16 April 2018, be received for discussion.”***

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

Against:

CARRIED UNANIMOUSLY

  <p>BURNIE Australia Day CITY COUNCIL Celebrate what's great!</p>	<p style="text-align: center;">MINUTES BURNIE AUSTRALIA DAY SPECIAL COMMITTEE</p> <p style="text-align: center;">Meeting held in Alderman's Meeting Room, City Offices, Monday, 16 April 2018</p>
---	--

TIME 3.00pm

PRESENT Deputy Mayor S French AM (Chairman), M Leeson, C White,
E Singleton and J Duncan (arrived at 3.50pm)

Burnie City Council Staff: K Kelly

APOLOGIES Ald R Bentley, M Harris, N French

CONFIRMATION OF MINUTES

Confirmation of Minutes of the meeting held on Monday, 4 December 2017

Moved: E Singleton
Seconded: M Leeson
Minutes accepted by the Committee

BUSINESS ARISING

1. REVIEW OF ACTIONS FROM MEETING OF 4 DECEMBER 2017

- Grant Program information to be included in the agenda for the April 2018 meeting. **(Complete)**
- Agreed to review the age classification for future Burnie City Council Australia Day Awards nominations. To be included on Agenda for discussion at the April 2018 meeting. **(Complete)**
- [REDACTED] had previously received the 2008 Young Citizen of the Year Award and therefore ineligible for the award this year. This information to be included in the unsuccessful letter. **(Complete)**
- Copy of the Record of Australia Day Recipients to be sent to all Committee Members for future nomination reference **(Complete)**

2. CHAIRMAN'S COMMUNICATION

- Chairman, Ald Sandra French AM, thanked the Committee for their work and organisation for the Australia Day Ceremony - 2018.

- Australian of the Year Speaking Opportunities – email tabled and noted for information.
- Email of congratulations from City Chaplain, Chris Swain – tabled for noting.
- Email of thanks, appreciation and gratitude from Guest Speaker, Professor Tim McCormack – tabled for noting.

3. AUSTRALIA DAY CEREMONY 2018 – DISCUSSION AND DEBRIEF

Improvements for Australia Day 2019

- Committee agreed the ceremony ran well and flowed nicely and the band were terrific.
- Feedback has been provided on Mason Waller singing an old-fashioned song – ‘Song for Tasmania’, however committee agreed that the majority of attendees are older.

Committee to consider removing Song for Tasmania from the program and including some dancing or another activity, to vary the program.

4. AUSTRALIA DAY 2019 - DISCUSSION

- Grant Program – information tabled for noting
2018 application form reviewed and program discussed.
Committee agreed to wait for the arrival of the 2019 Application Form and then consider a grant application for possible funding for lighting and music.
Ald R Bentley to contact the Celtic Dancers and Young Reflections to determine possible funding requirements should they be involved with the 2019 Ceremony.
- Ambassador Program – information tabled for noting
Committee agreed not to progress.
- Guest Speaker Suggestions
Speaker suggestions discussed.
- Nominations
 - Age classifications to be reviewed
Committee discussed expanding the Young Citizen of the Year age classification to up to 30 years old to bring it in line with State and National Australian of the Year age classifications.
Motion submitted to increase the age classification for Young Citizen of the Year
Moved – M Leeson, Seconded E Singleton. Committee agreed unanimously.
 - Communication
Community letters to be reviewed and updated to include possible nominations within the club or external to the club, providing on-line options and contact details for any assistance.
K Kelly to write to Community Groups earlier for award nominations.

K Kelly to review promotion with Southern Cross and Coastal FM Community Noticeboards.

K Kelly to commence promoting through the Mayor's Message and the Mayor's 7BU Mayor on the Air radio sessions.

- Centro Plaza – 2018 (TBC)

Committee discussed benefits and agreed to review option at a later date.

- Changes / Improvements

Committee discussed considering dancing options.

Ald R Bentley to contact the Celtic Dancers (Irish Dancers) or Young Reflections to determine possible involvement with the 2019 Australia Day Ceremony.

5. OTHER

- Updated Record of Australia Day Recipients provided to Committee Members for information.
- Thankyou letters sent to Guest Speaker, Chaplain, Burnie Girl Guides, Mason Waller, Nathan Bakker and Cradle Coast Orchestra
- Australia Day Honour Board has been updated with 2018 recipient's names.

NEXT MEETING Monday, 30 July 2018 at 3.00pm

MEETING CLOSED 4.00pm

MINUTES AND REPORTS OF COMMITTEES**AO221-18 BURNIE COMMUNITY SAFETY ADVISORY COMMITTEE
UNCONFIRMED MINUTES OF MEETING HELD ON 12 JUNE 2018**FILE NO: 2/5/36

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Unconfirmed Minutes of a meeting of Burnie Community Safety Advisory Committee held on 12 June 2018 be received for discussion.”

SUMMARY

Tasmania Police provided a briefing on some recent issues in the CBD and outlined their response capability.

Council Officers outlined the current status of a number of projects.

A representative of Safer Roads for Cyclists is to be invited to attend the meetings of the Committee.

ATTACHMENTS

1. [!\[\]\(05a3150ca7eafd44fce8deaa48838121_img.jpg\) Unconfirmed Minutes - Burnie Community Safety Advisory Committee Meeting](#)

COUNCIL RESOLUTION**Resolution number: MO288-18*****MOVED: Ald R Bentley******SECONDED: Ald S French AM******“THAT the Unconfirmed Minutes of a meeting of Burnie Community Safety Advisory Committee held on 12 June 2018 be received for discussion.”***

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

Against:

CARRIED UNANIMOUSLY

Meeting Minutes



Meeting: **BURNIE COMMUNITY SAFETY ADVISORY COMMITTEE**
 Held on: Tuesday, 12 June 2018 at 11am
 Venue: Burnie City Council Offices, First Floor Conference Room
 File No(s): 2/5/36

1	Present Gary Neil(Director Works and Services BCCof), Ant Dry(Upper Natone Neighbourhood Watch), Jon Randall(BCC), Steve Jones(TasPolice)	
2	Apologies Ald. Rob Bentley(Chairman)	
	Meeting Commenced: 11:10am	
3	Confirmation of Previous Minutes It was moved that the minutes of the meeting held on 10 April 2018 be accepted as a true and accurate record. Moved: Gary Neil Seconded: Jon Randall	
4	Review of Action List from Previous Minutes	
5	Business Arising <ul style="list-style-type: none"> TasPolice advised of email received in regards to concerns raised with responsible alcohol consumption in the CBD Neighborhood watch had nothing specific to report 	
6	Other Business <ul style="list-style-type: none"> BCC updated committee on a number of issues listed on the Agenda BCC Advised on new School Zone being installed along Thorne St and Madden St BCC advised that staff had raised concerns with broken glass in the CBD. 	
7	Next Meeting The next meeting will be held on Tuesday, 14 August 2018 at 11am.	
	Meeting Closed: 11:35am	

2

Current Action List		
Action Description	Timeframe	Responsible
BCC to investigate traffic sight lines issues at Lottah Rd and Upper Stowport	Mid 2018	BCC (Technical Services)
BCC to liaise with Safer Roads regarding cyclist safety in relation to Coast Pathway Project.	Next Meeting	14 August

MINUTES AND REPORTS OF COMMITTEES**AO222-18 BURNIE REGIONAL MUSEUM SPECIAL ADVISORY COMMITTEE
UNCONFIRMED MINUTES OF MEETING HELD ON 31 JULY 2018**FILE NO: 2/5/35

RECOMMENDATION:

“THAT the Minutes of a meeting of the Burnie Regional Museum Special Advisory Committee held on 31 July 2018, be received for discussion.”

SUMMARY

The new Curator Julia Garnaut was welcomed by the Committee. Julia will be with the BRM until the return of Georgia Wade in 2019. Julia has previously worked at the Unley Museum and Bay Discovery Centre in South Australia.

The Committee moved a motion that a timeframe for commencing digitisation be provided.

ATTACHMENTS

1 [↓](#) Burnie Regional Museum Special Advisory Committee Meeting 31 July 2018

COUNCIL RESOLUTION**Resolution number: MO289-18****MOVED:** Ald C Lynch**SECONDED:** Ald A Keygan

“THAT the Minutes of a meeting of the Burnie Regional Museum Special Advisory Committee held on 31 July 2018, be received for discussion.”

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

Against:

CARRIED UNANIMOUSLY

Agenda and Meeting Notes *(unconfirmed)*



Meeting: **Burnie Regional Museum Special Advisory Committee**
 Date & Time: 31 July 2018 4:30pm
 Venue: BCC First Floor Conference Room
 File No(s):

Chairperson:	Tich Ferencz
Present:	Tich Ferencz, Robyn House, Ray Crawshaw, Beth Singleton, Peter Cocker, Julia Garnaut
Apologies:	Rodney Greene, Richard Ruddle, Lauren Stanton, Alderman Ken Dorsey

Discussion Item and Notes	Action / Responsible
<u>Declarations of Interest</u> No new declarations of interest	
<u>Confirmation of Minutes</u> <i>It was moved that the minutes of the meeting held on 30 April 2018 be accepted as a true and accurate record. (Moved Tich Ferencz, seconded Peter Cocker. Carried)</i>	
<u>Matters Arising</u> Arts Tasmania Funding: Rodney Greene not present to provide update on progress of letter to Arts Tasmania regarding funding. It was agreed by the representatives of Friends of the BRM, as well as the rest of the organisations represented around the table that Tich Ferencz follow up with Rodney Green via telephone and ascertain progress of letter. Curator's Position: In agreeance. <u>Welcome to new Curator, Julia Garnaut</u> Julia provided background to her career including her former roles as an archaeologist and curator at the Unley Museum (S.A.) and Bay Discovery Centre (S.A.). Julia expressed her enthusiasm for BRM, its volunteers and upcoming projects. Background information was provided to Julia Garnaut regarding each of the representatives of Friends of the BRM, as well as the rest of the organisations around the table.	Tich Ferencz to follow up with Rodney Greene.
<u>Curator's Report</u> As Julia had only been in her role for three days, a full report was not provided. Julia did supply background information on:	

Meeting Notes

<p><u>A Stitch in Time</u> Exhibition at BRAG now removed. A Stich in Time at BRM continues until September 9.</p> <p><u>100 Years: 100 Objects - Finally the War is Over</u> Exhibition to run from 28 September 2018 - 28 April 2019. The exhibition will draw largely on the 2015 exhibition. This is designed to help Julia ease into her role and will also line up with the end of the WWI commemoration period.</p>	
<p><u>Opportunity for Members to raise issues from their constituencies</u></p> <p><u>Digitisation Program</u> Julia advised Committee that it is her understanding that further training is required for parts of the digitisation program to move forward. Training will be organised as Julia settles into her role.</p> <p>Motion was moved that a timeframe for commencing digititisation be provided. It was agreed by the representative of Friends of the BRM, as well as the rest of the organisations represented and the Curator that this be provided.</p> <p><u>Discussion re Budget Cuts</u> Curator advised that there has been minor cuts to budgets in line with all other Council departments.</p> <p><u>Tich advised of dates unavailable</u> Tich advised he will be away for two months from the 9th/10th October 2018. In his absence, Ray Crawshaw will Chair.</p>	<p>Julia Garnaut to provide further information at next meeting re timeframe.</p>
<p>Meeting closed at 5:15 pm Next meeting September 4th 2018, 4.30pm</p>	

MINUTES AND REPORTS OF COMMITTEES**AO223-18 BURNIE CITY COUNCIL PUBLIC ART PROJECT SPECIAL ADVISORY COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 11 JULY 2018**FILE NO: 29/3/139

RECOMMENDATION:

“THAT the Minutes of a meeting of Burnie City Council Public Arts Project Special Advisory Committee held on 11 July 2018, be received for discussion.

