



MINUTES

Ordinary Meeting

TUESDAY, 21 MAY 2019

7.00PM

CITY OFFICES, 80 WILSON STREET, BURNIE

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**MINUTES OF THE OPEN SESSION ORDINARY MEETING
OF THE BURNIE CITY COUNCIL
HELD AT THE CITY OFFICES ON TUESDAY, 21 MAY 2019**

HOUR: 5.30 pm - 5.31 pm
7.00 pm – 8.22 pm

TIME OCCUPIED: 1 hour 23 minutes

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

Officers in Attendance:

General Manager (A Wardlaw), Director Community and Economic Development (R Greene), Director Land and Environmental Services (P Earle), Director Works and Services (G Neil), Executive Manager Corporate 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.

AO119-19 COUNCILLOR DECLARATIONS OF INTEREST

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

Cr G Simpson declared an interest in Item AO128-19 – Motion on Notice – Music in the CBD

Cr K Dorsey declared a potential interest in Item AO124-19 – Motion on Notice – DFA Funding (but participated in discussion and vote).

‘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
AC054-19 COUNCILLOR DECLARATIONS OF INTEREST	15(2)(g)
AC055-19 CONFIRMATION OF MINUTES OF THE 'CLOSED SESSION' MEETING OF COUNCIL HELD ON 16 APRIL 2019	15(2)(g)
AC056-19 APPLICATIONS FOR LEAVE OF ABSENCE	15(2)(h)
AC057-19 TAS COMMUNICATIONS PTY LTD - QUARTERLY REPORT	15(2)(g)
AC058-19 GENERAL MANAGER'S REPORT - CLOSED SESSION	15(2)(i)
AC059-19 PERSONNEL REPORT APRIL 2019	15(2)(a)
AC060-19 OUTSTANDING DEBTORS	15(2)(j)
AC061-19 COMMUNICATIONS JOURNAL - TASMANIAN PORTS CORPORATION PTY LTD (TASPORTS)	15(2)(g)
AC062-19 BURNIE CITY COUNCIL AUDIT COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 1 MAY 2019	15(2)(g)
AC063-19 NON AGENDA ITEMS	15(2)(f)
AC064-19 AUTHORISATION TO DISCLOSE CONFIDENTIAL INFORMATION	15(2)(f)
AC065-19 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 AC054-19 to AC065-19 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

COUNCIL RESOLUTION

Resolution number: MO117-19

MOVED: ***Cr T Brumby***

SECONDED: ***Cr A Keygan***

“THAT the meeting be closed to the public to enable Council to consider agenda items AC054-19 to AC065-19 which are confidential matters as prescribed in Clause 15 of the Local Government (Meeting Procedures) Regulations 2015”

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

Against:

CARRIED UNANIMOUSLY

Reg	Confidential Reason
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- | | |
|----------|--|
| 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 Steve Arnol from Lifehouse.

**AO120-19 CONFIRMATION OF MINUTES OF THE 'OPEN SESSION' MEETING
OF COUNCIL HELD ON 16 APRIL 2019****RECOMMENDATION:**

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at City Offices on 16 April 2019, be confirmed as true and correct.”

COUNCIL RESOLUTION

Resolution number: MO118-19

MOVED: Cr G Simpson

SECONDED: Cr D Pease

“THAT the minutes of the ‘Open Session’ of the Burnie City Council, held at City Offices on 16 April 2019, be confirmed as true and correct.”

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO121-19 MOTION ON NOTICE - FORESHORE BEACH SWINGS**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council install a set of beach swings with the frame of the swings carrying a Burnie promotional logo.”

COUNCILLOR’S COMMENTS

I propose the swing set forms a (x3 sided) picture frame, similar to that of Stanley's new photo frame structure reading something like...#VisitBurnieTas

This would provide a reasonably unique photo opportunity and links our city for tourism promotion as pictures are posted onto social media.

With an increase to 41 cruiseships due to dock in Burnie this summer, the inclusion of this fun photographic opportunity adds value to the variety of activities available on our foreshore, coupled with the added bonus of promoting our city #VisitBurnieTas

[Click Here - Example Stanley’s Photo Frame](#)



GENERAL MANAGER'S COMMENTS**Background**

The Motion notes two outcomes to be achieved being:

- The provision of beach swings as an activity for visitors to the foreshore area.
- Provision of a photo-framing opportunity

Legislative Requirements

Development of infrastructure in the coastal environment will require the approval of the relevant land managers.

Council, in providing infrastructure, is required to consider appropriate standards in the construction and operation of the infrastructure.

The swing could be classified as play equipment and as such, matters such as drop height from the swings and proximity to water would need to be considered.

Policy Considerations

In developing the West Beach foreshore area Council had established a specific design intent for the precinct. In essence a multi-purpose space was created that is equally functional for large events and individual recreation.

A further component of the design intent was open vista's from the City to the Sea.

Since the initial delivery of the waterfront design concept a number of new elements have been included in the precinct including:

- Shade structure over the play equipment.
- Exercise equipment on east side of the Surf Club.
- Planned installation of a public toilet facility (west end of precinct).

The continuation of the promenade to the east is also a project in train however this was an original element of the design intent.

Council also is aware of the opportunity to access the rail corridor along West Beach and incorporate the land in to the broader West Beach precinct.

Financial Impact

A cost has not been determined for the beach swing.

If a construction approach similar to the volley ball posts was to be used, the costs to install would probably be in the order of several thousand dollars.

There would be ongoing costs associated with the maintenance of the swing set.

No funds have been allocated in the current or future year capital works program for this project.

Discussion

The provision of a photo opportunity at West Beach has been identified as a desirable addition to the precinct. The Photo framing concept is well established in many other locations.

A photo frame will be incorporated into the viewing area at the eastern end of the proposed eastern promenade. Development of this feature was an initiative of officers from Council's Department of Community and Economic Development.

In relation to the beach swing proposal, officers would recommend that Council defer action on this matter and engage in a broader discussion in a workshop setting to:

- Review the original design intent for the West Beach precinct.
- Explore ideas and opportunities for the desired future development of the waterfront precinct.
- Develop a draft future infrastructure plan, if required, for the West Beach precinct.
- Identify key stakeholders and consult in respect to proposed development.
- Review stakeholder feedback and determine Council's preferred direction in regard to West Beach development.

An alternative recommendation is suggested as follows:

"THAT Council refer the provision of a set of beach swings at West Beach to a workshop, with aim being to develop a future infrastructure plan for West Beach."

In respect to the set of beach swings matters that should be considered, were the motion on notice to be supported, include:

- Design of the swings and compliance with relevant legislation.
- Location of the swings, given the significant tidal movement at West Beach. Issues to consider will include scour of the beach sand, proximity to water etc.
- Impact of the beach swing on Surf Club activities, Council events and use of the beach by the public.
- Approvals from land managers.

Risk

Council has progressed a number of additions to the West Beach precinct in recent years, which were not originally envisaged as part of the original West Beach precinct design concept.

The Motion On Notice highlights the ongoing interest in new features and facilities at West Beach to encourage greater use of the precinct, however Officers are concerned that the continued development of the waterfront precinct may impact on Council's original design intent as to how the precinct would operate and continued adhoc provision of infrastructure may result in unintended use conflicts.

It is suggested it would be timely for Council to review the original design intent for the precinct, consider opportunities and need for new infrastructure and develop a clear plan for the future management and development of the precinct.

Such a plan would provide a clear direction when considering future suggestions for improvement.

Were a set of swings to be installed on West Beach, there are a number of risk matters to consider including:

- Proximity of children to the water.
- Migration of sand under various weather events and consequential increase in fall heights.
- Impact on other users of the beach.
- Compliance with relevant playground standards.
- Gaining approval from land manager.

Appropriate consultation would aid in managing some of the risks identified.

Consultation

Officers have internally discussed the motion on notice in developing the advice provided.

No consultation with relevant stakeholders, including Burnie Surf Life Saving Club, has been carried out by officers.

Alternative Recommendation

"THAT Council refer the provision of a set of beach swings at West Beach to a workshop, with aim being to develop a future infrastructure plan for West Beach."

COUNCIL RESOLUTION**Resolution number: MO119-19****MOVED:** *Cr T Brumby***SECONDED:** *Cr K Dorsey*

“THAT Council refer the provision of a set of beach swings at West Beach to a workshop, with aim being to develop a future infrastructure plan for West Beach by August 2019.”

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO122-19 MOTION ON NOTICE - FORESHORE TOY LIBRARY**

FILE NO: 15/5/2
PREVIOUS MIN:

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

"THAT Council install a small structure to host a "library" of beach toys on the Burnie Foreshore."

COUNCILLOR'S COMMENTS

As we continue to deliver outcomes that ensure Burnie is a vibrant place to live, work and play, this beach library concept will add to that narrative!

A resident recently proposed several library concepts, examples below. Another option could be 2-3 shelves attached to the cement wall, down on the actual beach. Potentially on the LHS of the wall, next to the main stairs beneath fish frenzy. It would play host to a variety of beach toys e.g. sandpit toys, trucks, buckets & spades. I would gladly source the beach items that would sit within this library structure.

Obviously the theft of items is highly likely, but if we didn't take action due to concern of theft, we would never achieve anything!

I am seeing an increased number of families visiting our city on the cruise ships. This initiative would be of value not only for our tourists, but the many beach goers that frequent our beautiful beach over the summer months.

The beach is a free outing and we are seeing a broad demographic accessing the space - what better way to encourage families to engage in the space!



GENERAL MANAGER'S COMMENTS

Background

Council provides a range of facilities on West Beach to enhance the experience of visitors to the precinct.

The majority of these items are fixed in place.

Beach play equipment and other items of play equipment have been provided for the community to use as part of previous events or activities held at West Beach, generally with some level of overview, with the items made available being recovered at the end of the event or activity.

Legislative Requirements

There could be many and varied items of beach play equipment that could be provided.

The main issue to consider would be Council's duty of care in providing equipment for the public to use, in that the items would need to be in a safe condition and appropriate for the range of age groups that could use the items.

Periodic inspection would enable damaged or defective items to be removed from use.

Policy Considerations

Council has provided a range of play equipment (fixed in place) for the community to use in many parks and reserves.

Provision of the types of play equipment envisaged in the motion on notice may lead to others in the community seeking similar experiences at other beaches or play spaces.

Financial Impact

The notes to the Motion on Notice suggest that the play items would be sourced from external parties.

The provision of a small timber storage box or timber shelving could occur at a relatively low cost. Potentially shelving may cost several hundred dollars as well as the cost of some signage.

There would be a need to periodically inspect the play equipment for damage and deterioration, to address possible safety risk. Lost, damaged and defective items would need to be replaced. There are no allowances in Council's operational budget for such expenditure.

It is assumed that there would be no requirement for Council staff to recover beach play equipment left on the beach.

An alternate approach would be for a community group to take carriage of the managing of the beach play equipment.

Discussion

The activity noted in the Motion on Notice is relatively passive and would seem to require little involvement of Council staff excepting provision of an appropriate storage facility and periodic inspection of the play equipment.

There may be a need to remove the storage facility in the winter months, when there is limited activity on the beach.

It is envisaged that there would be a need for Council staff to periodically inspect the play equipment to ensure items are fit for purpose.

An alternative approach to management would be for a community group to host the beach play equipment.

Risk

On face value the provision of beach play equipment at West Beach would be relatively low risk.

Matters that would need to be considered include:

- Loss/theft of the play items.
- Periodic inspection of the play items for damage or deterioration.
- Discarded play items being left on the beach.

There would be some on going, albeit modest, cost implications for Council.

Consultation

Officers have not consulted with stakeholders in regard to this matter.

COUNCIL RESOLUTION

Resolution number: MO120-19

MOVED: Cr T Brumby

SECONDED: Cr K Dorsey

"THAT Council install a small structure to host a "library" of beach toys on the Burnie Foreshore."

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

Against: Cr K Dorsey.

CARRIED

MOTIONS ON NOTICE**AO123-19 MOTION ON NOTICE - FORESHORE SHADE COVER****FILE NO: 15/5/2****PREVIOUS MIN:**

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

"THAT Council investigate options of installing additional shade cover on our Foreshore."

COUNCILLOR'S COMMENTS

A resident recently contacted me asking if council could please investigate the possibility of installing umbrellas or permanent shade structures on our foreshore.

There are few spots for people to escape the blazing sun on a hot summer's day, especially as the sun's ultra violet rays are very strong in Tasmania. Let's care for our families!

The pictures below are of umbrellas used in Newcastle. Regardless of whether it's a permanent or semi-permanent structure it would be extremely valuable on our foreshore in summer months.

**GENERAL MANAGER'S COMMENTS****Background**

A number of shade opportunities have been provided in the West Beach Precinct in the form of BBQ shelters and the shade structure over the playground.

The design intent for the precinct was for a flexible space that provides opportunities for individual pursuits as well as space for events or other functions.

The green spaces have purposefully been left unencumbered by structures for such purposes.

Legislative Requirements

Council has no specific obligation to provide shade facilities in its public spaces, however could be taken to task for not providing a range of opportunities for the community to manage their level of sun exposure when using Council facilities and reserves.

Policy Considerations

There would be a range of views within the community as to the nature and extent of shade facilities that should be provided by Council in public spaces based upon their individual level of risk appetite to sun exposure.

Individuals also have a responsibility for managing their levels of exposure to the sun and have access to a variety of means to achieve this.

Council needs to find a balance between providing appropriate shade facilities in public spaces and allowing for exposure to a healthy level of sun light when appropriate.

The variability of the seasons also influences how sun exposure is managed, with permanent shade structures being a potential deterrent to using some spaces in the winter months.

It is also important to note that Council has made the opens spaces available in the West Beach precinct for the conduct of various events and functions and to offer the opportunity to configure the space in a manner desirable for a particular event or activity

Installation of permanent structures may have some impact on the ability of the event spaces to be used as intended.

Financial Impact

The motion seeks officers to investigate the costs associated with additional shade coverage within the West Beach precinct.

To enable an investigation to progress, clarity is required as to the nature of shade infrastructure desired to be provided i.e. permanent, temporary, localised or all areas covered.

Operational costs will be influenced by the level of maintenance required on the infrastructure. Temporary structures would have ongoing costs associated with set up and pack up of the structures.

Discussion

The motion on notice seeks for officers to investigate opportunities to provide additional shade within the West Beach precinct.

There would be a range of matters that would need to be considered in such an investigation, including:

- Understanding the level of demand for additional shade facilities.
- Identification of various opportunities for shade provision- permanent and temporary, including capital and operational costs.
- Stakeholder engagement. Stakeholders will include Council staff, Burnie Surf Life Saving Club and other interest groups (based upon past utilisation of the precinct).

Officers note that this Motion on Notice is related to the foreshore beach swings Motion on Notice and recommend this also be referred to workshop, with a view to developing over time, an infrastructure development plan for the West Beach precinct.

It is suggested that should the motion to investigate options be supported, the investigation should be incorporated into a broader review of future infrastructure provision for the West Beach precinct.

Risk

Exposure to excessive levels of sunlight (UV radiation) can have a negative impact on a person's health, as does a lack of sunlight exposure.

There will be a range of views in the community as to what is a reasonable level of shade that should be provided in public spaces.

Installation of permanent shade structures on the grass or other open spaces at West Beach may impact on the use of the spaces for events and functions and create some angst in the community.

In the winter months some may see the shade as a disincentive to visit the precinct.

There may also be impacts on the growth cycle of the grass in the grass areas.

Temporary/relocatable facilities provide flexibility but have more significant operational cost implications. Additionally there are risks around vandalism and theft to consider.

Consultation

Officers have not consulted with external parties in forming a response to the Motion on Notice.

COUNCIL RESOLUTION**Resolution number: MO121-19****MOVED:** *Cr T Brumby***SECONDED:** *Cr K Dorsey****“THAT the option of installing additional shade cover on our foreshore be incorporated into the workshop on foreshore infrastructure.”***

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO124-19 MOTION ON NOTICE - DFA FUNDING**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council provide funding to the DFA (Darwin Football Association) equal to that provided to the Burnie Dockers.”

COUNCILLOR’S COMMENTS

In an unprecedented action, the previous Council agreed to continue funding the Burnie Dockers following their exit from the TSL and in addition waved grounds fees for an extended period. The funding was provided to ensure the transition from the TSL did not hinder the progress of the Dockers into the future.

Funding was previously provided by the AFL for the TSL of which the Dockers received funding to assist with travel, player recruitment and loss of revenue due to the lack of “local” games. It is my understanding that the Council also contributed for similar reasons.

When returning to the NWFL many of the reasons for the funding no longer existed. The DFA has continued to support grass roots football that represents many of our outlying areas including:

- 1) South Burnie
- 2) Ridgley
- 3) Yeoman
- 4) Natone
- 5) Somerset
- 6) Queenstown
- 7) Cuprona

The DFA is the starting point for many players that ultimately play in the NWFL, TSL and for some the dream of the AFL. It is also “family”, the clubs provide family that includes comradeship, meals, transport and assistance in securing employment. The Headquarters of the DFA is located in Burnie and all administrative tasks are completed in Burnie.

As we are all painfully aware, Natone was unable to field a team this year for a combination of reasons that is becoming endemic in regional football. The reasons noted for the loss of a

club are reduced numbers, increased cost, greater strain on volunteers, greater number of opportunities, funded clubs able to entice players with greater financial incentives.

GENERAL MANAGER'S COMMENTS

The current arrangement with the Burnie Dockers Football Club at West Park is a transitional arrangement and due to be completed at the end of the 2020 season. The arrangement was originally entered into with Burnie Dockers under Burnie Sport and Events, and the Club is currently working with Council officers to ensure it can be sustainable when the Council funding stops.

Part of the arrangement with the Dockers is that Council runs and gains the revenues from the bar at The Point to offset the contribution made to the Dockers. The proposal appears to indicate that Council would be making a contribution to the DFA, without having the benefit of revenues from the bars operated by DFA Clubs.

Council's contribution the Dockers in the next financial year will be \$12,898. This has been allowed for in Council's budget with a focus on achieving a balanced budget. Should Council allocate funds to the DFA, there will be a need to find savings in other areas of Council.

It should also be noted that three of the seven DFA Clubs are outside of the Burnie municipality. It is not clear as to why Burnie ratepayers should be asked to support clubs as far away as Queenstown.

The Motion also mentions a number of issues facing football clubs. It is doubtful that \$1,800 per club will make any significant impact in dealing with these issues.

Alternative Recommendation

"That the information be noted".

COUNCIL RESOLUTION**Resolution number: MO122-19*****MOVED:*** *Cr K Dorsey****SECONDED:*** *Cr T Bulle****“THAT Council provide fee relief for one year for the three Burnie clubs participating in the Darwin Football League, based on proof of need.”*****For:** Cr K Dorsey.**Against:** Cr S Kons, Cr A Boyd, Cr T Brumby, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.***LOST***

MOTIONS ON NOTICE**AO125-19 MOTION ON NOTICE - SPORTS CENTRE LOCATION**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council consider the area adjacent to the Burnie Bowls Club on Les Clark Drive for a new multi-purpose sports centre.”

COUNCILLOR’S COMMENTS

Location is paramount to success of the new venue. This is a regional project that could accommodate the immediate needs of:

- 1) Burnie
- 2) Somerset
- 3) Wynyard

By placing the Centre in close proximity to Burnie High School and Cooee Primary it provides a sporting facility that benefits the education of our children and a venue for their use.

Other benefits include:

- 1) Established parking lots (inadequate but an immediate saving)
- 2) A function centre in the same area
- 3) Traffic light access
- 4) Utilisation of an area for the intended purpose of sports

The multi-purpose Sports Centre can become the most utilised space in Burnie by catering to the schools and 2 other townships. Properly designed it can accommodate:

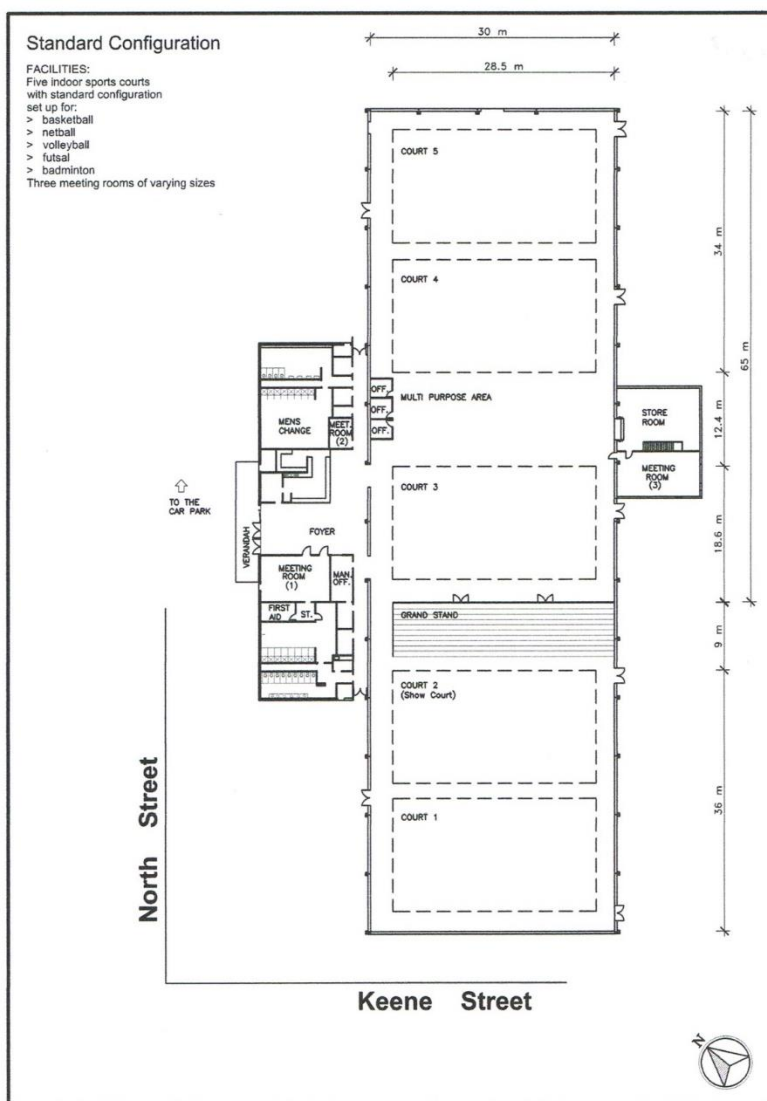
- 1) Basketball
- 2) Indoor net ball
- 3) Futsal tournaments
- 4) Regional tournaments
- 5) Indoor track
- 6) Indoor recreation area
- 7) Allows for the current courts to be utilised for alternative purposes such as

- a) Trampolines
- b) Roller derby
- c) Martial arts tournaments
- d) Indoor play gym/centre for kids
- e) Badminton centre
- f) Table tennis
- g) Archery

Sport and recreation are integral part of life in Burnie. Liveability, amenities and access distinguish us from other municipalities.







Non-Burnie photos with permission from Albury City Council

GENERAL MANAGER'S COMMENTS

Council has considered a number of reports recently in relation to Sports Stadiums and has determined the following in recent months:

- Council Meeting held on 11 December 2018

“THAT an investigation of the Upper Burnie Sports Centre be conducted by Council to:

- 1) Compare the costs associated with updating and upgrading the Centre to current standards with the costs of replacing the facility.***
- 2) Determine if the building meets the current and anticipated future needs of the Burnie Municipality.”***

- Council Meeting held on 19 February 2019

“THAT Council explore the requirements, benefits, cost and location for an indoor multisport facility prior to the Federal Election.”

Officers are gathering information in relation to the Motion on Notice presented at the Council Meeting held on 11 December 2018.

In respect to the Motion on Notice presented at the Council Meeting held on 19 February 2019, an annual plan action is proposed, being to investigate the matters noted in the determination. Funds have been identified in the draft operational program to support the engagement of a recreation planning professional to support Council in that investigation.

Both motions are complementary in that having a clear understanding of the challenges and opportunities associated with the Upper Burnie Sports Centre, aids in considering the merits of potentially developing a new multi-purpose sports centre.

Were the outcome of the two projects, in train, to be the development of a new complex, the identification of potential sites will consider many factors including land owned by Council that is not under active use or has the capacity to be used for higher purposes.

The land at Les Clark Drive could be one of a number of potential sites that could be considered should the need for a new multi-purpose sports centre be established.

COUNCIL RESOLUTION**Resolution number: MO123-19*****MOVED: Cr K Dorsey******SECONDED: Cr D Pease******“THAT Council consider the area adjacent to the Burnie Bowls Club on Les Clark Drive for a new multi-purpose sports centre.”***

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE**AO126-19 MOTION ON NOTICE - STREET ART**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council include in “street art” deliberations the following locations:

- 1) Burnie Plumbing highway facing wall (previous attempt to have wall painted failed)***
- 2) Retainer wall at Ocean Vista.”***

COUNCILLOR’S COMMENTS

The retainer wall at Ocean Vista has for years been vandalised on a semi-regular basis. The retainer wall still shows the scars of former vandalism. In our vandalism prevention document; graffiti and art are means to decrease incidences. Creating an iconic wall of colour adds to the vibrancy of the city and, according to research, will reduce the incidences of vandalism.

Street art is a worldwide phenomenon, it is an art form about expression, creativity, freedom, asking and raising questions, protesting, analysing and even beautifying.

We previously budgeted funds towards the Burnie Plumbing site that met with resistance and we instead got 2 posters and a tubular music piece – now missing hammers.

Art in the street makes people happy and can cheer them up. Art makes their day and their commute more interesting and adds character to what would otherwise just be grey and boring. Art reminds people to feel alive. It’s there to beautify a space. It wakes people up, inspires and motivates them. And sometimes it can make people think.

It is a very cost-effective way both to keep surfaces free from vandalism and to create visual cues to residents that the place they call home is desirable.

The council should act. We have an art committee, we have an art budget, we have some forward thinkers on Council. If not now, when, if not by us - then by whom?





GENERAL MANAGER'S COMMENTS

At the Council Meeting of 16 April 2019, Councillor Dorsey moved the following Motion:

THAT Council resolve:

- 1) To work closely with the Burnie Youth Council to develop a conceptual plan of street art to enhance the CBD and image of Burnie.***
- 2) To establish locations that would be suitable for street art.***
- 3) To approach property owners with the view to enhancing their property.***
- 4) To establish a budget based on information gleaned.***

The Motion was deferred.

The General Manager's comments to the previous Motion were:

It was understood that Council was seeking to explore the concept of a street art festival to facilitate street art activities, based on the Vibrance Festival in Hobart.

Council officers have been developing a concept for such a Festival and while this Motion could complement existing work, there is a need for Council to clarify its direction regarding street art.

The most recent revision of Council's Public Art policy notes that Street Art is not included as public art. Therefore the Youth Council could be the group responsible to overseeing street art projects.

No funds have been allocated during discussions on the capital works budget for street art. Should this motion be successful, it is recommended that an amount of \$10,000 be allocated in the 2019/20 budget to provide for some street art projects to be completed, once concepts and locations have been identified.

Since this meeting \$10,000 has been allocated in the 2019/20 budget to a street art project.

Any street art on the proposed buildings will require input from the state highway manager, and significant traffic management. It would be expected that this would be a major expense if Council was permitted to carry out a street art project in these two locations.

It would be difficult to hold a street art festival in either of the two locations.

COUNCIL RESOLUTION

Resolution number: MO124-19

MOVED: Cr K Dorsey

SECONDED: Cr T Bulle

“THAT Council include in “highway art” deliberations the following locations:

- 1) Burnie Plumbing highway facing wall (previous attempt to have wall painted failed)***
- 2) Retainer wall at Ocean Vista.”***

For: Cr K Dorsey, Cr T Bulle.

Against: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr D Pease.

LOST

MOTIONS ON NOTICE**AO127-19 MOTION ON NOTICE - UNIVERSITY**

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council following the approval of the University DA, work with the University to ensure the following:

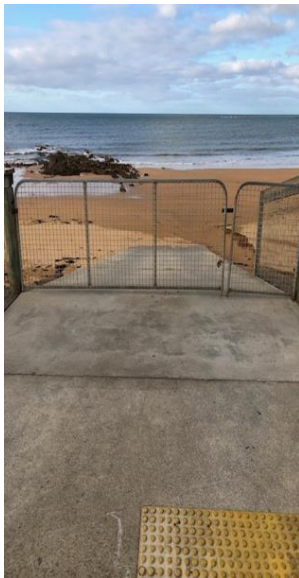
- 1) that the “right of way” to West Beach has clear access for emergency vehicles and maintenance vehicles***
- 2) that a portion of parking be retained with immediate access to West Beach for surfers and families.”***

COUNCILLOR’S COMMENTS

I opposed the DA on the grounds that it failed to address the cultural and emergency needs of the people of Burnie. The intention of the planning scheme is to deliver an acceptable standard of outcome for use and development in terms of the suitability of land and the likely impact for natural systems, infrastructure, **cultural values** and adjacent land use from an environmental, **social and economic perspective**.

The current plan did not provide adequate safeguards to ensure that the University accepts the cultural nature of the city and its residents, nor did it address the need for immediate access to the beach, or the loss of access by fishermen.

As the land owners, our cultural identity needs to be preserved.



GENERAL MANAGER'S COMMENTS

The Council acting as a planning authority on 16 April 2019 granted a permit for further development of land at West Park to provide for additional educational buildings and amended arrangements for parking.

Part of the work described on the permit application will involve the closure and conversion of a car park area located immediately west of the West Beach boardwalk.

The planning permit decision cannot be rescinded or amended. The appeal period has expired and the applicant has the full benefit of the permit and may proceed in accordance with the development as described in the permit application documents. Any grounds for opposition to grant of a permit are no longer a valid consideration in relation to the ability of the permit holder to proceed with works on the site.

The Council as landowner may negotiate with the permit holder in relation to matters that were not relevant to determination of the land use permit. Such negotiations are entirely separate from the permit application process.

In this regard –

- (a) There are a number of interconnected rights of way registered on the land title which provide access to the car park area to be closed, and across the car park to the existing ramp access on the western end of West Beach.

In general terms, the effect of a right of way is that the beneficiary has an absolute right to go and come across any part of the right of way, and the owner of the land must not in any manner substantially interfere with or obstruct the right of any beneficiary. Neither the landowner or the beneficiary has any obligation to maintain the right of way in such a manner that it is useable, although it is open for either party to construct the right of way to improve their use.

An easement or right of way may be abandoned or extinguished if it no longer serves its intended purpose.

The law on easements is complex, and the basic assumptions described above may be qualified.

There is no need or advantage for the Council to specifically determine the current right of way must remain clear for the passage of emergency and maintenance vehicles to access West Beach. The right is already protected if the easement provides the Council and/or the public with a general right of passage across the land. If the right of way is limited in purpose or benefit, or the circumstances of ownership or the development and use of the site allow the right of way to be abandoned or extinguished, it is unlikely a decision of the Council to protect the right of way will have any effect.

Details of the purpose and beneficiaries of the right of way have not yet been determined.

- (b) The permit granted on 16 April 2019 allows closure of the south-eastern car park off West Beach.

The permit granted on 16 April 2019 contains an enforceable condition requiring that UTAS must manage the car parking areas on the site so as to be available and adequate at all times for university, band, visitor and sporting use.

There is no requirement in the permit that UTAS must provide and manage parking space to accommodate public use of West Beach.

The Council as a planning authority cannot determine to amend that permit.

The Council as owner of the land may request the developer to retain all or part of the existing car park.

However, any substantially change in the description of the development may trigger a requirement for a new permit.

West Beach has pedestrian access from a number of locations east and west of and central to the beach area. There is no public vehicular access to the beach or to the immediate foreshore. Pedestrian access is available between beach entry points and parking facilities in the immediate vicinity.

The ability for the public to access West Beach will not change as a result of the permit decision.

The south-eastern car park is not a public parking area. Redevelopment of the site as the Maker's Workshop required the parking area be designated for use by vehicles associated with tourism and cultural activities on the site. The permit granted in 2013 to include use and development of the site by UTAS described the car park as a part of the facilities required to provide parking for users of UTAS and the Visitor Information Centre.

The convenience of the public to utilise the existing private car park for access to West Beach will be lost as part of the approved redevelopment works. However, closure will not exclude public access to the beach along the boardwalk and via the ramp. The level and frequency of use of the private car park by surfers and families has not been quantified.

The Council has no power to insist that the permit holder must amend the proposed development and retain part of the car park for public use.

There are a number of matters in relation to conversion of the site at West Park from its current development configuration and pattern of established use to the facilities and occupation intended by UTAS. These considerations include the nature of rights and interests of the public to access and pass across the site (including on the coastal pathway), and the manner in which such rights may be accommodated.

The Mayor and General Manager met with a representative of UTAS on 8 May 2019 and the issue of access to the ramp onto West beach and parking was discussed. A working group is to be established with representatives of Burnie City Council and UTAS to identify and manage development and transition of the site from the Council to UTAS.

The transitional working group is an appropriate forum in which to raise and examine issues connected with current use of the site.

In this regard the Council should ask the working group to establish the exact nature of entitlements under the current registered rights of way and of the effect of the development and transfer of land to UTAS may have on such rights. It should also discuss the UTAS's

approach to management of the required car parking facilities on the site, including the opportunity for public use.

Recommendation

"That the Council refer the following matters for consideration by the working group overseeing transition of the West Park site from the Council to UTAS -

- 1) Provision of arrangements for access by emergency and maintenance vehicles onto the western end of West Beach; and***
- 2) Opportunity for the public to use the parking facilities within the UTAS site, including for parking of vehicles by persons using West Beach."***

COUNCIL RESOLUTION

Resolution number: MO125-19

MOVED: Cr K Dorsey

SECONDED: Cr C Lynch

"THAT the Council refer the following matters for consideration by the working group overseeing transition of the West Park site from the Council to UTAS -

- 1) Provision of arrangements for access by emergency and maintenance vehicles onto the western end of West Beach; and***
- 2) Opportunity for the public to use the parking facilities within the UTAS site, including for parking of vehicles by persons using West Beach."***

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

Against:

CARRIED UNANIMOUSLY

MOTIONS ON NOTICE

Cr G Simpson left the meeting, the time being 7.40pm

AO128-19 MOTION ON NOTICE - MUSIC IN THE CBD

FILE NO: 15/5/2
PREVIOUS MIN:

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

“THAT Council accept the will of the retailers to utilise the Burnie CBD Sound System to play 100.9 7BU FM, 101.7 Sea FM or a mix of selected programming from both local stations, with Burnie Broadcasting Service Pty Ltd accepting the responsibility of running and maintaining the system from the radio office/studio and ensuring local content only.”

COUNCILLOR’S COMMENTS

Following a previous motion to provide radio broadcast in the CBD, retailers united and provided Council with a petition requesting radio broadcast in the CBD.

They recognise that music and/or the radio are background noise and give some sort of feel of activity in town. It is not a deep issue. Either we accept what retailers in the city want or we continue to believe that we are above our constituents.

The local radio station adds to the fabric of Burnie life in many ways providing events and advising the community of activities in the town. It works closely with those in the CBD for both the businesses and as always themselves.

The utilisation of the local radio station has merit for the following reason:

- 1) It is what a large number of retailer requested
- 2) Management of the system and music by a third party
- 3) No additional cost to council
- 4) Playing the local Radio Station/s are a free option to utilise the Burnie CBD sound system as an alternative to a paid Spotify subscription or APRA licensing fees.
- 5) No music selection (genre)
- 6) Potential for added value for local advertisers as those within the district will be hearing about retailers and services provided while being on foot within the CBD.
- 7) Local information and up to date, on the hour local news will aid awareness.
- 8) A tool to engage Cruise Ship Passengers in local shopping, attractions and events within our region.
- 9) Support local business.

This is a win for the city, a win for retailers and local businesses, and the Council.

GENERAL MANAGER'S COMMENTS

Councillor Dorsey moved the following motion at the April meeting:

"THAT Council consider the utilising the Burnie CBD Sound System to play 100.9 7BU FM, 101.7 Sea FM or a mix of selected programming from both local stations, with Burnie Broadcasting Service Pty Ltd accepting the responsibility of running and maintaining the system from the radio office/studio."

The motion was lost, and the matter was referred to a Workshop, which is scheduled in early July.

Officers are continuing to work towards a remote access solution for the CBD sound system, as well as undertaking repairs to the current system.

Council has received an informal petition from Burnie retailers, which is the subject of a Council report later in the meeting Agenda.

COUNCIL RESOLUTION

Resolution number: MO126-19

MOVED: Cr K Dorsey

SECONDED: Cr D Pease

"THAT Council accept the will of the retailers to utilise the Burnie CBD Sound System to play 100.9 7BU FM, 101.7 Sea FM or a mix of selected programming from both local stations, with Burnie Broadcasting Service Pty Ltd accepting the responsibility of running and maintaining the system from the radio office/studio and ensuring local content only, and in consultation with 7BU with regard to establishment costs."

For: Cr K Dorsey.

Against: Cr S Kons, Cr A Boyd, Cr T Brumby, Cr C Lynch, Cr A Keygan, Cr T Bulle, Cr D Pease.

LOST

Cr G Simpson returned to the meeting, the time being 7.51pm

PUBLIC QUESTION TIME**AO129-19 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

Keith Price of Burnie asked the following question:

- 1) At the Council meeting in March, held at Ridgley Primary School, seven local projects were prioritised as being appropriate for seeking Federal funding as part of the Election Campaign and endorsed by all Councillors present. My question is: Following that decision, prior to the election what action was taken to seek promises of funding for these projects from the major Political Parties?

The Mayor responded that for both the bi-election in 2018 and the federal election this year, a prospectus of key projects was developed and provided to all parties so that they could be aware of Council's priorities for future development. He added that next time it would be good to provide the prospectus 6-12 months in advance to allow more time for

consideration.

Alan Moret of Burnie read the following statement:

- 1) Smoking in public places.

***Kate Keenan Department of Premier and Cabinet Office of the Hon Roger Jaensch
MP "Re: Smoking in public places." E-mail to Alan Moret 2 May 2019***

"I have received advice from the office of Department of Health in answer to your questions about smoking in public places. The answer is below, for your information Council is responsible to enforce of all no smoking areas on land it occupies in accordance with 67D (1) of the Public Health Act 1997.

Tasmanian police are also authorised under the Act and can enforce smoke free areas – although this is not usually a function undertaken by Tasmania Police.

However, if the smoke free area is occupied privately or not declared under the Act, Council may not be responsible.

If you are referring to footpaths in the Burnie CBD, then Council is the occupier.

There seems to be some question over whether Burnie City Council has declared the entire CBD smoke free, but if so, the general provisions of Section 67B of the Act relating to smoke free areas would apply, e.g. within 3 metres of an entrance to a non-domestic building etc

The "bus mall" on Cattley Street Burnie is a smoke-free area declared under the Public Health (Smoke-free Areas) Regulations 2014. Enforcing this smoke free area would also be the responsibility of Council."

The Mayor advised that the statement would be taken on notice and a Council Officer would provide a response.

WORKS AND SERVICES**AO130-19 PROPOSAL TO TRANSFER (LEASE) A PORTION OF PUBLIC LAND
TO GIRL GUIDES ASSOCIATION (TASMANIA)
15 HOWE STREET, BURNIE
(PART CT VOLUME 199550 FOLIO 1 AND CT VOLUME 139435
FOLIO 3)**

FILE NO: 5/2/5; 2199930
PREVIOUS MIN: AO064-19

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council:

- 1) Determines to dispose (via a lease) of a portion of public land, located at 15 Howe Street, Burnie, being parts of CT Volume 199550 Folio 1 and CT Volume 139435 Folio 3, the area identified on the plan attached, to Girl Guides' Association (Tasmania); and***
- 2) Authorises the General Manager to execute the lease agreement with Girl Guides' Association (Tasmania) as circulated separately, subject to minor amendments that do not change the substance of the lease and it remaining consistent with the Community Leases Policy.”***

2.0 SUMMARY

There being no representations made in regard to this public land disposal process, it is recommended to Council that the disposal (via a lease) of the respective portion of public land be supported.

This report recommends the disposal of public land **and** the authorisation of the lease. A copy of the draft lease has been circulated for information under separate cover (Doc ref 919249).

3.0 BACKGROUND

At the Council Meeting held on 19 March 2019, Council considered a report recommending that a public land disposal process be commenced in regard to the disposal (via a lease) of a portion of land contained within of *CT Volume 199550 Folio 1 and CT Volume 139435 Folio 3*, located at 15 Howe Street, Burnie.

In that matter, Council determined:

“THAT Council determines its intention to dispose (via a lease) of a portion of public land, located on 15 Howe Street, Burnie, being parts of CT Volume 199550 Folio 1 and CT Volume 139435 Folio 3, the area identified on the plan attached, to Girl Guides’ Association (Tasmania), and that a further report be presented to Council as to the outcome of the submission process.”

In implementing this determination, a public notice was published twice in The Advocate newspaper on Saturday 23 March 2019 and on Wednesday 27 March 2019 (copies **attached**) and notices placed on the property boundaries contained the same information as the public notice.

Submissions in respect to the public land disposal process were required to be received by Council, no later than 21 days from the publication of the initial public notice.

At the completion of that period no submissions were received.

4.0 LEGISLATIVE REQUIREMENTS

The *Local Government Act 1993* intends that a Council may own and deal with land in the same manner as any private corporation or individual.

A Council may purchase, lease or compulsorily acquire land for any reason which it considers of benefit to the Council or the community.

A Council may also sell, lease, donate, exchange or otherwise dispose of land owned by it in any manner it considers appropriate subject only to first obtaining a valuation.

However, the *Act* recognises a Council may own land for purposes specifically intended to allow public access and use, including for development of health, recreation, amusement or sporting facilities, to gain access to water, to create a public park or garden, or to provide public open space for a residential estate.

The *Act* in *Section 178* instructs that if a Council has acquired or declared land to be available for public access and use, it must not make a decision to dispose of the land unless first providing an opportunity for the community to consider and make comment on the proposal.

A determination on whether to dispose of the land must take into account any submission received from the community.

Section 178A provides that any person who made an objection and is dissatisfied with the decision of the Council may appeal to the Resource Management and Planning Appeals Tribunal, on grounds that disposal of the land is not in the public interest in that –

- a) The community may suffer undue hardship due to the loss of access to, and the use of, the public land; or
- b) There is no similar facility available to the users of the facility.

There have been no representations received in respect to this public land disposal process.

5.0 POLICY CONSIDERATIONS

The public land disposal process is a statutory process and in itself has no policy implications for Council.

The Girl Guides' Association (Tasmania) has occupied the land and premises as noted in this report for many years under a lease with Council.

The draft lease with the Girl Guides' Association (Tasmania) is in accordance with Council's *Community Leases Policy*.

6.0 FINANCIAL IMPACT

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

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

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

The Valuers have indicated an annual rental figure for the Guide Hall and surrounding land as \$36,500 per annum.

However, it is noted that the proposed lease arrangement with the Girl Guides' Association (Tasmania) would be in accordance with the Council's *Community Leases Policy*.

The lease fee payable by an eligible community organisation is specified in the policy. For 2018-2019 the applicable annual lease fee is \$351.75, including GST.