AND***Council advise the Committee that:***

- a) Council will consider the need for employing additional staff to complete the Public Art Asset Register after the BRAG has reviewed its activities using the tools available in the Burnie Continuous Improvement Program;***
- b) Council will consider a public art maintenance budget in the 2019/20 operational budget.***
- c) Council will consider a Street Art budget in the 2019/20 capital works budget.***
- d) Work is currently underway to develop a revised Public Art Policy.”***

SUMMARY

The Committee passed three motions which will have an impact on Council’s budget.

A motion was passed that clarification be made on who will complete the Public Art Asset Register. The Committee recommends that someone be employed to perform this task.

It should be noted that across Council the Burnie Continuous Improvement Program (B-CIP) is being introduced to free up staff time and resources to undertake higher value activities. It is recommended that the Burnie Regional Art Gallery undertake this process in depth, prior to any consideration being given to employing additional staff.

A motion was passed that the Works and Services Department be allocated a budget, or an allowance be included in the general maintenance budget, to carry out maintenance and repairs on public art.

It is recommended that Council consider a public art maintenance budget in the 2019/20 operational budget.

A motion which Council passed states that Street Art become part of Public Art. The Public Art Projects Committee currently has funds to purchase works for the Sculpture Park only, the budget will need to be increased for Street Art to come under the Public Art Projects umbrella.

It is recommended that Council consider a Street Art budget in the 2019/20 capital works budget.

A motion was passed that the Public Art Policy document needs reviewing. A contract template needs to be included outlining the timeline for installation of the sculpture before work begins along with a schedule of maintenance required.

This work is currently underway.

ATTACHMENTS

1. [Burnie City Council Public Art Projects Special Advisory Committee Meeting 11 July 2018](#)

COUNCIL RESOLUTION

Resolution number: MO290-18

MOVED: Ald S French AM

SECONDED: Ald S Kons

“THAT the Minutes of a meeting of Burnie City Council Public Arts Project Special Advisory Committee held on 11 July 2018, be received for discussion.

AND

Council advise the Committee that:

- a) Council will consider the need for employing additional staff to complete the Public Art Asset Register after the BRAG has reviewed its activities using the tools available in the Burnie Continuous Improvement Program;***
- b) Council will consider a public art maintenance budget in the 2019/20 operational budget.***
- c) Council will consider a Street Art budget in the 2019/20 capital works budget.***
- d) Work is currently underway to develop a revised Public Art Policy.”***

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

Against:

CARRIED UNANIMOUSLY

Meeting Minutes



Meeting: **BURNIE CITY COUNCIL PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE - UNCONFIRMED**
 Held on: Wednesday 11 July 2018
 Venue: Burnie Regional Art Gallery
 File No(s): 29/3/139

The meeting opened at 10.35am

		Action
1	Present Ald Sandra French (Chairman), Dawn Oelrich (Gallery Director), Michael Muruste, Lyndal Thorne, Con Rhee and Mary Reilly (Minutes).	
2	Apologies Debbie Thomson & Judy Ball	
3	<u>DECLARATION OF INTERESTS</u> No Declaration of Interests	
4	<u>CHAIRMAN'S COMMUNICATIONS</u> <u>Welcome</u> The Chairman welcomed everyone to the meeting. <u>Letter from the Mayor – Recommendations Approved</u> The Chairman tabled a letter from Mayor Alwyn Boyd advising that the two recommendations in the Public Art Projects (PAP) Advisory Committee Minutes of 23 May, 2018, be resolved i.e.: The \$4000 allocated to display works from the Museum collection in empty CBD shop front windows, will now be used to display a large format photographic image on the side of the BAFC building; and Council has agreed to appoint Debbie Thomson and Judy Ball to the Public Art Projects Advisory Committee for the balance of the current term ending 30 November, 2018. <u>Public Art Commission – Spiral Chimes Walk</u> The Chairman advised members that the sculpture, <i>Spiral Chimes Walk</i> , by the creator, David Owens, has been installed with just a few minor details to be finished i.e. the hammers used to produce the sound are to be attached, colour-in the spiral and some explanation of the work displayed in the centre along with the playing order. To date, Mr Owens has covered the costs himself. This highlights the need for a detailed payment process to be prepared for future installations. The Chairman thanked Gary Neil, Director Works and Services, and his staff for their assistance in managing the installation of the sculpture and for a good outcome.	

		Action
	<p><u>Jaydeyn Thomas & Birgitta Magnusson-Reid</u> The Chairman informed members that a card has been sent to Jaydeyn Thomas thanking her for her input on the Committee and expertise with the cataloguing of the public art register. A thank you card will also be sent to Birgitta Magnusson-Reid for her help in compiling the art register.</p>	
5	<p>Confirmation of Previous Minutes</p> <p><i>It was moved that the minutes of the meeting held on Wednesday, 23 May 2018 be accepted as a true and accurate record. Moved Con Rhee, seconded Michael Muruste. Carried</i></p>	
6	<p><u>BUSINESS ARISING FROM THE MINUTES</u></p> <p><u>Street Art</u> Discussion took place on the perceived difference between Street Art & Public Art. The Chairman will discuss with Ald Dorsey his idea of what Street Art and Public Art is. Discussion took place with regard to two different budgets as the Public Art Committee only has funds for the Sculpture Park and there may need to be a separate amount of money for Street Art. The Council does earmark funds each year for anti-vandalism, paint to cover graffiti ... should some of these funds be used for Street Art?</p> <p><u>Public Art Maintenance</u> The maintenance of existing public art was discussed, the question was asked if this should come under the Works and Services Department. Is there an Assets Register which has a budget line for maintenance? When artists sell their work to Council, they expect it to be kept in good condition. It was suggested that at the point of purchase, artists supply a maintenance schedule outlining the type of materials used and any future requirements. It was agreed that a contract template be formatted for the installation process and ongoing conservation of the acquired public art. This was omitted from the current successful sculpture, hence the extended time taken to install the work.</p> <p><u>Burnie Regional Museum</u> The Director advised the Committee that the new Curator for the Burnie Regional Museum will be commencing work on Wednesday, 25 July. The new Curator is from South Australia and will be here on an eight month contract until Georgia Wade is back from maternity leave.</p> <p><u>Photographic Image</u> In lieu of being granted the \$4000 to display a photographic image on the side of the BAFC building, it was agreed to form a sub-committee of two members to choose an image from the Winter collection. The Director will ask Todd Rogers Signs for a quote to put up the photograph. Hopefully this will be the first of many to be displayed throughout the CBD.</p>	

		Action
	<p><u>Courtyard Mural - Street Art workshop</u></p> <p>The Director informed the members about a Street Art workshop with a street artist, which will be held in the Courtyard. The workshop and painting will run over four days for students aged 14 onwards. The process will entail walking around the city first, then pick a theme and do drawings before executing the artwork onto the wall in the courtyard area. The Director will send an internet link to members explaining the concept and it is planned to procure a sponsor for the event.</p>	
7	<p><u>GENERAL BUSINESS</u></p> <p>There was no General Business as everything was covered in Business Arising.</p> <p><u>Meeting Closed</u></p> <p>Lyndal Thorne left the meeting at 11.35. The meeting closed at 11.40am.</p>	
	<p><u>RECOMMENDATION 1</u></p> <p><i>A motion was passed that clarification be made on who will complete the Public Art Asset Register. The Committee recommends that someone be employed to perform this task. Carried</i></p>	
	<p><u>RECOMMENDATION 2</u></p> <p><i>A motion was passed that the Works and Services Department be allocated a budget, or an allowance be included in the general maintenance budget, to carry out maintenance and repairs on public art. Carried</i></p>	
	<p><u>RECOMMENDATION 3</u></p> <p><i>A motion which Council passed states that Street Art become part of Public Art. The Public Art Projects Committee currently has funds to purchase works for the Sculpture Park only, the budget will need to be increased for Street Art to come under the Public Art Projects umbrella. Carried</i></p>	
	<p><u>RECOMMENDATION 4</u></p> <p><i>A motion was passed that the Public Art Policy document needs reviewing. A contract template needs to be included outlining the timeline for installation of the sculpture before work begins along with a schedule of maintenance required. Carried</i></p>	
8	<p><u>Next Meeting</u></p> <p>The next meeting will be held on Wednesday, 22 August, 2018 at 10am in the Art Gallery.</p>	
Signed and dated (upon confirmation at next meeting):		
<p>_____</p> <p>[Insert Name] Chairperson</p>		<p>_____</p> <p>Date</p>

MINUTES AND REPORTS OF COMMITTEES**AO224-18 QUARTERLY REPORT OF TASWATER OWNERS' REPRESENTATIVES
TO 30 JUNE 2018**FILE NO: 16/9/9

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Quarterly Report of TasWater Owners’ Representatives for the quarter ended 30 June 2018 be received for discussion.”