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

7.0 DISCUSSION

The Girl Guides' Association (Tasmania) has leased premises on Council land at Howe Street for many years. The current lease is due for renewal and Officers will progress discussions

with the Association in regard to the lease renewal in accordance with the provisions of Council's *Community Leases Policy* (available at www.burnie.net).

The plan **attached** shows the footprint of the land occupied, including building and common area.

The land occupied by the Girl Guides' Association (Tasmania) can be designated as public land under the relevant provisions of the *Local Government Act 1993* and the land is listed as such on Council's Public Land Register.

Council has followed the prescribed processes under the *Local Government Act 1993* associated with the disposal of public land, including the lease of land, where the period of the lease term is greater than five years.

No representations were made in respect to this public land disposal process.

8.0 RISK

The primary risk in the public land disposal process is not following the procedural requirements as detailed within *Section 178* of the *Local Government Act 1993*.

The actions taken by Officers to progress the public land disposal process have been compliant with the *Act*.

9.0 CONSULTATION

The *Act* does not require that a specific consultation process occur in regard to the disposal of public land.

It does require that Council advise the community of its intention to dispose of public land, seek submissions in regard to the disposal, and consider any objections lodged in its further deliberation of the disposal.

This notification process was implemented as per the requirements of the *Act*.

The Girl Guides' Association (Tasmania) were advised of Council's intention to commence a public land disposal process.

A copy of the draft lease has been provided to the Girl Guides' Association (Tasmania) for their review and consideration.

ATTACHMENTS

1. [Girl Guides' Association \(Tasmania\) Leased Map Area](#)
2. [Public Notice - Advocate 23 March 2019](#)
3. [Public Notice - Advocate 27 March 2019](#)

COUNCIL RESOLUTION**Resolution number: MO127-19****MOVED:** Cr K Dorsey**SECONDED:** Cr D Pease**“THAT Council:**

- 1) Determines to dispose (via a lease) of a portion of public land, located at 15 Howe Street, Burnie, being parts of CT Volume 199550 Folio 1 and CT Volume 139435 Folio 3, the area identified on the plan attached, to Girl Guides’ Association (Tasmania); and**
- 2) Authorises the General Manager to execute the lease agreement with Girl Guides’ Association (Tasmania) as circulated separately, subject to minor amendments that do not change the substance of the lease and it remaining consistent with the Community Leases Policy.”**

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

Against:

CARRIED UNANIMOUSLY

Girl Guides Association (Tasmania) Leased Area



BURNIE CITY COUNCIL

NOTICE OF DISPOSAL (LEASE) OF PUBLIC LAND

Burnie City Council determined at its meeting on 19 March 2019 its intention to dispose by a lease, a portion of land contained within CT199550 Folio 1 and CT139435 Folio 3, located at 15 Howe Street, Burnie to Girl Guides Association (Tasmania). This process supports the renewal of an existing lease. The land is "public land" for the purposes of Section 178 *Local Government Act 1993*.

A plan detailing the land can be viewed at the City Offices, 80 Wilson Street, Burnie or online at www.burnie.net

Submissions regarding the disposal of the land by a lease are to be made in writing to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net to be received no later than 4pm on **Monday, 15 April 2019**. Council will consider submissions before making a final decision on disposing of the land.

Dated: 23 March 2019

Andrew Wardlaw

GENERAL MANAGER

www.burnie.net



TA5501712

BURNIE CITY COUNCIL

NOTICE OF DISPOSAL (LEASE) OF PUBLIC LAND

Burnie City Council determined at its meeting on 19 March 2019 its intention to dispose by a lease a portion of land contained within CT199550 Folio 1 and CT139435 Folio 3, located at 15 Howe Street, Burnie to Girl Guides Association (Tasmania). This process supports the renewal of an existing lease. The land is "public land" for the purposes of Section 178 *Local Government Act 1993*.

A plan detailing the land can be viewed at Revenue Services at the City Offices, 80 Wilson Street, Burnie or online at www.burnie.net

Submissions regarding the disposal of the land by a lease are to be made in writing to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net to be received no later than 4pm on **Monday, 15 April 2019**.

Council will consider submissions before making a final decision on disposing of the land.

Dated: 27 March 2019

Andrew Wardlaw

GENERAL MANAGER

www.burnie.net



TA5503019

WORKS AND SERVICES**AO131-19 PROPOSAL TO TRANSFER (LEASE) A PORTION OF PUBLIC LAND
TO BURNIE SURF LIFE SAVING CLUB
NORTH TERRACE, BURNIE
(PART CT VOLUME 147506 FOLIO 1)**

FILE NO: 5/2/5; 2745778
PREVIOUS MIN: AO063-19

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council determines to dispose (via a lease) of a portion of public land, located at 2 North Terrace, Burnie, being part of CT Volume 147506 Folio 1, the area identified on the plans attached, to the Burnie Surf Life Saving Club.”

2.0 SUMMARY

There being no representations made in regard to this public land disposal process, it is recommended to Council that the disposal (via a lease) of the respective portion of public land be supported.

This report deals only with the disposal of public land process under the *Local Government Act 1993*, and does not include authorisation of the lease itself.

The draft lease will be referred to Council for review in a workshop and a further report to Council to authorise execution of that lease at a later time.

3.0 BACKGROUND

At the Council Meeting held on 19 March 2019, Council considered a report recommending that a public land disposal process be commenced in regard to the disposal (via a lease) of a portion of land contained within CT 147506 Folio 1, 2 North Terrace, Burnie.

In that matter, Council determined:

“THAT Council determines its intention to dispose (via a lease) of a portion of public land, located at 2 North Terrace, Burnie, being part of CT Volume 147506 Folio 1, the area identified on the plans attached, to the Burnie Surf Life Saving Club, and that a further report be presented to Council as to the outcome of the submission process.”

In implementing this determination, a public notice was published twice in The Advocate newspaper, on Saturday, 23 March 2019 and on Wednesday, 27 March 2019 (copies **attached**) and notices placed on the property boundaries contained the same information as the public notice.

Submissions in respect to the public land disposal process were required to be received by Council, no later than 21 days from the publication of the initial public notice.

At the completion of that period no submissions were received.

4.0 LEGISLATIVE REQUIREMENTS

The *Local Government Act 1993* intends that a Council may own and deal with land in the same manner as any private corporation or individual.

A Council may purchase, lease or compulsorily acquire land for any reason which it considers of benefit to the Council or the community.

A Council may also sell, lease, donate, exchange or otherwise dispose of land owned by it in any manner it considers appropriate subject only to first obtaining a valuation.

However, the *Act* recognises a Council may own land for purposes specifically intended to allow public access and use, including for development of health, recreation, amusement or sporting facilities, to gain access to water, to create a public park or garden, or to provide public open space for a residential estate.

The *Act* in *Section 178* instructs that if a Council has acquired or declared land to be available for public access and use, it must not make a decision to dispose of the land unless first providing an opportunity for the community to consider and make comment on the proposal.

A determination on whether to dispose of the land must take into account any submission received from the community.

Section 178A provides that any person who made an objection and is dissatisfied with the decision of the Council may appeal to the Resource Management and Planning Appeals Tribunal, on grounds that disposal of the land is not in the public interest in that –

- a) The community may suffer undue hardship due to the loss of access to, and the use of, the public land; or
- b) There is no similar facility available to the users of the facility.

There have been no representations received in respect to this public land disposal process.

5.0 POLICY CONSIDERATIONS

The public land disposal process is a statutory process and in itself has no policy implications for Council.

The Burnie Surf Life Saving Club has occupied the land and premises as noted in this report for many years under a lease with Council.

The renegotiated lease with the Burnie Surf Life Saving Club will be in accordance with Council's policy *Property Leases to Community Groups*. The draft lease will be referred to workshop for discussion and review.

6.0 FINANCIAL IMPACT

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

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

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

The Valuers have indicated an annual rental figure for the facility occupied by the Burnie Surf Life Saving Club as \$163,030 per annum.

However, it is noted that the proposed lease arrangement with the Burnie Surf Life Saving Club would be in accordance with the Council's policy *Property Leases to Community Groups*.

The lease fee payable by an eligible community organisation is specified in the policy. For 2018-2019 the applicable annual lease fee is \$351.75, including GST.

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

7.0 DISCUSSION

The Burnie Surf Life Saving Club has leased premises on Council land at West Beach (part of 2 North Terrace CT Volume 147506 Folio 1) for many years.

The current lease is due for renewal and following a workshop discussion with Council on the draft lease, Officers will progress discussions with the Club in regard to the lease renewal.

The draft lease will be in accordance with the provisions of Council's policy *Property Leases to Community Groups*. It is noted the footprint of the building will need to be modified to reflect the current redevelopment work occurring.

The plans **attached** show the indicative footprint of the building at completion of the redevelopment works. Note that the Club occupies a lower and upper level of the building.

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

Council has followed the prescribed processes under the *Local Government Act 1993* associated with the disposal of public land, including the lease of land, where the period of the lease term is greater than five years.

No representations were made in respect to this public land disposal process.

8.0 RISK

The primary risk in the public land disposal process is not following the procedural requirements as detailed within *Section 178* of the *Local Government Act 1993*.

The actions taken by Officers to progress the public land disposal process have been compliant with the *Act*.

9.0 CONSULTATION

The *Act* does not require that a specific consultation process occur in regard to the disposal of public land.

It does require that Council advise the community of its intention to dispose of public land, seek submissions in regard to the disposal, and consider any objections lodged in its further deliberation of the disposal.

This notification process was implemented as per the requirements of the *Act*.

The Burnie Surf Life Saving Club were advised of Council's intention to commence a public land disposal process.

ATTACHMENTS

- 1 [↓](#). Burnie Surf Life Saving Club Leased Area Maps
- 2 [↓](#). Public Notice - Advocate 23 March 2019
- 3 [↓](#). Public Notice - Advocate 27 March 2019

COUNCIL RESOLUTION

Resolution number: MO128-19

MOVED: Cr D Pease

SECONDED: Cr A Keygan

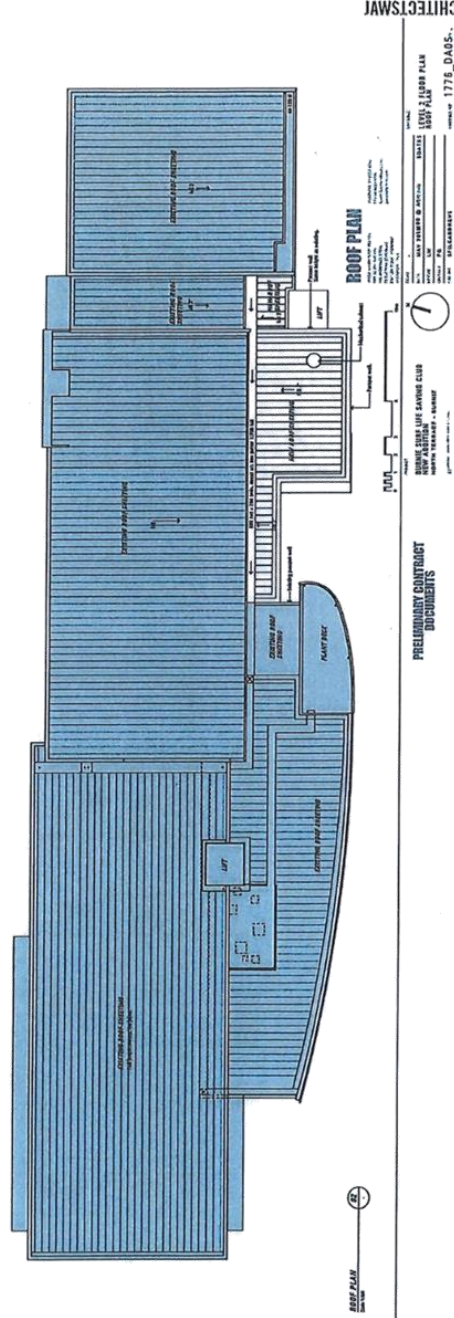
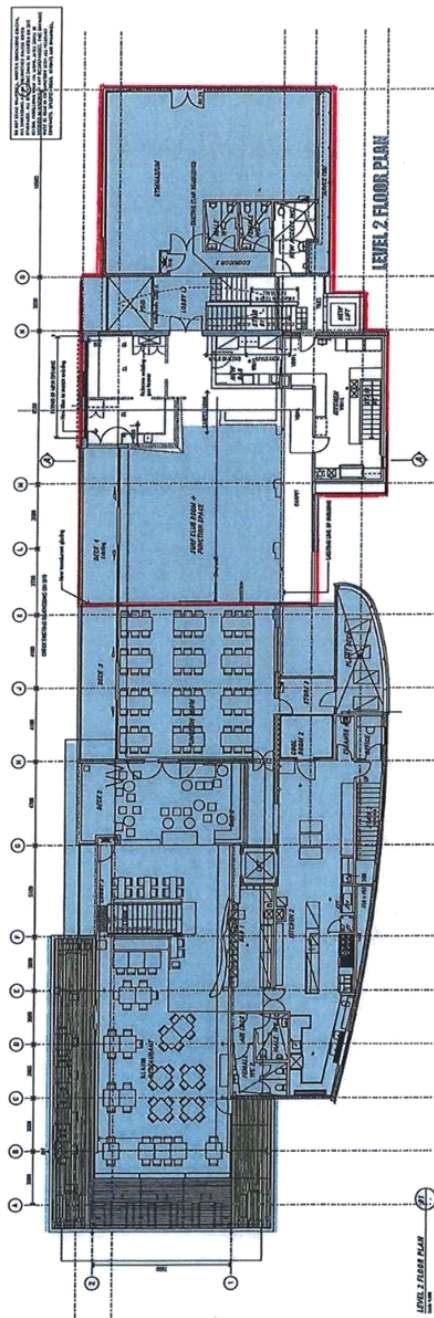
"THAT Council determines to dispose (via a lease) of a portion of public land, located at 2 North Terrace, Burnie, being part of CT Volume 147506 Folio 1, the area identified on the plans attached, to the Burnie Surf Life Saving Club."

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

Against:

CARRIED UNANIMOUSLY





ARCHITECTS/AVI

PROJECT NAME: NEW LIFE SAVING CLUB
PROJECT ADDRESS: 1776 DARGA
PROJECT NUMBER: 1776_DARGA
DATE: 17/05/2019
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

PRELIMINARY CONTRACT DOCUMENTS

NEW LIFE SAVING CLUB
1776 DARGA
1776 DARGA

1776 DARGA

1776 DARGA

1776 DARGA

BURNIE CITY COUNCIL

NOTICE OF DISPOSAL (LEASE) OF PUBLIC LAND

Burnie City Council determined at its meeting on 19 March 2019 its intention to dispose by a lease, a portion of land contained within CT147506 Folio 1, located at 2 North Terrace, Burnie to the Burnie Surf Life Saving Club. This process supports the renewal of an existing lease. The land is "public land" for the purposes of Section 178 *Local Government Act 1993*.

A plan detailing the land can be viewed at the City Offices, 80 Wilson Street, Burnie or online at www.burnie.net

Submissions regarding the disposal of the land by a lease are to be made in writing to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net to be received no later than 4pm on **Monday, 15 April 2019**. Council will consider submissions before making a final decision on disposing of the land.

Dated: 23 March 2019

Andrew Wardlaw

GENERAL MANAGER

TA5501764

www.burnie.net



BURNIE CITY COUNCIL

NOTICE OF DISPOSAL (LEASE) OF PUBLIC LAND

Burnie City Council determined at its meeting on 19 March 2019 its intention to dispose by a lease a portion of land contained within CT147506 Folio 1, located at 2 North Terrace, Burnie to the Burnie Surf Life Saving Club. This process supports the renewal of an existing lease. The land is "public land" for the purposes of Section 178 *Local Government Act 1993*.

A plan detailing the land can be viewed at Revenue Services at the City Offices, 80 Wilson Street, Burnie or online at www.burnie.net

Submissions regarding the disposal of the land by a lease are to be made in writing to the General Manager, Burnie City Council, PO Box 973, Burnie 7320 or burnie@burnie.net to be received no later than 4pm on **Monday, 15 April 2019**. Council will consider submissions before making a final decision on disposing of the land.

Dated: 27 March 2019

Andrew Wardlaw

GENERAL MANAGER

TA5503026

www.burnie.net



WORKS AND SERVICES**AO132-19 PROPOSAL TO DISPOSE (LEASE) A PORTION OF COUNCIL LAND
TO OPTUS MOBILE PTY LTD
RIDGLEY HIGHWAY, RIDGLEY (PART CT VOLUME 42018 FOLIO 1)****FILE NO: 5/2/5; 7596548****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

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

- 1) Determines to dispose (via a lease) of a portion of Council land (24m²) located at Ridgley, being part of CT Volume 42018 Folio 1, to be used for a telecommunications compound, as noted on the attached plan, to Optus Mobile Pty Ltd.***
- 2) Authorises the General Manager to execute the proposed lease agreement as circulated.”***

2.0 SUMMARY

This report recommends that Council determines to dispose (via a lease) a 24m² portion of land, located adjacent to the existing NBN tower, on Council land at Ridgley.

The proposed lease arrangement being with Optus Mobile Pty Ltd for the purpose of erecting a compound for communications infrastructure.

3.0 BACKGROUND

Optus Mobile Pty Ltd have approached Council seeking to lease a small portion of land (24m²) at Ridgley adjacent to an existing NBN communications tower and compound.

The purpose of leasing the land being to erect a new compound to support the proposed co-location of an antenna on the NBN tower.

Refer to plan ***attached***.

Co-location of communications facilities aids in reducing the need to erect multiple communication towers in the landscape and is a more effective use of infrastructure.

NBN currently have a lease with Council related to a telecommunication tower and compound on the Council land. There is appropriate access available to the site of the proposed lease.

Officers consider that there are no obvious reasons why Council would not consider progressing a lease with Optus Mobile Pty Ltd in respect to the portion of land identified, subject to satisfactory arrangements being negotiated.

The *Local Government Act 1993* requires that there be a decision of Council (absolute majority) to dispose of Council land *by selling, leasing, donation, exchange or otherwise*.

This report informs Council as to legislative matters to consider, relevant details of the proposed lease and seeks direction from Council in regard to the disposal (by lease) of the subject land.

4.0 LEGISLATIVE REQUIREMENTS

Council must comply with the relevant provisions of the *Local Government Act 1993* in regard to the disposal of land.

The land in question is not public land as defined under the *Act*.

The relevant section of the *Act* for the matter at hand is reproduced below:

177. Sale and disposal of land

- (1) A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.
- (2) Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under section 4 of the Land Valuers Act 2001.
- (3) A council may sell –
 - (a) any land by auction or tender; or
 - (b) any specific land by any other method it approves.
- (4) A council may exchange land for other land –
 - (a) if the valuations of each land are comparable in value; or
 - (b) in any other case, as it considers appropriate.
- (5) A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.
- (6) A decision by a council under this section must be made by absolute majority.

A valuation for the land to be leased has been obtained and is **attached**.

Should Council support disposal of the subject land via a lease to Optus Mobile Pty Ltd, the Company would be required to obtain relevant approvals for the works and occupation of the land.

5.0 POLICY CONSIDERATIONS

Council has in the past entered into lease arrangements with telecommunications providers to enable communication infrastructure to be installed and operated.

The Council land already has a telecommunications facility in place. The proposed occupation, adjacent to the existing facility, will not impact on Council operations and supports the intent of the telecommunication providers to collocate where practicable.

6.0 FINANCIAL IMPACT

A rental valuation has been obtained (**attached**) which suggests a rental figure of \$520 per annum, exclusive of GST.

The rental proposed by Optus Mobile Pty Ltd is greater than the assessed land rental, however the Optus proposal reflects the desirability for the Company to be able to access the adjacent NBN tower.

All costs associated with the establishment of the compound, its operation and decommissioning would be a cost incurred by Optus Mobile Pty Ltd.

7.0 DISCUSSION

Optus Mobile Pty Ltd have requested that Council consider leasing a portion of Council land at Ridgley (24m²) to enable it to establish a compound for telecommunications infrastructure, with an antenna to be co-located on the adjacent NBN tower.

The lease of the small portion of land would have no operational impact on Council.

The existing communications infrastructure has plantings around the perimeter fence, which would also screen the proposed new compound.

Where possible the telecommunications industry attempts to co-locate infrastructure to minimise impacts on the community.

The draft lease agreement has been reviewed extensively with Council's lawyers and clauses amended in negotiation with Optus Mobile Pty Ltd, to better protect Council's interests. A copy of the draft lease agreement has been circulated under separate cover for confidentiality reasons (Doc ID 919248)

This lease is generally consistent in content to others Council has entered into with other telecommunications providers.

Officers recommend that Council determine to dispose of the subject land (via a lease) to Optus Mobile Pty Ltd to permit the Company to occupy and use the requested land.

The terms of the lease are as follows:

- Initial term 3 years and 10 months, expiring 8 April 2023.
- Second term 10 years, expiring 8 April 2033.

8.0 RISK

It is suggested that the proposal at hand is low risk for Council in that there is an existing communications facility on the subject Council land and this would be a minor adjunct to that facility.

The additional occupation will generate a modest increase in activity on the site during works, however post that work there will only be periodic visits by technicians.

A lease will be entered into to protect the rights and obligation of all parties, and should an issue arise in regard to the occupation, the lease provisions can be used to address said issue.

Optus Mobile Pty Ltd will be required to obtain necessary approvals for associated construction works and the occupation of the site.

9.0 CONSULTATION

No external consultation has occurred as the process at hand does not incorporate such a requirement. It is also considered that the area to be occupied is very small and the installation will be consistent in appearance and use, to that which currently exists on the site.

The new compound will be on the southern side of the existing compound. There has been landscaping installed previously to screen the existing development.

Internal consultation has occurred in regard to the proposed occupation and use of the Council land.

ATTACHMENTS

- 1 [↓](#). Plan
- 2 [↓](#). Valuation Report - Opteon - 8/4/2019

COUNCIL RESOLUTION

Resolution number: MO129-19

MOVED: *Cr G Simpson*

SECONDED: *Cr D Pease*

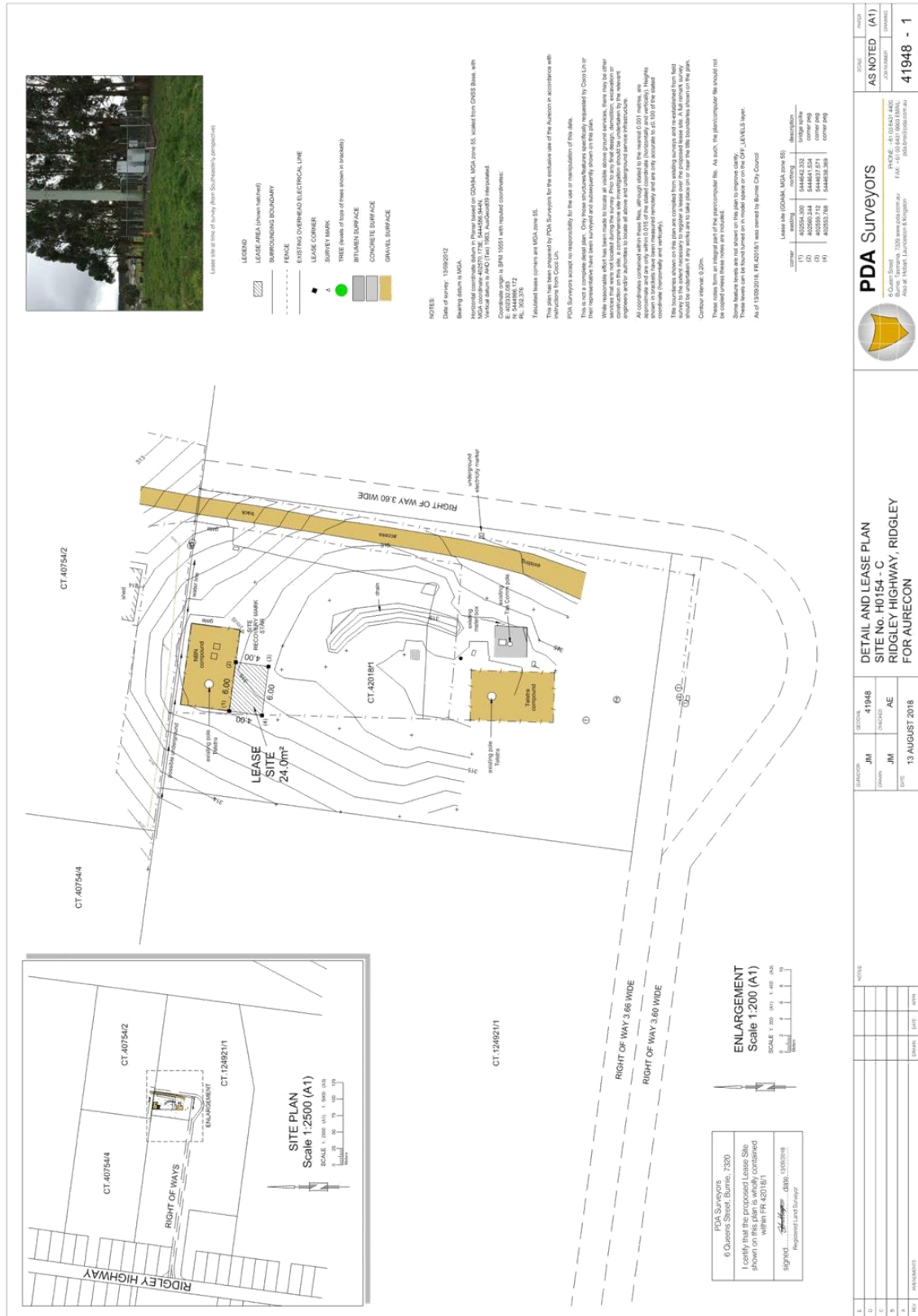
“THAT Council:

- 1) Determines to dispose (via a lease) of a portion of Council land (24m²) located at Ridgley, being part of CT Volume 42018 Folio 1, to be used for a telecommunications compound, as noted on the attached plan, to Optus Mobile Pty Ltd.***
- 2) Authorises the General Manager to execute the proposed lease agreement as circulated.”***

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

Against:

CARRIED UNANIMOUSLY





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Valuation Report

Part of 953 Ridgley Highway
Ridgley, Tasmania 7321

File Ref: 9421229



VALUATION REPORT



Part of 953 Ridgley Highway Ridgley, Tasmania 7321

Prepared For	Burnie City Council
Report Purpose	Lease negotiation purposes
Valuation Date	8 April 2019
Our Reference	9421229
Client Reference	Not provided

Opteon Property Group Pty Ltd
ABN 78 144 732 589
PO Box 950, Devonport 7310 TAS

P (03) 8676 6661 E info@opteonsolutions.com
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Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



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1. Site Plan
2. Title Search Statement
3. LIST Property Information Sheet
4. Section 177 of the Local Government Act

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Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



1.0 Executive Summary

1.1 Instructions

Instructing Party	Patrick Troughton, Burnie City Council
Client / Authorised Party	Burnie City Council
Client Reference	Not provided
Valuation Purpose	Lease negotiation purposes - <i>Please note, this report does not meet Practice Standards for valuations for mortgage/finance purposes and is specifically unsuitable for this purpose.</i>

1.2 Property Details

Property Address	Part of 953 Ridgley Highway, Ridgley, Tasmania 7321
Demised Premises	A small vacant site to be leased for a proposed shed as part of a much larger site and which is situated next to existing leased telecommunications infrastructure.
Title Reference	Volume 42018 Folio 1
Tenure Type	Freehold
Registered Proprietor	Burnie City Council
Total Site Area	Part of 2,109 sqm being 24 sqm.
Encumbrances	Refer section 6.2 for details on encumbrances.
Lettable Area	24 sqm
Zoning	Rural Resource

1.3 Property Profile

Market

Leasing Demand	Leasing demand for part of the property is limited to the current or similar telecommunication tenant(s).
Other Factors	Limited comparable rental evidence.

Assumptions & Recommendations:

Verifiable Assumptions	The instructions and information supplied contain a full disclosure of all information that is relevant.
Assumptions Requiring Further Consultancy	None noted.

Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



1.4 Valuation

Market Rent

Market Gross Rent (Proposed Lease area):	\$520 pa
--	----------

This valuation is exclusive of GST.

Date of Inspection	8 April 2019
Date of Valuation	8 April 2019
Date Issued	29 April 2019
Currency of Valuation	90 days from the date of valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.
Pecuniary Interest	We confirm that the valuer does not have any pecuniary interest that would conflict with the proper valuation of the property.

Signatories

Mark Youngman B.Bus (Acc), Dip Val, Dip Fin & Inv, CA, AAPI CPV
Senior Valuer
API No: 63880
Inspecting Valuer

Important	<i>This Executive Summary must be read in conjunction with the remainder of this report. The Executive Summary is only a synopsis designed to provide a brief overview and must not be acted upon in isolation to the contents of the valuation report.</i>
Third Party Disclaimer	<i>This report has been prepared for the private and confidential use of our client, Burnie City Council for the specified purpose. It should not be reproduced in whole or part without the express written authority of Opteon Property Group Pty Ltd or relied upon by any other party for any purpose and the valuer shall not have any liability to any party who does so. Our warning is registered here, that any party, other than those specifically named in this paragraph should obtain their own valuation before acting in any way in respect of the subject property.</i>
Digital Copies of Reports	<i>Where a report has been provided in digital copy and has not been received directly via our firm, the report contents, especially the valuations and critical assumptions, should be verified by contacting the issuing office to ensure the contents are bona fide. In particular if the reader of this report has suspicions that the report appears to be tampered or altered then we recommend the reader contact the issuing office.</i>
Reliance on Whole Report	<i>This valuation should be read in its entirety, inclusive of any summary and annexures. The valuer and valuation firm does not accept any responsibility where part of this report has been relied upon without reference to the full context of the valuation report.</i>

Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



2.0 Instructions

Instructions have been received to undertake a valuation of the property as per the details below.

Instructing Party	Patrick Troughton, Burnie City Council
Property Address	Part of 953 Ridgley Highway, Ridgley, Tasmania 7321
Date of Instructions	27 March 2019
Client / Authorised Party	Burnie City Council
Valuation Purpose	Lease negotiation purposes - <i>Please note, this report does not meet Practice Standards for valuations for mortgage/finance purposes and is specifically not suitable for this purpose.</i>
Specific Instructions	Assessment of the Market Rental Value of part of the property as at the Date of Valuation.
Documentation Provided	Information we have been provided with and relied upon in undertaking our valuation includes: <ul style="list-style-type: none"> • Site Plan and Proposed Lease area • LIST details • Planning details.
Scope of Work	The scope of work undertaken by the valuer in completing the valuation has included: <ul style="list-style-type: none"> • Collation of information from relevant parties regarding the subject property • Undertaking our own research regarding the subject property • An inspection of the property and measurement of buildings where required • Undertaking market research of similar properties • Preparation of valuation calculations; and • Preparation of this report.
Compliance	Our valuation has been prepared with reference to the Australian Property Institute Practice Standards and Guidance Notes.

3.0 Basis of Valuation & Definitions

This valuation has been prepared in accordance with definitions and Valuation Applications of the International Valuation Standards Council (IVSC) and endorsed by the Australian Property Institute.

Market Rent	The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.
--------------------	--

4.0 Date of Valuation

Valuation Date	8 April 2019
Date of Inspection	8 April 2019
Currency of Valuation	90 days from the date of valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.

Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



5.0 Location

Location	The property is situated within the small rural village of Ridgley on the North West Coast of Tasmania, approximately 12 kilometres south of Burnie. Shops, schools and other community facilities are provided in Burnie.
Neighbourhood	Properties in the immediate vicinity include adjoining telecommunications towers, rural land and dwellings fronting the highway.
Access	The subject is located on an internal site on the eastern side of the road, with fair right of way access to a gravel road.
Parking	Right of way access.
Transport & Infrastructure	The property has good access to major arterial roads including the Ridgley Highway, Bass and Lyell Highways.

Location Map



Specific Location Map



Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



6.0 Tenure

6.1 Title Particulars:

Title Reference	Tenure	Registered Proprietor	Title Area
Volume 42018 Folio 1	Freehold	Burnie City Council	2,109 sqm
Total Parent Site Area			2,109 sqm

6.2 Encumbrances:

Reservations and Conditions in the Crown Grant if any

- Benefiting Right of way
- Pipeline easement
- Lease to NBN Co Limited for 10 years from 9th April 2013 on part of the land as attached to the lease.

7.0 Planning

Local Government Area	Burnie City
Planning Scheme	Burnie Interim Planning Scheme 2013
Current Zoning	Rural Resource
Existing Use	Vacant rural land and telecommunication purposes.
Permitted Uses	Various uses within the zoning are permissible subject to obtaining Council approval.
Zoning Effect	Existing use conforms.
Heritage Issues	Not applicable.

8.0 Site

8.1 Site Details

Site Description	The site comprises a regular shaped internal allotment, occupying an elevated position used for telecommunication towers and associated infrastructure.
Dimensions	The shape and dimensions of the proposed lease area are shown on the Site plan.
Source of Site Area	The proposed lease area is advised as 24 sqm and forms part of the site area which has been obtained from the Title Plan.
Site Area	2,109 sqm
Identification	Title search statement in conjunction with online Cadastral Plan.

8.2 Services

Services	Electricity and water are assumed to be available.
----------	--

8.3 Site Area

Source of Areas	Part of site area to be leased with area as advised.
-----------------	--

Accommodation:	Measurement Basis:	Lettable Area:
Part Vacant land	Proposed Lease Area	24 sqm
Total Lettable Area:		24 sqm

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Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



9.0 Photography



View west from site



Existing leased site



Existing leased site

10.0 Occupancy and Lease Details

Occupancy Status	Vacant land and part proposed to be leased in addition to the existing part lease to NBN Co Limited.
-------------------------	--

11.0 General Comments

The proposed lease area is very small at 24 sqm and forms part of a larger site of 2,109 sqm site, part of which is already leased for telecommunication purposes.

We consider that there are only a very limited number of prospective tenants for such a small part of the property and limited to the adjoining telecommunication tenant(s). We understand the proposed lease area will probably be added to the existing NBN lease by a lease variation. The existing NBN lease was not provided or sighted and if there are any matters that relate to the subject proposed lease area contained therein, we reserve the right to review our valuation opinion.

12.0 Leasing Analysis

12.1 Market

Leasing Demand	Leasing demand for the property is limited to the adjoining current telecommunication tenant(s).
Other Factors	Limited comparable rental evidence of such a small site area.

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Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



13.0 Market Commentary

In broad terms, the property market on The North West Coast of Tasmania has improved since a more static market period in the early 2000's.

The market does vary according to the particular sector and location. We have seen a number of recent developments that have brought added confidence in the region.

The relocation of the Burnie Campus of the University of Tasmania has commenced with stage one recently complete. Further stages of this \$40 m development are planned in staged development.

The Agricultural sector remains strong in line with an improvement in Forestry and expansion in the Intensive Horticulture sectors, combined with new Irrigation Scheme projects.

14.0 Market Evidence

14.1 Rental Evidence

Market Rents:

From our analysis of the market evidence we have applied a site rental rate of \$10 per week or \$22 psm net of GST for the proposed 24 sqm site to be leased for construction of a shed, with the higher rate psm reflecting the small area.

15.0 Valuation Methodology

15.1 Adopted Valuation Method

The most appropriate method of valuation for a property of this nature is by market comparison whereby the subject property is compared with site rentals of comparable properties and adjustments made for points of difference.

15.2 Conclusion

Having regard to the above calculations, and after taking into account both the positive and negative attributes of the property, from an objective and unbiased, yet balanced point of view, we are of the opinion that the Market Gross Rental Value of the property is \$520 pa.

Variance in Market Value

Due to the unique characteristics of the property and limited amount of available, confirmed, comparable market evidence we advise that there is likely to be a greater degree of variation in the price prospective purchasers may offer to pay for the property. This volatility is likewise demonstrated within our valuation calculations which show a comparatively higher degree of variation of possible values.

16.0 Goods & Services Tax

Treatment of GST

All amounts and values expressed in this report are exclusive of GST unless otherwise specified.

Recommendation

If there is any uncertainty as to the treatment of GST then we recommend you seek advice from a qualified accountant regarding the nature of any potential transaction or services supplied, the GST status of the parties involved, and confirmation of any potential GST liability.

Ridgley Highway
Ridgley, Tasmania 7321
Our Reference: 9421229



17.0 Rental Value

17.1 Market Rental Value - Vacant Possession

We are of the opinion that the Market Gross Rental Value of the proposed tenancy with vacant possession, as at 8 April 2019 subject to the comments in this report, is:

\$520 pa

Date of Inspection	8 April 2019
Date of Valuation	8 April 2019
Date Issued	29 April 2019
Currency of Valuation	90 days from the date of valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.
Signatories	 Mark Youngman B.Bus (Acc), Dip Val, Dip Fin & Inv, CA, AAPI CPV Senior Valuer API No: 63880 Inspecting Valuer
Important	<i>This valuation is subject to the definitions, qualifications and disclaimers and other comments contained within this report.</i>

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18.0 Assumptions, Conditions & Limitations

Area Disclaimer	<i>In the event actual surveyed areas of the property are different to the areas adopted in this valuation the survey should be referred to the valuer for comment on any valuation implications. We reserve the right to amend our valuation in the event that a formal survey of areas differs from those detailed in this report.</i>
Asbestos Disclaimer	<i>We are not experts in the identification of Asbestos and therefore, in the absence of an environmental consultant's report concerning the presence of any asbestos fibre within the subject property, this valuation is made on the assumption that there is no asbestos material present; health risk from asbestos within the property; or there is any material expense relating to the repair, management or replacement of asbestos materials in the foreseeable future. Should an expert's report establish that there is an asbestos related health risk or a requirement to undertake asbestos remediation works then we reserve the right to review this valuation.</i>
Building Services Disclaimer	<i>No documentation or certification has been sighted to verify the condition of building services, and we have assumed that all building services are: adequate in specification; in good operational condition; and satisfactorily maintained.</i>
Environmental Disclaimer	<i>This report is not an environmental audit and no advice is given in any way relating to environmental or pollution matters. Any comments given as to environmental or pollution factors in relation to the property are not given in the capacity as an expert. This assessment of value is on basis that the property is free of contamination or environmental issues affecting the property not made known to the valuer. In the event the property is found to contain contamination the matter should be referred to this office for comment. Given contamination issues can have an impact on the Market Value of the property, we reserve the right to review and if necessary vary our valuation if any contamination or other environmental hazard is found to exist.</i>
Full Disclosure Disclaimer	<i>Whilst we have attempted to confirm the veracity of information supplied, the scope of work did not extend to verification of all information supplied or due diligence. Our valuation and report has been prepared on the assumption the instructions and information supplied has been provided in good faith, is not in any way misleading or deceptive, contains a full disclosure of all information that is relevant, there are no undisclosed agreements in place that affect the property. The valuer and valuation firm does not accept any responsibility or liability whatsoever in the event the valuer has been provided with insufficient, false or misleading information.</i>
Geotechnical	<i>We have not sighted a geotechnical engineers' survey of the property. We are not experts in the field of civil or geotechnical engineering and we are therefore unable to comment as to the geotechnical integrity of the ground and soil conditions. It is specifically assumed that there are no adverse geotechnical conditions that compromise the utility of the property for the current or highest and best use. In the event there is found to be adverse ground conditions we recommend the matter be referred to this Company for comment.</i>
Identification	<i>The property has been identified as per details provided within this report. The identification comments are not provided in the capacity of an expert, and a surveyor (not a valuer) would be able to confirm the identification of the property and/or any encroachments by way of undertaking a site survey.</i>
Leases and Rents	<i>This valuation is based on the lease terms and conditions summarised within this report sourced from a review of the available lease documentation and tenancy schedules made available. This valuation is made on the basis that the tenants are paying rent in accordance with the lease agreements and there are no undisclosed rental subsidies, rent free periods or other incentives that have been provided by the lessor. Our valuation assumes there are no material breaches of the essential terms of existing Leases by the existing Lessees and no material rental arrears at the date of Valuation.</i>
Market Change	<i>This valuation is current as at the Date of Valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Where the valuation is being relied upon for mortgage purposes, without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of 90 days from the date of the valuation, or such earlier date if you become aware of any factors that have any effect on the valuation. We recommend the valuation be reviewed at regular intervals.</i>
Market Evidence Information Availability	<p><i>In preparing this valuation we have undertaken those investigations reasonably expected of a professional valuer having regard to normal industry practice so as to obtain the most relevant, available, comparable market evidence. Whilst we believe the market evidence information and any other information provided to be accurate, not all details can and have been formally verified. Due to privacy laws, confidentiality agreements and other circumstances beyond our control, the valuer may not have had access to:</i></p> <ul style="list-style-type: none"> <i>• Personal details of parties involved in transactions (including the relationship of the parties)</i> <i>• Information on recent transactions that are yet to become public knowledge; and</i> <i>• Copies of leases or contracts to confirm rents or prices and to ascertain whether or not rents or prices are inclusive or exclusive of GST.</i>

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Planning Disclaimer	<i>Town planning and zoning information was informally obtained from the relevant local and State Government authorities and is assumed to be correct. Should the addressee require formal confirmation of planning issues then we recommend formal application be made to the relevant authorities to confirm planning details.</i>
Publication of Report	<i>The publication of the valuation or report in whole or any part, or any reference thereto, or the names and professional affiliations of the valuers is prohibited without the prior written approval of the valuer as to the form and context in which it is to appear.</i>
Site Survey Disclaimer	<i>This report is not a site survey and no advice is given in any way relating to survey matters. Any comments given in relation to the property are not given in the capacity as an expert, however, are based on our inspection of the property and review of the Certificate of Title plans. Should the addressee require absolute certainty in relation to the site area, dimensions or possible encroachments we recommend that a surveyor be engaged to provide appropriate advice and a survey of the property if considered necessary. In the event there are any fundamental inconsistencies between any site survey undertaken and site detail adopted in this valuation, the survey should be referred to the valuer for comment on any valuation implications (including amendment of our valuation if considered necessary).</i>
Structural Disclaimer	<i>This report is not a structural survey and no advice is given in any way relating to structural matters. Any opinion given as to the condition of the improvements on the property is not given in the capacity as an expert. A structural report on the building and/or its plant and equipment has not been sighted, and nor have we inspected unexposed or inaccessible portions of the premises. Therefore we cannot comment on the structural integrity, any defects, rot or pest infestation (or damage from pest infestation) of the improvements, any use of asbestos or other materials now considered hazardous or areas of non-compliance with the Building Code of Australia, other than matters which are obvious and which are noted within this report. This valuation assumes the building is structurally sound; that building services are adequate and appropriately maintained; the building complies with applicable Council, building, health, safety and fire regulations, laws, bylaws, rules, licences, permits and directives; and is free of asbestos or other defects, unless specified otherwise. Should an expert's report establish that there is any damage of the varieties noted above then we reserve the right to review this valuation.</i>
Third Party Disclaimer	<i>This report has been prepared for the private and confidential use of our client, Burnie City Council for the specified purpose. It should not be reproduced in whole or part without the express written authority of Opteon Property Group Pty Ltd or relied upon by any other party for any purpose and the valuer shall not have any liability to any party who does so. Our warning is registered here, that any party, other than those specifically named in this paragraph should obtain their own valuation before acting in any way in respect of the subject property.</i>

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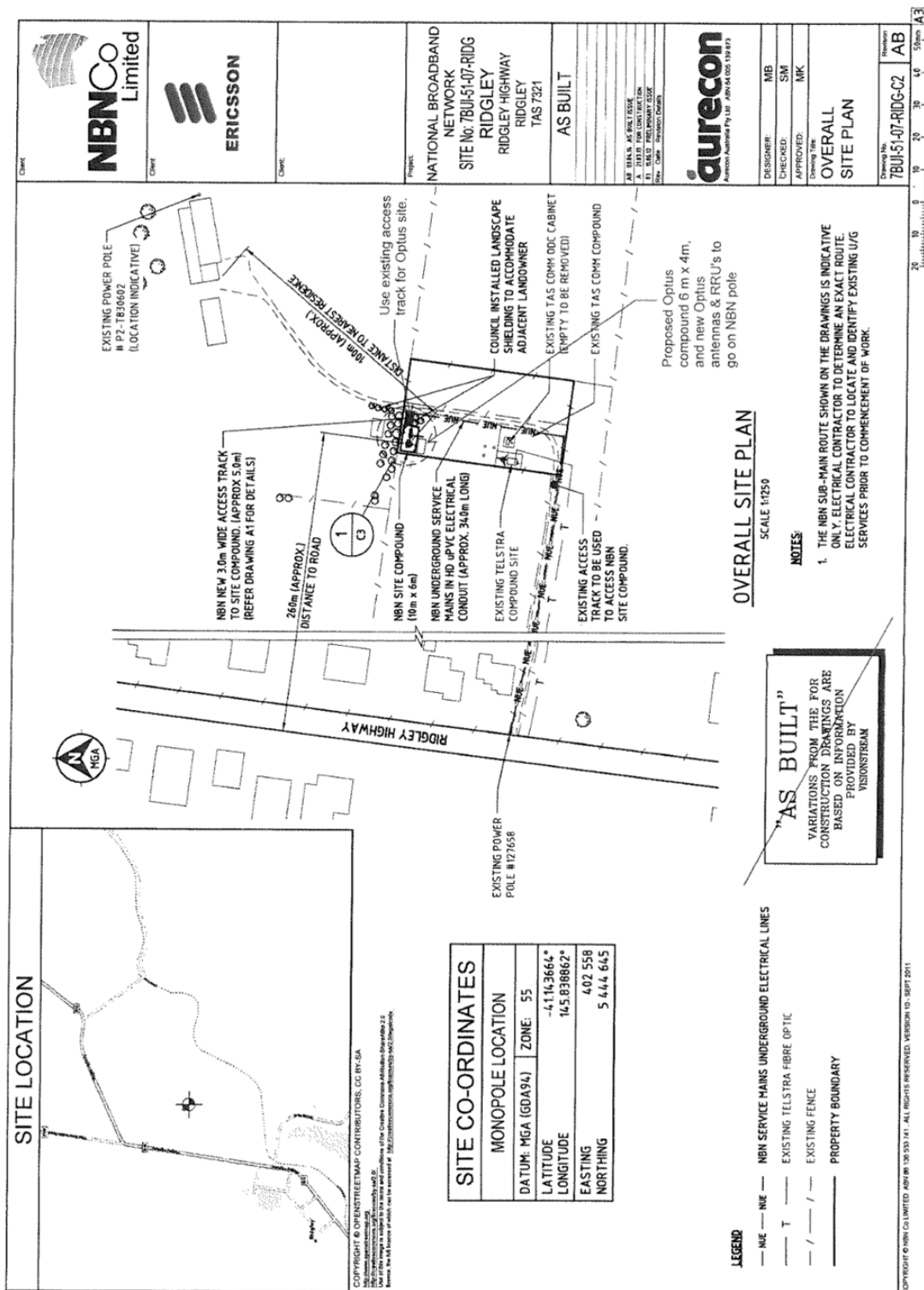


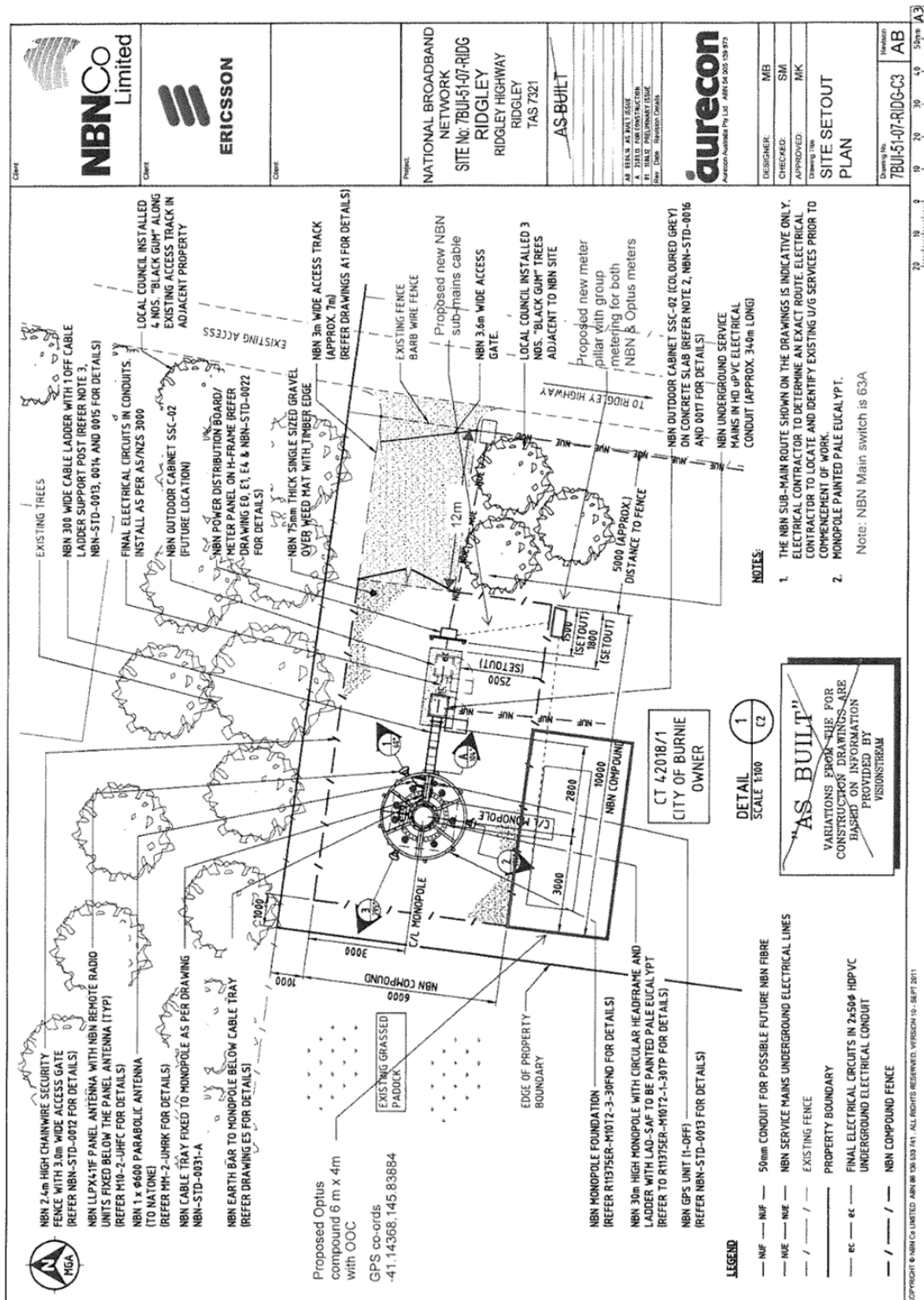
APPENDIX 1

SITE PLAN

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APPENDIX 2

TITLE SEARCH STATEMENT

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**RESULT OF SEARCH**

DEPUTY RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980**SEARCH OF TORRENS TITLE**

VOLUME 42018	FOLIO 1
EDITION 3	DATE OF ISSUE 27-May-2014

SEARCH DATE : 23-Apr-2019
SEARCH TIME : 11.16 AM

DESCRIPTION OF LAND

City of BURNIE
Lot 1 on Diagram 42018
Derivation : Part of 50,000A-0R-0Ps. Gtd. to The Van Diemens
Land Company
Prior CT 4614/81

SCHEDULE 1

BURNIE CITY COUNCIL

SCHEDULE 2

Reservations and conditions in the Crown Grant if any

34/8899 NOTICE OF ACQUISITION - Benefiting Easement: Right of carriageway over the land marked Right of Way & Pipeline Easement on Diagram No. 42018

34/8899 NOTICE OF ACQUISITION - Right of laying water mains under the land marked Right of Way and Pipeline Easement on Diagram No. 42018

D126811 LEASE to NBN CO LIMITED of a leasehold estate for the term of 10 years from 09-Apr-2013 (of that part of the said land within described shown as Lot 1 on Annexure Plan B attached to the said Lease)
Registered 27-May-2014 at noon

D126812 LEASE to NBN CO LIMITED of a leasehold estate for the term of 10 years from 09-Apr-2023 (of that part of the said land within described shown as Lot 1 on Annexure Plan B attached to the said Lease)
Registered 27-May-2014 at 12.01 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

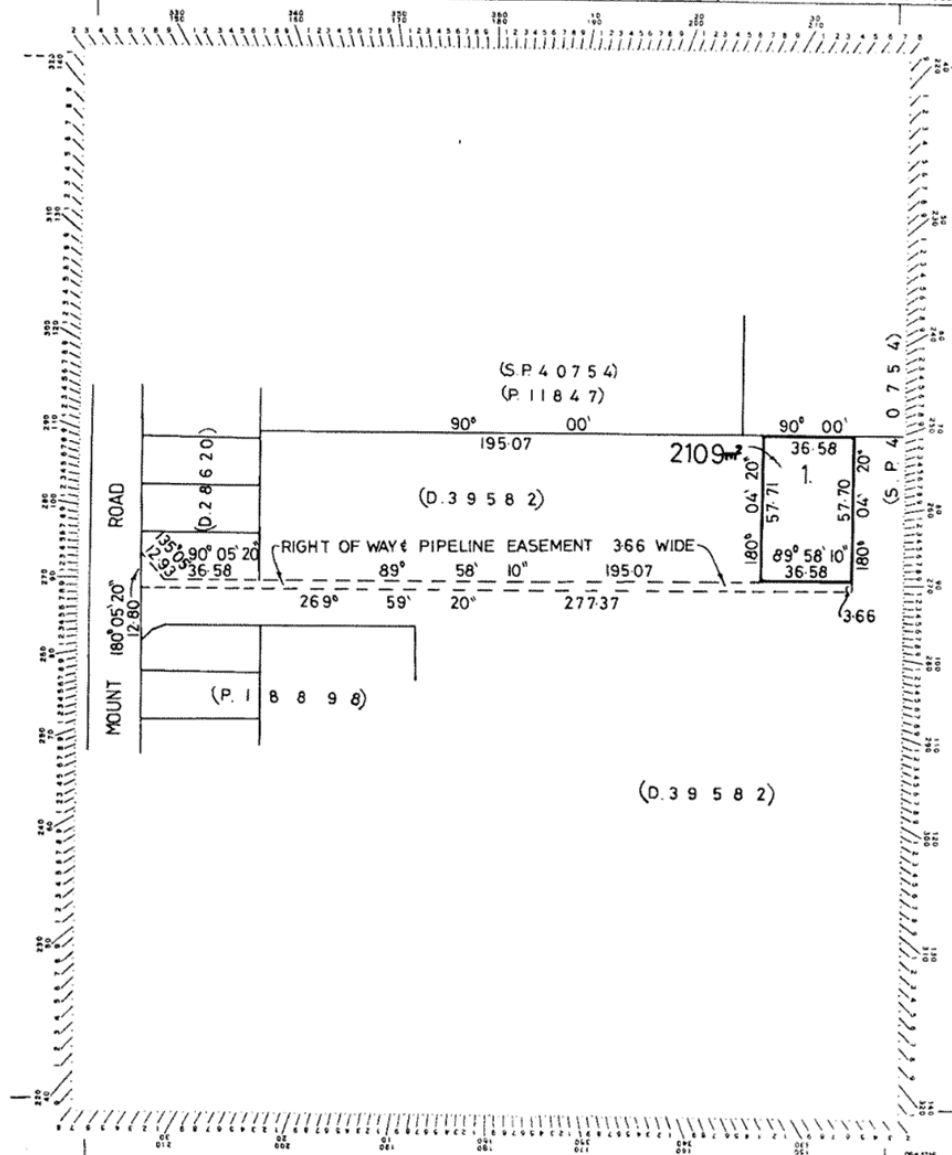
**FOLIO PLAN**

DEPUTY RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



Owner: L.T. ACT 1980.	PLAN OF SURVEY of land situated in the CITY OF BURNIE (SEC. 115) COMPILED FROM 76 / 73 D.O.	Registered Number: D. 42018
Title Reference: A. 8060	SCALE 1: 1500 MEASUREMENTS IN METRES	Approved: <i>[Signature]</i> Recorder of Titles
Grantee: PART OF 50 000 - 0 - 0 GTD TO V.D.L. COMPANY.		



Search Date: 23 Apr 2019

Search Time: 11:16 AM

Volume Number: 42018

Revision Number: 03

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Department of Primary Industries, Parks, Water and Environment

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APPENDIX 3

LIST PROPERTY INFORMATION SHEET

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PROPERTY INFORMATION REPORT

VALUER-GENERAL, TASMANIA
Issued pursuant to the Valuation of Land Act 2001

PROPERTY ID: 7596548

MUNICIPALITY: BURNIE

PROPERTY ADDRESS: RIDGLEY HIGHWAY
RIDGLEY TAS 7321

PROPERTY NAME:

TITLE OWNER: 42018/1 : BURNIE CITY COUNCIL

INTERESTED PARTIES: CITY OF BURNIE

POSTAL ADDRESS: PO BOX 973
(Interested Parties) BURNIE TAS 7320

MAIN IMPROVEMENTS SUMMARY

Improvements: 3 TELECOMMUNICATION TOWERS

Improvement Sizes	Improvement:	Area:
(Top 3 by Size):	SHED	9.0 square metres
	FENCING	
	OTHER IMPROVEMENTS	

Number of

Bedrooms:

Construction Year
of Main Building:

Roof Material:

Wall Material:

Land Area: 0.2109 hectares

LAST VALUATIONS

Date Inspected	Levels At	Land	Capital	A.A.V.	Reason
03/07/2014	01/07/2012	\$44,000	\$60,000	\$2,400	Three Telecommunications Towers Erected
12/12/2012	01/07/2012	\$44,000	\$44,000	\$1,760	Revaluation

No information obtained from the LIST may be used for direct marketing purposes.

Much of this data is derived from the Valuation Rolls maintained by the Valuer-General under the provisions of the Valuation of Land Act 2001. The values shown on this report are as at the Levels At date.

While all reasonable care has been taken in collecting and recording the information shown above, this Department assumes no liability resulting from any errors or omissions in this information or from its use in any way.

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Search Date: 23/04/2019

Search Time: 11:16 AM

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Department of Primary Industries, Parks, Water and Environment

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PROPERTY INFORMATION REPORT

VALUER-GENERAL, TASMANIA
Issued pursuant to the Valuation of Land Act 2001**Explanation of Terms**

Property ID - A unique number used for Valuation purposes.

Date Inspected - The date the property was inspected for the valuation.

Levels At - Levels At - or Levels of Valuation Date means the date at which values of properties are determined for all valuations in a Municipal Area.

Land Value - Land Value is the value of the property including drainage, excavation, filling, reclamation, clearing and any other invisible improvements made to the land. It excludes all visible improvements such as buildings, structures, fixtures, roads, standings, dams, channels, artificially established trees and pastures and other like improvements.

Capital Value - Capital Value is the total value of the property (including the land value), excluding plant and machinery.

AAV - Assessed Annual Value. AAV is the gross annual rental value of the property excluding GST, municipal rates, land tax and fixed water and sewerage, but cannot be less than 4% of the capital value.

Interested Parties - This is a list of persons who have been recorded by the Valuer-General as having interest in the property (ie owner or Government agency).

Postal Address - This is the last advised postal address for the interested parties.

Multiple Tenancies - Properties that have multiple tenants are assessed for separate AAV's. e.g. a house and flat.

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APPENDIX 4

SECTION 177 OF THE LOCAL GOVERNMENT ACT

SOLUTIONS WITH EXCELLENCE

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4/23/2019

View - Tasmanian Legislation Online

Local Government Act 1993

Version current from 26 December 2018 to date (accessed 23 April 2019 at 12:25)

177. Sale and disposal of land

- (1) [Section 177 Subsection (1) amended by No. 34 of 1999, s. 66, Applied: 30 Jun 1999] A council may sell, lease, donate, exchange or otherwise dispose of land owned by it, other than public land, in accordance with this section.
- (2) [Section 177 Subsection (2) amended by No. 101 of 2001, s. 23, Applied: 28 Jun 2002] [Section 177 Subsection (2) amended by No. 34 of 1999, s. 66, Applied: 30 Jun 1999] Before a council sells, leases, donates, exchanges or otherwise disposes of any land, it is to obtain a valuation of the land from the Valuer-General or a person who is qualified to practise as a land valuer under section 4 of the Land Valuers Act 2001.
- (3) A council may sell –
- (a) any land by auction or tender; or
 - (b) any specific land by any other method it approves.
- (4) A council may exchange land for other land –
- (a) if the valuations of each land are comparable in value; or
 - (b) in any other case, as it considers appropriate.
- (5) [Section 177 Subsection (5) amended by No. 8 of 2005, s. 101, Applied: 01 Jul 2005] A contract pursuant to this section for the sale, lease, donation, exchange or other disposal of land which is public land is of no effect.
- (6) [Section 177 Subsection (6) inserted by No. 8 of 2005, s. 101, Applied: 01 Jul 2005] A decision by a council under this section must be made by absolute majority.

<https://www.legislation.tas.gov.au/view/html/inforce/current/act-1993-095#GS177@EN>

1/1

CORPORATE AND BUSINESS SERVICES**AO133-19 DELEGATIONS TO THE GENERAL MANAGER - BURIAL AND CREMATION ACT 2002****FILE NO:** 15/2/5**PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.3	Council is compliant in all areas and carries out the role of regulatory enforcement in a fair and effective manner.
Strategy	7.3.1	Ensure Council remains compliant with all its statutory and regulatory obligations and contributes to the regulatory environment which affects our community.

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

- 1) Delegate all of its powers and functions as a Cemetery Manager under the Burial and Cremation Act 2002 and the Burial and Cremation Regulations 2015 to the General Manager with the exception of Part 2B (being Sections 27G to 27T inclusive), Sections 29, 30 and 31 of the Act; and that Section 20 of the Act be delegated with the condition that fees must be in accordance with Council’s annual Fees and Charges Schedule; and***
- 2) As of 22 May 2019 revoke its previous delegations to the General Manager Burial and Cremation Act 2002 and the Burial and Cremation (Cemetery) Regulations 2005 (as per Resolution Item AO161-18 dated 19 June 2018); and***
- 3) Authorise the General Manager to delegate the above powers and functions to an employee of Council with the appropriate qualifications, skills and experience.”***

2.0 SUMMARY

The *Burial and Cremation Amendment Act 2018* was gazetted on 26 December 2018 and brought about changes to the *Burial and Cremation Act 2002*. In addition, the former *Burial and Cremation (Cemetery) Regulations 2005* have expired and been included in the new *Burial and Cremation Regulations 2015*.

Therefore an updated delegation is required from Council to the General Manager in order for Council to delegate its powers as a Cemetery Manager under the Act. This is needed so that the various powers, functions and duties can be undertaken on a day to day basis as required.

3.0 BACKGROUND

All Councils delegate a large number of powers and duties to their General Manager in order to carry out all the Council's functions and powers as a corporate body on a day-to-day basis.

Many of the powers and functions require responsiveness within statutory time frames as well as practical expectations. For this reason, the system of delegations and authorisations provides for the officers of Council to execute the powers and functions of Council within a clearly defined framework of authority. Conditions may be placed upon any of the powers being delegated.

Legislation may give powers to the Council or directly to the General Manager. Where powers are given to a Council the Council may delegate them to the General Manager, subject to any conditions or restrictions it sees fit.

In most but not all cases, the General Manager may delegate both powers given by the Council, and powers that the General Manager has in his/her own right, directly to employees of Council according to their position requirements. Officers have no authority to delegate those powers further.



Council reviews its full delegations to the General Manager periodically, and updates specific delegations as required for legislative changes such as this one. The last full review occurred in June 2018.

This report is concerned only with the *Burial and Cremation Act 2002* and associated regulations.

The Council had delegated its powers and functions as a Cemetery Manager under the *Burial and Cremation Act 2002* and the former *Burial and Cremation (Cemetery) Regulations 2005*.

The Act and Regulations have since changed, requiring a new delegation to the General Manager in order for delegated powers to be lawful.

4.0 LEGISLATIVE REQUIREMENTS

The *Burial and Cremation Act 2002* provides powers to a Cemetery Manager. Council is a Cemetery Manager for three cemeteries in the Burnie Municipality.

Section 22 of the *Local Government Act 1993* provides that Council may delegate its functions or powers under any Act to the General Manager. A decision to delegate must be made by resolution of the council.

Section 64 of the *Local Government Act 1993* provides that the General Manager may delegate to an employee of the council any functions or powers delegated by the council which the council has authorised the General Manager to delegate.

5.0 POLICY CONSIDERATIONS

There are no relevant policy considerations impacting this report.

6.0 FINANCIAL IMPACT

There are no financial impacts as a result of making this delegation.

7.0 DISCUSSION

The delegation will provide powers under the following clauses to be undertaken by the General Manager, and for the General Manager to delegate certain powers as appropriate officers in positions required to carry out those duties and powers.

Burial and Cremation Act 2002

S.19	Duties and powers of cemetery managers
S.20	Monuments, &c.
S.21	Requirement to remove monuments
S.23	Exclusive right of burial
S.33	Cemetery manager to deal with closed cemetery
S.34	Conditions for removal of human remains
S.35	Land for re-interment to be made available
S.36	Exhumation and re-interment of human remains
S.39	Reopening of graves

Burial and Cremation Regulations 2015

Reg 27	Certificate of exclusive right of burial
Reg 28 (1)	Amendment of certificate of exclusive right of burial
Reg 30 (3) (4)	Permission to inter human remains
Reg 31 (2) (3)	Information required before permitting interment of human remains
Reg 33	Nameplate to be interred with human remains
Reg 34	Interment of human remains in the ground
Reg 36	Closing grave after interment
Reg 39	Plan of cemetery
Reg 40	Register of interments
Reg 41 (2) (3) (5)	Register of exclusive rights of burial

Reg 42 (2)	Dangerous driving
Reg 43 (1)	Prohibited activities
Reg 44 (1) (2)	Power of cemetery manager in relation to graves and plots
Reg 45	Power of cemetery manager to approve permanent items
Reg 46	Power of cemetery manager to remove persons
Reg 47 (2) (3) (4)	Duty of cemetery manager on removal of monument

The powers contained in each clause above can be found in the Act and Regulations online from <https://www.legislation.tas.gov.au/search>

There are a number of powers which are not recommended to be delegated by Council, and which is consistent with the previous delegation.

Burial and Cremation Act 2002 (powers not included for delegation)

Part 2B	Sale of cemeteries (S27G to S27T inclusive)
S29	Closure of cemeteries
S29B	Effect of closure of cemetery
S30	Closed cemeteries laid out as parks or gardens
S31	Land no longer required for cemetery

By excluding these powers above from the delegation, they continue to remain with Council only.

The new delegation is similar in effect to previous delegation but updates to current clause references.

8.0 RISK

It is important that Council regularly review its delegations in order to ensure they are consistent with the relevant legislation conferring a power or function on a council. It is also important the nature and scope of each delegation is appropriate for the efficient operation of Council, and to minimise exposure to risk through inadequate or outdated delegations.

Granting a delegation for the powers and functions provided to a council under the Burial and Cremation Act and associated regulations will ensure continuity for administrative and operational tasks to be maintained.

Risks are always inherent in the performance of any function and the exercise of any power. The primary risk management purpose in making an instrument of delegation is to ensure that the person undertaking the task has the proper authority to lawfully take the action or to make a decision. Delegations by the General Manager to officers of Council are made to people with the appropriate qualifications, skills and experience to carry out those functions, and with appropriate conditions where necessary.

9.0 CONSULTATION

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

COUNCIL RESOLUTION**Resolution number: MO130-19****MOVED:** *Cr C Lynch***SECONDED:** *Cr G Simpson****“THAT Council:***

- 1) Delegate all of its powers and functions as a Cemetery Manager under the Burial and Cremation Act 2002 and the Burial and Cremation Regulations 2015 to the General Manager with the exception of Part 2B (being Sections 27G to 27T inclusive), Sections 29, 30 and 31 of the Act; and that Section 20 of the Act be delegated with the condition that fees must be in accordance with Council’s annual Fees and Charges Schedule; and***
- 2) As of 22 May 2019 revoke its previous delegations to the General Manager Burial and Cremation Act 2002 and the Burial and Cremation (Cemetery) Regulations 2005 (as per Resolution Item AO161-18 dated 19 June 2018); and***
- 3) Authorise the General Manager to delegate the above powers and functions to an employee of Council with the appropriate qualifications, skills and experience.”***

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

Against:

CARRIED UNANIMOUSLY

CORPORATE AND BUSINESS SERVICES**AO134-19 POLICY REVIEW - COUNCILLORS' EXPENSES AND ALLOWANCES**

FILE NO: 4/14/2

PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council adopt the revised Policy Councillors’ Expenses and Allowances CP-CBS-SG-001 as presented.”

2.0 SUMMARY

This report presents a revised policy in relation to Councillors’ Expenses and Allowances.

If adopted, this policy will replace the existing Aldermen’s Expenses and Allowances Policy.

3.0 BACKGROUND

Council has had a policy on this matter for many years. The policy was last reviewed on 19 May 2015 and is due for review.

4.0 LEGISLATIVE REQUIREMENTS

The *Local Government Act 1993* requires that Council maintain a policy on Councillor’s expenses and allowances, in accordance with the entitlements under the Act and associated Regulations.

Schedule 5 states:

1. Expenses

- (1) A council, on or before 1 January 2006, is to –
 - (a) adopt a policy in respect of payment of expenses incurred by councillors in carrying out the duties of office; and
 - (b) make a copy of the policy available for public inspection.
- (2) A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under [subclause \(1\)](#) in relation to –
 - (a) any prescribed expenses; and
 - (b) any other expenses the council determines appropriate.

2. Loan of services, facilities and equipment

A council may decide to provide support services, facilities and equipment on loan to a councillor on any conditions it considers appropriate.

The *Local Government (General) Regulations 2015* specify the following expenses that councillors are entitled to be reimbursed for, which are incorporated into the Policy.

43. Expenses for councillors

A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under [Schedule 5](#) to the Act in relation to –

- (a) telephone rental, telephone calls and use of the internet; and*
- (b) travelling; and*
- (c) care of any person who is dependent on the councillor and who requires the care while the councillor is carrying out his or her duties or functions as a councillor; and*
- (d) stationery and office supplies.*

In relation to allowances paid to councillors, the Regulations state:

42. Allowances for elected members

- (1) In this regulation –*
current period means a 12-month period commencing on 1 November in any calendar year after 2014;
inflationary factor, in respect of each calendar year, means the amount ascertained by dividing the Wage Price Index figure for the June quarter of that year by the Wage Price Index figure for the June quarter of the previous calendar year;
June quarter, in relation to a calendar year, means April, May and June of that year;
previous period, in respect of a current period, means the 12-month period immediately before the 1 November on which the current period commences.
- (2) For the purposes of [sections 340A\(1\)](#) and [\(2\)](#) of the Act, the allowance for a councillor, or the additional allowance for a mayor or deputy mayor, is –*
 - (a) for the 12-month period commencing on 1 November in 2014 – the allowance specified in [Schedule 4](#) ; and*
 - (b) for a current period, the amount calculated by multiplying the allowance for the previous period by the inflationary factor for the calendar year in which the current period commences and rounding the resulting amount to the nearest whole dollar.*
- (2A) If a deputy mayor is appointed to act in the role of mayor for a period of 4 consecutive weeks or more, the deputy mayor is entitled to receive, for that period, the allowance payable to the mayor.*
- (3) The allowances referred to in this regulation are to be paid in monthly or fortnightly instalments.*

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

The revised draft policy introduces one new financial impact, which is to include an allowance for professional development or \$2,000 per Councillor per year.

This has been introduced to allow Councillors to meet a new obligation in the Councillors' Declaration of Office which states, "I will engage in ongoing professional development."

The Councillors' Declaration of Office is prescribed under the *Local Government (General) Regulations 2015*, at Schedule 2.

It is not anticipated that all Councillors will always access the full allowance, depending on their needs, therefore a budget expectation of 75% of this has been set for 2019-20.

The remainder of allowances and expenses are generally consistent with the existing policy in terms of entitlements and financial impact.

7.0 DISCUSSION

The key changes incorporated to the draft are:

Home Office Expenses	Revised the former 'capital allowance' to be a 'home office equipment' allowance (as some items are not necessarily capital), and clarified that items bought under this allowance may be kept by the Councillor at the end of term to ensure consistent treatment over time.
Communications Expenses	Removed discretionary element for communications costs that exceed the cap of \$250 per month. The cap has rarely been exceeded and the cap is set as final.
Professional Development	Introduced new section for a \$2,000 per annum allowance for professional development (PD) opportunities, due to the new requirement of the Declaration of Office to undertake PD.

Claims where entitlement is questionable	<p>Removed section which required any questionable claims to be referred to Council. This requirement also previously suggested the General Manager withhold the identity of the Councillor if tabling a matter that requires a council decision – this is not possible when the Councillor concerned must declare an interest.</p> <p>Replaced with a revised clause at the start of section 4 which is applicable to the whole policy and now states:</p> <p><i>“Where, in the opinion of the General Manager, a question arises as to whether a claim is eligible under this Policy, or the claim appears unreasonable or does not serve the interests of Council, the General Manager will raise the concern with the councillor.”</i></p> <p><i>It is the responsibility of Councillors to ensure that any claims are consistent with the policy and reflective of community expectations.”</i></p> <p>Improvement of the policy to clearly define eligible activities, and eligible expenses means that there have rarely been any questionable claims.</p>
Claim process	Simplified clauses for claiming expenses (procedural).
Legislative updates	Updated reference to 2015 Regulations and incorporated the corresponding regulation change from childcare to be care for any dependent person.
Structure	<p>Re-structured the expenses into groups to make it easier reading (for example out of pocket expenses all relate to the same set of activities).</p> <p>Revised wording throughout for simpler reading.</p>
Terminology	Updated terminology from alderman to councillor

A copy of the proposed revised policy is **attached**.

8.0 RISK

Having a clear policy that sets out entitlements and criteria, allows expenses and allowances to be administered consistently and fairly across all councillors.

A clear policy is intended to:

- Reduce the risk of unfair treatment or perceived bias
- Reduce the risk of inconsistent treatment over time as officers change
- Provide transparency to the community about expenses and allowances are covered (and not covered)
- Allow any person, regardless of personal financial circumstances, to undertake the role of a Councillor

The policy is a tool to reduce risk.

There are no further significant risks identified in adopting this policy.

9.0 CONSULTATION

Councillors have discussed the policy provisions within workshop. Input has been provided from relevant council officers.

ATTACHMENTS

1. [Councillor's Expenses and Allowances Policy - Revised Draft](#)

COUNCIL RESOLUTION

Resolution number: MO131-19

MOVED: Cr A Boyd

SECONDED: Cr A Keygan

"THAT Council adopt the revised Policy Councillors' Expenses and Allowances CP-CBS-SG-001 as presented."

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

Against:

CARRIED UNANIMOUSLY



COUNCIL POLICY

Councillors' Expenses and Allowances (DRAFT)

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

Document Code: **CP-CBS-SG-001**
Version: **8.0**
Approved Date:
Next Review Date:

1 PURPOSE

The purpose of this policy is to provide a clear policy framework around councillors' entitlement to expenses, allowances, benefits and gifts in accordance with the legislative requirement for a policy under Schedule 5 of the *Local Government Act 1993*.

*Schedule 5 – Office of Councillors**1 Expenses*

(1) A council, on or before 1 January 2006, is to –

- (a) Adopt a policy in respect of payment of expenses incurred by councillors in carrying out the duties of office; and*
- (b) Make a copy of the policy available for public inspection.*

2 OBJECTIVE

In addition to prescribed expenses and allowances under the Act, this policy determines the additional expenses and allowances which the Council deems appropriate for the support of Councillors in fulfilling their duties of office.

*Schedule 5 – Office of Councillors**1 Expenses*

- (2) A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under subclause (1) in relation to –*
- (a) any prescribed expenses; and*
 - (b) any other expenses the council determines appropriate.*

2 Loan of services, facilities and equipment

A council may decide to provide support services, facilities and equipment on loan to a councillor on any conditions it considers appropriate.

At a minimum, Councillors are entitled to be reimbursed for the following prescribed expenses under the Local Government (General) Regulations 2015:

Regulation 43

A councillor is entitled to be reimbursed for reasonable expenses in accordance with the policy adopted under Schedule 5 to the Act in relation to –

- (a) telephone rental, telephone calls and use of the internet; and*
- (b) travelling; and*
- (c) care of any person who is dependent on the Councillor and who requires the care while the Councillor is carrying out his or her duties or functions as a Councillor.*



COUNCIL POLICY

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3 SCOPE

This policy applies to Councillors of Burnie City Council.

Within this policy *the Act* means the *Local Government Act 1993*, and *the Regulations* means the *Local Government (General) Regulations 2015*. The *prescribed form* means the Councillor Expenses Claim Form FO-CBS-SG-009.

All figures stated are GST exclusive.

4 POLICY

Where, in the opinion of the General Manager, a question arises as to whether a claim is eligible under this Policy, or the claim appears unreasonable or does not serve the interests of Council, the General Manager will raise the concern with the Councillor.

It is the responsibility of councillors to ensure that any claims are consistent with this policy and reflective of community expectations.

4.1 PRESCRIBED ALLOWANCES

The Council shall pay allowances for elected members in accordance with Regulation 42 of the *Regulations*.

Allowances will be paid on a monthly in arrears basis.

A Councillor may determine not to receive all or part of a prescribed allowance. Notification of such a decision is to be provided to the General Manager in writing. [Section 340A (3) (4) of the *Act*]

4.2 EXPENSES OF OFFICE**4.2.1. Provision of Facilities – City Offices**

The Mayor is to be provided with a dedicated office for the carrying out of their duties as Mayor.

Councillors are permitted to use a separate office and telephone for calls and appointments in discharging the function of a Councillor.

Council will provide Councillors with administrative support in relation to discharging the function of a Councillor.

Each Councillor will be provided with one parking permit for use in discharging the function of a Councillor.



COUNCIL POLICY

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4.2.2. Home Office Expenses

Council will reimburse Councillors for the cost of stationery and office supplies provided that claims are submitted on the prescribed form together with receipts.

Council will reimburse Councillors for the cost of home office equipment such as a desk, filing cabinet, briefcase etc, provided that claims are submitted on the prescribed form together with receipts. A maximum of \$1,000 in the first year of office and up to \$500 pa thereafter (including re-elected terms) may be claimed for such items. Items purchased under this clause will remain the property of the Councillor at the end of their term of office.

4.2.3. Communications

Councillors are to be provided with a mobile phone for the purpose of discharging the function of a Councillor. Phones provided are to be returned to Council at the conclusion of a Councillor's term of office. Reasonable personal use of the phone is allowable on the phone plan.

Councillors are to be provided with an ipad or laptop from the approved standard equipment list, and a printer for receiving Council papers. Ipads and laptops are to be returned to Council at the conclusion of a Councillor's term of office.

A communications allowance of up to \$250 per month (non-cumulative) can be claimed by each Councillor in respect of all communications expenses incurred, including mobile phone, landline telephone expenses and internet expenses. If the expense is paid directly by Council, any amount over this will be deducted from the next Councillor's allowance.

If travelling overseas, Councillors are requested to put appropriate measures in place to avoid excessive phone costs. Councillors should approach the General Manager for assistance in this matter.

4.3 OUT OF POCKET EXPENSES**4.3.1. Claim for Expenses**

Expense claims are to be submitted to the Governance Officer on the prescribed form within the financial year they are incurred. Claims are preferred on a monthly basis.

Out-of-pocket expenses for meals, travel and dependent person care, may be claimed by Councillors for the following activities:

- a) To and from the formal meetings of Council and Council workshops.
- b) To and from any meeting of any Committee the Councillor has been appointed to as a representative of Burnie City Council, or for any other meeting where the Councillor has been delegated or authorised by Council to attend.



COUNCIL POLICY

Councillors' Expenses and Allowances (DRAFT)

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- c) Upon business of the Council, outside the municipal area, in compliance with a resolution of Council.
- d) To and from any conference, seminar or professional development, function or event as approved under section 4.4 of this policy.
- e) To attend inspections or business as arranged by the General Manager.

4.3.2. Meals

For attendance at meetings of Council, Council Workshops or meetings of any committee of Council, which commence after 5.00pm, an evening meal may be provided.

Out-of-pocket meal expenses for an activity specified in section 4.3.1 above will be reimbursed to a Councillor upon presentation of the prescribed form together with receipts.

4.3.3. Vehicles and Travel

Council will provide a dedicated Councillors' Pool Car for use by Councillors in the exercise of their duties and functions as a Councillor. Bookings for the Councillors' Pool Car are to be coordinated through the Personal Assistant to the Mayor and General Manager. For cost efficiency it is preferred that Councillors seek the use of the Councillors' Pool Car for business travel outside the municipality that exceeds 100km return.

In cases where the Councillors' Pool Car is not able to be used, a travel allowance will be payable to a Councillor for an activity specified in section 4.3.1 above.

The travel allowance payable will be at the Australian Tax Office rate for travel allowances.

A Councillor shall not claim travel or other expenses where the expense would otherwise have been incurred as a result of private business.

A Councillor shall not claim travel or other expenses where alternative arrangements have been made for travel, meaning that the Councillor did not incur the cost of that travel.

All policies adopted for use of Council vehicles apply to Councillors when driving Council vehicles. (See related documents at end).

4.3.4. Dependent Person Care Expenses

Council will reimburse a Councillor for necessary, reasonable expenses incurred in relation to the care of any dependent of the Councillor, while undertaking an activity specified in section 4.3.1 above.



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Where a licensed childcare provider is used, reimbursements made will be net of any entitlement to government subsidies.

At the General Manager's discretion, childcare may be paid at an hourly rate of up to \$20/hour when no licensed provider is available (for example evenings).

Dependent person expenses are not eligible for reimbursement if the payment for that care is made to a person who normally or regularly lives with the Councillor or is a member of the Councillor's family.

All claims must detail the date and time care was provided, the business of council that it related to, and attach a receipt or invoice from the provider (whether licensed or unlicensed).

Dependent person care expenses will, unless there are exceptional circumstances, be paid in arrears.

4.4 EXPENSES IN ROLE OF COUNCILLOR**4.4.1. Conferences and Seminars**

Councillors are encouraged to attend conferences, seminars and training relevant to Local Government. When held within Tasmania, Councillors are entitled to attend:

- the ALGA National Assembly,
- the LGMA National Congress,
- the LGAT Annual Conference,
- any relevant training session or forum hosted by LGAT in Tasmania.

4.4.2. Professional Development

Under the Councillors' Declaration of Office, Councillors have a commitment to engage in ongoing professional development. In addition to the above local government opportunities, each Councillor may claim up to \$2,000 per year for professional development opportunities in Tasmania which will assist them in developing skills to fulfil their role as a Councillor and community leader.

Councillors must provide a written application to the General Manager that demonstrates how the professional development opportunity will meet this purpose. Applications up to \$2,000 per year per Councillor may be approved by the General Manager in accordance with this policy. Applications over this amount, or requiring travel outside Tasmania will require a resolution of Council. Such requests will be placed in the open session of Council unless there is a valid reason under the Regulations preventing disclosure.

Out-of-pocket expenses associated with the professional development may be claimed in addition to the \$2,000 allowance.



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4.4.3. Dinners, Functions and Events

Council may cover the costs of dinners, functions or events to which either:

- the Mayor is invited to represent Council; or
- one or more Councillors are appointed by the Mayor to attend on behalf of Council; or
- all Councillors are invited to attend in an official capacity, subject to the discretion of the Mayor.

4.4.4. Partners' Costs

Where additional costs are incurred for Councillors' partners to attend functions, dinners, events or similar, these costs will be at personal expense of the Councillor or their partner. For practicality in booking arrangements, this may be undertaken by deduction from the Councillor's allowance.

4.5 OTHER MATTERS**4.5.1. Retirement Gifts**

Retirement presentations for Councillors should be in the form of a gift up to the value of \$250 for each four years of service up to a maximum of \$1,000.

4.5.2. Insurance

Council will provide the following insurance cover for all Councillors, for liability arising out of or in the course of carrying the function of a Councillor:

- Personal Accident Insurance
- Directors and Officers Insurance
- Fidelity Guarantee Insurance
- Business Travel Insurance
- Comprehensive Motor Vehicle Insurance on Council fleet cars

4.5.3. Privacy and Disclosure

Monthly statements are to be provided to each Councillor detailing the expense claims and allowances paid and/or claimed to date.

The total expenses claimed by each Councillor will be published in Council's Annual Report, in accordance with section 72(1)(cb) of the Act. The total expense figure will include expenses claimed in accordance with this policy, including out-of-pocket meal expenses, vehicle and travelling expenses, childcare expenses, home office expenses, communications expenses, conferences and seminars including out-of-pocket expenses. This policy serves as a public document to provide an open and fair framework of expense entitlements within which Councillors are entitled to claim.