SUMMARY

TasWater have provided their quarterly report to the 30 June 2018. The key matters for noting in the report are listed as:

- Removal of Public Health Alerts
- Price and Service Plan 3
- Productivity Program
- Capital Delivery Review
- Enterprise Agreements
- Update on significant projects
- TasWater response to Heavy Rainfall Incident
- National recognition
- Graffiti Pilot Program

ATTACHMENTS

- 1↓. TasWater Quarterly Report to Owners Representatives - Progress Update to June 2018

COUNCIL RESOLUTION**Resolution number: MO291-18*****MOVED: Ald A Keygan******SECONDED: Ald R Bentley******“THAT the Quarterly Report of TasWater Owners’ Representatives for the quarter ended 30 June 2018 be received for discussion.”***

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

Against:

CARRIED UNANIMOUSLY



Quarterly Report to Owners' Representatives

Progress update to 30 June 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) Raja Iyer, Manager Performance Reporting Date: 25 July 18

ENDORSED:
(For release) Dean Page, Chief Financial Officer Date: 25 July 18

APPROVED:
(For acceptance) Michael Brewster, Chief Executive Officer Date: 25 July 18

Build Status:

Version	Date	Author	Reason	Sections
1.0	24 July 2018	R. Iyer	Distribution to Owners Representative Group	All Sections

Amendments in this release:

Section Title	Section Number	Amendment Summary

Distribution:

Copy No	Version	Issue Date	Issued To



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1. Introduction

We are pleased to present our fourth quarter (Q4) FY2017–18 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 our performance for the year ended 30 June 2018. These are followed by scorecards reflecting the status of our performance against key performance indicators outlined in our FY2018–20 Corporate Plan and our financial performance compared to FY2017–18 Budget.

2. Key Matters for Noting

2.1 Removal of Public Health Alerts

We are on track to fulfil our promise to remove Public Health Alerts (PHAs)¹ in all Tasmanian regional towns by the end of August 2018.

PHAs in Cornwall, Gladstone and Wayatinah were removed in Q4. Removal of the PHA in Epping Forest and Colebrook took place in early July, and we have also received conditional approval for service replacement in Gormanston from the Tasmanian Economic Regulator (TER).

2.2 Price and Service Plan 3

The TER has now approved our Price and Service Plan 3 (PSP3) for the period 1 July 2018 to 30 June 2021. PSP3 is our three-year blueprint to maintain the delivery of clean and safe drinking water, improve environmental outcomes and secure enhanced customer service results while keeping bills as affordable as possible.

Although the TER's determination allowed for a 4.6 per cent rise in FY2018-19, the Board has determined to apply a 4.1 per cent price rise in FY2018-19.

2.3 Productivity Program

The Productivity Improvement Program (PIP) consisted of 22 initiatives across twelve programs. Four of these initiatives have been completed. All other initiatives, except Procurement and Meter Replacement, are tracking as per schedule.

The sustainable cost savings realised for the full year was \$10.6M against a target of \$7.8M. These savings have been achieved predominantly from the Service Delivery Value Creation Program (\$6.9M) and the Retail Value Creation Program (\$1.6M).

Initiatives to reduce revenue leakage have resulted in additional revenue of \$5.3M against a target of \$3.8M.

2.4 Capital Delivery Review

To ensure that we can deliver the planned increase in our capital program we have identified a need to augment our resource capacity and ensure we have adequate systems and processes.

With this in mind, in April this year, the Board approved the establishment of a Capital Delivery Office (CDO) supported by a Program Management Alliance. The CDO will see TasWater staff working alongside personnel provided by one or more external partners as part of an overall collaborative team.

The alliance partner will be selected in late 2018 and the CDO will be operational in 2019.

¹ Public Health Alerts includes Boil Water Alerts (BWA) and Do Not Consume Notices (DNC)



2.5 Enterprise Agreements

Our employees have voted in favour of the TasWater General Enterprise Agreements (3) and the Senior Enterprise Agreement.

The negotiations whilst robust, were conducted without any disputes being taken to the Fair Work Commission (FWC).

2.6 Update on significant projects

Macquarie Point Sewage Treatment Plant (STP)

A collaboration agreement with Macquarie Point Development Corporation (MPDC) has been drafted regarding the proposed scope and timing for completion of design and procurement of improved odour management for Macquarie Point STP to reduce the required attenuation distance.

This is expected to facilitate development on part of the MPDC site following implementation of planning or legislative changes. The enabling legislation is scheduled to be introduced to the lower house in the spring session.

MONA

The actions agreed in the Memorandum of Understanding (MOU) with MONA are currently being progressed. MONA has engaged a consultant to develop a concept design for a new STP to replace the Cameron Bay STP. Given the innovative approach taken to the design, a trial has been proposed, subject to resolution of design and funding arrangements.

TasWater in parallel is assessing alternative strategies to address long term compliance and growth requirements.

Launceston Combined Sewage and Stormwater

Following the Tamar Estuary River Health Action Plan (TERHAP) funding announcement by the Federal and State Government in February 2018 we have reviewed the proposed actions and met with Launceston City Council and Infrastructure Tasmania.

The TERHAP has been presented to our Board and we have commenced planning activities, noting the requirement for external funding for portions of the program. It is anticipated that the Launceston Sewerage Improvement Program (LSIP) will be combined with elements of the TERHAP to form a single project in order to maximise possible efficiencies. In the immediate term we will continue to confirm the governance and funding arrangements with the Tamar Estuary Management Taskforce.

2.7 TasWater response to Heavy Rainfall Incident

Many parts of Southern and Eastern Tasmania experienced record rainfalls on 10 and 11 May 2018 due to an Easterly weather pattern with embedded thunderstorms. A pre-incident was declared in preparation based on the weather forecasts and warnings. Resources were mobilised to minimise the impacts of the rain event on sewer and water systems. As the rain event worsened, TasWater escalated to a Level 2 Incident and a Regional Emergency was declared by the State Emergency Services and Tasmanian Police.

Water supplies were affected in some regional areas as a result of storm damage. Water systems in the greater Hobart area were closely managed due to high turbidity in catchments affecting the treatment capacity at Bryn Estyn.



There were significant sewer spills as a result of inflow and infiltration into the sewer system exacerbated by widespread power outages and high tides. No sewer spills impacted the Shell Fish Industry.

There was some damage to our assets and an Insurance claim is being progressed. A review of the incident has been undertaken by the Incident team and learnings will be shared across the business and with relevant external stakeholders.

2.8 National recognition

TasWater's Manager Treatment and Pumping Asset Performance Paul Davis and Senior Engineer Treatment Asset Performance Mark Rippon won the Best Paper award at the Asset Management Council's (AMC) AMPEAK conference in Hobart, for their paper titled 'Unlocking Asset Risk for Better Customer Outcomes.'

AMPEAK is the annual showcase event for the AMC, the peak industry body for asset management in Australia, drawing almost 300 experts and practitioners from across Australia and the world together for three days of networking, knowledge exchange and providing opportunities to learn from each other's experiences in all elements of asset management.

In addition to this award, another TasWater paper was also presented by Anthony O'Flaherty, Manager Asset Information Quality and Systems, on 'Driving Customer Value through Asset Insights and Analytics'.

2.9 Graffiti Pilot Program

TasWater's graffiti pilot program commenced with the main aim of combatting offensive and unsightly graffiti on our infrastructure. This helps reduce expenses for us and the partner councils as cleaning and sandblasting is very expensive. The program also benefits council youth service departments, emerging artists and the local communities.

The program is well underway with local artists spraying their designs onto otherwise plain or tired looking water infrastructure. In collaboration with the Clarence City Council, we have commissioned some of the eastern shore's graffiti artists and taggers to decorate the Mornington, Rokeby and Bellerive reservoirs.

A water pump station in Huon Road, South Hobart will be next in line for an artistic make-over. This project, in collaboration with Hobart City Youth ARC, is planned to be undertaken in July 2018. Based on the results of the pilot program this may be expanded to include other sites state-wide.



3. Performance update

3.1 Commercial and economic outcomes

Net Profit after Tax for the year ended 30 June 2018 was \$38.5M, 10.8 per cent above budget. The reported result was driven by a favourable revenue variance of \$16.6M (5.2 per cent), which was partially offset by an unfavourable operating expenditure variance of \$6.6M (3.7 per cent) and an unfavourable depreciation variance of \$5.1M (7.2 per cent).

Revenue was higher than budget primarily due to increased recognition of assets transferred by developers, in addition to customer billing audits conducted by the Revenue Assurance Department that have resulted in higher fixed revenue.

Expenditure is higher than budget primarily due to Salaries & Related Personnel Expenditure. This consists of three main components, two of which are under budget. Salary capitalisation is the only component over budget as minor capital works have been contracted externally following the review of the Service Delivery model. Chemicals, Power & Royalties are over budget primarily because of the cost of electricity being higher than budget.

Net operating cash flow is favourable to budget by \$4.7M due to additional GST refunds and lower interest and income tax payments.

Capital expenditure is \$150.7M being \$15.4M (11.4 per cent) above budget. This is driven by the additional capital works flowing from the Kingborough Sewerage Upgrade and the Regional Towns Water Supply Program.

Debtor levels against turnover are at 4.2 per cent, a reduction of 0.4 per cent from the previous quarter. We have undertaken a targeted customer campaign to address long standing outstanding debt for finalised accounts.

New initiatives in place to reduce the overdue debt are:

- New credit cycles being implemented in our billing system
- Use of SMS and automated calls early collections activity to remind customers of overdue accounts
- New finalised debt processes.

New payment arrangement options are being considered as part of the review of our hardship program.