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5 LEGISLATION

Local Government Act 1993 S.340A Allowances
 Local Government Act 1993 Schedule 5 – Office of Councillors
 Local Government (General) Regulations 2015 S.42 Allowances for elected members
 Local Government (General) Regulations 2015 S.43 Expenses for councillors

6 RELATED DOCUMENTS

Annual Schedule of Councillors' Allowances from LGAT
 Councillor Expenses Claim Form FO-CBS-SG-009
 Workplace Policy WP-OGM-HR-022 Vehicles – Use in the Workplace
 Council Policy CP-CBS-SG-028 Receipt of Gifts and Benefits
 Council Policy CP-CBS-SG-024 Code of Conduct

Policy Endorsement	
Responsibility:	It is the responsibility of individual Councillors to ensure the integrity of the policy is maintained. It is the responsibility of the General Manager to exercise discretion in respect of matters that require clarification or a decision in respect of this policy. It is the responsibility of Governance Unit to administer and maintain this policy in the Corporate Document Framework.
Minute Reference:	
Council Meeting Date:	
Strategic Plan Reference:	Strategy 7.1.1 Formulate policy that is equitable, inclusive and responsive to current needs, and ensure decision-making is informed and accountable. Strategy 7.7.3 Provide support to elected members to assist them to fulfil their roles effectively.
Previous Policies Replaced:	This policy replaces the previous policy <i>Aldermen's Expenses and Allowances</i> version 7.0 dated 19 May 2015 (Item AO109-15).
Date of Commencement:	
Publication of policy:	This policy is distributed to new Councillors on commencement and is available on the Councillors' Portal. Members of the public may inspect this policy at the City Offices or access on Council's website (www.burnie.net)

GENERAL MANAGER**AO135-19 GENERAL MANAGER'S REPORT - OPEN SESSION**

FILE NO: 4/18/2
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

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

2.0 SUMMARY

This report includes the following items:

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

2.1 GENERAL MANAGER'S COMMUNICATIONS

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

Date	Meeting / Function
10 April	Burnie Tourism Association - General Meeting
11 April	Cradle Coast General Manager's Meeting
15 April	BAC Board Meeting
	Councillor meeting with Burnie Airport Corporation and Australian Regional Airports Board Members
16 April	LG Professionals – General Meeting
17 April	BCCI - Breakfast Session – Guest Speaker Gavin Pearce
	BCCI - General Meeting
18 April	Meeting with CCA – Coastal Pathway
	CCA - Board Strategic Workshop
29 April	Funding announcement with Senator Steve Martin
	CCA - Tourism Workshop
30 April	Shared Services Meeting
1 May	BCCI - Breakfast Session – Guest Speaker Justine Keay
	TechnologyOne Local Government Update Presentation
	Funding announcement with Leonie Hiscutt MLC
	Audit Committee Meeting
2 May	Meet the CCA - Q&A Session
3 May	2019 Office Professionals Breakfast
	Meeting with Caroline Sharpen - CEO - Tasmanian Symphony Orchestra P/L
6 May	Meeting with Nick Sell - BioWeed
7 May	Shared Services Workshop
8 May	LGAT - Regional Breakfast
	TasWater - General Meeting
	Meeting with Phil Leersen - UTAS Executive Director Northern Transformation
10 May	Funding announcement with Minister Paul Fletcher

2.2 COUNCIL MEETING ACTION LIST

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

ATTACHMENTS

- 1 [↓](#). All Actions - Council Meeting 16 April 2019
- 2 [↓](#). Outstanding Actions - Council Meeting Sep 2015 - Mar 2019

COUNCIL RESOLUTION

Resolution number: MO132-19

MOVED: Cr G Simpson

SECONDED: Cr D Pease

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

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

Against:

CARRIED UNANIMOUSLY

Council Meeting Action Report
All Actions for Open Session of 16 April 2019Date From: 16/04/2019
Date To: 16/04/2019
Printed: Friday, 10 May 2019 2:17 PMKey: RES = Action arising from Resolution; ACT = Action required in addition;
QON = Question on Notice; NOTE = Progress Note

Item Number	Report Title	Action	Department	Completed
AO083-19	MOTION ON NOTICE - COASTAL PATHWAY	18 Apr 2019 RES: Review all purpose walking trail paths along the Coastal Pathway to ensure they have appropriate signage to indicate shared use, in accordance with the resolution of Council AO083-19. 10 May 2019 Action Complete: Signage is in place. Pavement decals to be installed to provide additional guidance. Refer to 10 May email to Councillors	Works and Services	10/05/2019
Council 16/04/2019				
AO084-19	MOTION ON NOTICE - COASTAL PATHWAY DOG FACILITIES	18 Apr 2019 RES: Review the coastal pathway for dog drinking and poop bag stations to be located at strategic locations, in accordance with the resolution of Council AO084-19.	Works and Services	
Council 16/04/2019				
AO085-19	MOTION ON NOTICE - SPEED LIMIT REDUCTION SMITH STREET	18 Apr 2019 RES: Request DSG to approve a 40km/hr speed zone for the section of Main Road Wivenhoe, between Stowport Road and Smith Street, in accordance with the resolution of Council. 6 May 2019 NOTE: Letter sent to DSG / Transport commissioner seeking approval for 40 km/hr limit	Works and Services	
Council 16/04/2019				
AO086-19	MOTION ON NOTICE - INVESTIGATION INTO INDUSTRIAL NOISE	18 Apr 2019 RES: Investigate the cause of industrial noise from the port that can be heard over large areas of Burnie and provide options to resolve the issue, in accordance with the resolution of Council AO086-19.	Land and Environmental Services	
Council 16/04/2019				
AO087-19	MOTION ON NOTICE - MUSIC IN THE CBD	18 Apr 2019 ACT: Schedule a workshop session on music in the CBD for further discussion (motion not passed but discussion sought at workshop), per AO087-19. 6 May 2019 Action Complete: Workshop scheduled	Community and Economic Development	6/05/2019
Council 16/04/2019				
AO088-19	MOTION ON NOTICE - REEVES STREET	18 Apr 2019 RES: Write to Metro to consider the possibility of a bus shelter in the vicinity of the Reeves St - Bunnings connection, in accordance with the resolution of Council AO088-19.	Works and Services	
Council 16/04/2019				
AO088-19	MOTION ON NOTICE - REEVES STREET	18 Apr 2019 RES: Undertake a preliminary investigation into traffic management at the Reeves St and Bunnings connection in consult with DSG, and provide a further report to Council, in accordance with the resolution of Council AO088-19.	Works and Services	
Council 16/04/2019				
AO090-19	MOTION ON NOTICE - PUBLIC SEATING	18 Apr 2019 RES: Consider the placement of seating along the pathway between the Makers' Workshop and Cooe, in accordance with the resolution of Council AO090-19.	Works and Services	
Council 16/04/2019				

Council Meeting Action Report
All Actions for Open Session of 16 April 2019Date From: 16/04/2019
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Item Number	Report Title	Action	Department	Completed
AO091-19	MOTION ON NOTICE - MOTOR CYCLE PARKING ON WATERFRONT	18 Apr 2019 RES: Provide a report to Council by June 2019 on potential motor cycle parking options in the CBD, in accordance with the resolution of Council AO091-19.	Land and Environmental Services	
Council 16/04/2019				
AO092-19	PUBLIC QUESTION TIME	18 Apr 2019 QON: Refer the public question from Lyn Price on the sand sculpting suggestion to relevant officers for consideration and provide a response back to Mrs Price.	Community and Economic Development	
Council 16/04/2019				
AO096-19	POLICY REVIEW ASSET MANAGEMENT CP-CBS-SG-016	18 Apr 2019 RES: Finalise the Asset Management Policy in the Corporate Document Framework and make available to the public. 18 Apr 2019 Action Complete: Policy finalised and published.	Corporate and Business Services	18/04/2019
Council 16/04/2019				
AO098-19	QUEEN STREET OFF-STREET PARKING REQUEST	18 Apr 2019 - 4:16 PM RES: Review the safety of property accesses at 30 and 32 Queen Street upon the completion of current Queen Street works, in accordance with the resolution of Council AO098-19. 6 May 2019 Property owners advised of Council decision. To review when works complete	Works and Services	
Council 16/04/2019				
AO099-19	FINANCIAL MANAGEMENT SPONSORSHIP AND DONATIONS FINANCIAL ASSISTANCE GRANTS 2019 - 2020 ROUND ONE	18 Apr 2019 RES: Award Round 1 Financial Assistance Grants to successful applicants and notify unsuccessful applicants, in accordance with the resolution of Council AO099-19. 6 May 2019 Action Complete: All successful applicants sent letters on 17/4/2019	Community and Economic Development	6/05/2019
Council 16/04/2019				
AO101-19	POLICY REVIEW – CITY CHAPLAIN POLICY CP-CBS-SG-003	18 Apr 2019 RES: Finalise the City Chaplain Policy in the Corporate Document Framework and make available to the public. 18 Apr 2019 Action Complete: Policy finalised and published.	Corporate and Business Services	18/04/2019
Council 16/04/2019				
AO102-19	SPECIAL COMMITTEES - REVIEW OF OPERATING SCHEDULES	18 Apr 2019 RES: Finalise the Special Committee Schedules approved by Council, publish to website and provide copies to the committee members, AO101-19. 6 May 2019 Action Complete: Schedules finalised and published. Copies sent to committee members.	Corporate and Business Services	6/05/2019
Council 16/04/2019				
AO103-19	BY-LAW STREET DINING BY-LAW	18 Apr 2019 RES: Progress the development of a new Street Dining By-law in accordance with the resolution of Council and the required consultation process under the Local Government Act.	Corporate and Business Services	
Council 16/04/2019				

Council Meeting Action Report
All Actions for Open Session of 16 April 2019Date From: 16/04/2019
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Item Number	Report Title	Action	Department	Completed
AO107-19	GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT MARCH 2019	18 Apr 2019 RES: Confirm to Mr Brown Council's acceptance of his offer for the replica statue of David and disposal at his expense, in accordance with the resolution of Council AO107-19. 6 May 2019 Action Complete: Conformation of success provided to tenderer	Community and Economic Development	6/05/2019
Council 16/04/2019				
AO107-19	GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT MARCH 2019	18 Apr 2019 QON: Provide a response to Councillors on the budget and spend for the International Women's Day event. 6 May 2019 Action Complete: Email provided to Councillors	Community and Economic Development	6/05/2019
Council 16/04/2019				
AO109-19	POLICY REVIEW – CORPORATE PEOPLE MANAGEMENT POLICY CP-CBS-SG-006	18 Apr 2019 RES: Finalise the Corporate People Management Policy in the Corporate Document Framework and make available to the public. 18 Apr 2019 Action Complete: Policy finalised and published.	Corporate and Business Services	18/04/2019
Council 16/04/2019				
AO110-19	COMMUNICATIONS JOURNAL APRIL 2019	18 Apr 2019 -ACT: Send an acknowledgement to Anita Dow for her correspondence dated 13 March 2019. 29 Apr 2019 Action Complete: DOC ID 917514	Office of the General Manager	29/04/2019
Council 16/04/2019				
AO110-19	COMMUNICATIONS JOURNAL APRIL 2019	18 Apr 2019 ACT: Send an acknowledgement to DPIPWE in relation to their correspondence on Litter and Dumping Management System. 29 Apr 2019 Action Complete: DOC ID 917516	Office of the General Manager	29/04/2019
Council 16/04/2019				
AO111-19	COMMUNICATIONS JOURNAL - NOTICE OF LGAT ANNUAL GENERAL MEETING AND GENERAL MEETING ON 25 JULY 2018	18 Apr 2019 RES: Submit motion on feral cats for consideration to LGAT 2019 AGM, in accordance with the resolution of Council AO111-19. 18 Apr 2019 Action Complete: Motion provided to LGAT on 17.04.2019.	Office of the General Manager	18/04/2019
Council 16/04/2019				
AO115-19	BURNIE CITY COUNCIL PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 27 MARCH 2019	18 Apr 2019 RES: Ensure that Council's commitment to \$40,000 for new public arts projects is included in ongoing budget notes as biennial funding commencing in 2019-20, in accordance with the resolution of Council AO115-19.	Corporate and Business Services	
Council 16/04/2019				
AO115-19	BURNIE CITY COUNCIL PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 27 MARCH 2019	18 Apr 2019 RES: Refer the proposal to allocate 2% of non-transport capital works for public art projects to the 2020-21 capital budget deliberations, following consultation with public art organisations, in accordance with the resolution of Council AO115-19.	Community and Economic Development	
Council 16/04/2019				

Council Meeting Action Report**All Actions for Open Session of 16 April 2019**

Date From: 16/04/2019
Date To: 16/04/2019
Printed: Friday, 10 May 2019 2:17 PM

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Item Number	Report Title	Action	Department	Completed
AO115-19	BURNIE CITY COUNCIL PUBLIC ART PROJECTS SPECIAL ADVISORY COMMITTEE UNCONFIRMED MINUTES OF MEETING HELD ON 27 MARCH 2019 Council 16/04/2019	18 Apr 2019 RES: Review the provision of \$2,500 for maintenance of public art works as part of the operational budget process for 2019-20, in accordance with the resolution of Council AO115-19. 10 May 2019 Action Complete: Funding for maintenance of Public Art included in budget	Community and Economic Development	10/05/2019

Council Meeting Action Report**Outstanding Actions for Open Sessions Sep 2015 – Mar 2019**

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Item Number	Report Title	Action	Department	Completed
AO011-18	MOTION ON NOTICE - PROPOSED RECREATIONAL PIER	31 Jan 2018 RES: Write to the State Government to request financial support to complete a feasibility study for a recreational pier at West Beach, in accordance with the resolution of Council AO011-18. 7 Feb 2018 NOTE: Letter prepared for Minister Hidding. Awaiting comment from State Government. 11 May 2018 NOTE: Awaiting response from the State government 25 Jun 2018 NOTE: Awaiting advice from SG. 2 Oct 2018 NOTE: Follow up letter sent to Minister's office 14 Dec 2018 NOTE: No response to date 4 Mar 2019 NOTE: No response received as at 4 March	Works and Services	
Council 30/01/2018				
AO033-19	MOTION ON NOTICE - PROMOTING BURNIE PHOTO OPPORTUNITIES	20 Feb 2019 RES: Work toward developing a series of photo opportunities for Burnie in accordance with the report AO033-19. 4 Mar 2019 NOTE: Meeting to be held with Tourism representatives on 15/3/19 29 Mar 2019 NOTE: Meeting held with tourism representatives. Series of photo frames to be developed for costing 6 May 2019 NOTE: Funding included in budget for photo frames	Community and Economic Development	
Council 19/02/2019				
AO057-19	MOTION ON NOTICE - JORGENSEN STREET RESERVE	22 Mar 2019 RES: Schedule a workshop session to review the Jorgensen Street Reserve and provide a subsequent report to Council, per AO057-19. 25 Mar 2019 NOTE: Meeting date being sought 6 May 2019 NOTE: To be discussed at 14 May workshop	Works and Services	
Council 19/03/2019				
AO059-19	MOTION ON NOTICE - REDUCTION OF FERAL CATS	22 Mar 2019 RES: Invite the Regional Cat Management Coordinator to a Council workshop to discuss the Cat Management Plan, and associated issues in accordance with the resolution of Council AO059-19.	Land and Environmental Services	
Council 19/03/2019				
AO065-19	BURNIE PLANNING SCHEME 10 SMITH STREET, WIVENHOE	22 Mar 2019 RES: Initiate a draft amendment to the BIPS 2012 to permit proposed additional permitted use and development of land at 10 Smith Street Wivenhoe, in accordance with the resolution of Council AO065-19.	Land and Environmental Services	
Council 19/03/2019				
AO074-18	CONTROLLED ENTITIES - AUDIT REQUIREMENT	21 Mar 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				

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Item Number	Report Title	Action	Department	Completed
AO102-18	GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES MARCH 2018	17 Apr 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 Apr 2018 RES: Work with the appointed interim Working Group for West Park Sports Ground to develop the draft Terms of Reference for a West Park Special Advisory Committee, incorporating members as per the resolution of Council AO105-18. 3 Aug 2018 NOTE: To be considered at next Working Group meeting in late August 9 Nov 2018 NOTE: Funding application submitted for BAC Clubroom extension and other improvements at West Park	Community and Economic Development	
Council 17/04/2018				
AO120-18	MOTION ON NOTICE - PIGEONS IN THE CBD	18 May 2018 RES: Commence a process of eradicating pigeons in the CBD in accordance with the resolution of Council AO120-18. 28 May 2018 NOTE: Control program to be developed and discussion with property owners to occur 22 Jun 2018 NOTE: Contractor engaged to undertake work. August commencement. Access to properties has been discussed with relevant owners. 2 Oct 2018 NOTE: Program in progress	Works and Services	
Council 15/05/2018				
AO126-18	BURNIE LOOP TRAIL	18 May 2018 RES: Progress signage and marketing collateral and implement the Burnie Loop Trail as endorsed by Council resolution AO126-18. 14 Dec 2018 NOTE: Route identified. Signage plan in development	Works and Services	
Council 15/05/2018				

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Item Number	Report Title	Action	Department	Completed
AO165-17	COOEE POINT - TRUCK WASH FACILITY	<p>18 Jul 2017 RES: Work with the DPIPW on relation of Cooe Truck Wash in accordance with the resolution of Council AO165-17.</p> <p>1 Aug 2017 NOTE: Letter sent to Secretary of Department of Primary Industries, Parks, Water and Environment</p> <p>11 Nov 2017 NOTE: Meeting scheduled with Secretary of DPIPW on 15 November</p> <p>4 Dec 2017 NOTE: Meeting held with Secretary of DPIPW. Waiting on further information on State Strategy from Department.</p> <p>5 Jul 2018 NOTE: State Government has announced funding for wash down facilities for north west region</p> <p>8 Nov 2018 NOTE: DPIPW has advised its first priority for a North West Truck Wash facility will be at Smithton.</p> <p>13 Dec 2018 NOTE: DPIPW have advised that a study is currently being completed on refurbishment of the Smithton wash-down facility and this will be the primary focus for the next financial year.</p> <p>It is not yet known when the next stage of the state strategy will be implemented, however the State Government has allocated \$2 million over the next 4 years to continue implementation.</p> <p>29 Mar 2019 NOTE: Federal Government has announced funding for truck wash-down facilities for North West Tasmania</p>	Community and Economic Development	
Council 18/07/2017				
AO194-17	CAMDALE POINT	<p>15 Aug 2017 RES: Commence planning for Camdale Point in accordance with the resolution of Council (AO194-17).</p> <p>6 Sep 2017 NOTE: Council officers have completed an initial scoping of the Project</p> <p>3 Aug 2018 NOTE: \$50,000 in the 2018/19 capital budget for the Camdale site The plan is to progress with a low key site development - as per the West Burnie Strategy, Discussions held with Waratah-Wynyard Council so that work is complimentary to the Anzac Park development. Linked to that is the coastal pathway running by and the development of a node at the river</p> <p>14 Dec 2018 NOTE: Design work progressing. Natural values assessment and survey works has been carried out. Links to Coastal pathway project as well</p>	Works and Services	
Council 15/08/2017				

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Item Number	Report Title	Action	Department	Completed
AO198-18	MOTION ON NOTICE - SINGLE USE PLASTICS	23 Aug 2018 RES: Develop and communicate a council-wide approach to the banning of single use plastics at all Council-run events, and encourage the same by external events on council property in accordance with the resolution of Council AO198-18. 5 Sep 2018 NOTE: Initial discussion of ban workshopped with Aldermen 28 August. Council officers to present draft policy in early 2019. 18 Jan 2019 NOTE: A working group established to develop policy	Community and Economic Development	
Council 21/08/2018				
AO231-18	MOTION ON NOTICE - RECYCLING BINS	21 Sep 2018 RES: Refer information from report AO231-18 into the development of a Waste Wise Event Policy. 4 Mar 2019 NOTE: Working group to be established in March 2019	Works and Services	
Council 18/09/2018				
AO235-18	MOTION ON NOTICE - SINGLE USE PLASTICS WORKSHOP	21 Sep 2018 RES: Arrange a representative from Kingborough Council to meet at a workshop with Aldermen on single use plastics, in accordance with the resolution of Council AO235-18. 2 Oct 2018 NOTE: Letter of invite sent 9 Nov 2018 NOTE: To present at workshop in the new year 6 May 2019 NOTE: Planned for 4 June workshop	Works and Services	
Council 18/09/2018				
AO237-18	MOTION ON NOTICE - BIKE TRACK VIEW ROAD	21 Sep 2018 RES: Arrange a workshop visit to View Road Bike Track and seek interest in a working group for improvements in 2019-20 budget, in accordance with the resolution of Council AO237-18. 9 Nov 2018 NOTE: To be arranged for a workshop in the new year	Works and Services	
Council 18/09/2018				
AO240-18	TASWATER MEMORANDUM OF UNDERSTANDING	21 Sep 2018 -ACT: Seek a briefing from the Taswater Regulator on how they undertake the job of setting rates, in accordance with the resolution of Council AO240-18. 2 Oct 2018 NOTE: Enquiry made as to the possibility of a briefing session being provided	Works and Services	
Council 18/09/2018				
AO241-18	POLICY REVIEW - PARKING POLICY	21 Sep 2018 ACT: Schedule a workshop session to overview all Council policies for awareness. 11 Nov 2018 NOTE: Session to be scheduled in the new year.	Corporate and Business Services	
Council 18/09/2018				

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Item Number	Report Title	Action	Department	Completed
AO263-17	MOTION ON NOTICE - PROPOSED MOTOR CYCLE PARKING	21 Nov 2017 RES: Provide a report to Council on opportunities for dedicated motor cycle parking bays, in accordance with the information listed under resolution of Council AO263-17.	Land and Environmental Services	
Council 21/11/2017				
AO268-17	MOTION ON NOTICE - PROPOSED FUTURE FUND	21 Nov 2017 RES: Develop a draft Future Fund strategy for consideration by Council, in accordance with the resolution of Council, and work through the steps outlined in the alternative recommendation under AO268-17. 10 Sep 2018 NOTE: The Executive Manager Corporate Finance provided a presentation to Aldermen at the workshop on the 7th August 2018. Aldermen requested further investigation be conducted which will be brought to Council at a future workshop.	Corporate and Business Services	
Council 21/11/2017				
AO278-17	BURNIE TOWN CENTRE MASTER PLAN	22 Nov 2017 RES: Commence negotiations with DSG to access areas in or adjacent to the highway corridor to install art and sculpture features, and request the Public Art Committee to develop concepts for entry features (Note: concept plan to be developed for consideration by Council in the 2019/20 capital works budget) in accordance with the resolution of Council AO278-17 8 Jun 2018 NOTE: Discussions held with DSG. DAP Working group to develop a proposal for detailed consideration 3 Aug 2018 NOTE: Draft signage plan developed. Now attempting to link in with a broader regional branding strategy.	Community and Economic Development	
Council 21/11/2017				
AO303-18	MOTION ON NOTICE - INVESTIGATE WATERSLIDE COSTS	22 Nov 2018 RES: Investigate the cost to install a waterslide at the Aquatic Centre, and a timeline for 50m pool upgrade, in consultation with working with the Aquatic Centre Working Group, Youth Council and Aquatic Centre operator, per AO303-18. 4 Mar 2019 NOTE: Indicative costs being developed as part of federal election prospectus. Engagement with Aquatic centre working group to occur	Works and Services	
Council 20/11/2018				
AO311-18	MOTION ON NOTICE - WALKING TRAILS	22 Nov 2018 RES: Review the opportunity to create two walking trails - a cultural Red Line trail, and an environmental Green Line trail in accordance with the resolution of Council AO311-18; and provide an update to councillors on current walking trail plans in progress.	Works and Services	
Council 20/11/2018				

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Item Number	Report Title	Action	Department	Completed
AO335-18	MOTION ON NOTICE - UPPER BURNIE SPORTS CENTRE	13 Dec 2018 RES: Undertake a review of the Upper Burnie Sports Centre building in terms of current and future needs and a comparison of costs for upgrading versus replacing the facility, in accordance with the resolution of Council AO335-18. 20 Feb 2019 RES: Incorporate subsequent resolution AO031-19 on 19 Feb 2019 to explore requirements, benefits, cost and location for an indoor multi-sport facility prior to the federal election. 4 Mar 2019 NOTE: Developing an improvement plan discussed as part of 25 Feb workshop.	Works and Services	

Council 11/12/2018

GENERAL MANAGER**AO136-19 GENERAL MANAGER'S INFORMATION REPORT FOR LAND AND ENVIRONMENTAL SERVICES APRIL 2019****FILE NO: 4/18/2****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT the General Manager’s Information Report for Land and Environmental Services for April 2019 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**

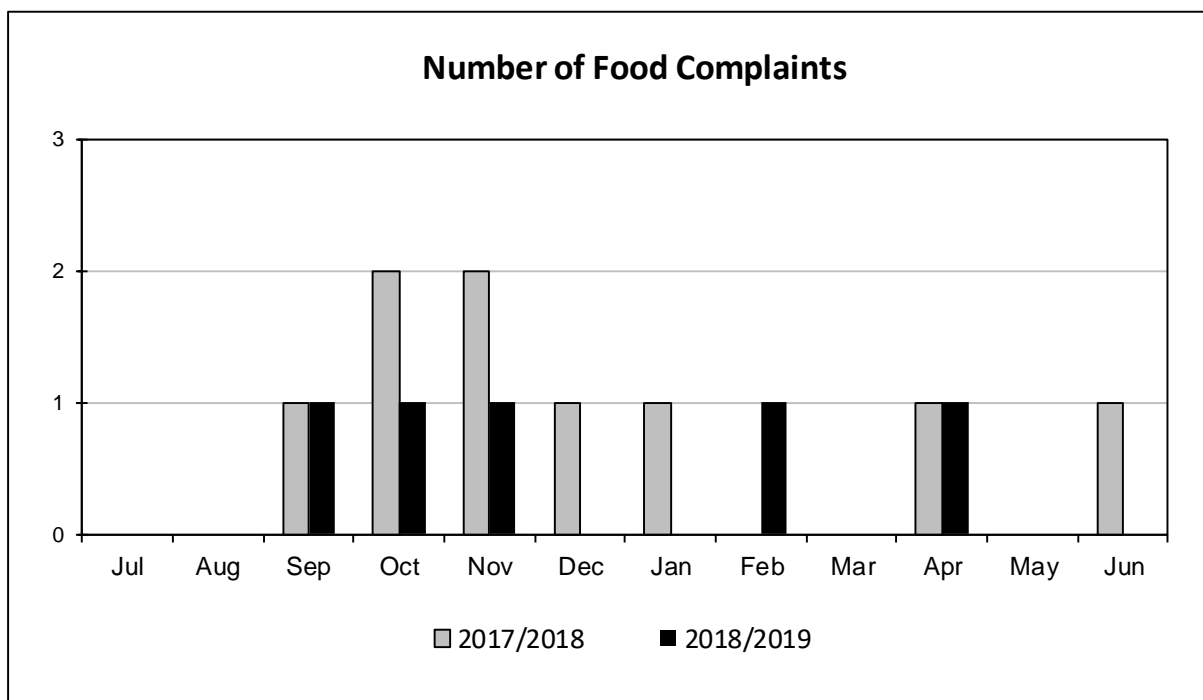
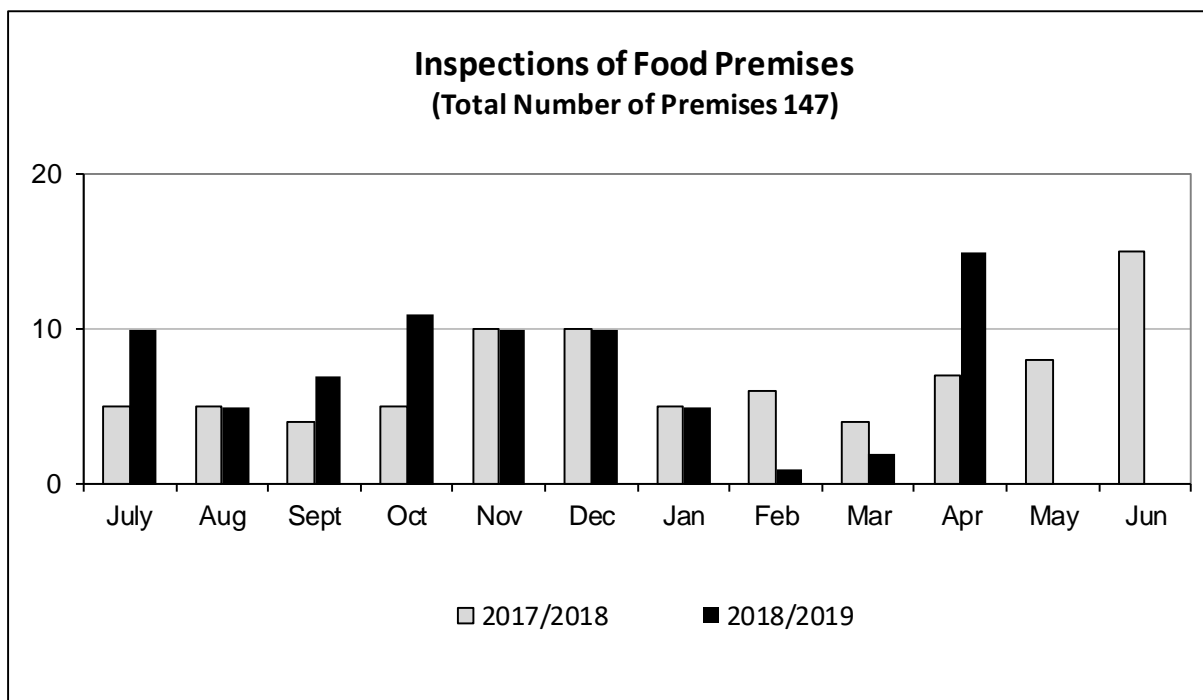
Type	Number of Enquiries / Investigations	
	April 2019	YTD Total
Air	0	7
Water	0	2
Noise	4	24
Solid Waste	1	3
Other	1	9

YTD is measured from 1 July each year.

2.1.2 Environmental Sampling

Type	Number of Samples Taken	
	April 2019	YTD Total
Beach Water Samples (summer months only)	0	50
Public Swimming Pool samples	6	57

YTD is measured from 1 July each year.

2.1.3 Food

Zero food complaints for July & August 2017. Nil complaints in February, March, May, July, August and December 2018. Nil complaints in January and March 2019.

2.2 BUILDING APPLICATIONS

Permit Authority Applications - 2018												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	4	9	3	6	11	4	8	11	7	5	3	3
Notifiable Building	6	8	9	11	7	9	8	17	11	10	7	6
Permit Plumbing	3	3	2	0	2	5	0	4	2	3	4	2
Permit Building	3	7	2	2	6	5	3	8	4	3	0	7
Substantial Compliance	0	1	0	0	2	1	2	0	0	0	0	2
Notifiable Demolition	0	0	0	0	0	0	0	2	0	0	0	0
Permit Demolition	0	0	1	0	1	0	0	1	0	1	0	0
Permit Refused	0	0	0	0	0	0	0	0	0	0	0	0
Application Value \$	5,035,168	4,107,085	2,459,856	2,958,652	2,683,319	2,227,180	2,522,141	5,871,485	1,705,925	2,137,527	357,624	2,625,655
Cumulative Total \$	5,035,168	9,142,253	11,602,109	14,560,761	17,244,080	19,521,260	22,043,401	27,914,886	29,620,811	31,758,338	32,115,962	34,741,617

Permit Authority Applications - 2019												
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Notifiable Plumbing	3	3	13	4								
Notifiable Building	7	13	6	14								
Permit Plumbing	2	3	1	5								
Permit Building	2	5	4	4								
Substantial Compliance	2	0	1	1								
Notifiable Demolition	0	0	0	0								
Permit Demolition	0	0	0	1								
Permit Refused	0	0	0	0								
Application Value \$	3,166,007	1,796,148	1,022,630	3,714,353								
Cumulative Total \$	3,166,007	4,962,155	5,984,785	9,699,138								

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

LAND USE AND DEVELOPMENT APPLICATIONS	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19
Permitted Use & Development	2	10	3	0	3	5	3	7	4	0	4	6	5
Discretionary Use & Development	2	12	4	11	8	6	6	13	10	6	8	8	5
Subdivisions	0	1	0	1	2	1	0	0	0	1	2	1	1
TOTAL APPLICATIONS	4	23	7	12	13	12	9	20	14	7	14	15	11
Determined by Delegation	7	12	12	7	10	12	13	8	10	8	10	12	14
Determined by Council	0	0	1	0	1	1	0	0	0	1	2	0	1
Withdrawn	0	1	0	3	2	0	2	0	0	0	0	4	0
Applications Cancelled by Planning Authority	0	0	0	0	0	0	1	0	0	0	0	1	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	0	0	0	0	0	1	1	0
Amendment finally approved	0	0	0	0	0	0	0	0	0	0	0	0	0
Amendment Refused by Tasmanian Planning Authority	0	0	0	0	0	0	0	0	0	0	0	0	0
Applications Appealed and Refused by Resource Management & Planning Appeals Tribunal	0	0	0	0	0	0	0	0	0	0	0	0	0

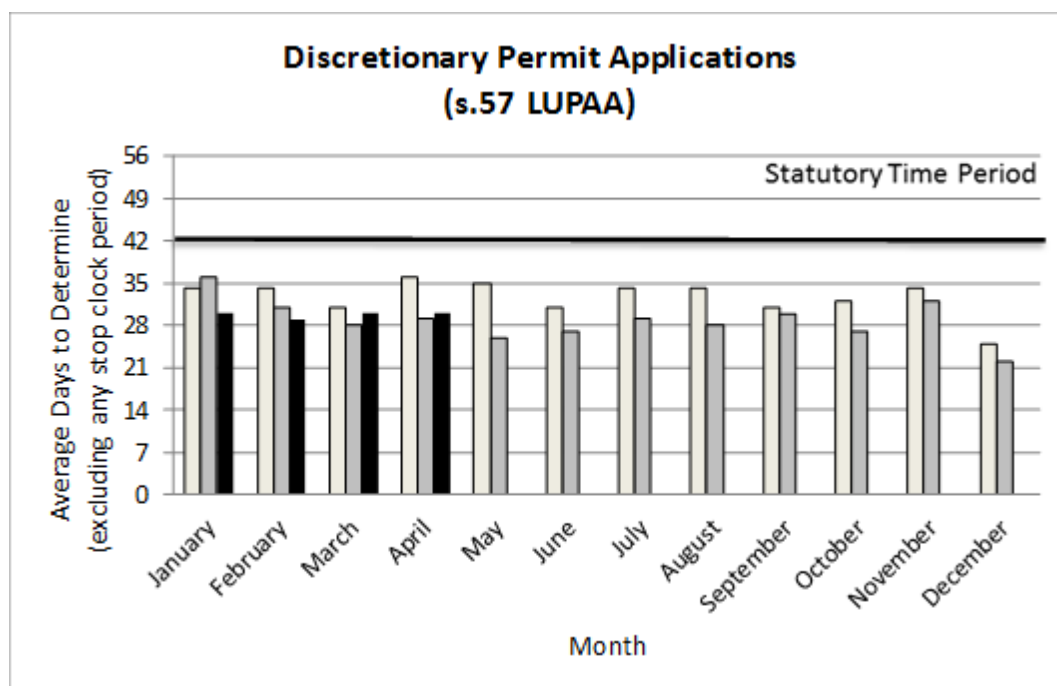
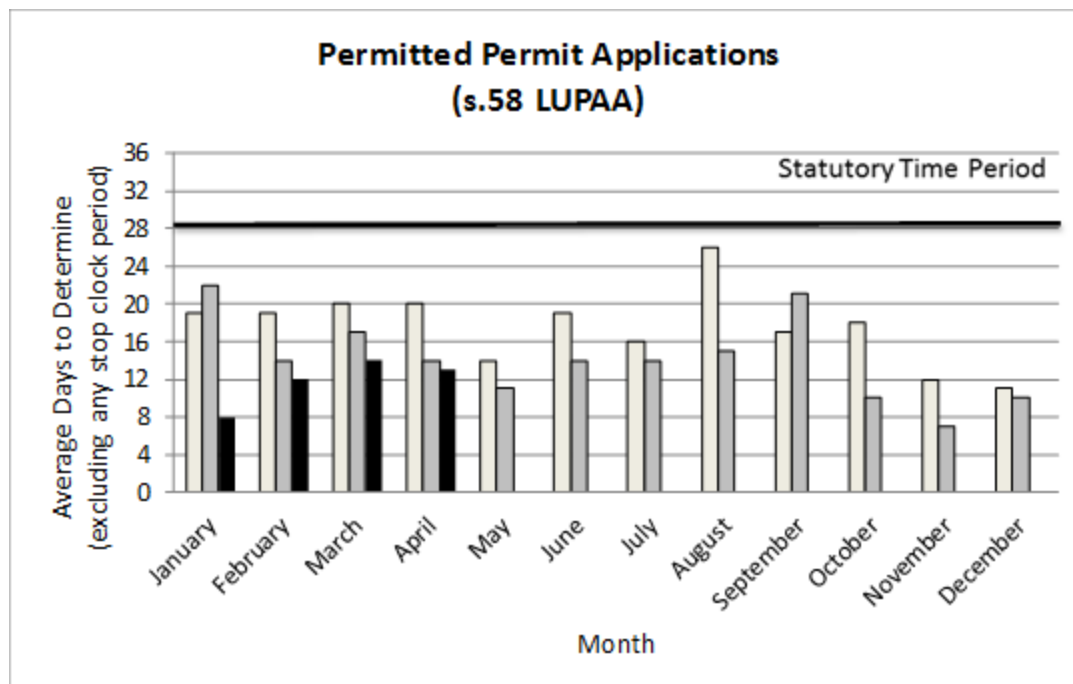
2.3.2 Development Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
13/12/18	2018/142	2-4, 6, 10 & 20 Bass Highway, Parklands	Educational Establishment, Educational & Occasional Care use, (Tertiary Education – UTAS) and associated parking and site works. Reliance on Performance Criteria for grant of Permit – Clause 17.4.1 (P2), Clause 17.4.2 (P2), Clause 17.4.4 (P2), Clause 29.4.2 (P2) and E9.5.1 (P1)	20/2/19	6/3/19	Approved – C 16/4/19
15/2/19	2019/14	152 Cascade road, Romaine	Dwelling and Outbuilding. Reliant on Performance Criteria for grant of Permit – Clause 13.4.1 (P1) and Clause 13.4.2 (P2)	16/3/19	1/4/19	Approved 10/4/19
19/2/19	2019/15	8 Janet Drive, Park Grove	Single Dwelling and Outbuilding. Reliant on Performance Criteria for grant of Permit – Clause 12.4.3 (P2)	16/3/19	1/4/19	Approved 11/4/19
19/2/19	2019/16	38 Hillfarm Drive, Park Grove	Single Dwelling. Reliant on Performance Criteria for grant of Permit – Clause 10.4.3 (P2) and Clause 10.4.6 (P1)	6/3/19	21/3/19	Approved 2/4/19
25/2/19	2019/18	41 Three Mile Line Road, Mooreville	Single Dwelling. Grant of Permit reliant on Clause 10.4.3 (P2)	16/3/19	1/4/19	Approved 11/4/19
5/3/19	2019/21	12 Alice Street, Montello	Outbuilding (Garage). Reliant on assessment against Performance Criteria for grant of Permit – Clause 10.4.2 (P1, P2 and P3)	13/3/19	27/3/19	Approved 3/4/19
12/3/19	2019/23	279 Ridgley Highway, Ridgley	Relocation of required Residential use (Single Dwelling and Outbuilding) and Demolition of existing Single Dwelling. Reliant on Performance Criteria for grant of Permit – Clause 26.3.2 (P1) and Clause 26.4.3 (P1)	6/4/19	26/4/19	Approved 29/4/19
14/3/19	2019/25	125 Letteene Road, Round Hill	Outbuilding (Garage) in association with an existing Residential use. Reliance on Performance Criteria for grant of Permit – Clause 14.4.1 (P2) and Clause 14.4.3 (P4)	27/3/19	10/4/19	Approved 15/4/19
21/3/19	2019/28	Off North Terrace, Burnie (Crown Land – Burnie Waterfront)	Public Toilet associated with existing Passive Recreation use. Reliant on Performance Criteria for grant of Permit – Clause 18.4.2 (P1) and Clause E10.6.2 (P1)	30/3/19	15/4/19	Approved 29/4/19
25/3/19	2019/29	11 Cardinal Court, Park Grove	Single Dwelling.	N/A	N/A	Approved 12/4/19
29/3/19	2019/32	100 Upper Natone Road, Natone	Demolition of Kindergarten building at Natone Primary School. Assessed under Special Provision – Clause 9.4 - Demolition	3/4/19	17/4/19	Approved 29/4/19
3/4/19	2019/33	20 River Road, Wivenhoe	Development of three (3) x 86,000 litre bunded Waste Oil Storage Tanks in association with the existing Manufacturing and Processing use	N/A	N/A	Approved 29/4/19
8/4/19	2019/37	60-70 Marine Terrace, Burnie	Suite of illuminated panel signs affixed to an existing building on land currently used for Bulky Goods Sales (motor vehicles)	N/A	N/A	Approved 16/4/19

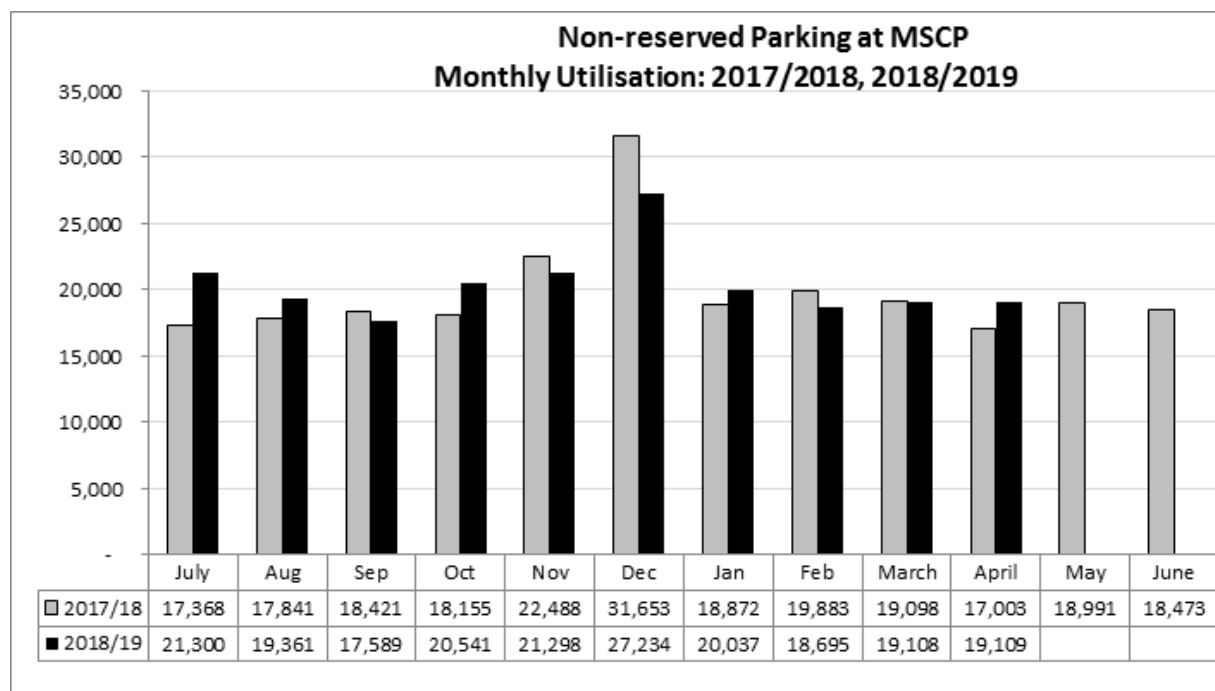
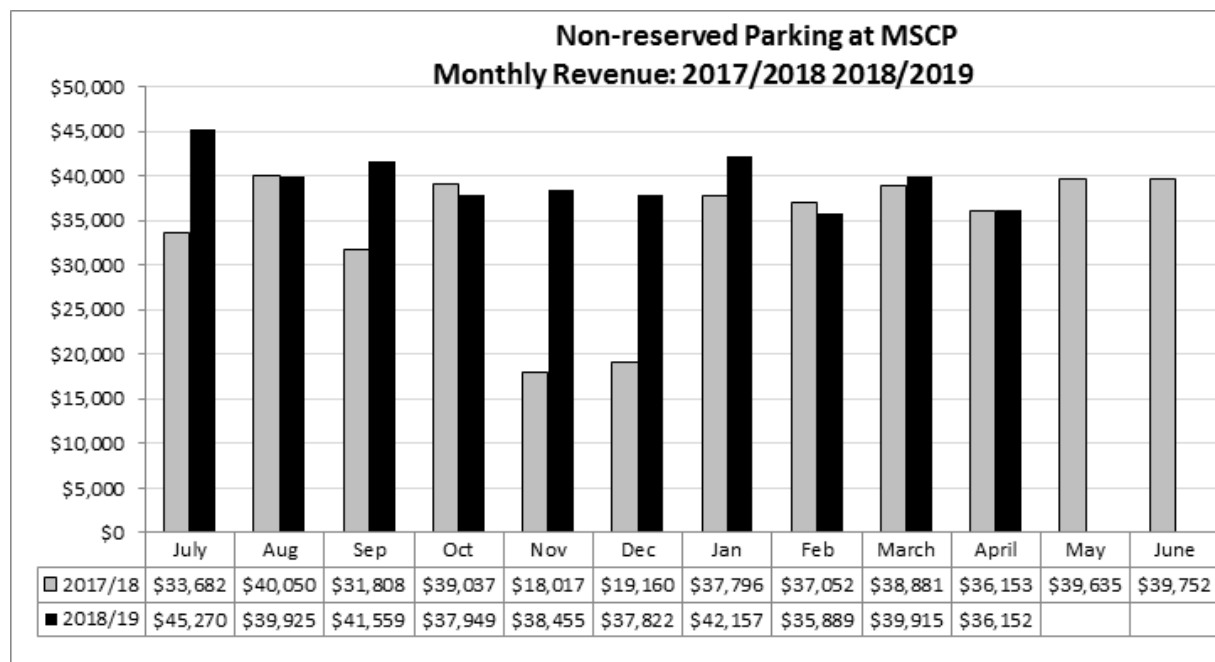
DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
9/4/19	2019/39	4/119 View Road, Park Grove	Carport for use in association with the Dwelling in Unit 4 of the existing Multiple Dwelling (Residential use)	N/A	N/A	Approved 30/4/19

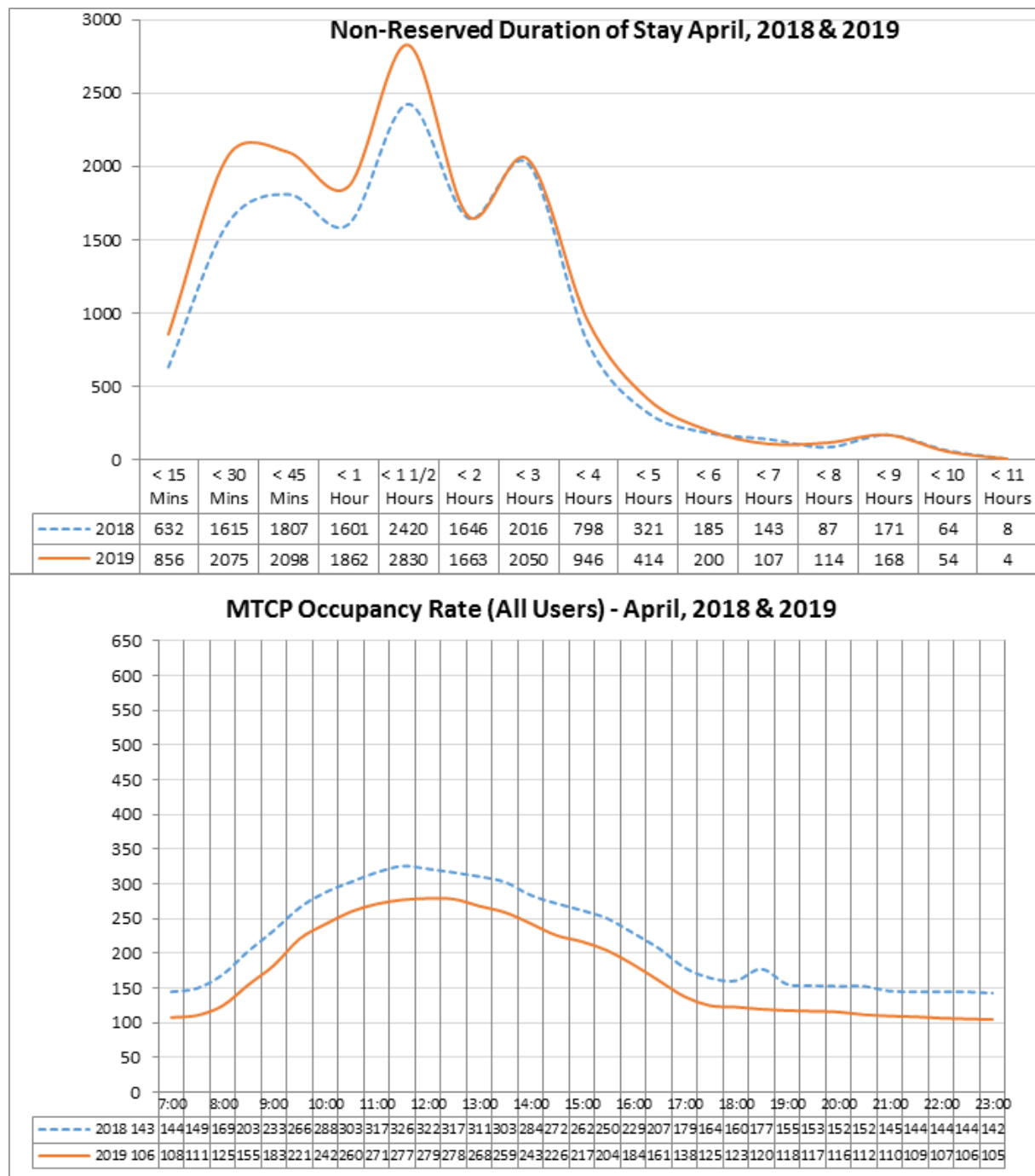
2.3.3 Subdivision Applications

DATE	PERMIT NO.	LOCATION	TYPE OF DEVELOPMENT	PUBLIC NOTIF. DATE	EXPIRY DATE	DECISION / DATE
15/2/19	SD 1289	8-10 Thirkell Street, Cooe	Subdivision to reconfigure existing lots. Grant of Permit reliant on assessment against Performance Criteria – Clause 24.4.1 (P1), Clause 24.4.2 (P1) and Clause 24.4.4 (P1)	23/5/19	8/4/19	Approved 15/4/19



Average time for determination of permit applications decided by month.

2.4 PARKING



Calculated on remaining spaces – 135 Reserved spaces for 2018, 99 Reserved spaces for 2019

2.5 CEMETERY STATISTICS

Burials	April 2019	YTD Total
Lawn Cemetery	10	76
Wivenhoe / Ridgley	0	1
Other	0	0
Total	10	77

YTD is measured from 1 July each year.

Ashes Interred	April 2019	YTD Total
Lawn Cemetery	5	26
Wivenhoe / Ridgley	0	0
Total	5	26

YTD is measured from 1 July each year.

COUNCIL RESOLUTION

Resolution number: MO133-19

MOVED: *Cr G Simpson*

SECONDED: *Cr T Bulle*

“THAT the General Manager’s Information Report for Land and Environmental Services for April 2019 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO137-19 GENERAL MANAGER'S INFORMATION REPORT FOR WORKS AND SERVICES APRIL 2019****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 April 2019 be noted.”

2.0 SUMMARY

The report includes the following items:-

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

3 CAPITAL WORKS**3.1 Request for Expressions of Interest, Quotations, Tenders and Contracts****3.1.1 *Expressions of Interest*****a) *Electric Vehicle Fast Charging Station***

A draft agreement with Electric Highway Tasmania has been provided to Council and amendments are in progress by Council's legal representative.

3.1.2 *Quotations***a) Quotation 2624 – Ridgley Drainage Study Implementation (Stage 1)**

Construction is progressing well and the project is expected to be complete around mid - May 2019.

b) Quotation 2622 – Fernglade Reserve – Install New Path

Quotations closed on Friday, 10 May 2019, however unfortunately prices were significantly above the budget of \$17,790. It is proposed to carry forward the funds and look to undertake the construction by Depot staff.

c) Quotation 2620 – Burnie Tennis Centre Resurfacing

The Contractor proposes to return to the site in December 2019 to rectify the defective work. It is proposed for both the product supplier and Tennis Australia to inspect the site to provide advice remediation methodology.

d) Quotation 2619 – River Road Paver Replacement

Quotations closed on Wednesday, 8 May 2019. Two submissions were received from CBB Contracting and Stubbs Constructions. CBB have been awarded the work and propose to complete the works over the weekend of Friday, 31 May 2019.

3.1.3 *Tenders***a) *Contract 2627 – Supply and Delivery of One (1) 6.5t GVM SWB Crew Cab Tip Truck***

FRM were the successful tenderer.

b) *Contract 2626 – Supply and Delivery of One (1) 7.5t GVM Single Cab Truck*

Webster Trucks were the successful tenderer.

c) Contract 2625 – Supply and Delivery of One (1) 10.4t GVM SWB Tip Truck

FRM were the successful tenderer. (Correction – previously reported incorrectly as Webster Trucks).

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

The project is nearing completion with Fern Glade Road seal and guard rail complete. Asphalt is laid to all but the northern end of the pathway and the focus is now on completion of the elevated pathway over the gully, however foundation conditions have required a re-design of the footing system and works have been delayed a little on that element. It is proposed to complete the project in late May.

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

Councillors inspected the redevelopment works on Wednesday, 1 May 2019 on the day of Practical Completion. The Surf Club began re-establishing into the building from Friday, 3 May 2019 and opened to the public on Friday, 10 May 2019.

There are some very minor outstanding items to be complete by Fairbrother over the next 2-3 weeks, including weather proofing the southern access doors to the new ground floor storage space.

Officers have commissioned a painting Contractor to complete painting of the external steelwork and soffit linings which will be undertaken over the next few weeks as weather permits.

Eastern Promenade

Officers are awaiting land use approvals to progress the works and it is hoped works can commence during June 2019. The construction program is expected to take 5 months through to October 2019.

c) Contract 2609 – Bitumen Surfacing Services 2018-2019

All works are complete, accepting Wiseman Street, which is proposed for May/June 2019.

3.2 Civil Construction and Stormwater

- Annual gully pit upgrade program – 40% complete.
- CBD paver replacements (major maintenance) – 70% complete.
- Rural road re-sheeting program – 50% complete.

- Kerb ramp upgrade program – 25% complete.
- Mooreville Road Upgrade Stage 2 – completed.
- Driveway and crossover replacements – completed.
- Cascade Road Reseal – 95% complete.
- Queen Street Upgrade – 65% complete.
- Gully Pit Upgrades – 80% complete.

3.3 Buildings

- Trade Waste plumbing compliance works – 98% complete.
- Aileen Crescent Retaining Wall – 95% complete.

3.4 Parks, Reserves, Sporting Grounds and Cemeteries

- Playground soft-fall replacement at Marine Plaza – awaiting quotations.
- Queen Street Upgrade Landscaping – 10% complete.
- Oakleigh Park pedestrian overpass stairs landscaping – 5% complete.
- Hodgman Street retaining wall landscaping – 80% complete.

3.5 Waste Management

The pavement upgrade and asphalt seal works will be undertaken in June 2019.

4 OPERATIONS AND MAINTENANCE

4.1 Civil Construction and Stormwater

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

- Customer Request Module (CRM) works – as required.
- Road signage repairs and installation – ongoing 85% complete.
- Rural and urban hotmix patching and monitoring of road shoulder hotspots – ongoing.
- Manhole maintenance – as required.
- Footpath maintenance program – 75% complete.
- CBD paver maintenance – ongoing.
- Stormwater hotspot inspections and monitoring – ongoing.
- Driveway maintenance – 20% complete.
- Gravel roads maintenance – 50% complete.
- Shoulders grading – 55% complete.
- Kerb and channel maintenance – 80% complete.
- Hotmix patching – 90% complete.
- Annual gross pollutant trap cleaning – 90% complete.
- Annual rural and urban roads weed spraying program – first spray completed. Second spray due in May 2019.
- Roadside verge slashing – commenced on Monday, 7 January 2019 – completed.

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. 80% complete.
- Electrical testing and tagging – numerous Council locations – ongoing.
- Plumbing maintenance and inspections of public amenities and Council facilities – ongoing (grease traps, backflow prevention devices, valves, etc).
- CBD linemarking – as required.
- Vandalism repairs and painting – as required.
- Depot fire hose reel leak repairs – completed.
- Marine Terrace Plaza seat repainting – completed.
- Depot power pole replacement – completed.
- Hilder Parade Noticeboard reinstallation – 10% complete.
- South Burnie boat ramp boom gate repairs – completed.
- Annual building inspections – completed.
- Natone and Stowport Halls exterior wash down – completed.
- West Park Oval – Demolish caretaker's carport – completed.
- Art Gallery wall removal – completed.
- View Road culvert fence replacement – completed.
- BWMC linemarking – 80% complete.

4.3 Parks, Reserves, Sporting Grounds and Cemeteries

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

- CRM works – as required.
- Preventative tree maintenance – ongoing.
- Dangerous tree assessments/removal – as required/identified.
- Grass care and ground and feature care schedules – ongoing.
- Sports grounds maintenance and mowing schedules – ongoing.
- Walking track annual maintenance program – ongoing.
- Routine playground maintenance and statutory inspections – in accordance with SLD and regulations. Soft-fall mulch replacement – 80% complete.
- West Park Oval and sports grounds maintenance and wicket preparation – ongoing.
- Sports grounds maintenance – ongoing.
- Vegetation management – Durham Road, Mount Street to Southwell Street, Mount Street to Brooklyn Road in progress – 70% complete.
- Sports grounds fertilizing – in progress – approx 50% complete.
- Annual playgrounds external compliance audit – 80% complete.
- Art Gallery courtyard planting – 10% complete.

4.3.1 Durham Road Reserve

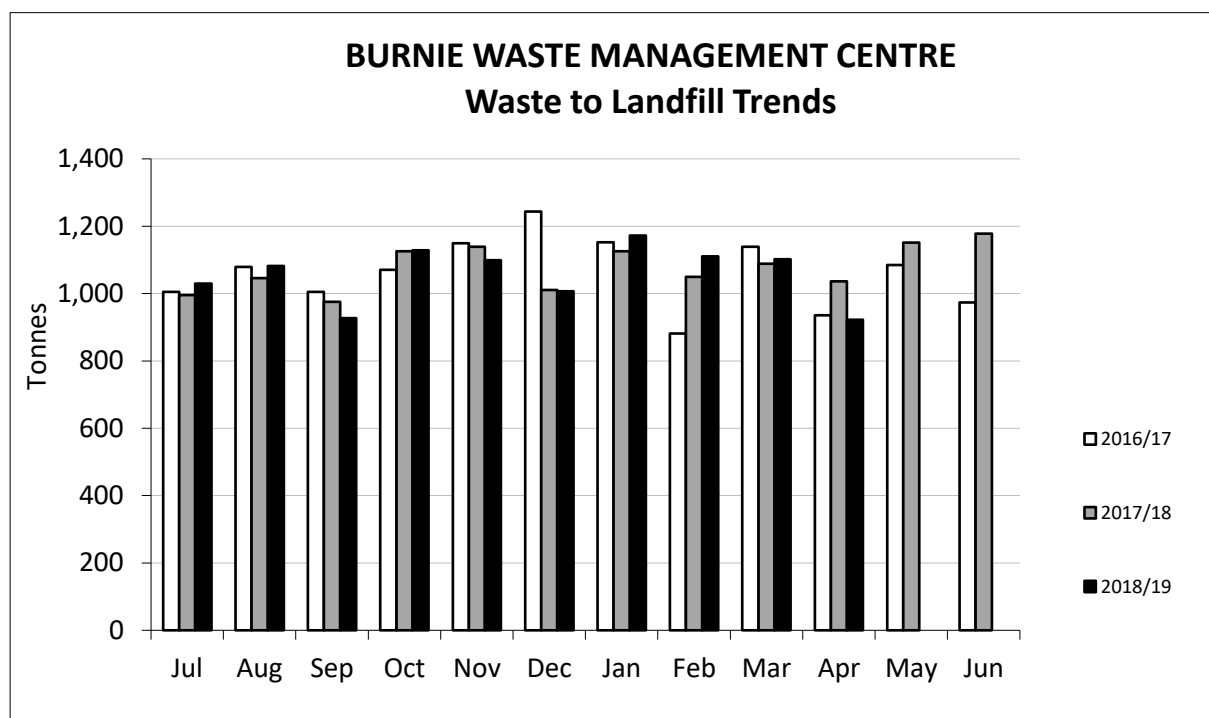
Seven (7) trees are currently being removed by Council's Contractor and no issues or concerns have been raised with Officers to date.

4.4 Waste Management

The following tables and figures report activities for the quarter to end of April 2019.

MUNICIPAL WASTE DIVERSION FROM LANDFILL (tonnes)														
	2017/18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-18	Feb-19	Mar-19	Apr-19	May-19	Jun-19	2018/19
Waste Transported to Landfill	12,635	1,029	1,082	927	1,128	1,099	1,007	1,172	1,111	1,102	922	-	-	10,580
BCC Recovery	3,574	359	293	359	483	454	517	637	445	503	393	-	-	4,443
Cleanaway Recovery	1,012	62	172	74	188	97	64	135	133	60	83	-	-	1,070
Recyclables Collected Kerbside	1,384	101	106	146	87	94	156	110	96	134	87	-	-	1,117
Total Municipal Waste	18,605	1,552	1,653	1,507	1,886	1,743	1,744	2,054	1,785	1,799	1,485	-	-	17,209
% diverted from Landfill	38%	34%	35%	38%	40%	37%	42%	43%	38%	39%	38%	-	-	39%

Note: Figures are displayed to nearest whole number.

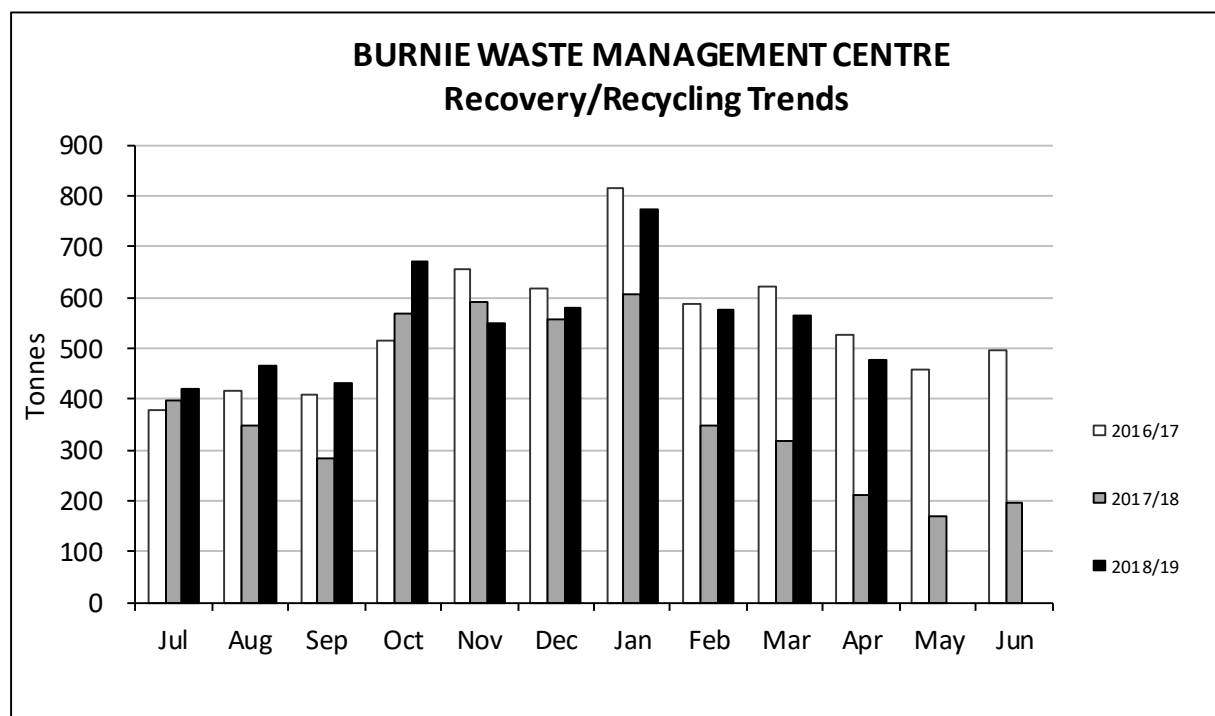


BURNIE WASTE MANAGEMENT CENTRE			
WASTE TO LANDFILL			
Summary Table (tonnes)			
Month	2016/17	2017/18	2018/19
Jul	1,005	995	1,029
Aug	1,079	1,046	1,082
Sep	1,005	975	927
Oct	1,071	1,126	1,128
Nov	1,150	1,139	1,099
Dec	1,243	1,011	1,007
Jan	1,152	1,126	1,172
Feb	881	1,050	1,111
Mar	1,139	1,089	1,102
Apr	936	1,036	922
May	1,085	1,151	0
Jun	974	1,178	0
TOTAL	12,720	12,922	10,580

Note: Figures are displayed to nearest whole number.

BURNIE WASTE MANAGEMENT CENTRE RECOVERY/RECYCLING															
BCC ACTIVITIES		2017/18	MONTH												YTD 2018/19
	Units		Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	
Recyclables	t	95	7	9	5	6	9	8	8	8	7	7	-	-	74
Cardboard	t	130	11	8	12	11	8	14	11	8	11	8	-	-	102
E-Waste	t	14	9	-	-	-	-	-	5	-	-	-	-	-	14
Oil	L	12,600	1,500	500	1,100	1,000	1,310	1,300	1,400	1,000	1,600	1,150	-	-	11,860
	t	11.09	1.32	0.44	0.97	0.88	1.15	1.14	1.23	0.88	1.41	1.01	-	-	10.44
Green Waste	m3	16,306	1,656	1,376	1,604	2,323	2,181	2,466	3,056	2,140	2,421	1,884	-	-	21,107
	t	3,310	331	275	341	465	436	493	611	428	484	377	-	-	4,242
Total BCC Activities	t	3,511	359	293	359	483	454	517	637	445	503	393	-	-	4,443
CLEANAWAY ACTIVITIES															
		2016/17	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	2018/19
Cardboard	t	170	5	9	8	3	8	9	12	4	8	4	-	-	70
Steel	t	236	17	13	15	41	26	20	24	70	18	19	-	-	261
NonFerrous Metals	t	29	6	17	2	3	2	0	4	1	3	3	-	-	41
Timber	t	110	5	3	5	2	4	2	3	0.4	4	1	-	-	29
Concrete	t	5	5	1	-	-	1	3	-	-	0.5	-	-	-	10
Total Transfer Shed Recovery:		550	38	42	30	49	41	34	43	76	32	26	-	-	411
Skip Bin Steel	t	326	16	43	39	44	27	28	21	21	24	21	-	-	284
Skip Bin Tyres	No.	430	98	35	24	32	37	45	36	17	32	49	-	-	405
	t	2.4	0.54	0.19	0.13	0.18	0.2	0.2	0.2	0.1	0.2	0.3	-	-	2.2
Skip Bin Timber	t	51	5	13	5	2	4	2	4	2	4	2	-	-	44
Concrete Stockpile	t	213	2	74	-	93	24	-	66	34	-	34	-	-	328
Total Cleanaway Activities		1,143	62	172	74	188	97	64	135	133	60	83	-	-	1,070
TOTAL RECOVERY	t	4,654	421	465	434	671	550	581	772	578	564	476	-	-	5,512

Note: Figures are displayed to nearest whole number.

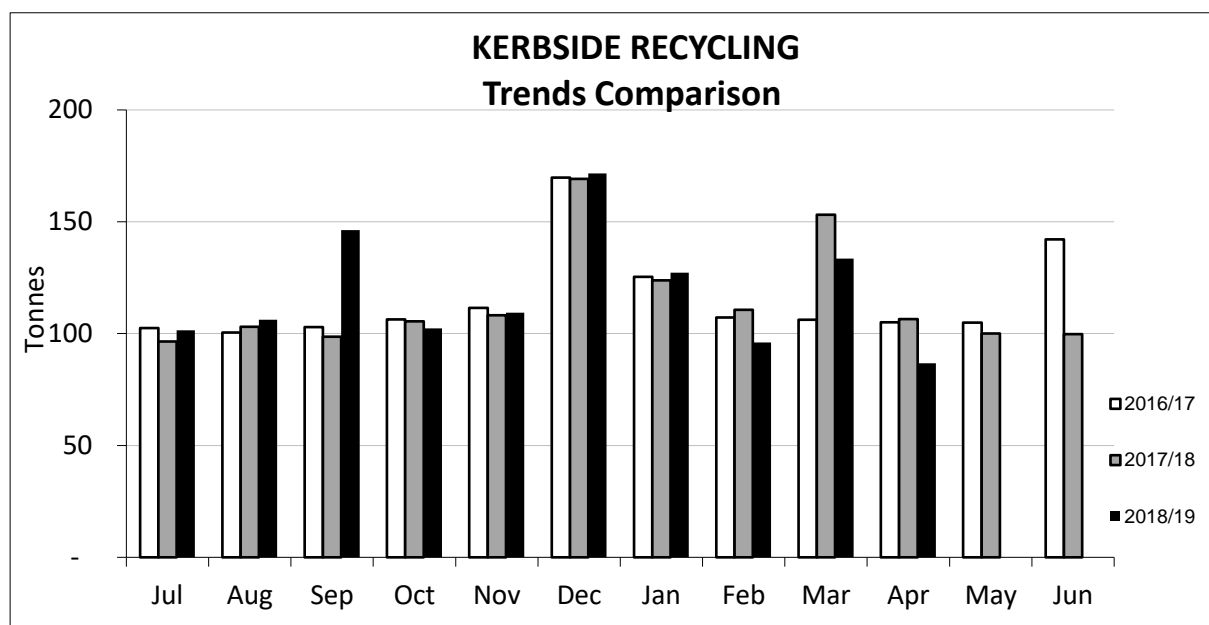


BURNIE WASTE MANAGEMENT CENTRE			
RECOVERY/RECYCLING			
Summary Table (tonnes)			
Month	2016/17	2017/18	2018/19
Jul	378	398	421
Aug	415	347	465
Sep	408	283	434
Oct	516	569	671
Nov	657	591	550
Dec	617	558	581
Jan	814	606	772
Feb	588	348	578
Mar	622	318	564
Apr	528	212	476
May	458	169	0
Jun	498	196	0
TOTAL	6,500	4,595	5,512

Note: Figures are displayed to nearest whole number.

KERBSIDE RECYCLING														
RECYCLABLES COLLECTED	YTD	MONTH (tonnes)												YTD
	2017/18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	2018/19
Kerbside Recycling	1,204.2	80.8	87.5	131.0	86.9	93.9	155.6	110.2	96.1	133.6	86.7			1062.2
CBD Cardboard	51.1	6.0	6.0	6.0	6.0	6.0	6.0	6.0						42.0
Outer BD Cardboard	42.6	3.0	3.0	3.0	3.0	3.0	3.0	4.0						22.0
Council/Public Place Recyclables	77.1	11.7	9.7	6.3	6.5	6.5	7.0	7.0						54.8
TOTAL	1,374.9	101.5	106.2	146.3	102.4	109.4	171.6	127.2	96.1	133.6	86.7	0.0	0.0	1,181.0

Note: Figures are displayed to nearest whole number.



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

KERBSIDE RECYCLING			
Summary Table (tonnes)			
Month	2016/17	2017/18	2018/19
Jul	103	96	101
Aug	101	103	106
Sep	103	99	146
Oct	106	105	102
Nov	112	108	109
Dec	170	169	172
Jan	125	124	127
Feb	107	111	96
Mar	106	153	134
Apr	105	107	87
May	105	100	-
Jun	142	100	-
TOTAL	1,384	1,375	1,181

Note: Figures are displayed to nearest whole number.

5 VANDALISM AND REPORTED INCIDENTS

Incidents of vandalism where repairs that are likely to exceed \$250 are generally reported and appear in the table below as separate incidents. Repair costs for minor instances of vandalism identified through routine inspections are aggregated and reported under the asset area they belong to i.e. facilities, community amenities, sports grounds, parks and reserves and transport services as a monthly total cost.

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
APRIL								
	Transport Services	Aggregate of incidents reported or identified from inspections - Remediation by painting, cleaning or general repairs		Yes	No	Damage made good and surfaces cleaned, repaired, replaced or repainted as necessary	\$2,750.00	
8/04/19	Little Alexander Street	Smashed Smoke Butt Bin off Wall & Graffiti on Concrete Wall	No	Yes	No	Repair and Reinstall Smoke Butt Bin & Remove Graffiti	\$150.00	
8/04/19	Hilder Parade	Graffiti on Concrete Steps and Retaining Wall	No	Yes	No	Pressure Clean & Paint out Graffiti	\$450.00	
30/04/19	Romaine Reserve Disabled Toilet	Graffiti & Damage to Toilet Cistern Cover	No	Yes	No	Remove Graffiti & Repair Cover	\$150.00	
TOTAL							\$3,500.00	\$35,179.00

6 PRIVATE WORKS

No information to report.

7 SES AND BURNIE EMERGENCY MANAGEMENT COMMITTEES ACTIVITY REPORTS

North Western Regional Emergency Management Committee (NWREMC) –Meeting held 8 May 2019 at Ulverstone Fire Station.

Western Emergency Management Committee (WEMC) – Next meeting 16 May 2019 at Burnie City Council.

Council is working with Tas Fire Bushfire Risk Unit (formerly Fuel Reduction Unit) to plan fuel reduction burns in Havenview and Round Hill areas.

8 ENERGY MANAGEMENT

No information to report.

COUNCIL RESOLUTION

Resolution number: MO134-19

MOVED: Cr A Boyd

SECONDED: Cr C Lynch

“THAT the General Manager’s Information Report for Works and Services April 2019 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO138-19 GENERAL MANAGER'S INFORMATION REPORT COMMUNITY AND ECONOMIC DEVELOPMENT APRIL 2019****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 April 2019 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
- 2.7 Collective Impact
- 2.8 Youth Development

2.1 BUSINESS AND RECREATION

The Heritage Burnie Ten

The Heritage Burnie Ten will be run on Sunday 20 October 2019. The event's first committee meeting for 2019 was held in April where our new course proposal was outlined. Following previous discussions with stakeholders, TasPolice and Council staff, it is now almost certain a new course will be introduced this year, the event's 35th.

The proposal is that course occupies the two seaward lanes (the two Northern lanes) separated from the vehicular traffic by the median strip.

This would mean that no traffic can exit our Port - at least while the participants are on their outward journey.

There are three advantages if we do this:

- 1) We can start the 5km field under the gantry and get our exact 5km distance because we can turn those runners where appropriate.
- 2) There would be no requirement for us to divert east-bound traffic up Mount Street / Old Surrey Road / Port Access Road
- 3) And most importantly, above all other advantages – we could segregate vehicular traffic away from our participants. This would reduce the risk of serious injury between runners and vehicles. Fortunately there have been none in our 34-year history.

Dependent on closure times, using the dual northern carriageway may also alleviate the number of safety cones that must be deployed to be compliant with Australian Traffic Standards.

As with 2018, the event's launch date is set for early August, tentatively Friday 2 August.

2.2 COMMUNITY / CULTURAL DEVELOPMENT

Upcycle Event

Held on Saturday 13 April from 10am till 1pm at the Arts and Function Centre Town Hall and hosted by the Clothing Cupboard.

En Vogue Modelling Agency's held a small fashion parade that showcased outfits from local charity stores.

Two Second Hand Clothing stores participated in the event - City Mission and Red Cross and both received large donations of second hand clothing donated by stallholders on the day.

Financial Assistance

Letters sent to applicants after the April Council meeting advising of Council's decision regarding financial assistance.

Reminders letters will be sent to the Burnie Community House, Tas Conservation Trust, Burnie Highland Pipe Band, Burnie Youth Choir and the City of Burnie Brass Band to spend funding before the end of June.

Doing Better Together Grants

Round One of grants closed on 5 April and Round Two will open on 8 April and will close on 31 May with successful applicants announced on 28 June, 2019.

Burnie Farmers Market

The Burnie Farmers Market has been progressing well since Council's take over on 28 February 2019 with an average of 47 stallholders at each market.

2018/2019 Financial Assistance Grants (as at 7/5/19)**Round One 2018-19**

Name/Organisation	Committed	Paid	Description of Project
McKenna Park Hockey Complex	\$1,337	\$1,337	To purchase a new computer and IT equipment.
Australian Red Cross	\$1,200	\$1,200	For two extra kerbside collections a week.
Burnie Community House	\$3,954	\$0	To provide an outreach service that focusses on activities based on learning through Science, Technology, Engineering & Arts and Mathematics.
Friends of Burnie Penguins	\$7,994	\$7,994	To establish a Penguin Rehab facility in Burnie.
Produce to the People	\$5,500	\$5,000	To purchase a timer irrigation system for the produce garden and hot house.
Tasmanian Family History Society – Burnie Branch	\$3,250	\$3,250	To upgrade heating and electrical items.
Encore Performing Arts Studio	\$1,500	\$1,500	To assist with costs for the 'Big Sing Workshop and Performance'.
Total	\$24,735	\$20,281	

Round Two 2018-19

Name/Organisation	Committed	Paid	Description of Project
Zodiac Gymnastics	\$7,500	\$7,500	To purchase 'Uneven Bars and Mini Horizontal Bars' for the club.
Burnie Basketball Association	\$7,772	\$7,772	To refurbish social club bar area.
Pain Revolution, University of South Australia	\$599	\$599	Assistance for hire fees for the AFC.
Tas Conservation Trust	\$3,000	\$0	To assist with the costs of producing a Penguin Tourism Viewing Translation Website.
Total	\$19,308	\$15,871	

Committed Three Year Sponsorship (2016-2019)

Cooee to Camdale Coastcare (\$6,353 over 3yrs)	\$2,117	\$1,618	To purchase equipment, clothing and assist with insurance and telephone costs.
Burnie Amateur Swimming Club (\$5,000 over 3yrs)	\$1,666	\$1,666	To assist with the costs of hiring the Burnie Aquatic Centre.
Burnie Athletic Club (\$9,000 over 3yrs)	\$3,000	\$3,000	To assist with costs of television coverage for the New Year's Day Carnival.
Total	\$6,783	\$6,284	

Committed Three Year Sponsorship (2017-2020)

Burnie Men's Shed (\$1,716 over 3yrs)	\$572	\$477	Assist with costs for kerbside collection.
Stowport Community Morning Tea Group (\$608 over 3yrs)	\$202	\$176	Exemption of hall hire and kitchen fees for annual Great Big Community Morning Tea and Christmas Luncheon for seniors.
Total	\$774	\$653	

Other Annual Community Group Assistance

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

Name/Organisation	Committed	Paid
Total	\$3,360	\$3,147

State Representatives Allowance

	Budget	Paid
State Representatives	\$10,000	\$6,300

Mayor Financial Assistance Minor Sponsorship Requests

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

Food License Permits Requests

	Budget	Paid
Rotary Club of Burnie – 12mths	\$1,000	\$138
Cancer Council		\$26
Total		\$164

Community Bands Assistance

Name/Organisation	Committed	Paid
Burnie Concert Band	\$2,500	\$2,500
Burnie Highland Pipe Band	\$2,500	\$0
Burnie Youth Choir	\$2,500	\$0
City of Burnie Brass Band	\$2,500	\$0
EMusicians	\$2,500	\$2,500
Stringalong Music Programme	\$2,500	\$1,548
Total	\$15,000	\$6,548

Other - Annual Assistance

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

Waste Disposal Costs for Charitable & NFP Organisations

Name/Organisation	Committed	Paid
Australian Red Cross	\$912	\$760
Launceston City Mission	\$1,000	\$1,000
The Salvation Army	\$1,000	\$833
Total	\$2,912	\$2,593

YTD Totals

Name/Organisation	Budget	Committed	Paid
Financial Assistance Grants Round 1		\$24,735	\$20,281
Financial Assistance Grants Round 2		\$19,308	\$15,871
Committed Three Year Sponsorship (2016-2019)		\$6,783	\$6,284
Committed Three Year Sponsorship (2017-2020)		\$774	\$653
Other Annual Community Group Assistance		\$3,360	\$3,147
State Representatives Allowance		\$10,000	\$6,300
Minor Sponsorship Grants by Mayor		\$2,500	\$0

Name/Organisation	Budget	Committed	Paid
Food License Permits		\$1,000	\$164
Total Financial Assistance Grants	\$70,500	\$49,152	\$52,700
Community Bands		\$15,000	\$6,548
Other – Annual Assistance		\$4,500	\$4,500
Waste Disposal Costs for Charitable & NFP Organisations	\$5,000	\$2,912	\$2,593

2.3 BURNIE REGIONAL MUSEUM

BRM Total Admissions

Month	2018	2019
April	577	593

BRM Total Attendance

Month	2018	2019
April	1395	1070

BRM Total Revenue

Month	2018	2019
April	2049	2821

2.4 BURNIE REGIONAL ART GALLERY

Attendance Figures

Month	2018	2019
Apr	2,445	1,434

2.5 MAKERS' WORKSHOP – VISITOR INFORMATION CENTRE

Visitor Numbers –April 2019

Makers Workshop Door Count	5,675 people
Visitor Centre Count	2,455 people (Does not include cruise ship days)
Cruise ships	1

Burnie Cruise Ship Season 2018/19

The Visitor Information Centre oversaw the operations of another successful Cruise Ship Season for Burnie and North West Tasmania. With 27 ships stopping in port for the day and weather conditions causing the cancellation of 2 visits.

With the support of 60 volunteers Burnie presented a quality experience to the world stage continuing its reputation as one of the most welcoming ports in Australia.

Small tour operators were also supported in their sale of tours around Burnie and the region. Sales were reduced in comparison to the 2017/18 season. A review will take place to understand the possible reasons for this.

The Visitor Centre operated the Burnie Attractions Bus, a hop on hop off bus stopping at various Burnie attractions. The tour increased its seating capacity for the season averaging 161 seats for the 13 ship visits it operated for.

Co-ordination of the shuttle bus service transporting independent passengers from the port again proved to be a very intricate operation requiring excellent liaisons with Tasports and relevant shipping agents.

Creative Paper Tasmania –April 2019

Hand Made Paper Tour Experience	330 entries
Coach/School Groups	3 coaches
Creative Paper Website	3 enquiries. 10 online sales.

2.6 MARKETING AND EVENTS

Kids in the Park 2019

Kids in the Park 2019 was held on 21 April. The weather was kind to us as we welcomed approximately 3000 visitors to the 12th annual Kids in the Park. Attendees were greeted by Easter Bunny, participated in the ever popular egg hunt, battle castle, giant downhill slide and music by Cool Train duo – Wayne and Sherry Rand. The event would not be complete without the Mad Hatters Tea Party, fairy kingdom which was a hit with young and old participating in fairy wand making, fairy dance lessons, storytelling and face painting.

Burnie Shines

Planning work continues on the 2019 Burnie Shines Festival. The event registration form has been completed ready for “Call for events” in early May.

Burnie Bite and Brew: On NYE 2019 (A Night on the Terrace)

Officers commenced planning on the 2019 New Year’s Eve event.

Marketing

Officers are working on updating the Top 10 Attractions brochure in preparation for a re-print

Advertising**Kids in the Park**

- two advertisements in The Advocate – Front – (18 April) and Back – (20 April) page strip ads.
- front page photo and follow up article (page 8) in The Advocate newspaper (22 April).

2.7 COLLECTIVE IMPACT**Dream Big**

Dream Big Jobs Brainstorming sessions were held at a number of schools, in preparation for business visits in Term Two.

Local Drug Action Team

Roll out of the Resilient Burnie Families community action plan in continuing, with planning underway for the next stage.

The Local Drug Action Team has commenced development of a second community action plan, focused on community education.

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

Burnie Youth Council's next meeting is 23 May 2019.

YMCAB (Youth Making Changes Around Burnie)

The Youth Development Officer spoke to young people at National Joblink on 2 April about YMCAB and how to get engaged in community events. This was followed up with a meeting with National Joblink staff on 11 May to discuss possible events and programs that could be developed with young people's involvement from their organisation.

Youth Week

"Party in the Park" for Burnie Youth Week was an open-air themed entertainment evening at Burnie Park on the 13 April 2019 which had three 'mini' events on the one day. Attendance of approximately 150 was scattered over these events throughout the afternoon and evening.

Bands played from Burnie High School ('Athos'), Marist Catholic College (Danah Collins) and Parklands high (Maya Mitchell and Iyanah Contractor). Many attendees came in cosplay, with Mind Game vouchers as prizes for the best outfits being handed out by Cr Giovanna Simpson and young people. Mind Games added further support of the event with over \$350 in donated prizes, with presentations to youth winners by the 501st Copperhead Outpost, Tasmania. (The 501st Legion is a worldwide Star Wars costuming organisation comprised of and operated by Star Wars fans.)

The film night featured the big name movie, Avengers: Infinity War (M). There were stalls, food and coffee available on the day.

The past Facebook event containing more information can be found here:

<https://www.facebook.com/events/611352439324903>

General

The Youth Development Officer was invited to speak to student dieticians in the Department of Health over best practices in engaging young people in Burnie with regard to drinking water.

Planning of multimedia workshops resulting in an event at the opening of ARTRAGE (11 August) has been discussed with the Burnie Regional Art Gallery.

COUNCIL RESOLUTION

Resolution number: MO135-19

MOVED: Cr T Brumby

SECONDED: Cr D Pease

“THAT the General Manager’s Information Report for Community and Economic Development April 2019 be noted.”

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

Against:

CARRIED UNANIMOUSLY

GENERAL MANAGER**AO139-19 GENERAL MANAGER'S INFORMATION REPORT CORPORATE AND BUSINESS SERVICES APRIL 2019****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 April 2019 be noted.”

2.0 SUMMARY

The report includes the following items:

Corporate and Business Services

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

2.1 SUMMARY FINANCIAL STATEMENTS**Statement of Comprehensive Income**

This report provides the draft YTD operating results for the period ending 30 April 2019.