Table 1: Commercial and economic performance to date

Strategy	KRA	KPI	FY2017-18	
			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)	38.5	34.7
		Capital Expenditure (\$ Million)	150.7	135.3
		Interest cover ratio (times)	3.8	3.5
		Gearing ratio	33.1%	34.4%
		Net Cash from Operating Activities (\$ Million)	103.0	98.6
2 Improve business productivity and reduce costs to achieve our financial plans	Productivity improvement	Sustainable cost savings (\$ Million) ³	10.6	7.8
		Increase income from revenue leakage initiatives (\$ Million) ⁴	5.3	3.8
		% of Growth & Capacity Plans completed ²	33%	30%
		Total overdue debtors as a percentage of the revenue at the end of the financial year ⁵	4.2%	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	98.2%	98.0%
		Percentage of customers on target tariff for Sewage (1ET)	98.0%	98.0%
		Non-compliances rated serious	0	0

KPI Footnotes¹ KPI actual figure rounded to nearest whole number where target has no decimal places² Full year target for FY2017-18³ Budget for Productivity Savings in FY2017-18 is \$5 Million: subsequent to the budget being finalised the Board and management have agreed to increase the target to \$7.8 Million⁴ Target includes benefits from the Meter Replacement Program⁵ New KPI included for FY2017-18 in line with priorities for FY2017-18**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 June 2018	Opening Position at 1 July 17	Year to Date Movement	FY2018 Corporate Plan
	\$ '000	\$ '000	\$ '000	\$ '000
ASSETS				
Cash & Cash Equivalents	2,262	2,852	(590)	2,500
Trade Receivables	39,073	43,252	(4,179)	48,358
Inventories	5,881	6,147	(266)	5,984
Property, Plant & Equipment & Intangibles	2,166,206	2,052,574	113,632	2,113,285
Tax Assets	47,820	42,151	5,669	57,583
Other	2,783	7,061	(4,278)	2,012
TOTAL ASSETS	2,264,026	2,154,037	109,989	2,229,722
LIABILITIES				
Borrowings	(539,506)	(474,902)	(64,604)	(534,569)
Employee Benefits	(25,929)	(31,814)	5,885	(26,044)
Payables	(33,843)	(21,432)	(12,411)	(24,657)
Unearned Income	(31,700)	(33,037)	1,337	(34,152)
Tax Liability	0	(737)	737	(886)
Other	(11,543)	(7,072)	(4,471)	(5,642)
TOTAL LIABILITIES	(642,522)	(568,994)	(73,528)	(625,950)
NET ASSETS	1,621,504	1,585,043	36,461	1,603,772
MEMBERS FUNDS				
Retained Earnings	69,580	33,115	36,465	51,844
Revaluation Reserve	24,110	24,114	(4)	24,114
Contributed Equity	1,527,814	1,527,814	0	1,527,814
TOTAL MEMBERS FUNDS	1,621,504	1,585,043	36,461	1,603,772



Table 3: Financial statements – Income Statement

Income Statement	Year to Date Actual	Year to Date Budget	Year to Date Variance
	\$ '000	\$ '000	\$ '000
Revenue			
Fixed Charges	233,831	231,100	2,731
Volumetric Charges	67,441	64,864	2,577
Services & consulting revenue	6,007	6,344	(337)
Contributed Assets	25,527	15,960	9,567
Other Revenue	3,461	1,426	2,035
Total Revenue	336,267	319,693	16,573
Expenses			
Chemicals, Power & Royalties	24,042	21,934	2,108
Materials & Services	34,268	32,646	1,622
Salaries & Related Personnel Expenditure	89,668	86,206	3,462
Administration Costs	37,367	37,940	(573)
Total Expenses	185,345	178,726	6,619
Earnings before Interest & Depreciation	150,922	140,967	9,955
Depreciation	76,651	71,514	5,137
Interest expense	16,567	17,058	(491)
Loan guarantee fee (LGF)	2,741	2,787	(47)
Net Operating Profit before Tax	54,963	49,608	5,356
Tax	(16,489)	(14,882)	(1,607)
Net Profit after Tax	38,474	34,725	3,749



Table 4: Financial statements – Cash Flow Statement

Cash Flow Statement	Year to Date Actual	Year to Date Budget	Year to Date Variance
	\$ '000	\$ '000	\$ '000
Cash Flows from Operating Activities			
Receipts from Customers	324,505	307,801	16,704
Payments to Suppliers & Employees	(216,644)	(200,450)	(16,194)
GST Refund	22,920	21,726	1,194
Interest Paid	(16,009)	(17,326)	1,317
Loan Guarantee Fees Paid	(2,646)	(2,665)	19
Income Tax Equivalents Paid	(8,855)	(10,493)	1,638
Net Cash from Operating Activities	103,271	98,593	4,678
Cash Flows from Investing Activities			
Payments for Property, Plant & Equipment	(150,748)	(135,324)	(15,424)
Sales - Property Plant and Equipment	1,073	200	873
Net Cash Flows from Investing Activities	(149,675)	(135,124)	(14,551)
Cash Flows from Financing Activities			
Proceeds from Borrowings	64,316	53,374	10,942
Dividends Paid	(18,499)	(16,842)	(1,657)
Net Cash Flows from Financing Activities	45,817	36,532	9,285
Net Movement in Cash for the Year			
Net (Decrease) Increase in Cash Held	-	-	-
Opening Cash Balance	2,852	2,500	352
Closing Cash Balance	2,264	2,500	(236)



3.2 Customer and community outcomes

Performance this year has been largely positive with the majority of our targets achieved.

The number of complaints (per 1,000 properties) is unfavourable to target. Water quality complaints represent the largest category of complaints at 48% of all complaints. Discoloured water and taste and odour are the largest sub-categories of water quality complaints. The Aesthetic Task Force that was established early in the year has been improving our response and mitigation of such complaints.

Some of the key learnings from projects initiated by the task force were:

- The internal taste panel provides an early warning detection of taste and odour compounds that enable the mobilisation of carbon dosing to mitigate customer impact
- Programmed cleaning of water mains improves water quality by ensuring aesthetically pleasing water and increased chlorine residuals
- Communication to the customer using multiple media platforms about maintenance activities and their impacts is important to reduce customer complaints, and
- Development of the complaints heat map against pipe types and existing flushing programs has allowed us to create strategies to reduce or mitigate water quality complaints.

Our focus in FY2018-19 will be to build on this year's learnings with further initiatives looking to achieve the strategic aim of reducing water quality complaints.

There was one spill into an oyster lease in Q4. A failure on the treated effluent line adjacent to the Tasman Highway resulted in flow of treated effluent into Pittwater reserve in April 2018.

As stated in the Q2 report, a program has been implemented to minimize the instances of spills into oyster leases, which is a combination of:

- Preventative actions
- Better operational controls, and
- Responsiveness and communication in the event of a spill.



Table 5: Customer and community performance to date

Strategy	KRA	KPI	FY2017-18	
			YTD Result ¹	Target ²
Invest in programs that enhance customer experiences	Customer experience	Customer satisfaction	94.8%	80%
		First point resolution	97.3%	90%
		Customer effort score	1.4	<1.5
		Calls answered in the first 30 seconds	87.9%	85%
		Complaints (per 1,000 properties)	15.5	<9
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	36	60
		Time to attend sewage breaks, chokes and spills (minutes) ³	52	60
		Sewer breaks and chokes (per 100km of main)	44.7	93
		Oyster farm shutdowns caused by sewage spills ⁴	4	0
		Reportable dry weather sewage spills per annum	55	80

KPI Footnotes¹ KPI actual figure rounded to nearest whole number where target has no decimal places² Full year target for FY2017-18³ To be achieved at least 90% of time per Customer Service Code⁴ 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 as the Swansea fluoride dosing system was turned off in August 2017 due to an operator safety issue. The system is being replaced and is expected to be operational in October 2018.

There was an *E.coli* detection in the Hobart system in April 2018. This occurred due to unchlorinated water entering the reticulation network. This resulted in a temporary BWA being issued for the South Hobart area. We are working to implement the recommendations from an external investigation of this incident.

In FY2017-18 all of our potable systems met microbiological compliance; this means that greater than 98% of samples in all systems were free of *E. coli*.

E.coli detections have reduced further this year due to a greater awareness of water quality, increased focus on reservoir cleaning and integrity, and chlorine improvements in some key areas.

A major upgrade to the Conglomerate Creek Dam was completed in May 2018 and the dam now complies with safety requirements.

Environment

Compliance for FY2017-18 was 85 per cent against a target of 87 per cent; however we achieved target compliance of 88 per cent in Q3 and 87 per cent in Q4.



Centralised operational control point (OCP) reporting is now in place for 15 sewerage systems. As a result of implementing OCPs and operator commitment, Cameron Bay STP has achieved 48 weeks compliance in 2018 compared to 25 weeks in 2017.

Key focus areas for coming months include:

- Development of a list of initiatives to deliver compliance improvements in FY2018-19, and
- Progressing the visibility of process data including OCPs using PI Historian.

Our target for Trade Waste Commercial Customers – Compliance Improvement has not been met. Our trade waste team have engaged with customers that are required to meet compliance standards within an 18 month period to provide guidance on requirements and proposed solutions. We are currently working with a further 118 customers whose notice period has expired to bring them to compliance.

There were no environmental non-compliances in Q4.

Table 6: Water and environmental performance to date

Strategy	KRA	KPI	FY2017-18	
			YTD Result ¹	Target ²
1 Invest in robust drinking water systems to ensure water is safe for consumption	Drinking water quality	Water Quality Complaints ³	1,503	1,000
		Number of <i>E. coli</i> detections	6	20
		Short term Boil Water Alerts put in place by DHHS	1	0
		Towns on long term Boil Water Alerts or Do Not Consume Notices	14	17
		Percentage of compliant fluoride systems	97.4%	98%
		Percentage of microbiological compliant potable systems	100%	98%
2 Lift sewerage system performance to align with modern day environmental standards	Water Supply Reliability	Number of dams that plot above the ANCOLD LOT for societal risk	9	9
	Environmental compliance and impact	Trade Waste Commercial Customers – Compliance Improvement ³	315	410
		Volume of compliant effluent ⁴	85%	87%
		Number of environmental non-compliances rated serious ⁴	1	0

KPI Footnotes

¹ KPI actual figure rounded to nearest whole number where target has no decimal places

² Full year target for FY2017-18

³ New KPI included for FY2017-18 in line with priorities for FY2017-18

⁴ As of Q3 FY2017-18 this has been aligned with the measure used by the EPA which is quoted in the State of the Industry Report

⁵ Measures a threat of a fine from EPA or receiving a fine from the EPA

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

There have been three Lost Time Injuries (LTIs) in Q4 FY2017-18, involving two employees and one contractor. This has resulted in a decrease in LTIFR to 8.8 from 9.0 as at the end of Q3. The Total Recordable Injury Frequency Rate (TRIFR) is above our end of year target of 11.0 and remains relatively stable at 12.0. A key driver of LTIs over the last 12 months is related to contractor incidents. As we increase the scale of the program and engage a broader spectrum of contractors exposure to incidents is increasing. As part of the development of our Capital Delivery Office we are putting in place steps to reduce the frequency and potential severity of contract related safety incidents.

Our commitment to Innovation has been further strengthened with the development of the IDEA (Innovation Driving Everyday Action) framework which will launch in FY2018-19. Innovative ideas have continued to be captured with several new concepts being progressed and validated including:

- Isle Utilities - a holistic solution to a drinking water system, preventing the potential issuing of a Do Not Consume (DNC) in the Coles Bay system due to disinfection by products
- UTAS PhD scholarship – discussions have progressed with University of Tasmania in the design of a PhD study into taste and odour issues in the Derwent.
- Aquaculture in our wastewater lagoons – the use of fish to aid in desludging treatment processes.
- Smart cities grant – a collaborative project with Hobart City Council accessing federal support.