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	22,778	22,476	✓ (301)	22,514	22,778	✓ (264)	F
Statutory fees and fines	876	832	✓ (44)	999	1,037	✓ (38)	F
User fees	3,692	3,943	✗ 251	4,734	4,449	✗ 285	U
Grants	1,135	1,180	! 45	1,417	1,460	✓ (43)	F
Reimbursements	295	238	✓ (57)	286	346	✓ (60)	F
Other income	660	746	✗ 86	896	896	✓ (1)	F
Investment income	487	939	✗ 452	1,127	1,174	✓ (47)	F
Total recurrent income	29,922	30,354	✗ 432	31,972	32,138	✓ (166)	F
Recurrent Expenses							
Employee benefits	8,893	9,271	✓ (378)	11,253	11,394	✗ 141	U
Materials and services	8,313	8,767	✓ (453)	10,524	10,661	✗ 138	U
Depreciation and amortisation	6,411	6,604	✓ (193)	7,928	7,725	✓ (203)	F
Finance costs	38	60	✓ (22)	73	73	✓ -	F
Other expenses	2,790	2,840	✓ (50)	3,409	3,405	✓ (4)	F
Total recurrent expenses	26,445	27,542	✓ (1,097)	33,187	33,258	✗ 71	U
Operating surplus/(deficit)	3,477	2,812	✓ (665)	(1,215)	(1,119)	✓ (96)	F
Capital Items							
Capital grants	879	2,472	✗ 1,593	2,967	2,862	✗ 105	U
Expenditure on assets not owned by Council	-	-	✓ -	-	-	✓ -	F
Developer Contributions	-	-	✓ -	-	-	✓ -	F
Net gain/(loss) on disposal of assets	(221)	-	✗ 221	(269)	(269)	✓ -	F
	658	2,472	✗ 1,814	2,698	2,593	✗ 105	U
Surplus/(deficit)	4,135	5,284	✗ 1,149	1,483	1,474	! 9	U
Operating Margin	1.13	1.10		0.96	0.97		

✓ A favourable variance

! An unfavorable variance < \$50k

✗ An unfavorable variance > \$50k

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

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

Council is currently forecasting to have a favourable operational variance to budget of \$0.096m. While there are a number of favourable and unfavourable variance across the budget the favourable variance of \$96k is predominately due to higher than budgeted supplementary rates income.

Statement of Financial Position

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

The current ratio line is an indicator of Council's liquidity and ability to pay its debts when they fall due. A ratio of more than 1.00 or more indicates that there is more cash and short terms assets than short term liabilities. Council is forecasting to have a current ratio of 1.01 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	6,088	4,078	3,830
Trade and other receivables	3,450	1,592	1,592
Inventories	131	138	138
Other assets	8	46	46
Total current assets	9,676	5,854	5,606
Non-current assets			
Investment in water corporation	66,151	66,151	66,151
Investments in subsidiaries	2,103	2,103	2,103
Investment in joint venture	3,329	3,329	3,329
Property, infrastructure, plant and equipment	330,528	333,989	334,227
Total non-current assets	402,111	405,572	405,810
Total assets	411,787	411,426	411,416
Liabilities			
Current liabilities			
Trade and other payables	906	2,601	2,601
Trust funds and deposits	132	135	135
Interest-bearing loans and borrowings	310	340	340
Employee provisions	2,292	2,489	2,489
Total current liabilities	3,640	5,565	5,565
Non-current liabilities			
Interest-bearing loans and borrowings	1,111	923	923
Employee provisions	161	166	166
Total non-current liabilities	1,271	1,089	1,089
Total liabilities	4,911	6,654	6,654
Net Assets	406,876	404,772	404,762
Equity			
Accumulated surplus	273,697	273,698	273,698
Surplus/(deficit)	4,135	1,483	1,474
Reserves	129,043	129,590	129,590
Total Equity	406,876	404,772	404,762
CURRENT RATIO	3	1.05	1.01

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 30 April 2019 is \$6.088m.

Burnie City Council
Statement of Cash Flows

	Actual 2019 \$'000	Budget 2019 \$'000	Forecast 2019 \$'000
Cash flows from operating activities			
Rates and charges	19,419	22,514	22,725
Statutory fees and fines	876	946	1,037
User fees	3,692	4,811	4,449
Grants	1,135	1,343	1,460
Reimbursements	295	285	346
Other income	660	889	896
Payments to suppliers	(10,152)	(10,460)	(10,610)
Payments to employees	(9,026)	(11,122)	(11,325)
Other payments	(2,790)	(3,481)	(3,405)
Net cash provided by (used in) operating activities	4,109	5,725	5,572
Cash flows from investing activities			
Payments for property, infrastructure, plant and equip	(6,077)	(11,996)	(12,033)
Dividends and distributions	487	1,127	1,174
Capital grants	879	2,967	2,862
Proceeds from sale of property, infrastructure, plant and equipment	243	-	-
Net cash provided by (used in) investing activities	(4,468)	(7,902)	(7,997)
Cash flows from financing activities			
Finance costs	(38)	(73)	(73)
Repayment of interest bearing loans and borrowings	(153)	(310)	(310)
Net cash provided by (used in) financing activities	(191)	(383)	(383)
Net increase (decrease) in cash and cash equivalents	(551)	(2,560)	(2,808)
Cash and cash equivalents at the beginning of the financial year	6,638	6,638	6,638
Cash and cash equivalents at the end of the period	6,088	4,078	3,830

2.2 SCHEDULE OF INVESTMENTS

A schedule of Council's investments is provided as at 30 April 2019:

Investments Schedule as at 30/04/19							
<u>Institution</u>	<u>Term</u>	<u>Rate</u>	<u>S&P Rating</u>	<u>Lodgement Date</u>	<u>Maturity</u>	<u>Amount</u>	<u>Total</u>
ANZ	At Call	1.90%	A1+			1,964	1,964
MyState	365 Days	2.90%	A2	02-09-18	02-09-19	500,000	
MyState	270 Days	2.80%	A2	02-09-18	02-06-19	1,000,000	
My State	365 Days	2.80%	A2	08-08-18	08-08-19	500,000	2,000,000
Bendigo	270 Days	2.80%	A2	08-08-18	08-05-19	1,000,000	1,000,000
ME Bank	365 Days	2.85%	A2	23-07-18	23-07-19	1,000,000	
ME Bank	365 Days	2.85%	A2	08-08-18	08-08-19	1,000,000	2,000,000
Bankwest	270 Days	2.75%	A1+	30-08-18	27-05-19	1,000,000	1,000,000
							6,001,964

Investment Allocation by Credit Rating

<u>Credit Rating</u>	<u>%</u>	<u>Amount</u>	<u>WAIR</u>
A1+	17%	\$1,001,964	2.75%
A1	0%	\$0	0.00%
A2	83%	\$5,000,000	2.83%
	100%	\$6,001,964	

Investment Allocation by Bank

<u>Bank</u>	<u>%</u>	<u>Amount</u>
ANZ	0%	\$1,964
MyState	33%	\$2,000,000
Bendigo	17%	\$1,000,000
ME Bank	33%	\$2,000,000
Bankwest	17%	\$1,000,000
	100%	\$6,001,964

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

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

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

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

2.3 OPERATIONAL REPORT BY DIRECTORATE/DEPARTMENT

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

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

Department	30-Apr	Annual Budget	Forecast	Forecast Variance to Budget	Note
Community & Economic Development					
Burnie Arts & Function Centre	790,388	915,389	1,017,578	102,189 Unfavourable	1
Burnie Regional Art Gallery	447,002	583,662	562,658	(21,004) Favourable	2
Burnie Regional Museum	214,879	273,527	268,714	(4,813) Favourable	
Business & Recreation	270,162	223,120	335,956	112,836 Unfavourable	3
CED Management	309,929	373,762	386,470	12,708 Unfavourable	
Community & Youth	289,261	378,077	358,702	(19,375) Favourable	
Marketing & Events	435,005	514,284	510,629	(3,655) Favourable	
Visitor Information Centre	371,741	370,935	383,611	12,676 Unfavourable	
Community & Economic Development Total	3,128,366	3,632,756	3,824,318	191,562 Unfavourable	
Corporate & Business Services					
Accounting Services	(69,971)	-	(34,159)	(34,159) Favourable	4
Information Management	159,451	148,486	186,558	38,072 Unfavourable	5
Information Technology Services	(116,410)	-	(84,282)	(84,282) Favourable	6
Revenue Services	321,009	423,942	401,246	(22,696) Favourable	7
Strategic and Governance	(15,051,156)	(14,985,538)	(15,299,646)	(314,108) Favourable	8
Corporate & Business Services Total	(14,757,076)	(14,413,110)	(14,830,283)	(417,173) Favourable	
Employee Oncost Recovery					
Oncosts	(180,806)	-	-	- Favourable	
Employee Oncost Recovery Total	(180,806)	-	-	- Favourable	
Land & Environmental Services					
Compliance Support	(543,897)	(724,524)	(616,756)	107,768 Unfavourable	9
Development Services	495,368	729,235	677,860	(51,375) Favourable	10
Management LES	248,504	319,693	311,375	(8,318) Favourable	
Land & Environmental Services Total	199,975	324,404	372,479	48,075 Unfavourable	
Office of the General Manager					
Executive Management	378,900	477,020	468,059	(8,961) Favourable	
Organisational Development	(22,262)	-	8,973	8,973 Unfavourable	
Office of the General Manager Total	356,638	477,020	477,032	12 Unfavourable	
Works & Services					
Cemetery Services	24,637	683	665	(18) Favourable	
Facilities Management	1,696,433	2,134,398	2,112,028	(22,370) Favourable	11
Management WS	(1,536)	(25,234)	111,946	137,180 Unfavourable	12
Parks & Reserves	1,549,237	2,009,202	1,942,459	(66,743) Favourable	13
Sporting Grounds	1,208,533	1,477,999	1,451,263	(26,736) Favourable	14
Stormwater Services	(718,681)	(506,073)	(487,582)	18,491 Unfavourable	
Transport Services	4,923,347	6,098,264	6,059,763	(38,501) Favourable	15
Waste Management	(891,573)	4,509	85,162	80,653 Unfavourable	16
Works & Services Total	7,790,397	11,193,748	11,275,704	81,956 Unfavourable	
Total	(3,462,505)	1,214,818	1,119,250	(95,568) Favourable	

Community & Economic Development***1. Burnie Arts & Function Centre***

The BAFC provides the community with a safe, comfortable, well equipped and professionally managed performing arts and conference facility. The Centre includes two well-equipped theatre spaces, catering, kiosk and bar services; and a variety of rooms suitable for a diverse range of community and commercial activities.

The unfavourable variance to budget of \$102k for the Burnie Arts & Function Centre is due to higher than budgeted employee benefits \$57k which is partially offset by higher fee income, higher than budgeted electricity costs (\$27k) and lower than budgeted subscription season income due to the timing of shows in the 2019 program (\$29k).

2. Burnie Regional Art Gallery

The Art Gallery presents a range of quality exhibitions and professional visual art experiences to the community.

The favourable variance to budget of \$21k for the Burnie Regional Art Gallery is due to lower than budgeted grant expenditure \$14k and higher than budgeted sponsorship income \$9k.

3. Business and Recreation

Provides support to business groups in the city, coordination of cruise ship support, management of recreational sporting grounds and facilities; and manages major sporting events.

The unfavourable variance to budget of \$112k for Business and Recreation is predominately due to higher than budgeted losses on a number of Council's events, including Burnie Ten (\$44k), 321 Go (\$10k) and Burnie Challenge (\$7k). The losses relate to lower than budgeted entry income and also some one-off expenses relating to the rebranding of Burnie Ten. An unfavourable variance to budget of (\$29k) have also been incurred at the West Park venue.

Corporate & Business Services***4. Accounting Services***

The accounting services department oversees and maintains Council's treasury activities including financial planning and budgeting, overseeing financial systems and controls; and reporting to key stakeholders including Council, auditors and managers.

The favourable variance to budget of \$34k for Accounting Services is due to employee vacancies \$11k and higher than budgeted controlled entity SLA income \$23k.

5. Information Management

This business unit manages business information systems and processes to centralise collection, storage, disposal and retrieval of Council information and records for all areas of Council.

The unfavourable variance to budget of \$38k for Information Management is due to lower than budgeted income for 132 and 337 certificates.

6. Information Technology Services

This business unit is where costs associated with the maintenance of business systems used to assist Council in achieving its objectives and the management of Council's IT resources and infrastructure.

The favourable variance to budget of \$84k for Information Technology Services is due to lower than budgeted contract expenditure.

7. Revenue Services

The Revenue Services department levies and collects all Council revenue including rates and charges. The department provides a first point of contact for all customers' enquiries and plays a key role in ensuring that the community is able to access information in a professional, informative and expedient manner.

The favourable forecast variance to budget of \$22k for Revenue Services is due to lower than budgeted employee benefits due to a staff vacancy.

8. Governance and Strategic

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

The favourable forecast variance to budget of \$314k for Strategic & Governance is due to higher than budgeted supplementary rates (\$195k), higher than budgeted investment income (\$47k), higher than budgeted reimbursement income (\$33k) and lower than budgeted contract expenditure (\$35k).

Land & Environmental Services**9. Compliance Support**

Compliance support business unit includes regulatory compliance and is responsible for the administration and management of cemeteries, the provision and regulation of public car spaces; and municipal inspection. Activities of this department assist to protect the community from the nuisance behaviours of animals, weeds or other conditions on land in accordance with relevant legislation and Council by-laws.

The unfavourable variance to budget of \$108k for compliance support is due to lower than budgeted cemetery management fees \$34k, lower than budgeted parking income \$37k, higher than budgeted employee benefits \$27k and higher than budgeted security cost for coin collection and counting \$18k.

10. Development Services

The development services business unit includes land use planning, building compliance and environmental health.

The favourable forecast variance to budget of \$51k for Development Services is due to higher than budgeted permit application fees.

Works & Services***11. Facilities Management***

Facilities Management is responsible for the management of Council's buildings to ensure long term sustainability.

The favourable forecast variance to budget of \$22k for Facilities Management is due to lower than budgeted depreciation.

12. Management WS

The Management WS business unit provides management and strategic support, coordination and advice in relation to Council's significant investment in infrastructure including engineering services.

The unfavourable forecast variance to budget of \$137k for Management WS is due to higher than budgeted depreciation \$72k, higher than budgeted strategic initiatives \$32k and higher than budgeted employee benefits \$28k.

13. Parks & Reserves

Parks & Reserves carries the responsibility for management of parks and reserves and related assets in accordance with established service levels. Includes public open space, natural bush, feature parks for community usage and cemeteries.

The favourable forecast variance to budget of \$67k for Parks & Reserves is due to lower than budgeted depreciation.

14. Sporting Grounds

The sporting grounds business unit is responsible for maintenance of sporting grounds, playing surfaces and ancillary infrastructure in accordance with established services levels.

The favourable forecast variance to budget of \$27k for Sporting Grounds is due to lower than budgeted depreciation (\$56k) offset by higher than budgeted contract expenditure \$10k and lower than budgeted fee income \$14k.

15. Transport Services

Transport services is where the costs relating to construction and maintenance of Council's local roads network, maintenance and management of road reservations is captured.

The favourable forecast variance to budget of \$38k for Transport Services is due to lower than budgeted electricity costs.

16. Waste Management

The Waste Management business unit provides waste management services including domestic garage collection, recycling, commercial garbage and litter bin collections and operation of the Burnie Waste Management Centre. This area includes maintenance and management of Burnie's CBD and street cleaning.

The unfavourable forecast variance to budget of \$80k for Waste Management is due to higher than budgeted waste contract expenses.

2.4 RECEIVABLES ANALYSIS

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

Receivables Analysis as at 30 April 2019

	<u>Total</u>	<u>Current</u>	<u>30-60 Days</u>	<u>60-90 Days</u>	<u>90+ Days</u>
Trade Debtors					
Sundry Debtors	232,306	202,950	14,722	1,200	13,434
Reserved Parking Spaces	10,806	7,737	1,961	(1,129)	2,238
Burnie Venues & Catering	4,527	2,786	509	-	1,232
Lease Debtors	14,137	14,555	(1,187)	769	-
Business & Recreation Debtors	17,716	11,705	5,172	838	-
Waste Debtors	45,486	44,984	1,258	(157)	(599)
Total Trade Debtors	324,977	284,717	22,435	1,521	16,304
Goods & Services Tax	(91,054)				
Infringements & Parking	1,277,685				
Other Receivables	8,663				
Rates & Charges	2,994,660				
Allowance for Impaired Debts	(1,065,369)				
Total Receivables	3,449,563				

Infringements & parking

	Apr-19		Apr-18		Movement	
	Count	Balance	Count	Balance	Count	Balance
Issued 2019	2,534	177,576			2,534	177,576
Issued 2018	1,276	102,433	2,487	167,607	(1,211)	(65,174)
Issued 2017	1,689	67,758	1,824	101,943	(135)	(34,185)
Issued 2016	1,010	44,343	1,062	55,503	(52)	(11,160)
Issued 2015	620	40,560	697	47,404	(77)	(6,844)
Issued 2014	560	37,726	608	42,715	(48)	(4,989)
Issued 2013	663	40,661	723	46,176	(60)	(5,515)
Issued 2012	553	35,145	580	37,409	(27)	(2,264)
Issued 2011	570	34,991	621	39,644	(51)	(4,653)
Issued 2010	675	25,686	716	28,945	(41)	(3,259)
Issued 2009	782	54,231	861	60,474	(79)	(6,243)
Issued 2008	1,461	73,343	1,482	76,206	(21)	(2,863)
Issued 2007	2,027	79,011	2,035	81,726	(8)	(2,715)
Issued Pre-2006	9,887	470,825	9,912	474,856	(25)	(4,031)
	24,307	1,284,289	23,608	1,260,608	699	23,681

2.5 RATES ANALYSIS

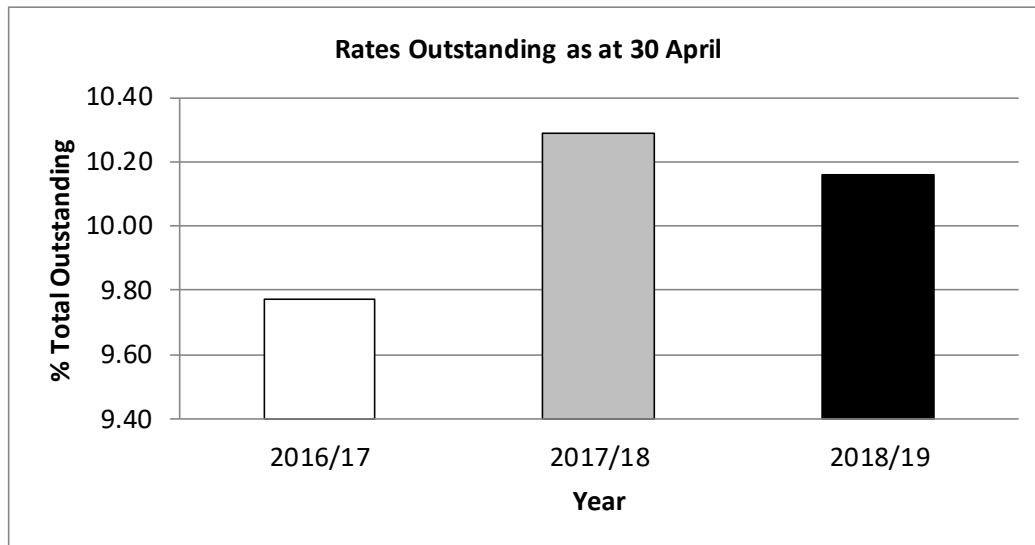
The rates analysis contains a summary of rating transaction movements for 2018/19 including the total levied, the total paid to date and the total unpaid as at the end of the reporting period. Rates are levied in July each year.

Rates Outstanding as at 30/04/2019

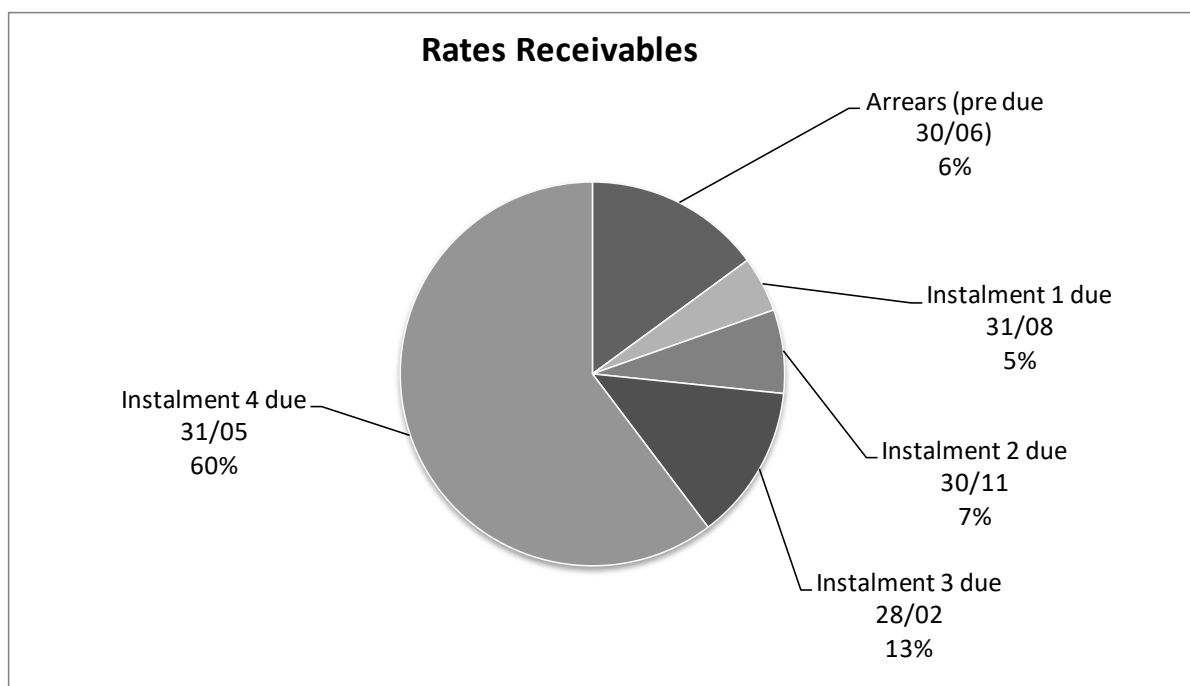
	This Financial Year 30 Apr 2019		Last Financial Year 30 Apr 2018		Change
		\$		\$	\$
Arrears Brought Forward as at July	5.30%	1,239,630	5.06%	1,172,182	67,448
Credit Brought Forward	-2.96%	(692,968)	-2.51%	(580,636)	(112,332)
Add Current Rates & Charges Levied	95.86%	22,432,054	96.90%	22,444,285	(12,231)
Penalty	0.32%	75,580	0.21%	47,545	28,036
Supplementary Rates	1.48%	345,598	0.34%	77,746	267,852
Gross Rates and Charges Demanded	100.00%	23,399,895	100.00%	23,161,122	238,773
Less: Rates & Charges Collected	84.84%	19,851,662	84.61%	19,596,372	255,290
Pension Remission	3.01%	705,175	3.08%	714,048	(8,873)
Residential Waste Remission	0.08%	18,144	0.08%	18,624	(480)
Hardship Interest Remission	0.00%	329	0.00%	591	(262)
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%	8,692	0.04%	8,153	539
General Rate Remission	0.02%	4,611	0.03%	6,045	(1,434)
- Legal Fees	-0.01%	(1,638)	-0.01%	(1,814)	176
- Discounts	1.80%	422,178	1.77%	409,357	12,821
- Roundings/Adjustments	0.00%	(2)	0.00%	1	(3)
Sub Total	89.84%	21,022,245	89.71%	20,777,520	244,725
Unpaid Rates & Charges as at 30/04/2019	10.16%	2,377,650	10.29%	2,383,602	(5,952)

	<u>2018/2019</u>		<u>2017/2018</u>	
Outstanding as at 30 April		2,936,175		2,899,740
Rates in credit		(558,525)		(516,138)
		2,377,650		2,383,602
Total number of assessments		10,038		9,954
Assessments outstanding	43.33%	4,349	45.0%	4,478
Credit Rates	-23.5%	(558,525)	-21.7%	(516,138)
Arrears (pre due 30/06)	18.4%	438,028	18.5%	440,265
Instalment 1 due 31/08	5.8%	137,413	5.6%	134,320
Instalment 2 due 30/11	8.7%	206,678	8.1%	193,337
Instalment 3 due 28/02	16.2%	384,281	16.6%	395,086
Instalment 4 due 31/05	74.4%	1,769,775	72.9%	1,736,732
	100.00%	2,377,650	100.00%	2,383,602

There were 4,349 assessments outstanding as at 30 April 2019 compared to 4,478 as at 30 April 2018.



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



2.6 CAPITAL EXPENDITURE REPORT

The following report outlines council's YTD capital expenditure compared to budget as at 30 April 2019. Explanations are provided below for project forecast variances to budget of \$20,000 or more.

YTD Capital Expenditure 2018/19						
	YTD Expenditure	Annual Budget	Balance Unspent	Forecast	Forecast Variance to Budget	Note
ROADS						
RURAL ROADS						
Upgrade Programme	835,355	1,416,880	581,525	1,128,904	● (287,976)	1
Rural Roads Resealing	91,529	90,780	(749)	93,428	● 2,648	
Rural Roads Major Patching & Resealing	599,404	443,695	(155,709)	615,620	✗ 171,925	2
Rural Roads Bridges Programme	57,801	100,910	43,109	83,530	● (17,380)	
TOTAL RURAL ROADS	1,584,089	2,052,265	468,176	1,921,482	● (130,783)	
URBAN ROADS						
Car Parking Improvements	5,980	69,690	63,710	81,690	● 12,000	
Driveways, Footpaths and Channel	85,122	98,180	13,058	113,468	● 15,288	
Retaining Walls	147,421	366,670	219,249	404,370	✗ 37,700	3
Urban Infrastructure	210,854	1,498,828	1,287,974	393,497	● (1,105,331)	4
Urban Road Renewal & Upgrades	634,722	995,403	360,681	1,102,893	✗ 107,490	5
Urban Road Resealing	317,598	515,393	197,795	468,621	● (46,772)	6
TOTAL URBAN ROADS	1,401,697	3,544,164	2,142,467	2,564,539	● (979,625)	
TOTAL ROADS	2,985,786	5,596,429	2,610,643	4,486,021	● (1,110,408)	
STORMWATER						
Storm Water Upgrades & Replacements	275,018	589,800	314,782	431,629	● (158,171)	7
TOTAL STORMWATER	275,018	589,800	314,782	431,629	● (158,171)	
PARKS, RESERVES AND SPORTING FACILITIES						
General Parks and Reserves	544,688	1,195,466	650,778	1,058,621	● (136,845)	8
Cemeteries	38,406	5,166	(33,240)	43,406	✗ 38,240	9
Sporting Grounds & Facilities	175,798	321,198	145,400	425,197	✗ 103,999	10
TOTAL PARKS, RESERVES & SPORTING FACILITIES	758,893	1,521,830	762,937	1,527,224	● 5,394	
WASTE						
Garbage and Recycling	20,284	23,720	3,436	20,284	● (3,436)	
Waste Management Centre	15,024	55,214	40,190	55,214	● -	
TOTAL WASTE MANAGEMENT	35,307	78,934	43,627	75,498	● (3,436)	
BUILDINGS						
Sporting Facilities	620,926	1,382,737	761,811	1,330,091	● (52,646)	11
Public Amenities	23,399	118,600	95,201	118,600	● -	
Burnie Arts & Function Centre	131,444	174,266	42,822	170,284	● (3,982)	
Burnie Regional Museum	27,275	31,500	4,225	27,275	● (4,225)	
Other Buildings	67,856	93,435	25,579	116,669	✗ 23,234	12
TOTAL BUILDINGS	870,900	1,800,538	929,638	1,762,919	● (37,619)	
PROPERTY, PLANT & EQUIPMENT (PPE)						
Computer Equipment	14,374	203,773	189,399	203,773	● -	
Vehicles	60,695	97,000	36,305	95,541	● (1,459)	
Plant	659,612	1,326,149	666,537	1,261,374	● (64,775)	13
Other	260,600	507,966	247,366	506,856	● (1,110)	
Parking Equipment	101,400	106,414	5,014	114,460	● 8,046	
Furniture & Fittings	46,132	147,750	101,618	77,750	● (70,000)	14
Heritage Assets	8,044	20,000	11,957	30,000	● 10,000	
TOTAL PLANT/EQUIPMENT/VEHICLES	1,150,858	2,409,052	1,258,194	2,289,754	● (119,298)	
TOTAL	6,076,762	11,996,583	5,919,821	10,573,045	● (1,423,538)	

Note 1 - Upgrade Programme

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Fernglade Road Upgrade & Pathway Stage 2 (Wattle Ave - Emu River)	231,002	608,000	508,000	● -100,000	-16%
Mooreville Rd Widening - Stage 2	597,184	573,160	597,184	● 24,024	4%
West Ridgley Road and Culvert Upgrade (Provisional)	0	212,000	0	● -212,000	-100%

Fernglade Road Upgrade & Pathway Stage 2 (Wattle Ave - Emu River) – The project was originally proposed to be completed internally, but has now been put out to contract resulting in some savings for depot and tech services overhead.

Mooreville Road Widening – Stage 2 – Minor additional works required to complete the project.

West Ridgley Road and Culvert Upgrade (Provisional) – Project was provisional on receiving Government funding. Project not expected to progress in 2018-19.

Note 2 - Rural Roads Major Patching & Resealing

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Circular Rd Reseal - East from Ridgley Hwy for 2.2km	484,233	316,200	486,400	● 170,200	54%

Circular Rd Reseal – East from Ridgley Hwy for 2.2km – Significant additional paver repairs.

Note 3 – Retaining Walls

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Retaining Walls - 19 Aileen Cres	62,152	62,300	100,000	● 37,700	61%

Retaining Walls – 19 Aileen Cres – Additional cost in the main due to the need to relocate a sewer main.

Note 4 - Urban Infrastructure

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Coastal Pathway Marine Terrace	32,440	0	32,440	● 32,440	0%
Coastal Pathway - Cooee to Somerset	23,255	1,211,648	50,000	● -1,161,648	-96%

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

Coastal Pathway - Cooee to Somerset – Project on hold due to discussions with the State Government regarding erosion issues within the rail corridor.

Note 5 – Urban Road Renewal Upgrades

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Queen St- William St to Bass Hwy	289,046	495,000	700,000	● 205,000	41%
South Burnie Foreshore - Esplanade Access Road	122,224	255,000	122,224	● -132,776	-52%

Queen St – William St to Bass Hwy - Additional Stormwater works not scoped.

South Burnie Foreshore – Esplanade Access Road - Pavement rehabilitation reduced significantly.

Note 6 – Urban Road Resealing

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Ormsby St Reseal - West of Pearl Street	73,100	89,760	73,100	-16,660	-19%
Three Mile Line Road Reseal - Woniora Rd to Mooreville	133,504	174,420	134,300	-40,120	-23%

Ormsby St Reseal - West of Pearl Street – Competitive rates. Not all of the surface preparation allowance required.

Three Mile Line Road Reseal - Woniora Rd to Mooreville – Scope of works modified. Future roundabout at Woniora Road, works in the intersection deferred. Will coordinate with developer.

Note 7 – Stormwater Upgrades & Replacements

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Gully Pit Improvement Annual Program	44,617	71,160	44,617	-26,543	-37%
Kerb Outfall Replacement Annual Program	8,451	17,790	8,451	-9,339	-52%
Manholes/Mains Replacement & Property SW	71,037	118,600	71,037	-47,563	-40%
Subsurface Drainage Program	4,623	23,720	4,623	-19,097	-81%
Ridgley Drainage Study/Imp - Stage 1	47,759	189,760	158,000	-31,760	-17%
Stormwater Main - 11-17 Old Surrey Road	6,312	66,180	6,312	-59,868	-90%
Menai Street Stormwater Upgrade	81,514	47,440	81,514	34,074	72%

Gully Pit Improvement Annual Project/Kerb Outfall Replacement Annual Program/Manholes/Mains Replacement & Property SW/Subsurface Drainage Program – Offset Queen Street.

Ridgley Drainage Study/Imp – Stage 1 – Scope of work reviewed. Small pipe to be installed. Trenchless technology to be applied.

Stormwater Main – 11-17 Old Surrey Road – Fully funded project in 2019-20.

Menai Street Stormwater Upgrade – Increased scope of works.

Note 8 - General Parks and Reserves

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Romaine Reserve Playground Reinstatement	52,252	0	52,252	52,252	0%
Camdale Point Strategic Masterplan Works	12,510	59,300	25,000	-34,300	-58%
Neighbourhood Park Upgrade Prog - Barker	32,964	17,790	32,964	15,174	85%
Parks Furniture Replacement Program	5,270	17,790	5,270	-12,520	-70%
West Beach Stair Repair	64,412	0	64,412	64,412	0%
Walking Track Upgrades	9,570	23,720	9,570	-14,150	-60%
Waterfront - Rail Corridor Integration	113,460	161,676	140,000	-21,676	-13%
Waterfront - Eastern Promenade	180,887	745,500	550,000	-195,500	-26%

Romaine Reserve Playground Reinstatement – Last year's budget.

Camdale Point Strategic Masterplan Works - Design and investigation work. Balance to be carried forward.

Neighbourhood Park Upgrade Prog – Barker – Invoice to be sent to community group – recoup \$15k.

Parks Furniture Replacement Program – Street furniture installed as part of the Romaine Reserve project.

West Beach Stair Repair – Unfunded works associated with storm damage in the previous year.

Walking Track Upgrades – Works carried out at Romaine as part of new BBQ area.

Waterfront - Rail Corridor Integration & Eastern Promenade – Cost expected to be lower than budget due to favourable tender pricing.

Note 9 – Cemeteries

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

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

Note 10 – Sporting Grounds & Facilities

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
West Park Upgrade	107,255	0	107,255		0%
Natone Ground Amenities	0	12,000	0	-12,000	-100%
Upper Burnie Sports Centre Footpath	16,736	6,523	16,736	10,213	157%

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

Natone Ground Amenities – Project is not progressing.

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

Note 11 - Sporting Facilities

Project Description	YTD Actual	Annual Budget	Forecast	Forecast Variance	% Variance
Tennis Court Remediation	103,277	0	129,000		0%
PCYC Old Stadium - Painting & Linings	22,655	8,108	22,655	14,547	179%
Surf Club - Lift Installation	0	107,969	0	-107,969	-100%
Surf Life Saving Club - Redevelopment	444,558	1,208,700	1,128,000	-80,700	-7%

Tennis Court Remediation – Scope of works and contingency/site issues, budgeted 2016-17, estimated additional costs 2017-18 carried forward.

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

Surf Club - Lift Installation – Project has been incorporated with the Surf Club Building upgrade.

Surf Life Saving Club – Redevelopment – A saving is anticipated due to the final tender price being lower than budgeted.

Note 12 – Buildings - Other

Project Description	YTD Actual	Annual Budget	Forecast Forecast	Forecast Variance	% Variance
Depot - Admin Building - Roof Solar Panels	14,653	0	14,653	14,653	0%
Mechanical Services Upgrade and Renewals	3,043	0	3,043	3,043	0%
Mechanical Services Upgrade and Renewals	24,159	20,400	24,159	3,759	18%

Depot – Admin Building – Roof Solar Panels - Last year's budget.

Mechanical Services Upgrade renewals - Last year's budget.

Note 13 – Plant

Project Description	YTD Actual	Annual Budget	Forecast Forecast	Forecast Variance	% Variance
Hire Plant	578,238	1,251,000	1,180,000	-71,000	-6%

Hire Plant – Note – potential carry forward balance. Savings based on tender processes.

Note 14 Furniture & Fittings

Project Description	YTD Actual	Annual Budget	Forecast Forecast	Forecast Variance	% Variance
BAFC - Fire Curtain or Alternative	0	70,000	0	-70,000	-100%

BAFC – Fire Curtain or Alternative - Reviewing options.

2.7 CONTRACTS AWARDED

The following table shows contracts awarded over \$100,000 (full contract value) during April 2019.

Contract Number	Contract Title	Contractor Registered Business Name and Address	Awarded Date	Initial Term	Value of Contract (Ex GST)
No Contracts awarded over \$100,000 during April 2019.					

2.8 CONSULTANTS ENGAGED

The following table lists consultants engaged throughout the current financial year for a cost greater than \$10,000. For the purpose of this table, a consultant is defined as a person or organisation that provides Council with professional advice in areas of strategy, planning or engineering. Consultants are engaged in accordance with Council's policy *C12 Code for Tenders and Contracts*.

Reasons that consultants may be engaged:

- A Lack of resource within Council
- B Specialist expertise required
- C Independence
- D Value for money (where Council cannot provide the service as efficiently)
- E Legal requirement

Project	Consultant	Description	Committed \$	Actual \$ LTD	Reason	Funded from	Complete
Romaine Dam Stage 2 Raising	K Moore & Associates	Construction phase services.	20,000 (Fee estimate)	43,661	B	Capital Works Allocation	Yes
Marine Terrace Coastal Pathway	Rare Innovation	Structural design and documentation for the elevated walkway sections.	20,800	33,992	B	Capital Works Allocation	Yes
South Burnie Breakwater Bund	Water Technology	Wave/coastal processes modelling, design and document reconstruction for tender, inspections.	21,650	19,809	B	Capital Works Allocation	Yes
Surf Club Lift	GHD	Investigate lift options, prepare concept plans for consultation, detail design for tender. No further work required, included in Surf Club Redevelopment.	23,080	1,200	B	Capital Works Allocation	Yes
Environmental Design	ES&D	Contaminated Soils, detailed site investigation	26,000	20,383	B	Cost of Sale	Yes
Adventure Playground Consultancy	Playstreet	Adventure Playground	15,000	10,440	B	Capital Works Allocation	Yes

Project	Consultant	Description	Committed \$	Actual \$ LTD	Reason	Funded from	Complete
Burnie Surf Club Redevelopment	Jaws Architects	Design and Project Delivery Services	74,797	74,797	B	Capital Works Allocation	Yes
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 (Additional fee for analysis, research and property owner workshop)	49,800	56,010	B	Annual Plan Action	Yes
Parking Audit	Crowe Horwath	Scheduled audit commissioned by BCC Audit Committee	5,000	5,000	C	Audit Committee Budget	Yes
Romaine Dam	Entura	Dam Safety management plan and surveillance report	25,000	25,000	B	Strategic Initiatives	Yes
Credit Card Internal Audit	KPMG	Scheduled audit commissioned by BCC Audit Committee	7,000	7,000	C	Audit Committee Budget	Yes

2.9 GOVERNANCE – USE OF COUNCIL SEAL

4 April 2019	Part 5 Agreement – 132 & 137 Rutherford Road, Stowport – DA 2017/84
5 April 2019	Part 5 Agreement – West Mooreville Road, Park Grove – DA 2019/1
9 April 2019	Sale and Transfer of Land Titles – Beattie Street Burnie
18 April 2019	Certificate Under Section 35 Burnie Interim Planning Scheme 2013 Scheme Amendment No. 2019/1 – Massy Greene Drive
18 April 2019	Certified Draft Scheme Amendment Burnie Interim Planning Scheme 2013 Amendment No. 2019/1 – Massy Greene Drive

COUNCIL RESOLUTION**Resolution number: MO136-19*****MOVED: Cr G Simpson******SECONDED: Cr T Bulle******“THAT the General Manager’s Information Report for Corporate and Business Services for April 2019 be noted.”***

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

Against:

CARRIED UNANIMOUSLY

AO140-19 COMMUNICATIONS JOURNAL MAY 2019

FILE NO: 2/17/3
PREVIOUS MIN:

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	7	AN ENGAGING AND ACCOUNTABLE LEADERSHIP FOCUSED ON A STRONG FUTURE
Objective	7.2	Council and the community are informed and engaged on issues of local importance.
Strategy	7.2.2	Inform the community of key decisions and actions of Council.

1.0 RECOMMENDATION:

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

2.0 SUMMARY

The purpose of the Communications Journal section of the Agenda is to provide Council with relevant general communication items received that need to be brought to the attention of Councillors.

Items contained in this monthly report are generally for noting. Any specific correspondence items which require an officer’s comment and a recommendation are tabled in the reports immediately following this one.

3.0 MAYOR’S COMMUNICATIONS

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

- BCCI General Meeting
- Opening of the Women’s Art Prize Tasmania
- Burnie Men’s Shed Raffle Draw
- Burnie Masonic Lodge - ANZAC Ceremony of the Vacant Chair
- Umina Park ANZAC Service
- ANZAC Eve Vigil
- ANZAC Day Dawn Service and Civic Service
- South Burnie Bowls Club - Annual Dinner and Presentation Night
- Burnie Regional Art Gallery Advisory Committee Meeting
- Funding announcement with Senator Steve Martin
- CCA Tourism Workshop
- BCCI Breakfast with Guest Speaker Justine Keay

- Funding announcement with Leonie Hiscutt MLC
- 2019 Office Professionals Breakfast
- Meeting with Caroline Sharpen - CEO - Tasmanian Symphony Orchestra Pty Ltd
- Tasmanian Symphony Orchestra Concert
- Meet the Cradle Coast Authority - Q&A Session
- LGAT Regional Breakfast
- TasWater General Meeting
- Meeting with Phil Leersen - UTAS Executive Director Northern Transformation
- The Advocate Newspaper photo shoot – Burnie Surf Club
- Funding announcement with Minister Paul Fletcher
- Opening of BRAG Exhibition - Elsewhere World by Raymond Arnold
- Media Event: TasPorts Announcement

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

- Burnie Bowls Club Annual Luncheon and Trophy Presentation
- Meeting with Burnie Airport Corporation and Australian Regional Airports Board Members

4.0 NOTIFICATION OF COUNCIL WORKSHOPS

Workshop	30 April 2019	
Councillors in attendance Apologies	Mayor Kons, Deputy Mayor Simpson, Cr Boyd, Cr Brumby, Cr Bulle, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease	
Items Discussed	Budget Deliberations	Works and Services Operational Budget
	Housing Disability and Community Services Tasmania	Presentation to Councillors
	General Manager's Update	Discussion with Councillors

Workshop	1 May 2019	
Councillors in attendance Apologies	Mayor Kons, Deputy Mayor Simpson, Cr Boyd, Cr Brumby, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease Cr Bulle	
Items Discussed	Burnie Surf Lifesaving Club	On-Site Visit to Burnie Surf Lifesaving Club
	Bank of us	On-Site visit to Bank of us
	Budget Deliberations	Community and Economic Development Operational Budget
	Budget Deliberations	Operating Budget – Council's Operating Position

Workshop	7 May 2019	
Councillors in attendance Apologies	Mayor Kons, Deputy Mayor Simpson, Cr Boyd, Cr Brumby, Cr Bulle, Cr Dorsey, Cr Keygan, Cr Lynch, Cr Pease	
Items Discussed	Citizenship Ceremony	Citizenship Ceremony attendance
	The Pentarch Group	Presentation to Councillors
	Councillor Expenses and Allowances Policy	Discussion with Councillors
	Burial and Cremation Act Delegations	Discussion with Councillors
	Think Tank Proposal	Discussion with Councillors
	CatholicCare – Affordable and Social Housing	Presentation to Councillors
	BIG Committee	Discussion with Councillors

Workshop	14 May 2019	
Councillors in attendance Apologies	Mayor Kons, Deputy Mayor Simpson, Cr Boyd, Cr Brumby, Cr Bulle, Cr Dorsey, Cr Keygan, Cr Pease Cr Lynch	
Items Discussed	Anita Dow MP	Presentation to Councillors
	Annual Plan	Discussion with Councillors
	Jorgensen Street Reserve	Discussion with Councillors
	Reserve and Facility Signage	Discussion with Councillors
	Budget Deliberations	Operating Budget – Fees and Charges
	Cultural Precinct Project Scope	Discussion with Councillors
	CCA Representatives Meeting	Agenda Review
	Election of LGAT President	Discussion with Councillors

5.0 CORRESPONDENCE FOR NOTING

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

ATTACHMENTS

1. Correspondence from Hon. Michael McCormack MP - Burnie Cultural Precinct Project
2. Correspondence from Hon. Michael McCormack MP - Upgrade of Cricket Nets - Ridgley Cricket Club
3. Correspondence from Premier of Tasmania, Will Hodgman MP - Agenda 2019
4. Correspondence from Premier of Tasmania, Will Hodgman MP - Barker Street Reserve, Havenview

- 5. Correspondence from Department of Education - 150 years of Public Education Celebration
- 6. Correspondence from Department of State Growth - 2019/20 Black Spot Programme
- 7. Correspondence from Tourism Tasmania - Regional Tourism Organisation
- 8. Correspondence from Local Government Association Tasmania - Procurement

COUNCIL RESOLUTION**Resolution number: MO137-19****MOVED:** *Cr A Keygan***SECONDED:** *Cr C Lynch***1.0 RECOMMENDATION:*****"THAT Council note the information contained in the Communications Journal as listed."***

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

Against:

CARRIED UNANIMOUSLY



The Hon Michael McCormack MP

Deputy Prime Minister
Minister for Infrastructure, Transport and Regional Development
Leader of The Nationals
Federal Member for Riverina

Mr Andrew Wardlaw
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mr Wardlaw

I am writing to confirm the Australian Government's commitment to provide up to \$5 million for the Burnie Cultural Precinct project (the Project).

The commitment will be delivered by the Department of Infrastructure, Regional Development and Cities through the Community Development Grants Programme (CDG).

The Australian Government is committed to supporting local communities to prosper and grow. Local infrastructure projects are critical if we want to boost economic growth and improve local amenities and facilities.

A Departmental Officer will contact you shortly to discuss the next steps. This includes undertaking any final due diligence and preparing a Deed of Agreement. Whilst this letter confirms the commitment to your project, funding of \$5 million is contingent upon the execution of a Deed of Agreement.

I recommend that you do not enter into financial commitments or begin work on the project until such time a Deed of Agreement has been signed with the Australian Government. Please note that the contents of this letter should be kept confidential until a Deed of Agreement is signed with the Australian Government.

I wish you every success and look forward to seeing the project completed.

Yours sincerely

A handwritten signature in blue ink that reads "Michael McCormack".

Michael McCormack

The Hon Michael McCormack MP
Parliament House Canberra | (02) 6277 7520 | minister.mccormack@infrastructure.gov.au
Suite 2, 11-15 Fitzmaurice Street, Wagga Wagga NSW 2650 | michael.mccormack.mp@aph.gov.au



The Hon Michael McCormack MP

Deputy Prime Minister
Minister for Infrastructure, Transport and Regional Development
Leader of The Nationals
Federal Member for Riverina



Ref: MS19-000500

05 APR 2019

Councillor Steven Kons
Mayor
Burnie City Council
PO Box 973
BURNIE TAS 7320

Dear Mayor

I am pleased to advise you that I have approved funding of up to \$25,000 (GST exclusive) under the Community Development Grants Programme to Burnie City Council for the Upgrade of Cricket Nets – Ridgley Cricket Club project. This approval delivers on an Australian Government commitment.

I would ask that you keep the details of this letter confidential until an Agreement is signed.

Provision of funding is dependent on the preparation and execution by both parties of an Agreement that sets out the terms and conditions under which the funding is provided.

You must enter into an Agreement within four weeks of the project being approved otherwise the offer of funding will be reviewed and may be withdrawn.

You will shortly be contacted by an officer from the Department of Infrastructure, Regional Development and Cities to discuss the Agreement.

The funding amount is provided on the basis that it does not attract GST as the payment will be made by one government-related entity to another government-related entity. This circumstance is specifically covered by an appropriation under Australian law and falls within the terms of Australian Taxation Office ruling GSTR 2012/2. You may wish to seek guidance from the Australian Taxation Office or your tax adviser on the impact of Community Development Grants funding on your organisation's taxation liabilities.

I have written to Senator the Hon Richard Colbeck, Senator for Tasmania, advising of the approval for the Upgrade of Cricket Nets – Ridgley Cricket Club project.

The Hon Michael McCormack MP
Parliament House Canberra | (02) 6277 7520 | minister.mccormack@infrastructure.gov.au
Suite 2, 11-15 Fitzmaurice Street, Wagga Wagga NSW 2650 | michael.mccormack.mp@aph.gov.au

Should you arrange a project launch, sod-turn or an event at any stage, please contact the Department on eventbriefings@infrastructure.gov.au to arrange a suitable date.

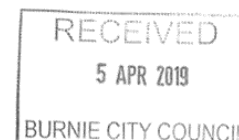
Please provide notice of your event and three possible dates at least eight weeks prior to the earliest date, so I can do my best to make arrangements to attend your event. If I am unavailable, I will organise a representative to attend on behalf of the Australian Government and my Department will liaise directly with you.

I wish you every success with the Upgrade of Cricket Nets – Ridgley Cricket Club project.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'M. McCormack'.

Michael McCormack



3 April 2019

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

Dear Mayor

It is an exciting time to be in Tasmania. Our State is growing like never before and my Government is determined to grasp the opportunities before us so more Tasmanians, across every region, can share in our state's prosperity.

We have released Agenda 2019 for the next 12 months to deliver on the plan we promised Tasmanians at last year's election.

One of the most powerful opportunities before us now comes from the strength of our economy.

That's why we will continue to focus on growing the economy and creating jobs.

We'll make sure the budget remains strong so we can continue to invest in health, education and essential services.

Agenda 2019 also contains a range of actions to, keep Tasmanians safe, take action on the cost of living, build the infrastructure our growing state needs, and protect the Tasmanian way of life.

My Government has a strong and clear plan that we are delivering for Tasmanians, and it is delivering results.

We look forward to continue to work with you this year to seize the enormous opportunities before us.

Yours sincerely

Will Hodgman MP
Premier



PREMIER OF TASMANIA

Mr Andrew Wardlaw
General Manager
Burnie City Council
awardlaw@burnie.net

30 APR 2019

Dear Mr Wardlaw

Thank you for your email dated 5 April 2019, requesting funding towards the construction of a single toilet at Barker Street Reserve at Havenview.

I am pleased to advise that the State Government will provide a one-off grant of \$50,000 for this purpose and you should expect to be contacted shortly by a representative from Communities Tasmania.

Thank you for bringing this matter to my attention and I hope this project will be of great benefit to the local community.

Yours sincerely

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

Will Hodgman MP
Premier

Department of Education

GPO Box 169, HOBART TAS 7001 Australia
pip.hankin@education.tas.gov.au

Ph (03) 6165 5547



29 April 2019

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

Dear Mayor Kons

150 Years of Public Education Celebration

Last year marked the 150th anniversary of public education being made compulsory in Tasmania. In 1868 the colony of Tasmania became the first in Australia to make attendance for children between the ages of seven and twelve compulsory. The Department of Education has recognised this milestone by holding a series of yearlong celebrations to mark the anniversary.

A final weeklong celebration event will be held in September 2019 and the Department will be inviting schools, libraries, child and family centres and communities to celebrate what is great about public education in Tasmania. These large and small events may be based around the Arts (single school or cluster school events); STEAM activities; schools history; and community based activities or events. All events will be based around the theme *'Then, Now and Beyond'* which invites the community to share stories of the past and contemplate their vision for the future.

These important community events will encourage Tasmanians to celebrate the success of public education in Tasmania and the Department of Education invites you to be involved. As leaders in Tasmania's community, your engagement would be highly valued. Tasmania's public education builds communities that aspire to succeed as connected, resilient, creative and curious thinkers. The week long celebrations will be a time to show case and highlight our students, teachers and education communities and your support will assist us to encourage and inspire communities to appreciate the importance of education in a broader context.

We invite you to discuss what involvement your Council might have during this week and what your commitment might be. For more information on the 150 Years of Public Education Celebration go to <https://www.education.tas.gov.au/community-and-engagement/150-years/>.

We look forward to hearing from you.

Yours sincerely

Pip Hankin
Chair, 150 Years of Public Education Reference Group

Department of State Growth

STATE ROADS DIVISION

Enquiries Donald Howatson
Ph (03) 6166 3327
Email donald.howatson@stategrowth.tas.gov.au
Your Ref Our Ref 070041



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



— Dear Mr Wardlaw

2019/20 BLACK SPOT PROGRAMME FUNDING

I am pleased to advise that the Australian Government has approved funding for the following Black Spot project in your municipality:

- West Mooreville Road, near Poimena Road, West Mooreville - \$70,000 to install safety barrier (\$50,000 from the Programme and \$20,000 from Council)

The scheme is described in the attached Project Brief.

In accordance with the Australian Government's funding conditions, the works are to be completed by 30 June 2020.

A Grant Deed to formalise the administration of the funding is being prepared and will be forwarded to you shortly. This will need to be signed and returned prior to the works being undertaken.

Please do not hesitate to contact me if you have any queries.

Yours sincerely

A handwritten signature in blue ink, appearing to read "D. Howatson".

Donald Howatson
MANAGER TRAFFIC SAFETY
NETWORK MANAGEMENT BRANCH

15 April 2019

Tourism Tasmania

Level 3, 15 Murray Street, Hobart TAS 7000
GPO Box 399 Hobart TAS 7001 Australia
Ph (03) 6165 5334
www.tourismtasmania.com.au



Mayor Steve Kons
Burnie City Council
80 Wilson Street
BURNIE TAS 7320

By e-mail burnie@burnie.net

Dear Mayor Kons

I wish to provide you with an update on progress in regard to the future establishment of a new regional tourism organisation (RTO) for the Cradle Coast region.

A Transition Committee was established in November 2018 to define a future RTO model for the region with arrangements to be finalised by 30 April 2019 to enable any necessary transition arrangements to be in place by 1 July 2019.

The Transition Committee consists of Sue Smith - Chair, Jan Bonde - Mayor Central Coast Council and the Cradle Coast Authority (CCA) nominated representative, Vin Barron - Tourism Industry Council Tasmania, Will Barbour - RACT Destinations representing the local tourism industry, and Mark Jones - Tourism Tasmania's ongoing representative in these important negotiations.

The Committee has been working towards identifying a model that achieves autonomy for the RTO function in its delivery of a strategic and operational program (aligned with CCA strategy and priorities) and meets Tasmanian Government grant deed expectations as well as addresses local industry needs.

The Transition Committee were in discussion with CCA about amendments to CCA rules to create autonomy of the RTO within the CCA structure however these proposed changes were unable to be supported by CCA from a broader governance perspective.

As you are aware, the CCA have since formally advised that they will cease providing RTO services for the Tasmanian Government as at 30 June 2019.

In view of this Sue Smith and Mark Jones met with the CCA Board on Thursday 18 April to discuss transition arrangements to the new RTO by 1 July 2019.

There is a strong desire between the Transition Committee and CCA to work collegially to establish the new RTO entity and avoid duplication of services and ensure strong representation for the tourism industry on the North West and West Coast of Tasmania – always with visitor needs being central to a new model.

The Transition Committee will shortly announce the process for filling positions on the Board of the new RTO entity which will include representative nominees from the Cradle Coast Authority, and the local government council area.

In the meantime, if you have any queries or wish to discuss anything relating to these matters, please contact your representative Jan Bonde or Mark Jones via e-mail on mark.jones@tourism.tas.gov.au or phone 6165 5291.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'John Fitzgerald', with a long, sweeping horizontal stroke extending to the right.

John Fitzgerald
Chief Executive Officer
Tourism Tasmania

24 April 2019



Our Ref: DL/KS

15 April 2019



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

Dear Steven

Local Government Association Tasmania - Procurement

I understand that some Mayors have expressed interest in promoting the benefit of collective procurement practice as it relates to councils, so I thought I would take the opportunity to outline LGAT's activity in this area.

LGAT Goods and Services Panels

LGAT provides a range of procurement services for members. Of primary importance is the development, establishment and management of a range of goods and services supply panel arrangements that combine the purchasing power of councils in Tasmania and in other States in Australia and provide collective benefits.

LGAT is a member of the National Procurement Network and works with members of the Network to develop, implement and manage the panel arrangements. The Network is made up of local government procurement specialists who work to address strong probity requirements and who operate in the best interests of councils.

LGAT member councils can purchase from quality approved suppliers, through these panels via a Request for Quotation or direct purchase order, they do not need to undertake a tender process, as this has already been done on behalf of councils by LGAT. It is important to note that councils can purchase locally through these panels.

Tasmanian councils can save time and money by purchasing through LGAT Procurement. These savings are made both on the price of the goods (discounts have been negotiated) and through streamlined administrative purchasing processes i.e. avoiding the need to tender.

Panel Categories**LGAT Existing panels**

1. Plant, Machinery and Equipment
2. Specialised Trucks and Bodies
3. Trucks
4. Mobile Garbage Bins, Containers and Compactors
5. General Hardware
6. Fuel
7. Tyres, Tubes and Batteries
8. Office and Workplace Supplies
9. Parks and Playground Equipment
10. Energy Efficient Street Lighting – Hardware Installation
11. Energy Efficient Installation Project Management Services
12. Telecommunications
13. Corporate Wardrobe

LGAT panels under development

14. Smart Cities
15. Road, Water, Sewerage and Civil Works
16. Business Management Services
17. ICT Solutions and Services
18. Corporate Clothing, Workwear and Personal Protective Equipment
19. Telecommunications

New panels are put in place according to identified needs. There is an open opportunity for councils to work directly with LGAT in the development of new panel arrangements, this includes participating in the development of specifications and in the supplier evaluation process.

LGAT Procurement Consulting

LGAT also works to coordinate specific procurement processes where a range of councils have a common interest. By way of example, in recent times, LGAT secured a significant reduction in electricity costs for a group of councils by leading a collective procurement process.

Savings

Councils in Tasmania spent around \$7m via LGAT Procurement contracts in 2017/18 and saved an estimated \$1m by using the service. There is significant potential to make greater use of the panel arrangements with resultant benefits for councils.

Should you require further information about LGAT Procurement activities and/or would like us to come to speak with you please do not hesitate to contact me

Yours sincerely



Dr Katrena Stephenson
CHIEF EXECUTIVE OFFICER

AO141-19 COMMUNICATIONS JOURNAL - INFORMAL PETITION - MUSIC IN THE CBD (RECONSIDER MOTION)

FILE NO: 2/17/3; 918037
PREVIOUS MIN: AO087-19

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.5	A vibrant and progressive central business district.
Strategy	1.5.2	Achieve a visitor-friendly CBD through improved connectivity, navigational aids and infrastructure supports.

1.0 RECOMMENDATION:

“THAT Council

- 1) Receive the representation of 26 signatures lodged by Councillor Dorsey requesting the reconsideration of Councillor Dorsey’s Motion on Notice – Music in the CBD – AO087-19; and***
- 2) Advise the lodger of the Petition that it will continue with its current action to discuss the suggestion further at a workshop.”***

2.0 SUMMARY

A petition has been provided to Deputy Mayor Simpson from Councillor Ken Dorsey tabling 26 names and signatures with the following statement:

“We, the Owner and/or Manager of the Businesses in the CBD of Burnie, petition the Burnie City Council to reconsider Ald Ken Dorsey’s MOTION ON NOTICE - MUSIC IN THE CBD – AO087-19. Bringing Music back to the CBD will enhance the atmosphere, as well as creating a cohesive environment between shops. Utilizing the area’s leading radio station, will not only cover the costs in regards to operating the sound system, it will also enhance the coverage of promotions, sales, and events in Burnie as well as supporting a business which continually support and sponsor events in our community.”

3.0 GENERAL MANAGER'S COMMENTS

Background

Council considered the following Motion on Notice from Cr Dorsey last month on 16 April 2019, Item AO087-19.

“THAT Council consider the utilising the Burnie CBD Sound System to play 100.9 7BU FM, 101.7 Sea FM or a mix of selected programming from both local stations, with Burnie Broadcasting Service Pty Ltd accepting the responsibility of running and maintaining the system from the radio office/studio.”

The motion was considered and lost. A copy of the report is **attached**.

Legislative Requirements

Under the *Local Government Act 1993*, a Petition may be tabled with Council in accordance with the following provisions:

Petitions

- (1) A person may lodge a petition with a council by presenting it to a councillor or the general manager.
- (2) A person lodging a petition is to ensure that the petition contains –
 - (a) a clear and concise statement identifying the subject matter and the action requested; and
 - (b) in the case of a paper petition, a heading on each page indicating the subject matter; and
 - (c) in the case of a paper petition, a brief statement on each page of the subject matter and the action requested; and
 - (d) a statement specifying the number of signatories; and
 - (e) at the end of the petition –
 - (i) in the case of a paper petition, the full name, address and signature of the person lodging the petition; and
 - (ii) in the case of an electronic petition, the full name and address of the person lodging the petition and a statement by that person certifying that the statement of the subject matter and the action requested, as set out at the beginning of the petition, has not been changed.
- (3) In this section –

electronic petition means a petition where the petition is created and circulated electronically and the signatories have added their details by electronic means;

paper petition means a petition where the petition is created on paper which is then circulated and to which the signatories have added their details directly onto the paper;

petition means a paper petition or electronic petition;

signatory means –
 - (a) in the case of a paper petition, a person who has added his or her details to the paper petition and signed the petition; and
 - (b) in the case of an electronic petition, a person who has added his or her details to the electronic petition.

58. Tabling petition

- (1) A councillor who has been presented with a petition is to –
 - (a)

- (b) forward it to the general manager within 7 days after receiving it.*
- (2) A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.*
- (3) A petition is not to be tabled if –*
 - (a) it does not comply with section 57 ; or*
 - (b) it is defamatory; or*
 - (c) any action it proposes is unlawful.*
- (4) The general manager is to advise the lodger of a petition that is not tabled the reason for not tabling it within 21 days after lodgment.*

60. Action on petition

- (1) The general manager, by notice in writing to the person who lodged the petition, is to –*
 - (a) advise whether the petition complies with section 59 , if it seeks a public meeting; and*
 - (b) give reasonable notice of when the council is to consider the petition.*
- (2) Within 42 days after the tabling of the petition –*
 - (a) the general manager is to advise the council at a council meeting whether the petition complies with section 59 , if applicable; and*
 - (b) the council, at that meeting, is to determine any action to be taken in respect of the petition.*
- (3) If the petition complies with section 59 , or the council otherwise resolves to hold a public meeting regarding the subject matter of the petition, the council, within 30 days after the meeting referred to in subsection (2) , is to hold a public meeting to discuss the subject matter of the petition.*
- (4) The council is to record in the minutes of the meeting referred to in subsection (2) –*
 - (a) the subject matter of the petition; and*
 - (b) the number of signatories to the petition.*

The Petition was received by Deputy Mayor Simpson on 30 April 2019 and provided to the General Manager.

The petition does not fully comply with s57 of the *Local Government Act 1993* as shown above, in that it does not include a statement of the number of signatures required by s57(2)(d), or the name, address and signature of the person lodging the petition as required by s57(2)(e).

The petition will not be treated as a petition under the *Act*, however, similar to other informal petitions in the past, the General Manager has decided to include the item as a representation to Council under the Communications Journal.

In accordance with s58 and s60 as required, the General Manager has advised the lodger of the petition in writing that while it was not compliant with the *Act* the item would still be tabled as correspondence in the next ordinary meeting of Council, being the 21 May 2019.

Discussion

While the Motion on Notice last month, as it was set out, was lost, there was a will of the meeting to refer the matter to a workshop setting to discuss options and impacts further. The following action was created and a workshop session is tentatively scheduled for early July 2019.

ACT: Schedule a workshop session on music in the CBD for further discussion (motion not passed but discussion sought at workshop), per AO087-19

It is recommended that Council continue with its agreed course of action to explore the matter further in the workshop setting.

ATTACHMENTS

1. Informal Petition - Reconsider motion for music in the CBD - received on 30 April 2019 from Cr Dorsey
2. Minutes - Item AO087-16 - Motion on Notice - Music in the CBD - 16 April 2019

COUNCIL RESOLUTION

Resolution number: MO138-19

MOVED: Cr D Pease

SECONDED: Cr C Lynch

“THAT Council

- 1) Receive the representation of 26 signatures lodged by Councillor Dorsey requesting the reconsideration of Councillor Dorsey’s Motion on Notice – Music in the CBD – AO087-19; and***
- 2) Advise the lodger of the Petition that it will continue with its current action to discuss the suggestion further at a workshop.”***

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

Against:


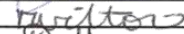



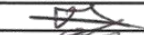




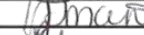















CARRIED UNANIMOUSLY

26/04/2019

We, the Owners and/or Managers of the Businesses in the CBD of Burnie, petition the Burnie City Council to reconsider Ald Ken Dorsey's, **MOTION ON NOTICE - MUSIC IN THE CBD - AO087-19.**

Bringing Music back to the CBD will enhance the atmosphere, as well as creating a cohesive environment between shops.

Utilizing the area's leading radio station, will not only cover the costs in regards to operating the sound system, it will also enhance the coverage of promotions, sales, and events in Burnie as well as supporting a business which continually support and sponsor events in our community.

Name	Business	Signature
ALISON LAMARCA	SASSI SHOES	
Renee Wilton	The Hidden Fox	
Karen Duff	Maggies Cards & Gifts	
KIRSTEN GONINON	BURNIE WHOLEFOODS	
LEON GONINON	" "	
Georgina Stewart	Jeans & Shirts	
Sarah Williams	Chris Debo	
Emma Hennessy	Glow Cosmetics	
SOPHIE CUMMING	GLOW COSMETICS	
Matt Costello	Mind Games	
GAIL GILLAM	Spoil Me Gifts	
KARYN EDWARDS	MARYS LINGERIE	
Sarah Smart	Marys Lingerie	
Heather Wild	Wilkinson's Pharmacy	
ANGELINE JACKSON	Just Jeans	
Michelle Kiley	Streaks Ahead	
Larni Carne	Streaks Ahead	
Brodie Jones	Dalies Diner	
Debbie O'Neill	Tempt Inn	
Belinda McGinness	Crossroads	
V. Cunningham	Autograph	
SHARON BEON	KATIES	
Simon Burley	RADIO REVIEWS	
Ben Armstrong	Intersport Burnie	
Colleen Nutting	Avatures Work	
Alison Venn	" "	

* 6 month trial.

OPEN SESSION

MINUTES - ORDINARY MEETING OF COUNCIL
TUESDAY, 16 APRIL 2019

MOTIONS ON NOTICE

Cr G Simpson left the meeting, the time being 7.12pm

AO087-19 MOTION ON NOTICE - MUSIC IN THE CBD

FILE NO: 15/5/2
PREVIOUS MIN:

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

"THAT Council consider the utilising the Burnie CBD Sound System to play 100.9 7BU FM, 101.7 Sea FM or a mix of selected programming from both local stations, with Burnie Broadcasting Service Pty Ltd accepting the responsibility of running and maintaining the system from the radio office/studio."

COUNCILLOR'S COMMENTS

Work is currently being undertaken to reintroduce music into the CBD. The utilisation of the local radio station has merit for the following reason:

- a) Management of the system and music by a third party
- b) No additional cost to council
 - 1) Playing the local Radio Station/s are a free option to utilise the Burnie CBD sound system as an alternative to a paid Spotify subscription or APRA licensing fees.
 - 2) No music selection (genre)
- c) Potential for added value for local advertisers as those within the district will be hearing about retailers and service provided while being on foot within the CBD.
- d) Local information and up to date, on the hour local news will aid awareness.
- e) A tool to engage Cruise Ship Passengers in local shopping, attractions and events within our region.
- f) Support local business.

In addition the local radio station is a constant contributor to and sponsor of local events. Utilisation of the local radio station adds to the fabric of life in Burnie.

OPEN SESSION

MINUTES - ORDINARY MEETING OF COUNCIL
TUESDAY, 16 APRIL 2019

GENERAL MANAGER'S COMMENTS

It is recommended that Council approach the management of 7BU/Sea FM to explore opportunities for radio broadcasting through the CBD sound system once the system is operational. Council officers are seeking a remote solution for accessing the system before proceeding with repairs to the current system.

COUNCIL RESOLUTION**Resolution number: MO079-19****MOVED:** Cr K Dorsey**SECONDED:** Cr D Pease

"THAT Council consider the utilising the Burnie CBD Sound System to play 100.9 7BU FM, 101.7 Sea FM or a mix of selected programming from both local stations, with Burnie Broadcasting Service Pty Ltd accepting the responsibility of running and maintaining the system from the radio office/studio."

For: Cr K Dorsey.

Against: Cr S Kons, Cr A Boyd, Cr C Lynch, Cr A Keygan, Cr T Bulle, Cr D Pease.

LOST

Cr G Simpson returned to the meeting, the time being 7.18pm

**AO142-19 COMMUNICATIONS JOURNAL - TIM BLAIR RUN FOR KIDS
FOUNDATION - GOLD SEPTEMBER****FILE NO: 2/17/3; 918338****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	2	AN INCLUSIVE AND HEALTHY COMMUNITY
Objective	2.1	Well-developed health infrastructure and programs respond to and meet regional needs.
Strategy	2.1.3	Maintain effective and supportive relationships with non-governmental health agencies.

1.0 RECOMMENDATION:

“THAT Council advise the Tim Blair Run for Kids Foundation that it will light the Norfolk Pine on North Terrace ‘Gold’ during the month of September.”

2.0 SUMMARY

Correspondence has been received from the Tim Blair Run for Kids Foundation requesting support for “Gold September” by lighting up the city of Burnie Gold during the month of September.

3.0 GENERAL MANAGER’S COMMENTS

In the past Council has supported the promotion of various awareness campaign through the use of coloured lighting at the City Offices.

Examples have included Breast Cancer awareness, Harmony Day and numerous other causes.

The coloured lighting effect being achieved by placing coloured filters over the up lights at the front of the City Offices.

More recently lighting has been installed in a Norfolk Pine tree on North Terrace to celebrate Christmas. The LED lighting has the ability to be changed to single colours and was recently lit up to raise awareness about Huntington’s disease.

The lighting at the City Offices is quite mute, with the LED lighting on the tree more vibrant and in a prominent location.

Implications for Council to consider would be:

- Some minor cost associated with electricity consumption.

- Appropriate communication as to the reason why the lighting effect has been created.

Mr Blair is a north-west coast identity. The foundation is community not-for-profit organisation formed around the concept of “kids helping kids”.

The objectives of the Foundation are to:

- Raise and distribute funds to assist children who are in need;
- Encourage and facilitate kids to help other kids by participating in organised and safe activities;
- Encourage personal and community health and wellbeing through encouraging kids and their families to participate in organised events;
- Increase community capital by engaging members of the community as volunteers to organise and assist with the events, deepening volunteers understanding of community needs and issues; and
- Raise general awareness of the interests, concerns and dignity of kids and their families who are in need.

Officers are supportive of the request at hand.

ATTACHMENTS

1. [Correspondence from Tim Blair Run for Kids Foundation - Gold September](#)

COUNCIL RESOLUTION

Resolution number: MO139-19

MOVED: *Cr T Brumby*

SECONDED: *Cr T Bulle*

“THAT Council advise the Tim Blair Run for Kids Foundation that it will light the Norfolk Pine on North Terrace ‘Gold’ during the month of September.”

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

Against:

CARRIED UNANIMOUSLY



Gold September

To the Mayors of Tasmania

Firstly, let me thank you all for allowing me to attend your recent meeting in Devonport. I understand you are all very busy and to allow me to speak I regard as somewhat of an honor.

I spoke about giving Children with Cancer a voice by lighting up your town Gold during the month of September I have also attached a page explaining how Gold September came about and some facts on why we need to give children a voice.

AS I talked about at the meeting, I believe we as adults are responsible for all children and with out us when it comes to cancer Children and their families do not have a voice.

Let's Make Tasmania the First state to Go Gold

If you have any questions or would like to be involved, please do not hesitate to contact me

Thank you again and Have a Great Week.

Yours Sincerely

Tim Blair

0419394776

tim@siccservices.com.au

ABOUT CHILDHOOD CANCER AWARENESS MONTH



When

September is Childhood Cancer Awareness Month. Events and fundraisers are held throughout the entire month to shine a spotlight on this indiscriminate disease.



What

In 2010, US President Obama proclaimed Childhood Cancer Awareness Month to raise awareness that kids with cancer need help from the community.

Gold is the official colour for what is now a global event. Gold is a precious metal and represents the precious lives lost to childhood cancer. Wearing the gold ribbon is symbolic of solidarity and unity with children and families affected by the disease.



Who

Many different childhood cancer charities collaborate and join forces to focus attention on the plight of the 950 children diagnosed every year in Australia.

All Australians are invited to support the cause either by wearing a gold ribbon or making a donation to a charity committed to making the lives of kids with cancer better.

Every year, The Kids' Cancer Project honours children with cancer and the community that supports them in some very special events. Ambassadors are invited to host their own local events to engage their communities in the cause.



Why

Seventy per cent of Australians are unaware that more Australian kids die from cancer than any other disease.

With awareness, comes support. Government funding only stretches so far, that's why it's vital the community step up to help fund the scientific research so urgently needed.

**AO143-19 COMMUNICATIONS JOURNAL - CRICKET TASMANIA - WBBL
BURNIE GAMES****FILE NO: 2/17/3; 918022****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council agree to contribute \$..... in cash, and \$10,000 in in-kind support to the hosting of two WBBL Games in November 2019.”

2.0 SUMMARY

Following the successful Women’s Big Bash League (WBBL) weekend in Burnie in 2018, correspondence has been received from Cricket Tasmania seeking approval for Burnie to host a further two WBBL games in November 2019.

3.0 GENERAL MANAGER’S COMMENTS

Council hosted two WBBL matches in Burnie in 2018, which generated greater than expected community interest and attendance, and for which Council received very positive feedback from Cricket Tasmania.

Council agreed to contribute \$10,000 in cash and a further \$10,000 in in-kind support towards hosting the two matches at West Park.

Cricket Tasmania has now written to Council seeking approval to host a further two WBBL games in Burnie on the November long weekend, as well as seeking a similar contribution towards the games.

Council has considered the request at a workshop, and has sought additional information from Cricket Tasmania including:

1. A detailed plan for community and school engagement
2. A commitment to work with the Burnie Cricket League and Cricket North West to ensure attendances are maximised
3. The provision of additional expenses that are incurred by playing regionally

Cricket Tasmania has agreed to supply this further information. A teleconference briefing to Councillors is also being arranged prior to the May meeting if possible.

Once Council has the opportunity to review the information, and receive the briefing, it will be better placed to decide the level of its support to the hosting of the two games.

It should be noted that Cricket Tasmania has already committed to greater marketing of the WBBL series, as it is now a standalone series in its own right.

Given the games are being held on the long weekend, Council officers are exploring the opportunity to promote Burnie to Hobart families to attend the cricket games and visit other attractions in the area and stay in Burnie for the weekend.

ATTACHMENTS

1 [↓](#). Correspondence from Cricket Tasmania - WBBL

COUNCIL RESOLUTION

Resolution number: MO140-19

MOVED: Cr K Dorsey

SECONDED: Cr C Lynch

“THAT Council agree to contribute \$10,000 in cash, and \$10,000 in in-kind support to the hosting of two WBBL Games in November 2019.”

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

Against:

CARRIED UNANIMOUSLY



Blundstone Arena - Bellerive
15 Derwent Street
Bellerive TAS 7018

PO Box 495 Rosny Park
TAS 7018 Australia

Telephone: +61 3 6282 0400
Facsimile: +61 3 6244 3924
Email: info@crickettas.com.au
Website: www.crickettas.com.au

Tasmanian Cricket Association trading as Cricket Tasmania
ACN 009 476 993 ABN 34 009 476 993

16 April 2019

Dear Andrew,

Following the resounding success of last season's WBBL weekend in Burnie, we are seeking the support of the Burnie City Council to stage the event at West Park again this coming season.

The WBBL continues to grow and is regarded as the premier women's cricket league in the world, featuring the game's best players from both Australia and overseas.

This year, the WBBL will move to a standalone season. That is, it will no longer feature as a curtain raiser for the BBL, rather it will have a defined window in its own right with supporting marketing strategy.

This decision was made to further grow the WBBL ahead of the Women's T20 World Cup, which will be hosted in Australia in 2020.

Cricket Tasmania is seeking approval from Burnie City Council to host two WBBL games on the weekend of 2 and 3 November.

As per last season, we request that Burnie City Council contribute \$10,000 + GST cash plus \$10,000 of in kind support to assist in delivering the event.

We are excited about the prospect of building a long term presence in Burnie and hope the Council will join us in a true partnership promoting women's elite sport.

I look forward to your response.

Regards,

Nick Cummins
Chief Executive

**AO144-19 COMMUNICATIONS JOURNAL - BURNIE CRICKET LEAGUE -
RECREATION GROUND FEES****FILE NO: 2/17/3; 917221****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

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

1.0 RECOMMENDATION:

“THAT Council respond to the Burnie Cricket League advising of Council’s fee structure and the reasons for the annual 5% increase.”

2.0 SUMMARY

Correspondence has been received from the Burnie Cricket League regarding recreation ground fees within the municipality.

3.0 GENERAL MANAGER’S COMMENTS

Council currently sets hire fees for users of its sporting grounds on a season by season basis.

The ground hire fees are set as part of Council’s annual budget process. A copy of the Fee Schedule for sporting grounds is **attached**.

Following a review of the ground hire fees some years ago, Council provides for a standard 5% increase on hire fees each year. The 5% increase is an attempt by Council to gradually increase the contribution made by ground users to the cost of providing grounds and facilities.

The ground use fee per ground for the Burnie Cricket League for the 2019 season is \$2,097 per season use, an increase of \$100 from the 2018 season fee of \$1,997.

The ground fee for the training season for each Cricket Club is \$739 in the 2019 season, an increase of \$35 from the 2018 fee of \$704.

The current annual cost of providing sporting grounds and facilities within Burnie is approximately \$1,262,000.

Currently Council collects approximately \$45,000 in sporting ground hire fees and facility rentals from user groups, or 3.5% of the total cost of providing these facilities.

If Council were to reduce user fees these costs would be passed onto general ratepayers, as previous discussions with user groups regarding reducing service levels for grounds to reduce costs has met with significant resistance.

The letter also suggests that Council consider taking responsibility for replacing the synthetic matting at each ground and deduct the cost from the *existing* fees paid, which would effectively mean taking on the additional cost without any extra contribution from the clubs. This would work against Council's position of increasing the contribution made by ground users to the cost of providing grounds and facilities.

However it is worth noting that clubs or the League do have the opportunity to apply for grant assistance through state government Sport and Recreation grants, as well as Council's Financial Assistance Grants program.

This response is consistent with that provided earlier to the Darwin Football Association in March 2019 (AO073-19).

It is recommended that Council write to the Burnie Cricket League noting the above.

ATTACHMENTS

1. [Correspondence - Burnie Cricket League](#)
2. [Summer Sports - Fee Schedule - 2018-19](#)

COUNCIL RESOLUTION

Resolution number: MO141-19

MOVED: Cr T Brumby

SECONDED: Cr A Keygan

"THAT Council respond to the Burnie Cricket League advising of Council's fee structure and the reasons for the annual 5% increase."

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

Against:

CARRIED UNANIMOUSLY



17 April 2019

Mayor and Councillors
Burnie City Council
By Email

Dear Mayor and Councillors,

We write on behalf of our member clubs in the Burnie local government area to bring to your attention our concerns regarding council's fees for the use of recreation grounds, and also the replacement of matting on concrete pitches.

The Burnie Cricket League is a community cricket association with 12 clubs from across four municipalities. Five of our clubs are in the Burnie LGA, being Acton, Natone, Ridgley, Stowport and West Ridgley, and together they put 14 of 30 teams on the field last season. This represents in excess of 200 active participants in Burnie alone.

On behalf of these clubs, the BCL hires five council sporting grounds, being the Acton, Natone, Ridgley, Stowport and Wivenhoe recreation grounds, with hard wickets (that is, concrete pitches covered with synthetic matting), for a season that runs from mid-October till mid-March.

We have long enjoyed a positive relationship with council staff, and wish to extend our sincere appreciation to council for providing facilities at what is generally a high standard.

What has prompted this letter, however, is our concern that council fees are excessive, both in view of our circumstances and also in comparison with the fees of neighbouring councils.

For 2018-19, the fee charged to the BCL for the use of each of the grounds mentioned above for games on weekends was \$2097. In addition to this must be added the fees charged directly to the clubs for use of the same facilities for training - usually two nights a week - of \$739. Thus, the cost per ground, per season, is \$2836.

This figure is almost 50 per cent greater than that charged by the Central Coast Council for the use of Oval B at the new Dial Regional Sporting Complex (\$1900) and 80 per cent more than that charged by the Waratah-Wynyard Council for its recreational grounds (\$1548).

Based on advice on your council's website (Schedule of Fees and Charges 2018-19), we can also see the fees per ground are set to increase by almost 16 per cent through to 2021-22, adding \$447 per ground per season to our costs by this time.

Included in the fees stated above for the Central Coast and Waratah-Wynyard councils is a contribution (\$400 per ground per season for both) toward the costs of replacing the synthetic matting on hard wicket cricket pitches, which is glued to the concrete underneath.

In Burnie, when this matting is in need of replacement, it generally falls to the home club to find the funds, and it is - for such clubs - a significant expense, commonly costing \$5-10,000.

This is problematic for a number of reasons. It is, of course, a significant expense every five to seven years for a club to replace matting that has worn, but it is all the more so if it has been damaged by vandalism. Further, since this is a material fixed to a council asset (being the pitch underneath), other bodies can use the pitch, contributing to the wear and tear but without making any contribution to its eventual replacement.

We are confident you would share our view of the immense benefits of participation in sport for the individual and for the wider community. Indeed, we commend council for its strong support of community recreation.

The reality for us, however, at the grassroots of our sport, is that the fees currently charged by your council are, in relative terms, excessive and will - on current policy - only become more excessive in future years, and this is a clear threat to the sustainability of our clubs.

On this basis, we ask council to assume responsibility for the replacement of the matting on cricket pitches on its recreation grounds as and when needed, and subtract a contribution to this cost from the existing fees paid by the BCL and our Burnie clubs.

Further, we ask council to consider the impact on sporting and other bodies from setting fee increases as high as five per cent a year, particularly beyond 2020-21.

If an opportunity presented, we would be more than happy to meet with you to discuss these matters further, and would welcome any communication to clarify any of the points raised in the above or any other issues of mutual interest.

In the meantime, we thank you for your consideration.

Yours faithfully,

Anthony Haneveer
President,
Burnie Cricket League Inc.

Phone: 0448 330 126
Email: abhaneveer@gmail.com

G Schedule of Fees and Charges

Area	Description of Fee	Fee 2018-19	GST	Fee 2019-20	Fee 2020-21	Fee 2021-22
SUMMER SPORTS						
Acton Cricket Club	Acton Rec Ground	\$739	\$67.18	\$776	\$815	\$855
Burnie Cricket League Inc	Acton Rec Ground - Per Season Ground Use	\$2,097	\$190.64	\$2,202	\$2,312	\$2,428
Burnie Cricket League Inc	Wivenhoe Rec Grd - Per Season Ground Use	\$2,097	\$190.64	\$2,202	\$2,312	\$2,428
Burnie Cricket League Inc	Ridgley Rec Ground - Per Season Ground Use	\$2,097	\$190.64	\$2,202	\$2,312	\$2,428
Burnie Cricket League Inc	Stowport Rec Ground - Per Season Ground Use	\$2,097	\$190.64	\$2,202	\$2,312	\$2,428
Burnie Cricket League Inc	Natone Rec Ground - Per Season Ground Use	\$2,097	\$190.64	\$2,202	\$2,312	\$2,428
Burnie Yeomen Cricket	West Park Oval - Per Season Ground Use	\$3,574	\$324.91	\$3,753	\$3,940	\$4,137
Burnie Harness Racing	Wivenhoe Rec Ground - Per Race Day	\$1,062	\$96.55	\$1,115	\$1,171	\$1,229
Burnie Harness Racing	Wivenhoe Rec Ground - Per Trial Day	\$45	\$4.09	\$47	\$50	\$52
Burnie United Football Club	Montello Rec Ground - Per Pre Season Training Season	\$815	\$74.09	\$856	\$899	\$943
Burnie Cricket League Inc	Montello Rec Ground - Per Season Ground Use	\$2,312	\$210.18	\$2,428	\$2,549	\$2,676
Burnie Softball Association	Acton Rec Ground - Per Training Season	\$1,301	\$118.27	\$1,366	\$1,434	\$1,506
Natone Cricket Club	Wivenhoe Rec Ground - Per Training Season	\$739	\$67.18	\$776	\$815	\$855
Ridgley Cricket Club	Ridgley Rec Ground - Per Training Season	\$739	\$67.18	\$776	\$815	\$855
Football Clubs	All Grounds - Per Pre-Season Training Session	\$28	\$2.55	\$29	\$31	\$32
Stowport Cricket Club	Stowport Rec Ground - Per Season Training	\$739	\$67.18	\$776	\$815	\$855
West Ridgley Cricket Club	Ridgley Rec Ground - Per Season Training	\$739	\$67.18	\$776	\$815	\$855
Touch Football Association	Upper Burnie Rec Ground - Per Season	\$161	\$14.64	\$169	\$178	\$186
Burnie Athletic Club	West Park Oval - Day Hire	\$583	\$53.00	\$612	\$643	\$675
City of Burnie Cycling Club	West Park Oval - Pre Season	\$1,065	\$96.82	\$1,118	\$1,174	\$1,233

continued next page

Fees shown include GST where GST is applicable

Fees from 2019-20 onwards are indicative only and will be set annually by Council.

**AO145-19 COMMUNICATIONS JOURNAL - BURNIE COASTAL ART GROUP INC
- TASART EXHIBITION 2019****FILE NO: 2/17/3; 917625****PREVIOUS MIN:**

MAKING BURNIE 2030 – CORPORATE PLAN REFERENCE:

Direction	1	AN ATTRACTIVE PLACE TO LIVE, WORK AND PLAY
Objective	1.2	A community that celebrates and participates in its arts, culture and heritage.
Strategy	1.2.1	Promote the value of arts and culture in our community by supporting initiatives and opportunities that grow participation and appreciation of cultural diversity and the arts.

1.0 RECOMMENDATION:

“THAT Council advise the Burnie Coastal Art Group that it will commit \$5,000 in funding towards the 2019 TASART Exhibition in the 2019/20 budget.”

2.0 SUMMARY

The Burnie Coastal Art Group has requested a commitment from Council of \$5,000 towards the 2019 TASART Exhibition in October.

3.0 GENERAL MANAGER’S COMMENTS

Council has been a supporter of the TASART Exhibition for a number of years. It has previously allocated \$5,000 in funding towards the acquisitive Burnie City Council Award, with the winning artwork becoming part of the collection of the Burnie Regional Art Gallery. The allocation of funding is made from the Art Gallery budget.

The TASART Exhibition is a significant event in the state arts calendar and attracts a high number of entries from around Australia.

The Burnie Coastal Art Group has demonstrated a commitment to increasing the professionalism of the exhibition, as well as attracting significant sponsorship. Council previously provided \$10,000 in sponsorship, however this was reduced to \$5,000 a number of years ago. The Coastal Art Group was then successful in gaining other sponsorship for the major art prize. Council also provides the Art Gallery free of charge to the Coastal Art Group following a request some time ago to allow the Coastal Art Group to no longer charge an entry fee.