Employee numbers are above our end of year target primarily due to the need to appropriately resource our improvement programs and the growth in the scale of our capital program.

Table 7: People and culture performance to date

Strategy	KRA	KPI	FY2017-18	
			YTD Result ¹	Target ²
1 Invest in programs that create a safe working environment	Safety performance	Lost time injury frequency rate (LTIFR)	8.8	3
		Total recordable injury frequency rate (TRIFR)	12	11
		Notifiable safety incidents	4	3
2 Invest in leadership development, skills training programs and innovation	Organisation capability	Innovations under trial or implemented	10	5
		Number of leaders completing LSI ³	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 ³	849	835

KPI Footnotes

¹ KPI actual figure rounded to nearest whole number where target has no decimal places

² Full year target for FY2017-18

³ New KPI included for FY2017-18 in line with priorities for FY2017-18

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

Our capital expenditure at the end of FY2017-18 was \$150.7M, which is \$15.4M (11.4%) above the budget of \$135.3M.

Major projects which were completed in the year include:

- Torrens Street Richmond Sewer Pump Station Upgrade
- Winnaleah Treated Water Supply
- Ringarooma Valley Treated Water Supply, and
- Flinders Island Water Supply

Significant work has been completed on the below projects which will achieve completion early next financial year:

- Regional Towns Water Supply Program
- Kingborough Sewerage Strategy
- Ti Tree Bend STP Biosolids De-watering Facility and Digester
- Huonville Main Road SPS Replacement
- Fonterra STP By Pass Line (Wynyard), and
- Conglomerate Creek Dam.

Table 8: Status updates Top 25 priority capital projects

Sr. No.	Project Title	Current Project Stage	Completion Date	Project Budget ('000)	Project Status
					Comments
1	Longford STP Upgrade - Northern Midlands Sewerage Improvement Plan (NSMIP)	Design	Dec-20 Jun-21	\$25,100	Completion date has been refined, the earlier date was a preliminary estimate at early stages of project. The project commitment date as per PSP3 will still be met.
2	Kingborough Sewerage Strategy	Construction	Aug-18 TBC	\$51,625	The contractor has sought an extension of time from August to January 2019, due to delays associated with land acquisition. This extension has not been granted at this stage.
3	Regional Towns Water Supply Program	Construction	Aug-18	\$40,798 \$65,147	On track.
4	King Island Treated Water	Construction	Aug-18 Nov-18	\$17,635	Possible delay due to accommodating community feedback on WTP design.
5	System Optimisation - Water	Design	Jun-19	\$10,000	
6	System Optimisation - Sewerage	Design	Jun-19	\$10,000	
7	Ti Tree Bend STP Biosolids De-watering Facility and Digester	Construction	Dec-18	\$12,374	On track.
8	Margate Water Main Upgrade	Construction	May-18 Nov-18	\$8,224	Change in completion date as Project is now aligned with the Kingborough Sewerage Strategy.
9	Gretna/Bushy Park/Glenora Water Supply Upgrade	Construction	Mar-18 Sept-18	\$5,260	On track.
10	Conglomerate Creek Dam	Completed	Mar-18 May-18	\$5,676	Significant upgrade completed and the dam now complies with safety requirements.
11	Cambridge STP Wet Weather Overflow	Design	On hold	N/A	This project was initiated to address wet weather overflow and treatment performance issues. During early 2018 a process audit indicated the upgrades



Sr. No.	Project Title	Current Project Stage	Completion Date	Project Budget ('000)	Project Status
					Comments
					are unlikely to deliver the required outcomes. As such, the business case is being reviewed.
12	Longford to MacKinnons Hill Reservoir Rising Main	Construction	Aug-17 Jul-18	\$4,057	Some rock was encountered in the first section of pipeline, however pipeline construction is now complete with final cutovers yet to be completed.
13	Huonville Main Road SPS Replacement	Construction	Mar-18 Aug-18	\$2,928 \$5,367	Minor delay due to latent conditions
14	Lake Mikany Dam Replacement	Design	Jun-20	\$7,320	On track.
15	Girdlestone Reservoir Rectification	Construction	Dec-17 Oct-18	\$2,843	Delay due to the requirement to obtain a planning permit. Construction started in February 2018.
16	Prince of Wales Digester Roof Replacement	Deferred	Jun-19 TBD	\$3,500	Project will be reassessed once true condition of the asset has been determined
17	Wynyard STP – Electrical and Control System Renewal Upgrade	Construction	Oct-17 Aug-18	\$1,800	Commissioning to occur during Fonterra shutdown
18	Swansea Meredith Dam Rectification and Improvement (Stage 1 & Stage 2)	Design	Sep-18 Nov-18	\$4,200	Minor delay due to late award of clay permit.
19	St Helens STP Inlet Works and Esplanade SPS	Construction	Nov-17 Oct-18	\$1,668 \$2,099	Extension in completion date due to unfavourable ground conditions and the contractor being committed to regional towns project which has been prioritised.
20	Davis St Smithton SPS Upgrade	Design	May-18 Dec-18	\$5,392	Date change due to increase in scope
21	Burnie Cam Pipeline Construction	Tender	Mar-18 Dec-18	\$2,837	Project schedule reviewed. Extended due to approvals required.
22	Flinders Island Water Supply	Construction	Jan-17 Jul-17	\$10,979	Completed
23	Fonterra - STP By Pass Line (Wynyard)	Tender	Nov-17 Aug-18	\$2,300 \$3,000	Date extension to allow commissioning to align with Fonterra's shutdown.
24	Pet Dam Safety Upgrade	Business Case	Jun-19 Dec-19	\$7,710	The preferred option has been scoped, and the business case should progress to design phase in the first half of FY2018-19.
25	Port Sorell Reservoir	Tender	Jul-18 Apr-19	\$2,009	Commitment date still achievable.

Note – Projects that are yet to receive Business Case approval via the gating process are not included in the table above.

Key

Bold text indicates change in budget or timeline since last report



Table 9: FY2017-18 Top 10 capital programs

Title	Program Budget ('000) FY2017-18	Actual ('000) FY2017-18	Program Status
Metering Program	\$7,140	\$8,014	Complete
Non-Network Other	\$5,440	\$4,490	Complete
Minor Projects Program	\$4,100	\$4,327	Complete
Electrical Program	\$3,770	\$2,547	Complete
Water Main Renewals	\$3,400	\$2,416	Complete
STP Renewals	\$3,330	\$1,834	Complete
Dam Compliance	\$2,800	\$1,496	Complete
WTP Renewals	\$2,260	\$1,327	Complete
Sewer Main Renewals	\$2,000	\$1,289	Complete
SCADA	\$1,890	\$1,266	Complete

Key

Bold text indicates change in budget or timeline since last report



Quarterly Report to Owners' Representatives

Progress update to 30 June 2018

MINUTES AND REPORTS OF COMMITTEES**AO225-18 WESTERN EMERGENCY MANAGEMENT COMMITTEE
UNCONFIRMED MINUTES OF MEETING HELD ON 17 MAY 2018**FILE NO: 2/5/39

RECEPTION FOR DISCUSSION**RECOMMENDATION:**

“THAT the Unconfirmed Minutes of a meeting of Western Emergency Management Committee held on 17 May 2018 be received for discussion.”

SUMMARY

The Committee received a briefing on the activities of the member Councils and Authorities.

A report on the outcomes from “Exercise Outrage” was received. Recommendations were noted for the consideration of the Committee. These are to be reviewed in conjunction with the planned Risk Register update.

The Coordinators of each of the Councils will meet out of session, with a view to finalising a draft Risk Assessment for the next meeting.

The Committee’s Terms of Reference are due for review and a discussion on a number of potential modifications occurred. A final draft will be presented to the August WEMC meeting.

SES Regional Manager, Wayne Richards, provided an update on the project to amend the *Emergency Management Act 2006*.

ATTACHMENTS

1 [!\[\]\(2bae76de5ebbd5c4d7d47162f1673734_img.jpg\)](#) Unconfirmed Minutes - Western Emergency Management Committee Meeting

COUNCIL RESOLUTION**Resolution number: MO292-18*****MOVED:*** ***Ald T Brumby******SECONDED:*** ***Ald C Lynch******“THAT the Unconfirmed Minutes of a meeting of Western Emergency Management Committee held on 17 May 2018 be received for discussion.”***

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

Against:

CARRIED UNANIMOUSLY



Western Emergency Management Committee

Minutes

Meeting Held:	Thursday 17 May 2018	10.05am
Venue	Circular Head Council	33 Goldie Street Smithton Tas 7330
Chairperson	Alderman Ron Blake	Burnie City Council

- 1 Introduction & Welcome Alderman Ron Blake

Present

Alderman Ron Blake	Alderman- Burnie City Council & Chair WEMC
Gary Neil	MEMC - BCC
Julie Bernhagen	MEMC - CHC
Chris Fagg	MEMC - WWC
Michael Foster	DMEMC - BCC
Kevin Maguire	DMEMC - CHC
Allison Daley	Social Recovery Coordinator - BCC
Deb Mainwaring	Social Recovery Coordinator - CHC
Richard Muir-Wilson	Social Recovery Coordinator - WWC
Commander Jonathan Higgins	Commander & Regional Controller NWREMC – Tasmania Police
Steve Jones	Senior Sergeant – OIC Burnie Police Station
Lee-Anne Walters	Sergeant (Smithton) Tasmania Police
John Hardstaff	Planning & Capability NW – Tasmania Fire Service
Rodney Adams	THO-NW

2 Apologies

Mayor Daryl Quilliam	Mayor Circular Head Council
Mayor Robbie Walsh	Mayor Waratah-Wynyard Council
Tracey Bradley	DMEMC - WWC
Rodney Greene	Social Recovery Coordinator - BCC
Dr Robert Pegram	THS NW
Debbie Williams	Inspector (Burnie Division) Tasmania Police
Steve Keiselis	Sergeant (Wynyard) Tasmania Police
Tyron Clark	Acting District Officer Arthur Tasmania Fire Service
Wayne Richards	Regional Manager NW - SES
Anna Flower	Tasmanian Ports Corporation
Shannon Cox	Tas Rail

No Response

Proxy (Norris Hayes on leave)	Ambulance Tasmania
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3 Minutes of the previous meeting held on 15 February 2018

The committee resolved to accept the Minutes of the 15 February 2018 (noting that Mayor Daryl Quilliam was actually present – although listed as both present and an apology)/

4 Matters arising from the previous Minutes

- 4.1 Cam River Bridge letter
Letter in draft format – Gary Neil to complete and forward.
- 4.2 WEMC Chairperson – refer Agenda Item 9.2
- 4.3 Operation Terrace (Burnie) Report – to be discussed in General Business

5 Correspondence

The following correspondence was tabled and accepted

5.1 Correspondence Inward

Tasmania Police – WebEOC Documentation, Business Rules, TOR (to councils)
 SES RM NW – various weather warnings & SES Operational Readiness Strategies
 SES Cheryl Ames – 2018 Resilient Australia Awards
 SES, LGAT – Natural Disaster Resilience Grant Program information
 SES Andrew Lea – Consultation on Draft Emergency Management Bill – consultation due 1 June 2018
 SES RM NW – National Flood Warning Infrastructure Working Group Update
 SES RM NW – Review NW Regional EM Plan
 SES RM NW – National Volunteers Week & WOW Day

5.2 Correspondence Outward

TasRail – Shannon Cox – invitation to attend WEMC meeting

6 6.1 Regional Emergency Management Update REMC Meeting (Michael Foster BCC)

- Devonport – Tasmania Police Crowded Places Forum in June
- Mersey Leven – Biosecurity briefing 4 June
- West Coast – Received funding to develop recreation centres as evacuation centres, flood study Strahan underway, 2 fire bomb incidents at waste transfer stations (Tasmania Police involved & mitigation strategy developed)
- Latrobe – 2016 flood mediation works almost complete, flood study underway for Latrobe
- Cradle Mountain Emergency Plan (evacuation) exercise carried out
- Latrobe/Kentish – Business Continuity Plans being reviewed, Fire Mitigation Plans for parks and reserves completed
- Central Coast – Final bridge works from 2016 floods almost completed, a number of fuel reduction burns carried out, 2 way radio system implemented to mitigate shortfalls in communications systems, developing a Forth River Flood Response Plan, State Government taken over flood repairs for Leven Yacht Club
- Parks & Wildlife – quiet season, 7 successful fuel reduction burns carried out
- Red Cross – disaster resilience information distributed
- Tasmania Fire Service – increased fire activity in northwest late Summer, early fuel reduction season, staff from NW sent to assist in Victorian firefighting efforts, developing marine vessel response plans
- Tas Rail – low number incidents at rail crossings however 1 involved a school bus, working on signage and vegetation management at crossings (councils responsible on council roads – Burnie currently auditing this), trespass in rail corridors continues to be difficult to manage, exercise re derailment (recovery & correction) carried out, crisis management exercise held, GPS accuracy project to bring data to 1 foot underway
- Department of State Growth – Stornoway management contract concludes at end of June – contractor appointed but not yet announced, Fiona Steel new Emergency Management Coordinator (ex NBN)
- TasWater – only minor incidents related to water quality, recently carried out

- successful Exercise Crescent
- DPAC – council roadshow re grants and TasALERT underway, working with DPIPWE re fruit fly
 - DPIPWE & Biosecurity – agencies thanked for assistance with fruit fly emergency, ramping down for winter however some time to go before resolved, Commonwealth funding received for fruit fly management
 - Telstra – recent upgrades at Temma and Cradle Mountain, upgrade underway at King Island, upgrade at Sulphur Creek commences at Sulphur Creek in near future, Telstra Cybersecurity Report distributed, recent major fault impacting 000 services under investigation
 - NBN – Copper network decommission 11 May 2018 in Devonport due to NBN upgrade, mobile muster truck at Agfest demonstrating emergency capability
 - Wayne Richards presented report from Matt Brocklehurst (SES)
 - CT presentation by Tasmania Police
- 6.2 **Regional Social Recovery Update** – Deb Mainwaring
- Resilience Grants discussed
 - TFS burning program outline
 - THS NW provided overview of 5 strains of influenza in inoculations – timing importance to ensure potency
 - Red Cross Readiness Program, Preparedness App for mobile phones discussed
 - When minutes received will be forwarded to WEMC members
- 6.3 **Western Fire Management Area Committee (WFMAC)** – (Julie Bernhagen– Chair)
- First meeting of the year cancelled due to low numbers due to burn season weather
 - Awaiting appointment of Project Coordinator for FMAC Risk Assessments & Review of FMAC Plan content
 - Intent is to have meeting June – August
 - Will delay production of 2018 Fire Protection Plan
- 6.4 **Municipal Coordinator Reports**
- 6.4.1 **Burnie City Council** – Gary Neil
- Funding received to carry out flood study of the Emu River
 - DSG carrying out traffic corridor study
- 6.4.2 **Circular Head Council** –
- Business as usual
 - Generally a quiet summer/autumn period to date
 - General trees on road in a number of wind events across the municipality – rectified
 - Tasmania Police facilitated a Counter Terrorism Exercise in Smithton
- 6.4.3 **Waratah-Wynyard Council** – Chris Fagg
- Funding received to investigate flooding in Stanwyn Court Wynyard
 - Inglis River walkway works nearing completion
 - Some wind damage/extended power outages Boat Harbour
- 6.5 **Municipal Recovery Reports**
- 6.5.1 **Burnie City Council** – Allison Daley
- Flooding in Mount Street Burnie April 2018 due to blocked storm water drains – 4 cars in unit block immersed – traffic diverted – problem rectified quickly
- 6.5.2 **Circular Head Council**
- Power outage impacted Smithton – including hospital where plans were enacted and managed well
 - Tasmania Police facilitated counter terrorism “Exercise Duck” which was mass casualty incident based on truck entering Twilight on Duck, annual event held on Australia Day
 - Excellent exercise
 - Highlighted struggle of first response due to isolation, numbers of

-
- emergency responders in the area, impact of public holiday on all agencies
 - Many responders would be present at event
 - Staff held a debrief and forwarded to Tasmania Police
 - Learnings can be put into place for the next event and others in area
 - Exercise highlighted areas which require further work
 - CT presentation followed exercise – National Risk Mitigation forms and brochures explained and importance of completing these discussed
 - 1 fatality – motor cyclist outside Smithton Primary School – if accident had been 10 minutes earlier would have severely impacted school
 - One other serious in Nelson Street
 - No recovery work required for either above accidents
- 6.5.3 **Waratah-Wynyard Council** –Richard Muir-Wilson
- No response or recovery calls received
 - Staff received flu inoculations 16 May 2018
 - WWC will be celebrating National Volunteers Week with a focus on the SES – Wear Orange Wednesday to educate staff about the importance of volunteering
 - WWC would like the CT exercise by Tasmania Police for the Tulip Festival
- 6.6 **Agency Reports**
- 6.6.1 **Tasmania Police** – Commander Jonathan Higgins
- A briefing held last week by TasWater re Waratah Dam (not dam in the town)
 - Dam at critical breach point due to normal rain
 - TasWater engineers would like a controlled breach now – not yet signed off
 - Water flow would continue, waterfall not impacted & rehabilitation of banks would follow
 - Water in dam not used by the community & dam not of heritage value
 - Likely community resistance to plan
 - Breach would not be controlled – would impact 2 bridges on road accessing Savage River Mine stopping access and halting mining
 - Matter being discussed at ministerial level
- 6.6.2 **Tasmania Fire Service** – John Hardstaff
- Fuel Reduction Unit completed a number of burns during Summer & Autumn
 - Still 2-3 burns to be completed but unlikely due to weather
 - Arthur River burn still likely to be completed
 - 10 burns planned for summer (weather and resource dependent)
 - Currently developing marine response and training
 - Staff will be attending a vertical rescue course to increase capabilities
 - TFS looking to refresh heavy rescue capability
 - Flood event – send people from north west coast to carry out rapid impact assessments including bridges
 - Deputy Chief Officer position advertised and will be filled in future
 - Quiet fire season in NW but busy on east coast
- 6.6.3 **SES** – Wayne Richards an apology but the following report presented
- Recent Flood Event:
 - In support of Southern Region's flood and storm damage last Thurs-Saturday (10-12 May), three (3) SES crews from Burnie, Wynyard and Mersey were deployed to Hobart at 0600hrs on Friday morning and returned about 1830hrs on Saturday night.
 - One NW Regional Staff member also worked in the Southern Regional Operations Centre during that period.
 - The SES in NW Region only received two requests for assistance during the period, with trees down on King Is and Spreyton.
 - On Monday the federal government has declared the southern flood event a natural disaster and therefore eligible for funding through National Disaster

Recovery and Resilience Arrangements.

- Members may have heard on the news that outstanding recommendations from the Blake Review of the 2016 Floods are now back on the Government's agenda, so we eagerly await that progress.
- National Volunteer Week
 - WOW Day: Runs next week, 21-26 May with WOW Day, the public's opportunity to show appreciation for SES volunteers being celebrated on Wed 23 May.
 - Information has been circulated through REMC, Council GMs and Mayors and local media outlets.
 - Asked would ask that all committee members actively support and promote WOW Day.
- NDRP Grants:
 - Applications have now closed - only aware of one submission from the NW region, being a West Coast council application to assist with establishing a Municipal Operations Centre at the Queenstown Council Chambers.
- Ongoing Training Opportunities:
 - Members reminded of the offer to provide 'Introduction to Emergency Management' sessions if adequate numbers are identified. Delivery times and venues are flexible to suit the location of attendees.
 - On Monday, emergency service reps, along with some other Council and Govt Agency members will be attending a seminar in Hobart, delivered by the Californian Fire chief. Titled 'First came the Drought, then Fire, then Flood' looks at the Californian experiences of the 2017-18 season.
 - 'Managing Spontaneous Volunteers' training is also programmed for 27 June.

6.6.4 Ambulance Tasmania – no attendance – no report provided

6.6.5 Tasmanian Health Service NW – Apology – no report provided.

6.6.6 Tas Ports – Apology – no report

7 Committee Plans & Associated Documents

7.1 Risk Register – Gary Neil

- All councils have now reviewed risk registers, placed into new TERAG format and are ready to be combined
- Coordinators will meet in the near future to work on the combined register – with the intent to bring the draft to the next WEMC meeting.