ATTACHMENTS

- 1 [!\[\]\(a88007b249b36c75dcbde101f514cec3_img.jpg\)](#). Correspondence from Burnie Coastal Art Group Inc - 2019 TASART Exhibition

COUNCIL RESOLUTION

Resolution number: MO142-19

MOVED: Cr A Boyd

SECONDED: Cr G Simpson

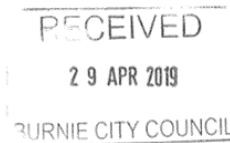
“THAT Council advise the Burnie Coastal Art Group that it will commit \$5,000 in funding towards the 2019 TASART Exhibition in the 2019/20 budget.”

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

Against:

CARRIED UNANIMOUSLY

BURNIE COASTAL ART GROUP INC.



Mayor Kons and Councillors,
Burnie City Council,
80 Wilson Street,
BURNIE 7320

25 April 2019

Dear Mayor and Councillors,

Further to the follow up phone call from past TASART Secretary Lorraine McNeair in November 2018.

I am writing on behalf of the Burnie Coastal Art Group and the TASART organising committee to extend our sincere thanks for your support of the exhibition in 2018. Your generosity as sponsor of the Burnie City Council award has contributed most significantly to the success of TASART as a must see event on the Burnie Shines program.

TASART will open at the Burnie Regional Gallery on Friday 27th September with 80 selected works. This year however we will be having a Salon Des Refuse of unselected works which will be held at our Gallery 2 Eleven at Upper Burnie. Usually the unselected works are stored at the Burnie Regional Art Gallery for the duration of the exhibition; we are very excited to be able to present these works to the public and will be exhibiting them for a two week period during TASART.

We thank you most sincerely for your generous support of our local artists and the TASART exhibition and are seeking your continued sponsorship in 2019 by sponsoring the acquisitive Burnie City Council Award of \$5,000 which will add to the Burnie Regional Art Gallery's growing collection.

We would appreciate being advised of your intention by May 17th so that we can proceed with our planning arrangements.

Yours sincerely
Kim Loughran

Secretary
Burnie Coastal Art Group
Phone: 0491057288

e-mail kkcloughran@bigpond.com

For: Suzanne Hennessy
President/TASART Coordinator

P.O. Box 186, 211 Mount Road, Burnie 7320, Tasmania.
ABN - 52998233556

MINUTES AND REPORTS OF COMMITTEES**AO146-19 BURNIE REGIONAL ART GALLERY SPECIAL ADVISORY COMMITTEE
MINUTES OF MEETING HELD ON 29 APRIL 2019**FILE NO: 29/3/9

RECOMMENDATION:

“THAT the Minutes of a meeting of the Burnie Regional Art Gallery Special Advisory Committee held on 29 April 2019, be received for discussion.”

SUMMARY

The Chairman informed members of a recommendation to Council where 2% of any new Council ‘builds’ (excluding roadworks) be put towards the Public Art Budget. Minimum amount \$2,000, maximum \$20,000. Monies gathered will be pooled and added to the Public Art budget and not used to create a site specific work for the new ‘build’ or a building upgrade.

Discussion took place on whether reporting the attendance figures by exhibition visitation was the best procedure

The Committee was advised of a three year funding commitment by MMG.

ATTACHMENTS

1 [!\[\]\(4b7a79268f6ba26c1471d4232fffa85a_img.jpg\)](#) BRAG Special Advisory Committee Minutes 29 April 2019

COUNCIL RESOLUTION**Resolution number: MO143-19****MOVED:** *Cr T Brumby***SECONDED:** *Cr G Simpson****“THAT the Minutes of a meeting of the Burnie Regional Art Gallery Special Advisory Committee held on 29 April 2019, be received for discussion.”***

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

Against:

CARRIED UNANIMOUSLY

Meeting Minutes Unconfirmed



Meeting: **Burnie Regional Art Gallery
Special Advisory Committee Meeting**
 Held on: Monday 29 April 2019
 Venue: Frank Ellis Room Burnie Regional Art Gallery
 File No(s): 29/003/009

The meeting opened at 10.05am. The meeting closed 11.10am.

		Action
1	Present Mayor Steve Kons (Chairman), Dawn Oelrich (Director), Michael Muruste, Joan Kelly, Eleanor Austin (Friends Representative) & Mary Reilly (Minutes)	
2	Apologies Cr Chris Lynch, Patricia Parke, Neil Thorne, Sonia Guizzo	
3	Declaration of Interests None	
4	Chairman's Communications The Chairman advised members of an imminent announcement by Nationals Senator Steve Martin regarding funding for a Burnie Regional Art Gallery and Museum project. The Chairman informed members of a recommendation to Council where 2% of any new Council 'builds' (excluding roadworks) be put towards the Public Art Budget. Minimum amount \$2,000, maximum \$20,000. Monies gathered will be pooled and added to the Public Art budget and not used to create a site specific work for the new 'build' or a building upgrade.	
5	Confirmation of Previous Minutes <i>It was moved that the minutes of the meeting held on Monday, 25 February, 2019, be accepted as a true and accurate record. (Moved Mayor Steve Kons, seconded Joan Kelly. Carried)</i>	

6	Business arising from the Minutes	Action
	<p data-bbox="300 398 544 427"><u>BRAG Collection - Website</u></p> <p data-bbox="300 427 1171 853">Discussion took place on the update of the project to have the gallery's collection online and available for research or public viewing. The Director advised members that it has been decided to continue using the newest version of Filmmaker Pro. It was suggested to find out what software the state gallery uses and piggy-back off that one as the finer details will have already been looked at and refined. The Gallery Exhibitions Coordinator, Randolph Wylie, is currently updating the entries that do not have images. The IT Department will assist the database to make it secure for members of the public to use. It will still be several months, even years before the information can go public. It is not always possible to make images accessible to the public for a variety of reasons i.e. copyright, loss of integrity of the work, the work could be reproduced in an unauthorized way, NAVA fees (The National Association for the Visual Arts) etc. Further information such as valuations or artist/donor contact details need to be inaccessible. There are still artists in the collection who have not signed a 'Licence to Reproduce Agreement' form to allow images of their works to be displayed. Some artists don't mind their work being available online while others are opposed. Although rights are waived on entry forms e.g. the winner of the Burnie Print Prize, it's usually for a limited time only and then the image is reproduced as low resolution.</p> <p data-bbox="300 853 1161 936">The Director advised the members that she is on the Committee of the Australian Museums & Galleries Association (AMAGA) and they are currently discussing funding for digitizing museum and gallery collections across the state with Arts Tasmania.</p>	

7

Director's Report
The Director tabled a report.
Exhibition Attendance:

February/March/April	Total visitors/average visitors per day
<i>Con Rhee: Painted Cliffs etc</i> <i>Grant Wells: People of Passion</i> <i>Men with Heart</i> (8 Feb – 17 March) <i>Prosthetic Reality @ BRAG</i> (22 Feb – 24 March)	3421 or average 92 Visitors per day (37 days)
Burnie Print Prize 2019 <i>Opening 22 March</i> <i>Exhibition to run to 5 May</i>	1979(to date) or averaging 68 visitors per day.
<i>Foyer Collection – the Colonials</i> (to 10 June)	Highlighting three colonial paintings from the collection: Edward MACE, <i>King River Gorge on the West Coast</i> ; John DAY, <i>Wyvenhoe, Tasmania</i> and George Barker (?) <i>Pioneer Camp, Mt Zeehan</i>

Policy reviews
The Exhibition and Display Policy (Doc C30v.1) was due for review 30 October 2011 and is currently under review. Please see attached copies for comment.
The Collection Policies were reviewed in September and will be reviewed again in 2020. (NB the policy is divided into BRAG Acquisition Management Policy (WP-CED-BRAG-001) and the Deaccession Management Policy (WP-CED-BRAG-002).
MMG – Discussions with Doug Doherty (DoMaur Productions) about supporting him to take theatre to the west coast. The gallery continues to develop and deliver outreach programs as per the multi-year funding agreement.

Other Programs and Projects @ BRAG and beyond:
10 April - Slava and Sharon Grigorian performed at the gallery – sold out event 124 attendees
15 April – BRAG Arts – networking event Guest speakers: Eleanor Austin (Show and Tell) and three students from Project O (BIGHARTs project at Wynyard and Smithton High Schools – students Trinity, Abbey and Tahlia present)
30 April – International Jazz Day at BAFC
14 June – Friends of BRAG major fundraising event
17 June – The next BRAG Arts event will be held

This week : the wall in the Learning Space Gallery which faces to the courtyard has been removed to allow natural light for school and especially 3-D exhibitions. Burnie Shines Featured artists Graham Mace (glass) and Jeannine Binoth (copper sculpture) will be highlighted for the exhibition 27 Sept – 27 October. Official opening Tuesday 8 October.
In addition TASART 2019 will go ahead – dates 27 Sept (official opening) to 19 October
10 May – opening **Raymond Arnold – Elsewhere World** – exhibition runs to 23 June
10 May to 7 July – **Wild Coast** – an exhibition from the BRAG Collection

Staff
1. Reminder the Director will be overseas from 10 May to return to work Tuesday 11 June
2. Project Officer will be in China 6 to 20 June

MOVED Dawn Oelrich and seconded Michael Muruste
That the Director's Report, 29 April, 2019 be received

CARRIED

CARRIED

		Action
8	<p>Business arising from the Directors' Report</p> <p><u>David</u></p> <p>The Director reported that, after a call for Expressions of Interest, five people had looked at the David statue. One party has offered \$500 & will take it away and another party has offered to take it away. The Director is waiting to hear the outcome from Council.</p> <p><u>Winner – Burnie Print Prize 2019</u></p> <p>The Director informed members that a work titled, <i>Gone fishing east of Faskrudsfordur</i>, by renowned print artist, Rew Hanks, had won the Burnie Print Prize 2019. All three judges were unanimous on the decision. The artist attended the opening ceremony and was pleased to finally win the Prize, he has won the People's Choice Award twice before.</p> <p><u>Attendance Figures</u></p> <p>Discussion took place on whether reporting the attendance figures by exhibition visitation was the best procedure. Exhibitions could be popular because they contain local content or are by local artists that attract family and friends therefore boosting the numbers whereas a more specialized art medium exhibition might contain a higher standard of work but only appeal to visitors in art circles. Although broad numbers validate the gallery to Councillors, populism is not what art is about.</p> <p>It was also explained that apart from the overall visitor numbers being recorded, records of workshops, events, meetings etc were kept.</p> <p><u>MMG Funding</u></p> <p>The Director reported that funding from MMG had been secured for the next three years. The funding includes art programs being offered in Rosebery and Zeehan, both visual and performing art. The gallery provides art workshops for children. The BAFC have agreed to allocate six of thirty places to students from the west coast to attend a workshop by Bell Shakespeare Company later in the year. However, due to the cost involved in staging a production on the west coast, it would be too expensive for BAFC to present a show there. In light of this, it is planned to support DoMaur Productions to create and produce a play especially for the west coast. Douglass Doherty, from DoMaur Productions, is very pro active about the idea and will advise patrons that the play has been supported by Burnie City Council. Support would consist of a donation to DoMaur Productions to assist with this project.</p> <p><u>Tarkine Exhibition</u></p> <p>An exhibition titled, <i>Tarkine installation – floor to ceiling forests</i>, will be displayed in the gallery in 2020. It was suggested that MMG be asked to nominate a guest speaker. There is no mining in the Tarkine and as MMG are a responsible, corporate citizen it's thought they would appreciate the gesture.</p>	
9	<p>Friends of the Gallery Report</p> <p><u>2019 Fundraiser</u></p> <p>The President, Eleanor Austin, reported on a major fundraising event planned for 14 June, 2019. It will be held in Braddon Hall, Burnie Arts & Function Centre and consist of a three course meal with guest speakers, fun activities and entertainment. The Director will speak on the topic 'Fake & Fortune'. Friends member, artist Suzanne Hennessy, will be sketching on the night. Local artists will donate unfinished works to be collaged on.</p> <p><u>Membership</u></p> <p>Friends monthly meetings are being well attended with new members still joining. A new membership form is currently being designed & updated. This will be available both online and hard copy.</p>	

		Action
10	General Business <u>Logo</u> It was noted that all Council entities have different logos i.e. Burnie City Council, Burnie Regional Art Gallery, Burnie Regional Museum etc. The Director advised the group that Council are changing to a new software, there will be an overall similar shape and look with recognition of facilities given to the Burnie City Council. Areas will fill out templates to drop in information. It will bring a new, clean look to the website. The Friends of the Gallery will have a page within BRAG's section.	
11	Next Meeting The next meeting will be held in the Gallery at 10am on Monday, 1 July, 2019.	
Signed and dated (upon confirmation at next meeting): _____ [Insert Name] Chairperson Date		

MINUTES AND REPORTS OF COMMITTEES**AO147-19 UPPER NATONE RESERVE SPECIAL COMMITTEE
UNCONFIRMED MINUTES OF MEETING HELD ON 15 APRIL 2019****FILE NO: 2/5/16; 3383617**

RECOMMENDATION:

“THAT the Unconfirmed Minutes of a meeting of Upper Natone Reserve Special Committee held on 15 April 2019, be received for discussion.”

SUMMARY

The minutes record the discussions of the Upper Natone Reserve Special Committee (UNRSC) meeting.

The Committee has been active in relation to reserve maintenance activities, as reported in the minutes.

Facility improvement tasks have been identified and Officers will work with the Committee to facilitate projects, where possible.

Inappropriate driver behaviour in the reserve continues to be a concern. The Committee are working with Bush Watch and Tasmania Police to address this issue.

ATTACHMENTS

- 1 [!\[\]\(93b46f02aeb0dec7325ae721eddb1f5c_img.jpg\) Unconfirmed Minutes of the Upper Natone Reserve Special Committee Meeting held on 15 April 2019](#)

COUNCIL RESOLUTION**Resolution number: MO144-19****MOVED:** *Cr A Keygan***SECONDED:** *Cr A Boyd****“THAT the Unconfirmed Minutes of a meeting of Upper Natone Reserve Special Committee held on 15 April 2019, be received for discussion.”***

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

Against:

CARRIED UNANIMOUSLY

*Minutes of the Upper Natone Reserve Special Committee
15th April 2019*

Meeting opened 7.39pm

Attendance: Phil Tustian (Secretary) Fiona Tustian (President), Dianne Cripps, Arthur Bryan, Gary Watts, Alwyn Boyd (Burnie City Council)

Apologies: Gary Neil (Burnie City Council), Ivan Caston, Rodney Lincoln & Ariana Iaconis (Sustainable Timber Tasmania)

Declaration of Interest – Nil Declarations

Minutes of previous Meeting (25th February 2019) were read by the President.

Moved Gary Watts & seconded Arthur Bryan the Minutes be accepted as read. **Carried**

Business arising: Proposed “Rules of Operation” to be amended to increase Committee Members from 9 to 10.

Correspondence: (Inwards) Pat Troughton Burnie City Council water pumping problems

Gary Neil Burnie City Council Committee Members & swings need repair

(Outwards) email (phone) Notice of Meeting 15/4/19

Pat Troughton water pump problems

Gary Neil total members of Committee & broken swings

Treasurer’s Report: Balance believed to be \$917-65. BBQ expenses of \$43-20 for “Working Bee” & it was moved Gary Watts, seconded Arthur Bryan this account be passed for payment and Tustian’s be reimbursed. **Carried** Remaining balance \$880 approx.)

General Business

1. “Working Bee” at Reserve with general clean up/mowing.
 2. “Fire Pit” proposal with about 440 bricks acquired through Dianne Cripps and stored at Caston’s/Tustian’s
 3. Fiona gave a presentation of a public report to the Reserve Facebook Page resulting in publication of an offending motor cycles/vehicle with “Bushwatch” notified and police are investigating. Information received has identified the offender(s) and the Facebook Site has reached over 20,000 and had 184 share.s
 4. Thanks to Gary Neil for prompt repairs to the swings.
 5. BBQ Repairs necessary and Phil to investigate costs for necessary materials and report to next Meeting. Alwyn suggested the BCC through Gary Neil may be able to assist.
 6. Fiona mentioned the Stowport/Natone Fire Brigade Trivia Night Friday 10th May 2019 to be held at the Natone Hall.
 7. Meeting Closed 8.10pm
8. Next Meeting Monday 20th May2019 Natone School.

MINUTES AND REPORTS OF COMMITTEES**AO148-19 CRADLE COAST WASTE MANAGEMENT GROUP
UNCONFIRMED MINUTES OF MEETING HELD ON 17 APRIL 2019**FILE NO: 2/5/37

RECOMMENDATION:

“THAT the Unconfirmed Minutes of a meeting of Cradle Coast Waste Management Group held on 17 April 2019, be received for discussion.”

SUMMARY

The minutes report on the activities of the Cradle Coast Waste Management Group (CCWMG) meeting.

It was reported that all member Councils had agreed to progress with the new governance structure. An implementation plan to be developed by the Committee.

A draft annual plan and budget were considered by the Committee. In due course, the final document will be presented to member Councils for consideration.

ATTACHMENTS

1. [!\[\]\(69baca079ef3ab6f03d58fd7e9f950f1_img.jpg\) Cradle Coast Waste Management Group - Unconfirmed Minutes of Meeting held on 17 April 2019](#)

COUNCIL RESOLUTION**Resolution number: MO145-19****MOVED:** *Cr T Bulle***SECONDED:** *Cr A Boyd****“THAT the Unconfirmed Minutes of a meeting of Cradle Coast Waste Management Group held on 17 April 2019, be received for discussion.”*****For:** Cr S Kons, Cr A Boyd, Cr T Brumby, Cr K Dorsey, Cr C Lynch, Cr A Keygan, Cr G Simpson, Cr T Bulle, Cr D Pease.**Against:*****CARRIED UNANIMOUSLY***



CRADLE COAST WASTE MANAGEMENT GROUP MEETING
17 April 2019
Meeting Highlights

- CCWMG Draft Annual Plan & Budget tabled and discussed.
- Notification of additional unbudgeted waste levy income due to a special project at the DWM landfill.
- CCWMG commitment to regional waste data reporting.

DRAFT



CRADLE COAST WASTE MANAGEMENT GROUP

UNCONFIRMED MINUTES

Meeting held Wednesday, 17 April 2019
Cradle Coast Authority, 1-3 Spring Street, Burnie

1. WELCOME

The Chair, Ms. Sandra Ayton, opened the meeting at 10:38 am and welcomed attendees.

Present at the meeting were:

• Ms. Sandra Ayton	Committee Chair	Central Coast Council (CCC)
• Mr. Rowan Sharman	Committee Member	Burnie City Council (BCC)
• Mr. Adam Gardner	Committee Member	Kentish (KC) & Latrobe (LC) Councils
• Ms. Dana Hicks	Committee Member	Waratah Wynyard Council (WWC)
• Mrs. Mel Pearce	Committee Project Manager	Dulverton Waste Management (DWM)

2. APOLOGIES

Apologies were received from:

• Mr. Matthew Atkins	Committee Member	Devonport City Council (DCC)
• Mr. James Brewer	Committee Member	Circular Head Council (CHC)
• Mr. Daryl Connelly	Committee Member	Cradle Coast Authority (CCA)
• Mr. Don Thwaites	Observer	CCA Representatives Group
• Mr. Mat Greskie	Committee Project Manager	Dulverton Waste Management (DWM)

3. GOVERNANCE**3.1 Confirmation of Minutes (28th November 2018)**

The Unconfirmed Minutes of the 28 November 2018 meeting were presented at Item 3.1 of the Agenda.

MOTION

That the Cradle Coast Waste Management Group (CCWMG) **CONFIRM** and **ACCEPT** the Unconfirmed Minutes of the meeting of 28 November 2018 as a true and correct record.

Moved: Dana Hicks / Seconded: Rowan Sharman / CARRIED

3.2 Confirmation of Meeting Notes (13th February 2019)

The Meeting Notes from the 13 February 2019 meeting were presented at Item 3.2 of the Agenda.

MOTION

That the Cradle Coast Waste Management Group (CCWMG) **CONFIRM** and **ACCEPT** the Meeting Notes of 13 February 2019 as a true and correct record.

Moved: Rowan Sharman / Seconded: Adam Gardner / CARRIED



3.3 Business Arising from Minutes

Nil

3.4 Review of Action List

The committee **NOTE** the actions list.

3.5 Governance Update

SA confirmed that all Councils have agreed to proceed to the new governance structure. The CCWMG agreed that an implementation plan was required, outlining the steps required and timeline to move to the new structure. SA and MG will develop the implementation plan which is to be provided to the CCWMG for endorsement and then the DWM Board for consideration.

ACTION

1. MG & SA to develop a governance implementation plan to be provided to the CCWMG for endorsement.
2. Following CCWMG endorsement, MG is to provide the implementation plan to the DWM Board for consideration.

4. FOR DECISION

4.1 Financial Report – Briefing Note

The financial report briefing note as at 17 April 2019, was presented by the CCA to the CCWMG.

4.2 Financial Report – Income Statement

The CCWMG income statement as at 28 February 2019, was presented by the CCA to the CCWMG.

It was noted that, due to invoice timing, the Waste Levy Income for February was not included in the Income Statement.

MOTION

That the CCWMG **CONFIRM** and **ACCEPT** the Briefing Note as at 17 April 2019 and Income Statement as at 28 February 2019.

Moved: Dana Hicks / Seconded: Adam Gardner / CARRIED

4.3 Quarterly Waste Reports

The Waste Reports for Quarter 3 were tabled for the CCWMG's information. There was some discussion regarding the lack of reporting by many Councils, with some Councils expressing resourcing challenges as a difficulty in entering the data. SA advised that the General Managers



have been made aware that the regional waste data collection system is currently not being updated and the importance of having all Councils input their waste data was stressed.

MP advised that for those Councils who are experiencing difficulties, a focus on the large quantity waste and recycling items (such as general waste, green waste, cardboard etc) would be a good starting point.

The CCWMG agreed that accurate waste data collection is an important regional initiative and will endeavour to work with their Council to ensure the database is being updated monthly.

5. FOR DISCUSSION

5.1 Garage Sale Trail

The CCWMG agreed that there was already a strong garage sale culture in the community and that the data collected from participation in 2018 highlights that participating in the Garage Sale Trail provides limited value to the region. The CCWMG support DWM in undertaking discussions with the Garage Sale Trail to cancel CCWMG Council's participation in 2019.

ACTION

1. Mel Pearce to advise the Garage Sale Trail that the CCWMG will not be participating in 2019.

5.2 Draft CCWMG Annual Plan & Budget

The draft CCWMG Annual Plan and Budget (AP&B) 2019/20 was tabled for the CCWMG and was discussed in detail. MP summarised the new layout which separates on-going and one-off projects and questioned whether the CCWMG would support DWM in developing a 5 Year Financial Plan for consideration and utilisation by the CCWMG. The CCWMG agreed that a 5 Year Financial Plan would be beneficial and should include actions detailed within the Strategic Plan.

MP advised that the financial section of the AP&B will be updated prior to finalising to ensure the most up-to-date information is captured. Expenditure for on-going projects will also be refined as more information becomes known.

The CCWMG discussed providing Councils with a subsidy to install public place waste and recycling bins. It was agreed that \$30,000 would be allocated to run the subsidy program, giving Councils the opportunity to apply for assistance to install public place waste and recycling bins. The CCWMG will provide DWM with guidance for developing the application assessment criteria.

The CCWMG requested that FOGO be added to the AP&B as an ongoing focus area for the region, with a \$5,000 allowance for FOGO education.

Other projects were discussed, including waste governance and soft plastic education. MP will incorporate the feedback received and forward the final AP&B for endorsement by the CCWMG out of session.

ACTION

1. Mel Pearce to incorporate feedback provided by the CCWMG into the AP&B and forward to the CCWMG for endorsement out of session.
2. Mel Pearce to develop a Draft 5 Year Financial Plan for the CCWMG.



5.3 EPA Illegal Dumping Database

MP provided a brief update to the CCWMG about an illegal dumping database being developed by the EPA. It was agreed that until the database is up-and-running and better understood, the CCWMG Councils will continue to utilise the Rethink Waste illegal dumping database. MP will continue to work with the EPA where possible.

5.4 Soft Plastic & Glass as Road Material

Information regarding the Tasmanian road built with soft plastics and glass in Kingborough, was tabled for the CCWMG's information. This is an initiative between RED Group (who manage the Red Cycle soft plastic recycling in supermarkets) and Downer EDI. The CCWMG agreed that each individual Council may consider utilisation of this road surface as part of their procurement process as the need arises.

The CCWMG confirmed that the priority is getting the correct types of soft plastics into the Red Cycle recycling stream, so that there is sufficient recycled material to support this initiative.

5.5 FOGO Update

The CCWMG congratulated the CCC and their decision to commence a FOGO collection in October 2019. MP confirmed that DWM is actively seeking funding assistance from the State Government for the capital costs of FOGO processing infrastructure.

The CCWMG agreed that FOGO will continue to be an area of focus.

6. FOR NOTING

6.1 Tasmanian Waste Management Communications Plan Update

MP provided a brief update to the CCWMG, advising that the Southern Tasmania Councils Authority (STCA) agreed to continue participation in the State-wide Waste Communication activities in 19/20. Additionally the State-wide Communications Team (made up of MP and a representative from the NTWMG and STCA) have engaged Etela to continue to provide waste communications expertise for the remainder of the Communications Plan.

The CCWMG **NOTED** the update.

6.2 CCWMG Project Task List

The CCWMG Project Task List, prepared by DWM, was tabled for the CCWMG's information.

The CCWMG **NOTED** the Project Task List.

6.3 ChemClear – BCC Update

RS confirmed that ChemClear still operates and BCC are registered as a collection site.

The CCWMG **NOTED** the update.



6.4 Varied Levy Arrangement Update

MP updated the CCWMG on two special projects negotiated by DWM, with the gate fee and levy being applied at a m³ rate instead of tonnes. These projects will result in additional unbudgeted levy income for the CCWMG.

7. GENERAL BUSINESS

The CCWMG agreed that opportunities to invite discussions with King Island and West Coast Councils, regarding participating in CCWMG initiatives, should be perused where possible.

8. NEXT MEETING & MEETING CLOSE

The next meeting will be held on Wednesday, 19th June 2019 at the Cradle Coast Authority Offices.
Meeting closed at 12:15 pm.

MINUTES AND REPORTS OF COMMITTEES**AO149-19 WESTERN EMERGENCY MANAGEMENT COMMITTEE
UNCONFIRMED MINUTES OF MEETING HELD ON 21 FEBRUARY
2019****FILE NO: 2/5/39**

RECOMMENDATION:

“THAT the Unconfirmed Minutes of a meeting of Western Emergency Management Committee held on 21 February 2019 be received for discussion.”

SUMMARY

The minutes report on the deliberations of the Western Emergency Management Committee (WEMC) meeting.

The minutes contain reports on a range of matters including:

- Updates on the activities of member agencies and organisations.
- A detailed report on the various fires of February 2019 was provided by Tas Fire Service.
- Western Emergency Management Plan update process discussed.
- Western Emergency Management Committee Risk Register – status update provided.
- Mr Chris Fagg, Western Emergency Management Coordinator for Waratah-Wynyard Council advised of his retirement.

Focus tasks for the Committee over the next six months will be the Combined Risk Register, review of the Combined Area Plan and development of desktop exercise for the Western Emergency Management Committee.

ATTACHMENTS

- 1 [!\[\]\(e1bdc70a9006e3802acd56af7aa337d8_img.jpg\)](#). Western Emergency Management Committee - Unconfirmed Minutes of Meeting held on 21 February 2019

COUNCIL RESOLUTION**Resolution number: MO146-19*****MOVED: Cr D Pease******SECONDED: Cr T Bulle******“THAT the Unconfirmed Minutes of a meeting of Western Emergency Management Committee held on 21 February 2019 be received for discussion.”***

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

Against:

CARRIED UNANIMOUSLY



Western Emergency Management Committee

Minutes

Meeting Held: Thursday 21 February 2019 10:10am
 Venue: Circular Head Council 33 Goldie Street, Smithton
 Chairperson: Mayor Daryl Quilliam

- 1 Introduction & Welcome Mayor Daryl Quilliam
Present

Mayor Daryl Quilliam	Mayor Circular Head Council – WEMC Chair
Mayor Robbie Walsh	Mayor Waratah Wynyard Council
Gary Neil	MEMC - BCC
Julie Bernhagen	MEMC - CHC
Georgina Laan	Admin Support – CHC
Chris Fagg	MEMC - WWC
Michael Foster	DMEMC - BCC
Kevin Maguire	DMEMC - CHC
Josh Fraser	WWC
Jodi Saville (Proxy)	Social Recovery Coordinator - CHC
Richard Muir-Wilson	Social Recovery Coordinator - WWC
Steve Jones	Tasmania Police
Lee-Anne Walters	Sergeant (Smithton) Tasmania Police
Wayne Richards	Regional Manager NW - SES
Tyron Clark	Acting District Officer Arthur Tasmania Fire Service
Tony Stewart	Acting Commander - Tasmania Police
- 2 **Apologies**

Cr Celisa Edwards	Councillor – WWC
Cr Themba Bulle	Councillor - BCC
Allison Daley	Social Recovery Coordinator - BCC
Deb Mainwaring	Social Recovery Coordinator - CHC
Lisa Allison	THS NW
Commander Debbie Williams	Commander & Regional Controller NWREMC – Tasmania Police
- 3 **Minutes of the previous meeting held on 15 November 2018**
 The committee resolved to accept the minutes of the previous meeting held on 15 November 2018.
 Moved: Gary Neil Seconded: Michael Foster

- 4 Matters Arising from the Previous Minutes**
- 4.1** Action Item No 5 – Julie Bernhagen reported that ABC had adjusted transmission tower to improve signal but South Australian ABC is still overriding local ABC at times of particular weather events.
ACTION ITEM: Julie Bernhagen & Wayne Richards to liaise to address this issue.
- 5 Correspondence**
- 5.1 Correspondence Inward**
- | | |
|----------------------|--|
| BCC | Advice Cr Bulle new BCC Delegate |
| WWC | Advice Cr Edwards new WWC delegate |
| CHC | Advice Mayor Daryl Quilliam delegate |
| SES (Wayne Richards) | Numerous advices re weather & fire situation reports & briefings |
| Tas Police | Invitation to WebEOC training |
| SES | Request for information backup power for councils |
| ABC Radio | Advice re radio Lileah changes |
- 5.2 Correspondence Outward**
Nil
- 6 Standing Agenda Items**
- 6.1 Regional Emergency Management Update – REMC Meeting- Michael Foster**
- WCC - Evacuation Centre opened 10am closed 7.30pm - 150 people attended
Main issue was communications and getting reliable updates.
 - State Growth – All roads now open
 - Sustainable Timber Tasmania report on the burnt-out plantations and the effects on the newer regrowth plantations. Long term implications for industry.
 - TasNetworks – Five poles reinstated
 - Department of Education – No schools closed
 - Red Cross – Provided update on their involvement in the Evacuation Centres
 - Telstra – Seventeen areas were at risk but no damage reported
 - NBN – No issues remaining
 - WebEOC – Pursuing resolution for licencing issues and the new platform will allow broader access
- 6.2 Regional Social Recovery Update – Regional Meeting – Richard Muir-Wilson**
- Richard Muir Wilson and Jodie Saville attended meeting at Burnie City Council. Regional Manager of Centrelink in attendance – Available relief: Disaster Recovery Allowance and Disaster Recovery Payment (Loss of business income).
 - Jodie Saville reported that media announcement Re: Opening of the CH Evac Centre was incorrect.
 - Wayne Richards clarified that the opening of evacuation centres is instigated and authorised by the incident controller (Commander).
 - Social Recovery meetings are back on track.
- 6.3 Western FMAC – Julie Bernhagen (CHC)**
- Fire Management Plan is completed and awaiting approval with SFMC.
 - Project Officer appointed and there is to be a revamp of plans and the risk register. which will hopefully result in a more useful and concise plan to use in relation to mitigation and risk.

6.4 Municipal Coordinator Reports**6.4.1 Burnie City Council – Gary Neil**

- Burnie Evacuation Centre opened for one day – 16 people attended. Communications issues with mixed messages.
- Review of Emu Valley Floods June 2016 – Identified mitigation measures currently talking to property owners with further consultation to be carried out.
- Fire hazard management underway.

6.4.2 Circular Head Council – Julie Bernhagen**Report on Fire**

- Significant fire activity during February. As at 8 February fires at Brittons Swamp (2407ha), Rapid River (477.25ha) and Fairview Road Redpa were still ongoing. Sumac fire was closed on 8th February.
- No major losses.
- Impacts to some forestry assets, pasture and fencing.
- Unconfirmed losses of bee hives.
- Sunday 3 February a council staff member joined the TFS Incident Management Team to work as community liaison officer for the Brittons Swamp fire.
- An evacuation centre was opened at the Stanley Recreation Centre when alert escalated to Emergency Warning. Later in evening level reduced to Watch and Act and the centre closed.
- Approximately 70 personnel, 5 aircraft and large numbers of machinery deployed to bring Brittons Swamp fire under control. Career and volunteer firefighters from Circular Head, other parts of Tasmania and interstate were involved in the efforts.
- Three community newsletters were produced by TFS and distributed by council in week commencing 4 February.
- ABC radio reception remains an issue for local area emergency warnings with limited coverage and tropospheric ducting which results in South Australian ABC radio coming in on the same band as 91.3.
- Emergency services in Tasmania ensure local commercial stations broadcast emergency warnings.

Other events

- The Australia Day Twilight on the Duck – Learnings from “Crowded Places Forum” implemented where practical.
- Evening fireworks went ahead with an exemption issued by Tas Fire with extra conditions applied.

CHC Mayor Daryl Quilliam raised the issue of misinformation.

Wayne Richards (SES) suggested that all bodies continue to get messages out to public with TFS being regarded as the single source of truth. Councils to share this official information using these sources.

6.4.3 Waratah-Wynyard Council – Chris Fagg

- Lake Llewellyn Dam Evacuation Plan completed
- Completed review of council SOP's and plans

6.5 Municipal Recovery Coordinator Reports**6.5.1 Burnie City Council**

- Evacuation centre opened for one day.

6.5.2 Circular Head Council

- Media reported that an evacuation centre was opening at the CH Community and Recreation Centre but council had not been asked to open one. Staff member on site in case people showed up. Later in afternoon the incident controller asked council to open evacuation centre at the Stanley Recreation Ground. Closed later that evening with no evacuees in attendance.

6.5.3 Waratah-Wynyard Council

- There was a small fire on the outskirts of the Waratah.
- The Waratah Incident Management Plan which is 5 years old should be updated and one created for Sisters Beach area.

ACTION: SES and TFS representatives to work with WWC to potentially update the Waratah Incident Management Plan & review Sisters Beach Plan.

- During the period of the fire TasWater was carrying out services on the water main at Waratah resulted in little to no water pressure.

ACTION: Julie Bernhagen to liaise with WWC Mayor Robbie Walsh to draft a letter to TasWater highlighting the issue.

6.6 Agency Reports

6.6.1 Tasmania Police – Steve Jones

- Fire season preparedness and response
- Regular New Year and Australia Day events
- Operation Winx (Devonport Cup exercise) very successful

6.6.2 Tasmania Fire Service – Tyron Clark

Tyron provided overview of the recent fires within the WEMC area.

Brittons Swamp

Detailed report on fire with copies of incident maps showing current situation were provided.

- This is the first year all three regions combined to require resources. North West generally worked independently as fire ratings lower and significant resources required elsewhere in the state.
- Fire was wind driven into wet forest.
- Utilised special fire analysis equipment through NSW operatives.
- Fires started on 29/01/2019 and 2400ha with a 33km perimeter.
- A new infrared scan looking for hotspots to be carried out on Saturday.
- Rehabilitation plan is in place and working with landowners to repair fencing.
- Fire was accidental starting from a dozer that had mechanical failure.
- Reaction time was 90 mins but there was too much fuel and wind.
- Two water bombing aircraft with helicopter support working out of Smithton airport 3000 litres dropped every 10 minutes.

Zeehan

- Fire reduction burns in 2017 has assisted greatly in protecting this area.
- Remote area crews dropped in to some areas to deal with inaccessible hot spots.
- More remote crew training suggested.

Sumac

- Remote fire. Four people were flown in and then walked two kilometres to fell a tree to stop a fire.

Rapid River

- 477.8ha with smoke and hotspots.

- Used helicopter water bombing.
- Remote crews inserted to look at hotspots.
- Significant number of interstate firefighters engaged.
- Beehives affected – 18 at Rapid River. Owner had opted to leave hives in area.
- Thermal imaging carried out on hotspots.
- One of many fires started by a lightning strike (31 January 2019).

6.6.3 Ambulance Tasmania

No report

6.6.4 Tasmania Health Service – North West

No report

6.6.5 SES

- Of the 180 volunteers 83 were directly involved with 3500 hours contributed.
- Some deployment to Great Lakes and Western Tiers regions.
- Dealing with road closures, logistics and coordination other activities.
- Still able to carry out usual call out work.

7 Committee Plans & Associated Documents**7.1 Western Emergency Management Plan (Due for review June 2019)**

- Councils to submit reviewed sections of WEMC plan to Gary Neil for compilation to present to SES.

7.2 WEMC Risk Register – Michael Foster

- Reference notes provided. (See attached)
- Register to be circulated for review and comment.
- Once endorsed Register to be made available on WebEOC.

8 Emergency Management Programs**8.1 Other Funding Opportunities (if any) - Nil**

- Wayne Richards advised he is not aware of any impending opportunities for funding grants.

9 Training/Workshop Opportunities/Reports (reports on future & past attendances)**9.1 WebEOC Training**

- Kevin Maguire and Josh Fraser attended training for WebEOC.
- WebEOC used for Devonport Cup WINX exercise.
- Presentation made to the Circular Head Council (Waratah Wynyard and Burnie councils planned). Overview of emergency management arrangements and obligations in relation to legislation and Acts.

10 2019 Fire Season – Round Table discussion

- Current year to date covered in reports

11 General Business**11.1 Grange Resources Membership WEMC – Julie Bernhagen**

- Grange Resources membership to WEMC. Craig Harvey waiting on a report and security arrangements could be discussed at a meeting once this has been received.

11.2 Community Awareness Program – Chris Fagg

- Is a local council responsibility.
- Look to source funding for a generic program.
- Wayne Richards advised that the State Plan states that groups should use best practice.
- WWC have developed a Community Education Awareness program. Good model that councils could get together to use this
- Suzette Harrison (TFS) could be used as a resource.

11.3 Interaction with organisations in relation to Exercise Outrage outcome – Chris Fagg

- WEMC needs to engage further with stakeholders

11.4 Training/informing Councillors of EM obligations & Council support – Chris Fagg

- Presentations being made to councils.

11.5 WEMC 2019 Exercise – Chris Fagg

- There is a three-month development time for an exercise.
- Coordinators to develop a scenario. Possible use Lake Llewellyn Dam Break Plan.
- Exercise will help plan controls on Risk Register/High Risk areas.

11.6 WEMC XO – Chris Fagg

- Discussion on whether the Executive Officer position should be rotated through municipalities or delegated for a set period.
- Three councils to discuss outside the WEMC committee.

11.7 Mitigation of risks identified in WEMC Risk Register – Chris Fagg

- Individual councils to review and update their own Risk Registers and any mitigations to be fed into the WEMC Risk Register.
- Risk list to be taken to councils by risk coordinators to support capital works for mitigation.

ACTION ITEM: Work plan on Risk Register to become an Agenda item.

11.8 Storage of WEMC official documents on WebEOC – Julie Bernhagen

- Documents and meeting minutes to go on WebEOC.

11.9 Other Matters**11.9.1 Resignation**

- Chris Fagg announced his retirement as Municipal Emergency Management Coordinator for WWC effective the 31st March 2019.
- Gary Neil thanked Chris for his passion and for leaving Waratah Wynyard in good stead.

11.9.2 EM Protocols

- LGAT has distributed information regarding inter-council Emergency Management protocols.
- Burnie and Circular Head have indicated their willingness to be involved.

11.9.3 AMSA - Oil spill exercise

- Australian Maritime Safety Authority will be holding an oil spill exercise over 3 days.
- Burnie Council have been invited.

12**Meeting Closure****Next Meeting 16 May 2019**

Forward Meeting Dates – 3rd Thursday Quarterly

16 May 2019

Burnie City Council

15 August 2019

Waratah-Wynyard Council

21 November 2019

Circular Head Council

20 February 2020

Burnie City Council

Outstanding 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. 16.08.18: In discussions with Gary Baxter (ABC) re Lileah station. 15.11.18 Letter received from ABC advising of changes to Lileah broadcast. To review during summer conditions. 21.02.19 Julie Bernhagen & Wayne Richards to liaise to address this issue.	
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 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. 15.11.18 Ongoing. Coordinators to meet to continue development.	

No.	Description	Owner	Date Assigned	Status	Date Closed
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	15.11.18 Anna Flower from TasPorts advise a person has been appointed to work in Emergency Coordinator role and should attend meetings commencing 2019.	
28	Work plan on Risk Register to become an Agenda item.	Committee	21.02.19		
29	Julie Bernhagen to liaise with WWC Mayor Robbie Walsh to draft a letter to TasWater highlighting the issue of works carried out in Waratah during fires.	Julie Bernhagen & Mayor Walsh	21.02.19		



Western Emergency Management Committee

Risk Register Update 21 February 2019

Progress so Far

- The development of a combined WEMC Risk Register commenced in 2017
- Each member Council developed a new risk register for their municipality based on the TERAG format developed by Darryl Glover
- Once each individual Council had developed their registers a working group was formed by the EM coordinators and their deputies in each region to start the process of combining the registers to form a Western Emergency Management Risk Register
- Two workshops were conducted to work on the development of the combined register with the last of these held on 12 December 2018 a workshop

Where are we at?

- The three member councils have developed risk registers in the TERAG format for their own municipalities
- The three registers have been combined into one combined Western Emergency Management Risk Register
- The combined register has then been sorted in order of highest to lowest risk level based on an auto-generated priority level. This auto generated priority is calculated based on the following:
 1. Risk Control Effectiveness
 2. Likelihood
 3. Risk Level

Highest Risk Areas based on Priority Level Rating 1

1. Coastal Inundation – Storm Tide
2. Heatwave (unseasonal maximum temperatures)
3. Storm/High Wind/Tempest (Severe Weather Event)
4. Bushfire

Highest Risk Areas based on Priority Level Rating 2

5. Public Health Emergency (Epidemic/Pandemic)
6. Cyber Security (Hacking of essential systems & networks)
7. Earthquake
8. Energy Supply Emergency
9. Hazardous Material Incident
10. Intentional Violence (Terrorism)

Where to from here?

- WEMC formally endorses Risk Register – Register circulated to members for review/comment
- Once endorsed make available on WebEOC platform
- Develop work plan to address highest priority risk areas
- Risk Register reviewed and updated annually by the EM Coordinators and their deputies

AO150-19 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 8.22 pm.

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 21 May 2019.

Confirmed:

A handwritten signature in black ink, appearing to be 'A. Wardlaw', written in a cursive style.

Andrew Wardlaw, GENERAL MANAGER

Confirmed:

A handwritten signature in black ink, appearing to be 'S. Kons', written in a cursive style.

Steven Kons, MAYOR