7.2 Emerging Issues - nil

8 Emergency Management Programs

8.1 Natural Disaster Resilience Grant Program

- Now closed as noted in SES Report

8.2 Funding Opportunities - nil

9 Training/Workshop Opportunities/Reports

9.1 Report on Exercise Outrage – Chris Fagg

- Copy of report distributed to meeting (and included as attachment to minutes)
- Approximately 20 people attended the exercise however it was obvious that some representatives who would have made valuable contributions were missing.
- Tas Networks advised that the scenario of 3 day power outage was credible, possible but had a low likelihood
- Overview of report provided highlighting
 - The need for other organisations to develop and review plans
 - The need for a proactive effort for industries to review plans and mitigate problems
 - No agency is supported or equipped to deal with the scenario

- Main issues included lack of fuel, need for potable water, buildings need to be wired for generators
- The Committee agreed that the report could be shared regionally and with other Tasmanian agencies (with contact details removed)
- 9.2 **Introduction to Emergency Management Course** – Julie Bernhagen
 - CHC may be hosting a course – other agencies indicated may be interested in participating
- 10 **General Business**
- 10.1 **Draft Emergency Management Amended Bill & Consultation Paper – BRIEF ON AMENDMENTS TO THE EMERGENCY MANAGEMENT ACT 2006 BACKGROUND**
(Provided for meeting by Wayne Richards):
 - The purpose of this brief is to update WEMC members on the background and progress with the draft amendments to the *Emergency Management Act 2006* (the Act). The Act provides for the protection of life, property and the environment in the event of an emergency, it establishes Tasmania's emergency management arrangements, and provides for certain rescue and retrieval operations.
 - The main driver behind the amendments was the Government's independent review of Tasmania's emergency management arrangements by the Department of Justice (DoJ) in accordance with recommendation 100 of the 2013 Tasmanian Bushfires Inquiry report by Malcolm Hyde. Eight of the 52 DoJ recommendations, which were all accepted by Cabinet, required amendments to the Act.
 - Another factor was the 2012 review of the Act, which was sanctioned by the then Minister for Police and Emergency Management on 27 August 2012. This review has previously involved broad consultation with local and State Government agencies and regional authorities, however, it was suspended by the then Minister because of the post 2013 bushfire inquiry by Mr Hyde. Initial issues arising from the 2012 consultation process also informed areas of the DoJ review.
 - The then Minister approved the resumption of the review of the Act by agreeing with the proposed scope of amendments arising from the 2012 review of the Act and the independent DoJ review of emergency management arrangements.
 - The then Minister also approved consultation with local government on the proposed amendments. Initial consultation with local government, which included workshops facilitated by the Local Government Association of Tasmania, took place in 2016 and comments were incorporated into the proposed amendments. Ongoing local government consultation on the Draft Bill is occurring through LGAT and EM streams.
 - The Legislation Agenda Committee of Cabinet considered the Legislation Bid in late February 2017 and categorised the drafting as 'Important'.
 - Ongoing review of State Recovery arrangements by the Department of Premier and Cabinet, plus other legislation priorities delayed progress but the first draft of the Emergency Management Amendments Bill recommenced late March 2017.
 - In summary, the agreed amendments are to:
 - Provide a standing ministerial-level committee on emergency management;
 - Provide more forward-looking, pre-emptive and simplified arrangements for the authorisation of emergency powers and for declarations of a state of emergency, including the provision of a new declaration of a state of alert, as part of the recommended graduated scale of emergency;
 - Update certain municipal-level functions and responsibilities; (additional provisions for Municipal Recovery Coordinators are included)
 - Include new recovery provisions that specifically address relief, recovery and restoration requirements and associated governance arrangements, functions and powers; and
 - Other amendments of an administrative or consequential nature, such as allowing the establishment of sub-committees, clarifying or streamlining appointment and reporting responsibilities, and updating the certain

nomenclature and interpretations.

CURRENT SITUATION:

- Version 4 of the draft *Emergency Management Act Amendment Bill* is currently out for consultation and feedback.
- Consultation documentation has been distributed to local government authorities, State Government Agencies and emergency management committees across State and Regional.
- A five-week consultation period is in place with feedback to be returned to the Director, SES by 01 June.
- A new Legislation Bid is currently before the Legislation Agenda Committee of Cabinet. Revised dates for introduction and debate are unknown at this time.

Garry Neil also provided overview of the review, providing information on the LGAT request for comments, the recovery emphasis of the review and the focus on changes to SES funding.

9.2 Appointment of WEMC Chair effective August 2018 meeting – Julie Bernhagen

- Although Mayor Quilliam is unable to attend to other Mayoral commitments he has verbally agreed to chair the WEMC for next 12 months.
- The Committee expressed their thanks for Ald Ron Blake for chairing the Burnie Municipal Emergency Management Committee from 2011 and WEMC from its inception in 2016.

9.3 WEMC Term of Reference Review – Gary Neil

- The WEMC Terms of Reference are due for a 2-yearly review in 2016
- The draft will be tabled at the next WEMC meeting.
- Items for consideration include meeting location (important for other agencies), progressions of functions of committee and membership.
- Garry Neil is to be point of contact for review.

9.4 Operation Terrace (Burnie February 2018)

- Run by Special Response and Counter-Terrorism Unit (SRCTU)
- No evaluation/comments/feedback received
- Highlights
 - Identified need for standardising. preplanning and resource availability
 - Need for early involvement of TasPorts
 - Ability of TASPOL to declare serious crime scene.
 - Need for triage areas
 - Social media use and management
 - Need to identify evacuation points
 - Need for save area (officially) for Ambulance Tasmania to triage
 - NW Regional Hospital can only deal with 2 critical patients at once
 - New Year's Eve – no doctors at event site – only at hospital – 50% locums therefore limited capacity
 - Need for identified site for REMC prior to event
 - Post event – coroner potentially at site for 1-2 weeks
 - Impact on TasPorts operation if area closed
 - Need for single source of information
- Need for increased awareness and potential to assist other organisations with large event planning/preparation

9.5 Fuel Stores in Tasmania - Chris Fagg

- Chris Fagg believed Australia is required to keep 90 days of fuel reserves and is concerned that this is now down to 21 days. Australia's refineries have been sold, refining capacity reduced, and most fuel is now imported through Singapore. Chris questioned Tasmania's capacity
- Commander responded that information is classified and there are higher level plans

in place.

9.6 National Flood Strategy – Gary Neil

- SES is working on the National Flood Strategy.
- LGAT workshops have been held.
- Strahan has been identified as high flood risk. Emu River also identified.
- Likely state strategic flood warning system to be developed
- Comment required by end of year

9.7 Romain Dam – Ron Blake

- Gary Neil has been working on the increase to the Romaine Dam level – part of flood mitigation process

10 Next Meeting

Will be held at Circular Head Council on 17 May 2018

Forward Meeting Dates – 3rd Thursday Quarterly 10am-12 midday

16 August 2018

Burnie City Council

15 November 2018 (day following REMC)

Waratah-Wynyard Council

11 Meeting Closed 11.50am

Julie Bernhagen
Executive Officer WEMC

Open Actions

No.	Description	Owner	Date Assigned	Status	Date Closed
5	Letter to be forwarded to appropriate agency regarding ABC radio interference	Julie Bernhagen	24.11.16	Completed 13.02.17 – acknowledgements received. 18.05.17: Ongoing matter – Minister considering further information from Commander. 17.08.17: Circular Head Council continuing to follow up matter.	
10	Chair requests letter to Tas Water inviting representation on WEMC	Julie Bernhagen	23.02.17	17.08.17 WEMC determined to hold inviting Tas Water until Risk Register finalised and major stakeholders identified.	
16	Invite Dave Olden (State Growth) to November 2017 meeting to inform committee about the work of the Circular Head Regional Economic Development Working Group (re Murray Goulburn Edith Creek closure) particularly in relation to background statistics and regional nature of the closure.	Julie Bernhagen	17.08.17	22.08.17 Email sent to Dave Olden – attendance arranged 16.11.17 Dave Olden unable to attend meeting at last minute due to other commitments – to be invited at later date.	
19	Subcommittee to be formed to develop EM Exercise	EM Coordinators	17.08.17	16.11.17 Exercise Power Outrage has been planned and scheduled for 14.03.17. Gary Neil to forward invitations early 2018. Chris Fagg and Wayne Richards to facilitate.	Exercise Completed 14.03.18
20	EM Coordinators to develop combined Risk Register to bring to WEMC	EM Coordinators	17.08.17	17.08.07 EM Coordinators/Deputies present met following WEMC meeting. BCC & WWC to format current registers to new style and forward to Julie Bernhagen to collate. Julie forwarded CHC register and blank register to BCC & WWC. 16.11.17 Michael Foster to collate	

No.	Description	Owner	Date Assigned	Status	Date Closed
				registers. MEMCs to meet and finalise register which will be brought to next meeting. 12.08.18 Met to combine risk registers – further analysis required.	
21	Burnie Desktop Exercise Report on Night on the Terrace to be tabled at next WEMC Meeting.	Debbie Williams	16.11.17	17.05.18 Verbal report provided.	17.05.18
22	Letter to Toni Brown thanking her for her contribution to municipal and WEMC committees	Julie Bernhagen	16.11.17	11.12.17: Letter sent to Toni.	11.12.17
23	Determine if there is appetite for TasRail to attend WEMC meetings.	?????	16.11.17	Julie Bernhagen contacted Shannon Cox who was to attend meetings. Advised 08.08.18 he has left organisation.	
24	Determine if there is a TasPorts representative in the north west who may be able to attend WEMC meetings.	Julie Bernhagen	16.11.17		



Western Emergency Management Committee

Report – Exercise Outrage

INTRODUCTION

The Western Emergency Management Committee (WEMC) held *Exercise Outrage* on 14 March 2018 at Waratah Wynyard Council. The exercise was the first held by the WEMC, following its formation in August 2016. The WEMC first Emergency Management Plan was approved in 2017. Section 4.9 of the Western Emergency Management Plan outlines the necessity of validating the plan every 2 years.

The intent of the exercise was to identify areas which would be impacted as a result of the *Exercise Outrage* scenario; which the committee would then unpack and explore potential solutions over the following 12 months.

BACKGROUND

Exercise Outrage scenario was a 3 day power outage across the 3 municipalities of the WEMC – Burnie, Waratah-Wynyard and Circular Head. The exercise format was a 3 hour table top discussion.

The exercise was facilitated by Chris Fagg, Emergency Management Coordinator Waratah-Wynyard Council and Wayne Richards, Regional Manager North West State Emergency Service. A debrief was held at the conclusion of the exercise.

Aim

The aim of the exercise was to introduce Western Emergency Management Committee members and selected community members to participation in the inaugural combined western area exercise in accordance with its obligations in the Tasmanian Emergency Management Plan, North West Regional Emergency Management Plan and the Western Emergency Management Plan.

The intent of the exercise was to determine how a prolonged electrical outage would impact organisations and flow on to impact the general public.

Objective

The objectives of the exercise were to:

1. Identify those aspects of the WEMC area that will be impacted by a prolonged electricity outage.
2. Group the impact aspects into classifications that are reflected in Risk Assessment application:
 - People
 - Economy

- Environment
- Public Administration
- Social Setting

3. Record the impacted aspects for consideration in developing future mitigation strategies within the WEMC's ambit.

Scope

The exercise was confined to WEMC members and invited community groups and industry which may be negatively impacted by the exercise incident.

A list of participants is available in Appendix 1.

Exercise Scenario

International black attack hackers inserted a RAT (remote access Trojan horse virus) into Tas Networks computerised electrical distribution network which went undetected. The virus became active at 7.00am on Wednesday 28 March 2018, and cut electricity supply to the Circular Head, Waratah-Wynyard, and Burnie municipal areas. The electricity remained shut off of three municipalities for a period of 72 hours (3 days); only being reconnected at 11pm on Friday 30 March 2018. March 30 – April 2 2018 was Easter and peak holiday period. Thursday 29 March 2018 was pension day. There was a high pressure system moving across Tasmania at the time, bringing temperature in the mid 30s (heat wave situation).

EVALUATION REPORT

An initial risk assessment for the exercise scenario indicated that the subject was credible and possible, however the probability is low. The WEMC Municipal Coordinators determined that although a three day outage was an extreme situation, the area had experienced extended power and communications outages in recent times, and the scenario would also explore outcomes which would be applicable to less geographically wide spread power supply situations and shorter periods of time.

Identified Impacts of 3 Day Power Outage

The table top discussion identified the challenges and capabilities of those organisations in attendance, as well as assumptions about general community impacts. The following table summarises the impact of *Exercise Outage*.

Serial	Groupings	Impacted Aspects	How Impacted	Classification
1.	Banking industry	Banks <ul style="list-style-type: none"> • ANZ • CBA • NAB 	ATM inoperative Door locked Bank transactions	People Economy Public administration
2.	Petroleum industry	Petrol stations	No fuel pumps Infrastructure	People Economy
3.	Pharmaceutical industry	Chemists	Computers down, unable to distribute/record medication	People Economy

Serial	Groupings	Impacted Aspects	How Impacted	Classification
4.	Commercial food outlets	Food stores <ul style="list-style-type: none"> Woolworths Coles IGA Local stores 	Frozen foods, cool foods thaw out, cannot be sold Waste disposal 2-3 hr battery on cash registers Cool store/refrigeration food disposed of after 6 hrs 3 generators in Tas – all in Hobart	People Economy Social setting
5.	Domestic	Home fridges/freezers	Food thaws out so no home food Sewage Water	People Social setting Environment
6.	Infrastructure	Sewage Traffic control Security Lighting Water	Waste sewage disposal overflow into sea Maintaining pump station operations Traffic lights inoperative - public safety Security systems in industry buildings inoperative Street lighting inoperative – public safety Potable water restrictions Water treatment plants severely impacted	Public administration People Social setting Environment Public administration People Public administration People People Social setting Public administration
7.	Communication systems	Communications	TV Radio Mobile phones Notebooks, IPads Coms towers need power supply	People Social setting Public administration
8.	Commercial entities	Electricity Supply	No power/closure	People Economy
9.	Govt. orgs	Service Tas	Unable to issue rego, licences, payment of fines	People Public administration
10.	Local Govt	Councils	Unable to carry out business Event management Public communication No power WHS in building – 4-5 hr occupancy	People Public administration Social setting

Serial	Groupings	Impacted Aspects	How Impacted	Classification
11.	Public Health	Infrastructure	Air conditioning Communicating heat wave actions	People Public administration
12.	Police	Operational capacity	No fuel at stations for vehicles Increase in emergency response requirement Computer systems inoperable Public safety	People Public administration
13.	Aged Care	Retirement homes Nursing homes	Phones, alarms, lighting, cooling, food, laundry Psychological impact on residents and relatives Increase in deaths Increased staffing need Security	People Public administration Social setting
14.	Education	Schools	No power, showers, toilets Alarms Staff availability Transport to/from	People Public administration
15.	Agricultural Industry	Intensive farming Processing plants/orgs <ul style="list-style-type: none"> Greenhams Fonterra McCains 	Computer programs for animal welfare <ul style="list-style-type: none"> Feeding Milking Collecting Hydroponics Fishing Stock control – electric fences Computer programs for processing produce Ability to operate Waste disposal Contract maintenance	People Economy Environment People Economy Environment
16.	Tourism Industry	Tourist facilities	Accommodation Eateries Travel Communications Staffing ability Brand reputations	People Economy Public administration Social setting

Serial	Groupings	Impacted Aspects	How Impacted	Classification
17.	Portable Generation Power Suppliers	Commercial outlets	Supply overwhelmed Time factor in re-stock Small generator capacity	People Economy
18.	Transport Industry	Commercial entities	No fuel Inability to operate	People Economy Public administration

Exercise Review

Those in attendance agreed that *Exercise Outrage* met its objectives. The information exchange between organisations was honest and valuable. The information gathered by the facilitator Chris Fagg prior to the exercise gave insight to the impact on local businesses such as cafes, banks and chemists. .

Unfortunately there were a number of organisations not at the table. Over 45 representatives were invited, with only 20 in attendance. Organisations at the table include emergency services, local government, aged care, DPIPWE, TasNetworks, TasWater and the Cradle Coast Authority. Notably the absence of representatives from public and primary health resulted in information gaps and assumptions. Public Health are a primary source of information distribution in such an event, and their input would have been insightful. The attendees indicated that the following representatives would have been beneficial in the discussions, particularly in relation to the economic and environmental impact in the long term:

- Education
- Transport
 - TasRail
 - Burnie Port Authority
 - Burnie Wynyard Airport
- NBN – separate insight to Telstra
- Intensive farming
 - Fisheries (oysters etc.)
 - Plant producers (poppies, irrigation)
 - Dairy (invited)
- Industries
 - Port Latta Pellet Plant
 - Abattoirs
 - Vegetable processing plants (frozen product)

The threat of cyber-attack is an ever increasing risk for organisations, and insurance companies require organisations to have mitigation strategies in place. *Exercise Outrage* demonstrated the impact cyber risk poses. The information gathered throughout the exercise should be taken by organisations to inform and update their emergency management plans regarding the impact of a prolonged electrical outage.

Exercise Outrage also identified that the Tasmanian general public, including businesses and farmers, are frequently self-resilient, and unaware of assistance on the broader scale. There is an

opportunity for the Committee to provide this information (or locality of the information), to reduce risk to the community.

Those in attendance agreed the exercise was valuable, and there was merit in carrying out a similar event on an annual basis.

CONCLUSIONS

Whilst *Exercise Outrage* identified the impact of a three day power outage across the three municipalities of Burnie, Circular Head and Waratah-Wynyard; the WEMC has a significant amount of work to analyse the information. The WEMC will need to carry out risk assessments, prioritise the risks and develop treatment/mitigation options. The information gathered will help inform budgets, and provide items to include in the WEMC emergency risk register. More broadly the WEMC has the opportunity to encourage cross organisational mitigation actions. The background and risk assessments could also be useful for applying for grants, such as the National Disaster Resilience Grants Program (NDRGP).

The information gathered during *Exercise Outrage* could be analysed in future exercises to develop mitigation strategies, or to explore an area in more depth. Future exercises should include increased representation from industry and government sectors to qualify and quantify the information gathered; to broaden the sharing of knowledge; and to increase networking within the emergency management sphere.

Julie Bernhagen
Western Emergency Management Committee Executive Officer
Circular Head Council Emergency Management Coordinator
1 May 2018

Appendix 1

Exercise Outrage Invitations**WEMC Members**

- | | |
|---------------------------------------|---|
| 1. Mayor Daryl Quilliam | Mayor Circular Head Council |
| 2. Mayor Robby Walsh | Mayor Waratah-Wynyard Council |
| 3. Alderman Ron Blake | Alderman- Burnie City Council & Chair WEMC |
| 4. Gary Neil | MEMC - BCC |
| 5. Julie Bernhagen | MEMC - CHC |
| 6. Chris Fagg | MEMC - WWC |
| 7. Michael Foster | DMEMC - BCC |
| 8. Kevin Maguire | DMEMC - CHC |
| 9. Tracey Bradley | Waratah-Wynyard Council |
| 10. Rodney Greene | Recovery Coordinator - BCC |
| 11. Allison Daley | Deputy Social Recovery Coordinator - BCC |
| 12. Deb Mainwaring | Recovery Coordinator - CHC |
| 13. Richard Muir-Wilson | Recovery Coordinator - WWC |
| 14. <i>Vacant position</i> | Emergency Management Coordinator THS NW |
| 15. Debbie Williams | Inspector (Burnie Division) Tasmania Police |
| 16. Lee-Anne Walters | Sergeant (Smithton) Tasmania Police |
| 17. Steve Keiselis | Sergeant (Wynyard) Tasmania Police |
| 18. Wayne Richards | Regional Manager NW - SES |
| 19. Norris Hayes | Ambulance Tasmania |
| 20. Tyron Clark | Acting District Officer Arthur Tasmania Fire Service |
| 21. Anna Flower | Tasmanian Ports Corporation |
| 22. Commander Jonathan Higgins | Commander & Regional Controller NWREMC – Tasmania Police |

Community Organisations

- | | |
|------------------------------|--------------------------------|
| 1. Adams, Rodney | Tas Health Services NW |
| 2. Bell, Chelsea | Cradle Coast Authority |
| 3. Bradley, Tracey | Waratah-Wynyard Council |
| 4. Chong, Ong, | TasNetworks |
| 5. Gordon, Sue | Telstra |
| 6. Grull, Debra | Bio Security-DPIPWE |
| 7. Gunningham, Matthew | Dairy Farmer |
| 8. Hunter, Yvonne | Synovum Care Group |
| 9. Maconachie, Louise | TasWater |
| 10. McLaren, Sharan | Smithton District Hospital |
| 11. Price, Jonathan | Dairy Tas |
| 12. Warren, Judith | Care Services |
| 13. Wells ,Michael | Burnie-Wynyard Airport |

AO226-18 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 8.16pm.

CERTIFICATION OF MINUTES AS A TRUE RECORD

These minutes are confirmed as an accurate record of the Ordinary Meeting of Burnie City Council held on 18 September 2018.

Confirmed:

A handwritten signature in black ink, appearing to be 'R. Greene', with a long horizontal stroke at the end.

Rodney Greene, ACTING GENERAL MANAGER

Confirmed:

A handwritten signature in black ink, appearing to be 'A. Boyd', with a large loop and a horizontal stroke.

Alwyn Boyd, MAYOR